



*****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:
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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 22, 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 22, 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 March 25, 2021, Town Council Regular Meeting Minutes.
 2. Approval of the April 8, 2021, Town Council Regular Meeting Minutes.
 3. Approval of the April 14, 2021, Town Council Special Meeting Minutes.
- 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: Dia de Los Ninos Proclamation
- G. DISCUSSION AND POSSIBLE ACTION ITEMS:
 1. **ARIZONA STATE UNIVERSITY PROJECT – SALARY STUDY & PERSONNEL RULES AND REGULATIONS:** Council will receive a presentation from Arizona State University (ASU) Master of Public Administration Students regarding the findings and recommendations of a municipal employee salary study, and modifications to the Town of Guadalupe Personnel Rules and Regulations Manual regarding recreational marijuana and social media. Council may provide direction to the Town Manager / Clerk.



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2. INTERGOVERNMENTAL AGREEMENT WITH MARICOPA COUNTY ANIMAL CARE AND CONTROL DEPARTMENT (RESOLUTION NO. R2021.08): Council will consider and may take action to adopt Resolution No. R2021.08, authorizing the Mayor, or designee, to sign an intergovernmental agreement (agreement) (Contract #C2021-32) with Maricopa County (County) by and through its Animal Care and Control Department (MCACC) and the Town of Guadalupe for the provision of animal control services. The initial term of this agreement is from July 1, 2021 through June 30, 2022; and, may be renewed for up to two successive two-year terms by mutual agreement of both parties. The cost of service for the initial contract term is \$31,271. The contractual level of service is based on demand or calls for service, where MCACC operates a regional coverage program and responds to calls based on priority. Council may provide direction to the Town Manager / Clerk.

3. PUBLIC HEARING – VARIANCE REQUEST FOR 5300 SOUTH PRIEST DRIVE: Hold a public hearing to receive public input regarding a variance request of the Town of Guadalupe Zoning Code of Ordinances to increase allowable density from C-2 standards to 43.5 dwelling units per acre. The property is located at 5300 South Priest Drive, Guadalupe, AZ, APN 301-10-011Q, where a hotel is presently operating. The Applicant is Harc Holdings LLC. Council may provide direction to the Town Manager / Clerk. *Continued from the March 25, 2021, Regular Council Meeting at the request of the Applicant. (related to item G4)*

4. VARIANCE REQUEST FOR 5300 SOUTH PRIEST DRIVE: Council will consider and may take action to approve or deny a variance request to increase allowable density from C-2 standards to 43.5 dwelling units per acre for the property located at 5300 South Priest Drive, Guadalupe, AZ, APN 301-10-011Q, where a hotel is currently operating. The Applicant is Harc Holdings LLC. Council may provide direction to the Town Manager / Clerk. *Continued from the March 25, 2021, Regular Council Meeting at the request of the Applicant. (related to item G3)*

5. EMINENT DOMAIN RIGHT-OF-WAY ACQUISITION AND TEMPORARY CONSTRUCTION EASEMENTS (RESOLUTION NO. R2021.07): Council will consider and may take action to adopt Resolution No. R2021.07 authorizing the Town Attorney's, Faith, Ledyard and Faith, PLC, to file a condemnation lawsuit on behalf of the Town of Guadalupe in the Superior Court of Maricopa County, Arizona. This eminent domain process is the taking of permanent right-of-way and temporary construction easements. Adoption of this Resolution authorizes the Town Attorney's to sign all necessary documents in furtherance thereof. Council may provide direction to the Town Manager / Clerk and Town Attorney.

6. COVID-19 ACTION UPDATE: Council will receive an update from Town staff regarding current Town of Guadalupe COVID-19 positive case rates, vaccination information, Town service and steps taken to safeguard 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.*

7. PROPOSED FISCAL YEAR 2021/2022 TOWN BUDGET INTRODUCTION: The proposed Fiscal Year 2021/2022 Town Budget totaling \$11,532,660 will be presented to Council for review, consideration, and input. This is the introduction the FY 2021/2022 annual budget. Council may provide direction to the Town Manager / Clerk.

8. 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 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 scheduled for June 24, 2021. Council may provide direction to the Town Manager / Clerk. *Material for this agenda item will be provided at the meeting.*



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9. NOTICE OF INTENT – SOLID WASTE COLLECTION SERVICE PROPOSED RATE INCREASE: Council will review solid waste collection service rates and may propose a rate increase. Should a rate increase 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 scheduled for June 24, 2021. Council may provide direction to the Town Manager / Clerk.

10. CLAIMS: Council will consider and may take action to approve the check register for March 2021, totaling \$411,973.58. Council may provide direction to the Town Manager / Clerk.

H. TOWN MANAGERS' COMMENTS

I. COUNCILMEMBERS' COMMENTS

J. ADJOURNMENT



April 16, 2021

To: The Honorable Mayor and Town Council

From: Jeff Kulaga, Town Manager / Clerk

RE: **April 22, 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:

- D1. **MARCH 25, 2021, REGULAR COUNCIL MEETING MINUTES. (PAGES 8 – 16)**
- D2. **APRIL 8, 2021, REGULAR COUNCIL MEETING MINUTES. (PAGES 17 – 21)**
- D3. **APRIL 14, 2021, SPECIAL COUNCIL MEETING MINUTES. (PAGES 22 – 23)**

F1. DIA DE LOS NINOS PROCLAMATION – ENGLISH & SPANISH (PAGES 24 – 25)

G1. ARIZONA STATE UNIVERSITY PROJECT – SALARY STUDY & PERSONNEL RULES AND REGULATIONS (PAGES 26 – 89): Arizona State University (ASU) students (Jinxin, James, Nate, Rob) from the Master of Public Administration Program will present their findings and recommendations regarding two personnel policies: social media and medical and recreational marijuana usage to be considered for inclusion in the Town's Personnel Rules and Regulations, the personnel manual. This work was completed as a Capstone project for the Town of Guadalupe. Town staff is presently updating the personnel manual where it was last refined in 2018 to include drug testing of employees who operate federally funded vehicles. The last overall review of the Personnel Rules and Regulations occurred in 2005. Additionally, ASU students will provide municipal position salary ranges, comparing current Town of Guadalupe salaries to other municipalities. The social media and marijuana policies will be further reviewed and recommended for inclusion in the revised manual. At this point, the salary study is for information and provides a baseline of data for future decisions.

G2. INTERGOVERNMENTAL AGREEMENT WITH MARICOPA COUNTY ANIMAL CARE AND CONTROL DEPARTMENT (RESOLUTION NO. R2021.08) (PAGES 90 – 108): Adoption of Resolution No. R2021.08 approves an Intergovernmental Agreement (agreement) (C2021-32) with Maricopa County Animal Care and Control (MCACC) for the provision of animal control services. The term of the agreement is July 1, 2021 – June 30, 2022; and, the cost is \$31,271. This contract is a \$938 (3%) increase over the current fiscal year contract in the amount of \$30,333. This is a citizen call/complaint driven contract where MCACC operates a regional coverage program and responds to calls based on priority. For fiscal year 2019/2020, MCACC reported a total of 292 activities within the Town of Guadalupe.

The established call priorities are as follows, as identified in the agreement:

Maricopa County Animal Care & Control

Service Contract Priority List
 Service hours: 8 a.m. – 5 p.m. Normal Hours of Operation
 5 p.m. – 10 p.m. Limited Hours of Operation and County Holidays

Priority-1 1-hour-or-less	Priority-2 2-hours	Priority-3 48-hours	Priority-4 72-hours	Priority-0--Other by appointment		
Officer needs assistance: police/fire/animal control officer. Officer on scene	Menacing animal at large imminent safety hazard	On duty municipal employees, not LEO	Area check no aggression	Vicious animal petition	Maricopa County Constables or Public Fiduciary	
Animal bite running at large / imminent safety hazard within last hour	Animal in trap	Trap check/Trap Pick up	Leash Law	Court appearance or delivery	Kennel permit inspections	
Animal at large on school grounds. (school in session) does not include colleges	Sick or injured stray	Confined stray dog at business or home	Third Party Pick-ups		Canvassing	
Attack which has taken place in the last hour, dog still at large and possess immediate threat	Officer needs assistance: police/fire/animal control officer. Officer not on scene	Attack older than 3 hours. Animal bite investigations follow up second sequence		Barking dog	Public Information Booth	
	Attack within the last 3 hours dog still at large	Dog confined on school grounds		Kennel Permits		
	Animal bite investigation	Will show		Admin duties		

G3. PUBLIC HEARING & G4. VARIANCE REQUEST 5300 SOUTH PRIEST DRIVE (PAGES 109 – 118): Per Town Code of Ordinances, a variance request requires a public hearing.

The variance request is to increase allowable density from C-2 standards to 43.5 dwelling units per acre for the property located at 5300 South Priest Drive, Guadalupe, AZ, APN 301-10-011Q. Presently, this property operates as a hotel. The applicant is seeking to convert the property to residential use of multi-family studio and one-bedroom apartments. Current Town C-2 zoning would allow for 93 units on this property. The Applicant seeks to increase the number of units to 113. The Applicant is Harc Holdings LLC.

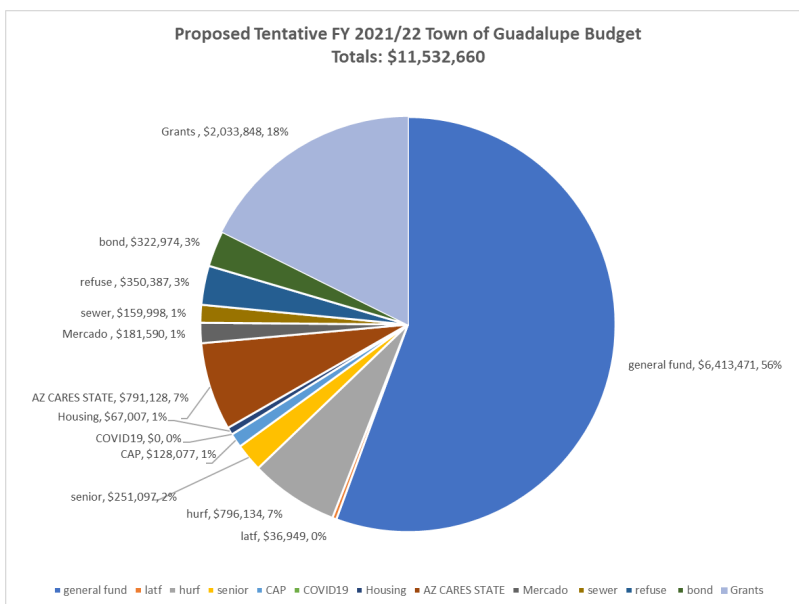
The public hearing for this variance request has been properly posted on site and published in a newspaper of general circulation; and, 11 properties within a 150 foot radius of the applicant’s property were also notified via postal mail, as required by the Town of Guadalupe Zoning Ordinance. The Applicant has paid all applicable fees. To date, April 15, 2021, no public input has been received by the Town administration. *Agenda items G2 & G3 were continued from the March 25, 2021, Regular Council Meeting at the request of the Applicant.*

G5. EMINENT DOMAIN RIGHT-OF-WAY ACQUISITION AND TEMPORARY CONSTRUCTION EASEMENTS (RESOLUTION NO. R2021.07) (PAGES 119X – 125): To provide proper public sidewalk improvements, as part of the Avenida del Yaqui Street Improvement Project (Project), 56 square feet of private property located at the immediate northeast corner of Avenida del Yaqui and Calle Gloria, 8055 Avenida del Yaqui, APN 308-08-221 requires permanent acquisition and a temporary construction easement by the Town of Guadalupe. This property is presently zoned commercial, and a portion of the existing sidewalk is located on this private property. The Town Manager and Town Attorney are recommending acquiring the 56 square feet of property through the eminent domain process. Adoption of Resolution No. R2021.07 authorizes the Town Attorney’s to file a condemnation lawsuit on behalf of the Town of Guadalupe in Maricopa County Superior Court.

G6. COVID-19 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.

G7. PROPOSED FISCAL YEAR 2021/2022 TOWN BUDGET INTRODUCTION (PAGES 126 – 156) The purpose of this presentation is to introduce the proposed tentative budget to Town Council. The proposed Tentative Fiscal Year (FY) 2021/2022 Town budget totals \$11,532,660 representing expenditures of 13 Town cost centers with the General Fund equaling \$6,413,471 or 55.6% of the entire FY 21/22 budget. The proposed tentative budget includes reductions in State Shared Income Tax revenues proposed by the State legislature and transient occupancy tax (hotel bed tax) due to the closure of hotels, and a number of proposed expenditure increases to provide proper levels of Town services. These FY21/22 expenditures include: continuing the COVID-19 Response Team, demolition of the Guad Building, increasing Reserve Firefighter wages, replacing Firefighter protective clothing, purchasing a Firefighter Self Contained Breathing Apparatus air compressor, allocation of funds for capital project expenditures for Highline Canal Lighting replacement, Calle Vaou Nawi sidewalk installation, Fire Station repairs, Public Works Utility Equipment, and an increased transfer to HURF for Avenida del Yaqui Project costs.

Attached is the proposed Tentative Fiscal Year (FY) 2021/2022 Town budget that includes all revenues and expenditures. In addition, a five-year financial forecast is provided. The forecast projects General Fund expenditures exceeding revenues during the next five years, resulting in a depletion of the General Fund balance. **Like prior forecasts, this forecast projects that the Town’s financial future is not sustainable. Stable, recurring revenues are needed to provide resources to continue to fund current levels of Town services.**



The proposed Tentative Fiscal Year (FY) 2021/2022 Town budget report and PowerPoint presentation will be provided at the April 22, 2021 Regular Town Council Meeting.

G8. SOLID WASTE COLLECTION SERVICE PROPOSED RATE INCREASE REVIEW (PAGES 157 – 172): Staff presented solid waste collection service proposed rate increase options at the February 11, March 11 and April 8, 2021, Regular Council Meetings. During this time, community outreach efforts including a water bill insert and information on the Town website to gather community input on proposed solid waste rate options occurred. The presentation will include a review of solid waste service financials, five-year projected revenues and expenditures, a rate analysis, and proposed solid waste service rate increase options.

G9. NOTICE OF INTENT – SOLID WASTE COLLECTION SERVICE PROPOSED RATE INCREASE (PAGE 173): Should a rate increase 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 scheduled for June 24, 2021.

Staff is prepared to proceed with April 23 notification should it be needed. Community input was solicited through a informational water bill insert and a survey on the Town website. As of this writing three emails (attached) and 28 survey responses were received. Updated results will be provided at the April 22, 2021, meeting.

Total Votes: 28

Option	Monthly \$ increase	# of votes	% of votes
No increase	\$0.0	6	21
5 % increase	\$1.04	3	11
7% increase	\$1.45	1	4
10% increase	\$2.08	2	7
15% increase	\$3.11	16	57
TOTAL		28	100

G10. CLAIMS (PAGES 174-189): The check register for March 2021, totals \$411,973.58, as attached.



Minutes Town Council Regular Meeting March 25, 2021

Valerie Molina
Mayor

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Minutes of the Guadalupe Town Council Regular Meeting held on Thursday, March 25, 2021, at 6:00 P.M., at Guadalupe Town Hall, 9241 South Avenida del Yaqui, Museum Room, Guadalupe, Arizona.

A. Vice Mayor Vital called the meeting to order at 6:05 p.m.

B. ROLL CALL

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

Councilmember Absent: Councilmember Gloria Cota

Staff Present: Jeff Kulaga – Town Manager / Clerk, Jennifer Drury – Assistant to the Town Manager, Cachi Castorena, MCSO Deputy, David Ledyard – Town Attorney, and Kay Savard – Deputy Town Clerk

C. INVOCATION/PLEDGE OF ALLEGIANCE

Mayor Molina called for a moment of silence in remembrance of a recent fallen Police Officer. Mayor Molina then led the Pledge of Allegiance.

D. APPROVAL OF MINUTES

1. Approval of the March 11, 2021, Town Council Regular Meeting Minutes.
2. Approval of the March 17, 2021, Town Council Special Meeting Minutes.

Motion by Vice Mayor Vital to approve agenda items D1 and D2; second by Councilmember Bravo. Motion passed unanimously on a voice vote 6-0.

1. Councilmembers approved the March 11, 2021, Town Council Regular Meeting Minutes.
2. Councilmembers approved the March 17, 2021, Town Council Special Meeting Minutes.

E. CALL TO THE PUBLIC: No one spoke.

F. MAYOR and COUNCIL PRESENTATIONS:

Mayor Molina read a Proclamation declaring April 10 – 16, 2021 the Week of the Young Child. Lisa Ciolli, Community Outreach Coordinator, First Things First, thanked Councilmembers for their support and partnership with First Things First.



G. DISCUSSION AND POSSIBLE ACTION ITEMS:

1. MARICOPA COUNTY ANIMAL CARE AND CONTROL *(moved to the last item on Section G of the agenda)*

2. PUBLIC HEARING – REZONING REQUEST FOR 9438 SOUTH CALLE BELLA VISTA
Motion by Councilmember Bravo to open the public hearing; second by Councilmember Sánchez. Motion passed unanimously on a voice vote 6-0.

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Anita Cota Soto
Councilmember

John Oliver, Applicant representative (Applicant) from Tiffany & Bosco, stated that the Applicant is seeking a rezoning request from R1-6 to a Planned Area Development (PAD). The proposed PAD will only permit outdoor storage. Mr. Oliver provided a description of where the property is located and surrounding zoning for those parcels. The Applicant has met with surrounding neighbors to discuss the project and the proposed zoning request. Noxious odors, noise, and dust will be prohibited on the PAD. The property setback is 10' and the wall height is 8'. If approved, the Applicant would like to install a speed hump to slow traffic down and will work with a civil engineer to ensure that storm water retention on the property is done properly. If the property owner does not adhere to the PAD standards, the Town can assess fines. The PAD would beautify and secure a vacant lot. Dessert landscaping would be incorporated into the PAD and the wall will shield residential properties from Interstate 10. Agenda item G4 is related to this request.

Fidelis Garcia, resident, praised the Applicant for working with him, as a neighbor to the property. Mr. Kulaga added that he received an e-mail from Mr. Garcia stating that Mr. Garcia is not opposed to the project.

Motion by Councilmember Bravo to close the public hearing; second by Councilmember Sánchez. Motion passed unanimously on a voice vote 6-0.

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Held a public hearing for a rezoning request from R1-6 to a Planned Area Development district to allow for the outdoor storage of materials, vehicles, equipment, or similar items. The outdoor storage shall be screened with a solid/wall fence or combination wall/fence and landscaping. The 27,878 square foot property is located at 9438 South Calle Bella Vista, APN 301-42-001D and is presently zoned R1-6. The Applicant representative for this rezoning request is William E. Lally – Tiffany & Bosco, P.A., on behalf of Mavlife1, LLC. *(related to item G3)*

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3. REZONING REQUEST – 9438 SOUTH CALLE BELLA VISTA

In response to a question regarding property setbacks, Jeff Kulaga, Town Manager / Clerk, stated that the property setback is 10'.

In response to questions, John Oliver, Applicant representative (Applicant), confirmed that the speed hump installation that he discussed earlier would be paid for by the Applicant. The site plan that will be required will include storm water retention elements. The outdoor storage will be primarily vehicles. When the PAD is drafted, it will include specific language regarding what type of outdoor storage the Applicant is envisioning.

In response to a question regarding how the Town will ensure that the Applicant is in compliance with the rezoning, David Ledyard, Town Attorney, stated that it could be complaint based, or if Town staff observed something of concern, staff could follow up with the property owner.

In response to a question, Mr. Oliver stated that the Applicant has not included a provision for security measures in their plan, however, should the need arise, it will be addressed.

Motion by Councilmember Bravo to approve agenda item G3; second by Vice Mayor Vital. Motion passed unanimously on a voice vote 6-0.



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Councilmembers approved a rezoning request for 9438 South Calle Bella Vista. The approved request is to rezone the 27,878 square foot property presently zoned R1-6, APN 301-42-001D, to a Planned Area Development district for outdoor storage of materials, vehicles, equipment, or similar items; and, for the installation of a solid/wall fence or combination wall/fence and landscaping. *(related to item G2)*

4. TOWN-OWNED RIGHT-OF-WAY LAND SALE

Jeff Kulaga, Town Manager / Clerk, stated that the Applicant, John Oliver, Applicant representative from Tiffany & Bosco, is requesting that this agenda item be continued to the April 8, 2021, Regular Council Meeting. This item is related to agenda item G3. Mr. Kulaga displayed an aerial view of the Town-owned parcel which currently acts as a driveway to the adjacent parcel.

Motion by Councilmember Soto to continue agenda item G4 to the April 8, 2021, Regular Council Meeting; second by Vice Mayor Vital. Motion passed unanimously on a voice vote 6-0.

At the request of the Applicant, Councilmembers continued the request to provide 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 to the April 8, 2021, Regular Council Meeting. The sale would comply with Arizona Revised Statute 9-402: Sale and disposition of property; advertising for bids; publication; donation; easements. *(related to items G2 & G3)*

5. PUBLIC HEARING – VARIANCE REQUEST FOR 5300 SOUTH PRIEST DRIVE

Jeff Kulaga, Town Manager / Clerk, stated that the Applicant for agenda items G5 and G6 has requested a continuance to the April 22, 2021, Regular Council Meeting.

Larry Lazarus, Applicant representative, stated that the Applicant is continuing to explore alternatives to the variance request. Mr. Kulaga added that staff supports the continuance request.

Motion by Vice Mayor Vital to continue agenda item G5 to the April 22, 2021, Regular Council Meeting; second by Councilmember Bravo. Motion passed unanimously on a voice vote 6-0.

At the request of the Applicant, Councilmembers continued the public hearing to the April 22, 2021, Regular Council Meeting to receive public input regarding a variance request of the Town of Guadalupe Zoning Code of Ordinances to increase allowable density from C-2 standards to 43.5 dwelling units per acre. The property is located at 5300 South Priest Drive, Guadalupe, AZ, APN 301-10-011Q, where a hotel is presently operating. The Applicant is Harc Holdings LLC. *(related to item G6)*

6. VARIANCE REQUEST FOR 5300 SOUTH PRIEST DRIVE

Motion by Vice Mayor Vital to continue agenda item G6 to the April 22, 2021, Regular Council Meeting; second by Councilmember Bravo. Motion passed unanimously on a voice vote 6-0.

At the request of the Applicant, Councilmembers continued a variance request to the April 22, 2021, Regular Council Meeting to increase allowable density from C-2 standards to 43.5 dwelling units per acre for the property located at 5300 South Priest Drive, Guadalupe, AZ, APN 301-10-011Q, where a hotel is presently operating. The Applicant is Harc Holdings LLC. *(related to item G5)*

7. CONTRACT – INSITUFORM TECHNOLOGIES, LLC:

Jeff Kulaga, Town Manager / Clerk, stated that the Town was awarded \$517,000 in Maricopa County Community Block Grant funds in July, 2020. Insituform Technologies, LLC was the low bidder at \$233,446 on the Wastewater Collection System Project. Dibble Engineering coordinated the bid process.



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In response to a question, Vince Gibbons, Dibble Engineering representative, stated that construction will begin within the next 10 days. Insituform Technologies, LLC is well known for their work on these types of projects. Mr. Kulaga added that staff will provide Council with specific locations where the work will be occurring.

In response to a question regarding the problem the Town is having with manhole covers being removed by unauthorized individuals, Mr. Gibbons stated that the bid did not include a price for the contractor to secure the manholes. Mr. Kulaga noted that staff and Dibble Engineering will pursue this further with the contractor to determine how much it would cost to secure manhole covers. This is an on-going project for the next four years.

Motion by Councilmember Bravo to approve agenda item G7; second by Councilmember Sánchez. Motion passed unanimously on a voice vote 6-0.

Councilmembers approved a contract (C2021-29) in the amount of \$233,446 with Insituform Technologies, LLC, to provide contracted services for the Wastewater Collection System Project, CDBG20GD. The scope of work for sanitary sewer line renovation includes removal and replacement of 12 linear feet of 12-inch diameter sanitary sewer pipe, installation of 1,826 linear feet of 8-inch Cured-In-Place-Pipe (CIPP) liner, epoxy coat seven (7) sanitary sewer access manholes, and adjust six (6) sanitary sewer access manhole frames and covers. Funding for this project is from Maricopa County Community Block Grant funds, as approved by the Council on July 23, 2020.

8. AVENIDA DEL YAQUI STREET IMPROVEMENT PROJECT UPDATE

Jeff Kulaga, Town Manager / Clerk, provided an update regarding the Avenida del Yaqui Street Improvement Project (Project). Mr. Kulaga stated that the Town has hosted neighborhood meetings to discuss the Project. Mr. Kulaga reviewed the Project purpose and various elements; constraints; funding changes over time; timeline; the funding process and sources; engineer selection process; parking options; delays due to COVID-19; costs, federal and local; and, the construction schedule.

In response to inquiries from residents regarding including on-street parking between Sonora and Cerritos, two engineering groups conducted on-street parking assessments and have determined that on-street parking at that street segment is not possible due to: lack of public rights-of-way, needed land acquisition of private properties, cost, and scheduling. To provide for on-street parking, acquisition of private property would span from 1' to approximately 8'. The intent of the Project has always been to work within the existing right-of-way. If Council were to desire this level of change to the Project scope, then the Project would need to start from the beginning in order to expand the magnitude of the Project.

Congestion Mitigation and Air Quality Improvement (CMAQ) funds are available to fund pedestrian ways and bicycle lanes. CMAQ funding is included in this Project.

Mr. Kulaga provided an overview of various grant funding the Town has received and emphasized that there is not enough grant funding that would cover the cost of this Project if the Town desired to fund the Project on its own. Most of the grant funding provided to the Town is dedicated for specific social services or programs.

Mr. Kulaga stated that if the Town were to request a one-year delay in the Project, then the Town would lose \$1.9 million in Federal funding. Elimination of the bicycle lane would require that the Town provide the eliminated funding in order to match the scope of the project. If the Town chooses to simply renovate Avenida del Yaqui as is, there are no grant funding programs for maintenance projects. To repave the street would cost approximately \$2.25 million. Last year, the Town spent approximately \$40,000 on pothole repairs, sidewalk repairs, and restriping streets. Avenida del Yaqui is deteriorating to a point where it is difficult to repair.



Valerie Molina
Mayor

Ricardo Vital
Vice Mayor

Mary Bravo
Councilmember

Gloria Cota
Councilmember

Elvira Osuna
Councilmember

Joe Sánchez
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Anita Cota Soto
Councilmember

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The Town's annual budget for this fiscal year is \$5.3 million. This Project costs more than the Town's annual General Fund. The Town does not have the funding to pursue this project without Federal funding assistance. Based on current projections, staff anticipates that within the next five years Town expenditures will exceed revenues.

Mr. Kulaga read the following excerpt from the Town code:

§ 72.05 PARKING VEHICLES ON SIDEWALKS:

No person shall park any vehicle, whether in usable condition or not, nor shall an owner permit his or her vehicle to be parked upon any sidewalk or public right-of-way in the town.

For decades, the practice of parking vehicles on sidewalks has been allowed and the ordinance has not been enforced. Staff has received public comment and has met with several residents about the impacts of this Project. Many residents at the public meetings were opposed to the Project. Staff recently received a petition of approximately 25 people indicating their support of the Project. There are portions of the Project where on-street parking will be available.

Mr. Kulaga outlined the next steps in the Project. The Project is estimated to cost \$5.6 million with \$5.3 million funded through Federal transportation funding and \$319,000 funded by the Town of Guadalupe, which represents the required 5.7% local funding responsibility. If approved, construction is anticipated to begin in September 2021. *(related to G9)*

In response to a question regarding if the Project will have four lanes of traffic, Mr. Kulaga stated that the street is not wide enough to accommodate four lanes of traffic, including a center turn lane. The street becomes unsafe without a turn lane. There will be one traffic lane in each direction and bicycle lanes on each side of the street.

David Ledyard, Town Attorney, noted that there is also an Arizona Revised Statute that prohibits parking on sidewalks.

In response to questions, Mr. Kulaga stated that the bus pullout area on Avenida del Yaqui will not be impacted. Stormwater drainage is not a component of this Project.

A Councilmember emphasized that the role of Council is to ensure decisions are made for the betterment of the entire community.

9. AVENIDA DEL YAQUI STREET IMPROVEMENT PROJECT – ARIZONA DEPARTMENT OF TRANSPORTATION PAYMENT

Mayor Molina called upon members of the audience that wish to address the Council on agenda item G9.

Bernie Paulino, resident, spoke in opposition of the Avenida del Yaqui Street Improvement Project (Project). Ms. Paulino acknowledged that there is a Town code that addresses no parking on sidewalks. She discussed concerns about the lack of parking in front of her grandmother's home for repair vehicles. She would prefer to eliminate the bicycle lanes. She urged Council to place the Project on hold for one year, and to seek alternative solutions for parking and additional funding sources.

David Ledyard, Town Attorney, stated that a potential solution for on-street parking by utility companies and emergency vehicles is to set up cones around the vehicle. This could be a coordinated process with the Town.

Lisa Hernandez, resident, spoke in opposition of the Avenida del Yaqui Street Improvement Project. She discussed the need to slow traffic down and potentially installing speed humps. There are homes that do not have driveways, making on-street parking the only option. Bicycle lanes will add to the congestion.



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Leticia Hernandez, resident, spoke in opposition of the Avenida del Yaqui Street Improvement Project (Project). More thought needs to be put into the Project. Residents will not use the bicycle lanes. Issues such as traffic and parking are what the Town should be addressing. She urged Council to place the Project on hold.

Margie Verdugo, resident, spoke in opposition of the Avenida del Yaqui Street Improvement Project (Project). Bicycle lanes will increase traffic. She supports the installation of speed humps and would support an alternative to this Project.

Cesario Saucedo, resident, spoke in support of installing a vertical curb because he has had problems with neighbors parking on the sidewalk, at times blocking his driveway. Sidewalk parking makes it difficult for him to safely enter the roadway from his property. This is unsafe for pedestrians and other vehicles on the roadway. He would support ticketing cars that are parked on sidewalks because it is against the law and is a safety hazard.

Juan Saucedo, resident, spoke in support of the Avenida del Yaqui Street Improvement Project (Project). Parking on sidewalks is unsafe and illegal. He would like the law prohibiting parking on sidewalks enforced. He would not support removing the center lane of traffic. He would support the installation of a vertical curb. This Project will benefit the Town.

Councilmember Bravo stated that the Project has been thoroughly studied and much effort has been made to accommodate residents. The Council wants what is best for the Town.

Councilmember Soto stated that like many Council's before this Town Council, it is time to make difficult decisions. All aspects of the Project have been studied and considered. The Council cares about the community.

Mayor Molina voiced support for this Project. She noted that Councilmembers have heard how residents feel about the project. Councilmembers run for election because they want to make changes to the community. There have been years of neglect within the community, such as 40-year-old sewer pipes not being maintained, a Town Code that was not codified for 32 years, and years of budgetary problems. Over the past four years, and with the assistance of the Town Manager / Clerk, the Town now has \$3.3 million in cash reserves. Mayor Molina discussed several projects that need to be undertaken within the community, and the desire to prioritize these projects. Town staff are few and many programs have been eliminated due to lack of available funding. There is little left to eliminate from the budget. If the Town were to undertake this project on its own it would cost \$2.2 million. Difficult decisions must be made, for the survival of the Town.

Motion by Councilmember Bravo to approve agenda item G9; second by Vice Mayor Vital. Motion passed unanimously on a roll call vote 6-0.

Councilmembers approved a payment in the amount of \$287,082 to the Arizona Department of Transportation for the Avenida del Yaqui Street Improvement Project. The estimated total project cost is \$5,601,520; of which Federal funds total \$5,282,233; with the Town being responsible for 5.7% (\$319,287) of the project cost. This payment fulfills 90% of the Town's responsibility. Approval of the payment authorizes the Mayor, or designee, to sign all necessary documents in furtherance of this Project. *(related to G8)*

10. COVID-19 ACTION UPDATE

Jeff Kulaga, Town Manager / Clerk, provided an update regarding current Town of Guadalupe COVID-19 positive case rates, scheduled testing events, vaccination information, Town services, and steps taken to safeguard public health and safety in response to the Coronavirus.



Valerie Molina
Mayor

Ricardo Vital
Vice Mayor

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Mr. Kulaga discussed an upcoming vaccine clinic for Guadalupe residents scheduled for April 10, 2021. He then updated Council on the most recent Executive Order (Order) issued by Arizona Governor Doug Ducey. He read the portion of the Order that impacts local jurisdictions:

“.....no county, city or town may make or issue any order, rule or regulation that conflicts with or is in addition to the policy...This includes but is not limited to mandated use of face coverings. Any city, town or county that has a rule, regulation or ordinance not in place as of March 11, 2020 that is in conflict with the provisions of this order shall not be enforced.”

The Governors’ Order preempts the Towns Order that was issued in June, 2020, regarding requiring face mask coverings. Mr. Kulaga reviewed various other elements of the Order that impact private businesses, how government operates, and private and public events. Several cities and towns are seeking further clarification and guidance from the Governor’s office relating to public parks and event space such as the Mercado patio and multi-purpose room.

Mr. Kulaga emphasized that everyone is urged to continue wearing a mask, wash hands, social distance, and get vaccinated. He then provided updated COVID-19 vaccination doses administered, vaccine age requirements, and where to find additional information regarding vaccines. The number of COVID-19 infections among Guadalupe residents are decreasing, which is a positive trend.

Mr. Kulaga stated that Chicanos Por La Causa (CPLC) has partnered with Wells Fargo to offer Town of Guadalupe businesses up to \$1,000 through an application process if the business can demonstrate how they were impacted by COVID-19. There is a total of \$15,000 for this program. April 9, 2021, is the application deadline. Information will be available on the Town’s website. CPLC has also offered to conduct business assistance seminars for small businesses in Town.

In response to a question, Vice Mayor Vital clarified that the Moderna vaccine can be administered to anyone 18 years of age and older, and the Pfizer vaccine can be administered to anyone 16 and older. Additional COVID-19 testing events will be scheduled after Easter. Maricopa County will continue to partner with the Town on COVID-19 efforts.

In response to a question, Mr. Kulaga clarified that CPLC and Wells Fargo require that eligible businesses have a physical business location in Guadalupe.

Fidelis Garcia, resident, thanked the Mayor and Council for the COVID-19 vaccination that he recently received. The CPLC/Wells Fargo Small Business Program is a good program. CPLC also offers a housing counseling program and a prisoner re-entry program.

In response to inquiries from the public regarding when the Town will begin issuing party permits, Mr. Kulaga stated that originally staff was going to schedule a Town facility reopening discussion with Council in July. Given the latest Governor’s Order, and the upcoming Easter holiday, it is a balance of community health and safety versus returning to normalcy, a difficult choice. Staff anticipates that the remodel for the Community Action Program office and the Town Hall reception area will be completed in mid-April. Bathrooms will have touchless fixtures. Town Hall may be ready to reopen on May 1, 2021. Town Hall is currently open daily for business by appointment.

Fidelis Garcia volunteered to provide information to the Council regarding COVID-19 related death benefits that will soon be available from the Federal Emergency Management Agency.

Vice Mayor Vital reminded everyone about the April 10, 2021, vaccination event. 500 vaccine shots will be available. Councilmember Bravo urged everyone to continue to remain cautious.



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Mr. Kulaga stated that the Town partnered with the Pascua Yaqui Tribe, Arizona State University (ASU), Native Health, and the Maricopa County Health Department to prepare a video regarding how ASU students are working within the community to address the impacts of COVID-19, and to promote social good. He then played the video.

1. MARICOPA COUNTY ANIMAL CARE AND CONTROL *(item taken out of order)*

Jeff Kulaga, Town Manager / Clerk, introduced Christopher Kunszt, Maricopa County Animal Care and Control (MCACC) representative. Mr. Kunszt stated that MCACC received 292 calls for service in Guadalupe from July, 2019 – June, 2020. A majority of the calls were related to stray dogs or dog bites.

In response to a question regarding homes that have an excessive number of dogs, Mr. Kunszt stated that it depends upon the circumstances such as if there is animal abuse. In some cases, the Maricopa County Sheriff's Office may be asked to investigate. MCACC operates on a complaint basis. He noted that Livestock are regulated by the Department of Agriculture.

H. TOWN MANAGERS' COMMENTS

Jeff Kulaga, Town Manager / Clerk

- Clarified that Councilmember Osuna voted yes on agenda items G7 and G9.
- Freeway ramp closures this weekend on westbound U.S. 60, approaching I-10. The closures are related to the Arizona Department of Transportation Broadway Road Curve Project. Once the construction schedule is finalized, the Town will know when and how it will be impacted.

I. COUNCILMEMBERS' COMMENTS

Councilmember Soto

- Thanked everyone for attending the meeting and for protecting the community.
- Thoughts are with those that have experienced loss due to COVID-19.

Councilmember Bravo

- Thanked her colleagues and Town residents for their understanding of the Avenida del Yaqui Street Improvement Project.
- Urged everyone to be careful, continue to wear a mask, and to get vaccinated.

Councilmember Sánchez

- Thanked everyone.
- Urged everyone to continue to stay safe and healthy.

Vice Mayor Vital

- Thanked everyone for attending the meeting.
- Thanked Council supporters, community members, and Town staff.
- Saturday, April 10, 2021 – COVID-19 vaccination event. No appointment necessary.

Mayor Molina

- Thanked staff for keeping the community clean.
- Be safe.
- Happy Easter.

In response to a question, Mr. Kulaga stated that Town Hall will be closed on Friday, April 2, 2021, in observance of Good Friday, and on Monday, April 5, 2021, in observance of Easter.



J. ADJOURNMENT

Motion by Vice Mayor Vital to adjourn the Regular Council Meeting; second by Councilmember Sánchez. Motion passed unanimously on a voice vote 6-0.

The meeting was adjourned at 8:20 p.m.

Valerie Molina, Mayor

Valerie Molina
Mayor

ATTEST:

Ricardo Vital
Vice Mayor

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 March 25, 2021, Town of Guadalupe, Town Council Regular Meeting. I further certify the meeting was duly called and held, and that a quorum was present.

Mary Bravo
Councilmember

Gloria Cota
Councilmember

Elvira Osuna
Councilmember

Joe Sánchez
Councilmember

Anita Cota Soto
Councilmember

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Minutes Town Council Regular Meeting April 8, 2021

Minutes of the Guadalupe Town Council Regular Meeting held on Thursday, April 8, 2021, at 6:00 P.M., at Guadalupe Town Hall, 9241 South Avenida del Yaqui, Museum Room, Guadalupe, Arizona.

Valerie Molina
Mayor

Ricardo Vital
Vice Mayor

Mary Bravo
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Elvira Osuna
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A. CALL TO ORDER

Mayor Molina called the meeting to order at 6:06 p.m.

B. ROLL CALL

Councilmembers Present: Mayor Valerie Molina. The following councilmembers participated via video conference: Vice Mayor Ricardo Vital (*arrived at 6:20 p.m.*), Councilmember Mary Bravo, Councilmember Gloria Cota, Councilmember Elvira Osuna, Councilmember Joe Sánchez, and Councilmember Anita Cota Soto

Staff Present: Jeff Kulaga – Town Manager / Clerk and Jennifer Drury – Assistant to the Town Manager, Cachi Castorena, MCSO Deputy; and, David Ledyard – Town Attorney via Zoom

C. INVOCATION/PLEDGE OF ALLEGIANCE

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

D. APPROVAL OF MINUTES: None.

E. CALL TO THE PUBLIC: No one spoke. Mayor Molina announced that Town Hall is open during Council meetings and that the public is welcome to address the Council.

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, upcoming testing events, vaccination information, Town services, and steps taken to safeguard public health and safety in response to the Coronavirus. Staff has developed updated messaging materials that include vaccine information, as well as including the previous recommendations of wearing a mask, washing hands, and maintaining social distancing.

On Saturday, April 10, 2021, the Pascua Yaqui Tribe will be hosting a free vaccination event for Guadalupe residents. Vaccinations are available for Arizonans 16 and older. Vaccination information is available on various websites. Everyone is encouraged to get vaccinated.

Mr. Kulaga discussed weekly positive cases as provided by the Maricopa County Health Department, and wastewater weekly average case rates for Guadalupe. Guadalupe positive case rates are trending downward.

Chicanos Por La Causa (CPLC) has partnered with Wells Fargo Bank to provide \$15,000 to small businesses in Guadalupe. A current business license and physical business location in Guadalupe are program requirements. CPLC and Wells Fargo Bank will evaluate the applications.



Valerie Molina
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Vice Mayor

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Mr. Kulaga concluded by thanking the Towns' community partners. A Councilmember noted that there will be 500 doses of the vaccine on Saturday. Staff has contacted Guadalupe's seniors to inform them of vaccination information.

2. REOPENING TOWN FACILITIES

Jeff Kulaga, Town Manager / Clerk, stated that vaccinations are occurring, positive case rates are decreasing, however there are areas where there are spikes in infection rates. Council last discussed reopening Town facilities in May and July, 2020 and January 2021. As COVID-19 health conditions continue to evolve, he 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 determine if COVID-19 cases increased due to recent holiday gatherings. The renovation to Town Hall should be completed by May 13, 2021.

The most recent Governor's Executive Order allows government buildings to continue to require masks, which is the current practice in Town Hall. Mr. Kulaga discussed various municipal facility reopening's, special events, parks, and business practices that could be re-evaluated on July 22, 2021.

Mr. Kulaga reviewed various services, programs, and networking among various levels of government regarding the status of COVID-19. He noted that staff is also being asked to continue social distancing. Because of the configuration of the Council Chambers, Councilmembers would not be able to socially distance during Council meetings, therefore, he would recommend continuing holding Council meetings in the Museum Room, as is currently the practice. The Community Action Program will soon be moving into their renovated office space.

Vice Mayor Vital entered the meeting at 6:20 p.m.

The Town will be receiving nearly \$800,000 in federal COVID-19 relief funds that can be spent over the next two fiscal years.

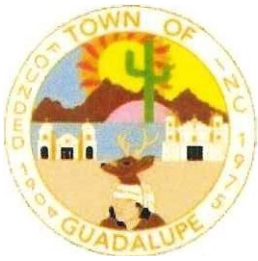
A Councilmember voiced interest in staff providing the data on how many Guadalupe residents have been vaccinated; and supported Mr. Kulaga's recommendation to be cautious about reopening facilities. There are high school graduation ceremonies that will be allowing a limited number of in person attendees. A Councilmember has been contacted regarding permitting various parties, events, and sporting events at Biehn Park. The Governor's Executive Order does not require municipalities to issue permits for gatherings of 50 or more people.

3. TOWN-OWNED RIGHT-OF-WAY LAND SALE *(continued from the March 25, 2021, Regular Council Meeting)*

Jeff Kulaga, Town Manager / Clerk, stated that the new owners of the adjacent properties are interested in purchasing Town-owned right-of-way. The adjacent properties are located immediately north of this right-of-way and were recently rezoned. If staff is directed to sell this parcel, staff will adhere to state statute requirements. He displayed photo images of the right-of-way.

Andrew Brigham and John Oliver were in attendance to answer questions from Council (representing the adjacent property owner to the north).

In response to a question, David Ledyard, Town Attorney, stated that there is a bid process that must occur for the sale of Town-owned right-of-way. It is possible that the adjacent landowner would not be the highest bidder for that parcel if they choose to submit a bid.



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In response to a question, Mr. Kulaga stated that if the adjacent property owner is the highest bidder for the parcel, the property owner has committed to installing a gate that would allow the Town to have access to a billboard and Town right-of-way. Gated access would also deter undesirable behavior that is occurring in that area.

In response to a question regarding if the Council decided not to sell the land, John Oliver stated that the adjacent property owner would modify their exterior wall design.

Mr. Ledyard noted that the Town-owned parcel has little value to the Town as it is configured.

In response to a question regarding if a neighbor was in support or opposed to the adjacent properties project that was recently rezoned, Mr. Kulaga stated that the neighbor has stated in writing that he is not opposed to the rezoning and uses of the adjacent parcel, a Planned Area Development. That neighbor did not specifically indicate whether he was supportive or opposed to the sale of the parcel in question.

Motion by Councilmember Bravo to authorize staff to sell the Town-owned right-of-way located adjacent to 9438 South Calle Bella Vista; second by Vice Mayor Vital. Motion passed on a voice vote 6-1 with Councilmember Soto voting no.

Councilmembers directed staff to authorize the sale of 3,930 square feet of Town-owned right-of-way located adjacent to 9438 South Calle Bella Vista. The sale will comply with Arizona Revised Statute 9-402: Sale and disposition of property; advertising for bids; publication; donation; easements.

4. GUADALUPE CEMETERY ORDINANCE

Jeff Kulaga, Town Manager / Clerk, stated that agenda items G4 and G5 are related and entail the cemetery ordinance, burial fees, and land availability. He noted that no action is required from Council at this time.

Mr. Kulaga read the following excerpt from the Town Code of Ordinances – 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 month, 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.

Mr. Kulaga noted that because the ordinance limits burials only to Town residents, it can be challenging to establish proof and is not the industry standard. The language on the cemetery burial application makes it challenging to determine if the deceased has a living relative who is/are residents of Guadalupe and related to someone buried in the cemetery. Language in the ordinance and on the application is subjective.

Mr. Kulaga reviewed the following staff recommendations:

- 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.



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- Implement resident/non-resident fees, including an effective date of January 1, 2022.
- Revise cemetery / burial application to be consistent with Town cemetery ordinance.

Mr. Kulaga provided comparisons of cemetery fees for burials of various Arizona jurisdictions. Guadalupe's fees are low and not as comprehensive as other jurisdictions. There is also a differential between resident and non-resident and various types of fees, versus the plot fee which is the only fee that Guadalupe charges. Mr. Kulaga reviewed the number of burials 2018 – 2020, fees received (\$23,300), and annual cemetery expenditures (\$35,886).

Mr. Kulaga displayed a rendering outlining the remaining capacity in the cemetery, including areas that need to be preserved. This discussion relates to policy, fees, and consideration of locating another cemetery within the Town's jurisdictional limits.

Councilmembers discussed the possibility of scheduling study sessions to further discuss the issues raised by Mr. Kulaga. This process could include the services of a professional in the industry to assess the cemetery and associated issues. Years ago, there was a Cemetery Committee. The community is sensitive to these issues. It is important that the Cemetery Fund be solvent, and not supplemented by the Town. Councilmembers requested that discussion of these issues be included in upcoming budget discussions.

5. GUADALUPE CEMETERY FEES

Under agenda item G4, Councilmembers received 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.

6. SOLID WASTE COLLECTION SERVICE PROPOSED RATE INCREASE REVIEW

Jeff Kulaga, Town Manager / Clerk, provided 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. In April, 2019, it was determined that solid waste annual expenditures were exceeding revenues. In January, 2020, a new solid waste collection services provider was selected. The current monthly rate of \$20.75 was implemented in 2009. The Solid Waste Fund should be a self-sustaining enterprise.

Mr. Kulaga stated that staff is recommending that the Town discontinue quarterly bulk rate service – or charge \$3/month to customers to continue the service; and, for Council to select a rate increase. He then reviewed budget impacts of various rate increases and their impact on monthly water bills to customers. Notifications of potential rate increases have been included in the water bills and bilingual website survey. To date, staff has received 18 responses to the survey, 58% of which selected the 15% rate increase.

The discussion about potential rate increases began in February, 2021. 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.

Staff is working with a Councilmember to prepare a public service announcement about the potential rate increase. The rate increase will impact approximately 1,200 households. Residents are encouraged to participate in the on-line survey. Council requested follow up information regarding the number of trash cans there are in Town and if everyone is paying the correct amount monthly.

H. TOWN MANAGERS' COMMENTS – None.



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I. COUNCILMEMBERS' COMMENTS

Vice Mayor Vital

- o Thanked staff for their work.
- o April Saturday, April 10, 2021 – COVID-19 vaccination event. No appointment necessary.

Councilmember Osuna

- o Thanked staff for their work.
- o Promotora's are doing good work in the community.

Councilmember Osuna

- o Thanked staff for their work.

Councilmember Bravo

- o Thanked residents for the decline in positive COVID-19 cases.
- o Thanked community partners for improving the community.

Councilmember Soto

- o Thanked everyone for their work during Cuaresma. Community members were responsible.
- o Thanked her colleagues for their work on COVID-19 efforts.
- o Thanked staff for their work.

Mayor Molina

- o Thanked the Vice Mayor for coordinating the vaccination event.
- o Thanked staff for their work.
- o Thanked community members for their work.

Councilmember Sánchez

- o Thanked staff for their work.

J. ADJOURNMENT

Motion by Vice Mayor Vital to adjourn the Regular Council Meeting; second by Councilmember Sánchez. Motion passed unanimously on a roll call vote 7-0.

The meeting was adjourned at 7:22 p.m.

Valerie Molina, Mayor

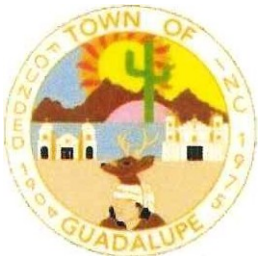
ATTEST:

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 April 8, 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



Minutes Town Council Special Meeting April 14, 2021

Valerie Molina
Mayor

Ricardo Vital
Vice Mayor

Mary Bravo
Councilmember

Gloria Cota
Councilmember

Elvira Osuna
Councilmember

Joe Sánchez
Councilmember

Anita Cota Soto
Councilmember

Online agendas and
results available at
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 Special Meeting held on Wednesday, April 14, 2021, 3:00 p.m., at Guadalupe Town Hall, 9241 South Avenida del Yaqui, Museum Room, Guadalupe, Arizona.

A. CALL TO ORDER

Mayor Molin called the meeting to order at 3:10 p.m.

B. ROLL CALL

Councilmembers Present: Mayor Valerie Molina, Vice Mayor Ricardo Vital, Councilmember Mary Bravo, Councilmember Elvira Osuna, and Anita Cota Soto

Councilmembers Absent: Councilmember Gloria Cota and Councilmembers Joe Sánchez

Staff Present: Jeff Kulaga – Town Manager / Clerk and David Ledyard – Town Attorney, and Kay Savard, Deputy Town Clerk

C. DISCUSSION AND POSSIBLE ACTION ITEMS:

1. EXECUTIVE SESSION

Motion by Vice Mayor Vital to convene into Executive Session; second by Councilmember Soto. Motion passed unanimously on a voice vote 5-0.

Councilmembers voted to convene into an executive session, closed to the public, as allowed by ARS 38-431.03 (A) (2) (3) (4) (6) and (7) concerning the use, rental, and possible disposition of certain real estate owned or controlled by the Town of Guadalupe and any confidential records related thereto; and, legal advice concerning the following topics:

- a. Variance Request - Tempe Inn at the Mall property, 5300 South Priest
- b. Building Code – Inn Suites, 1651 East Baseline Road
- c. Town-owned property, 5933 East Calle Milagros
- d. Mercado Tenant Lease - Guadalupe Boxing Gym, 9201 South Avenida del Yaqui
- e. Town-owned property/house, 9040 S. Calle Maravilla
- f. Town Right-of-Way, 8836 South Avenida del Yaqui
- g. Right-of-way acquisition, 8055 S. Avenida del Yaqui, APN: 301-08-021
- h. Property Condition, 5825 East Calle Mexico
- i. Mercado Building Condition, 9201 South Avenida del Yaqui



D. ADJOURNMENT

Motion by Vice Mayor Vital to adjourn the Special Council Meeting; second by Councilmember Osuna. Motion passed unanimously on a voice vote 5-0.

The meeting was adjourned at 3:11 p.m.

Valerie Molina, Mayor

Valerie Molina
Mayor

ATTEST:

Ricardo Vital
Vice Mayor

Jeff Kulaga, Town Manager / Town Clerk

Mary Bravo
Councilmember

CERTIFICATION

Gloria Cota
Councilmember

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the April 14, 2021, Town of Guadalupe, Town Council Special Meeting. I further certify the meeting was duly called and held, and that a quorum was present.

Elvira Osuna
Councilmember

Joe Sánchez
Councilmember

Anita Cota Soto
Councilmember

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PROCLAMATION

A.R.C. (Acknowledge, Respect, Celebrate)
Children & Youth Month
DIA DE LOS NIÑOS

WHEREAS, the acknowledgement, respect, and celebration of all children is the responsibility of the whole community; and

WHEREAS, if **ONE** child is not acknowledged, respected, or celebrated, the whole community is affected; and

WHEREAS, creating a safe, healthy, and nurturing environment is best accomplished through partnerships created among parents, schools, churches, religious/spiritual organizations, local governments, social/human service agencies, health facilities, civic clubs, law enforcement agencies, and the business community; and

WHEREAS, children and youth programs offer positive alternatives for young people and encourage youth to develop strong ties to their community; and

WHEREAS, youth's and children's basic needs should be a priority; and

WHEREAS, children and youth need to be acknowledged, respected, and celebrated; and

WHEREAS, all adults in our community must take responsibility and become involved in supporting parents in raising their children in a healthy, safe, and nurturing environment.

NOW, THEREFORE, I, Valerie Molina, Mayor of the Town of Guadalupe, do hereby proclaim April as **A.R.C. (Acknowledge, Respect, and Celebrate) Children & Youth Month** and April 30, 2021, **Dia de Los Niños** in the **Town of Guadalupe** and call upon all citizens, residents, community agencies, law enforcement, religious/spiritual organizations, health facilities, and businesses to increase their participation in efforts to **Acknowledge, Respect, and Celebrate** children and Youth and to create a healthy, safe and nurturing environment, thereby strengthening our community,

_____, April 22, 2021
Valerie Molina, Mayor



PROCLAMACIÓN

MES A.R.C. (A Reconocer, respetar, y Celebrar

Y

DÍA DE LOS NIÑOS

PORQUE, el reconocimiento, respeto, y celebración de todos los niños es la responsabilidad de toda la comunidad;

PORQUE, si solo UN(A) niño(a) no es reconocido, respetado o celebrado, esto afecta toda la Comunidad;

PORQUE, un ambiente saludable, seguro y nutritivo se crea mayor por medio de la cooperación entre (p) madres de familias, escuelas, iglesias, organizaciones religiosas/espirituales, gobierno locales, agencias de servicios sociales/humanos, centros de salud, la ley, y negocios;

PORQUE, programas para niños/as y jóvenes ofrecen alternativas positivas a nuestra juventud y les ayudan a ligarse a su comunidad;

PORQUE, las necesidades básicas de los jóvenes y niños/as deben ser una prioridad;

PORQUE, los niños(as) y jóvenes necesitan ser reconocidos(as), respetados(as) y celebrados(as);

PORQUE, todos los adultos en nuestra comunidad deberían de tomar responsabilidad y comprometerse más en apoyar a (p) madres de familias a crear a sus hijos(as) en un ambiente saludable, seguro y nutritivo;

Por Eso, Yo, Valerie Molina, Alcaldesa del Pueblo de Guadalupe, proclamo el mes de abril como mes A.R.C (A Reconocer, Respetar, y Celebrar) a Niños y Jóvenes y el día 30 de Abril de 2021 como **Día de Los Niños** en el **Pueblo de Guadalupe** y hago un llamado a todos los ciudadanos, residentes, agencias de la comunidad, la ley, organizaciones religiosas, centros de salud, y negocios que aumenten su participación en esfuerzos de reconocer, respetar y celebrar a los niños(as) y jóvenes y crear un ambiente saludable, seguro y nutritivo y así fortalecer nuestra comunidad.

_____, 22 de Abril de 2021
Valerie Molina, Alcaldesa

Town of Guadalupe: 2021 Salary Study

Executive Summary:

Salary studies are essential undertakings ensuring organizations offer competitive compensation for employees when compared to other markets. The Town of Guadalupe faces unique circumstances when reviewing such data because the Town is surrounded by large (both in land and population) municipalities but is a small, incorporated community (both in land in population). For this reason, the data points were divided into two sets – comparisons with cities in the Phoenix-metro area's east valley, and comparisons with Arizona cities and towns with similar population sizes.

The chart comparing Guadalupe with east valley cities paints a picture of what the market rate for comparable positions is for public employees living and working in the region. This data is key for attracting new employees and for evaluating competitive local compensations.

The chart comparing Guadalupe to Arizona cities and towns with similar populations shows what may be a more realistic salary range for given municipalities with budgets of similar proportion.

It is important to review the data on a case-by-case basis. Overall, this study found Guadalupe employee salaries are in need of an increase to bring compensation up to 2021 market levels and to remain competitive when attracting new talent.

Additional Salary Study Notes and Details:

- Comparable Arizona cities were selected based on populations most similar to the Town of Guadalupe, with guidance from Guadalupe Town Manager, Jeff Kulaga.
- Square miles are included along with population in the charts to supply additional context for the cities. This may be relevant if a town or city is of comparable population but has a significantly large land area, perhaps resulting in more miles of roads and other public works efforts for an employee to manage.
- Hourly rates for full-time employees were multiplied by 2,087 hours which is the established average annual hours set forth by the [U.S. Office of Personnel Management](#).
- Common leadership positions (Town Manager, Public Works Director, Finance Director, etc.) were nearly universally present with salary data available within the cities in this study. However, the more specialized a position became (CAP Manager, Senior Center Director, etc.) the more difficult it was to find a comparable position. Job duties were analyzed and the closest-matching job description of duties in another municipality was selected as the salary comparison.

- Municipalities in this study did not have cook positions as they typically contracted needed food services out to a local vendor. Instead of nearby municipalities, this study gathered salary data of cook positions at nearby school districts to be a comparable match for Guadalupe's Senior Center Cook.
- All salary data points are provided to allow for further analysis if needed. East Valley cities are hyperlinked in each spreadsheet to pull up the job description and salary ranges. Comparable population cities provided data via excel spreadsheet. The 2021 Arizona League of Cities and Towns Salary Study was also utilized to provide salary range data points. All of these materials are provided for reference.

TOWN MANAGER

Comparable Pop.					
City	2019 Pop.	Size (Sq. Miles)	Salary Min.	Salary Max.	Notes
Douglas	<u>16,193</u>	<u>9.8</u>	\$110,000.00	\$140,000.00	
Wickenburg	<u>8,092</u>	<u>18.76</u>	\$107,224.00	\$165,401.00	
Tolleson	<u>7,372</u>	<u>5.75</u>			Data not available
Globe	<u>7,347</u>	<u>18.80</u>	\$101,876.13	\$168,095.62	Source: League
Youngtown	<u>6,859</u>	<u>1.53</u>	\$107,814.42	\$122,104.07	
South Tucson	<u>5,715</u>	<u>1.04</u>			Data not available
Benson	<u>4,880</u>	<u>41.64</u>	\$98,350.22	\$147,525.33	
Average			\$105,052.95	\$148,625.20	
Median			\$107,224.00	\$147,525.33	
Guadalupe	<u>6,631</u>	<u>0.81</u>	\$71,762.00	\$106,751.00	Source: League

East Valley Cities					
City	2019 Pop.	Size (Sq. Miles)	Salary Min.	Salary Max.	Notes
<u>Mesa</u>	<u>518,012</u>	<u>136.45</u>	\$271,086.40	\$271,086.40	
Chandler	<u>261,165</u>	<u>64.41</u>			Data not available
<u>Scottsdale</u>	<u>258,069</u>	<u>183.92</u>	\$220,313.60	\$320,320.00	
<u>Gilbert</u>	<u>254,114</u>	<u>67.96</u>	\$198,127.05	\$317,003.29	
<u>Tempe</u>	<u>195,805</u>	<u>39.93</u>	\$208,711.00	\$281,760.00	
Queen Creek	<u>50,890</u>	<u>28.04</u>			Data not available
Average			\$224,559.51	\$297,542.42	
Median			\$214,512.30	\$299,381.65	
Guadalupe	<u>6,631</u>	<u>0.81</u>	\$71,762.00	\$106,751.00	Source: League

ADMINISTRATIVE ASSISTANT

Comparable Pop.					
	2019				
City	Pop.	Size (Sq. Miles)	Salary Min.	Salary Max.	Notes
Douglas	<u>16,193</u>	<u>9.8</u>	\$35,855.04	\$52,975.52	
Wickenburg	<u>8,092</u>	<u>18.76</u>	\$37,003.20	\$56,284.80	Source: League
Tolleson	<u>7,372</u>	<u>5.75</u>	\$39,037.19	\$56,603.91	Source: League
Globe	<u>7,347</u>	<u>18.80</u>	\$36,400.00	\$44,720.00	Source: League
Youngtown	<u>6,859</u>	<u>1.53</u>	\$31,383.71	\$33,868.84	Administrative Assistant
South Tucson	<u>5,715</u>	<u>1.04</u>			<i>Data not available</i>
Benson	<u>4,880</u>	<u>41.64</u>	\$36,628.64	\$54,942.96	
Average			\$36,051.30	\$49,899.34	
Median			\$36,514.32	\$53,959.24	
Guadalupe	<u>6,631</u>	<u>0.81</u>	\$35,000.00	\$35,000.00	<i>Source: League</i>

East Valley Cities					
	2019				
City	Pop.	Size (Sq. Miles)	Salary Min.	Salary Max.	Notes
<u>Mesa</u>	<u>518,012</u>	<u>136.45</u>	\$43,601.05	\$62,940.80	Administrative Services Specialist
<u>Chandler</u>	<u>261,165</u>	<u>64.41</u>	\$41,343.47	\$55,764.64	SR. Administrative Assistant Hourly: \$19.81 - \$26.72
<u>Scottsdale</u>	<u>258,069</u>	<u>183.92</u>	\$44,054.40	\$64,022.40	Administrative Assistant SR
<u>Gilbert</u>	<u>254,114</u>	<u>67.96</u>	\$44,948.80	\$65,166.40	Administrative Asst. III
<u>Tempe</u>	<u>195,805</u>	<u>39.93</u>	\$39,521.55	\$53,353.95	Administrative Assistant II Hourly: \$18.94 - \$25.57
<u>Queen Creek</u>	<u>50,890</u>	<u>28.04</u>	\$42,303.04	\$59,224.26	Senior Administrative Assistant
Average			\$42,628.72	\$60,078.74	
Median			\$42,952.05	\$61,082.53	
Guadalupe	<u>6,631</u>	<u>0.81</u>	\$35,000.00	\$35,000.00	<i>Source: League</i>

PAYROLL/ACCOUNTS PAYABLE

Comparable Pop.					
City	2019				
	Pop.	Size (Sq. Miles)	Salary Min.	Salary Max.	Notes
Douglas	<u>16,193</u>	<u>9.8</u>	\$38,939.68	\$57,532.80	Account Payable/Payroll Specialist
Wickenburg	<u>8,092</u>	<u>18.76</u>	\$37,003.00	\$56,284.00	Account Clerk - Accounts Payable
Tolleson	<u>7,372</u>	<u>5.75</u>	\$39,037.19	\$56,603.91	Account Clerk
Globe	<u>7,347</u>	<u>18.80</u>			<i>No comparable position</i>
Youngtown	<u>6,859</u>	<u>1.53</u>			<i>No comparable position</i>
South Tucson	<u>5,715</u>	<u>1.04</u>			<i>Data not available</i>
Benson	<u>4,880</u>	<u>41.64</u>	\$36,628.64	\$54,942.96	HR & Payroll
Average			\$37,902.13	\$56,340.92	
Median			\$37,971.34	\$56,443.96	
Guadalupe	<u>6,631</u>	<u>0.81</u>			

East Valley Cities					
City	2019				
	Pop.	Size (Sq. Miles)	Salary Min.	Salary Max.	Notes
<u>Mesa</u>	<u>518,012</u>	<u>136.45</u>	\$43,601.05	\$62,940.80	<u>Senior Payroll Specilaist</u>
Chandler	<u>261,165</u>	<u>64.41</u>	\$39,229.00	\$52,978.00	Account Clerk (Source: League)
<u>Scottsdale</u>	<u>258,069</u>	<u>183.92</u>	\$46,238.40	\$67,204.80	Account Specialist III
<u>Gilbert</u>	<u>254,114</u>	<u>67.96</u>	\$38,230.40	\$53,539.20	Accounts Payable Tech.
<u>Tempe</u>	<u>195,805</u>	<u>39.93</u>	\$43,642.00	\$58,917.00	Accounting Specialist
<u>Queen Creek</u>	<u>50,890</u>	<u>28.04</u>	\$42,303.04	\$59,224.26	Financial Services Specialist
Average			\$42,207.32	\$59,134.01	
Median			\$42,952.05	\$59,070.63	
Guadalupe	<u>6,631</u>	<u>0.81</u>			

PUBLIC WORKS DIRECTOR

Comparable Pop.					
City	2019 Pop.	Size (Sq. Miles)	Salary Min.	Salary Max.	Notes
Douglas	<u>16,193</u>	<u>9.8</u>	\$77,344.80	\$114,273.12	
Wickenburg	<u>8,092</u>	<u>18.76</u>	\$102,107.20	\$156,436.80	Source: League
Tolleson	<u>7,372</u>	<u>5.75</u>	\$106,121.89	\$180,407.22	Source: League
Globe	<u>7,347</u>	<u>18.80</u>	\$77,948.93	\$128,615.73	Source: League
Youngtown South	<u>6,859</u>	<u>1.53</u>	\$74,490.00	\$81,385.02	
Tucson	<u>5,715</u>	<u>1.04</u>			Data not available
Benson	<u>4,880</u>	<u>41.64</u>	\$73,128.88	\$109,693.32	
Average			\$85,190.28	\$128,468.54	
Median			\$77,646.87	\$121,444.43	
Guadalupe	<u>6,631</u>	<u>0.81</u>	\$30,665.00	\$44,584.00	Source: League

East Valley Cities					
City	2019 Pop.	Size (Sq. Miles)	Salary Min.	Salary Max.	Notes
<u>Mesa</u>	<u>518,012</u>	<u>136.45</u>	\$143,062.40	\$192,545.60	City Engineer
<u>Chandler</u>	<u>261,165</u>	<u>64.41</u>	\$122,630.00	\$187,519.00	Public Works and Utilities Director
<u>Scottsdale</u>	<u>258,069</u>	<u>183.92</u>	\$135,220.80	\$196,643.20	Public Works Executive Director
<u>Gilbert</u>	<u>254,114</u>	<u>67.96</u>	\$117,304.14	\$187,686.63	
<u>Tempe</u>	<u>195,805</u>	<u>39.93</u>	\$137,422.00	\$185,520.00	Engineering & Transportation Director
Queen Creek	<u>50,890</u>	<u>28.04</u>	\$114,856.00	\$178,026.00	Source: League
Average			\$128,415.89	\$187,990.07	
Median			\$128,925.40	\$187,602.82	
Guadalupe	<u>6,631</u>	<u>0.81</u>	\$30,665.00	\$44,584.00	Source: League

FINANCE DIRECTOR

Comparable Pop.					
City	2019 Pop.	Size (Sq. Miles)	Salary Min.	Salary Max.	Notes
Douglas	<u>16,193</u>	<u>9.8</u>	\$53,368.64	\$78,846.56	Finance Manager
Wickenburg	<u>8,092</u>	<u>18.76</u>	\$99,860.80	\$153,192.00	Source: League
Tolleson	<u>7,372</u>	<u>5.75</u>	\$111,427.98	\$189,427.58	Source: League
Globe	<u>7,347</u>	<u>18.80</u>	\$64,223.00	\$99,567.44	Source: League
Youngtown	<u>6,859</u>	<u>1.53</u>	\$70,000.00	\$91,000.00	Source: League
South Tucson	<u>5,715</u>	<u>1.04</u>			<i>Data not available</i>
Benson	<u>4,880</u>	<u>41.64</u>	\$69,605.13	\$133,650.66	
Average			\$78,080.93	\$124,280.71	
Median			\$69,802.57	\$116,609.05	
Guadalupe	<u>6,631</u>	<u>0.81</u>	\$60,397.78	\$67,117.92	<i>Hourly: \$28.94 - \$32.16</i>

East Valley Cities					
City	2019 Pop.	Size (Sq. Miles)	Salary Min.	Salary Max.	Notes
<u>Mesa</u>	<u>518,012</u>	<u>136.45</u>	\$123,572.80	\$166,316.80	
Chandler	<u>261,165</u>	<u>64.41</u>	\$122,630.00	\$187,519.00	Source: League
<u>Scottsdale</u>	<u>258,069</u>	<u>183.92</u>	\$100,921.60	\$146,744.00	
<u>Gilbert</u>	<u>254,114</u>	<u>67.96</u>	\$128,768.00	\$206,028.00	Finance and Management Services Director
<u>Tempe</u>	<u>195,805</u>	<u>39.93</u>	\$112,226.00	\$151,505.00	Municipal Budget Director
Queen Creek	<u>50,890</u>	<u>28.04</u>	\$114,856.00	\$178,026.00	Source: League
Average			\$117,162.40	\$172,689.80	
Median			\$118,743.00	\$172,171.40	
Guadalupe	<u>6,631</u>	<u>0.81</u>	\$60,397.78	\$67,117.92	<i>Hourly: \$28.94 - \$32.16</i>

DEPUTY CLERK

Comparable Pop.					
2019					
City	Pop.	Size (Sq. Miles)	Salary Min.	Salary Max.	Notes
Douglas	<u>16,193</u>	<u>9.8</u>	\$38,939.68	\$57,532.80	
Wickenburg	<u>8,092</u>	<u>18.76</u>	\$34,216.00	\$46,654.40	Source: League
Tolleson	<u>7,372</u>	<u>5.75</u>	\$60,632.45	\$90,948.66	Source: League
Globe	<u>7,347</u>	<u>18.80</u>	\$34,923.00	\$55,869.00	Source: League
Youngtown	<u>6,859</u>	<u>1.53</u>	\$57,230.96	\$60,265.22	Town Clerk
South Tucson	<u>5,715</u>	<u>1.04</u>			<i>Data not available</i>
Benson	<u>4,880</u>	<u>41.64</u>	\$36,628.64	\$54,942.96	
Average			\$43,761.79	\$61,035.51	
Median			\$37,784.16	\$56,700.90	
Guadalupe	<u>6,631</u>	<u>0.81</u>	\$46,957.50	\$52,175.00	Hourly: \$22.50 - \$25.00

East Valley Cities					
2019					
City	Pop.	Size (Sq. Miles)	Salary Min.	Salary Max.	Notes
<u>Mesa</u>	<u>518,012</u>	<u>136.45</u>	\$74,671.72	\$113,027.20	
Chandler	<u>261,165</u>	<u>64.41</u>	\$66,893.00	\$93,621.00	Source: League
<u>Scottsdale</u>	<u>258,069</u>	<u>183.92</u>	\$75,316.80	\$109,491.20	
<u>Gilbert</u>	<u>254,114</u>	<u>67.96</u>	\$68,673.60	\$103,010.40	
<u>Tempe</u>	<u>195,805</u>	<u>39.93</u>	\$78,386.00	\$105,821.00	Assistant City Clerk
Queen Creek	<u>50,890</u>	<u>28.04</u>	\$61,458.00	\$88,491.00	Source: League
Average			\$70,899.85	\$102,243.63	
Median			\$71,672.66	\$104,415.70	
Guadalupe	<u>6,631</u>	<u>0.81</u>	\$46,957.50	\$52,175.00	Hourly: \$22.50 - \$25.00

COMMUNITY DEVELOPMENT COORDINATOR

Comparable Pop.					
City	2019 Pop.	Size (Sq. Miles)	Salary Min.	Salary Max.	Notes
Douglas	<u>16,193</u>	<u>9.8</u>			Data not available
Wickenburg	<u>8,092</u>	<u>18.76</u>			Data not available
Tolleson	<u>7,372</u>	<u>5.75</u>			Data not available
Globe	<u>7,347</u>	<u>18.80</u>			Data not available
Youngtown	<u>6,859</u>	<u>1.53</u>			Data not available
South Tucson	<u>5,715</u>	<u>1.04</u>			Data not available
Benson	<u>4,880</u>	<u>41.64</u>			Data not available
Average					
Median					
Guadalupe	<u>6,631</u>	<u>0.81</u>	<u>\$41,363.34</u>	<u>\$45,955.74</u>	Hourly: \$19.82 - \$22.02

East Valley Cities					
City	2019 Pop.	Size (Sq. Miles)	Salary Min.	Salary Max.	Notes
<u>Mesa</u>	<u>518,012</u>	<u>136.45</u>	\$47,111.50	\$69,388.80	<u>Development Planning Specialist</u> Neighborhood Services Specialist Hourly: \$26.24 - \$35.69
<u>Chandler</u>	<u>261,165</u>	<u>64.41</u>	\$54,762.88	\$74,485.03	
<u>Scottsdale</u>	<u>258,069</u>	<u>183.92</u>	\$53,518.40	\$77,812.80	Code Inspector II Management and Budget Specialist Hourly: \$23.08 - \$33.47
<u>Gilbert</u>	<u>254,114</u>	<u>67.96</u>	\$48,167.96	\$69,851.89	
<u>Tempe</u>	<u>195,805</u>	<u>39.93</u>	\$44,638.72	\$60,263.13	Development Services Specialist Hourly: \$21.39 - \$28.88
<u>Queen Creek</u>	<u>50,890</u>	<u>28.04</u>	\$39,552.29	\$55,333.00	Development Services Coordinator
Average			<u>\$47,958.63</u>	<u>\$67,855.77</u>	
Median			<u>\$47,639.73</u>	<u>\$69,620.35</u>	
Guadalupe	<u>6,631</u>	<u>0.81</u>	<u>\$41,363.34</u>	<u>\$45,955.74</u>	Hourly: \$19.82 - \$22.02

TOWN OF GUADALUPE
- Accountant III Accounts Payable Specialist & Assistant to
Town Manager -

DEPARTMENT: Finance Administration

CLASSIFICATION:

FLSA DESIGNATION: Hourly / non-Exempt

SALARY RANGE:

APPROVED BY:

REPORTING RELATIONSHIPS

Position Reports to: Finance Director Town Manager

Positions Supervised: None.

DISTINGUISHING FEATURES OF THE CLASS

The Accountant III Accounts Payable Specialist & Assistant to the Town Manager performs essential accounting, payroll, and administrative work for the Town of Guadalupe at the Town Manager's direction, professional accounting work related to payroll, accounts payable, grant programs and the general ledger. Under the direction of the finance director Town Manager, the Accounts Payable Specialist & Assistant to the Town Manager Accountant III performs high-quality accounting and finance functions and is responsible for overseeing and assuring accurate and timely processing of bi-weekly payroll, weekly disbursement checks, required payroll reports, administering employee benefits, and performing general accounting functions related to the general ledger. The Accountant III position also performs responsible administrative work involving the purchasing of a wide variety of materials, supplies, and equipment for the Town and works under the general supervision of the Finance Director Town Manager.

ESSENTIAL FUNCTIONS AND DUTIES

- Process all new-hire paperwork. Process payroll and all payables associated with payroll
- Process all new-hire paperwork and enter information into required systems
- Manage benefits and garnishments for all employees and council members
- Process all checks and provide to the appropriate parties
- Pay and file taxes when appropriate
- Provide tax forms to the appropriate parties
- Maintain vendor files including W-9 documents
- Manage all purchase cards, purchase orders, petty cash, and any credit applications required
- Other projects as assigned by the Town Manager
- _____
- Perform account keeping work of average complexity ranging from processing payroll and preparing related payroll reports to processing payment of invoices.
- Supervise and assure accuracy and timeliness of bi-weekly time reports and issuance of payroll checks to Town employees.
- Maintains and verifies leave records for Town employees.
- Issue purchase orders upon receipt of approved requisitions.
- Receive invoices, code, and enter into computer for bill payment.
- Process invoices and prepare checks weekly to pay invoices due.
- Run copies of invoices and checks for processing with grant reimbursement requests.
- Responsible for disbursement of petty cash.
- Oversight of preparation of monthly, quarterly, and annual payroll reports.
- Coordinate and administer employee benefits program.
- Prepare general journal entries based on payroll activity and prepares all necessary accruals.

- Reconcile monthly court reports to cash received.
- Prepare required transit reports.
- Prepare monthly invoices and track account balances for rental of space in town owned buildings.
- Coordinate with other departments to assure proper tracking and payment of invoices.
- Serve as key system operator for postage machine, copiers, fax machine, building security system and telephones as requested to other staff.
- Assist with purchases from State of Arizona Contracts and other intergovernmental purchasing cooperatives.
- Work involves frequent contact with department heads and others on the supplies, materials, and equipment needs of the Town and with vendors for procurement.
- Plan, coordinate, and control the central purchasing activities of the Town.
- Prepare and maintain list of vendors to whom request for bids are to be sent.
- Assist departments and vendors with routine purchasing problems.
- Expedite delivery of orders when necessary.
- Maintain purchase order logs, files, and vendor data.
- May be assigned the duties of monitoring the Town's maintenance contracts.
- Plan and oversee the Town mailing services.
- ~~Work with Finance Director to encourage and improve department operations, decrease errors, and improve quality.~~

PERFORMANCE MEASURES

(Determined by Finance Director and Town Manager)

QUALIFICATIONS

EDUCATION/CERTIFICATION:

- An Associates Degree in business, finance, accounting or related field. Bachelor's degree preferred.

REQUIRED KNOWLEDGE:

- Working knowledge of the application of double-entry accounting principles.
- Working knowledge of office methods, procedures and equipment.
- General knowledge of operation and maintenance of computers.
- Some familiarity with accounting financial terminology.
- Familiarity with a variety of Town-sponsored social programs aimed to improve opportunity for local residents.
- Working knowledge of purchasing methods and procedures.
- Working knowledge of accounting principles as applied to procurement practices.
- Working knowledge of Payroll laws and processing techniques.
- Working knowledge of record keeping systems and practices of business administration.

EXPERIENCE REQUIRED: Two years experience in accounting or general bookkeeping with experience in payroll and accounts payable. Good experience in the area of purchasing, preferably in a municipal environment

SKILLS/ABILITIES:

- Ability to prepare accurate and complete financial reports from accounting data.
- Ability to understand and carry out general oral and written instructions.
- Ability to establish and maintain harmonious working relationship with other employees.
- Ability to prepare, assist and administer the required grant activities and services.
- Ability to understand simple financial reports and to be able to prepare easy-to-understand financial reports.

- Ability to communicate orally and in writing in the English language with staff and customers, clients, and the public using a telephone, in a one-to-one or small group setting.
- Ability to understand financial issues relating to the social services provided by the Town and ability to communicate that information (as needed) to people of different ages and ethnicity.
- Ability to research, prepare, and present comprehensive written and oral reports to the Finance Director, Town Manager as required.
- Able to use word processing, spreadsheets, accounting and publishing software.
- Ability to deal effectively with other Town employees, vendors, and the general public.

PHYSICAL ACTIVITIES AND REQUIREMENTS OF THIS POSITION

REPETITIVE MOVEMENT: Standing and sitting. This position will require lifting of boxes containing supplies, movement of equipment in preparation for activities and events, setting up and taking down equipment for events and activities. Repetitive movements standard in office-related activities such as typing, note-taking and talking in person and via telephone.

COMMUNICATION: Requirements: Ability to skillfully produce documents written in the English language using proper sentence structure, punctuation, grammar, and spelling. Ability to use an active English vocabulary effectively verbally and in writing. Spanish and Yaqui language skills also preferred.

HEARING: Able to understand advanced conversations, receive direction, or understand the spoken word at normal levels of hearing.

VISUAL ABILITIES: Average, ordinary visual acuity necessary to prepare and inspect written documents or work products, or operate machinery.

PHYSICAL STRENGTH: Some sedentary work, some active. Sitting most of the time, however must be able to exert up to 25 lbs of force occasionally.

WORKING CONDITIONS

No hazardous or significantly unpleasant conditions exist.

MENTAL ACTIVITIES AND REQUIREMENTS OF THIS POSITION

REASONING: Exceptional ability to apply common sense and advanced understanding to work through detailed and often complicated problems with multiple variables. Ability to apply common sense understanding to carry out assigned duties without regular supervision

LOGIC: Ability to perform complex skills, including statistics, finance law, research data analysis, finance, and interpret and create charts and graphs.

LANGUAGE: Ability to use an active English vocabulary effectively in written and verbal communication as described above. Spanish and Yaqui language skills also preferred.

INTENT AND FUNCTION OF JOB DESCRIPTIONS

Job descriptions assist organizations in ensuring that the hiring process is fairly administered and that qualified employees are selected. They are also essential to an effective appraisal system and related promotion, transfer, layoff and termination decisions. Well constructed job descriptions are an integral part of any effective compensation system.

All descriptions have been reviewed to ensure that only essential functions and basic duties have been included. Peripheral tasks, only incidentally related to each position, have been included. Requirements, skills and abilities included have been determined to be the minimal standards required to successfully perform the positions. In no

instance, however, should the duties, responsibilities, and requirements be interpreted as all-inclusive. Additional functions and requirements may be assigned by supervisors as deemed appropriate.

In accordance with Americans with Disabilities Act, it is possible that requirements may be modified to reasonably accommodate disabled individuals. However, no accommodations will be made which may pose serious health or safety risks to the employee or others or which may impose undue hardships on the organization.

Job descriptions are not intended as and do not create employment contracts. The organization maintains its status as an at-will employer. Employees can be terminated for any reason not prohibited bylaw.

ADVERTISEMENT LANGUAGE:

ACCOUNTANT III - The Town of Guadalupe, Arizona is looking for a professional to provide exceptional finance and accounting services support for the Town. This position is an Hourly, non-Exempt position. Hourly requirements may exceed 40 hours per week and overtime pay is possible. Minimum of two years as a practicing municipal finance officer and graduation from an accredited finance program with an Associates Degree in finance, accounting or related field. and experience in municipal finance required. See the complete job description prior to interview @ 9241 South Avenida Del Yaqui, Guadalupe, AZ 85283-2598. Telephone: 480-730-3080. Open until _____. Town of Guadalupe is an Equal Opportunity Employer.

TOWN OF GUADALUPE

- Community Action Program Director -

DEPARTMENT: Social Services Department

CLASSIFICATION:

FLSA DESIGNATION: Salary / Exempt 40hrs weekly

SALARY RANGE:

\$29,744 - \$35,464

APPROVED BY: Town Manager

REPORTING RELATIONSHIPS

Position Reports to: Town Manager

Positions Supervised: Caseworker, CAP receptionist and volunteers

DISTINGUISHING FEATURES OF THE CLASS

The Community Action Program Manager is responsible for developing casework plans designed to assist clients to resolve their economic and social functioning problems and becoming self-sufficient and for administering all phases of the CAP contract. Client needs may be related to employment, health, finances, or other associated problems and ~~also~~ involves interviewing clients, determining eligibility, identifying problems, counseling, field work and follow-up on client's progress. Work is performed under the general supervision of the Social Services Director.

ESSENTIAL FUNCTIONS AND DUTIES

- Is responsible for intake, information and referral, outreach and case management with families of the service target area.
- Monitor and maintain client caseload, casework and general counseling.
- Perform related administrative functions and other similar duties as necessary.
- Conduct intake and interview clients to determine eligibility for contract service.
- Inform / refer clients to appropriate services and programs within the Department as well as outside referral sources.
- Assist clients in receiving services, complete forms and/or applications, interpret and explain client correspondences, schedule appointments for various social services, provide or arrange for transportation.
- Provide follow-up on services, including home visits, as needed.
- Conduct outreach in the community (service target area) to identify and recruit persons in need of services offered by the department.
- Interview potential case management clients and ~~intervene~~ intervenes as directed per contract requirements.
- Update proper documentation in client files and maintain confidentiality.
- Input data into the computer for county documentation.
- Prepare various program reports and oversee office ~~operations~~ operation.
- Provide guidance to staff in developing and implementing service plans.

Revised 4/8/2017

- Coordinate special activities and events that promote CAP services and programs.
- Prepare funding proposals.
- Work closely with the CAP Advisory Board (quarterly meetings).
- Supervise other staff members.
- Evaluate and assess employee work performance.
- Attend meetings relative to the program~~to program~~.
- Maintain constructive relations with supervisors and make suggestions for improving services and operations of the department.
- Other duties that may be assigned.
- Manage purchases while keeping track of budget and receipts to stay in compliance with grants
- Oversee food boxes to Seniors signed up in the Senior Food Boxes program, all the data entry for all reporting & recording, recertification on all clients, keeping track of active & inactive clients or suspended clients
- Monitor incoming call, hotline, setting appointments, intakes, QA, authorizing, Transmittal logs, reports, creating files, weekly Directors Meetings, updating staff on all policy changes too the Maricopa County Rental & Utility Assistance program

PERFORMANCE MEASURES

(Determined by Social Services Director and Town Manager)

QUALIFICATIONS

EDUCATION/CERTIFICATION:

- Bachelors Degree in Social Work or related field. ~~High~~ High School training or certification in effective interviewing and counseling techniques. Other combinations of experience in human services and social welfare programs and education will be considered.
- **This position may require use of personal or Town vehicles on Town business. Individuals must be physically capable of operating t he vehicles safely, posses a valid Arizona driver's license and have a good driving record.**

REQUIRED KNOWLEDGE:

- Good knowledge of the principles, practices, and methods of community social services work.
- Familiarity with social welfare programs, services and available resources.
- Budgetary and financial counseling.
- Casework methods and techniques and the principles and practices of social work and supervision.

EXPERIENCE REQUIRED:

Three years experience in a recognized social work or social services agency including two years at supervisory level and a bachelor's degree in the social work or related field. Any other combination of education and experience which provides the knowledge, skills and abilities required to perform the work may be considered.

SKILLS / ABILITIES:

- Ability to read, write and speak both English and Spanish fluently. Yaqui strongly preferred.

- Ability to effectively conduct interviews and offer general counseling.
- Ability to maintain complete and accurate case work records.
- Good knowledge of Yaqui and Hispanic cultures and language.
- Ability to establish and maintain effective working relationships with a diversity of clients.

PHYSICAL ACTIVITIES AND REQUIREMENTS OF THIS POSITION

REPETITIVE MOVEMENT: This position will require lifting of boxes containing food and supplies, movement of tables and chairs in preparation for activities and events, and the ability to set up and take down equipment for events and activities. Also, repetitive movement ~~stand~~ officer-related activities such as typing, ~~note~~ taking and talking in person and via telephone.

COMMUNICATION: Requirement: Ability to effectively communicate in English and Spanish both spoken and in writing. Yaqui language ~~skills are preferred~~ skills are preferred but not required.

HEARING: Able to understand simple ~~and advanced~~ conversations, give and receive direction, and understand the spoken word at normal levels of hearing.

VISUAL ABILITIES: Average, ordinary visual acuity necessary to prepare and inspect written documents or work products, or operate machinery.

PHYSICAL STRENGTH: Active work. Ability to lift 25lbs frequently requiring physical abilities to lift boxes, move furniture and ~~set~~ up and disassemble equipment before and after events and activities.

WORKING CONDITIONS

- No hazardous or significantly unpleasant conditions exist.
- Some positions will require the performance of other essential and marginal functions depending upon ~~needed~~ work location, assignment, or shift.

MENTAL ACTIVITIES AND REQUIREMENTS OF THIS POSITION

REASONING: Ability to apply common sense understanding to carry ~~assigned duties~~ Ability to reason with a diversity of cultures and individuals with difficult economic conditions and often strong and vocal viewpoints.

LOGIC: Ability to perform basic accounting functions, and understand advanced operations, social and economic terminology.

LANGUAGE: Ability to use an active English & Spanish vocabulary effectively verbally and in writing. Yaqui language ~~skills are also~~ skills are also preferred.

INTENT AND FUNCTION OF JOB DESCRIPTIONS

Job descriptions assist organizations in ensuring that the hiring process is fairly administered and that qualified employees are selected. They are also essential to an effective appraisal system and related promotion, transfer, layoff and termination decisions. Well constructed job descriptions are an integral part of any effective compensation system.

All descriptions have been reviewed to ensure that only essential functions and basic duties have been included. Peripheral tasks, only incidentally related to each position, have been included. Requirements, skills and abilities included have been determined to be the minimal standards required to successfully perform the positions. In no instance, however, should the duties, responsibilities, and requirements be interpreted as all-inclusive. Additional functions and requirements may be assigned by supervisors as deemed appropriate.

In accordance with Americans with Disabilities Act, it is possible that requirements may be modified to reasonably accommodate disabled individuals. However, no accommodations will be made which may pose serious health or safety risks to the employee or others or which may impose undue hardships on the organization.

Job descriptions are not intended as and do not create employment contracts. The organization maintains its status as an at-will employer. Employees can be terminated for any reason not prohibited by law.

ADVERTISEMENT LANGUAGE:

COMMUNITY ACTION PROGRAM (CAP) MANAGER- The Town of Guadalupe, Arizona is looking for a Manager of Community Action Programs to provide services to the community under direction of the Social Services Director. Position is an Hourly, overtime exempt position. Hourly requirements may exceed 40 hrs per week, and overtime is possible.. A minimum of three years experience in a recognized social work or social service agency including 2 years at supervisory level and a bachelor's degree in social work or related field. See the complete job descriptions prior to interview @ 9241 South Avenida Del Yaqui, Guadalupe, AZ 85283 -2598. Telephone: 480505-5365. Open until _____ . Town of Guadalupe is an Equal Opportunity Employer.

TOWN OF GUADALUPE
- Community Action Program Manager -
(formerly CAP Director & Caseworker)

DEPARTMENT: Social Services Department

CLASSIFICATION:

FLSA DESIGNATION: Hourly / non -Exempt

SALARY RANGE:

APPROVED BY:

REPORTING RELATIONSHIPS

Position Reports to: ~~Town Manager~~ Social Services Director

Positions Supervised: (1) Community Services Aide

DISTINGUISHING FEATURES OF THE CLASS

The Community Action Program Manager is responsible for developing casework plans designed to assist clients to resolve their economic and social functioning problems and becoming self-sufficient and for administering all phases of the CAP contract. Client needs may be related to employment, health, finances, or other associated problems and resolution involves interviewing clients, determining eligibility, identifying problems, counseling, field work and follow-up on client's progress. Work is performed under the general supervision of the Social Services Director.

ESSENTIAL FUNCTIONS AND DUTIES

- Is responsible for intake, information and referral, outreach and case management with families of the service target area.
- Monitor and maintain client caseload, casework and general counseling.
- Perform related administrative functions and other similar duties as necessary.
- Conduct intake and interview clients to determine eligibility for contract service.
- Inform / refer clients to appropriate services and programs within the Department as well as outside referral sources.
- Assist clients in receiving services, complete forms and/or applications, interpret and explain client correspondences, schedule appointments for various social services, provide or arrange for transportation.
- Provide follow-up on services, including home visits, as needed.
- Conduct outreach in the community (service target area) to identify and recruit persons in need of services offered by the department.
- Interview potential case management clients and intervenes as directed per contract requirements.
- Update proper documentation in client files and maintain confidentiality.
- Input data into the computer for county documentation.
- Prepare various program reports and oversee office ~~operation~~ operation.
- Provide guidance to staff in developing and implementing service plans.

Revised 4/8/2021

- Coordinate special activities and events that promote CAP services and programs.
- Prepare funding proposals.
- Work closely with the CAP Advisory Board (quarterly meetings).
- Supervise other staff members.
- Evaluate and assess employee work performance.
- Attend meetings relative to the program to program.
- Maintain constructive relations with supervisors and make suggestions for improving services and operations of the department.
- Other duties that may be assigned.
- Assist with utility & rental payments using county and or grant funds
- Assist in writing grants for funding to Food Bank partners and give needed information when applying for tribal grants
- Standing, lifting, and bending while distributing food, involves lifting of upwards of 40 pounds
-

PERFORMANCE MEASURES

(Determined by Social Services Director and Town Manager)

QUALIFICATIONS

EDUCATION/CERTIFICATION:

- Bachelor's Degree in Social Work or related field. ~~High School~~ High School training or certification in effective interviewing and counseling techniques. ~~Other combinations of experience in human services and social welfare programs and education will be considered.~~
- **This position may require use of personal or Town vehicles on Town business. Individuals must be physically capable of operating the vehicles safely, possess a valid Arizona driver's license and have a good driving record.**

REQUIRED KNOWLEDGE:

- Good knowledge of the principles, practices, and methods of community social services work.
- Familiarity with social welfare programs, services ~~available~~ resources.
- Budgetary and financial counseling.
- Casework methods and techniques and the principles and practices of social work and supervision.

EXPERIENCE REQUIRED:

Three years experience in a recognized social work or social service agency including two years at supervisory level and a bachelor's degree in the social work or related field. Any other combination of education and experience which provides the knowledge, skills and abilities required to perform the work may be considered.

SKILLS / ABILITIES:

- Ability to read, write and speak both English and Spanish fluently. Yaqui strongly preferred.
- Ability to effectively conduct interviews and offer general ~~counseling~~ counseling.
- Ability to maintain complete and accurate case work records.

- Good knowledge of Yaqui and Hispanic cultures and language.
- Ability to establish and maintain effective working relationships with a diversity of clients.

PHYSICAL ACTIVITIES AND REQUIREMENTS OF THIS POSITION

REPETITIVE MOVEMENT: This position will require lifting of boxes containing food and supplies, movement of tables and chairs in preparation for activities and events, and the ability to set up and take down equipment for events and activities. Also, repetitive movement standard in office activities such as typing, note taking and talking in person and via telephone.

COMMUNICATION: Requirement: Ability to effectively communicate in English and Spanish both spoken and in writing. Yaqui language skills preferred but not required.

HEARING: Able to understand simple and advanced conversations, give and receive direction, and understand the spoken word at normal levels of hearing.

VISUAL ABILITIES: Average, ordinary visual acuity necessary to prepare and inspect written documents or work products, or operate machinery.

PHYSICAL STRENGTH: Active work. Ability to lift 25lbs frequently- requiring physical abilities to lift boxes, move furniture and set up and disassemble equipment before and after events and activities.

WORKING CONDITIONS

- No hazardous or significantly unpleasant conditions exist.
- Some positions will require the performance of other essential and marginal functions depending upon needed work location, assignment, or shift.

MENTAL ACTIVITIES AND REQUIREMENTS OF THIS POSITION

REASONING: Ability to apply common sense understanding to carry out assigned duties. Ability to reason with a diversity of cultures and individuals with difficult economic conditions and often strong and vocal viewpoints.

LOGIC: Ability to perform basic accounting functions, and understand advanced topics, social and economic terminology.

LANGUAGE: Ability to use an active English & Spanish vocabulary effectively verbally and in writing. Yaqui language skills are also preferred.

INTENT AND FUNCTION OF JOB DESCRIPTIONS

Job descriptions assist organizations in ensuring that the hiring process is fairly administered and that qualified employees are selected. They are also essential to an effective appraisal system and related

promotion, transfer, layoff and termination decisions. Well constructed job descriptions are an integral part of any effective compensation system.

All descriptions have been reviewed to ensure that only essential functions and basic duties have been included. Peripheral tasks, only incidentally added to each position, have been included. Requirements, skills and abilities included have been determined to be the minimal standards required to successfully perform the positions. In no instance, however, should the duties, responsibilities, and requirements be interpreted as all-inclusive. Additional functions and requirements may be assigned by supervisors as deemed appropriate.

In accordance with Americans with Disabilities Act, it is possible that requirements may be modified to reasonably accommodate disabled individuals. However, no accommodations will be made which may pose serious health or safety risks to the employee or others or which may impose undue hardships on the organization.

Job descriptions are not intended as and do not create employment contracts. The organization maintains its status as an at-will employer. Employees can be terminated for any reason not prohibited bylaw.

ADVERTISEMENT LANGUAGE:

COMMUNITY ACTION PROGRAM (CAP) MANAGER- The Town of Guadalupe, Arizona is looking for a Manager of Community Action Programs to provide services to the community under direction of the Social Services Director. Position is an Hourly, overtime Exempt position. Hourly requirements may exceed 40 hrs per week, and overtime is possible.. A minimum of three years experience in a recognized social work or social service agency including 2 years at supervisory level and a bachelor's degree in social work or related field. See the complete job descriptions prior to interview @ 9241 South Avenida Del Yaqui, Guadalupe, AZ 85283 -2598. Telephone: 480505-5365. Open until _____ . Town of Guadalupe is an Equal Opportunity Employer.

TOWN OF GUADALUPE

- Community Development Director -

DEPARTMENT: Community Development

CLASSIFICATION:

FLSA DESIGNATION: Salary / Management / Exempt

SALARY RANGE:

APPROVED BY:

REPORTING RELATIONSHIPS

Position Reports to: Town Manager

Positions Supervised: (4) Housing Services Manager, YYAP Programs Manager, Construction Superintendent, Grants Administrator.

DISTINGUISHING FEATURES OF THE CLASS

The duties of Community Development Director consist primarily of organizing, coordinating, managing and directing Town's Community Development, Revitalization, Housing and Youth programs. The Community Development Director manages and directs staffing, budgeting and program assessment processes for the Division. This position requires extensive work of an administrative and executive nature and of high complexity requiring independent initiative and familiarity preparing submitting and administering major grant programs with federal state and local entities.

ESSENTIAL FUNCTIONS AND DUTIES

Duties include:

- [Cashing receipts - submission of water, cemetery, El Mercado de Guadalupe usage, building permit, and habitat loans payments received for the day into Springbrook. At the end of the month, enter cash reconciliation into Springbrook.](#)
- [Business licenses - ensure that all information required to set up a new business license is submitted. Once a month, prepare renewal letters in Springbrook.](#)
- [El Mercado de Guadalupe - prepare lease agreements for new or renewing tenants, invoices/billing in AR Springbrook, schedule any maintenance, and meet with any new/prospective tenants.](#)
- [Code enforcement - receive any complaints and verify through community visits. Take pictures concerning complaints and enter all information into the iWoRQ software. Mail a certified and regular mail 1st notice of violation and after 10 business days, mail a 2nd and final letter of violation if needed. If there is no response with either letter, prepare a file packet with all information and submit to the Town Attorney.](#)
- [Cemetery - make sure all applications are complete. Ask clients to review regulations and sign. Ask for proof of identification, request payment, ensure that the mortuary sends a copy of disposition transit permit, and file application in cemetery binders.](#)
- [Housing - verify that homeowner's insurance is updated. If not, request proof of insurance from clients or insurance agents. If loans are due for release, prepare lien release, get lien release signed](#)

notarized by staff, record lien release with Maricopa County Recorder, and mail original documents and lien release to clients.

- El Mercado de Guadalupe Patio & Multipurpose Room (MPR) event rentals - Ensure applications are completed, review applications with clients, request security deposit and reservation fees at time of application, coordinate with Maricopa County Sheriff's Office (MCSO) to provide off-duty security if needed, arrange for insurance if needed, and contact clients if payoff is not made 30 days before event.
- Special Events - make sure all vendors apply for a business license, collect food handlers card required for food vendors and payment.
- Trash/Dumpster Service - request new trash service with Right Away Disposal (RAD) and the City of Tempe. Request replacement or additional trash cans as needed. Make sure any and all RAD requests are completed. Schedule dumpster service for recycling, concrete, and at times, request for weekly service if not completed when scheduled.
- Prepare reports, grant applications, studies, agendas and other related materials.
- Grant writing and administration.
 - Manage the financial aspects of all grants and grant-in-aid programs for housing, youth and young adult enrichment, and community development.
 - Community Development Block Grants (CDBG) - setup file, prepare monthly reimbursement, monthly and other quarterly reports, review certified Davis-Bacon Act payrolls, and perform Davis-Bacon Act interviews. If there are issues regarding the Davis-Bacon Act, seek assistance from the General Contractor to make corrections, pay restitution if needed, and collect revised payrolls with proof of restitution.
 - Success of the department depends on ability to obtain funds through grants for housing, youth and young adult enrichment, economic development and other community development areas.
 - ~~Success of the department depends on ability to obtain funds through grants for housing, youth and young adult enrichment, economic development and other community development areas.~~
 - Coordinate all housing, youth and young adult enrichment and community development activities.
 - Formulate policies, plans and programs designed to encourage orderly planning and stimulate economic and community development activity in the community.
 - Promote and encourage the location of new businesses in the community as well as the maintenance and expansion of existing businesses.
 - Consult with and make recommendations to the Town Manager on matters concerning housing, youth and young adult enrichment and economic development.
 - ~~Prepare reports, grant applications, studies, agendas and other related materials.~~
 - Deal with agency representatives and the public on a routine basis.
 - Obtain research and maintain pertinent information as required.
 - Serve as Town representative and liaison to municipal, county and state agencies, intergovernmental associations (e.g., MAG, League of Cities and Towns) and other public or private sector entities.
 - ~~Manage the financial aspects of all grants and grant-in-aid programs for housing, youth and young adult enrichment, and community development.~~
 - Serve as staff consultant to town commissions and committees such as the Economic Development Corporation and the Community Development Corporation.
 - Other duties may be required.

Under direction of the Town Manager, other duties may include:

- Negotiating contracts between the City, private developers and/or other governmental entities in major, high profile redevelopment projects, such as commercial office development, public assembly facilities, retail centers, and sports training centers.
- Oversee negotiating processes conducted by Senior Redevelopment Program Managers and their staff.
- Oversee legal and contractual assistance activities.
- Arrange for the services of external consultants and acts as City liaison.
- Assist the Senior Redevelopment Program Managers in developing strategies.
- Brief and advises Town management and the Mayor and Council regarding community development projects in person and through written reports.
- Work with citizen groups to develop and implement short-term and long-term community development objectives and programs.
- Assign work to a professional staff, oversees work procedures, and inspects work in progress and upon completion.
- Demonstrate continuous effort to improve operations, decrease turnaround times, streamline work processes, and work cooperatively and jointly to provide quality seamless customer service.

PERFORMANCE MEASURES

(Determined by Town Manager)

QUALIFICATIONS

EDUCATION/CERTIFICATION:

- Bachelor's Degree in Public Administration, Community Development, Business Administration, City Planning or related field.
- **This position may require use of personal or Town vehicles on Town business. Individuals must be physically capable of operating the vehicle safely, possess a valid Arizona driver's license and have a good driving record.**

REQUIRED KNOWLEDGE:

- Principles and practices of community development, neighborhood revitalization, public administration, municipal budgeting and finance, public relations, negotiating, and supervision.
- Extensive knowledge of research techniques, grant writing and the grant management.
- Working knowledge of housing, youth and young adult programs and community development procedures and practices.
- Ability to make independent decisions and meet deadlines related to job assignments.
- Good oral and written communication skills.
- Working knowledge of standard office equipment, experience with word processing, spreadsheets and data analysis.
- [Knowledge and proficiency with iWorQ and Springbrook software.](#)
- Laws, ordinances, regulations and policies of various government agencies as they affect the community development activities in areas of housing, youth and young adult and professional development skills training.
- Effective administrative and leadership methods.
- Familiarity with social welfare programs, services and available resources.

EXPERIENCE REQUIRED:

Five years of experience as, or equivalent to a Community Development Director or head of a major department in a small to medium-sized municipality. Experience in directing housing assistance and rehabilitation programs, Youth and Young Adult Training, and volunteer programs or equivalent combination of education, experience and training which provides the required knowledge, skills and abilities will be considered

SKILLS/ABILITIES:

- Ability to assist in negotiation in writing and in person with private and public agencies and with representatives of various citizen groups.
- Ability to effectively manage and direct grant programs, meet deadlines and fulfill stated requirements of federal, state and local grant programs.
- Ability to perform a broad range of supervisory responsibilities over others.
- Ability to communicate in the English language by phone or in person in a one-to-one or group setting. Spanish language skills also preferred.
- Ability to comprehend and make inferences from written material, particularly conditions and requirements of grant funding.
- Ability to learn job-related material primarily through structured lecture and reading.
- Ability to work cooperatively with other City employees and the general public.
- Ability to work safely without presenting a direct threat to self or others.
- Skillfully produce written documents in the English language with clearly organized thoughts using proper sentence construction, punctuation, and grammar.

PHYSICAL ACTIVITIES AND REQUIREMENTS OF THIS POSITION

REPETITIVE MOVEMENT: Requires repetitive movements standard in office-related activities such as typing, and talking in person and via telephone.

COMMUNICATION: Requirement: Ability to effectively communicate in English and Spanish both spoken and in writing. Yaqui language skills preferred but not required.

HEARING: Able to understand advanced conversations, receive direction, or understand the spoken word at normal levels of hearing.

VISUAL ABILITIES: Average, ordinary visual acuity necessary to prepare and inspect written documents or work products, or operate machinery.

PHYSICAL STRENGTH: Sedentary work – sitting most of the time. Exert up to 25 lbs of force occasionally.

WORKING CONDITIONS

No hazardous or significantly unpleasant conditions exist.

MENTAL ACTIVITIES AND REQUIREMENTS OF THIS POSITION

REASONING: Ability to apply common sense understanding to carry out assigned duties. Ability to reason with a diversity of cultures and individuals with difficult economic conditions and often strong and vocal viewpoints.

LOGIC: Ability to perform basic and advanced accounting and budgeting functions, and understand advanced operations, social, community development and economic terminology.

LANGUAGE: Ability to use an active English vocabulary effectively verbally and in writing. Spanish and Yaqui language skills also preferred.

INTENT AND FUNCTION OF JOB DESCRIPTIONS

Job descriptions assist organizations in ensuring that the hiring process is fairly administered and that qualified employees are selected. They are also essential to an effective appraisal system and related promotion, transfer, layoff and termination decisions. Well constructed job descriptions are an integral part of any effective compensation system.

All descriptions have been reviewed to ensure that only essential functions and basic duties have been included. Peripheral tasks, only incidentally related to each position, have been included. Requirements, skills and abilities included have been determined to be the minimal standards required to successfully perform the positions. In no instance, however, should the duties, responsibilities, and requirements be interpreted as all-inclusive. Additional functions and requirements may be assigned by supervisors as deemed appropriate.

In accordance with Americans with Disabilities Act, it is possible that requirements may be modified to reasonably accommodate disabled individuals. However, no accommodations will be made which may pose serious health or safety risks to the employee or others or which may impose undue hardships on the organization.

Job descriptions are not intended as and do not create employment contracts. The organization maintains its status as an at-will employer. Employees can be terminated for any reason not prohibited bylaw.

ADVERTISEMENT LANGUAGE:

COMMUNITY DEVELOPMENT DIRECTOR The Town of Guadalupe, Arizona is looking for a Community Development Director to provide housing and youth and young adult program services support under the direction of the Town Manager. Position is a Salary / Management / Exempt position. Hourly requirements vary, but are likely to exceed 40 hours per week. Bachelor's Degree in Community Development, Public Administration, City Planning or Business Administration, or related field or any equivalent combination of education, experience and training. Five years experience in directing work professionals involved in community development and grant administration. See the complete job description prior to interview @ 9241 South Avenida Del Yaqui, Guadalupe, AZ 86228. Telephone: 480303080. Open until _____. Town of Guadalupe is an Equal Opportunity Employer.

TOWN OF GUADALUPE

- Community Health Advocate / Promotora -

DEPARTMENT: Community Development **CLASSIFICATION:**

FLSA DESIGNATION: Salaried / Management / Exempt

SALARY RANGE: **APPROVED BY:**

REPORTING RELATIONSHIPS

Position Reports to: Town Manager

Positions Supervised: N/A

DISTINGUISHING FEATURES OF THE CLASS

The Community Health Advocate / Promotora coordinates with staff and agencies to provide education and connections to community resources for Guadalupe youth and families in a fun, healthy, and inviting environment. Under the direction of the Town Manager the Community Health Advocate / Promotora performs a variety of paraprofessional health duties related to community outreach, referral client follow up, and community organizing.

ESSENTIAL FUNCTIONS AND DUTIES

- Provides peer health education and support to the families within the Town of Guadalupe.
- Makes referrals to family support, health, and social service agencies in area, and follows up with individuals to ensure they receive needed services.
- Reduces stigma and other barriers to initiating or continuing health care by providing good information to both community members and health care providers.
- Facilitate communication with other agencies and coordinate services between the community in reducing cultural and socioeconomic barriers
- Develops relationships with local health care and social service providers to facilitate information sharing and service provision.
- Represents organization in meetings with community partners.
- Performs all functions and activities within the guidelines and philosophy set forth in the Town of Guadalupe's strategic plan, policies, mission, goals, and vision.
- Provides peer health education through health education records and home visits to assess client needs and concerns as they relate to their family, their community, and their health.
- Plans and leads group sessions and discussions on assigned health topics.
- Plans and organizes health fairs and other public events.
- Participates as a member of various teams as needed.
- Actively participates in, and successfully completes, training provided by the Town of Guadalupe and other agencies.
- Attends conferences as directed and/or required.
- Other duties as assigned

PERFORMANCE MEASURES

(Determined by Town Manager)

QUALIFICATIONS

EDUCATION/CERTIFICATION/TRAINING:

- Bachelor's Degree from an accredited college or university with major course work in Health Care, Education, Social Work, Public Administration, or related field.
- **This position may require use of personal or Town vehicles on Town business. Individuals must be physically capable of operating the vehicles safely, possess a valid Arizona driver's license and maintain a good driving record.**

REQUIRED KNOWLEDGE:

- Information technology (IT) skills, including use of laptops, smartphones, internet/online application
- systems, web-based time tracking systems, Microsoft Office, etc.
- Flexibility in addressing changing community needs and program environment
- Ability to navigate complex systems and processes
- Ability to work independently and as part of a team
- Displays empathy, respect, and understanding of community values and members
- Ability to organize information, events, and program activities
- Must have, or obtain upon hire, knowledge of community resources, as well as programmatic goals
- and organizational values and processes
- Policies and procedures of the Town of Guadalupe.
- Basic written correspondence, memo writing and report preparation.
- Modern office practices, procedures, methods, and computer equipment.

EXPERIENCE REQUIRED:

Experience in community work (especially Promotor(a) programs), education, health care, or related field preferred.

SKILLS/ABILITIES:

- Ability to read, write, and speak Spanish and English fluently, Yaqui preferred but not required.
- Ability to communicate easily with others, including demonstrating active listening skills
- Ability to maintain confidentiality
- Good judgment in work, strong work ethic, and ability to take initiative.
- Excellent problem-solving skills
- Ability to analyze problems, identify alternative solutions, project consequences of proposed actions, and implement recommendations in support of goals.
- Skillfully research and submit budget requests and properly administer the approved budget.
- Skillfully gain cooperation through discussion and persuasion.

PHYSICAL ACTIVITIES AND REQUIREMENTS OF THIS POSITION

REPETITIVE MOVEMENT: This position will require lifting of boxes containing food and supplies, movement of tables and chairs in preparation for activities and events, and the ability to set up and

take down equipment for events and activities. Also, repetitive movements standard in ~~office~~ activities such as typing, ~~text~~ taking and talking in person and via telephone.

COMMUNICATION: Requirement: Ability to effectively communicate in English and Spanish both spoken and in writing. Yaqui language skills preferred but not required.

HEARING: Able to understand simple and advanced conversations, give and receive direction, and understand the spoken word at normal levels of hearing.

VISUAL ABILITIES: Average, ordinary visual acuity necessary to prepare and inspect written documents or work products, or operate machinery.

PHYSICAL STRENGTH: Active work. Ability to lift 25lbs frequently-requiring physical abilities to lift boxes, move furniture and ~~set~~ up and disassemble equipment before and after events and activities.

WORKING CONDITIONS

- No hazardous or significantly unpleasant conditions exist.
- Some positions will require the performance of other essential and marginal functions depending upon needed work location, assignment, or shift.

MENTAL ACTIVITIES AND REQUIREMENTS OF THIS POSITION

REASONING: Ability to apply common sense understanding to carry out assigned duties. Ability to reason with a diversity of cultures and individuals with divergent and often strong and vocal viewpoints.

LOGIC: Ability to perform basic accounting functions, and understand basic operations, social and economic terminology.

LANGUAGE: Ability to use an active English & Spanish vocabulary effectively verbally and in writing. Yaqui language skills also preferred.

INTENT AND FUNCTION OF JOB DESCRIPTIONS

Job descriptions assist organizations in ensuring that the hiring process is fair~~ly~~ administered and that qualified employees are selected. They are also essential to an effective appraisal system and related promotion, transfer, layoff and termination decisions. Well constructed job descriptions are an integral part of any effective ~~comp~~ensation system.

All descriptions have been reviewed to ensure that only essential functions and basic duties have been included. Peripheral tasks, only incidentally related to each position, have been included. Requirements, skills and abilities ~~includd~~ have been determined to be the minimal standards required to successfully perform the positions. In no instance, however, should the duties, responsibilities, and requirements be

interpreted as all-inclusive. Additional functions and requirements may be assigned by supervisors as deemed appropriate.

In accordance with Americans with Disabilities Act, it is possible that requirements may be modified to reasonably accommodate disabled individuals. However, no accommodations will be made which may pose serious health or safety risks to the employee or others or which may impose undue hardships on the organization.

Job descriptions are not intended as and do not create employment contracts. The organization maintains its status as an ~~at~~will employer. Employees can be terminated for any reason not prohibited bylaw.

ADVERTISEMENT LANGUAGE:

COMMUNITY ACTION PROGRAM AIDE - The Town of Guadalupe, Arizona is looking for a Community Action Program Aide to provide support services in the Social Services Department. Position is hourly and subject to overtime if qualified. Position is subject to filing availability. One year of experience working in a social service environment, plus some postHigh School course work in sociology or social services is preferred. See the complete job description prior to interview 9241 South Avenida Del Yaqui, Guadalupe, AZ 85283-2598. Telephone: 480505-5365. Open until _____ . Town of Guadalupe is an Equal Opportunity Employer.

TOWN OF GUADALUPE

- Finance Director -

DEPARTMENT: Finance

CLASSIFICATION:

FLSA DESIGNATION: Exempt / Salaried / Management

SALARY RANGE:

APPROVED BY:

REPORTING RELATIONSHIPS

Position Reports to: Town Manager

Positions Supervised: (4) Assistant Finance Director, Accountant III, Accountant II, and Accountant I

DISTINGUISHING FEATURES OF THE CLASS

The Finance Director's fundamental responsibilities fulfill the responsibilities of Treasurer and oversee the major function of the Town Affairs, such as Purchasing, Payroll, Debt Management, Treasury, Accounting, Purchasing, Inventory and Risk Management, Taxes and Licenses, Utilities Accounts Payable / Receivable, Human Resources and other special projects (i.e. Network Administration, etc.). Finance Director will maintain and control the financial chart of accounts to include balancing all assets and ensuring that revenues and expenses are posted properly using source documents received from many different sources while managing cash flow to provide timely amounts deposit of receipts and available cash for disbursements. Work includes supervision of a number of four professional staff involved in diverse finance-related responsibilities. Responsibility may be delegated to the Accountant / Assistant Finance Director via Town Administrative Regulations, or directly by the Finance Director through assignment. Unusual problems and major program or policy changes are discussed with the Town Manager. The Finance Director works under the general supervision of the Town Manager.

ESSENTIAL FUNCTIONS AND DUTIES

- Make changes to the chart of accounts which includes adding accounts and entire funds to the general ledger to provide clarity to town council, staff, and all outside agencies, and to follow federal and state reporting requirements.
- Be available to all departments for depart specific reports and be able to communicate those reports in a manner in which staff understands including departmental budgets, reimbursements requests to outside governmental agencies, and detail line expenditure specific assistance.
- Evaluate and develop recommendations to improve financial internal controls to prevent fraud and to ensure the safeguarding of all assets including deposit accounts, receivables and fixed assets.
- Work with insurance providers to collect data, and reports as it relates to the town's infrastructure, vehicles, and all other assets to ensure proper coverage as provided in the Town's risk management policies and procedures.
- Manage annual audit, provide trial balance, general ledger reports, high level schedules, and original documents such as bank statements, invoices, payroll data and subsequent data as requested.

- Manage and implement information technology (IT) controls and procedures per town policies and procedures, and implement and monitor a cyber-secure network system, assist all departments with IT issues or contact contracted vendors as needed for further assistance.
- Work with outside consultants and agencies, including bond counsel, rating services, investment bankers and financial advisors in considering options for managing the Town's debt.
- Provide staff assistance in administration of the City's Bond Program through the planning and coordination of bond sales.
- ~~Structure, plan and coordinate specific financial projects.~~ Structure, plan and coordinate specific financial projects such as monthly YTD revenues expense reports, budgets, forecasts and departmental reports.
- Conduct, direct and participate in defining the financial policies for the Town.
- Conduct, direct and participate at a high technical and management level in projects to develop or significantly improve the Towns computerized financial systems.
- Evaluate and implement internal and external audit recommendations and provide feedback to management on results.
- Develop reporting systems for all departmental and Town-wide financial programs.
- Establish and monitor Town-wide management control and financial management procedures.
- Participate and contribute in management studies, and report on organizational and administrative practices.
- Communicate with all Town departments to determine changing needs and problems, coordinate departmental activities, and explain departmental policies and procedures.
- Provide staff support to citizen committees.
- Demonstrate continuous effort to improve operations, decrease turnaround times, streamline work processes, and work cooperatively and jointly to provide quality seamless customer service.
- Render oral and written opinions as to the financial condition of the Town to the Town Council and Mayor, Town Manager, department heads, and other Town officials.
- Attend Town Council meetings and conferences for the purpose of explaining and recommending policies of official action, and gives advice on finance questions involved, including advice as to alternative financial and administrative approaches to the solution of major Town problems.
- Evaluate and develop recommendations to improve Finance and Town-wide administration, procedures, policies and programs.
- Represent the Town in all financial affairs.
- Review information to keep informed of proposed state and federal legislation affecting the Town's current and future financial condition.
- Work with Town Manager to encourage and improve municipal operations, decrease liabilities, and improve customer service.
- Other duties as assigned.

PERFORMANCE MEASURES
(Determined by Town Manager)

QUALIFICATIONS

EDUCATION/CERTIFICATION:

- A Bachelor's degree in finance, accounting, business administration, economics, or a related field. Master's Degree in finance, accounting or related field preferred.
- **As this position may require the use of personal or City vehicles on City business, all employees must be physically capable of operating the vehicles safely, possess a valid Arizona drivers' license and have an acceptable driving record.**

REQUIRED KNOWLEDGE:

- Be familiar with GASB, GAAP and all other Federal, state municipal laws, statutes, ordinances, regulations and policies.
- Professional standards including GASB Governmental Accounting and Financial Reporting Standards, Generally Accepted Accounting Principles, and Generally Accepted Auditing Standards
- AS400 platform experience, or similar finance programs.
- Municipal finance administration, cost accounting principles and practices, and investment theory.
- Investment fund management, bond sales, utility accounting, budgeting, and debt management.
- Federal, state and municipal laws, statutes, ordinances, regulations and policies.
- City Code, charter provisions, and state law with particular reference to municipal finance.
- Principles and practices of personnel management and supervision.
- Principles and practices of Risk Management.

EXPERIENCE REQUIRED: Five years of progressively responsible professional experience in local government, including two years of supervisory experience. Government Audit experience. Other combinations of experience and education that meet the minimum requirements may be substituted. Audit experience required.

SKILLS/ABILITIES:

- Skill in reviewing and checking the work of others pertaining to matters of financial oversight to ensure accuracy.
- Skill and ability to organize, interpret, and apply sound principles to complex finance problems.
- Skill in establishing and maintaining effective working relationships with staff, elected officials, members of the public, and outside agencies and organizations.
- Skill in interpreting complex statutes, rules, regulations, policies, and guidelines.
- Skill in providing responsive assistance and advice to the Mayor and members of the Town Council (through the Town Manager) on all Financial matters affecting the community.
- Skill in determining the Town's needs for municipal services and programs, and in determining their priorities and allocation of limited Town resources.
- Ability to prepare and administer the annual budget and establish a system of accountability over a diverse field of activities and services.
- Ability to exercise considerable initiative with wide latitude for independent judgment and is expected to resolve problems in a professional and technical nature.
- Ability to establish and maintain effective working relationships with other employees, city officials, county, state, federal, and private agencies, elected officials, the press, and the general public.
- Ability to analyze, interpret and report research findings, recommendations and actions on complex financial, governmental and economic data.
- Ability to understand difficult and complex financial reports and to be able to prepare easy to understand financial reports.

- Ability to perform a broad range of supervisory responsibilities over others.
- Ability to produce written documents in the English language with clearly-organized thoughts with proper sentence construction, punctuation, and grammar.
- Ability to communicate orally in the English language with customers, clients, and the public using a telephone or in a one-to-one or group setting.
- Ability to work cooperatively with others.
- Ability to work safely without presenting a direct threat to self or others.
- Ability to work cooperatively with other employees, customers, clients, and the public.
- Ability to comprehend and make inferences from material written in the English language.
- Ability to effectively communicate in English both spoken and in writing.
- Ability to address financial issues relating to municipal services to people of different ages and ethnicity.
- Ability to research, prepare, and present comprehensive written and oral reports to councilmen, and mayor, the press and other interested parties as required.

PHYSICAL ACTIVITIES AND REQUIREMENTS OF THIS POSITION

REPETITIVE MOVEMENT: Requires repetitive movements standard in office activities such as typing, and talking in person and via telephone.

COMMUNICATION: Requirements: Advanced ability to skillfully produce documents written in the English language using proper sentence structure, punctuation, grammar, and spelling. Ability to communicate orally in the English language with customers, clients, and the public using a telephone and in group and face-to-face, one-to-one settings. Spanish comprehension encouraged, but not required.

HEARING: Able to understand advanced conversations, receive direction, or understand the spoken word at normal levels of hearing.

VISUAL ABILITIES: Average, ordinary visual acuity necessary to prepare and inspect written documents or workproducts, or operate machinery.

PHYSICAL STRENGTH: Sedentary work—sitting most of the time. Exert up to 25 lbs of force occasionally.

WORKING CONDITIONS

No hazardous or significantly unpleasant conditions exist.

MENTAL ACTIVITIES AND REQUIREMENTS OF THIS POSITION

REASONING: Exceptional ability to apply common sense and advanced understanding to work through detailed and often complicated problems with multiple variables.

LOGIC: Ability to perform complex skills, including statistics, finance law, research data analysis,

finance, and interpret and create charts and graphs. Ability to handle a variety of complex issues and accurately discern / assess the courses of action and decision-making skills.

LANGUAGE: Ability to use an active English vocabulary effectively in written and verbal communication as described above.

INTENT AND FUNCTION OF JOB DESCRIPTIONS

Job descriptions assist organizations in ensuring that the hiring process is fairly administered and that qualified employees are selected. They are also essential to an effective appraisal system and related promotion, transfer, layoff and termination decisions. Well constructed job descriptions are an integral part of any effective compensation system.

All descriptions have been reviewed to ensure that only essential functions and basic duties have been included. Peripheral tasks, only incidentally added to each position, have been included. Requirements, skills and abilities included have been determined to be the minimal standards required to successfully perform the positions. In no instance, however, should the duties, responsibilities, and requirements be interpreted as all-inclusive. Additional functions and requirements may be assigned by supervisors as deemed appropriate.

In accordance with Americans with Disabilities Act, it is possible that requirements may be modified to reasonably accommodate disabled individuals. However, no accommodations will be made which may pose serious health or safety risks to the employee or others or which may impose undue hardships on the organization.

Job descriptions are not intended as and do not create employment contracts. The organization maintains its status as an at-will employer. Employees can be terminated for any reason not prohibited by law.

ADVERTISEMENT LANGUAGE:

FINANCE DIRECTOR- The Town of Guadalupe, Arizona is looking for a Finance Director to provide exceptional professional services support for the Town. This position is a Salaried, Management and Executive position. Hourly requirements may well exceed 40 hours per week regularly. Minimum of Five years as a practicing municipal finance officer and graduation from an accredited finance program with a Bachelor's degree in finance, accounting or related field. and experience in municipal finance required. See the complete job description prior to interview @ 9241 South Avenida Del Yaqui, Guadalupe, AZ 85282-598. Telephone: 480-5365. Open until _____. Town of Guadalupe is an Equal Opportunity Employer.

TOWN OF GUADALUPE

- Deputy Town Clerk -

DEPARTMENT: Administration**CLASSIFICATION:****FSLA Designation:** Appointed / Exempt / Management / Salaried**SALARY RANGE:****APPROVED BY:****REPORTING RELATIONSHIPS**

Position Reports to: Town Manager / Clerk

Positions Supervised: None

DISTINGUISHING FEATURES OF THE CLASS

The Deputy Town Clerk serves at the direction of the Guadalupe Town Manager / Clerk. This position performs duties such as elections administration; prepares/posts all council meeting agendas & summaries, attends meetings and transcribes meeting minutes for Council Meetings; manages public records requests and contracts; manages ordinance codification process; prepares and manages legal advertisements, drafts ordinances and resolutions; records management; website updates.

ESSENTIAL JOB FUNCTIONS

- Prepare/post all Council meetings agendas/minutes/legal action summaries.
- Prepare various Council agenda items-ordinances/resolutions/calendars.
- Process and maintain contracts.
- Manage public records requests & ordinance codification process & legal advertising.
- Assist with elections.
- Process various applications.
- Maintain an effective records management system.
- Website administration/updates/refresh process.

PERFORMANCE MEASURES

(Determined by Town Manager / Clerk)

QUALIFICATIONS**EDUCATION/CERTIFICATION:**

Education and/or experience equivalent to a bachelor's degree in Public Administration or a closely related area. *Possession of a Certified Municipal Clerk designation is highly desirable.*

Obtain a Certified Municipal Clerk certification within three years from the date of hire and an Arizona Notary Public license within six months of hire date.

REQUIRED KNOWLEDGE:

- Arizona open meeting laws
- Basic parliamentary procedures
- Town codes, policies, and procedures
- County, State, and federal election laws and regulations
- State records retention laws

- Principles and practices of town clerk operations
- General supervisory and managerial principles and practices
- Municipal legal publication requirements

EXPERIENCE REQUIRED: Four years of full-time experience in a supervisory / managerial level position within public administration, business administration, or closely related field, is required. Any other combination of education and experience which provides the knowledge, skills, and abilities required to perform the work may be considered.

SKILLS/ABILITIES:

- Draft resolutions and ordinances
- Communicate effectively, both orally and in writing; *Spanish language skills highly preferred*
- Prepare and process records for long term storage
- Catalogue and file public records in accordance with state statutes
- Conduct research, data analysis, and interpret charts and graphs
- Assess complex issues and make recommendations
- Possess a valid driver's license

PHYSICAL DEMANDS OF THE POSITION

- Work in a stationary position for considerable periods of time (a majority of work is performed in a typical City office environment, and is primarily sedentary)
- Operate computers, calculators, and other office machines
- Travel to/from meetings and conferences at various locations
- Attend evening or weekend meetings as needed

- Lift heavy objects (up to 40 lbs.)

REPETITIVE MOVEMENT: Requires repetitive movement's standard in office-related activities such as typing, and talking in person and via telephone.

COMMUNICATION: Requirement: Ability to effectively communicate in English both spoken and in writing. *Spanish and Yaqui language skills highly preferred but not required.*

HEARING: Able to understand advanced conversations, receive direction, or understand the spoken word at normal levels of hearing.

VISUAL ABILITIES: Average, ordinary visual acuity necessary to prepare and inspect written documents or work products, or operate machinery.

PHYSICAL STRENGTH: Sedentary work – sitting most of the time. Exert up to 25 lbs of force occasionally (almost all office-related tasks).

WORKING CONDITIONS

No hazardous or significantly unpleasant conditions exist.

MENTAL ACTIVITIES AND REQUIREMENTS OF THIS POSITION

REASONING: Ability to apply common sense understanding to carry out detailed and often complicated instructions to deal with problems with multiple variables. Ability to reason with a diversity of cultures and individuals with divergent and often strong and vocal viewpoints.

LOGIC: Ability to perform complex skills, including statistics, research data analysis, finance, and interpret charts and graphs. Ability to handle a variety of modestly complex issues and recommend best courses of action when needed.

LANGUAGE: Ability to use an active English vocabulary effectively in written and verbal communication as described above. Spanish language skills highly preferred.

INTENT AND FUNCTION OF JOB DESCRIPTIONS

Job descriptions assist organizations in ensuring that the hiring process is fairly administered and that qualified employees are selected. They are also essential to an effective appraisal system and related promotion, transfer, layoff and termination decisions. Well-constructed job descriptions are an integral part of any effective compensation system.

All descriptions have been reviewed to ensure that only essential functions and basic duties have been included. Peripheral tasks, only incidentally related to each position, have been included. Requirements, skills and abilities included have been determined to be the minimal standards required to successfully perform the positions. In no instance, however, should the duties, responsibilities, and requirements be interpreted as all-inclusive. Additional functions and requirements may be assigned by supervisors as deemed appropriate.

In accordance with Americans with Disabilities Act, it is possible that requirements may be modified to reasonably accommodate disabled individuals. However, no accommodations will be made which may pose serious health or safety risks to the employee or others or which may impose undue hardships on the organization.

Job descriptions are not intended as, and do not result in the creation of, employment contracts. The Town of Guadalupe is an at-will, Equal Opportunity Employer. Employees can be terminated for any reason that is not prohibited by law.

ADVERTISEMENT LANGUAGE:

DEPUTY TOWN CLERK - The Town of Guadalupe, Arizona is looking for a Deputy Town Clerk to provide support to the Town Manager / Clerk. The position is classified as Salaried, and overtime-exempt. Likely to exceed 40 hours per week. Salary is \$XXX annually. For the complete job description, click here. Open until the needs of the Town are met.

Contact (480) 730-3080 if you have questions or would like additional information.

TOWN OF GUADALUPE ***- Senior Center Director -***

DEPARTMENT: Senior Center

FLSA DESIGNATION: Salary / Management / Exempt

SALARY RANGE: **APPROVED BY:** Town Manager

REPORTING RELATIONSHIPS

Position Reports to: Town Manager
Positions Supervised: (4) Senior Center Program Assistant, Cook, Janitor, and Driver

DISTINGUISHING FEATURES OF THE CLASS

The fundamental responsibility for this position is to oversee the recreational, counseling, educational, building maintenance and functioning, nutritional outreach, food service, and information and referral activities at the Senior Center. Managing budget, clients' feedback, and Senior Center staff and volunteers. Work is performed under the general supervision of the Town Manager.

ESSENTIAL FUNCTIONS AND DUTIES

- Create a welcoming environment in the Senior Center.
 - Ensures compliance with all policies, procedures, and contracts/grants within the town, county, and all grant agencies.
 - Oversees building maintenance and function including all buildings.
 - Oversees meal program service including but not limited to menu planning and special dietary needs; creating monthly send out meal menus for seniors; inventory; purchasing food and supplies; ensure all food safety guidelines are being implemented by staff.
 - Coordinate social services and outreach to all seniors in the Guadalupe community.
 - Supervise, train, and evaluate Senior Center staff and volunteers, ensuring all training and certifications required are maintained and current.
 - Manage all client concerns and complaints regarding any services provided, address and resolve any and all concerns to ensure improved customer service and safety.
 - Create documents for client information, relaying any and all information/opportunities that pertain to them from the town, county or grant agencies.
 - Manage and adhere to program budget as well as research and pursue grant opportunities to assist the program budget.
 - Research resolutions to issues that have arisen during the pandemic, implementing safety procedures ensuring the Senior Center is able to remain safety open as well as preparing for reopening to the public.
-

QUALIFICATIONS

EDUCATION/CERTIFICATION AND EXPERIENCE: Must be fluent in Spanish, as most client's primary language is Spanish. A bachelor's degree in sociology, gerontology, social work or a related field is preferred. Two (2) years of community service experience that includes working with the elderly and a supervisory role may be substituted. Must have a minimum of a high school diploma or GED. Must have and maintain current CPR and first aid training certification, food handler management certificate, and Level 1 fingerprint clearance card (or obtain within 90 days of employment).

REQUIRED KNOWLEDGE:

- Problems and special needs of the elderly and community resources available to assist them.

- Principles and practices of social services.
- Techniques, materials, and practices of large-scale food service programs.
- Federal, state, and local social service funding sources and applicable laws and regulations.
- Principles and practices of municipal budgeting and finance.
- Principles and practices of supervision and personnel administration.

SKILLS/ABILITIES:

- Ability to converse with clients in fluent Spanish.
- Ability to find creative solutions with limited resources.
- Ability to perform a broad range of supervisory responsibilities over others.
- Ability to effectively communicate orally with co-workers, customers, clients, or the public in a face-to-face, one-to-one setting or using a telephone.
- Ability to produce written documents with clearly organized thought using proper English sentence construction, punctuation, and grammar.
- Ability to work cooperatively with other Town employees, various levels of management, agencies, clients, and the public.
- Ability to comprehend and make inferences from written material.
- Ability to review or check the work products of others to ensure conformance to standards.
- Ability to observe, compare, or monitor data to determine compliance with contractual requirements.
- Ability to enter data or information into a computer terminal or other keyboard device.
- **This position may require use of personal or Town vehicles on Town business. Individuals must be physically capable of operating the vehicles safely, possess a valid driver's license and have a good driving record.**

PHYSICAL ACTIVITIES AND REQUIREMENTS OF THIS POSITION

REPETITIVE MOVEMENT: This position will require lifting of boxes containing food and supplies, movement of tables and chairs in preparation for activities and events, and the ability to set up and take down equipment for events and activities. Also, repetitive movement standard in office-related activities such as typing, note-taking and talking in person and via telephone.

COMMUNICATION: Requirement: Ability to effectively communicate in English and Spanish both spoken and in writing. Yaqui language skills are preferred but not required.

HEARING: Able to understand advanced conversations, receive direction, or understand the spoken word at normal levels of hearing.

VISUAL ABILITIES: Average, ordinary visual acuity necessary to prepare and inspect written documents or work products, or operate machinery.

PHYSICAL STRENGTH: Active work. Ability to lift 25 lbs frequently – requiring physical abilities to lift boxes, move furniture and set-up and disassemble equipment before and after events and activities.

WORKING CONDITIONS

No hazardous or significantly unpleasant conditions exist.

MENTAL ACTIVITIES AND REQUIREMENTS OF THIS POSITION

REASONING: Ability to apply common sense understanding to carry out detailed and often complicated instructions to deal with problems with multiple variables. Ability to reason with a diversity of cultures and individuals with divergent and often strong and vocal viewpoints.

LOGIC: Ability to perform basic skills, including research data analysis, finance, and advanced issues and accurately discern / assess best courses of action and decision-making skills.

LANGUAGE: Ability to use an active English & Spanish vocabulary effectively verbally and in writing. Yaqui language skills also preferred.

APPLICATION DIRECTIONS

Submit completed application, resume, and cover letter to employment@guadalupeaz.org or in person at the Guadalupe Town Hall (9241 S Avenida del Yaqui, Guadalupe, AZ 85283). Applications must be received prior to close of business December 18, 2017 to be considered. See the complete job description and application at Guadalupe Town Hall or online at www.guadalupeaz.org. Telephone: 480-730-3080. Town of Guadalupe is an Equal Opportunity Employer.

TOWN OF GUADALUPE

- Senior Programs Cook -

DEPARTMENT: Social Services Department

CLASSIFICATION:

FLSA DESIGNATION: Hourly, non -Exempt

SALARY RANGE:

APPROVED BY:

REPORTING RELATIONSHIPS

Position Reports to: Senior Programs Manager [Director](#)

Positions Supervised: None

DISTINGUISHING FEATURES OF THE CLASS

Under the general supervision of the Senior Programs Manager, the Senior Programs Cook performs kitchen duties in the preparation of congregate and home-delivered meals for Senior Citizens. Transports clients and meals as needed. Works under the direction of the Senior Programs Manager.

ESSENTIAL FUNCTIONS AND DUTIES

- [Prepares health conscious meals while implementing special dietary needs and food safety standards.](#)
 - Food preparation including chopping vegetables, opening cans, filling milk dispenser, and cooking.
 - [Help in preparing Senior Center monthly menus](#)~~Prepares monthly menus~~, approved by Area Agency on Aging, and [publish](#)~~publishes~~ menu as directed.
 - Prepares plates and portions for serving.
 - Packs (& sometimes delivers) home meals to home-bound clients and program participants.
 - [Comply with all food and sanitation standards.](#)~~Complies with and implements high food safety, sanitation, and sanitization standards, ensuring an "A" graded kitchen from the county health department.~~
 - [Serves meals for pickup service.](#)
 - [Keeps inventory of food and supplies stocked.](#)
 - [Delegates kitchen duties to any qualifying kitchen volunteers.](#)
 - [Maintains good upkeep of all kitchen equipment and notifies Senior Center Director should any servicing be needed.](#)
 - [Checks and puts away all shipment orders.](#)
 - [Assists in any and all building duties as needed.](#)
 - Washes dishes, cleans tables.
 - Purchase and shelve groceries.
-

PERFORMANCE MEASURES

(Determined by Social Services Director and Town Manager)

QUALIFICATIONS

EDUCATION/CERTIFICATION: Must possess or acquired valid Food Handler's Permit and Food Managers Certification from the Maricopa County Health Department. Current CPR certification required (or ability to obtain within 90 days of employment).

REQUIRED KNOWLEDGE: Must know basic principles of culinary art preparing meals for local population, and how to use necessary kitchen equipment. Required knowledge of special dietary needs to meet the needs of Senior Citizen clients. (i.e. Diabetes, Cholesterol, sodium, etc)

EXPERIENCE REQUIRED:

Experience in food preparation. Experience in working with and assisting Seniors, including experience listed above and below.

SKILLS/ABILITIES: Must know basic principles of culinary art preparing meals for special local population, special dietary needs of elderly (Diabetes, Cholesterol, low sodium, etc), and how to use necessary kitchen equipment.

PHYSICAL ACTIVITIES AND REQUIREMENTS OF THIS POSITION

REPETITIVE MOVEMENT: Requires repetitive movements of assisting Seniors when boarding and departing the van, and assisting mobility for guests and participants as necessary.

COMMUNICATION: Ability to use an active English & Spanish vocabulary effectively verbally and in writing. Yaqui language skills also preferred.

HEARING: Able to hear or understand the spoken word at normal levels of hearing.

VISUAL ABILITIES: Average, ordinary visual acuity necessary to operate machinery.

PHYSICAL STRENGTH: Active work – standing much of the time, lifting or assisting passengers into and out of transportation. Exert up to 50 lbs of force regularly, and assisting Senior clients in and out of transportation. Cooking required the ability to stand for a prolonged period of time, and repetitive standing and sitting action if driving.

WORKING CONDITIONS

No hazardous or significantly unpleasant conditions exist.

MENTAL ACTIVITIES AND REQUIREMENTS OF THIS POSITION

REASONING: Ability to apply common sense understanding to carry detailed and often complicated instructions to deal with problems with multiple variables. Ability to reason with a diversity of stand individuals with divergent and often strong and vocal viewpoints.

LOGIC: Ability to perform basic skills, including identification and elimination of risks and liabilities to guests or the Town.

LANGUAGE: Ability to use an active English & Spanish hablary effectively verbally and in writing. Yaqui language skills also preferred.

INTENT AND FUNCTION OF JOB DESCRIPTIONS

Job descriptions assist organizations in ensuring that the hiring process is fairly administered and that qualified employees are selected. They are also essential to an effective appraisal system and related promotion, transfer, layoff and termination decisions. Well constructed job descriptions are an integral part of any effective compensation system.

All descriptions have been reviewed to ensure that only essential functions and basic duties have been included. Peripheral tasks, only incidentally related to each position, have been included. Requirements, skills and abilities included have been determined to be the minimum standards required to successfully perform the positions. In no instance, however, should the duties, responsibilities, and requirements be interpreted as all-inclusive. Additional functions and requirements may be assigned by supervisors as deemed appropriate.

In accordance with Americans with Disabilities Act, it is possible that requirements may be modified to reasonably accommodate disabled individuals. However, no accommodations will be made which may pose serious health or safety risks to the employee or others or which may impose undue hardships on the organization.

Job descriptions are not intended as and do not create employment contracts. The organization maintains its status as an at-will employer. Employees can be terminated for any reason prohibited by law.

ADVERTISEMENT LANGUAGE:

SENIOR PROGRAMS COOK The Town of Guadalupe, Arizona is looking for a Senior Programs Cook, under the supervision of the Senior Services Manager. Position is an Hourly, non-Exempt position. Hourly commitments are generally limited to the daytime hours and will rarely exceed 40 hours. Prefer experience in food preparation. Must possess or acquire a valid food handler's permit and Food Managers Certification from the Maricopa County Health Department. See the complete job description prior to interview @ 9211 South Avenida Del Yaqui, Guadalupe, AZ 852832598. Telephone: 4805-5365. Open until _____. Town of Guadalupe is an Equal Opportunity Employer.

TOWN OF GUADALUPE

- Senior Programs Manager -

DEPARTMENT: Social Services Department

CLASSIFICATION:

FLSA DESIGNATION: Salary / Management / Exempt

SALARY RANGE:

APPROVED BY:

REPORTING RELATIONSHIPS

Position Reports to: ~~Senior Center~~ ~~Social Services Department~~ Director

Positions Supervised: (3) Senior Center Aide, Cook & Driver

DISTINGUISHING FEATURES OF THE CLASS

The fundamental responsibility for this position is to oversee the recreational, counseling, educational, nutritional outreach, food service, personal escort, and information and referral activities at the various Senior Centers and Multigenerational Centers throughout the Community. Work is performed under the general supervision of the Social Services Director

ESSENTIAL FUNCTIONS AND DUTIES

- Manage Senior Center staff and volunteers, monitoring center activities and programs,
- Develops specifications to purchase food service equipment and reviews and approves specifications for food and supplies.
- Plans menus and special diets for the nutrition program: menus, supervising the preparation and production of client meals, establishing and monitoring operational procedures and controls pertaining to cost and inventory.
- Maintaining effective public relations and liaison with other agencies providing services to the elderly.
- Supervise, train, and evaluate Senior Services personnel assigned to the Senior Center.
- Work with citizen advisory groups to plan and evaluate programs.
- Provide technical assistance to staff and clients and assist with technical problems or special activities.
- Review reports and records submitted by the center.
- Keep records and ~~prepare~~ ~~prepares~~ daily, weekly, monthly, and annual statistical and administrative reports.
- Monitor and ~~respond~~ ~~responds~~ to Senior Center client complaints.
- Monitor expenditures to ensure compliance with program budget.
- Ensure contract compliance.
- Serve as a liaison between the Senior Services Director and field staff.
- Counsel clients in understanding their problems and assists in resolving or alleviating those problems.

- Demonstrate continuous effort to improve operations, decrease turnaround times, streamline work processes, and work cooperatively and jointly to provide quality seamless customer service.
- Work with the Senior Services Director to encourage and improve municipal operations, decrease liabilities, and improve customer service.
- Assist in all Senior Center staff duties and building functioning as needed (i.e. Cook, driver, janitorial, office duties)
- Coordinate with CAP and distribute food boxes as well as contacting CAP for emergency food boxes for seniors and persons with disabilities who are in need of one.
- Assisting in client management when needed including but not limited to; intake, reporting/keeping track of and reporting MCO hours, file keeping/updating, determining client needs and interests.
- Coordinate site council fundraisers

PERFORMANCE MEASURES

(Determined by Social Services Director and Town Manager)

QUALIFICATIONS

EDUCATION/CERTIFICATION: A bachelor's degree in sociology, gerontology or a related field. Other combinations of experience and education that meet the minimum may be substituted. Must have and maintain current CPR and first aid training certification (or obtain within 90 days of employment).

REQUIRED KNOWLEDGE:

- Problems and special needs of the elderly and community resources available to assist them.
- Principles and practices of social services.
- Techniques, materials, and practices of large scale food service programs.
- Sanitary methods used in food preparation and related food service activities.
- Use and care of food service equipment.
- Federal, state, and local social service funding sources and applicable laws and regulations.
- Principles and practices of municipal budgeting and finance.
- Principles and practices of supervision and personnel administration.

EXPERIENCE REQUIRED: Three years of community service experience that includes three years working with the elderly and three years of supervisory experience,

SKILLS/ABILITIES:

- Ability to estimate labor or material costs from work plans.
- Ability to perform a broad range of supervisory responsibilities over others.
- Ability to effectively communicate orally with workers, customers, clients, or the public in a face-to-face, one-to-one setting or using a telephone.
- Ability to produce written documents with clearly organized thought using proper English sentence construction, punctuation, and grammar.

- Ability to work cooperatively with other City employees, various levels of management, agencies, clients, and the public.
- Ability to comprehend and make inferences from written material.
- Ability to review or check the work products of others to ensure conformance to standards.
- Ability to observe, compare, or monitor data to determine compliance with contractual requirements.
- Ability to observe or monitor people's behavior, objects, and data to determine compliance with prescribed operating or safety standards.
- Ability to enter data or information into a computer terminal or other keyboard device.
- **This position may require use of personal or Town vehicles on Town business. Individuals must be physically capable of operating the vehicles safely, possess a valid driver's license and have a good driving record.**

PHYSICAL ACTIVITIES AND REQUIREMENTS OF THIS POSITION

REPETITIVE MOVEMENT: This position will require lifting of boxes containing food and supplies, movement of tables and chairs in preparation for activities and events, and the ability to set up and take down equipment for events and activities. Also, repetitive movements standard in office activities such as typing, note taking and talking in person and via telephone.

COMMUNICATION: Requirement: Ability to effectively communicate in English and Spanish both spoken and in writing. Yaqui language ~~skills are preferred~~ skills preferred but not required.

HEARING: Able to understand ~~advanced~~ conversations, receive direction, or understand the spoken word at normal levels of hearing.

VISUAL ABILITIES: Average, ordinary visual acuity necessary to prepare and inspect written documents or work products, or operate machinery.

PHYSICAL STRENGTH: Active work. Ability to lift 50 lbs frequently requiring physical abilities to lift boxes, move furniture and ~~set~~ and disassemble equipment before and after events and activities.

WORKING CONDITIONS

No hazardous or significantly unpleasant conditions exist.

MENTAL ACTIVITIES AND REQUIREMENTS OF THIS POSITION

REASONING: Ability to apply common sense understanding to carry ~~detailed~~ and often complicated instructions to deal with problems with multiple variables. Ability to reason with a diversity of cultures and individuals with divergent and often strong and vocal viewpoints.

LOGIC: Ability to perform basic skills, including research data analysis, finance, and advanced issues and accurately discern / assess best courses of action and ~~decision~~ decision making skills.

LANGUAGE: Ability to use an active English & Spanish vocabulary effectively verbally and in writing. Yaqui language skills are also preferred.

INTENT AND FUNCTION OF JOB DESCRIPTIONS

Job descriptions assist organizations in ensuring that the hiring process is fairly administered and that qualified employees are selected. They are also essential to an effective appraisal system and related promotion, transfer, layoff and termination decisions. Well constructed job descriptions are an integral part of any effective compensation system.

All descriptions have been reviewed to ensure that only essential functions and basic duties have been included. Peripheral tasks, only incidentally added to each position, have been included. Requirements, skills and abilities included have been determined to be the minimal standards required to successfully perform the positions. In no instance, however, should the duties, responsibilities, and requirements be interpreted as all-inclusive. Additional functions and requirements may be assigned by supervisors as deemed appropriate.

In accordance with Americans with Disabilities Act, it is possible that requirements may be modified to reasonably accommodate disabled individuals. However, no accommodations will be made which may pose serious health or safety risks to the employee or others or which may impose undue hardships on the organization.

Job descriptions are not intended as and do not create employment contracts. The organization maintains its status as an at-will employer. Employees can be terminated for any reason not prohibited by law.

ADVERTISEMENT LANGUAGE:

SENIOR PROGRAMS MANAGER The Town of Guadalupe, Arizona is looking a Senior Programs Manager to provide senior-related services and management of the Senior Center, under direct supervision of the Social Services Director. Position is an appointed, Salaried, Management and overtime exempt position. Hourly requirements will likely exceed 40 hours per week on occasion. Three years of community service experience, and a bachelor's degree in sociology, gerontology or a related field. See the complete job description prior to interview @ 9241 South Avenida Del Yaqui, Guadalupe, AZ 85283-2598. Telephone: 480-505-5365. Open until _____. Town of Guadalupe is an Equal Opportunity Employer.

TOWN OF GUADALUPE

- Public Works Director / Town Engineer* -

DEPARTMENT: Public Works Department

CLASSIFICATION:

FLSA DESIGNATION: Salaried / Management / Exempt

SALARY RANGE:

APPROVED BY:

REPORTING RELATIONSHIPS

Position Reports to: Town Manager*_(Engineer is an Appointed Position by City Code)
 Positions Supervised: (10) PW Supervisor, Chief Mechanic / Asst. PW Supervisor, Building Inspector, PW Maintenance Workers (7).

DISTINGUISHING FEATURES OF THE CLASS

The Public Works Director / Town Engineer is responsible for planning, directing, and reviewing the activities and operations of the Public Works Department including planning and directing the efficient and economical development and construction of municipal public works. The Public Works Director / Town Engineer is a salaried, administrative position and is director of the Public Works & Engineering Department. Work involves the exercise of a high degree of independent judgment and discretion in the interpretation and execution of policies governing Town public works maintenance programs. Professional engineering advice and assistance are given to other department heads in connection with the planning or execution of public works improvement programs and projects. Supervision is exercised over a large number of personnel. Broad policies are prescribed by and general direction is received from the Town Manager's office, which holds the Town Engineer responsible for the effectiveness of the engineering and public infrastructure maintenance program.

ESSENTIAL FUNCTIONS AND DUTIES

- Direct department employees in the investigation, development and design of a variety of engineering and maintenance projects.
- Give technical engineering and infrastructure maintenance advice to the heads of various Town departments and the Town Manager.
- Assist in projecting a broad plan of public works improvement and maintenance.
- Approve operating and capital budget submittals for the department.
- Assign the preparation of various engineering and architectural activity reports.
- Require on-site and project-site visits including meetings at remote locations.
- Present the Town's position and policies to other governmental jurisdictions, private firms and the general public on certain engineering and infrastructure maintenance matters.
- Initiate engineering and infrastructure maintenance studies or program review in response to inquiries from Town Council, Town Management, or when professional judgment suggests it is advisable to do so.
- Make the final selection of engineering and infrastructure consultants and contractors for recommendation to the Town Council.
- Arbitrate contractual disputes between the Town and consultants or contractors involved in the design or construction of public works projects.
- Demonstrate continuous effort to improve operations, decrease turnaround times, streamline work processes, and work cooperatively and jointly to provide quality seamless customer service.
- Attend Town Council meetings and conferences for the purpose of explaining and recommending policies of official action, and gives advice on engineering, infrastructure and maintenance questions including advice as to alternative approaches to the solution of major Town problems.

- Evaluate and develop recommendations to improve Town infrastructure, engineering services and Town-wide administration, procedures, policies and programs.
- Represent the Town in all engineering and affairs relating to public utilities and infrastructure.
- Review emerging issues in engineering and infrastructure management facing other municipalities to keep informed of potential issues affecting the Town's current and future condition.
- Work with Town Manager to encourage and improve municipal operations, decrease liabilities, and improve customer service.
- Perform parks and grounds maintenance including mowing lawns, performing preventive maintenance on all equipment, and maintain underground sprinkler systems.
- Perform street maintenance including installing street signs, operate heavy machinery, and clear drainage ditches and storm drainpipes.
- Perform buildings and facilities maintenance including electrical, plumbing, and general repairs.

PERFORMANCE MEASURES

(Determined by Town Manager)

QUALIFICATIONS

EDUCATION/CERTIFICATION/TRAINING:

- Bachelor's Degree from an accredited college or university with major course work in engineering, construction, infrastructure management or related field.
- Must be registered as a Professional Engineer at time of hire with registration in the State of Arizona obtained by the end of twelve (12) months of employment.
- **This position may require use of personal or Town vehicles on Town business. Individuals must be physically capable of operating the vehicles safely, possess a valid Arizona driver's license and maintain a good driving record.**

REQUIRED KNOWLEDGE:

- Laws and regulations related to the business of the Engineering and Public Works Maintenance services.
- Principles and practices of the planning, design, construction and administration of municipal public works programs.
- Leadership styles and skills.
- Organizational and management practices as applied to the analysis and evaluation of programs, policies, and operational needs.
- Principles and practices of organization, administration, and personnel management.
- Principles and practices of budget preparation and administration.
- Principles, practices, methods, and techniques of modern engineering techniques, and capital infrastructure management.
- Pertinent federal, state, and local laws, codes, and regulations.
- Uniform Building Codes.
- Policies and procedures of the Town of Guadalupe.
- Principles and practices of supervision and training.
- Basic written correspondence, memo writing and report preparation.
- Local infrastructure including the location and source of major utilities, rights of way, public property and public buildings.
- Modern office practices, procedures, methods, and computer equipment.

EXPERIENCE REQUIRED:

Five years of administrative experience in the practice of civil engineering, infrastructure management, including some experience in planning and construction projects at the level of division head, or experience at the level of Assistant or Deputy City / Town Engineer. Other

combinations of experience and education that meet the minimum requirements may be substituted.

SKILLS/ABILITIES:

- Ability to direct and supervise complex and politically sensitive engineering and infrastructure maintenance programs.
- Ability to work cooperatively with Town Council, Town Management, private firms and the general public.
- Ability to communicate in the English language by phone or in person in a one-to-one or group setting. Spanish language skills preferred.
- Ability to perform a broad range of supervisory responsibilities over others.
- Ability to work safely and teach safe work practices to department employees.
- Ability to analyze emergency situations quickly and correctly and adopt effective courses of action.
- Ability to effectively deal with people under stress.
- Ability to supervise, train, and evaluate assigned staff.
- Ability to establish and maintain effective working relationships with those contacted in the course of work.
- Ability to properly interpret and make decisions in accordance with laws, regulations, and policies.
- Ability to communicate clearly and concisely, both orally and in writing.
- Ability to analyze problems, identify alternative solutions, project consequences of proposed actions, and implement recommendations in support of goals.
- Ability to plan, prioritize, assign, and direct the work of the Public Works and Engineering Department personnel.
- Skillfully research and submit budget requests and properly administer the approved budget.
- Skillfully produce written documents in the English language with clearly organized thoughts using proper sentence construction, punctuation, and grammar.
- Skillfully review construction and engineering drawings for consistency with existing construction and engineering standards and provide direction for employees, contractors, and residents.
- Skillfully instruct and lead in training sessions.
- Skillfully plan, direct, and review infrastructure and property maintenance activities within the department.
- Skillfully develop and administer sound departmental policies.
- Skillfully gain cooperation through discussion and persuasion.

PHYSICAL ACTIVITIES AND REQUIREMENTS OF THIS POSITION

***All positions in this department will require an annual physical and require drug screening as a condition of continued employment.** Some positions will require the performance of other essential and marginal functions depending upon work location, assignment or shift.

REPETITIVE MOVEMENT: Infrequent unpleasant conditions exist. Active work requiring the ability to work for long periods of time, walking, standing at least 25% of the time. and ability to concentrate.

COMMUNICATION: Requirement: Ability to understand and follow oral and written instructions in the English language. Spanish language skills also preferred.

HEARING: Able to understand advanced conversations, receive direction, or understand the spoken word at high levels and types of noise obstacles.

VISUAL ABILITIES:

- Ability to effectively perceive red, yellow, and blue colors to recognize hazards identified by fire diamonds / placards.
- Ability to effectively rely on sense of sight, hearing, touch, and smell to help determine the nature of an emergency and make operational decisions.
- Average, ordinary visual acuity necessary to prepare and inspect written documents or work products, or operate machinery.

PHYSICAL STRENGTH:

- **All positions will require an annual physical and require drug screening as a condition of continued employment.**
- Active work requiring the ability to work for long periods of time, walking, standing at least 25% of the time. and ability to concentrate.
- Ability to bend or stoop repeatedly or continually over time to perform maintenance services, or perform related duties.
- Ability to occasionally lift or move 50 pounds or more, such as removing manhole covers and lifting or moving maintenance equipment.
- Ability to work outside in all types of weather conditions while performing job duties.

WORKING CONDITIONS

Potential for hazardous or unpleasant conditions exist. Training in safe work methods essential to personal and collective safety.

MENTAL ACTIVITIES AND REQUIREMENTS OF THIS POSITION

REASONING: Ability to apply common sense understanding to carry out detailed and often complicated instructions to deal with problems with multiple variables.

LOGIC: Ability to perform advanced calculations, use statistics, research and report data, and interpret finance-related issues. Ability to handle a variety of complex issues and accurately discern / assess best courses of action and decision-making skills.

LANGUAGE: Ability to use an active English vocabulary effectively in written and verbal communication as described above. Spanish language skills also preferred.

INTENT AND FUNCTION OF JOB DESCRIPTIONS

Job descriptions assist organizations in ensuring that the hiring process is fairly administered and that qualified employees are selected. They are also essential to an effective appraisal system and related promotion, transfer, layoff and termination decisions. Well constructed job descriptions are an integral part of any effective compensation system.

All descriptions have been reviewed to ensure that only essential functions and basic duties have been included. Peripheral tasks, only incidentally related to each position, have been included. Requirements, skills and abilities included have been determined to be the minimal standards required to successfully perform the positions. In no instance, however, should the duties, responsibilities, and requirements be interpreted as all-inclusive. Additional functions and requirements may be assigned by supervisors as deemed appropriate.

In accordance with Americans with Disabilities Act, it is possible that requirements may be modified to reasonably accommodate disabled individuals. However, no accommodations will be made which may pose serious health or safety risks to the employee or others or which may impose undue hardships on the organization.

Job descriptions are not intended as and do not create employment contracts. The organization maintains its status as an at-will employer. Employees can be terminated for any reason not prohibited bylaw.

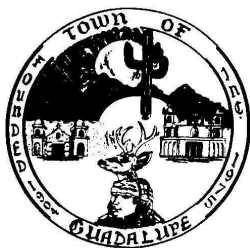
ADVERTISEMENT LANGUAGE:

PUBLIC WORKS DIRECTOR / ENGINEER - The Town of Guadalupe, Arizona is looking for a Public Works Director / Engineer to provide engineering and infrastructure management services to the Town working under the supervision of the Town Manager. Position is a Salaried, Management and Exempt position. Work in excess of 40 hours per week is likely. Five years in the practice of Civil Engineering and Bachelor's Degree or P.E., experience in a supervisory role in an municipal engineering and infrastructure maintenance capacity required. See the complete job description prior to interview @ 9241 South Avenida Del Yaqui, Guadalupe, AZ 85283-2598. Telephone: 480-730-3080. Open until _____. Town of Guadalupe is an Equal Opportunity Employer.

Town of Guadalupe: Marijuana Legalization Update

Executive Summary:

Arizona voters passed Proposition 207 in the 2020 November election, legalizing recreational marijuana sale and use by those 21 and older. With this change under the state, changes and updates were made to the Guadalupe Employee Handbook regarding the use of marijuana by town employees. While now legal in Arizona, marijuana is still illegal under federal law. This has been taken into account as well. Since state legalization has happened in other states in previous years, their employee policies were taken into consideration as examples of how a legal marijuana status could be reflected in Guadalupe's town policy (Denver, Seattle, Cortez).



Chapter 3 Work Hours, Policies & Regulations

Section 310 Alcohol and Drugs

It is the Town's intent to promote and maintain an alcohol and drug free workplace. Alcohol, and illicit drug use, MARIJUANA USE, and/or PRESCRIPTION DRUG abuse constitute a significant safety hazard in the work environment. Reporting to work with the presence of alcohol, MARIJUANA, and/or drugs in your system undermines the Town's ability to operate safely, effectively and efficiently. Therefore, the unlawful manufacture, distribution, dispensing, possession, sale or use of alcohol or a controlled substance in the workplace or while engaged in Town business is strictly prohibited. Employees are expected to report for work and maintain a sober, reliable state, free from the presence or effects of alcohol and/or drug abuse at all times while on the Town's property or while conducting Town business.

To ensure a reduced risk to persons and property, all Employees in the Town of Guadalupe are subject to universal random drug and alcohol testing. Such testing cannot occur without a 'reasonable suspicion'. An example of reasonable suspicion includes but is not limited to: appearing intoxicated, appeared impairment being involved in an automobile accident, excessive tardiness or continual poor work performance.

For purposes of this section, the Town deems its "property" to include all land, buildings, structures, parking lots, equipment and means of transportation owned or possessed by or leased to it. Furthermore, while in many cases employees clearly know when they are conducting or are involved in the Town's business, the provisions of this policy also apply to situations when they might reasonably appear to be acting within the scope of their employment.

The Town of Guadalupe encourages voluntary participation in drug and alcohol treatment, and recognizes that employees may seek such services and resources. In the event that an employee has sought such assistance, grounds for disciplinary action (including termination) may be postponed depending on the circumstances and the effectiveness of such treatment. Unsatisfactory performance or unauthorized absences related to substance abuse will be grounds for termination and dismissal.

Section 310.1 Drug and Alcohol Policy

1. Purpose of Policy

This policy complies with 49 CFR Part 655, as amended and 49 CFR Part 40, as amended. Copies of Parts 655 and 40 are available in the drug and alcohol program's (Town Manager) office and can be found on the internet at the Federal Transit Administration (FTA) Drug and Alcohol Program website <http://transit-safety.fla.dot.gov/DrugAndAlcohol/>.

All Covered employees are required to submit to drug and alcohol tests as a condition of employment in accordance with 49 CFR Part 655.

Portions of this policy are not FTA-mandated, but reflect Town of Guadalupe's policy. These additional provisions are identified by **bold text**.

In addition, DOT has ~~published~~ ~~published~~ 49 CFR part 32, implementing the Drug-Free Workplace Act of 1988, wehich requires the establishment of drug-free workplace policies and the reporting of certain drug-related offenses to the FTA.

All Town of Guadalupe employees are subject to the provision of the Drug-Free Workplace Act of 1988.

The unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited in the covered workplace. An employee who is convicted of any criminal drug statute for a violation occurring in the workplace shall notify the Town Manager no later than five days after such conviction.

2. Covered Employees

This policy applies to every person, including an ~~e~~ applicant or transferee, who performs or will perform a "safety-sensitive function" as defined in Part 655, section 655.4.

You are a covered employee if you perform any of the following:

- Operating a revenue service vehicle, in or out of revenue service
- Operating a non-revenue vehicle requiring a commercial driver's license
- Controlling movement or dispatch of a revenue service vehicle
- Maintaining (including repairs, overhaul and rebuilding) of a revenue service vehicle or equipment used in revenue service
- Carrying a firearm for security purposes

See Attachment A for a list of covered positions by job title.

3. Prohibited Behavior

Use of illegal drugs is prohibited at all times. All covered employees are prohibited from reporting for duty or remaining on duty at any time there is a quantifiable presence of a prohibited drugs include:

- Marijuana
- Cocaine

- Phencyclidine (PCP)
- Opioids
- Amphetamines

All covered employees are prohibited from performing or continuing to perform safety-sensitive functions while having an alcohol concentration of 0.04 or greater.

All covered employees are prohibited from consuming alcohol or using marijuana while performing safety-sensitive job functions or while on-call to perform safety-sensitive job functions. If an on-call employee has consumed alcohol or used marijuana, they must acknowledge the use of alcohol or marijuana at the time that they are called to report for duty. For alcohol use, if the on-call employee claims the ability to perform his or her safety-sensitive function, he or she must take an alcohol test with a result of less than 0.02 prior to performance.

All covered employees are prohibited from consuming alcohol or using marijuana within four (4) hours prior to the performance of safety-sensitive job functions.

All covered employees are prohibited from ~~using~~ consuming alcohol, marijuana or drugs for eight (8) hours following involvement in an accident or until he or she submits to the post-accident drug, marijuana and alcohol test, whichever comes first.

4. Consequences for Violations

Following a positive drug or alcohol (BAC at or above 0.04) test result or test refusal, the employee will be immediately removed from safety-sensitive duty and referred to a Substance Abuse Professional.

Following a BAC of 0.02 or greater, but less than 0.04, the employee will be immediately removed from safety-sensitive duties for at least eight hours unless a retest results in the employee's alcohol concentration being less than 0.02.

Town of Guadalupe: Social Media Policy

Executive Summary:

Social media is seemingly unavoidable in today's world – be it for communication or networking. The Town of Guadalupe did not have a social media policy to guide their employees' behavior on social media. Therefore, to create a better working environment with clear expectations, Guadalupe's new social media policy has two distinct parts: social media policy during working hours and a social media general use policy.

The overall purpose of this social media policy is to set expectations for employees' appropriate behavior during work while also protecting the Town of the Guadalupe's strong reputation. There are four components in each policy: purpose, social media definition and varieties, procedures, and compliance. Procedures were selected and created after carefully reviewing different cities' public social media policies.

Social Media Policy During Working Hours

I. Purpose

This regulation gives direction to Town of Guadalupe employees and elected officials using City-provided electronic/computer resources to access Social Media websites and engage in social networking. Managers and supervisors should use the supplemental Social Media Management Guidelines for additional guidance in administering the policy.

II. Social Media Definition and Varieties

1. Social media includes all means of communicating or posting information or content of any sort on the internet, including to your own or someone else's weblog or blog, journal or diary, personal website, social networking or affinity website, web bulletin board, or a chat room, whether or not associated or affiliated with the town of Guadalupe, as well as any other form of electronic communication.
2. Examples of social media include but not limited to Facebook/Instagram/Snapchat/Twitter (social networking and microblogging), Youtube/TikTok (networking and video sharing), LinkedIn (business networking), MySpace (social networking), Google and Yahoo Groups (reference, social networking), Wikipedia (reference), and other existing or future social media platforms.

III. Procedures

1. Refrain from using social media while on work time or on provided equipment, unless it is work-related as authorized by your manager.
2. Do not use the email addresses provided by the Town of Guadalupe to register on social networks, blogs, or other online tools utilized for personal use.
3. Personal/private employee blogging or personal/private use of such social media sites as Facebook, Instagram, or Twitter is prohibited during working hours. It is also prohibited to use town computers or devices such as town-provided smartphones.
4. Employees must be engaged in Town business while at work or while on Town time. Accessing and posting to a personal social media site while at work or on Town time is not appropriate.
5. Hourly employees authorized to use social media on behalf of the Town of Guadalupe must do so during normal working hours unless otherwise authorized by their supervisor. Overtime is not approved for social media usage outside of normal working hours unless prior approval has been granted by the supervisor.

IV. Compliance

Violation of this social media policy may result in disciplinary action, up to and including termination of employment. Unlawful use may result in referral for criminal prosecution.

Social Media General Use Policy

I. Purpose

The Town of Guadalupe supports the use of social media for the purpose of augmenting and enhancing communication and community engagement. This policy applies to all associates who work for the Town of Guadalupe. This policy establishes procedures for the use of social media, guidelines for referencing the Town of Guadalupe on social media platforms and addresses social media in general.

II. Social Media Definition and Varieties

1. Social media includes all means of communicating or posting information or content of any sort on the Internet, including to your own or someone else's weblog or blog, journal or diary, personal website, social networking or affinity website, web bulletin board, or a chat room, whether or not associated or affiliated with the Town of Guadalupe, as well as any other form of electronic communication.
2. Examples of social media include but not limited to Facebook/Instagram/Snapchat/Twitter (social networking and microblogging), Youtube/TikTok (networking and video sharing), LinkedIn (business networking), MySpace (social networking), Google and Yahoo Groups (reference, social networking), Wikipedia (reference), and other existing or future social media platforms.

III. Procedures

- A. Employees may express themselves as private citizens on social media sites. An employee's use of any social media website must comply with copyright laws, data security and privacy regulations, criminal laws, and any other applicable federal, state, and local law.
- B. Employees should not use the email addresses provided by the Town of Guadalupe for communication on their personal social networking sites.
- C. Employees may not attribute personal statements, opinions, or beliefs to the Town of Guadalupe when engaging in private blogging. Employees are prohibited against disclosure of confidential information or information that could breach the security of the Town's computer systems in any way.
- D. Only those employees specifically authorized by management may speak on behalf of the Town of Guadalupe. Employees must not mislead the public to believe the employee is an official spokesperson if they are not authorized to function in this capacity.
- E. Employees may repost the official account of the Town of the Guadalupe information and posts on their personal social media sites on their own time and using their own devices. Employees may choose to share and repost Town news, events, and information from the website, pages, and social media sites or choose to become a fan of the various town, city, and department Facebook pages, Twitter accounts, and other social media sites.
- F. Social media postings that contain proprietary images or materials belonging to the Town of Guadalupe are prohibited except where authorized by the official designee of the Town.

- G. Employees are prohibited from posting any material that would constitute harassment, hate speech, or libel.
- H. Employees may not disclose information on any social media platform that is confidential to the Town of Guadalupe or its employees or that is protected by data-protection. Such disclosure, sometimes known as “doxxing” , can jeopardize the safety of Town employees and Town property.
- I. Employees may not post any non-public images of the Town of Guadalupe premises and property, including floor plans.
- J. Employees are prohibited from posting on any networking or internet site any photographs, video, or audio recordings taken on department property and/or in the performance of official duties (including all official department training, activities, or work-specific assignments).
- K. Employees representing the Town on social media must conduct themselves at all times in accordance with Town policies, procedures, and ethical rules.
- L. Employees have no expected right of privacy for any matter passed through, viewed, downloaded, printed, created, stored, received, sent, or otherwise transmitted from employer-provided technology and equipment.

IV. Compliance

Violation of this social media policy may result in disciplinary action, up to and including termination of employment. Unlawful use may result in referral for criminal prosecution.

RESOLUTION NO. R2021.08

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF GUADALUPE, ARIZONA, AUTHORIZING THE TOWN OF GUADALUPE TO ENTER INTO AN INTERGOVERNMENTAL AGREEMENT (AGREEMENT) WITH THE WITH MARICOPA COUNTY ANIMAL CONTROL FOR THE PROVISION OF ANIMAL CONTROL SERVICES; AND, AUTHORIZING THE MAYOR, OR DESIGNEE, TO SIGN ALL NECESSARY DOCUMENTS IN FURTHERANCE OF THIS AGREEMENT.

WHEREAS, The COUNTY maintains facilities, equipment, and trained personnel for provision of animal control services.

WHEREAS, The County is authorized to enter into this Agreement by A.R.S. § § 11-201, 11-952, 11-1005;

WHEREAS, The Town of Guadalupe is authorized to enter into this Agreement pursuant to A.R.S. § 11-952.

WHEREAS, The TOWN is in need of the animal control services and desires to enter into this Agreement with the County for Basic animal control services.

WHEREAS, TOWN and COUNTY desire to enter into this Agreement to establish the Parties' rights and responsibilities with respect to the Services.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF GUADALUPE, ARIZONA AS FOLLOWS:

The Town of Guadalupe Mayor, or designee, is authorized to sign an Intergovernmental Agreement with Maricopa County Animal Control for the provision of animal control services. (Contract #C2021-32)

DATED, this 22nd day of April, 2021.

Valerie Molina, Mayor

ATTEST:

APPROVED AS TO FORM:

Jeff Kulaga, Town Clerk / Manager

David E. Ledyard, Town Attorney

C2021-32
INTERGOVERNMENTAL AGREEMENT
ANIMAL CONTROL SERVICES

BETWEEN

Maricopa County
Administered by its Animal Care & Control Department

and

The Town of Guadalupe

THIS INTERGOVERNMENTAL AGREEMENT (“IGA” or “Agreement”) for Animal Control Services is entered by and between Maricopa County, a political subdivision of the State of Arizona, administered by its Animal Care & Control Department (“MCACC”) (collectively referred to as “COUNTY”), and the **Town of Guadalupe** (“TOWN”), a municipal corporation of the State of Arizona. The COUNTY and TOWN are collectively referred to as “Parties” and individually as “Party.” In consideration of the following, the Parties agree as follows:

1.0 PURPOSE: The purpose of this Agreement is to memorialize the Parties’ rights and responsibilities regarding the COUNTY’S provision of Animal Control Services to the TOWN. The TOWN needs Animal Control Services and desires to enter into this Agreement with the COUNTY to appoint the COUNTY as the statutory Enforcement Agent for the TOWN to administer Animal Control Services, as defined in this Agreement.

2.0 AUTHORITY

- 2.1 Arizona Revised Statutes (“A.R.S.”) §§ 11-952 and 11-1013 authorize the COUNTY and TOWN, as public agencies, to enter IGAs for joint cooperative action, which includes animal control services;
- 2.2 A.R.S. § 11-251(47) authorizes the COUNTY to make and enforce ordinances for the protection and disposition of Domestic Animals subject to inhumane, unhealthful, or dangerous conditions or circumstances;
- 2.3 A.R.S. § 11-1005(A)(3) and COUNTY Ordinance No. P-13, Rabies/Animal Control (“COUNTY Ordinance No. P-13”) authorize the Board of Supervisors to contract with the TOWN to enforce the provisions of any TOWN ordinance enacted for the control of dogs if the provisions are not specific to breed;
- 2.4 A.R.S. § 11-201(A) authorizes the Board of Supervisors (“BOS”) to act on behalf of the COUNTY;

- 2.5 Pursuant to A.R.S. § 11-1005 (A)(1), the BOS has designated MCACC as the “COUNTY enforcement agent” to perform animal control services. A.R.S. § 11-1007 authorizes the COUNTY enforcement agent to carry out its duties; and,
- 2.6 Town of Guadalupe Code of Ordinances § 90.23 Enforcement Agent.

3.0 TERM: This Agreement is effective on the date of the last signatory (“Effective Date”) and terminates on June 30, 2022 (collectively, “Term”).

4.0 RENEWAL: The Parties may renew this Agreement up to two successive two-year terms/ as many times as desirable, but each extension may not exceed the duration of the Term (“Renewal”).

5.0 AMENDMENTS: Nothing in this Agreement may be modified or waived except by prior written amendment, duly executed by authorized signers for Parties. The Parties may renew or amend this Agreement upon the mutual written agreement signed by authorized signers for the Parties.

6.0 DEFINITIONS

- 6.1 The Definitions at A.R.S. §§ 11-1001 and TOWN of Guadalupe Code, § Chapter 90 are hereby incorporated into this Agreement and shall be capitalized when used in this Agreement. In the event the COUNTY and TOWN definitions conflict, the COUNTY definitions shall control. Additionally, the following terms are used in this Agreement.
- 6.2 **Aggressive Dog:** Any dog that has bitten a person or domestic animal without provocation or that has a known history of attacking persons or domestic animals without provocation.
- 6.3 **Animal:** Refers to dogs but may also include cats that have bitten a human.
- 6.4 **Animal At-Large:** A dog that is not contained by an enclosure or physically restrained by a leash.
- 6.5 **Animal Control Ordinance:** Laws set forth by A.R.S. Title 11, ordinances adopted by Maricopa County for unincorporated Maricopa County, and ordinances adopted by Towns and Cities contracted with MCACC to provide Animal Control Services.
- 6.6 **Animal Control Services:** Services provided by MCACC that have been contracted and approved by the Town or City and Maricopa County. Animal Control Services includes the following services performed within the response periods prescribed in Appendix B:
- 6.6.1 control or impound of Animals (dogs) At-Large;
 - 6.6.2 enforcement of licensing and rabies vaccination laws and ordinances; and
 - 6.6.3 rabies surveillance and impound of Animals who have bitten a human.
- 6.7 **Bite Animal At-Large:** An Animal that has bitten a human.

- 6.8 **Confined Stray-** Any dog which has been found roaming at large and the primary finder has taken into their private home or business for the purpose of confinement at the County Pound.
- 6.9 **County Observed Holidays:** Holidays identified in Appendix D.
- 6.10 **Domestic Animal:** As defined at A.R.S. § 11-251 (47), an animal kept as a pet and not primarily for economic purposes.
- 6.11 **Enforcement Agent:** As defined at A.R.S. § 11-1001 (4), the person in each County who is responsible for the enforcement of the animal control statutes and any rules adopted pursuant to those statutes.
- 6.12 **Limited Operation Hours:** Refers to the hours of 5 p.m. to 10 p.m. seven (7) days a week except County Observed Holidays. Restricted access available to police and fire needing assistance with Priority 1 activities. Not intended for general public access. Communication police line is direct service dispatcher to dispatcher.
- 6.13 **Normal Hours of Operation:** Refers to the hours of 8 a.m. to 5 p.m. seven days a week except County Observed Holidays.
- 6.14 **Owner:** As defined in A.R.S. § 11-1001(10), any person keeping an animal other than livestock for more than six consecutive days.
- 6.15 **Priority 1 Dispatch:** Request for service from the police or fire departments or calls from the public involving a Bite Animal At-Large.
- 6.16 **Priority 2 Dispatch:** Request for service involving an Animal At-Large on school property while school is in session, Aggressive Dog(s), or if the dog is reported to have any type of injury or sickness Stray Dogs in imminent harm. May include lower level calls for service that require immediate attention based on the situation.
- 6.17 **Priority 3 Dispatch:** Request for service to impound stray dogs confined by the primary finder, at a private home or business. Bite cases, which have not just occurred, to investigate and/or advise quarantine.
- 6.18 **Priority 4 Dispatch:** Request for service to enforce license or leash laws. The location of the dog and dog owner is known, and a violation witnessed and reported for investigation of leash law.
- 6.19 **Primary Finder:** Citizen who has personally located and confined a stray dog and has taken the dog into their private home or business for purposes of confinement at the COUNTY Pound.
- 6.20 **Response Time:** The time within which the COUNTY will respond to a call for service which varies based on the time of the call and the priority assigned to the call.
- 6.21 **Stray Dog:** Means any dog three months of age or older running at-large that is not wearing a valid license tag.
- 6.22 **Sick or Injured:** A stray dog which has been reported to have some type of injury or suffering from some type of illness. This can include but is not limited to hit by a car, limping, suffering from heat related issues.

- 6.23 **Third Party:** A person or group, not under contract with the County or other municipality, that receives from the primary finder, traps, picks up, and/or confines for any period of time, Animals from another. For example, veterinarians and citizen groups who receive Animals from others are Third Parties under this Agreement. Businesses contracted by government jurisdictions to provide Animal Control Services are not Third Parties under this Agreement.

7.0 COUNTY RESPONSIBILITIES

The COUNTY agrees to:

- 7.1 Provide Animal Control Services to the TOWN, as defined and further prescribed in Appendix B.
- 7.2 Submit invoices quarterly for Animal Control Services provided.
- 7.3 If the TOWN changes its Ordinance, the COUNTY may at its option, decline to enforce the changes to the ordinance or enter a written amendment adding enforcement of such changes, which may include modification of service and additional payment terms.

8.0 TOWN RESPONSIBILITIES

The TOWN agrees to:

- 8.1 Pay the COUNTY for Animal Control Services performed under this Agreement in accordance with Appendix A of this Agreement. The TOWN will submit payment to COUNTY within thirty (30) days of receiving an invoice.
- 8.2 Notify the COUNTY of TOWN ordinance changes no later than 90 days prior to the effective date of the change.

9.0 RECORDS

- 9.1 At minimum, the Parties shall keep the following records under this Agreement (“Records”):
- 9.1.1 Intake counts.
 - 9.1.2 Electronic impound records.
 - 9.1.3 Documentation of TOWN attempts to return Animal to owner.
 - 9.1.4 All documentation related to dog licenses.
 - 9.1.5 All documentation related to rabies.
 - 9.1.6 All documentation related to Immigration; E-Verify, Section 20.
 - 9.1.7 Any other books, accounts, reports, files, or other documents related to this Agreement required under law.
- 9.2 The TOWN will have access to COUNTY dog licensing data through a web portal, calls to the animal control facility, and by email.
- 9.3 The Parties shall retain records in accordance with their applicable retention rules and policies. The COUNTY shall retain records in accordance with the COUNTY Records Management policy, A2101. The TOWN shall retain records in

accordance with applicable Arizona State Library, Archives, and Public Records retention rules and policies.

- 9.4 The Parties waive the public records procedure for obtaining Records, including when using the web portal, phone calls, or emails for licensing data.
- 9.5 The Parties shall have full access to, and the right to examine, copy, and make use of, all Records relevant to this Agreement no later than ten (10) business days from the date of request.
- 9.6 The Parties acknowledge some Records may be protected from disclosure under Arizona law. The Parties shall consult with counsel prior to disclosing.

10.0 REPORTING: The COUNTY shall provide the TOWN with quarterly routine statistical and/or management reports which provide the following information: the number of calls, the date and time the call was received, incident address or area, descriptor (stray/dangerous), and disposition of the call concerning the services provided pursuant to this Agreement.

11.0 FINANCING: The TOWN will pay for the impounding and quarantining activities under this Agreement pursuant to the fees and costs schedules in Appendices A and B to this Agreement.

12.0 NON-APPROPRIATION: Notwithstanding any other provision in this Agreement, every payment obligation of the TOWN under this Agreement is conditioned upon the availability of funds appropriated and allocated for the payment of such obligation. If funds are not appropriated, allocated and available or if the appropriation is changed by the appropriating body resulting in funds no longer being available for the continuance of this Agreement, this Agreement may be terminated by the COUNTY at the end of the period for which funds are available. No liability shall accrue to the TOWN or COUNTY in the event this provision is exercised, and neither Party shall be obligated or liable for any future payments or for any damages due to termination under this paragraph.

13.0 AUDITS

- 13.1 Each Party may audit and inspect the other Party's work to verify compliance with this Agreement.
- 13.2 All Records shall be subject at all reasonable times to inspection and audit by either Party for five years after completion of the Agreement.
- 13.3 The owner of the Records shall produce the requested Records in accordance with this Agreement.
- 13.4 Each Party, prior to conducting an audit, must give sixty (60) calendar days' notice to the other Party. Notice shall be given as provided in section 14.0.

- 14.0 NOTICE:** Whenever written notice is required or permitted under this Agreement, such notice shall be deemed to have been sufficiently given if personally delivered or deposited in the United States mail in a properly stamped envelope – certified or registered mail, return receipt requested – or electronically mailed, addressed to:

COUNTY

Maricopa COUNTY Animal Care & Control
 Shelter and Field Operations
 c/o Dr. Robyn Jaynes, Director
 2500 S 27th Avenue
 Phoenix, AZ 85009
 aaguinag@mail.maricopa.gov
 (602) 506-2737

TOWN

Town of Guadalupe
 c/o Town Manager / Clerk
 9241 S Avenida Del Yaqui
 Guadalupe, AZ 85283

cc:

Maricopa COUNTY Animal Care & Control
 c/o Lisa Esquivel, Deputy Director
 2500 S. 27th Avenue
 Phoenix, AZ 85009

15.0 TERMINATION

- 15.1 Any Party may terminate this Agreement at any time without cause by giving ninety (90) days' written notice in compliance with the Notice requirements of this Agreement in section x. The County may terminate the Agreement immediately upon discovery that the life, health, or safety of an animal or person is in jeopardy because of the actions or inaction of the [City/Town]. The failure of the [City/Town/Contractor] to provide requested information on a bite incident, attack incident, and/or stray hold constitute[s] the jeopardy of life, health, and safety of an animal and person and is grounds for immediate termination..
- 15.2 Pursuant to the provisions of A.R.S. § 38-511, either Party may cancel this Agreement without penalty or obligation, if any person significantly involved in the initiating, negotiating, securing, drafting, or creating this Agreement on behalf of the terminating Party is at any time while the Agreement or any extension thereof is in effect an employee of the other party to the Agreement in any capacity with respect to the subject matter of this Agreement.
- 15.3 In the event of non-payment by TOWN, this Agreement shall terminate as of the date of last payment received and COUNTY obligations hereunder shall immediately cease.
- 15.4 Upon termination of this Agreement, all property involved will revert to the owner. Termination will not relieve any Party from liabilities or costs already incurred under this Agreement, nor affect any ownership pursuant to this Agreement. Any

Eligible Animals still in the custody of the COUNTY at the termination of this Agreement will become the property of the TOWN at the end of the hold period established by statute and will be governed by this Agreement.

- 16.0 INDEPENDENT CONTRACTOR:** The TOWN is an independent contractor, including the TOWN's employees, agents, and subcontractors. Nothing in this Agreement will be construed to create any partnership, joint venture, or employment relationship between the Parties or create any employer-employee relationship between a Party and the employees of the other Party. Neither Party will be liable for any debts, accounts, obligations, or other liabilities whatsoever of the other.
- 17.0 SUBCONTRACTING:** The TOWN shall not subcontract or assign any responsibility or portion of this Agreement to a subcontractor without the prior, express, written consent of the COUNTY. The COUNTY reserves the right to reject a subcontractor if the COUNTY determines the subcontractor fails to comply with any term of this Agreement or if the COUNTY determines the subcontractor does not pass a background check or fails any other criteria related to the health or safety of Animals and employees.
- 18.0 ASSIGNMENT:** This Agreement shall not be assigned, in whole or in part, without the prior written consent of the Parties, and any assignment in contravention of this provision shall be null and void.
- 19.0 NONDISCRIMINATION:** The Parties agree to comply with all applicable state and federal laws, rules, regulations and executive orders governing equal employment opportunity, immigration, nondiscrimination, including the Americans with Disabilities Act, and affirmative action.
- 20.0 IMMIGRATION; E-VERIFY:** To the extent applicable under A.R.S. § 41-4401, the Parties warrant compliance, on behalf of themselves and all subcontractors, with all federal immigration laws and regulations relating to their employees, and, compliance with the E-Verify requirements under A.R.S. § 23-214(A). Any Party's breach of the above-mentioned warranty shall be deemed a material breach of this Agreement and the non-breaching Party may terminate this Agreement. The Parties retain the legal right to inspect the papers of any other Party to ensure that the Party is complying with the above-mentioned warranty under this Agreement.
- 21.0 INDEMNIFICATION:** To the fullest extent permitted under Arizona law, each Party and its agents (as "Indemnitor") agrees to indemnify, defend, and hold harmless the other Party and its agents (as "Indemnitee") from and against any and all claims, actions, liabilities, damages, losses, costs, or expenses (including but not limited to court costs, attorneys' fees, claim processing) (collectively, "Claims") arising out of bodily or personal injury

(including death) of any person or tangible or intangible property damage, in whole or in part, by the negligent or willful acts or omissions of Indemnitor. This indemnity includes any claim or amount arising out of or recovered under the Workers' Compensation law. It is the specific intention of the Parties that the Indemnitee shall, in all instances, except for Claims arising solely from the negligent or willful acts or omissions of the Indemnitee, be indemnified by the Indemnitor against all Claims. Nothing in this Agreement shall be construed as consent to any suit or waiver of any defense in a suit brought against the COUNTY or the TOWN in any State or Federal Court arising from the negligent or willful acts or omissions of the Parties.

22.0 DISPUTE RESOLUTION: In the event a dispute under this Agreement arises between the Parties, the Parties will follow this process:

- 22.1 The Parties will meet and confer in person about the issue. The Parties will make their best efforts to reach a resolution at this meeting.
- 22.2 If the Parties are unable to resolve the conflict after the in-person meeting, within ten (10) business days after the meeting, the Party raising the issue shall prepare a written conflict report and deliver to the other/receiving Party for a response. The conflict report shall include, at minimum, a section summarizing relevant background, an issue statement, and a proposed solution. The receiving Party shall prepare and deliver a written response within ten (10) business days from the date of receipt of the conflict report.
- 22.3 If the Parties cannot resolve the issue after assessing the conflict report and response, the Parties shall once again meet and confer in person to discuss the conflict report and response and try to resolve the issue. The Parties shall make their best efforts to reach a resolution at this meeting.
- 22.4 If the Parties are still unable to reach a resolution, the Parties may seek resolution through mediation/arbitration. The Parties may provide the conflict report and response to the arbitrator to aid in resolution. The Parties shall select a mutually acceptable third-party as arbitrator. Each party shall bear its own arbitration fees, attorneys' fees, and costs.

23.0 PARTIAL PERFORMANCE: The failure of either Party to insist in any one or more instances upon the full and complete performance of any of the terms of this Agreement shall not be construed as a waiver or relinquishment of the right to insist upon full and complete performance of the same, or any other term, either in the past or in the future.

24.0 FORCE MAJEURE: Neither Party shall be responsible for delays or failures in performance resulting exclusively from unanticipated, unpreventable, uncontrollable, exceptional, and overwhelming events or acts. This includes acts or events of nature, such as fires, pandemics, floods, hurricanes, monsoons, tornadoes, or communication line or

power failures; and, acts or events of people, such as riots, wars, and governmental regulations imposed after the fact.

25.0 INSURANCE: The Parties agree to secure and maintain sufficient insurance coverage for all risks that may arise out of the terms, obligations, operations, and actions as set forth in this Agreement, including but not limited to public entity insurance. The acquisition of insurance or the maintenance and operation of a self-insurance program may fulfill the insurance requirement.

26.0 APPLICABLE LAW: Each Party shall comply with all applicable laws, ordinances, Executive Orders, rules, regulations, standards, and codes of the Federal and State whether or not specifically referenced herein.

27.0 VENUE; CHOICE OF LAW

27.1 The proper venue for any proceeding arising from this Agreement shall be Maricopa COUNTY, Arizona. This Agreement shall be construed in accordance with and be governed by the laws of the State of Arizona.

27.2 This Agreement and all obligations imposed on the Parties arising under this Agreement shall be subject to any limitations of budget law or other applicable local law or regulations. No term in this Agreement shall be construed to relieve the Parties of any obligations or responsibilities imposed on Parties by law. This Agreement shall be construed in accordance with the laws of the State of Arizona.

28.0 HEADINGS: Sections and other headings contained in this Agreement are for reference purposes only and shall not affect in any way the meaning or interpretation of this Agreement.

29.0 ENTIRE AGREEMENT: This Agreement contains all the terms and conditions agreed to by the Parties. No other understanding, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind any of the Parties hereto.

IN WITNESS WHEREOF, the undersigned represent and warrant that he/she is duly authorized to execute and deliver this Agreement on behalf of each Party and that this Agreement is binding

on said Party in accordance with its terms. The Parties enter into this Agreement as of the Effective Date, as defined in Section 3.0 of this Agreement (Term):

MARICOPA COUNTY

TOWN OF GUADALUPE

By:

By:

Clint Hickman, Chair
Maricopa County Board of Supervisors

Valerie Molina, Mayor
Town of Guadalupe

Date

Date: April 22, 2021

Attest:

Attest:

Fran McCarroll, Clerk of the Board

Jeff Kulaga, Town of Guadalupe Manager/Clerk

Date

Date: April 22, 2021

Approved as to Form:

Undersigned counsel has reviewed the foregoing Agreement pursuant to A.R.S. § 11-952 (D) and has determined it is in proper form and within the powers and authority granted under the laws of this state to the COUNTY and TOWN.

Talia Offord, Senior Deputy County Attorney
Attorney for Maricopa County

David E. Ledyard
Attorney for Town of Guadalupe

Date

Date: April 22, 2021

APPENDIX A
COMPENSATION SCHEDULE FOR
ANIMAL CONTROL SERVICES

1. COUNTY Service Level: Animal Control Services
2. Service Cost for Initial Term: \$31,271
3. Annual Data Access and Maintenance fee to maintain this access: \$

For the initial term of this Agreement, the TOWN agrees to pay the COUNTY \$31,271. Thereafter, the TOWN shall pay the COUNTY those fees approved by the Maricopa County Board of Supervisors in accordance with a formula developed by the Department, which require full recovery of the COUNTY's direct and indirect costs. See Appendix A.

APPENDIX B

SERVICES

1. The COUNTY, as the appointed Enforcement Agent, shall be responsible for and enforce the Animal Control Ordinance for the TOWN. *See Appendix E.*

2. **Minimum Staffing:** Staffing will be sufficient to respond to ninety percent (90%) of service requests within the period prescribed below

3. **Response Times:** The COUNTY will respond during Normal Hours of Operation. COUNTY staff will arrive at the scene of a reported service request within the time prescribed below based on the service classification:

Priority 1	1 hour
Priority 2	2 hours
Priority 3	48 hours
Priority 4	72 hours

**See Appendix C for call for service types by priority.

4. **Response Time during Limited Operations Hours:** The COUNTY will only act on Priority 1 and 2 calls for service during Limited Operation Hours and only when the requesting police agency agrees to remain on scene for the duration of the time needed to handle the call for service. The COUNTY will not respond to priority 3 or 4 calls for service after 3pm until the commencement of the next Normal Hours of Operation. The response time for Limited Operations Hours will be two (2) hours maximum. The response time could be longer should a higher priority call for service be received. The choice to respond to higher priority calls is at the discretion of the COUNTY.

5. The COUNTY shall not respond to scenes involving owned animals being seized or impounded as a part of a police function related to neglect, abuse, abandonment, arrests, crime scene investigations, fire scenes, or any situation where the law enforcement officer has seized an owned animal. The COUNTY will not respond to citizen response requests for abuse, neglect, or cruelty of animals.

6. Law enforcement agencies needing assistance in accordance with this IGA can call the COUNTY Field Dispatch non-public phone line (602-506-1309) to request general assistance during Normal Hours of Operation and after 5pm for Priority 1 or 2 calls. The decision to respond is based on the information provided to staff at the time of the request. The COUNTY reserves the right to respond to non-emergency requests at the beginning of the next Normal Hours of Operation.

7. While the COUNTY is closed for business on all COUNTY Observed Holidays, the COUNTY reserves the right to provide limited response times from 7am to 10 pm on COUNTY

observed holidays. The police only line will be staffed for Priority 1 calls for service from 7am to 10pm on COUNTY Holidays.

8. The COUNTY shall provide lost and found service from 8am to 5pm seven (7) days per week to allow for citizens to report found and lost dogs at (602) 372-4598. This service will not be provided during the holiday coverage prescribed in Paragraph 7.

9. The COUNTY shall provide call center services during Normal Hours of Operation and 24-hour online services for citizens to report animal control issues, conduct licensing transactions, and ask general animal control questions. Call center services will not be provided during the holidays prescribed in Paragraph 7.

10. The COUNTY at its discretion may pick up dogs from Third Parties.

APPENDIX C

PRIORITY CLASSIFICATIONS

Maricopa County Animal Care & Control

Service Contract Priority List

Service hours: 8a.m. – 5 p.m. Normal Hours of Operation
 5p.m. – 10p.m. Limited Hours of Operation and County Holidays

Priority-1 1-hour-or-less	Priority-2 2-hours	Priority-3 48-hours	Priority-4 72-hours	Priority-0--Other by appointment		
Officer needs assistance: police/fire/animal control officer. Officer on scene	Menacing animal at large imminent safety hazard	On duty municipal employees, not LEO	Area check no aggression	Vicious animal petition	Maricopa County Constables or Public Fiduciary	
Animal bite running at large / imminent safety hazard within last hour	Animal in trap	Trap check/Trap Pick up	Leash Law	Court appearance or delivery	Kennel permit inspections	
Animal at large on school grounds. (school in session) does not include colleges	Sick or injured stray	Confined stray dog at business or home	Third Party Pick-ups		Canvassing	
Attack which has taken place in the last hour; dog still at large and possess immediate threat	Officer needs assistance: police/fire/animal control officer. Officer not on scene	Attack older than 3 hours. Animal bite investigations follow up second sequence		Barking dog	Public Information Booth	
	Attack within the last 3 hours dog still at large	Dog confined on school grounds		Kennel Permit		
	Animal bite investigation	Will show		Admin duties		

**APPENDIX D
COUNTY OBSERVED HOLIDAYS**

New Year's Day
Martin Luther King
Presidents Day
Memorial Day
Labor Day
Veterans Day
Independence Day
Thanksgiving Day
Day after Thanksgiving
Christmas Day

APPENDIX E

Town of Guadalupe

Dog not permitted at large	90.28A
Dog not permitted at large public	90.28C
Dog not permitted at large school/park	90.28D
Vicious	90.28E
Unlawful Interference	90.31
Failure to Wear	90.28B
Removal from impound	90.32
Failure to Quarantine	90.30A1A unvaccinated/unlicensed 90.30A1B vaccinated and licensed
Kennel permit	90.25D
Unlawful Keeping	90.33

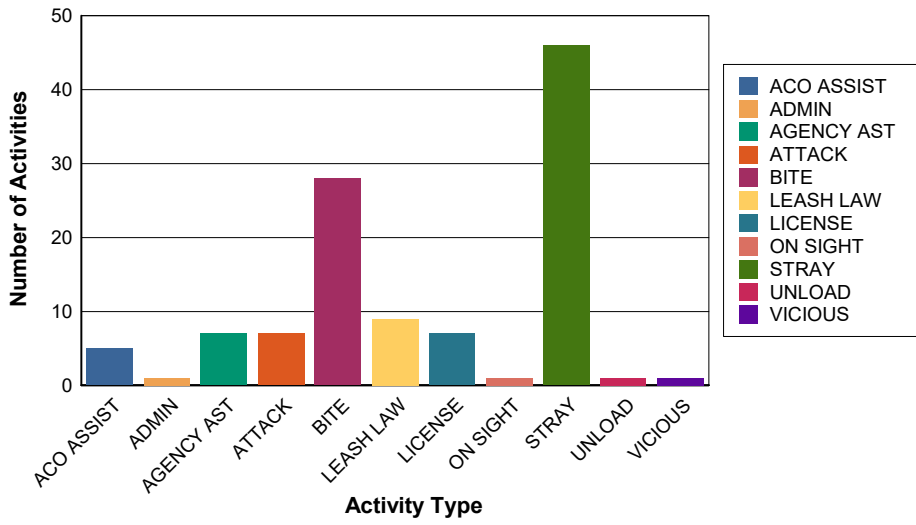
Activities for GUADALUPE From 7/1/2019 to 6/30/2020

ACO ASSIST	8	
	2ND SNARE	5
	DATA	3
ADMIN	1	
	PICK UP	1
AGENCY AST	8	
	POLICE	8
ATTACK	13	
	A-FATALITY	2
	A-INJURY	8
	A-NO INJ	1
	H-INJURY	1
	H-NO INJ	1
BITE	134	
	FOLLOW UP	52
	HEALTHCHK	26
	INITIAL	55
	RTO	1
LEASH LAW	57	
	INITIAL	8
	REPEAT OFF	49
LICENSE	8	
	CHECK	6
	FOLLOW UP	2
ON SIGHT	2	
	AT LARGE	2
STRAY	56	
	AREA CHECK	19
	CONFINED	6
	INJURED	4
	PATROL	10
	WILL SHOW	17
UNLOAD	1	
	EAC	1
VICIOUS	4	
	COURT	1
	FOLLOW UP	3

Activities for GUADALUPE From 7/1/2019 to 6/30/2020

Total Activities for GUADALUPE

292



CASE NO. V2021-02

TOWN OF GUADALUPE
9241 SOUTH AVENIDA DEL YAQUI
GUADALUPE, ARIZONA 85283
480-730-3080

APPLICATION FOR:

- Variance
- Conditional Use
- Zoning Change

Zoning District: _____
 Check # 2746 Fee: 50.00 pd
 Receipt #: _____

THE REASON FOR THE REQUEST IS : A variance for allowable density increase from Guadalupe's R-4 standards. Request is for City of Phoenix R-5 standards, 43.5 dwelling units per acre. This will allow for a commercial development on parcel 301-10-011S for the benefit of the residents and the Guadalupe community at large.

THE SUBJECT PROPERTY IS LEGALLY DESCRIBED AS : Please see attached

Parcel 301-10-011Q

AND ITS GENERAL LOCATION IS: N S E SIDE OF CALLE Avenida del Yaqui
223 FEET N E W OF CALLE W Baseline Rd AND 500 FEET
 BY 223 FEET TOTALING 123,754 SQ. FEET.

IF REQUESTING REZONING, INDICATE CHANGE : FROM _____ TO _____

APPLICANT : HARC HOLDINGS LLC PHONE NO : 617-899-4373
 ADDRESS : 2120 Encanto Dr SE, Phoenix AZ 85007

PROPERTY OWNER : Gurkipa Hotel Group LLC PHONE NO 480-820-7500
 ADDRESS : 5300 S Priest Dr Guadalupe AZ 85283

<u><i>Jan Mathis</i></u>	<u>1/12/2021</u>	<u><i>[Signature]</i></u>	<u>1/10/21</u>
APPLICANT'S SIGNATURE	Date	*OWNER'S SIGNATURE	Date

*The property owner must sign above or submit a letter by owner authorizing the applicant to make the request.

Office Use Only:

PROCESSED BY : _____ DATE PROCESSED: _____

DATE OF COUNCIL MEETING: _____ APPROVED DISSAPPROVED

COMMENTS : _____

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DATE: January 12, 2021

TO: Town of Guadalupe
9241 South Avenida del Yaqui
Guadalupe, Arizona 5283
T: 480-730-3080

**RE: BEST WESTERN PLUSE
TEMPE BY THE MALL**
5300 S Priest Dr
Guadalupe, Arizona 85283

Letter of Explanation

This letter is to describe the intent of our client to utilize the existing four-story building at the property of 5300 South Priest Drive. The parcel 301-10-011S to the south of the property that is not currently in use as part of the existing development. The existing zoning of C2 allows for our use to be R-4 standards. This request for a density increases to 43.5 dwelling units per acre that would reflect an R-5 zoning in order to allow for commercial development.

Please do not hesitate to contact our office with any questions or comments on this project.

Thank you,



Jorge Toscano, AIA assoc
Principal/Design Director

**BEST WESTERN PLUS
TEMPE BY THE MALL**

5300 S Priest Dr
Guadalupe, Arizona 85283

**EXHIBIT "A"
Legal Description**

That part of FARM UNIT 'A', or that part of the Northeast quarter of the Northeast quarter, or that part of Lot 1, Section 5, Township 1 South, Range 4 East of the Gila and Salt River Base and Meridian, Maricopa County, Arizona, described as follows:

BEGINNING at the Northeast corner of said Section 5;

THENCE West along the North line of said Section 5, a distance of 542.05 feet;

THENCE South 00 degrees 12 minutes 00 seconds West, 651.9 feet to the Northerly line of the right-of-way of the North Branch of the Highline Canal;

THENCE South 63 degrees 56 minutes 00 seconds East along said North right-of-way line, 307.29 feet;

THENCE South 60 degrees 18 minutes 00 seconds East along said North right-of-way line, 305.1 feet East line of said Section 5;

THENCE North 00 degrees 12 minutes 00 seconds East along said East Section line, 938.00 feet of the POINT OF BEGINNING;

EXCEPT the East 40.00 feet; and

EXCEPT that part lying North of the following described line;

COMMENCING at the Northeast corner of said Section 5;

THENCE South 00 degrees 12 minutes 00 seconds West along the East line of said Section 5, a distance of 205.14 feet;

THENCE North 89 degrees 48 minutes 00 second West, a distance of 40.00 feet to the Westerly right-of-way line of 56th Street;

THENCE South 00 degrees 12 minutes 00 seconds West along said Westerly right-of-way line, a distance of 277.78 feet to the true POINT OF BEGINNING of the herein described line;

THENCE West, a distance of 502.91 feet to a point on the West line of the above described parcel which is the POINT OF TERMINUS of the herein described line.

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**BEST WESTERN PLUSE
TEMPE BY THE MALL**

5300 S Priest Dr
Guadalupe, Arizona 85283

**EXHIBIT "A"
Legal Description**

That part of FARM UNIT 'A', or that part of the Northeast quarter of the Northeast quarter, or that part of Lot 1, Section 5, Township 1 South, Range 4 East of the Gila and Salt River Base and Meridian, Maricopa County, Arizona, described as follows:

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THENCE South 60 degrees 18 minutes 00 seconds East along said North right-of-way line, 305.1 feet East line of said Section 5;

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EXCEPT the East 40.00 feet; and

EXCEPT that part lying North of the following described line;

COMMENCING at the Northeast corner of said Section 5;

THENCE South 00 degrees 12 minutes 00 seconds West along the East line of said Section 5, a distance of 205.14 feet;

THENCE North 89 degrees 48 minutes 00 second West, a distance of 40.00 feet to the Westerly right-of-way line of 56th Street;

THENCE South 00 degrees 12 minutes 00 seconds West along said Westerly right-of-way line, a distance of 277.78 feet to the true POINT OF BEGINNING of the herein described line;

THENCE West, a distance of 502.91 feet to a point on the West line of the above described parcel which is the POINT OF TERMINUS of the herein described line.

GURKIRPA HOTEL GROUP, LLC
2633 E INDIAN SCHOOL RD STE
120
PHOENIX AZ 85016

ENC PRIEST LLC
43700 WOODWARD AVE NO. 210
BLOOMFIELD MI 48302

RENEWAL VENTURES LLC
6129 S WHITE PLACE
CHANDLER AZ 85249

ROSEN JULIE W TR/LINDSAY A
WESTON ETAL
1148 ALPINE RD NO 100
WALNUT CREEK CA 94596

MCRT TEMPE 1 LLC
152 W 57TH ST.
NEW YORK NY 10019

CIRCLE K STORES INC
PO BOX 52085
PHOENIX AZ 85072-2085

TEMPE PHOENIX AIRORT RESORT LLC
1730 E NORTHERN AVE STE 122
PHOENIX AZ 85020

GUADALUPE TOWN OF
9241 SOUTH AVENIDA DEL YAQUI
GUADALUPE AZ 85283

GURKIRPA HOTEL GROUP, LLC
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120
PHOENIX AZ 85016

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GUADALUPE TOWN OF
9241 SOUTH AVENIDA DEL YAQUI
GUADALUPE AZ 85283

TOWN OF GUADALUPE
9241 SOUTH AVENIDA DEL YAQUI
GUADALUPE AZ 85283

GURKIRPA HOTEL GROUP, LLC
2633 E INDIAN SCHOOL RD STE
120
PHOENIX AZ 85016

GUADALUPE TOWN OF
9241 SOUTH AVENIDA DEL YAQUI
GUADALUPE AZ 85283

MCRT TEMPE 1 LLC
152 W 57TH ST.
NEW YORK NY 10019

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**BEST WESTERN PLUSE
TEMPE BY THE MALL**5300 S Priest Dr
Guadalupe, Arizona 85283**Ownership list****1.Parcel#:301-10-011T**

Owner: GURKIRPA HOTEL GROUP LLC

Property Address: 7845 S POINTE PKWY E GUADALUPE 85283

Mailing Address: 2633 E INDIAN SCHOOL RD STE 120 PHOENIX AZ 85016

2.Parcel#:301-10-011T

Owner: GURKIRPA HOTEL GROUP LLC

Property Address: 7845 S POINTE PKWY E GUADALUPE 85283

Mailing Address: 2633 E INDIAN SCHOOL RD STE 120 PHOENIX AZ 85016

3.Parcel#: 301-10-011N

Owner: ENC PRIEST LLC

Property Address: 5210 S PRIEST DR. GUADALUPE 85283

Mailing Address: 43700 WOODWARD AVE NO. 210 BLOOMFIELD MI 48302

4.Parcel#: 301-07-005A

Owner: RENEWAL VENTURES LLC

Property Address: 7841 S AVENIDA DEL YAQUI GUADALUPE 85283

Mailing Address: 6129 S WHITE PLACE CHANDLER AZ 85249

5.Parcel#: 301-07-005M

Owner: ROSEN JULIE W TR/LINDSAY A WESTON ETAL

Property Address: 5333 S PRIEST FR. TEMPE 85283

Mailing Address: 1148 ALPINE RD NO 100 WALNUT CREEK CA 94596

6.Parcel#: 301-07-326

Owner: MCRT TEMPE 1 LLC

Property Address: 5223 S PRIEST DR. TEMPE 85283

Mailing Address: 152 W 57TH ST. NEW YORK NY 10019**7.Parcel#:301-07-325**

Owner: MCRT TEMPE 1 LLC

Property Address: 5223 S PRIEST DR. TEMPE 85283

Mailing Address: 152 W 57TH ST. NEW YORK NY 10019**8.Parcel#:301-07-005T**

Owner: CIRCLE K STORES INC

Property Address: 1435 W BASELINE RD. TEMPE 85283

Mailing Address: PO BOX 52085 PHOENIX AZ 85072-2085

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9.Parcel#: 301-10-175

Owner: TEMPE PHOENIX AIRPORT RESORT LLC

Property Address: 1651 W BASELINE RD GUADALUPE 85283

Mailing Address: 1730 E NORTHERN AVE STE 122 PHOENIX AZ 85020

10.Parcel#:301-10-008M

Owner: GUADALUPE TOWN OF

Property Address: 5426 E CALLE CERRITOS GUADALUPE 85283

Mailing Address: 9241 SOUTH AVENIDA DEL YAQUI GUADALUPE AZ 85283

11.Parcel#: 301-10-008B

Owner: GUADALUPE TOWN OF

Property Address: 5426 E CALLE CERRITOS GUADALUPE 85283

Mailing Address: 9241 SOUTH AVENIDA DEL YAQUI GUADALUPE AZ 85283

THE RECORD REPORTER

~SINCE 1914~

Mailing Address : 2025 N THIRD ST #155, PHOENIX, AZ 85004-1425
Telephone (602) 417-9900 / Fax (602) 417-9910
Visit us @ www.RecordReporter.com

KAY SAVARD
TOWN OF GUADALUPE
9241 S AVENIDA DEL YAQUI
GUADALUPE, AZ 85283

RR# 3447500

COPY OF NOTICE

(Not an Affidavit of Publication. Do not file.)

NOTICE OF PUBLIC HEARING
VARIANCE REQUEST
APPLICATION The Guadalupe Town Council shall hold a public hearing on Thursday, March 25, 2021, 6:00 PM, at Guadalupe Town Hall, 9241 South Avenida del Yaqui, Museum Room, Guadalupe, Arizona, for the following purposes: Variance Request Application #V2021-02: Harc Holdings LLC, Applicant, 5300 South Priest Drive, Guadalupe, AZ. The Applicant is requesting a variance to the Town of Guadalupe Zoning Code of Ordinances to increase density from C-2 standards to 43.5 dwelling units per acre. Written comments or objections may be filed at Town Hall prior to, or at the hearing. Copies of the Application and subdivision plat are available for review at Guadalupe Town Hall. Publish: March 5, 2021
3/5/21

RR-3447500#

Reference #

Notice Type: MCHRG NOTICE OF HEARING

Ad Description

Variance Request Application #V2021-02

To the right is a copy of the notice you sent to us for publication in THE RECORD REPORTER. Please read this notice carefully and fax or e-mail (record_reporter@dailyjournal.com) any corrections. The Affidavit will be filed, if required, and mailed to you after the last date below. Publication date(s) for this notice is (are):

03/05/2021

The charge(s) for this order is as follows. An invoice will be sent after the last date of publication. If you prepaid this order in full, you will not receive an invoice.

Publication	\$1.90
Arizona Sales Tax	\$0.01
Total	\$1.91

Your Legal Publishing



* A 0 0 0 0 0 5 6 5 7 4 3 8 *

RESOLUTION NO. R2021.07

A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF GUADALUPE, ARIZONA, CONCERNING A COMPLAINT IN CONDEMNATION AND APPLICATION FOR IMMEDIATE POSSESSION BY EMINENT DOMAIN FOR RIGHT-OF-WAY ACQUISITION.

BE IT HEREBY RESOLVED by the Mayor and Common Council of the Town of Guadalupe, Arizona (hereafter the "Town") that:

WHEREAS, the Town is authorized by Arizona Revised Statutes, A.R.S. §9-276 and §12-111 et. seq. to file condemnation actions for eminent domain in the Superior Court to obtain necessary right of way and also temporary construction easements;

WHEREAS, the Town is engaged in a construction project on Avenida Del Yaqui and needs to acquire some additional permanent right of way as well as temporary construction easements;

WHEREAS, the subject property is identified generally as Assessor's Parcel Number 301-08-021 and the legal description is attached hereto as Exhibit A and the description of the portion of property to be condemned is set forth on Exhibit B;

WHEREAS, the Town has attempted to negotiate with the owners of the property in question, but title defects exist on the property which require a condemnation action;

WHEREAS, the Town Attorneys need approval from the Common Council in order to file the condemnation suit;

NOW THEREFORE, the Common Council of Guadalupe hereby resolves:

1. The Avenida Del Yaqui project is approved.
2. The taking of permanent right-of-way and temporary construction easements as set forth on Exhibit A and Exhibit B are approved;
3. Faith, Ledyard and Faith, PLC, by David E. Ledyard, are authorized to file a condemnation lawsuit on behalf of the Town of Guadalupe in the Superior Court of Maricopa County, Arizona, and to sign any and all necessary documents in furtherance thereof.

PASSED AND ADOPTED by the Mayor and Council of the Town of Guadalupe, Arizona, this 22nd day of April, 2021.

Valerie Molina, Mayor

ATTEST:

APPROVED AS TO FORM:

Jeff Kulaga
Town Manager / Clerk

Faith, Ledyard & Faith, PLC
David E. Ledyard
Town Attorneys

EXHIBIT A

LEGAL DESCRIPTION
APN: 301-08-021
RIGHT OF WAY

A parcel of land located in the Northwest Quarter of Section 4, Township 1 South, Range 4 East, of the Gila and Salt River Meridian, Maricopa County, Arizona, also being a portion of the land described in Document No. 2003-0045692, records of Maricopa County, Arizona, more particularly described as follows:

Commencing at the West Quarter corner of said Section 4, from which the Northwest corner of said Section 4, bears North 00 degrees 02 minutes 13 seconds West, a distance of 2636.75 feet;

THENCE along the west line of said Northwest Quarter, North 00 degrees 02 minutes 13 seconds West, a distance of 576.82 feet;

THENCE leaving said west line, North 89 degrees 57 minutes 47 seconds East, a distance of 33.00 feet to the southwest corner of said parcel, and the **Point of Beginning**;

THENCE along the west line of said parcel, North 00 degrees 02 minutes 13 seconds West, a distance of 8.53 feet;

THENCE leaving said west line, South 57 degrees 54 minutes 29 seconds East, a distance of 16.18 feet to the south line of said parcel;

THENCE along said south line, North 89 degrees 43 minutes 13 seconds West, a distance of 13.70 feet to the **Point of Beginning**.

Said parcel contains 58 square feet, more or less.



EXHIBIT B

NW
CORNER
SEC 4,
T1S, R 4E
FD. BCHH

BASELINE RD.

LINE TABLE		
LINE	BEARNG	DISTANCE
L1	N00°02'13"W	8.53'
L2	S57°54'29"E	16.18'
L3	N89°43'13"W	13.70'

AVENIDA DEL YAQUI

(BASIS OF BEARINGS)
N00°02'13"W

2636.75'

5'-

5'-

1"-1"

33' ROW
PER BOOK
31 OF MAPS,
PAGE 33
MCR

APN: 301- 08 -021
DOC. 200 3 - 00 45 69 2 MCR

33.00'
N89°57'47"E
POB

25' ROW
PER BOOK
31 OF
MAPS,
PAGE 33
MCR

CALLE GLORIA

LEGEND

- ACHH = ALUMI NUM CAP IN HAND HOLE
- APN = ASSESSORS PARCEL NUMBER
- BCHH = BRASS CAP IN HAND HOLE
- DOC. = DOCUMENT
- DKT. = DOCKET
- POB = POINT OF BEGINNING
- ROW = RIGHT- OF- WAY
- TCE = TEMPORARY CONSTRUCTION EASEMENT
- ESMT = EASEMENT
- MCR = MARICOPA COUNTY RECORDER




AVENDIA SONORA

12 1/2 A/J

W 1/4
CORNER
SEC 4,
T1S, R4E
FD. ACHH



= ROW 58 SQ. ft. MORE OR LESS	
= TCE 24 SQ. ft. MORE OR LESS	
EXHIBIT	
 AZTEC ENGINEERING 4561 E. McDowell Rd., Phoenix, AZ 85008 Tel(602)454-0402 Fax(602)454-0403 website: www.aztec.us	
DATE: 10-08-20	REV: -
SHEET NO.	TOTAL SHEETS

SCALE: 1"=30'

ROW - APN: 301-08-021

North: 863231.5080' East: 685947.4856'

Segment #1 Line

Course: N0° 02' 13"W Length: 8.53'

North: 863240.0379' East: 685947.4801'

Segment #2 Line

Course: S57° 54' 29"E Length: 16.18'

North: 863231.4418' East: 685961.1877'

Segment #3 Line

Course: N89° 43' 13"W Length: 13.70'

North: 863231.5087' East: 685947.4879'

Perimeter: 38.41' Area: 58.42 Sq. Ft.

Error Closure: 0.0024 Course: N71° 17' 22"E

Error North: 0.00078 East: 0.00230

Precision 1: 16004.17



Proposed Tentative Annual Budget

Fiscal Year 2021-2022

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	2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Proposed	2023 Projected	2024 Projected	2025 Projected	2026 Projected
General Fund Revenues									
01 General 4110 Local Sales Tax	2,127,077	2,129,620	1,498,817	1,962,536	2,099,914	2,141,702	2,133,778	2,147,647	2,201,338
01 General 4120 Franchise Tax	26,303	25,124	26,697	25,902	26,415	26,375	26,394	26,700	27,127
01 General 4180 Transient Occupancy Tax	364,824	340,727	101,226	178,770	105,274	84,619	88,850	88,850	88,850
01 General 4210 Alcoholic Beverage License	6,450	4,800	6,728	6,500	6,500	6,500	6,500	6,500	6,500
01 General 4220 Restaurant Bar Tax	292,579	286,495	159,663	225,020	236,271	248,085	260,489	273,513	287,189
01 General 4230 Business License	10,425	9,880	10,957	10,891	10,891	10,891	10,891	10,891	10,891
01 General 4250 Building Permits And Fees	21,474	46,178	39,527	38,379	31,210	35,351	32,781	32,781	32,781
01 General 4260 Billboard Revenues	64,174	74,570	63,081	64,078	65,757	66,296	80,929	80,929	80,929
01 General 4300 Stimulus Grants	0	0	761,282	761,282	0	0	0	0	0
01 General 4340 Urban Revenue Sharing	790,177	853,088	947,663	947,613	865,186	889,973	849,998	742,422	843,554
01 General 4360 State Sales Tax	656,929	681,696	601,110	688,347	778,581	812,215	840,643	874,016	908,715
01 General 4380 Other Revenue From Govern	157,035	124,898	304,538	137,227	137,227	137,227	137,227	37,227	37,227
4380 Wildland Reimbursements	75,176	58,755	50,000	0	51,265	51,339	51,414	51,494	51,571
01 General 4390 Vehicle-In-Lieu Tax	280,769	279,535	304,005	314,935	307,505	327,062	347,340	375,579	406,113
01 General 4810 Traffic Fines	19,922	27,846	0	0	0	0	0	0	0
01 General 4840 Appearance Bonds	1,450	413	0	269	0	0	0	0	0
01 General 4850 Jcef Revenues	6,144	60,155	0	21,657	0	0	0	0	0
01 General 4910 Investment Earnings	20,161	12,795	14,554	8,791	3,088	2,440	2,440	2,440	2,440
01 General 4920 Rent And Concessions	89,475	93,880	86,477	86,774	94,113	95,306	80,845	105,737	107,792
01 General 4950 Town Permitting Fees	16,722	16,056	21,714	23,558	23,470	25,146	27,846	23,583	23,583
4950 Insurance Claims	0	103,486	0	0	0	0	0	0	0
4960 Grant Event Revenue	0	20,000	0	0	0	0	0	0	0
01 General 4960 Event Revenue	17,264	10,500	30,199	0	10,500	11,550	12,705	13,976	15,373
Fund Balance Forward	0	0	318,481	0	0	0	0	0	0
	5,044,530	5,260,497	5,346,719	5,502,529	4,853,167	4,972,077	4,991,070	4,894,285	5,131,973

	2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Proposed	2023 Projected	2024 Projected	2025 Projected	2026 Projected
Mayor & Council									
8010 Mayc 6020 Salaries	59,500	58,800	58,800	60,124	58,800	58,800	58,800	58,800	58,800
8010 Mayc 6110 Fica	4,552	4,498	4,498	4,600	4,498	4,498	4,498	4,498	4,498
8010 Mayc 6120 Pension	0	0	0	0	0	0	0	0	0
8010 Mayc 6140 Workmen'S Compensation	287	227	235	205	235	235	235	235	235
8010 Mayc 6150 Group Health Insurance	0	0	0	0	0	0	0	0	0
8010 Mayc 6211 Office Supplies	445	47	403	140	411	419	428	436	445
8010 Mayc 6212 Printing And Duplicating	94	261	203	352	420	429	437	446	455
8010 Mayc 6228 Operating Expense	0	0	0	0	0	0	0	0	0
8010 Mayc 6240 Small Tools & Equipment	0	0	202	116	202	206	210	215	219
8010 Mayc 6451 Telephone Expense	1,111	1,135	1,135	1,198	1,203	1,222	1,269	1,295	1,321
8010 Mayc 6452 Postage & Mailing	0	0	100	19	19	20	20	21	21
8010 Mayc 6501 Travel Expense	0	0	0	0	0	0	0	0	0
8010 Mayc 6502 Mileage Reimbursement	0	0	0	0	0	0	0	0	0
8010 Mayc 6703 Dues, Subscriptions And Mer	0	0	0	0	0	0	0	0	0
8010 Mayc 6707 Meetings And Business Ente	234	154	0	55	56	57	59	60	61
8010 Mayc 6708 Miscellaneous Charges	0	70	0	10	10	10	11	11	11
8010 Mayc 6750 Conferences And Training	135	0	0	0	0	0	0	0	0
	66,358	65,192	65,576	66,819	65,854	65,896	65,967	66,017	66,066
8030 Municipal Court	198,550	205,377	49,280	49,279	0	0	0	0	0

	2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Proposed	2023 Projected	2024 Projected	2025 Projected	2026 Projected
Town Manager									
8040 Town 6020 Salaries	81,971	78,421	80,583	62,210	93,133	93,133	93,133	93,133	93,133
8040 Town 6040 Fees For Services	0	0	0	0	0	0	0	0	0
8040 Town 6110 Fica	5,891	5,551	6,165	4,500	7,125	7,125	7,126	7,125	7,125
8040 Town 6120 Pension	7,939	8,628	9,847	7,226	11,381	11,642	11,874	12,107	12,340
8040 Town 6140 Workmen'S Compensation	412	312	322	188	372	372	372	372	372
8040 Town 6150 Group Health Insurance	18,739	20,281	23,872	18,531	23,872	27,133	30,845	35,072	39,884
8040 Town 6160 Unemployment Insurance	164	40	413	192	413	425	436	448	459
8040 Town 6170 Life Insurance Expense	77	81	103	93	103	103	104	104	105
8040 Town 6211 Office Supplies	737	199	168	118	138	140	146	146	149
8040 Town 6212 Printing And Duplicating	1,260	866	711	435	537	547	569	569	581
8040 Town 6213 Newsletters & Publishing	0	0	0	12	0	0	0	0	0
8040 Town 6228 Operating Expense	476	308	412	108	151	154	157	160	163
8040 Town 6240 Small Tools & Equipment	0	272	0	0	0	0	0	0	0
8040 Town 6411 Auditing Services	0	71	72	72	0	0	0	0	0
8040 Town 6416 Professional Services	25,000	1,156	10,000	8,846	10,000	10,153	10,549	10,760	10,976
8040 Town 6451 Telephone Expense	2,505	2,612	2,513	3,202	3,124	3,172	3,296	3,362	3,429
8040 Town 6452 Postage & Mailing	472	300	459	369	395	401	416	425	433
8040 Town 6501 Travel Expense	0	0	0	0	0	0	0	0	0
8040 Town 6502 Mileage Reimbursement	201	0	0	0	0	0	0	0	0
8040 Town 6510 Advertising Expense	10	0	0	0	0	0	0	0	0
8040 Town 6532 Vehicle	477	477	495	488	495	502	522	533	543
8040 Town 6703 Dues, Subscriptions And Mer	8,611	10,062	10,395	8,998	9,307	9,449	9,818	10,014	10,214
8040 Town 6706 Maintenance Contracts	0	0	0	0	0	0	0	0	0
8040 Town 6707 Meetings And Business Ente	344	85	0	0	0	0	0	0	0
8040 Town 6708 Miscellaneous Charges	220	0	0	0	0	0	0	0	0
8040 Town 6709 Contractual Services	14,534	17,874	0	0	0	0	0	0	0
8040 Town 6710 Equipment Repair Services	0	0	0	0	0	0	0	0	0
8040 Town 6750 Conferences And Training	189	6	0	0	0	0	0	0	0
8040 Town 6760 Equipment Replacement Res	0	0	0	0	0	0	0	0	0
8040 Town 6860 Machinery And Equipment	0	0	0	0	0	0	0	0	0
8040 Town 6911 Lease Payment	0	0	0	0	0	0	0	0	0
8040 Town {Others}	0	0	0	0	0	0	0	0	0
	170,229	147,602	146,530	115,588	160,546	164,451	169,363	174,330	179,906

	2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Proposed	2023 Projected	2024 Projected	2025 Projected	2026 Projected
Administration									
8050 Admi 6414 Legal Services	24,404	16,605	0	0	0	0	0	0	0
8050 Admi 6531 Liability Insurance	30,796	52,886	55,298	59,605	64,414	65,400	67,950	69,309	70,696
8050 Admi 6708 Miscellaneous Charges	0	1001	0	0	0	0	0	0	0
8050 Admi 6709 Covid Support Team	0	2,810	125,000	120,000	0	0	0	0	0
8050 Admi 6712 Prisoner Jail Expense	41,107	24,370	46,000	16,706	46557	47269	49112	50095	51097
8050 Admi 6713 Animal Control Services	27,600	30,360	31,784	34,665	37,500	38,074	39,558	40,350	41,157
8050 Admi 6714 Dead Dog Removal	1,995	2,660	2,465	1,966	2,077	2,109	2,191	2,235	2,279
8050 Admi 6715 DOR Funding	15,653	17,253	17,598	17,074	17,281	17,545	18,229	18,594	18,966
8050 Admi 6780 Recognition And Awards	435	0	0	0	0	0	0	0	0
6781 Celebration Exp. Special Events	4,950	2,334	0	0	27000	25700	24434	15203	22007
6781 Celebration Exp. Sheriff	50,995	15,639	65000	14,000	40000	40000	40000	40000	40000
6781 Celebration Exp. Quad Days	7,855	7,191	0	0	0	0	0	8000	0
6781 Celebration Exp. Christmas	15,174	17,310	10000	14,248	18000	21000	24000	27000	30000
8050 Admi 6782 Election Expense	198	0	0	0	0	0	0	0	0
8050 Admi 6786 Contingency/Emergency	0	0	0	0	0	0	0	0	0
8050 Admi 6788 Old Town Hall Insurance	1,608	1,268	2,445	1,961	0	0	0	0	0
8050 Admi 6911 Lease Payment	1,520	1500	0	920	1561	1592	1624	1656	1689
	224,290	193,187	355,590	281,145	254,390	258,689	267,098	272,442	277,891
Transfer To Other Funds									
6999 Grant Fund	0	0	45,000	0	40,000	0	0	0	0
6999 HURF	32,205	0	0	146,164	174,622	94,568	95,550	97,065	99,286
6999 LTAF	16,742	20,641	21,443	24,662	20,209	20,857	21,556	22,231	23,158
6999 Senior Center	66,357	87,034	97,075	99,029	105,409	109,537	113,699	118,175	123,017
6999 CAP	59,208	52,320	68,554	56,301	74,592	77,177	80,081	83,347	87,028
6999 COVID/FEMA-PYT	0	0	0	52,704	0	0	0	0	0
6999 State CARES ACT	0	0	0	761,282					
6999 Tianguis- See Tianguis	0	0	0	0	0	0	0	0	0
6999 MPC-Bond	292,245	18,701	287,350	287,327	322,974	312,244	0	0	0
	466,757	178,696	519,422	1,427,469	737,806	614,383	310,886	320,818	332,489

	2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Proposed	2023 Projected	2024 Projected	2025 Projected	2026 Projected
Finance									
8060 Finan 6020 Salaries	82,056	84,218	82,091	73,036	82,091	82,091	82,091	82,091	82,091
8060 Finan 6110 Fica	6,259	6,352	6,280	5,498	6,280	6,280	6,280	6,280	6,280
8060 Finan 6120 Pension	9,359	9,836	10,032	8,740	10,032	10,261	10,467	10,672	10,877
8060 Finan 6140 Workmen'S Compensation	405	336	328	251	328	328	328	328	328
8060 Finan 6150 Group Health Insurance	11,658	13,615	15,200	12,620	15,200	17,480	20,102	23,118	26,585
8060 Finan 6160 Unemployment Insurance	80	33	330	106	330	339	348	358	367
8060 Finan 6170 Life Insurance Expense	74	85	82	81	82	83	83	83	84
8060 Finan 6211 Office Supplies	710	496	656	536	609	621	634	646	659
8060 Finan 6212 Printing And Duplicating	2,184	546	369	865	1,400	1,428	1,456	1,486	1,515
8060 Finan 6228 Operating Expense	1	26	0	0	0	0	0	0	0
8060 Finan 6240 Small Tools & Equipment	0	0	0	0	0	0	0	0	0
8060 Finan 6411 Auditing Services	14,561	16,440	17,805	20,634	23,458	23,817	24,746	25,241	25,746
8060 Finan 6416 Professional Services	0	0	0	0	0	0	0	0	0
8060 Finan 6451 Telephone Expense	340	469	430	424	432	439	456	465	474
8060 Finan 6452 Postage & Mailing	985	944	832	1,411	1,800	1,827	1,899	1,937	1,975
8060 Finan 6501 Travel Expense	0	0	0	0	0	0	0	0	0
8060 Finan 6502 Mileage Reimbursement	0	0	0	0	0	0	0	0	0
8060 Finan 6510 Advertising Expense	0	0	0	0	0	0	0	0	0
8060 Finan 6703 Dues, Subscriptions And Mer	60	1,060	1,073	1,011	1,125	1,143	1,187	1,211	1,235
8060 Finan 6706 Maintenance Contracts	537	537	542	565	580	589	612	624	636
8060 Finan 6707 Meetings And Business Entei	0	28	0	0	0	0	0	0	0
8060 Finan 6708 Miscellaneous Charges	3,148	3,744	3,951	9,205	3,705	3,762	3,909	3,987	4,067
8060 Finan 6709 Contractual Services	208	0	0	0	0	0	0	0	0
8060 Finan 6710 Equipment Repair Services	0	0	0	0	0	0	0	0	0
8060 Finan 6720 Contract Labor	0	0	0	0	0	0	0	0	0
8060 Finan 6750 Conferences And Training	0	0	0	15	15	15	16	16	17
8060 Finan 6860 Machinery And Equipment	0	0	0	0	0	0	0	0	0
	132,625	138,765	140,001	134,998	147,467	150,503	154,614	158,543	162,936
Town Attorney									
8070 Town 6211 Office Supplies	564	226	500	271	312	318	325	331	338
8070 Town 6414 Legal Services	42,283	47,565	55,000	61,714	64,183	66,750	69,420	72,197	75,085
8070 Town 6415 Special Legal Services	0	0	10,000	6,324	10,000	10,153	10,549	10,760	10,975
8070 Town 6416 Professional Services	77,297	58,611	0	0	0	0	0	0	0
	120,144	106,402	65,500	68,309	74,495	77,221	80,294	83,288	86,398

	2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Proposed	2023 Projected	2024 Projected	2025 Projected	2026 Projected
Town Clerk									
8080 Town 6020 Salaries	21,912	25,213	26,000	22,107	28,995	28,995	28,995	28,995	28,995
8080 Town 6110 Fica	1,703	1,929	1,989	1,684	2,218	2,218	2,218	2,218	2,218
8080 Town 6120 Pension	2,344	2,625	2,711	2,210	0	0	0	0	0
8080 Town 6140 Workmen'S Compensation	109	101	104	76	116	116	116	116	116
8080 Town 6150 Group Health Insurance	0	0	0	0	0	0	0	0	0
8080 Town 6160 Unemployment Insurance	61	25	252	82	252	259	266	273	280
8080 Town 6170 Life Insurance Expense	0	0	0	0	0	0	0	0	0
8080 Town 6211 Office Supplies	121	49	174	121	144	147	150	153	156
8080 Town 6212 Printing And Duplicating	4,678	6,006	2,070	1,568	1,617	1,649	1,682	1,716	1,750
8080 Town 6228 Operating Expense	0	0	124	76	78	79	81	82	84
8080 Town 6240 Small Tools & Equipment	0	0	0	0	0	0	0	0	0
8080 Town 6416 Professional Services	83	0	0	0	0	0	0	0	0
8080 Town 6451 Telephone Expense	160	164	177	177	179	182	189	193	197
8080 Town 6452 Postage & Mailing	326	710	660	412	700	711	738	753	768
8080 Town 6501 Travel Expense	0	0	0	0	0	0	0	0	0
8080 Town 6502 Mileage Reimbursement	0	55	0	0	0	0	0	0	0
8080 Town 6510 Advertising Expense	534	530	224	530	536	545	566	577	589
8080 Town 6703 Dues, Subscriptions And Mer	195	180	51	180	182	185	192	196	200
8080 Town 6706 Maintenance Contracts	0	0	0	0	0	0	0	0	0
8080 Town 6707 Meetings And Business Entei	154	0	117	48	49	49	51	52	53
8080 Town 6708 Miscellaneous Charges	108	0	0	0	0	0	0	0	0
8080 Town 6709 Contractual Services	3,940	53	0	0	0	0	0	0	0
8080 Town 6710 Equipment Repair Services	0	0	0	0	0	0	0	0	0
8080 Town 6750 Conferences And Training	350	90	122	6	6	6	6	7	7
8080 Town 6782 Election Expense	1467	3,338	6,500	2,000	2040	6500	2000	6500	6500
8080 Town 6860 Machinery And Equipment	0	0	0	0	0	0	0	0	0
	38,245	41,068	41,275	31,277	37,112	41,641	37,250	41,831	41,913

	2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Proposed	2023 Projected	2024 Projected	2025 Projected	2026 Projected
Community Development									
8090 Comr 6020 Salaries	23,610	23,818	23,782	22,418	23,782	23,782	23,782	23,782	23,782
8090 Comr 6110 Fica	1,791	1,786	1,819	1,697	1,819	1,819	1,819	1,819	1,819
8090 Comr 6120 Pension	2,714	2,831	2,906	2,734	2,906	2,973	3,032	3,092	3,151
8090 Comr 6140 Workmen'S Compensation	116	95	104	79	104	104	104	104	104
8090 Comr 6150 Group Health Insurance	5,824	5,124	5,802	4,298	5,802	6,672	7,673	8,823	10,147
8090 Comr 6160 Unemployment Insurance	30	13	126	63	126	130	133	136	140
8090 Comr 6170 Life Insurance Expense	27	31	31	31	31	32	32	32	32
8090 Comr 6211 Office Supplies	17	0	50	0	0	0	0	0	0
8090 Comr 6212 Printing And Duplicating	673	494	779	785	1100	1122	1144	1167	1190
8090 Comr 6228 Operating Expense	628	1,086	1,939	835	400	408	417	425	433
8090 Comr 6240 Small Tools & Equipment	0	34	35	35	36	36	37	38	39
8090 Comr 6416 Professional Services	1,500	0	0	195	0	0	0	0	0
8090 Comr 6451 Telephone Expense	485	491	529	800	1326	1346	1399	1427	1455
8090 Comr 6452 Postage & Mailing	113	218	124	380	700	711	739	754	769
8090 Comr 6532 Vehicle	28	5	0	1,092	2,030	2,061	2,141	2,184	2,228
8090 Comr 6709 Contractual Services	852	165	90,000	100,711	99,084	100,600	104,523	106,613	108,746
8090 Comr 6710 Equipment Repair Services	239	0	0	1,494	3,138	3,186	3,310	3,376	3,443
8090 Comr 6760 Equipment Replacement Res	0	0	591	0	0	0	0	0	0
8090 Comr 6860 Machinery And Equipment	0	0	0	0	0	0	0	0	0
	38,647	36,191	128,617	137,647	142,384	144,982	150,285	153,772	157,478

	2019	2020	2021	2021	2022	2023	2024	2025	2026
	Actual	Actual	Budget	Projected	Proposed	Projected	Projected	Projected	Projected
Info & Tech									
8100 Inforr 6040 Network (IT) Services	10,611	14,670	9,231	36,468	56,217	59,028	61,979	65,078	68,332
8100 Inforr 6228 Internet & Software	4,815	5,019	7,679	20,851	21,268	21,693	22,127	22,570	23,021
8100 Inforr 6240 Small Tools & Equipment	4,169	4,298	2,446	1,964	500	510	520	531	542
8100 Inforr 6412 Consulting Services	0	0	8,533	8,077	500	508	528	538	549
8100 Inforr 6413 Website Services	4,015	3,305	3,371	10,500	10,627	10,790	11,210	11,435	11,663
8100 Inforr 6710 Equipment Repair Services	0	0	0	0	0	0	0	0	0
8100 Inforr 6750 Springbrook Maint Contr	16,560	19,179	19,459	26,355	26,355	27,673	29,056	30,509	32,035
8100 Inforr 6860 Machinery And Equipment	7,299	8,834	8,970	7,822	3334	3334	3334	3334	3334
	47,469	55,305	59,689	112,037	118,801	123,536	128,754	133,995	139,476
8120 Building Safety	89,946	99,657	0	0	0	0	0	0	0

	2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Proposed	2023 Projected	2024 Projected	2025 Projected	2026 Projected
Building Maintenance									
8130 Buildi 6020 Salaries	16,570	17,311	18,393	15,899	19,953	19,953	19,953	19,953	19,953
8130 Buildi 6110 Fica	1,284	1,324	1,407	1,067	1,526	1,526	1,526	1,526	1,526
8130 Buildi 6120 Pension	754	810	723	640	2,438	2,494	2,544	2,594	2,644
8130 Buildi 6140 Workmen'S Compensation	1,903	1,602	1,956	1,248	2,070	2,070	2,070	2,070	2,070
8130 Buildi 6150 Group Health Insurance	1,396	1,486	1,740	1,486	7,542	8,673	9,974	11,471	13,191
8130 Buildi 6160 Unemployment Insurance	86	43	290	159	164	168	173	177	182
8130 Buildi 6170 Life Insurance Expense	8	9	9	9	41	41	41	41	42
8130 Buildi 6211 Office Supplies	111	184	137	86	114	117	119	121	124
8130 Buildi 6212 Printing And Duplicating	164	0	11	5	9	9	10	10	10
8130 Buildi 6225 Fuel, Oil And Lubricants	164	0	89	51	56	57	58	60	61
8130 Buildi 6226 Janitorial Supplies	1,341	2,986	1,936	2,219	2,500	2,550	2,601	2,653	2,706
8130 Buildi 6227 Uniforms	0	0	0	0	150	153	156	159	162
8130 Buildi 6228 Operating Expense	1,601	770	1,418	2,515	3,000	3,060	3,122	3,184	3,248
8130 Buildi 6231 Building Materials	11,387	40,692	43,438	19,280	32,080	32,722	33,376	34,044	34,724
6235 Auto Repair Supplies	507	25	40	1	45	60	75	100	150
8130 Buildi 6240 Small Tools & Equipment	77	383	399	54	55	56	57	58	60
8130 Buildi 6413 Engineering & Architectural !	0	0	0	0	0	0	0	0	0
8130 Buildin 6451 Telephone Expense	1,121	1,154	1,227	1,581	1,595	1,619	1,683	1,716	1,751
8130 Buildin 6452 Postage & Mailing	0	0	0	0	0	0	0	0	0
8130 Buildin 6501 Travel Expense	0	0	0	0	0	0	0	0	0
8130 Buildin 6502 Mileage Reimbursement	0	0	0	0	0	0	0	0	0
8130 Buildin 6510 Advertising Expense	0	0	0	0	0	0	0	0	0
8130 Buildin 6531 Liability Insurance	0	0	0	0	0	0	0	0	0
8130 Buildin 6532 Vehicle	97	97	88	82	84	85	89	90	92
8130 Buildin 6533 Property Insurance	950	950	1,091	968	997	1,012	1,052	1,073	1,094
8130 Buildin 6551 Electricity	26,828	26,078	27,200	24,567	29,000	29,444	30,592	31,204	31,828
8130 Buildin 6552 Water And Sewer	4,892	8,108	8,649	6,011	6,383	6,481	6,734	6,868	7,006
8130 Buildin 6553 Natural Gas	564	363	706	488	637	646	672	685	699
8130 Buildin 6554 Waste Disposal	1,222	1,212	1,295	1,016	1,200	1,218	1,265	1,291	1,317
8130 Buildin 6703 Dues, Subscriptions And Membe	0	0	0	0	0	0	0	0	0
8130 Buildin 6706 Maintenance Contracts	5,115	4,609	5,676	4,753	4,853	4,927	5,119	5,222	5,326
8130 Buildin 6707 Meetings And Business Entertair	0	0	0	0	0	0	0	0	0
8130 Buildin 6708 Miscellaneous Charges	0	190	194	26	26	27	28	28	29
8130 Buildin 6709 Contractual Services	751	2,872	4,000	34,766	54,000	4,062	4,220	4,304	4,390
8130 Buildin 6710 Equipment Repair Services	0	97	99	31	31	32	33	34	34
8130 Buildin 6750 Conferences And Training	0	0	0	0	0	0	0	0	0
8130 Buildin 6860 Machinery And Equipment	8,740	0	0	0	0	0	0	0	0
	87,633	113,355	122,211	119,008	170,549	123,262	127,342	130,736	134,419

	2019	2020	2021	2021	2022	2023	2024	2025	2026
	Actual	Actual	Budget	Projected	Proposed	Projected	Projected	Projected	Projected
Police									
8210 Police 6212 Printing And Duplicating	107	40	73	18	18	19	19	19	20
8210 Police 6228 Operating Expense	0	0	61	7	8	8	8	9	9
8210 Police 6240 Small Tools & Equipment	0	0	0	0	0	0	0	0	0
8210 Police 6451 Telephone Expense	317	324	352	320	361	385	411	437	445
8210 Police 6706 Maintenance Contracts	0	0	0	0	0	0	0	0	0
8210 Police 6708 Miscellaneous Charges	0	0	0	0	0	0	0	0	0
8210 Police 6709 Contractual Services	200	600	0	0	0	0	0	0	0
8210 Police 6715 Police Contract	1,775,048	1,438,276	2,055,943	1,286,144	2,007,571	2,143,282	2,287,311	2,429,124	2,579,730
	1,775,672	1,439,240	2,056,429	1,286,489	2,007,958	2,143,694	2,287,749	2,429,589	2,580,204

	2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Proposed	2023 Projected	2024 Projected	2025 Projected	2026 Projected
Fire									
8220 Fire Dep 6020 Salaries	593,835	480,718	518,916	295,373	663,013	696,877	696,877	696,877	696,877
6020 Overtime	73,261	101,538	110,000	105,670	120,766	120,766	120,766	120,766	120,766
6020 Wildland Wages	25,569	28,544	33,072	0	33,072	33,072	33,072	33,072	33,072
8220 Fire Dep 6110 Fica	53,189	48,692	50,642	31,936	72,592	75,183	75,183	75,183	75,183
8220 Fire Dep 6120 Pension	8,611	-22,908	10103	601	16,155	16,371	16,698	17,025	17,353
8220 Fire Dep 6130 Public Safety Retirement	153,048	147,267	165,635	82,108	175,830	234,555	234,882	235,210	235,537
8220 Fire Dep 6140 Workmen'S Compensation	54,053	31,196	74,867	34,178	47,817	49,799	49,799	49,799	49,799
8220 Fire Dep 6150 Group Health Insurance	39,036	44,555	66,236	32,801	100,289	114,726	131,255	131,255	150,182
8220 Fire Dep 6160 Unemployment Insurance	3,280	1,048	4,574	2,020	4,864	5,167	5,307	5,446	5,586
8220 Fire Dep 6170 Life Insurance Expense	675	596	771	612	978	1,066	1,067	1,067	1,067
8220 Fire Dep 6211 Office Supplies	21	176	217	32	200	204	208	212	216
8220 Fire Dep 6212 Printing And Duplicating	232	525	251	117	250	255	260	265	270
8220 Fire Dep 6224 Food	79	0	0	0	250	255	260	265	270
8220 Fire Dep 6225 Fuel, Oil And Lubricants	16,870	15,998	16,445	13,795	16,850	17,187	17,531	17,882	18,239
8220 Fire Dep 6226 Janitorial Supplies	1,783	2,794	2,425	1,525	3,000	3,000	3,000	3,000	3,000
8220 Fire Dep 6227 Uniforms	11,157	1,184	3,349	2,809	6,500	6,630	6,763	6,898	7,036
8220 Fire Dep 6228 Operating Expense	3,781	3,894	2,875	6,136	8,649	8,822	8,999	9,178	9,363
6228 EMS Disposal Supplies	13,685	20,001	21,500	30,990	37,232	37,977	38,737	39,511	40,302
6228 Wildland Training & Supplies	5,450	2,394	5,751	2,265	3,239	3,303	3,368	3,437	3,504
8220 Fire Dep 6231 Building Materials	5,395	2,930	4,329	4,782	4,963	5,063	5,164	5,267	5,372
"others" 6235 Auto Repair Supplies	43,834	25,746	25,508	24,137	26,018	26,539	27,069	27,611	28,163
8220 Fire Dep 6240 Small Tools & Equipment	2,985	2,371	4,183	7,721	11,869	12,106	12,350	12,597	12,848
6240 EMS Small Tools & Equipment	1,287	5,910	4,183	3,033	3,330	3,397	3,465	3,534	3,605
6240 Small Tools & Equipment LaFrance	0	929	0	0	0	0	0	0	0
6240 Protective Clothing	4,938	2,343	2,000	1,207	11,493	11,723	11,956	12,195	12,440
8220 Fire Dep 6410 Fire Prevention Program	453	570	719	99	500	500	500	500	500
8220 Fire Dep 6451 Telephone Expense	3,819	4,224	4,457	4,004	4,081	4,143	4,305	4,391	4,479
8220 Fire Dep 6531 Liability Insurance	608	608	668	633	646	656	681	695	709
8220 Fire Dep 6532 Vehicle	8,231	8,130	8,396	8,276	8,393	8,522	8,854	9,031	9,212
8220 Fire Dep 6551 Electricity	5,487	5,534	6,200	5,902	5,995	6,086	6,324	6,450	6,579
8220 Fire Dep 6552 Water And Sewer	2,866	2,889	3,274	3,706	3,720	3,777	3,925	4,003	4,083
8220 Fire Dep 6703 Dues, Subscriptions And Membershi	4,192	3,596	0	1,585	1,604	1,629	1,692	1,726	1,761
8220 Fire Dep 6706 Maintenance Contracts	1,897	557	1,012	649	733	744	773	788	804
8220 Fire Dep 6707 Meetings And Business Entertainme	0	0	0	0	0	0	0	0	0
8220 Fire Dep 6708 Miscellaneous Charges	0	591	97	30	30	31	32	33	33
8220 Fire Dep 6709 Contractual Services	18,110	0	24,184	17,050	19,174	19,174	19,174	19,174	19,174
8220 Fire Dep 6710 Equipment Repair Services	2,807	471	1,782	1,423	1,724	1,750	1,818	1,855	1,892
8220 Fire Dep 6716 Fire Dispatch Service	82,856	82,314	90,657	89,444	92,087	93,496	97,142	99,085	101,067
8220 Fire Dep 6750 Conferences And Training	225	0	198	236	3439	3439	3439	3439	3439
8220 Fire Dep 6860 Machinery And Equipment	0	13,915	2,460	2,374	67,462	2,512	2,562	2,613	2,665
8220 Fire Dep 6901 Debt Service Interest	0	0	0	13,852	10,690	9,036	7,335	5,880	3,775
8220 Fire Dep 6911 Lease Payment	0	17,889	65,971	52,119	55,282	56,835	58,637	60,390	62,200
	1,247,605	1,089,729	1,337,907	885,230	1,644,779	1,696,373	1,721,229	1,727,605	1,752,422

	2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Proposed	2023 Projected	2024 Projected	2025 Projected	2026 Projected
Cemetery									
8360 Ceme 6020 Salaries	5,317	5,342	4,601	2,593	4,601	4,601	4,601	4,601	4,601
8360 Ceme 6110 Fica	403	404	352	173	352	352	352	352	352
8360 Ceme 6120 Pension	594	616	562	280	562	575	587	598	610
8360 Ceme 6140 Workmen'S Compensation	512	425	450	190	450	450	450	450	450
8360 Ceme 6150 Group Health Insurance	1,392	1,486	1,740	1,559	1,740	1,740	1,740	1,740	1,740
8360 Ceme 6160 Unemployment Insurance	9	4	38	24	38	38	39	40	41
8360 Ceme 6170 Life Insurance Expense	8	9	9	9	9	9	10	10	10
8360 Ceme 6211 Office Supplies	0	80	82	0	0	0	0	0	0
8360 Ceme 6212 Printing And Duplicating	0	0	0	0	0	0	0	0	0
8360 Ceme 6225 Fuel, Oil And Lubricants	0	0	0	0	0	0	0	0	0
8360 Ceme 6227 Uniforms	0	0	34	14	17	18	18	18	19
8360 Ceme 6228 Grounds Materials	0	34	148	1,198	1,222	1,246	1,271	1,297	1,323
8360 Ceme 6231 Building Materials	0	92	10,094	140	10,000	5000	5000	5000	5000
8360 Ceme 6240 Small Tools & Equipment	294	6	0	203	400	408	416	425	433
8360 Ceme 6413 Engineering & Architectural !	0	0	0	0	0	0	0	0	0
8360 Ceme 6510 Advertising Expense	0	0	0	0	0	0	0	0	0
8360 Ceme 6551 Electricity	349	391	414	410	416	422	439	448	457
8360 Ceme 6552 Water And Sewer	1,203	1,243	1,354	1,373	1,424	1,446	1,502	1,532	1,563
8360 Ceme 6554 Waste Disposal	0	0	0	0	0	0	0	0	0
8360 Ceme 6706 Maintenance Contracts	63	0	0	0	0	0	0	0	0
8360 Ceme 6708 Miscellaneous Charges	0	0	0	0	0	0	0	0	0
8360 Ceme 6709 Contractual Services	1,928	2,326	2,246	2,266	3,000	3,046	3,165	3,228	3,293
8360 Ceme 6710 Equipment Repair Services	0	0	0	0	0	0	0	0	0
8360 Ceme 6750 Conferences And Training	0	0	0	0	0	0	0	0	0
8360 Ceme 6860 Machinery And Equipment	0	0	0	0	0	0	0	0	0
	12,072	12,458	22,124	10,432	24,231	19,351	19,590	19,739	19,892

	2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Proposed	2023 Projected	2024 Projected	2025 Projected	2026 Projected
Parks									
8550 Parks 6020 Salaries	54,972	71,513	74,891	63,757	73,277	73,277	73,277	73,277	73,277
8550 Parks 6110 Fica	4,259	5,468	5,729	4,333	5,606	5,606	5,606	5,606	5,606
8550 Parks 6120 Pension	3,719	4,448	5,490	5,490	3,357	3,434	3,503	3,571	3,640
8550 Parks 6140 Workmen'S Compensation	4,072	4,171	4,499	3,234	4,713	4,713	4,713	4,713	4,713
8550 Parks 6150 Group Health Insurance	1,858	4,924	8,122	8,122	8,122	9,341	10,742	12,353	14,206
8550 Parks 6160 Unemployment Insurance	322	201	1,058	566	1,058	1,058	1,088	1,117	1,147
8550 Parks 6170 Life Insurance Expense	38	44	75	57	75	76	76	76	77
8550 Parks 6225 Fuel, Oil And Lubricants	0	0	0	0	0	0	0	0	0
8550 Parks 6226 Janitorial Supplies	1,146	2,115	1,689	1,627	1,671	1,704	1,738	1,773	1,808
8550 Parks 6227 Uniforms	692	551	543	595	639	651	664	678	691
8550 Parks 6228 Operating Expense	5,050	4,720	6,491	5,972	5,000	5,100	5,202	5,306	5,412
8550 Parks 6231 Building Materials	571	652	1,010	860	5,000	5,100	5,202	5,306	5,413
8550 Parks 6240 Small Tools & Equipment	1,425	2,063	2,393	1,104	2,500	2,550	2,601	2,653	2,706
8550 Parks 6413 Engineering & Architectural !	0	0	0	0	0	0	0	0	0
8550 Parks 6451 Telephone Expense	0	0	0	0	0	0	0	0	0
8550 Parks 6502 Mileage Reimbursement	10	0	0	0	0	0	0	0	0
8550 Parks 6510 Advertising Expense	0	0	0	0	0	0	0	0	0
8550 Parks 6551 Electricity	20,576	19,914	21,092	18,303	22,000	22,336	23,207	23,671	24,145
8550 Parks 6552 Water And Sewer	39,119	37,139	40,537	48,486	47,856	48,588	50,483	51,493	52,523
8550 Parks 6703 Dues, Subscriptions And Mer	2,500	2,500	2,550	2,500	2,530	2,569	2,669	2,723	2,777
8550 Parks 6706 Maintenance Contracts	700	604	408	555	700	711	739	754	769
8550 Parks 6707 Meetings And Business Entel	0	0	0	0	0	0	0	0	0
8550 Parks 6708 Miscellaneous Charges	0	0	1,700	708	0	0	0	0	0
8550 Parks 6709 Contractual Services	0	521	530	0	0	0	0	0	0
8550 Parks 6710 Equipment Repair Services	2,634	1,740	3,624	2,842	2,895	2,939	3,054	3,115	3,177
8550 Parks 6750 Conferences And Training	0	0	0	0	0	0	0	0	0
8550 Parks 6760 Equipment Replacement Res	0	0	0	0	0	0	0	0	0
8550 Parks 6830 Contractual Building Constr	0	0	0	0	0	0	0	0	0
8550 Parks 6850 Capital Improvements	0	0	0	0	0	0	0	0	0
8550 Parks 6860 Machinery And Equipment	0	0	0	0	0	0	0	0	0
	143,663	163,288	182,431	169,111	186,999	189,753	194,564	198,185	202,087

	2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Proposed	2023 Projected	2024 Projected	2025 Projected	2026 Projected
Library									
8590 Librar 6228 Operating Expense	0	0	15	1	7	7	7	8	8
8590 Librar 6231 Building Materials	461	162	2,500	1,438	1,631	1,664	1,697	1,731	1,765
8590 Librar 6451 Telephone Expense	0	0	0	0	0	0	0	0	0
8590 Librar 6531 Liability Insurance	0	0	0	0	0	0	0	0	0
8590 Librar 6533 Property Insurance	915	915	962	1,844	950	965	1,003	1,023	1,043
8590 Librar 6551 Electricity	4,891	5,091	5,323	5,912	5,700	5,787	6,012	6,133	6,255
8590 Librar 6552 Water And Sewer	597	719	815	2,083	734	745	774	790	805
8590 Librar 6554 Waste Disposal	713	276	377	902	341	346	360	367	374
8590 Librar 6706 Maintenance Contracts	746	662	826	1,860	737	748	777	793	809
8590 Librar 6710 Equipment Repair Services	0	0	0	0	0	0	0	0	0
8590 Librar 6830 Contractual Building Constru	6,000	0	0	7,064	0	0	0	0	0
	14,323	7,825	10,818	21,104	10,100	10,262	10,630	10,845	11,059
Capital Outlay									
8620 Capit: 6830 Contractual Building Constru	0	0	0	0	20,000	0	0	0	0
8620 Capit: 6840 Land	0	0	0	0	0	0	0	0	0
8620 Capit: 6850 Capital Improvements	0	0	21,789	8,586	550,000	0	0	0	0
8620 Capit: 6860 Machinery And Equipment	0	0	20,000	932	60,000	10,000	10,000	10,000	10,000
8620 Capit: 6901 Debt Service Interest	0	0	0	0	0	0	0	0	0
8620 Capit: 6911 Lease Payment	0	0	1,530	0	0	0	0	0	0
	0	0	43,319	9,518	630,000	10,000	10,000	10,000	10,000
	4,874,228	4,093,337	5,346,719	4,925,460	6,413,471	5,833,997	5,735,615	5,931,735	6,154,636

General Fund Summary									
TOTAL GENERAL FUND REVENUES	5,044,530	5,260,497	5,028,238	5,502,529	4,853,167	4,972,077	4,991,070	4,894,285	5,131,973
TOTAL GENERAL FUND EXPENDITURES	(4,874,228)	(4,093,337)	(5,346,719)	(4,925,460)	(6,413,471)	(5,833,997)	(5,735,615)	(5,931,735)	(6,154,636)
REVENUES OVER (UNDER) EXPEDITURES	170,302	1,167,160	(318,481)	577,069	(1,560,304)	(861,920)	(744,545)	(1,037,450)	(1,022,663)
Beginning Fund Balance	1,135,587	1,305,889	1,385,692	2,473,049	3,050,118	1,489,813	627,894	(116,651)	(1,154,101)
Ending Fund Balance	1,305,889	2,473,049	1,067,211	3,050,118	1,489,813	627,894	(116,651)	(1,154,101)	(2,176,764)

		2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Proposed	2023 Projected	2024 Projected	2025 Projected	2026 Projected
LTAf										
Revenues	10 Local Tr. 4310 Local Transportat	0	0	0	0	0	0	0	0	0
Revenues	10 Local Tr. 4311 Hb 2565 Transit f	16,740	16,740	16,601	16,740	16,740	16,740	16,740	16,740	16,740
Revenues	10 Local Tr. 4312 Rpta Transit Payr	0	0	0	0	0	0	0	0	0
Revenues	10 Local Tr. 4950 Other Miscellane	0	0	0	0	0	0	0	0	0
Revenues	10 Local Tr. 4999 Transfers From G	16,742	20,641	21,443	24,662	20,209	20,857	21,556	22,321	23,158
	Total LTAf Revuenes	33,482	37,381	38,044	41,402	36,949	37,597	38,296	39,061	39,898
Expenses	10 Local Tra 8140 Transp 6020 Salarie	20,467	22,809	22,104	22,104	18,267	18,267	18,267	18,267	18,267
Expenses	10 Local Tra 8140 Transp 6110 Fica	1,535	1,735	1,691	1,691	1,397	1,397	1,397	1,397	1,397
Expenses	10 Local Tra 8140 Transp 6120 Pensio	2,332	2,762	2,701	2,701	2,232	2,283	2,329	2,375	2,420
Expenses	10 Local Tra 8140 Transp 6140 Workn	568	521	504	504	416	416	416	416	416
Expenses	10 Local Tra 8140 Transp 6150 Group	1,909	2,052	2,321	2,321	2,321	2,669	3,069	3,529	4,059
Expenses	10 Local Tra 8140 Transp 6160 Unemp	109	33	302	302	302	311	319	328	336
Expenses	10 Local Tra 8140 Transp 6170 Life Ins	11	8	13	13	13	13	13	13	13
Expenses	10 Local Tra 8140 Transp 6211 Office	0	0	0	0	0	0	0	0	0
Expenses	10 Local Tra 8140 Transp 6212 Printin	0	0	0	0	0	0	0	0	0
Expenses	10 Local Tra 8140 Transp 6225 Fuel, C	417	396	457	456	465	474	484	494	503
Expenses	10 Local Tra 8140 Transp 6227 Unifor	0	0	0	0	0	0	0	0	0
Expenses	10 Local Tra 8140 Transp 6228 Operat	457	234	653	653	666	679	693	707	721
Expenses	10 Local Tra 8140 Transp 6235 Auto R	2,589	324	816	816	832	849	866	883	901
Expenses	10 Local Tra 8140 Transp 6240 Small T	0	0	0	0	0	0	0	0	0
Expenses	10 Local Tra 8140 Transp 6411 Auditir	2,341	2,655	2,548	2,548	2,599	2,651	2,704	2,758	2,813
Expenses	10 Local Tra 8140 Transp 6413 Engine	0	0	0	0	0	0	0	0	0
Expenses	10 Local Tra 8140 Transp 6531 Liabilit	197	197	200	200	204	208	212	216	221
Expenses	10 Local Tra 8140 Transp 6532 Vehicle	550	3,655	3,734	7,093	7,235	7,380	7,527	7,678	7,831
Expenses	10 Local Tra 8140 Transp 6706 Mainte	0	0	0	0	0	0	0	0	0
Expenses	10 Local Tra 8140 Transp 6710 Equipn	0	0	0	0	0	0	0	0	0
Expenses	10 Local Tra 8140 Transp 6860 Machir	0	0	0	0	0	0	0	0	0
	Total LTAf Expenses	33,482	37,381	38,044	41,402	36,949	37,597	38,296	39,061	39,898

Transportation Fund Summary										
TOTAL TRANSPORTATION FUND REVENUES		16,740	16,740	16,601	16,740	16,740	16,740	16,740	16,740	16,740
TOTAL TRANSPORTATION FUND EXPENDITURES		(33,482)	(37,381)	(38,044)	(41,402)	(36,949)	(37,597)	(38,296)	(39,061)	(39,898)
REVENUES OVER (UNDER) EXPENDITURES		(16,742)	(20,641)	(21,443)	(24,662)	(20,209)	(20,857)	(21,556)	(22,321)	(23,158)
General Fund Transfer		16,742	20,641	21,443	24,662	20,209	20,857	21,556	22,321	23,158
Beginning Fund Balance		0	0	0	0	0	0	0	0	0
Ending Fund Balance		0	0	0	0	0	0	0	0	0

		2019	2020	2021	2021	2022	2023	2024	2025	2026
		Actual	Actual	Budget	Projected	Proposed	Projected	Projected	Projected	Projected
HURF										
Revenues	18 Highway 4350 Highway Users Rev	444,501	430,573	459,556	438,081	441,112	446,843	455,779	464,895	474,193
Revenues	18 Highway 4380 Other Revenue Fro	0	197,802	0	0	179,400	0	0	0	0
Revenues	18 Highway 4910 Investment Earning	6,725	12,527	2,500	1,000	1,000	1,000	1,000	1,000	1,000
Revenues	18 Highway Usr 4950 Other Miscellaneous Rev	0	2,227	0	0	0	0	0	0	0
Revenues	18 Highway Usr 4999 Transfers From General Fi	132,903	0	0	146,113	174,622	94,568	95,550	97,065	99,286
	Fund Balance Carryforward	0	0	151,802	221,306	0	0	0	0	0
Total HURF Revenues		584,129	643,129	613,858	806,500	796,134	542,411	552,329	562,960	574,479
Expenses	18 Highway Usr 8320 Highway , 6020 Salaries	123,864	138,350	141,084	141,084	142,047	142,047	142,047	142,047	142,047
Expenses	18 Highway Usr 8320 Highway , 6110 Fica	9,265	10,389	10,793	10,793	10,867	10,867	10,867	10,867	10,867
Expenses	18 Highway Usr 8320 Highway , 6120 Pension	11,934	12,132	12,054	12,054	13,352	13,658	13,931	14,204	14,447
Expenses	18 Highway Usr 8320 Highway , 6140 Workmen	8,357	7,636	8,486	8,486	8,388	8,388	8,388	8,388	8,388
Expenses	18 Highway Usr 8320 Highway , 6150 Group He	18,546	22,855	28,836	28,836	28,836	33,066	37,918	43,486	49,874
Expenses	18 Highway Usr 8320 Highway , 6160 Unemplo	343	216	1,386	1,386	1,414	1,351	1,396	1,434	1,471
Expenses	18 Highway Usr 8320 Highway , 6170 Life Insur	129	149	148	148	148	151	152	152	153
Expenses	18 Highway Usr 8320 Highway , 6211 Office Sup	52	283	0	50	51	52	53	54	55
Expenses	18 Highway Usr 8320 Highway , 6212 Printing A	57	4	0	50	51	52	53	54	55
Expenses	18 Highway Usr 8320 Highway , 6225 Fuel, Oil A	9,913	10,662	10,386	10,386	10,594	10,806	11,022	11,242	11,467
Expenses	18 Highway Usr 8320 Highway , 6226 Janitorial	1,495	2,182	0	247	2,000	2,040	2,081	2,122	2,165
Expenses	18 Highway Usr 8320 Highway , 6227 Uniforms	692	609	923	1,423	1,451	1,480	1,510	1,540	1,571
Expenses	18 Highway Usr 8320 Highway , 6228 Operating	8,590	6,141	13,271	14,271	14,556	14,848	15,144	15,447	15,756
Expenses	18 Highway Usr 8320 Highway , 6231 Building M	15	2,516	3,462	3,462	3,531	3,602	3,674	3,747	3,822
Expenses	18 Highway Usr 8320 Highway , 6235 Auto Rep	5,818	6,788	8,078	9,221	9,405	9,594	9,785	9,981	10,181
Expenses	18 Highway Usr 8320 Highway , 6236 Street & S	2,789	3,381	26,608	20,008	20,408	20,816	21,233	21,657	22,090
Expenses	18 Highway Usr 8320 Highway , 6240 Small Too	7,465	1,919	9,232	4,216	4,300	4,386	4,474	4,564	4,655
Expenses	18 Highway Usr 8320 Highway , 6411 Auditing S	4,622	5,241	6,001	5,358	5,465	5,574	5,686	5,800	5,916
Expenses	18 Highway Usr 8320 Highway , 6413 Engineeri	2,670	6,705	25,000	27,985	28,545	29,116	29,698	30,292	30,898
Expenses	18 Highway Usr 8320 Highway , 6501 Travel Exp	128	0	0	0	0	0	0	0	0
Expenses	18 Highway Users: 8320 Highway An 6502 Mileage Rei	132	0	462	0	0	0	0	0	0
Expenses	18 Highway Users: 8320 Highway An 6510 Advertising	2,001	7	0	0	0	0	0	0	0
Expenses	18 Highway Users: 8320 Highway An 6531 Liability Insu	-594	5,373	8,078	6,078	6,200	6,324	6,450	6,579	6,711
Expenses	18 Highway Users: 8320 Highway An 6532 Vehicle Insu	6,998	6,998	8,309	7,309	7,455	7,604	7,756	7,911	8,070
Expenses	18 Highway Users: 8320 Highway An 6533 Property Ins	348	348	348	348	355	362	369	377	384
Expenses	18 Highway Users: 8320 Highway An 6535 Electricity	32,810	32,369	38,082	21,082	35,000	35,700	36,414	37,142	37,885
Expenses	18 Highway Users: 8320 Highway An 6552 Water And S	34,248	37,347	46,160	51,160	52,183	53,227	54,291	55,377	56,485
Expenses	18 Highway Users: 8320 Highway An 6703 Dues, Subsc	3,000	0	0	1,500	1,530	1,561	1,592	1,624	1,656
Expenses	18 Highway Users: 8320 Highway An 6706 Maintenanc	2,455	4,840	3,208	3,208	3,272	3,338	3,404	3,472	3,542
Expenses	18 Highway Users: 8320 Highway An 6707 Meetings Ar	0	0	0	0	0	0	0	0	0
Expenses	18 Highway Users: 8320 Highway An 6708 Miscellaneo	0	0	462	0	0	0	0	0	0
Expenses	18 Highway Users: 8320 Highway An 6709 Contractual	4,040	0	0	0	0	0	0	0	0
Expenses	18 Highway Users: 8320 Highway An 6710 Equipment F	15,136	4,189	19,618	21,618	22,050	22,491	22,941	23,400	23,868
Expenses	18 Highway Users: 8320 Highway An 6750 Conferenc	440	0	577	0	0	0	0	0	0
Expenses	18 Highway Users: 8320 Highway An 6830 Contractual	0	0	0	0	15,000	0	0	0	0
Expenses	18 Highway Users: 8320 Highway An 6860 Machinery /	3,360	3,000	0	0	195,000	0	0	0	0
Expenses	18 Highway Users: 8320 Highway An 6880 Street Impr	263,194	89,194	182,806	394,784	152,680	100,000	100,000	100,000	100,000
Total HURF Expenses		584,312	421,823	613,858	806,551	796,134	542,501	552,329	562,960	574,479

HURF Fund Summary										
TOTAL HURF FUND REVENUES		451,226	643,129	462,056	439,081	621,512	447,843	456,779	465,895	475,193
TOTAL HURF FUND EXPENDITURES		(584,312)	(421,823)	(613,858)	(806,551)	(796,134)	(542,501)	(552,329)	(562,960)	(574,479)
REVENUES OVER (UNDER) EXPENDITURES		(133,086)	221,306	(151,802)	(367,470)	(174,622)	(94,658)	(95,550)	(97,065)	(99,286)
General Fund Transfer		133,086	0	0	146,164	174,622	94,658	95,550	97,065	99,286
Beginning Fund Balance		0	0	167,909	221,306	0	0	0	0	0
Ending Fund Balance		0	221,306	16,107	0	0	0	0	0	0

		2019	2020	2021	2021	2022	2023	2024	2025	2026
		Actual	Actual	Budget	Projected	Proposed	Projected	Projected	Projected	Projected
Revenues	25 Area Agen 4320 Governmental Grants	146,173	136,689	138,872	138,872	138,872	138,872	138,872	138,872	138,872
Revenues	25 Area Agen 4380 Other Revenue From C	0	0	0	0	0	0	0	0	0
Revenues	25 Area Agen 4950 Other Miscellaneous F	698	0	0	0	0	0	0	0	0
Revenues	25 Area Agen 4970 Program Income	8,208	7,956	5,616	6,816	6,816	6,816	6,816	6,816	6,816
Revenues	25 Area Agen 4999 Transfers From Genera	66,357	86,706	97,075	99,029	105,409	109,537	113,699	118,275	123,017
Total Senior Center Revenues		221,436	231,351	241,563	244,717	251,097	255,225	259,387	263,963	268,705
Congregate										
Expenses	25 Area Agen 8421 Congreg 6020 Salaries	34,199	48,822	49,325	49,325	54,867	54,867	54,867	54,867	54,867
Expenses	25 Area Agen 8421 Congreg 6110 Fica	2,538	3,666	3,773	3,773	4,197	4,197	4,197	4,197	4,197
Expenses	25 Area Agen 8421 Congreg 6120 Pension	3,798	5,874	6,027	6,027	6,071	6,210	6,334	6,458	6,582
Expenses	25 Area Agen 8421 Congreg 6140 Workme	888	1,096	1,076	1,076	1,084	1,084	1,084	1,084	1,084
Expenses	25 Area Agen 8421 Congreg 6150 Group H	5,186	5,482	10,327	10,327	3,365	3,870	4,450	5,118	5,885
Expenses	25 Area Agen 8421 Congreg 6160 Unempl	77	35	350	350	357	476	490	503	516
Expenses	25 Area Agen 8421 Congreg 6170 Life Insu	29	34	56	56	68	68	68	68	68
Expenses	25 Area Agen 8421 Congreg 6211 Office S	101	35	102	165	168	171	175	178	182
Expenses	25 Area Agen 8421 Congreg 6212 Printing	42	64	97	157	160	163	166	170	173
Expenses	25 Area Agen 8421 Congreg 6224 Food	26,103	27,627	33,650	25,360	25,867	26,385	26,912	27,450	27,999
Expenses	25 Area Agen 8421 Congreg 6226 Janitoria	906	834	918	1,482	1,512	1,542	1,573	1,604	1,636
Expenses	25 Area Agen 8421 Congreg 6228 Operatir	2,524	2,966	3,060	4,940	4,358	4,445	4,534	4,625	4,717
Expenses	25 Area Agen 8421 Congreg 6231 Building	1,228	2,556	2,081	3,360	3,427	3,495	3,565	3,637	3,709
Expenses	25 Area Agen 8421 Congreg 6240 Small Tc	0	469	0	0	0	0	0	0	0
Expenses	25 Area Agen 8421 Congreg 6411 Auditing	588	667	712	1,149	1,172	1,196	1,220	1,244	1,269
Expenses	25 Area Agen 8421 Congreg 6414 Legal Se	367	400	408	408	416	424	433	442	450
Expenses	25 Area Agen 8421 Congreg 6416 Professi	0	0	0	0	0	0	0	0	0
Expenses	25 Area Agen 8421 Congreg 6451 Telepho	162	183	204	204	208	212	216	221	225
Expenses	25 Area Agen 8421 Congreg 6452 Postage	0	0	0	0	0	0	0	0	0
Expenses	25 Area Agen 8421 Congreg 6501 Travel E	0	0	0	0	0	0	0	0	0
Expenses	25 Area Agen 8421 Congreg 6502 Mileage	0	0	0	0	0	0	0	0	0
Expenses	25 Area Agen 8421 Congreg 6510 Advertis	0	0	0	0	0	0	0	0	0
Expenses	25 Area Agen 8421 Congreg 6515 Bond Iss	0	0	0	0	0	0	0	0	0
Expenses	25 Area Agen 8421 Congreg 6531 Liability	621	621	663	663	676	690	704	718	732
Expenses	25 Area Agen 8421 Congreg 6532 Vehicle	0	0	0	0	0	0	0	0	0
Expenses	25 Area Agen 8421 Congreg 6533 Property	192	192	211	211	215	220	224	228	233
Expenses	25 Area Agen 8421 Congreg 6551 Electrici	3,889	3,521	4,386	6,081	6,203	6,327	6,453	6,582	6,714
Expenses	25 Area Agen 8421 Congreg 6552 Water A	656	505	714	714	728	743	758	773	788
Expenses	25 Area Agen 8421 Congreg 6553 Natural	264	362	326	526	537	548	559	570	581
Expenses	25 Area Agen 8421 Congreg 6554 Waste D	313	355	477	477	487	496	506	516	527
Expenses	25 Area Agen 8421 Congreg 6703 Dues, Su	399	362	51	146	149	152	155	158	161
Expenses	25 Area Agen 8421 Congreg 6706 Mainter	569	706	874	874	891	909	927	946	965
Expenses	25 Area Agen 8421 Congreg 6707 Meeting	0	0	0	0	0	0	0	0	0
Expenses	25 Area Agen 8421 Congreg 6708 Miscella	0	0	0	0	0	0	0	0	0
Expenses	25 Area Agen 8421 Congreg 6709 Contract	1,534	91	612	612	624	637	649	662	676
Expenses	25 Area Agen 8421 Congreg 6710 Equipme	467	1,515	0	1,400	1,428	1,457	1,486	1,515	1,546
Expenses	25 Area Agen 8421 Congreg 6750 Confere	0	110	202	202	206	210	214	219	223
Expenses	25 Area Agen 8421 Congreg 6830 Contract	0	8,570	0	0	2,500	2,550	2,601	2,653	2,706
Expenses	25 Area Agen 8421 Congreg 6860 Machine	7,395	0	0	0	0	0	0	0	0
Total Congregate Expenses		95,035	117,720	120,682	120,065	121,941	123,744	125,520	127,406	129,411

			2019	2020	2021	2021	2022	2023	2024	2025	2026
			Actual	Actual	Budget	Projected	Proposed	Projected	Projected	Projected	Projected
Expenses	25 Area Age 8422 Home	6020 Salarie	32,616	34,398	34,447	34,447	40,557	40,557	40,557	40,557	40,557
Expenses	25 Area Age 8422 Home	6110 Fica	2,424	2,588	2,635	2,635	3,103	3,103	3,103	3,103	3,103
Expenses	25 Area Age 8422 Home	6120 Pensio	3,642	4,133	4,209	4,209	4,322	4,421	4,509	4,598	4,686
Expenses	25 Area Age 8422 Home	6140 Workn	847	764	737	737	758	758	758	758	758
Expenses	25 Area Age 8422 Home	6150 Group	5,192	5,470	6,266	6,266	2,785	3,202	3,683	4,235	4,871
Expenses	25 Area Age 8422 Home	6160 Unemp	77	26	262	262	267	388	399	410	420
Expenses	25 Area Age 8422 Home	6170 Life Ins	29	34	34	34	34	34	34	34	35
Expenses	25 Area Age 8422 Home	6211 Office	51	9	26	42	43	44	45	45	46
Expenses	25 Area Age 8422 Home	6212 Printin	12	18	31	50	51	52	53	54	55
Expenses	25 Area Age 8422 Home	6224 Food	8,684	7,379	9,000	8,000	8,160	8,323	8,490	8,659	8,833
Expenses	25 Area Age 8422 Home	6225 Fuel, C	0	0	0	0	0	0	0	0	0
Expenses	25 Area Age 8422 Home	6226 Janitor	240	221	357	357	364	371	379	386	394
Expenses	25 Area Age 8422 Home	6228 Operat	2,267	2,619	3,060	4,940	5,039	5,140	5,243	5,347	5,454
Expenses	25 Area Age 8422 Home	6231 Buildin	283	639	590	953	972	991	1,011	1,031	1,052
Expenses	25 Area Age 8422 Home	6240 Small T	0	410	0	0	0	0	0	0	0
Expenses	25 Area Age 8422 Home	6414 Legal S	367	400	459	459	468	478	487	497	507
Expenses	25 Area Age 8422 Home	6416 Profes:	0	0	0	0	0	0	0	0	0
Expenses	25 Area Age 8422 Home	6451 Teleph	317	324	408	408	416	424	433	442	450
Expenses	25 Area Age 8422 Home	6531 Liabilit	155	155	230	230	235	239	244	249	254
Expenses	25 Area Age 8422 Home	6533 Proper	48	48	64	103	105	107	110	112	114
Expenses	25 Area Age 8422 Home	6551 Electric	972	880	1,109	1,790	1,826	1,863	1,900	1,938	1,977
Expenses	25 Area Age 8422 Home	6552 Water	164	127	255	255	260	265	271	276	282
Expenses	25 Area Age 8422 Home	6553 Natura	66	90	124	124	126	129	132	134	137
Expenses	25 Area Age 8422 Home	6554 Waste	78	89	169	169	172	176	179	183	187
Expenses	25 Area Age 8422 Home	6703 Dues, S	399	362	51	82	53	54	55	56	57
Expenses	25 Area Age 8422 Home	6706 Mainte	569	706	818	818	834	851	868	885	903
Expenses	25 Area Age 8422 Home	6709 Contra	1,345	91	459	459	468	478	487	497	507
Expenses	25 Area Age 8422 Home	6710 Equipn	453	1,470	1,917	3,095	3,157	3,220	3,284	3,350	3,417
Expenses	25 Area Age 8422 Home	6750 Confer	0	44	82	132	135	138	140	143	146
Total HDM Expenses			61,297	63,494	67,799	71,056	74,710	75,806	76,854	77,979	79,202

		2019	2020	2021	2021	2022	2023	2024	2025	2026
		Actual	Actual	Budget	Projected	Proposed	Projected	Projected	Projected	Projected
Expenses	25 Area Ag 8423 Multi 6020 Salari	35,091	19,500	19,362	19,362	20,612	20,612	20,612	20,612	20,612
Expenses	25 Area Ag 8423 Multi 6110 Fica	2,579	1,446	1,481	1,481	1,577	1,577	1,577	1,577	1,577
Expenses	25 Area Ag 8423 Multi 6120 Pensi	3,759	2,319	2,366	2,366	2,519	2,577	2,628	2,680	2,731
Expenses	25 Area Ag 8423 Multi 6140 Work	919	398	394	394	422	422	422	422	422
Expenses	25 Area Ag 8423 Multi 6150 Group	8,074	8,514	5,686	5,686	4,525	5,204	5,985	6,882	7,915
Expenses	25 Area Ag 8423 Multi 6160 Unerr	86	12	123	123	125	123	127	130	134
Expenses	25 Area Ag 8423 Multi 6170 Life Ir	46	53	31	31	31	31	31	31	31
Expenses	25 Area Ag 8423 Multi 6181 Drive	0	0	0	0	0	0	0	0	0
Expenses	25 Area Ag 8423 Multi 6182 Drive	0	0	0	0	0	0	0	0	0
Expenses	25 Area Ag 8423 Multi 6211 Office	233	85	255	255	260	265	271	276	282
Expenses	25 Area Ag 8423 Multi 6212 Printi	689	671	612	612	624	637	649	662	676
Expenses	25 Area Ag 8423 Multi 6224 Food	118	0	204	0	0	0	0	0	0
Expenses	25 Area Ag 8423 Multi 6226 Janitc	1,519	1,399	1,428	1,428	1,457	1,486	1,515	1,546	1,577
Expenses	25 Area Ag 8423 Multi 6228 Oper	818	907	712	1,149	1,172	1,196	1,220	1,244	1,269
Expenses	25 Area Ag 8423 Multi 6231 Buildi	1,416	3,195	2,972	3,472	3,541	3,612	3,685	3,758	3,833
Expenses	25 Area Ag 8423 Multi 6240 Small	0	63	0	0	0	0	0	0	0
Expenses	25 Area Ag 8423 Multi 6411 Audit	0	0	0	0	0	0	0	0	0
Expenses	25 Area Ag 8423 Multi 6414 Legal	367	400	459	459	468	478	487	497	507
Expenses	25 Area Ag 8423 Multi 6416 Profe	0	0	0	0	0	0	0	0	0
Expenses	25 Area Ag 8423 Multi 6451 Telep	317	326	408	408	416	424	433	442	450
Expenses	25 Area Ag 8423 Multi 6452 Posta	14	2	36	236	241	246	250	255	261
Expenses	25 Area Ag 8423 Multi 6531 Liabili	-137	776	918	918	936	955	974	994	1,014
Expenses	25 Area Ag 8423 Multi 6533 Prop	239	239	255	255	260	265	271	276	282
Expenses	25 Area Ag 8423 Multi 6551 Electr	4,861	4,401	5,534	6,934	7,073	7,214	7,358	7,506	7,656
Expenses	25 Area Ag 8423 Multi 6552 Wate	820	632	867	867	884	902	920	938	957
Expenses	25 Area Ag 8423 Multi 6553 Natur	330	452	357	457	466	475	485	495	505
Expenses	25 Area Ag 8423 Multi 6554 Wast	392	443	447	447	456	465	474	484	494
Expenses	25 Area Ag 8423 Multi 6703 Dues,	411	373	51	82	84	86	87	89	91
Expenses	25 Area Ag 8423 Multi 6706 Maini	524	806	896	1,296	1,322	1,348	1,375	1,403	1,431
Expenses	25 Area Ag 8423 Multi 6709 Contr	23	0	0	50	51	52	53	54	55
Expenses	25 Area Ag 8423 Multi 6710 Equip	453	1,470	1,917	2,917	2,975	3,035	3,096	3,157	3,221
Expenses	25 Area Ag 8423 Multi 6750 Confe	0	66	0	0	0	0	0	0	0
	Total MCO Expenses	63,961	48,948	47,771	51,685	52,497	53,687	54,985	56,410	57,983

	2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Proposed	2023 Projected	2024 Projected	2025 Projected	2026 Projected
Expenses 25 Area Ag 8424 Senio 6181 Drive	0	0	0	0	0	0	0	0	0
Expenses 25 Area Ag 8424 Senio 6182 Drive	0	0	0	0	0	0	0	0	0
Expenses 25 Area Ag 8424 Senio 6225 Fuel,	1,250	1,189	5,311	1,311	1,337	1,364	1,391	1,419	1,447
Expenses 25 Area Ag 8424 Senio 6235 Auto	0	0	0	0	0	0	0	0	0
Expenses 25 Area Ag 8424 Senio 6451 Telep	0	0	0	600	612	624	637	649	662
Expenses 25 Area Ag 8424 Senio 6532 Vehic	0	0	0	0	0	0	0	0	0
Expenses 25 Area Ag 8424 Senio 6708 Misc	0	0	0	0	0	0	0	0	0
Total Transportation Expenses	1,250	1,189	5,311	1,911	1,949	1,988	2,028	2,068	2,109
	221,543	231,351	241,563	244,717	251,097	255,225	259,387	263,863	268,705

Senior Center Fund Summary									
TOTAL SENIOR CENTER FUND REVENUES	155,079	144,645	144,488	145,688	145,688	145,688	145,688	145,688	145,688
TOTAL SENIOR CENTER FUND EXPENDITURES	(221,543)	(231,351)	(241,563)	(244,717)	(251,097)	(255,225)	(259,387)	(263,863)	(268,705)
REVENUES OVER (UNDER) EXPENDITURES	(66,357)	(86,706)	(97,075)	(99,029)	(105,409)	(109,537)	(113,699)	(118,175)	(123,017)
Transfers From General Fund	66,357	86,706	97,075	99,029	105,409	109,537	113,699	118,175	123,017
Beginning Fund Balance	0	0	0	0	0	0	0	0	0
Ending Fund Balance	0	0	0	0	0	0	0	0	0

		2019	2020	2021	2021	2022	2023	2024	2025	2026
		Actual	Actual	Budget	Projected	Proposed	Projected	Projected	Projected	Projected
Community Action Program										
Revenues	27 Communit 4320 Governmental Grants	35,000	40,000	35,000	50,000	50,000	50,000	50,000	50,000	50,000
Revenues	27 Communit 4380 Other Revenue From C	80,000	43,252	40,000	0	0	0	0	0	0
Revenues	27 Communit 4950 Other Miscellaneous F	479	14,205	0	3,485	3,485	3,485	3,485	3,485	3,485
Revenues	27 Communit 4999 Transfers From Gener	59,209	54,042	68,553	56,301	74,592	77,177	80,081	83,347	87,028
Total Community Action Revenues		174,688	151,499	143,553	109,786	128,077	130,662	133,566	136,832	140,513
Expenses	27 Communit 8440 Commu 6020 Salaries	63,828	70,724	63,609	63,609	80,054	80,054	80,054	80,054	80,054
Expenses	27 Communit 8440 Commu 6110 Fica	4,881	5,408	4,866	4,866	6,124	6,124	6,124	6,124	6,124
Expenses	27 Communit 8440 Commu 6120 Pension	5,831	6,456	5,724	5,724	5,724	5,856	5,973	6,090	6,207
Expenses	27 Communit 8440 Commu 6140 Workme	849	732	713	713	814	814	814	814	814
Expenses	27 Communit 8440 Commu 6150 Group H	10,541	11,219	13,576	13,576	13,576	15,612	17,954	20,647	23,744
Expenses	27 Communit 8440 Commu 6160 Unempl	176	82	659	659	672	669	687	706	724
Expenses	27 Communit 8440 Commu 6170 Life Insu	62	71	73	73	136	137	138	138	139
Expenses	27 Communit 8440 Commu 6211 Office St	638	582	1,070	2,037	2,078	2,119	2,162	2,205	2,249
Expenses	27 Communit 8440 Commu 6212 Printing	1,274	875	1,530	1,330	1,357	1,384	1,411	1,440	1,468
Expenses	27 Communit 8440 Commu 6224 Food	1,000	1,254	0	0	0	0	0	0	0
Expenses	27 Communit 8440 Commu 6225 Fuel, Oil	271	557	773	282	288	293	299	305	311
Expenses	27 Communit 8440 Commu 6226 Janitoria	26	125	245	490	500	510	520	530	541
Expenses	27 Communit 8440 Commu 6228 Operatir	486	524	599	200	204	208	212	216	221
Expenses	27 Communit 8440 Commu 6231 Building	0	181	510	220	224	229	233	238	243
Expenses	27 Communit 8440 Commu 6235 Auto Re	769	107	0	336	343	350	357	364	371
Expenses	27 Communit 8440 Commu 6240 Small Tc	370	250	1,105	1,105	1,127	1,150	1,173	1,196	1,220
Expenses	27 Communit 8440 Commu 6411 Auditing	284	322	406	406	414	422	431	439	448
Expenses	27 Communit 8440 Commu 6451 Telepho	799	853	918	918	936	955	974	994	1,014
Expenses	27 Communit 8440 Commu 6452 Postage	181	71	357	57	58	59	60	62	63
Expenses	27 Communit 8440 Commu 6502 Mileage	124	0	0	0	0	0	0	0	0
Expenses	27 Communit 8440 Commu 6510 Advertis	41,714	41,301	40,000	0	0	0	0	0	0
Expenses	27 Communit 8440 Commu 6531 Liability	767	767	865	865	882	900	918	936	955
Expenses	27 Communit 8440 Commu 6532 Vehicle	482	482	538	2,388	2,436	2,484	2,534	2,585	2,637
Expenses	27 Communit 8440 Commu 6533 Property	130	1,087	1,122	1,122	1,144	1,167	1,191	1,214	1,239
Expenses	27 Communit 8440 Commu 6551 Electrici	1,223	1,723	1,932	1,979	2,019	2,059	2,100	2,142	2,185
Expenses	27 Communit 8440 Commu 6552 Water A	218	249	365	365	372	380	387	395	403
Expenses	27 Communit 8440 Commu 6554 Waste D	326	303	367	367	374	382	389	397	405
Expenses	27 Communit 8440 Commu 6703 Dues, St	0	86	306	406	414	422	431	439	448
Expenses	27 Communit 8440 Commu 6706 Mainter	1,386	1,292	1,224	1,380	1,408	1,436	1,464	1,494	1,524
Expenses	27 Communit 8440 Commu 6709 Contract	0	3,818	0	2,000	2,040	2,081	2,122	2,165	2,208
Expenses	27 Communit 8440 Commu 6750 Confere	0	0	102	102	104	106	108	110	113
Expenses	27 Communit 8440 Commu 6781 Celebrat	0	0	0	2,211	2,255	2,300	2,346	2,393	2,441
Total Community Action Expenses		138,636	151,501	143,554	109,786	128,077	130,662	133,566	136,832	140,513

Community Action Program Fund Summary

TOTAL CAP FUND REVENUES	115,479	97,457	75,000	53,485	53,485	53,485	53,485	53,485	53,485
TOTAL CAP FUND EXPENDITURES	(138,636)	(151,501)	(143,554)	(109,786)	(128,077)	(130,662)	(133,566)	(136,832)	(140,513)
REVENUES OVER (UNDER) EXPENDITURES	(59,208)	(90,637)	(68,554)	(56,301)	(74,592)	(77,177)	(80,081)	(83,347)	(87,028)
Transfers From General Fund	59,208	90,637	68,554	56,301	74,592	77,177	80,081	83,347	87,028
Beginning Fund Balance	0	0	0	0	0	0	0	0	0
Ending Fund Balance	0	0	0	0	0	0	0	0	0

	2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Proposed	2023 Projected	2024 Projected	2025 Projected	2026 Projected
AZCares Fund									
Revenues - 38 AZCARES 4380 Other Revenue From C	0	0	0	2,002,000	0	0	0	0	0
Revenues - 38 AZCARES 4910 Investment Earnings	0	0	0	497		0	0	0	0
Revenues - 38 Communit 4999 Transfers From Gener	0	0	0	52,704		0	0	0	0
Total AZCares Revenues	0	0	0	2,055,201	0	0	0	0	0
Expenses - M 38 AZCARES 6020 Salaries				476,997					
Expenses - M 38 AZCARES 6110 Fica				40,991					
Expenses - M 38 AZCARES 6120 Pension				15,862					
Expenses - M 38 AZCARES 6130 Public Safety Retirement				59,039					
Expenses - M 38 AZCARES 6140 Workmen'S Compensation				23,566					
Expenses - M 38 AZCARES 6150 Group Health Insurance				41,618					
Expenses - M 38 AZCARES 6160 Unemployment Insurance				300					
Expenses - M 38 AZCARES 6170 Life Insurance Expense				78					
Expenses - M 38 AZCARES 6211 Office Supplies				3,209					
Expenses - M 38 AZCARES 6212 Printing And Duplicating				1,567					
Expenses - M 38 AZCARES 6224 Food				36,687					
Expenses - M 38 AZCARES 6225 Fuel, Oil And Lubricants				51					
Expenses - M 38 AZCARES 6226 Janitorial Supplies				29,189					
Expenses - M 38 AZCARES 6228 Operating Expense				4,786					
Expenses - M 38 AZCARES 6231 Building Materials				563					
Expenses - M 38 AZCARES 6235 Auto Repair Supplies\Vehicle Reg.				-431					
Expenses - M 38 AZCARES 6240 Small Tools & Equipment				28,042					
Expenses - M 38 AZCARES 6411 Auditing Services				0					
Expenses - M 38 AZCARES 6414 Legal Services		9,832		11,308					
Expenses - M 38 AZCARES 6451 Telephone Expense				872					
Expenses - M 38 AZCARES 6452 Postage & Mailing				2					
Expenses - M 38 AZCARES 6510 Advertising Expense				6					
Expenses - M 38 AZCARES 6703 Dues, Subscriptions And Memberships				0					
Expenses - M 38 AZCARES 6706 Maintenance Contracts				2,467					
Expenses - M 38 AZCARES 6709 Contractual Services		13,261		192,974					
Expenses - M 38 AZCARES 6715 Police Contract				501,609					
Expenses - M 38 AZCARES 6750 Confernces And Training				1,080					
Expenses - M 38 AZCARES 6830 Contractual Building Construction				396,345					
Expenses - M 38 AZCARES 6860 Machinery And Equipment				163,331					
Total AZCares Expenses	0	23,093	0	2,032,108	0	0	0	0	0

Covid Grant Fund Summary									
TOTAL COVID FUND REVENUES	0	0	0	2,002,497	0	0	0	0	0
TOTAL COVID FUND EXPENDITURES	0	(23,093)	0	(2,032,108)	0	0	0	0	0
REVENUES OVER (UNDER) EXPENDITURES	0	(23,093)	0	(29,611)	0	0	0	0	0
Transfers From General Fund				52,704	0				
Beginning Fund Balance	0	0	0	(23,093)	0	0	0	0	0
Ending Fund Balance	0	(23,093)	0	(52,704)	0	0	0	0	0

	2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Proposed	2023 Projected	2024 Projected	2025 Projected	2026 Projected
Housing									
Revenues 40 Commu 4950 Other Miscellane	568,652	0	0	0	0	0	0	0	0
Revenues 45 Other H 4380 Other Miscellane	4,969	4,800	0	4,800	0	0	0	0	0
Revenues 40 Commu 4950 Other Program Ir	35,404	81,937	44,600	0	0	0	0	0	0
Total Housing Revenues	609,025	86,737	44,600	4,800	0	0	0	0	0
Expenses 40 Commu 8091 Home CDBG Stree	568,652	0	39,600	0	0	0	0	0	0
Expenses 40 Commu 8091 Home 6001 Progr	129,451	43,960	0	0	67,007	0	0	0	0
Expenses 40 Commu 8093 Home 6850 Capit:	0	0	0	0	0	0	0	0	0
Expenses 40 Commu 8093 Home 6851 Engin	0	0	0	0	0	0	0	0	0
Expenses 45 Other H 8751 Corp 6228 Oper:	1,877	2,299	5,000	0	0	0	0	0	0
Total Housing Expenses	699,980	46,259	44,600	0	67,007	0	0	0	0

CDBG/HOUSING Fund Summary									
TOTAL CDBG/HOUSING FUND REVENUES	609,025	86,737	44,600	4,800	0	0	0	0	0
TOTAL CDBG/HOUSING FUND EXPENDITURES	-699,980	-46,259	-44,600	0	-67,007	0	0	0	0
REVENUES OVER (UNDER) EXPENDITURES	-90,955	40,478	0	4,800	-67,007	0	0	0	0
Beginning Fund Balance	112684	21,729	62,207	62,207	67,007	0	0	0	0
Ending Fund Balance	21,729	62,207	62,207	67,007	0	0	0	0	0

		2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Proposed	2023 Projected	2024 Projected	2025 Projected	2026 Projected
AZ Cares										
Revenues	46 AZ Care: 4999 Transfers From G	0	0	0	761,282	0	0	0	0	0
Revenues	46 Federal Economic Recovery	0	0	0	0	791,128	791,128	0	0	0
Total AZ Cares Revenues		0	0	0	761,282	791,128	791,128	0	0	0
Expenses	46 AZ Care: 8700 AZ Ca 6715 Police	0	493,092	0	268,190	513,000	513,000	0	0	0
Expenses	8700 Feder 6020 Hazar	0	0	0	0	125,128	125,128	0	0	0
Expenses	8700 Feder 6224 Utility	0	0	0	0	28,000	28,000	0	0	0
Expenses	8700 Feder 6416 Bussii	0	0	0	0	20,000	20,000	0	0	0
Expenses	8700 Feder 6709 Covid	0	0	0	0	105,000	105,000	0	0	0
Total AZ Cares Expenses		0	0	0	268,190	791,128	791,128	0	0	0

AZ-CARES Act Fund Summary										
TOTAL AZ-CARES ACT FUND REVENUES		0	0	0	761,282	791,128	791,128	0	0	0
TOTAL AZ-CARES ACT FUND EXPENDITURE		0	(493,092)	0	(268,190)	(791,128)	(791,128)	0	0	0
REVENUES OVER (UNDER) EXPENDITURE		0	(493,092)	0	493,092	0	0	0	0	0
Beginning Fund Balance			0	0	(493,092)	0	0	0	0	0
Ending Fund Balance			(493,092)	0	0	0	0	0	0	0

	2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Proposed	2023 Projected	2024 Projected	2025 Projected	2026 Projected
Tianguis									
Revenues 47 Tianguis (4380 Other Revenue Fro	0	0	0	0	0	0	0	0	0
Revenues 47 Tianguis (4920 Rent And Concessio	110,149	115,769	127,980	116,794	116,794	116,794	116,794	116,794	116,794
47 Tianguis (4920 Utilities Billed	28,183	27,673	28,000	0	0	0	0	0	0
Revenues 47 Tianguis (Patio Rentals	29,687	19,627	12,200	0	24,200	24,200	24,200	24,200	24,200
47 Tianguis (Rents not Received	6,275	2,180	0	0	0	0	0	0	0
Fund Balance Carryforward	0	3,323	10,769	35,616	13,405	0	0	0	0
Total Tianguis Revenues	174,294	168,572	178,949	152,410	154,399	140,994	140,994	140,994	140,994
Expenses 47 Tianguis (8800 Tiangu 6020 Salarie	22,984	28,407	38,452	38,452	41,260	41,260	41,260	41,260	41,260
Expenses 47 Tianguis (8800 Tiangu 6110 Fica	1,725	2,212	2,942	2,942	3,156	3,156	3,156	3,156	3,156
Expenses 47 Tianguis (8800 Tiangu 6120 Pensio	1,915	3,530	3,250	3,250	3,472	3,552	3,623	3,694	3,765
Expenses 47 Tianguis (8800 Tiangu 6140 Workn	1,289	1,463	2,218	2,218	2,402	2,402	2,402	2,402	2,402
Expenses 47 Tianguis (8800 Tiangu 6150 Group	953	1,025	1,160	1,160	1,160	1,334	1,535	1,765	2,029
Expenses 47 Tianguis (8800 Tiangu 6160 Unem	110	37	529	529	529	544	559	573	588
Expenses 47 Tianguis (8800 Tiangu 6170 Life Ins	5	6	6	6	6	6	6	6	6
Expenses 47 Tianguis (8800 Tiangu 6212 Printin	3	19	0	0	0	0	0	0	0
Expenses 47 Tianguis (8800 Tiangu 6226 Janitor	2,814	2,518	3,264	2,264	2,309	2,355	2,403	2,451	2,500
Expenses 47 Tianguis (8800 Tiangu 6227 Unifor	60	135	0	0	0	0	0	0	0
Expenses 47 Tianguis (8800 Tiangu 6228 Operat	605	115	1,530	204	208	212	216	221	225
Expenses 47 Tianguis (8800 Tiangu 6231 Buildin	27,933	23,952	40,250	19,000	41,055	41,876	42,714	43,568	44,439
Expenses 47 Tianguis (8800 Tiangu 6240 Small T	2,015	517	700	3,434	3,503	3,573	3,644	3,717	3,791
Expenses 47 Tianguis (8800 Tiangu 6411 Auditir	602	683	684	684	698	712	726	740	755
Expenses 47 Tianguis (8800 Tiangu 6531 Liabilit	1,287	1,287	1,419	1,419	1,447	1,476	1,506	1,536	1,567
Expenses 47 Tianguis (8800 Tiangu 6533 Proper	1,199	2,412	2,468	2,468	2,517	2,568	2,619	2,671	2,725
Expenses 47 Tianguis (8800 Tiangu 6551 Electric	45,414	45,214	46,125	55,428	48,537	48,537	48,537	48,537	48,537
Expenses 47 Tianguis (8800 Tiangu 6552 Water	8,408	9,807	10,000	10,000	10,200	10,404	10,612	10,824	11,041
Expenses 47 Tianguis (8800 Tiangu 6554 Waste	4,900	5,081	4,790	4,790	4,886	4,984	5,083	5,185	5,289
Expenses 47 Tianguis (8800 Tiangu 6703 Dues, S	1,963	1,567	2,530	2,530	2,581	2,632	2,685	2,739	2,793
Expenses 47 Tianguis (8800 Tiangu 6706 Mainte	0	0	612	612	624	637	649	662	676
Expenses 47 Tianguis (8800 Tiangu 6708 Miscel	808	0	1,020	1,020	1,040	1,061	1,082	1,104	1,126
Expenses 47 Tianguis (8800 Tiangu 6709 Contra	14,353	12,260	10,000	0	10,000	10,000	10,000	10,000	10,000
Expenses 47 Tianguis (8800 Tiangu 6720 Contra	6,189	0	5,000	0	0	0	0	0	0
Expenses 47 Tianguis (8800 Tiangu 6762 Bad De	12,841	0	0	0	0	0	0	0	0
Total Tianguis Expenses	160,375	142,247	178,949	152,410	181,590	183,281	185,017	186,811	188,670

Tianguis Fund Summary									
TOTAL TIANGUIS FUND REVENUES	174,294	165,249	168,180	116,794	140,994	140,994	140,994	140,994	140,994
TOTAL TIANGUIS FUND EXPENDITURES	(160,375)	(142,247)	(178,949)	(152,410)	(181,590)	(183,281)	(185,017)	(186,811)	(188,670)
REVENUES OVER (UNDER) EXPENDITURE	13,919	23,002	(10,769)	(35,616)	(40,596)	(42,287)	(44,023)	(45,817)	(47,676)
Transfers UnFunded	0	0	0	0	0	0	0	0	0
Beginning Fund Balance	21,099	26,019	32,294	49,021	13,405	(27,191)	(69,478)	(113,501)	(159,318)
Ending Fund Balance	35,018	49,021	21,525	13,405	(27,191)	(69,478)	(113,501)	(159,318)	(206,994)

	2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Proposed	2023 Projected	2024 Projected	2025 Projected	2026 Projected
Sewer									
Revenues 50 Sewer S 4710 Sewer Use Fees	80,514	81,521	104,069	82,920	82,920	82,920	82,920	82,920	82,920
Revenues 50 Sewer S 4910 Investment Earni	24,416	17,002	12,500	2,000	2,000	2,000	2,000	2,000	2,000
Revenues 50 Sewer S 4950 Other Miscellane	0	0	517,828	517,828	0	0	0	0	0
Balance Carryforward	136,719	296,207	32,288	64,873	75,078	78,412	81,984	85,837	90,015
Total Sewer Revenues	241,649	394,730	666,685	667,621	159,998	163,332	166,904	170,757	174,935
Expenses 50 Sewer S 8370 Sewe 6020 Salari	58,196	56,860	51,892	51,892	59,166	59,166	59,166	59,166	59,166
Expenses 50 Sewer S 8370 Sewe 6110 Fica	4,007	3,924	3,970	3,970	4,526	4,526	4,526	4,526	4,526
Expenses 50 Sewer S 8370 Sewe 6120 Pensi	4,448	7,028	6,341	6,341	7,230	7,396	7,544	7,692	7,839
Expenses 50 Sewer S 8370 Sewe 6140 Work	2,082	1,745	1,862	1,862	1,891	1,891	1,891	1,891	1,891
Expenses 50 Sewer S 8370 Sewe 6150 Group	10,072	10,992	12,672	12,672	12,672	14,350	16,252	18,409	20,856
Expenses 50 Sewer S 8370 Sewe 6160 Unerr	55	21	202	202	202	207	213	218	224
Expenses 50 Sewer S 8370 Sewe 6170 Life Ir	44	50	50	50	50	50	51	51	51
Expenses 50 Sewer S 8370 Sewe 6211 Office	147	0	109	0	0	0	0	0	0
Expenses 50 Sewer S 8370 Sewe 6228 Oper	0	1,250	0	0	0	0	0	0	0
Expenses 50 Sewer S 8370 Sewe 6231 Buildi	60,863	0	0	70,000	71,400	72,828	74,285	75,770	77,286
Expenses 50 Sewer S 8370 Sewe 6240 Small	0	0	0	0	0	0	0	0	0
Expenses 50 Sewer S 8370 Sewe 6411 Audit	251	290	437	283	289	294	300	306	312
Expenses 50 Sewer S 8370 Sewe 6413 Engin	0	0	0	1,350	1,377	1,405	1,433	1,461	1,491
Expenses 50 Sewer S 8370 Sewe 6510 Adver	0	5	0	0	0	0	0	0	0
Expenses 50 Sewer S 8370 Sewe 6531 Liabili	398	632	885	634	647	660	673	686	700
Expenses 50 Sewer S 8370 Sewe 6551 Electr	388	395	437	537	548	559	570	581	593
Expenses 50 Sewer S 8370 Sewe 6890 Sewe	0	311,538	587,828	517,828	0	0	0	0	0
Transferas out	100,698	0	0	0	0	0	0	0	0
Total Sewer Expenses	241,649	394,730	666,685	667,621	159,998	163,332	166,904	170,757	174,935

SEWER FUND Summary									
TOTAL SEWER FUND REVENUES	104,930	98,523	634,397	602,748	84,920	84,920	84,920	84,920	84,920
TOTAL SEWER FUND EXPENDITURES	(241,649)	(394,730)	(666,685)	(667,621)	(159,998)	(163,332)	(166,904)	(170,757)	(174,935)
REVENUES OVER (UNDER) EXPENDITURES	(136,719)	(296,207)	(32,288)	(64,873)	(75,078)	(78,412)	(81,984)	(85,837)	(90,015)
Beginning Fund Balance	1,163,078	1,274,652	638,262	978,445	913,572	838,494	760,082	678,098	592,261
Ending Fund Balance	1,026,359	978,445	605,974	913,572	838,494	760,082	678,098	592,261	502,246

		2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Proposed	2023 Projected	2024 Projected	2025 Projected	2026 Projected
Refuse										
Revenues	51 Refuse (4730 Waste Control Fe	327,250	304,494	297,306	297,306	326,184	326,188	326,191	326,195	326,200
Revenues	51 Refuse (4731 Revenue Sharing	0	0	0	21,882	27,836	28,353	28,881	29,418	29,964
Revenues	51 Refuse (4735 Refuse Truck Res	1,050	1,100	0	800	800	800	800	800	800
Revenues	Prior Year Retained Used	25,436	58,279	0	0	0	0	0	0	0
	Total Refuse Revenues	353,736	363,873	297,306	319,988	354,820	355,341	355,872	356,413	356,964
Expenses	51 Refuse (8330 Solid 6228 Oper	755	580	0	0	0	0	0	0	0
Expenses	51 Refuse (8330 Solid 6411 Audit	0	0	0	0	0	0	0	0	0
Expenses	51 Refuse (8330 Solid 6531 Liabili	1,165	2,363	2,389	2,389	2,437	2,486	2,535	2,586	2,638
Expenses	51 Refuse (8330 Solid 6717 Resid	275,961	308,531	273,522	273,522	347,950	354,418	361,008	367,719	374,554
Expenses	51 Refuse (8330 Solid 6718 Garba	75,855	52,399	0	0	0	0	0	0	0
	Total Refuse Expenses	353,736	363,873	275,911	275,911	350,387	356,904	363,543	370,305	377,192

REFUSE FUND Summary										
TOTAL REFUSE FUND REVENUES		328,300	305,594	297,306	319,988	354,820	355,341	355,872	356,413	356,964
TOTAL REFUSE FUND EXPENDITURES		(353,736)	(363,873)	(275,911)	(275,911)	(350,387)	(356,904)	(363,543)	(370,305)	(377,192)
REVENUES OVER (UNDER) EXPENDITURES		(25,436)	(58,279)	21,395	44,077	4,433	(1,563)	(7,671)	(13,892)	(20,228)
Beginning Fund Balance		276,499	275,363	127,956	217,084	261,161	261,161	265,594	259,598	257,922
Ending Fund Balance		251,063	217,084	149,351	261,161	265,594	259,598	257,922	245,706	237,695

BOND Fund										
Revenues	85 Municip 4999 Transfers From G	292,245	18,701	287,350	287,327	322,974	312,244	0	0	0
	Total Bond Revenues									
Expenses	85 Municip 8920 Long 6901 Debt	245,000	0	273,725	255,000	290,000	305,000	0	0	0
Expenses	85 Municip 8920 Long 6940 Intere	47,245	18,701	13,625	32,327	32,974	7,244	0	0	0
	Total Bond Expenses	292,245	18,701	287,350	287,327	322,974	312,244	0	0	0

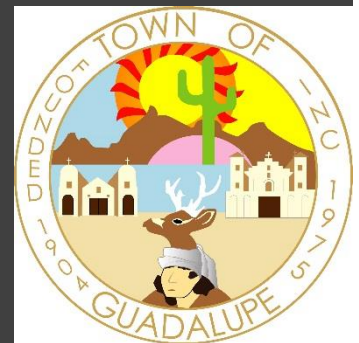
	2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Proposed	2023 Projected	2024 Projected	2025 Projected	2026 Projected
Grant Fund									
Revenues 90 Grant F 4380 Other Revenue F SAFER Salaries & Benefits	337,023	77,000	0	410,000	0	0	0	0	0
		183,476	128,078	214,048	156,848	63,895	0	0	0
Revenues Tohono O'c Senior Center Activity I	0	48,081	25,000	0	80,000	0	0	0	0
Revenues Tohono O'c Fire Truck Pymnt	0	93,125	110,000	0	65,000	0	0	0	0
Revenues Fort McDo Fire-Response Vehicle	0	0	60,000	0	75,000	0	0	0	0
Revenues Fort McDo Senior Center Meal Prc	0	0	0	0	80,000	0	0	0	0
Revenues Ak-Chin Fire-SCBA	0	0	0	0	100,000	0	0	0	0
Revenues Ak-Chin First Things First	0	0	0	0	30,000	0	0	0	0
Revenues GRIC Cultural Heritage Even	0	46,700	25,000	0	36,000	0	0	0	0
Revenues GRIC CAP Assistance	0	0	0	0	55,000	0	0	0	0
Revenues GRIC PW Equipment	0	0	0	0	60,000	0	0	0	0
Revenues 90 Grant F 4950 Other Grant Reve	54,246		1,213,692	386,443	1,256,000	1,451,968	1,451,968	1,451,968	1,451,968
Revenues 90 Grant F 4999 Transfers From G	0	0	45,000	45,000	40,000	45,000	45,000	45,000	45,000
Total Grant Fund Revenues	391,269	448,382	1,606,770	1,055,491	2,033,848	1,560,863	1,496,968	1,496,968	1,496,968
Expenses 90 Grant F 8088 Cdbg 6850 Capit	0	448,873	0	371,873	0	0	0	0	0
Expenses 90 Grant F 8088 Cdbg 6851 Engin	0	0	0	0	0	0	0	0	0
Expenses 90 Grant F 8220 Fire C 6020 Salari	38,141	156,395	73,164	73,164	93,027	35,187	0	0	0
Expenses 90 Grant F 8220 Fire C 6110 Fica	2,925	9,499	5,597	5,597	7,117	2,692	0	0	0
Expenses 90 Grant F 8220 Fire C 6120 Pensi	6,665	68,979	22,893	22,893	29,108	14,075	0	0	0
Expenses 90 Grant F 8220 Fire C 6130 Public	0	0	0	0	0	0	0	0	0
Expenses 90 Grant F 8220 Fire C 6140 Work	2,532	11,485	4,283	4,283	5,446	2,060	0	0	0
Expenses 90 Grant F 8220 Fire C 6150 Group	7,290	21,302	21,443	21,443	21,443	9,327	0	0	0
Expenses 90 Grant F 8220 Fire C 6160 Unerr	41	57	466	466	475	466	0	0	0
Expenses 90 Grant F 8220 Fire C 6170 Life Ir	59	282	232	232	232	88	0	0	0
Expenses 90 Grant F 8220 Fire C 6811 Intere	0	15,365	0	0	0	0	0	0	0
Expenses Tohono O'c Fire Truck Pymnt	0	0	25,000	0	65,000	0	0	0	0
Expenses Fort McDo Fire-Resonse Vehicle	93,103	32,717	70,000	0	75,000	0	0	0	0
Expenses Ak-Chin Fire-SCBA	0	21,462	40,000	0	100,000	0	0	0	0
Expenses Tohono O'c Senior Center Activity I	0	0	421,000	0	80,000	0	0	0	0
Expenses Fort McDo Senior Center Meal Prc	250,000	0	0	0	80,000	0	0	0	0
Expenses GRIC CAP Assistance	48,166	118,361	0	0	55,000	0	0	0	0
Expenses GRIC Cultural Heritage Even	0	0	85,750	41,492	36,000	0	0	0	0
Expenses GRIC PW Equipment	0	0	0	0	60,000	0	0	0	0
Expenses Ak-Chin First Things First	0	0	125,000	0	30,000	0	0	0	0
Expenses 90 Grant F 4950 Other Grant Reve	0	0	667,140	0	1,256,000	1,451,968	1,451,968	1,451,968	1,451,968

		2019	2020	2021	2021	2022	2023	2024	2025	2026
		Actual	Actual	Budget	Projected	Proposed	Projected	Projected	Projected	Projected
Expenses	90 Grant F4999 Transfers From G	0	0	45,000	0	40,000	45,000	45,000	45,000	45,000
Total Grant Fund Expenses		448,922	904,777	1,606,968	541,443	2,033,848	1,560,863	1,496,968	1,496,968	1,496,968

Town of Guadalupe

SOLID WASTE FINANCIAL REPORT & RATE ANALYSIS

Presented to Town Council
April 22, 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 Conatiners			
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 (Transportaton 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**

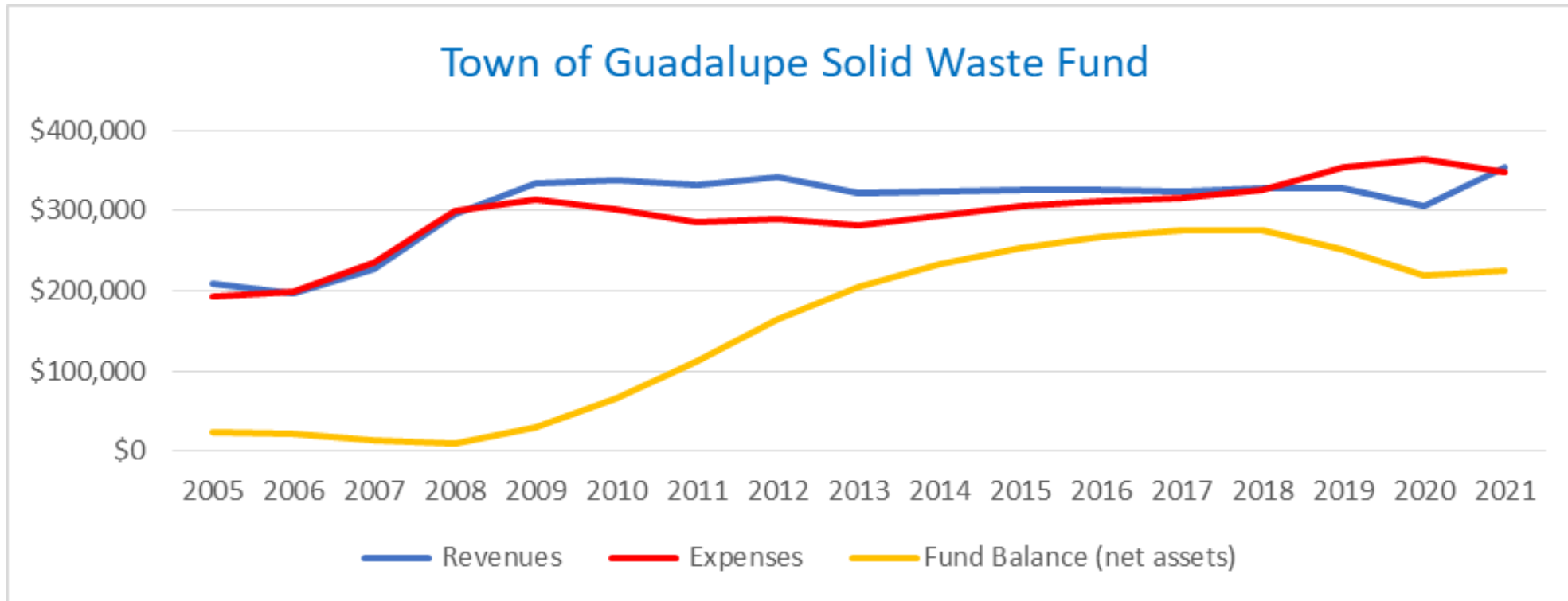


Historic Solid Waste Fund Balance



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

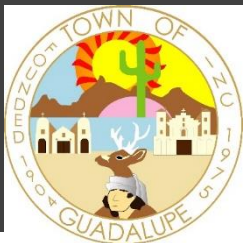
	<u>2005</u>	<u>2006</u>	<u>2007</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021*</u>
Revenues	\$210,084	\$196,901	\$227,479	\$295,156	\$334,110	\$338,264	\$331,961	\$341,583	\$321,231	\$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



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 161

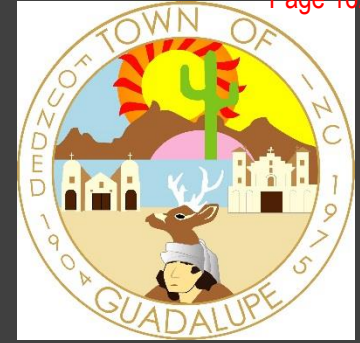
	2022	2023	2024	2025	2026	2027
Revenues	\$377,631	\$377,989	\$378,414	\$378,845	\$379,283	\$379,727
Expenses	\$350,387	\$356,904	\$363,543	\$370,305	\$377,192	\$384,208
	27,244	21,085	14,871	8,541	2,091	-4,481
Fund Balance (net assets)	252,078	273,163	288,034	296,575	298,666	294,185

• 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

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.

April 22, 2021 Council Meeting



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

Page 163

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

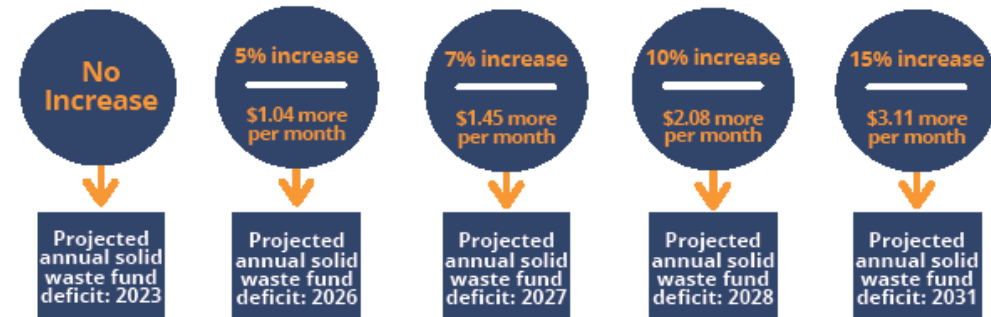
Through April 22, 2021.

April 22, 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
480-730-3080

Email
services@guadalupeaz.org

Website Survey
www.guadalupeaz.org

SOLID WASTE POLL RESULTS

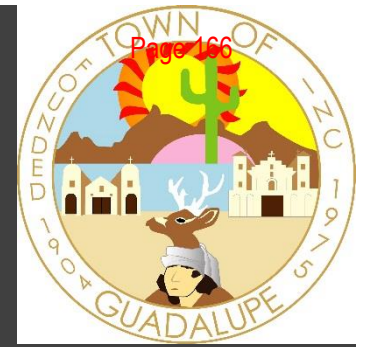
Through April 15, 2021



Option	Monthly \$ increase	# of votes	% of votes
No increase	\$0.0	6	21
5 % increase	\$1.04	3	11
7% increase	\$1.45	1	4
10% increase	\$2.08	2	7
15% increase	\$3.11	16	57
TOTAL		28	100

SOLID WASTE RATE OPTION

Next Steps



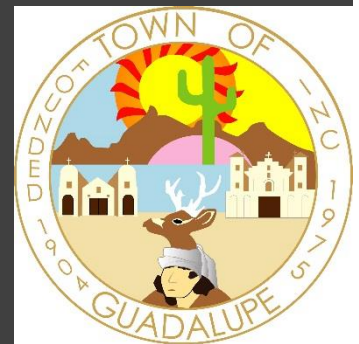
- Select Solid Waste Rate effective July 1, 2021
- February 11: Introduce rate options
- March 11: Review information
- March 23 – April 21: Solicit public input
 - Website, Facebook, survey, waterbill
 - Waterbill insert due to printer March 8
- April 8: Update Town Council
- **April 22: Council rate 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

Town of Guadalupe

SOLID WASTE FINANCIAL REPORT & RATE ANALYSIS

Questions & Comments

April 22, 2021



From: [Jeff Kulaga](#)
To: [Guadalupe Town Council](#)
Subject: FW: TINO TRUCK PROJECT
Date: Wednesday, April 14, 2021 3:00:00 PM
Attachments: [THE TINO TRUCK. 4-11-21.pdf](#)
[Solid Waste RFP FINAL - 09 17 2019.pdf](#)

Mayor and Council,

In reply to a couple of inquiries regarding the service proposal below, I offer the following:

RAD presently has one truck and driver dedicated to the community each Tuesday and Friday for approximately nine hours each day of service. The driver typically takes three trips during this service time to dump truck loads of trash at the 19th avenue landfill.

Additionally,

- RAD provides more than just residential trash service, commercial roll off and frontload are a part of service, most commonly is the rolloffs at the town yard for town and weekend use.
- For any refuse service, being competitive without ownership of a landfill makes profitability very thin.
- More than one driver and truck are needed in case of illness or breakdown, repair. \
- Beyond a driver, billing, administration, account management and coordination with Tempe is needed to provide trash service.

Liability insurance for servicing a municipality, even as small as Guadalupe, would far exceed all other operation cost.

- Last, attach is our RFP from 2019 for services, on page 5 bonds, insurance, and permits required by the state (ADEQ, ADOT, etc...) and county are needed.

Municipal solid waste and trash collection requires a number of elements to properly serve the Town.

Regards,

Jeff Kulaga
 Town Manager / Clerk
 Town of Guadalupe, Arizona
 9241 S. Avenida Del Yaqui
 Guadalupe, AZ 85283
 480-505-5376 office
<http://www.guadalupeaz.org/>

-----Original Message-----

From: David Myers <davidamyers@mindspring.com>

Sent: Sunday, April 11, 2021 9:21 AM

To: amalia villegas <amalia.villegas@gmail.com>; Andrea Mavis <amavis6@gmail.com>; AOrtega1605@gmail.com; tinytsdad@yahoo.com; leticia.f.hernandez@jpmorgan.com; Margie Verdugo <margie718@cox.net>; bhshetler@yahoo.com; michael.gildenstern@gmail.com; Erminia B. Olivas <erminiab@yahoo.com>; socorro bernasconi <biwichoke@yahoo.com>; Ricardo Villa <cardovilla@gmail.com>; Frank Lopez <Cisco1968@cox.net>; Esmeralda Villa <esmeraldamvilla19@gmail.com>; Britney Villa <britney_villa@yahoo.com>; Hernandez, Leticia F <leticia.f.hernandez@jpmorgan.com>; Jose Saldana <jsald22@gmail.com>; Jeff Kulaga <jkulaga@guadalupeaz.org>; Valeria Molina <vmolina@guadalupeaz.org>; Ricardo Villa <cardovilla@gmail.com>; Anita Cota (EXTERNAL) <anitablessed.123@gmail.com>; glocota40@gmail.com; Elvira Osuna <eosuna@guadalupeaz.org>; Joe Emery <emery.joe@hotmail.com>; Joe Sanchez <joe_sanchez@guadalupeaz.org>; Angelina Valencia <genievalencia3@gmail.com>

Subject: TINO TRUCK PROJECT

THE TINO TRUCK PROJECT

Twenty years ago, Faustino “Tino” Hernandez said he would help someone buy a garbage truck. That person could contract with the Town of Guadalupe and support his family with a steady business. Tino left us for Heaven before he could make it happen.

It is not too late! Now is the time! Our town wants to charge MORE for garbage collection by 15% in four years. We just changed from Waste Management to RAD because it was going to cost LESS.

We need a good truck driver who would like to start a business with a guaranteed customer who always pays every month. We need a person or company or government to put up enough money to get started. They would buy or rent a truck, buy the garbage bins from RAD, pay to dump the garbage, pay the operator a good salary. The present income is \$20.75 for every garbage bin in Guadalupe, every month.

Who could make the loan to start the business? How about the federal grants and loans now available? How about the Town of Guadalupe from its “reserves.” How about the companies who are now making a good profit in Guadalupe?

David Myers
480-838-3143
davidamyers@mindspring.com

From: [amalia villegas](mailto:amalia_villegas)
To: David Myers
Cc: Andrea Mavis; AOrtega1605@gmail.com; tinytsdad@yahoo.com; Margie Verdugo; bhshetler@yahoo.com; michael.gildenstein@gmail.com; Erminia B. Olivas; socorro.bernasconi; Ricardo Villa; Frank Lopez; Esmeralda Villa; Britney Villa; Hernandez, Leticia F; Jose Saldana; Jeff Kulaga; Valeria Molina; [Anita Cota \(EXTERNAL\)](mailto:Anita Cota (EXTERNAL)); glocota40@gmail.com; Elvira Osuna; Joe Emery; Joe Sanchez; Angelina Valencia
Subject: Re: TINO TRUCK PROJECT
Date: Sunday, April 11, 2021 9:27:28 AM

If you know of anyone interested in starting the business, please give them my email address. I'm willing to help. Have a blessed Sunday! -amalia-

On Sun, Apr 11, 2021 at 9:21 AM David Myers <davidamyers@mindspring.com> wrote:
THE TINO TRUCK PROJECT

Twenty years ago, Faustino "Tino" Hernandez said he would help someone buy a garbage truck. That person could contract with the Town of Guadalupe and support his family with a steady business. Tino left us for Heaven before he could make it happen.

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Who could make the loan to start the business? How about the federal grants and loans now available? How about the Town of Guadalupe from its "reserves." How about the companies who are now making a good profit in Guadalupe?

David Myers
480-838-3143
davidamyers@mindspring.com

From: [Jeff Kulaga](#)
To: mrs.ceezy3@gmail.com
Subject: RE: Trash increase
Date: Wednesday, April 14, 2021 2:23:00 PM

Ms. Celaya.

Thank you for your input, comments, opinions, and questions. Please know your email will be shared with Town Council.

In reply to your questions, I offer the following:

What exactly is the increase for? The increase is proposed to ensure the revenues collected will exceed the annual expenditures and cost of trash collection services. Any revenues collected greater than the expenses will be used to repair sidewalks, fill potholes, replace damaged or worn street and traffic signs and restripe roads, crosswalks, and speed humps.

Who is asking for an increase? As Town Manager, I have requested the Town Council consider fee increase to ensure costs do not exceed revenues which in turn would require use of the funds balance. This would eventually deplete the fund balance.

What area is affected? This impacts the entire Town.

Who is managing this? As Town Manager, I am.

There is no name on the flyer. Understandable.

I would like more details on this. This link on our website: [Proposed Solid Waste Fee Presentation](#) provides the information presented to Town Council at the February 11, March 11, and April 8 Town Council meetings.

Regards,

Jeff Kulaga
Town Manager / Clerk
Town of Guadalupe, Arizona
9241 S. Avenida Del Yaqui
Guadalupe, AZ 85283
480-505-5376 office
<http://www.guadalupeaz.org/>

From: Services Guadalupe <services@guadalupeaz.org>

Sent: Saturday, April 10, 2021 3:46 PM

To: Jeff Kulaga <jkulaga@guadalupeaz.org>

Subject: FW: Trash increase

From: Liza Celaya <mrs.ceezy3@gmail.com>
Sent: Friday, April 9, 2021 4:54 PM
To: Services Guadalupe <services@guadalupeaz.org>
Subject: Trash increase

I totally Disagree with the trash increase!

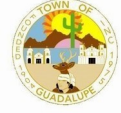
We have had problems with RAD.
They keep giving multiple excuses for not taking our trash and thats Unacceptable.
I would like to switch back to Waste Management or find a company who Appreciates our Business when they work for us!

It makes no sense that the increase is for the streets when the Street Project is to fix the streets in September.

What exactly is the increase for?
Who is asking for an increase?
What area is affected?
Who is managing this?
There is no name on the flyer.
I would like more details on this.

We cannot afford any increases at all.
There was already an increase recently implemented.

Please advise.
Thank You
Liza



**TOWN OF GUADALUPE
NOTICE OF INTENT – INCREASE FEES**

Pursuant to A.R.S. § 9-499.15, the Town of Guadalupe, Arizona (“Guadalupe”) hereby gives notice that it may adopt a resolution to increase fees on residential and commercial solid waste collection services.

The Guadalupe Town Council will consider this matter at its regular Town Council meeting to be held at the Guadalupe Town Council Chambers, located at 9241 South Avenida del Yaqui, Museum Room, Guadalupe, Arizona 85283, on Thursday, June 24, 2021, at 6:00 pm. Following such consideration, the Town Council may approve, disapprove, or modify said resolution.

Information about the proposed fee is available at the Town Clerk’s office Monday through Friday, 8:00 AM-5:00 PM, or by calling (480) 730-3080.

DATE POSTED ON TOWN OF GUADALUPE WEBSITE: APRIL 23, 2021

Accounts Payable

Checks by Date - Detail by Check Number

User: jdrury
Printed: 4/1/2021 3:20 PM

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
66043	AFFGPS 46064 46064 46064	Affordable GPS Tracking LLC fleet tracking 2nd QTR fleet tracking 2nd QTR fleet tracking 2nd QTR	03/05/2021 fleet tracking 2nd QTR fleet tracking 2nd QTR fleet tracking 2nd QTR	 748.50 74.85 74.85
Total for Check Number 66043:				898.20
66044	ARMENTM/ 301-43-084	Armenta, Margaret AdY project: payment to parcel owner for tempo	03/05/2021 AdY project: payment to parco	 100.00
Total for Check Number 66044:				100.00
66045	CAMBRAJ 02262021	Cambra, John P, II cuaresma 2/26: security, traffic, and crowd contr	03/05/2021 cuaresma 2/26: security, traffi	 200.00
Total for Check Number 66045:				200.00
66046	CINTAS 5053496518 5053496518 5053496518 5053496518 5053496518	Cintas Corporation refill first aid cabinet Feb 21 refill first aid cabinet Feb 21 refill first aid cabinet Feb 21 refill first aid cabinet Feb 21 refill first aid cabinet Feb 21	03/05/2021 refill first aid cabinet Feb 21 refill first aid cabinet Feb 21 refill first aid cabinet Feb 21 refill first aid cabinet Feb 21 refill first aid cabinet Feb 21	 65.44 5.97 131.71 41.76 37.51
Total for Check Number 66046:				282.39
66047	FIERROME 618 618 619 619	Fierro Media HD LLC discount AV package for council meeting 2/11/21 AV package for council meeting 2/25/21 discount	03/05/2021 AV package for council meeti AV package for council meeti AV package for council meeti AV package for council meeti	 -1,500.00 3,000.00 3,000.00 -1,500.00
Total for Check Number 66047:				3,000.00
66048	GUSTROSE 371552	Gust Rosefeld P.L.C. assistance with crown castle and popoca lot split	03/05/2021 assistance with crown castle a	 467.50
Total for Check Number 66048:				467.50
66049	HERNANRE 02262021	Hernandez, Ruby Eric cuaresma 2/26: security, traffic, and crowd contr	03/05/2021 cuaresma 2/26: security, traffi	 200.00
Total for Check Number 66049:				200.00
66050	HOME2871 1511865 2080756 2080756 2080756 2283682 33710176	Home Depot Credit Services w. restroom: water flapper, braided supply line, & lightbulbs trash bags blue def fluid hand soap graffitti: paint, painting tape, brushes, and paint s	03/05/2021 w. restroom: water flapper, br lightbulbs, trash bags, and blu lightbulbs, trash bags, and blu lightbulbs, trash bags, and blu hand soap graffitti: paint, painting tape, t	 29.45 16.18 15.10 49.60 18.45 113.20

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	3620264	connectors, homer bucket, totes, and cable ties	connectors, homer bucket, tot	58.29
	3625560	screws and lock nuts	lock nuts, screws, nozzle, lanc	15.25
	3625560	% nozzle set, replacement power washer gun, an	lock nuts, screws, nozzle, lanc	56.70
	3625560	% nozzle set, replacement power washer gun, an	lock nuts, screws, nozzle, lanc	56.71
	5050543	trash bags	trash bags & def fluid	15.10
	5050543	blue def fluid	trash bags & def fluid	49.60
	5070373	batteries	batteries	32.38
	623393	Home Depot: grill bucket liners and pellets	hand cleaner & Home Depot g	91.79
	623393	heavy duty hand cleaner	hand cleaner & Home Depot g	7.53
	8021683	suite #1 & #2: ceiling tiles	suite #1 & #2: ceiling tiles	81.53
	8514208	pleated filters	pleated filters	42.29
	9022635	% gloves, bleach, pine sol, ajax cleaner, disinfec	cleaning supplies and safety g	42.12
	9022635	% gloves, bleach, pine sol, ajax cleaner, disinfec	cleaning supplies and safety g	42.12
	9022635	% leather palm gloves, safety glasses, and cordec	cleaning supplies and safety g	66.50
	9022635	% gloves, bleach, pine sol, ajax cleaner, disinfec	cleaning supplies and safety g	42.12
	9022635	% leather palm gloves, safety glasses, and cordec	cleaning supplies and safety g	66.50
	9022635	% gloves, bleach, pine sol, ajax cleaner, disinfec	cleaning supplies and safety g	42.12
			Total for Check Number 66050:	1,050.63
66051	JRI WO-5508	Johnson Refrigeration new AC unit for sr cafeteria	03/05/2021 new AC unit for sr cafeteria	5,744.00
			Total for Check Number 66051:	5,744.00
66052	LIQUID SVC0932769 SVC0932769	Liquid Environmental Solutions of AZ, LLC % clean grease traps 2/5 % clean grease traps 2/5	03/05/2021 clean grease traps 2/5 clean grease traps 2/5	31.66 31.65
			Total for Check Number 66052:	63.31
66053	MCRECORI 20210206661	Maricopa Co Recorder's Office record deed release MO	03/05/2021 record deed release MO	15.00
			Total for Check Number 66053:	15.00
66054	MCPRIS FEB21HSNG	MCSO Patrol and Per Diem Billing detention services Feb 21	03/05/2021 detention services Feb 21	396.98
			Total for Check Number 66054:	396.98
66055	MCSHER MAR21PATROL	MCSO Patrol and Per Diem Billing patrol services Mar 21	03/05/2021 patrol services Mar 21	171,328.61
			Total for Check Number 66055:	171,328.61
66056	MIRANDAS 03022021	Miranda, Stefanie refund cemetery fees JM	03/05/2021 refund cemetery fees JM	150.00
			Total for Check Number 66056:	150.00
66057	PYT 301-08-001 301-08-002 301-12-106 301-16-075A	Pascua Yaqui Tribe AdY project: payment to parcel owner for tempo AdY project: payment to parcel owner for tempo AdY project: payment to parcel owner for tempo AdY project: payment to parcel owner for tempo	03/05/2021 AdY project: payment to par AdY project: payment to par AdY project: payment to par AdY project: payment to par	100.00 100.00 100.00 100.00
			Total for Check Number 66057:	400.00
66058	REMANELE 2561	Reman Electric backhoe: hydraulic cylinders for side stabilizers,	03/05/2021 backhoe: hydraulic cylinders 1	2,002.30

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 66058:	2,002.30
66060	SHAMROCK	Shamrock Foods Company	03/05/2021	
	22121209	% margarine, dressing mix, pineapple tidbits, gra	food, kitchen, & janitorial pur	561.75
	22121209	% margarine, dressing mix, pineapple tidbits, gra	food, kitchen, & janitorial pur	187.26
	22121209	% gloves and paper towels	food, kitchen, & janitorial pur	22.72
	22121209	% gloves and paper towels	food, kitchen, & janitorial pur	6.01
	22121209	% gloves and paper towels	food, kitchen, & janitorial pur	38.08
	22121209	% foam containers and cutlery	food, kitchen, & janitorial pur	36.24
	22121209	% foam containers and cutlery	food, kitchen, & janitorial pur	32.54
	22121209	% foam containers and cutlery	food, kitchen, & janitorial pur	5.18
			Total for Check Number 66060:	889.78
66061	STAPLEBA	Staples Contract & Commercial, Inc	03/05/2021	
	3470591911	certificate paper	certificate paper	8.38
	3470591925	glue sticks	glue sticks & post it notes	8.91
	3470591925	post it notes and pens	glue sticks & post it notes	41.05
			Total for Check Number 66061:	58.34
66062	SUNSHINE	Sunshine Pest Control	03/05/2021	
	9805	extermination services Mar 21 rat traps @ merca	extermination services Mar 21	150.00
	9805	extermination services Mar 21 % sr center	extermination services Mar 21	5.61
	9805	extermination services Mar 21 straw house	extermination services Mar 21	54.07
	9805	extermination services Mar 21 CAP	extermination services Mar 21	75.71
	9805	extermination services Mar 21 stott/biehn park	extermination services Mar 21	54.07
	9805	extermination services Mar 21 fire	extermination services Mar 21	28.98
	9805	extermination services Mar 21 headstart outside	extermination services Mar 21	54.07
	9805	extermination services Mar 21 headstart inside	extermination services Mar 21	14.37
	9805	extermination services Mar 21 Town Hall	extermination services Mar 21	64.88
	9805	extermination services Mar 21 maint yd	extermination services Mar 21	128.25
	9805	extermination services Mar 21 library	extermination services Mar 21	27.79
	9805	extermination services Mar 21 mercado	extermination services Mar 21	145.98
	9805	extermination services Mar 21 % sr center	extermination services Mar 21	5.61
	9805	extermination services Mar 21 % sr center	extermination services Mar 21	5.61
			Total for Check Number 66062:	815.00
66063	TCI	TCI Security	03/05/2021	
	35446	alarm monitoring Feb 21	alarm monitoring Feb 21	8.95
	35446	alarm monitoring Feb 21	alarm monitoring Feb 21	8.95
	35446	alarm monitoring Feb 21	alarm monitoring Feb 21	24.28
	35446	alarm monitoring Feb 21	alarm monitoring Feb 21	67.12
	35446	alarm monitoring Feb 21	alarm monitoring Feb 21	14.28
	35446	alarm monitoring Feb 21	alarm monitoring Feb 21	8.95
			Total for Check Number 66063:	132.53
66064	TESTLUKE	Tempe St Luke's Hospital	03/05/2021	
	Jan 21	pharmacy charges Jan 21	pharmacy charges Jan 21	271.71
			Total for Check Number 66064:	271.71
66065	TEWBILLS	Tempe, City of (Resident)	03/05/2021	
	02262021	water bills collected 2/26	water bills collected 2/26	82.58
			Total for Check Number 66065:	82.58
66066	TYEDAN	Tye, Daniel	03/05/2021	
	301-12-110	AdY project: payment to parcel owner for tempo	AdY project: payment to parca	100.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 66066:	100.00
66067	UNSITE 114-11470194 114-11565914 114-11673702	United Site Services port a potty Jan 21 port a potty Feb 21 port a potty Mar 21	03/05/2021 port a potty Jan 21 port a potty Feb 21 port a potty Mar 21	 204.43 204.43 204.43
			Total for Check Number 66067:	613.29
66068	USINTERN 2622657 2622657 2622657 2622657	US Internet monthly email monitoring Mar 21 monthly email monitoring Mar 21 monthly email monitoring Mar 21 monthly email monitoring Mar 21	03/05/2021 monthly email monitoring Ma monthly email monitoring Ma monthly email monitoring Ma monthly email monitoring Ma	 4.70 7.05 14.15 51.85
			Total for Check Number 66068:	77.75
66069	WAXIE 79831192	Waxie Sanitary Supply dust mop frame, disposable dust mops, and hand	03/05/2021 dust mop frame, disposable d	 93.22
			Total for Check Number 66069:	93.22
66070	AGUILRS 301-09-013	Aguilar, Rebecca & Sophia AdY: payment for Temporary Construcion Ease	03/12/2021 AdY: payment for Temporary	 100.00
			Total for Check Number 66070:	100.00
66071	SECSTATE 110387749	AZ Secretary of State notary bond application LM	03/12/2021 notary bond application LM	 43.00
			Total for Check Number 66071:	43.00
66072	BOUNDTRE 83969882	Bound Tree Medical, LLC glucose meter, stethoscope, bp cuffs (child, infan	03/12/2021 glucose meter, stethoscope, bp	 425.15
			Total for Check Number 66072:	425.15
66073	CARTUSCI 03052021	Doberman Security & Protection LLC curaesma: security and traffic control 3/5	03/12/2021 curaesma: security and traffic	 200.00
			Total for Check Number 66073:	200.00
66074	CEI 210206S-834.01	Consultant Engineering, Inc AdY right of way acquisition services Feb 21	03/12/2021 AdY right of way acquisition :	 11,285.00
			Total for Check Number 66074:	11,285.00
66075	FAITH 1065777 1065777 1065777 1065777	Faith,Ledyard, Faith attorney services Feb 21 TH attorney services Feb 21 % sr center attorney services Feb 21 % sr center attorney services Feb 21 % sr center	03/12/2021 attorney services Feb 21 attorney services Feb 21 attorney services Feb 21 attorney services Feb 21	 5,921.50 33.33 33.33 33.34
			Total for Check Number 66075:	6,021.50
66076	GFFA 03122021 KF	Guadalupe Firefighters Associa PR Batch 00812.03.2021 Kitty Fund	03/12/2021 PR Batch 00812.03.2021 Kitt	 86.00
			Total for Check Number 66076:	86.00
66077	GFFA 03122021 UD	Guadalupe Firefighters Associa PR Batch 00812.03.2021 Union Dues	03/12/2021 PR Batch 00812.03.2021 Unic	 165.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 66077:	165.00
66078	HOLGUING 20	Holguin, Graciela 2/22-3/6/21 coordinate to deliver services relatin	03/12/2021 2/22-3/6/21 coordinate to deli	1,120.00
			Total for Check Number 66078:	1,120.00
66079	KENDALLP 133019	Kendall Plumbing and Rooter snaked drain lines due to backup in floor drain	03/12/2021 snaked drain lines due to back	250.00
			Total for Check Number 66079:	250.00
66080	NATWIDE 03122021	Nationwide Retirement Solution PR Batch 00812.03.2021 Nationwide (PEBSCO)	03/12/2021 PR Batch 00812.03.2021 Nati	680.00
			Total for Check Number 66080:	680.00
66081	NW-ASRS 03122021	Nationwide Retirement Solutions PR Batch 00812.03.2021 Nationwide ASRS	03/12/2021 PR Batch 00812.03.2021 Nati	201.01
			Total for Check Number 66081:	201.01
66082	OFFDEPOT 151961777-001 151961777-001	Office Depot toner cartridges clic eraser refills	03/12/2021 toner cartridges and clic erase toner cartridges and clic erase	126.37 6.21
			Total for Check Number 66082:	132.58
66083	PEREZV 21	Perez, Veronica 2/22-3/7/21 coordinate to deliver services relatin	03/12/2021 2/22-3/7/21 coordinate to deli	1,725.00
			Total for Check Number 66083:	1,725.00
66084	PETTYC Feb 21 Feb 21 Feb 21	Petty Cash Fund, Town Hall tilte reprint for fire truck water--town manager & town council projector cords	03/12/2021 petty cash disbursements petty cash disbursements petty cash disbursements	4.00 6.09 37.58
			Total for Check Number 66084:	47.67
66085	REDDY 2031077306	Reddy Ice Corporation ice 70 units	03/12/2021 ice 70 units	143.68
			Total for Check Number 66085:	143.68
66086	RICOH 5061527878 5061527878	Ricoh USA, Inc copy machine maint Mar 21 copy overages Feb 21	03/12/2021 copy overages Feb 21 & copy copy overages Feb 21 & copy	44.75 277.80
			Total for Check Number 66086:	322.55
66087	RAD 3586019 3586019 3586019	Right Away Disposal trash service fee Feb 21 trash service fee Feb 21 extra containers trash service fee Feb 21 bulk credits applied	03/12/2021 trash service fee Feb 21 trash service fee Feb 21 trash service fee Feb 21	27,018.50 3,945.50 -3,088.80
			Total for Check Number 66087:	27,875.20
66088	SCHADE R7P1621 R7P1621	Riviera Finance % milk 2/24 % milk 2/24	03/12/2021 milk 2/24 milk 2/24	20.88 62.67

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 66088:	83.55
66089	TEWBILLS 03052021 03082021 03092021 03102021	Tempe, City of (Resident) water bills collected 3/5 water bills collected 3/8 water bills collected 3/9 water bills collected 3/10	03/12/2021 water bills collected 3/5 water bills collected 3/8 water bills collected 3/9 water bills collected 3/10	54.54 248.70 230.78 64.52
			Total for Check Number 66089:	598.54
66090	WAXIE 79846581 79846581	Waxie Sanitary Supply mop heads hand sanitizer	03/12/2021 hand sanitizer & mop heads hand sanitizer & mop heads	45.80 152.54
			Total for Check Number 66090:	198.34
66091	ZAMORAS 2021-TOG-8	Zamora, Stephanie public information officer services 2/22-3/5/21	03/12/2021 public information officer serv	450.00
			Total for Check Number 66091:	450.00
66092	AMLEGALP 7159	American Legal Publishing Corp 2021 s-3 folio/internet supplement pages	03/19/2021 2021 s-3 folio/internet supplie	115.25
			Total for Check Number 66092:	115.25
66093	BANNERDM Feb 21	Banner Desert Medical Center pharmacy charges Feb 21	03/19/2021	26.30
			Total for Check Number 66093:	26.30
66094	CAMBRAJ 03122021	Cambra, John P, II cuaresma: 3/12 security, crowd & traffic control	03/19/2021 cuaresma: 3/12 security, crow	200.00
			Total for Check Number 66094:	200.00
66095	DAILYJOU A3447500 A3447512 A3447523	Daily Journal Corporation advertising variance request applicaiton V2021-C advertising request for rezoning hearing RZ 2021 advertising ordinance O2021.01	03/19/2021 advertising variance request a advertising request for rezonir advertising ordinance O2021.0	1.91 2.81 31.16
			Total for Check Number 66095:	35.88
66096	DIBBLENG 1016014-63 1016014-63 1016014-63 1016014-63 1016014.11-5 1016014.12-1	Dibble & Associates Consutling Engineers highline canal: reserach inspection services 2/1-2/26/21 Calle Guadalupe arterial cost estimates AdY: plan/spec review Feb 21 TH COVID improvements: project management highline canal lighting system: survey and evalu	03/19/2021 engineering & inspection serv engineering & inspection serv engineering & inspection serv engineering & inspection serv TH COVID improvements: pr highline canal lighting system	330.00 6,090.00 350.00 5,125.00 730.60 7,522.68
			Total for Check Number 66096:	20,148.28
66097	GUSTROSE 372013	Gust Rosefeld P.L.C. sprint license agreement Feb 21	03/19/2021 sprint license agreement Feb	357.50
			Total for Check Number 66097:	357.50
66098	HEARTFIT 1287	HeartFit For Duty, LLC annual physical WC and DD 3/10/21	03/19/2021 annual physical WC and DD 3	1,715.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 66098:	1,715.00
66099	HERNANRE 03122021	Hernandez, Ruby Eric cuaresma: 3/12 security, crowd & traffic control	03/19/2021 cuaresma: 3/12 security, crowd	200.00
			Total for Check Number 66099:	200.00
66100	OLIVER 119040 119040 119040	Oliver Pkg & Equipment Co % trays % trays % trays	03/19/2021 trays trays trays	39.18 274.28 246.29
			Total for Check Number 66100:	559.75
66101	SCHADE R7P1706 R7P1706 R7P1792 R7P1792	Riviera Finance % milk 3/3 % milk 3/3 % milk 3/10 % milk 3/10	03/19/2021 milk 3/3 milk 3/3 milk 3/10 milk 3/10	17.54 66.01 66.01 17.54
			Total for Check Number 66101:	167.10
66102	SAMANF&F 301-12-112P	Samaniego, Rachel AdY project: payment to parcel owner for tempo	03/19/2021 AdY project: payment to parcel	100.00
			Total for Check Number 66102:	100.00
66103	SHAMROCK 22454658 22454658 22454658 22454658 22454658 22454658 22454658 22454658	Shamrock Foods Company % pine sol % pine sol % pine sol % juice, sour cream, pinto beans, fruit for salad, % foam containers and containers w/ lids % juice, sour cream, pinto beans, fruit for salad, % foam containers and containers w/ lids % foam containers and containers w/ lids	03/19/2021 food, kitchen, and janitorial su food, kitchen, and janitorial su food, kitchen, and janitorial su food, kitchen, and janitorial su food, kitchen, and janitorial su food, kitchen, and janitorial su food, kitchen, and janitorial su food, kitchen, and janitorial su	17.93 2.83 10.69 788.28 60.43 209.54 54.27 8.63
			Total for Check Number 66103:	1,152.60
66104	SIMSBS 178612	Sims Business Systems copy overages Feb 21	03/19/2021 copy overages Feb 21	49.11
			Total for Check Number 66104:	49.11
66105	SPRBRKSW INV-003786	SpringBrook Holding Company, LLC springbrook migration services to the cloud	03/19/2021 springbrook migration service	1,479.60
			Total for Check Number 66105:	1,479.60
66106	TEPOWER 328631 328631 328632 328632	Tempe Power Equipment % oil mix, air cleaner, spark plug, weed eater stri % oil mix, air cleaner, spark plug, weed eater stri % air cleaner % air cleaner	03/19/2021 % oil mix, air cleaner, spark p % oil mix, air cleaner, spark p % air cleaner % air cleaner	113.78 113.77 4.49 4.50
			Total for Check Number 66106:	236.54
66107	TESTLUKE Feb 21	Tempe St Luke's Hospital pharmacy charges Feb 21	03/19/2021 pharmacy charges Feb 21	149.57
			Total for Check Number 66107:	149.57

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
66108	TEWBILLS 03152021 03162021	Tempe, City of (Resident) water bills collected 3/15 water bills collected 3/16	03/19/2021 water bills collected 3/15 water bills collected 3/16	164.79 87.40
Total for Check Number 66108:				252.19
66109	ZAMORAS 2021-TOG-9	Zamora,Stephanie public information officer services 3/8-3/12/2021	03/19/2021 public information officer serv	250.00
Total for Check Number 66109:				250.00
66110	BOUNDTRE 83987559 83990925	Bound Tree Medical, LLC electrodes, nebulizer, and laryngoscope blades defib pads, sharps container, and oxygen tubing	03/26/2021 electrodes, nebulizer, and lary defib pads, sharps container, a	1,052.88 598.28
Total for Check Number 66110:				1,651.16
66111	CAMBRAJ 03192021	Cambra, John P, II cuaresma: 3/19 traffic, crowd control and securit	03/26/2021 cuaresma: 3/19 traffic, crowd	200.00
Total for Check Number 66111:				200.00
66112	COTAEDW 301-12-112Q	Cota, Edwardo AdY improvement: payment for temporary const	03/26/2021 AdY improvement: payment f	100.00
Total for Check Number 66112:				100.00
66113	DIBBLENG 1016014.11-4 1016014.11-4	Dibble & Associates Consutling Engineers TH COVID improvements: additional managem TH COVID improvements: design phase coordir	03/26/2021 TH COVID improvements Jar TH COVID improvements Jar	306.40 1,000.00
Total for Check Number 66113:				1,306.40
66114	DUNBAR 11079993	Dunbar Security Product, Inc bank deposit slips	03/26/2021 bank deposit slips	28.86
Total for Check Number 66114:				28.86
66115	ESPINMAN 301-43-091	Espinoza, Manuel AdY improvement: payment for temporary const	03/26/2021 AdY improvement: payment f	100.00
Total for Check Number 66115:				100.00
66116	GLENNSC 03192021	Glenn, Scott cuaresma: 3/19 traffic, crowd control and securit	03/26/2021 cuaresma: 3/19 traffic, crowd	200.00
Total for Check Number 66116:				200.00
66117	GFFA 03262021 KF	Guadalupe Firefighters Associa PR Batch 00826.03.2021 Kitty Fund	03/26/2021 PR Batch 00826.03.2021 Kitt	80.00
Total for Check Number 66117:				80.00
66118	GFFA 03262021 UD	Guadalupe Firefighters Associa PR Batch 00826.03.2021 Union Dues	03/26/2021 PR Batch 00826.03.2021 Uni	165.00
Total for Check Number 66118:				165.00
66119	HOLGUING 21	Holguin, Graciela COVID19: coordinate w/ TOG, clients, and PYT	03/26/2021 COVID19: coordinate w/ TOC	1,060.00
Total for Check Number 66119:				1,060.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
66120	MCRECORE 20210285336 20210285338 20210304472 20210304889	Maricopa Co Recorder's Office record new lease Casa de Restauracion record lien release HM record lien release RN record lien release ML	03/26/2021 record new lease Casa de Rest record lien release HM record lien release RN record lien release ML	15.00 15.00 15.00 15.00
Total for Check Number 66120:				60.00
66121	NATWIDE 03262021	Nationwide Retirement Solution PR Batch 00826.03.2021 Nationwide (PEBSCO)	03/26/2021 PR Batch 00826.03.2021 Nati	680.00
Total for Check Number 66121:				680.00
66122	NW-ASRS 03262021	Nationwide Retirement Solutions PR Batch 00826.03.2021 Nationwide ASRS	03/26/2021 PR Batch 00826.03.2021 Nati	302.02
Total for Check Number 66122:				302.02
66123	PEREZV 22	Perez, Veronica COVID19: coordinate w/ TOG, clients, and PYT	03/26/2021 COVID19: coordinate w/ TOG	1,525.00
Total for Check Number 66123:				1,525.00
66124	STAPLEBA 3472469463 3472469466	Staples Contract & Commercial, Inc digital voice recorder AAA batteries	03/26/2021 digital voice recorder AAA batteries	42.42 16.43
Total for Check Number 66124:				58.85
66125	TEWBILLS 03122021 03172021	Tempe, City of (Resident) water bills collected 3/12 water bills collected 3/17	03/26/2021 water bills collected 3/12 water bills collected 3/17	84.84 165.50
Total for Check Number 66125:				250.34
66126	UNFIRE 743403	United Fire Equipment Co PPE: gauntlet gloves and particulate hood	03/26/2021 PPE: gauntlet gloves and partic	1,900.27
Total for Check Number 66126:				1,900.27
66127	WAXIE 79889098 79889098 79889098 79889098	Waxie Sanitary Supply % trash bags, toilet paper, and paper towels % trash bags, toilet paper, and paper towels % trash bags, toilet paper, and paper towels % trash bags, toilet paper, and paper towels	03/26/2021 % trash bags, toilet paper, and % trash bags, toilet paper, and % trash bags, toilet paper, and % trash bags, toilet paper, and	308.43 308.42 308.43 308.43
Total for Check Number 66127:				1,233.71
66128	ZAMORAS 2021-TOG-10	Zamora, Stephanie COVID19: public information officer services 3/	03/26/2021 COVID19: public informatior	200.00
Total for Check Number 66128:				200.00
3202101	AFLAC 452740 Mar 21	AFLAC supplemental insurance Feb 21 supplemental insurance Mar 21	03/31/2021 supplemental insurance Feb 2 supplemental insurance Mar 2	549.64 549.64
Total for Check Number 3202101:				1,099.28
3202102	ALLSTREA 17349318 17349318	Allstream local telephone service Feb 21 local telephone service Feb 21	03/31/2021 local telephone service Feb 21 local telephone service Feb 21	29.51 103.30

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	17349318	local telephone service Feb 21	local telephone service Feb 21	223.37
	17349318	local telephone service Feb 21	local telephone service Feb 21	8.87
	17349318	local telephone service Feb 21	local telephone service Feb 21	14.76
	17349318	local telephone service Feb 21	local telephone service Feb 21	44.27
	17349318	local telephone service Feb 21	local telephone service Feb 21	32.09
	17349318	local telephone service Feb 21	local telephone service Feb 21	14.76
	17349318	local telephone service Feb 21	local telephone service Feb 21	162.32
	17349318	local telephone service Feb 21	local telephone service Feb 21	59.03
	17349318	local telephone service Feb 21	local telephone service Feb 21	61.56
	17349318	local telephone service Feb 21	local telephone service Feb 21	73.84
	17349318	local telephone service Feb 21	local telephone service Feb 21	14.76
	17349318	local telephone service Feb 21	local telephone service Feb 21	33.69
	17349318	local telephone service Feb 21	local telephone service Feb 21	29.51
	17349318	local telephone service Feb 21	local telephone service Feb 21	29.51
			Total for Check Number 3202102:	935.15
3202103	AUTOZONE	AutoZone	03/31/2021	
	2758406647	excursion: wiper blades	excursion: wiper blades	12.78
	2758407839	luis' trucks: wiper blades	luis' trucks: wiper blades	23.46
	2758447871	CAP truck: oil filter, air filter, belt, spark plug, ig	CAP truck: oil filter, air filter,	124.88
	2758448886	CAP truck: drain plug	CAP truck: drain plug	5.29
			Total for Check Number 3202103:	166.41
3202104	AVESIS	Avesis Insurance	03/31/2021	
	2633481	vision insurance Mar 21	vision insurance Mar 21	3.71
	2633481	vision insurance Mar 21	vision insurance Mar 21	10.81
	2633481	vision insurance Mar 21	vision insurance Mar 21	0.94
	2633481	vision insurance Mar 21	vision insurance Mar 21	14.58
	2633481	vision insurance Mar 21 ee dep	vision insurance Mar 21	31.60
	2633481	vision insurance Mar 21 COBRA	vision insurance Mar 21	9.38
	2633481	vision insurance Mar 21	vision insurance Mar 21	1.88
	2633481	vision insurance Mar 21	vision insurance Mar 21	6.57
	2633481	vision insurance Mar 21	vision insurance Mar 21	1.41
	2633481	vision insurance Mar 21	vision insurance Mar 21	9.84
	2633481	vision insurance Mar 21	vision insurance Mar 21	61.18
	2633481	vision insurance Mar 21	vision insurance Mar 21	4.69
	2633481	vision insurance Mar 21	vision insurance Mar 21	13.93
	2633481	vision insurance Mar 21	vision insurance Mar 21	13.93
	2633481	vision insurance Mar 21	vision insurance Mar 21	2.77
	2633481	vision insurance Mar 21	vision insurance Mar 21	2.31
	2633481	vision insurance Mar 21	vision insurance Mar 21	23.26
	2633481	vision insurance Mar 21	vision insurance Mar 21	1.41
			Total for Check Number 3202104:	214.20
3202105	AZDOR	AZ Department of Revenue	03/31/2021	
	Feb 21	mercado sales tax Feb 21	mercado sales tax Feb 21	301.78
			Total for Check Number 3202105:	301.78
3202106	AZSRS	AZ State Retirement System	03/31/2021	
	02262021	PR Batch 00826.02.2021 Retirement-ASRS-Emj	PR Batch 00826.02.2021 Reti	2,413.21
	02262021	PR Batch 00826.02.2021 Retirement-ASRS	PR Batch 00826.02.2021 Reti	2,413.21
	02262021	PR Batch 00826.02.2021 Long Term Disability I	PR Batch 00826.02.2021 Reti	36.08
	02262021	PR Batch 00826.02.2021 Long Term Disability	PR Batch 00826.02.2021 Reti	36.08
	02262021	PR Batch 00826.02.2021 Alternate Contribution	PR Batch 00826.02.2021 Reti	511.14
	03122021	PR Batch 00812.03.2021 Retirement-ASRS-Emj	PR Batch 00812.03.2021 Reti	2,428.15
	03122021	PR Batch 00812.03.2021 Long Term Disability I	PR Batch 00812.03.2021 Reti	36.30
	03122021	PR Batch 00812.03.2021 Long Term Disability	PR Batch 00812.03.2021 Reti	36.30

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	03122021	PR Batch 00812.03.2021 Alternate Contribution	PR Batch 00812.03.2021 Reti	670.16
	03122021	PR Batch 00812.03.2021 Retirement-ASRS	PR Batch 00812.03.2021 Reti	2,428.15
	03262021	PR Batch 00826.03.2021 Long Term Disability	PR Batch 00826.03.2021 Lon	1.05
	03262021	PR Batch 00826.03.2021 Retirement-ASRS	PR Batch 00826.03.2021 Reti	2,366.69
	03262021	PR Batch 00826.03.2021 Retirement-20/20 ASR	PR Batch 00826.03.2021 Reti	70.22
	03262021	PR Batch 00826.03.2021 Retirement-20/20 ASR	PR Batch 00826.03.2021 Reti	70.22
	03262021	PR Batch 00826.03.2021 Alternate Contribution	PR Batch 00826.03.2021 Alte	548.15
	03262021	PR Batch 00826.03.2021 Long Term Disability 2	PR Batch 00826.03.2021 Lon	1.05
	03262021	PR Batch 00826.03.2021 Long Term Disability I	PR Batch 00826.03.2021 Lon	35.39
	03262021	PR Batch 00826.03.2021 Retirement-ASRS-Em	PR Batch 00826.03.2021 Reti	2,366.69
	03262021	PR Batch 00826.03.2021 Long Term Disability	PR Batch 00826.03.2021 Lon	35.39
Total for Check Number 3202106:				16,503.63
3202107	BLUECBS	Blue Cross/Blue Shield of AZ	03/31/2021	
	Adj GM	health insurance Jan - Feb 21 adj to bal GM	health insurance Jan - Feb 21	8.63
	Adj GM	health insurance Jan - Feb 21 adj to bal GM	health insurance Jan - Feb 21	25.89
	Adj GM	health insurance Jan - Feb 21 adj to bal GM	health insurance Jan - Feb 21	17.26
	Adj GM	health insurance Jan - Feb 21 adj to bal GM	health insurance Jan - Feb 21	86.28
	Adj GM	health insurance Jan - Feb 21 adj to bal GM	health insurance Jan - Feb 21	34.52
	Mar 21	health insurance Mar 21	health insurance Mar 21	334.13
	Mar 21	health insurance Mar 21	health insurance Mar 21	959.43
	Mar 21	health insurance Mar 21	health insurance Mar 21	85.72
	Mar 21	health insurance Mar 21	health insurance Mar 21	1,002.22
	Mar 21	health insurance Mar 21 ee dep	health insurance Mar 21	1,278.60
	Mar 21	health insurance Mar 21	health insurance Mar 21	205.55
	Mar 21	health insurance Mar 21	health insurance Mar 21	891.12
	Mar 21	health insurance Mar 21	health insurance Mar 21	4,736.11
	Mar 21	health insurance Mar 21	health insurance Mar 21	428.60
	Mar 21	health insurance Mar 21	health insurance Mar 21	1,117.72
	Mar 21	health insurance Mar 21	health insurance Mar 21	1,800.42
	Mar 21	health insurance Mar 21	health insurance Mar 21	248.40
	Mar 21	health insurance Mar 21	health insurance Mar 21	2,133.56
	Mar 21	health insurance Mar 21	health insurance Mar 21	127.30
	Mar 21	health insurance Mar 21 ee	health insurance Mar 21	311.12
	Mar 21	health insurance Mar 21	health insurance Mar 21	594.93
	Mar 21	health insurance Mar 21	health insurance Mar 21	171.44
	Mar 21	health insurance Mar 21	health insurance Mar 21	128.58
Total for Check Number 3202107:				16,727.53
3202108	CENTURY	Centurylink	03/31/2021	
	478 Mar 21	dedicated line Mar 21 Fire	dedicated line Mar 21 Fire	92.22
	904 Feb 21	alarm pad Feb 21	alarm pad Feb 21	58.74
Total for Check Number 3202108:				150.96
3202109	CHASE	Chase Bank	03/31/2021	
	Feb 21	bank charges Feb 21	bank charges Feb 21	161.61
	Feb 21 TH	credit card machine fees Feb 21 TH	credit card machine fees Feb 2	32.50
	Feb 21 TH online	credit card machine fees Feb 21 TH online	credit card machine fees Feb 2	460.21
Total for Check Number 3202109:				654.32
3202110	CHASEMC	Chase Card Services	03/31/2021	
	Feb 21	safety vests: velcro tabs	credit card purchases Feb 21	856.17
	Feb 21	eggs, foam plates, cilantro, menudo mix, lemons	credit card purchases Feb 21	66.73
	Feb 21	% tortillas, menudo mix, snacks, cilantro, green c	credit card purchases Feb 21	265.65
	Feb 21	% tortillas, menudo mix, snacks, cilantro, green c	credit card purchases Feb 21	83.22
	Feb 21	% t-shirt bags	credit card purchases Feb 21	19.55
	Feb 21	b241: handheld programming microphone	credit card purchases Feb 21	169.70

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Feb 21		% t-shirt bags	credit card purchases Feb 21	2.79
Feb 21		% mop handle	credit card purchases Feb 21	3.48
Feb 21		% mop handle	credit card purchases Feb 21	0.92
Feb 21		% mop handle	credit card purchases Feb 21	5.84
Feb 21		office: bag clips	credit card purchases Feb 21	9.14
Feb 21		emergency food boxes: reusable bags	credit card purchases Feb 21	98.59
Feb 21		repair of Ipad and EZ-IO needle power driver	credit card purchases Feb 21	569.00
Feb 21		O2 cylinder refill and EZ-IO needles sets	credit card purchases Feb 21	1,231.37
Feb 21		certification cards: CPR/AED, ASHI ACLS, ASF	credit card purchases Feb 21	418.26
Feb 21		access to secure email Jan 21	credit card purchases Feb 21	6.49
Feb 21		% t-shirt bags	credit card purchases Feb 21	17.55
Feb 21		COVID19: reusable bags, car wash promotion, a	credit card purchases Feb 21	98.58
Feb 21		COVID19 lunch meat, cookies, margarine, orang	credit card purchases Feb 21	105.44
Feb 21		COVID19: dish soap, baby wipes, laundry softer	credit card purchases Feb 21	224.22
Feb 21		labor law poster	credit card purchases Feb 21	28.70
Feb 21		membership dues GFOAZ	credit card purchases Feb 21	60.00
Feb 21		access to adobe pro Jan 21	credit card purchases Feb 21	27.56
Feb 21		def fluid	credit card purchases Feb 21	28.11
Total for Check Number 3202110:				4,397.06
3202111	COX	Cox Communications, Inc	03/31/2021	
	Feb 21 Fire	tv & internet service Feb 21 Fire	tv & internet service Feb 21 F	592.01
	Feb 21 SC	tv service Feb 21 senior center	tv service Feb 21 senior cente	31.10
	Feb 21 TH	internet service Feb 21 TH	internet service Feb 21 TH	503.54
	Mar 21 Fire	tv & internet service Mar 21	tv & internet service Mar 21	378.81
	Mar 21 Sr Cntr	tv service Mar 21 sr center	tv service Mar 21 sr center	31.10
	Mar 21 TH	internet service Mar 21 TH	internet service Mar 21 TH	325.00
Total for Check Number 3202111:				1,861.56
3202112	EQUITABL	Equitable Financial Life Insurance Compan	03/31/2021	
	1199260	life insurance Mar 21	life insurance Mar 21	3.66
	1199260	life insurance Mar 21	life insurance Mar 21	1.04
	1199260	life insurance Mar 21	life insurance Mar 21	12.38
	1199260	life insurance Mar 21	life insurance Mar 21	0.78
	1199260	life insurance Mar 21	life insurance Mar 21	0.52
	1199260	life insurance Mar 21	life insurance Mar 21	11.14
	1199260	life insurance Mar 21	life insurance Mar 21	2.55
	1199260	life insurance Mar 21	life insurance Mar 21	2.82
	1199260	life insurance Mar 21	life insurance Mar 21	10.98
	1199260	life insurance Mar 21	life insurance Mar 21	0.78
	1199260	life insurance Mar 21	life insurance Mar 21	62.17
	1199260	life insurance Mar 21	life insurance Mar 21	2.62
	1199260	life insurance Mar 21	life insurance Mar 21	4.65
	1199260	life insurance Mar 21	life insurance Mar 21	6.85
	1199260	life insurance Mar 21	life insurance Mar 21	6.75
	1199260	life insurance Mar 21	life insurance Mar 21	4.39
Total for Check Number 3202112:				134.08
3202113	GENUINE 4851-096946	Genuine Parts Co antifreeze	03/31/2021 antifreeze	35.97
Total for Check Number 3202113:				35.97
3202114	METLIFE	Metropolitan Life Ins Co	03/31/2021	
	Mar 21	dental insurance Mar 21	dental insurance Mar 21	11.35
	Mar 21	dental insurance Mar 21	dental insurance Mar 21	33.28
	Mar 21	dental insurance Mar 21	dental insurance Mar 21	2.77
	Mar 21	dental insurance Mar 21	dental insurance Mar 21	25.40

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	Mar 21	dental insurance Mar 21 ee dep	dental insurance Mar 21	187.23
	Mar 21	dental insurance Mar 21 COBRA	dental insurance Mar 21	27.67
	Mar 21	dental insurance Mar 21	dental insurance Mar 21	5.53
	Mar 21	dental insurance Mar 21	dental insurance Mar 21	19.80
	Mar 21	dental insurance Mar 21	dental insurance Mar 21	4.15
	Mar 21	dental insurance Mar 21	dental insurance Mar 21	29.04
	Mar 21	dental insurance Mar 21	dental insurance Mar 21	165.49
	Mar 21	dental insurance Mar 21	dental insurance Mar 21	4.15
	Mar 21	dental insurance Mar 21	dental insurance Mar 21	13.84
	Mar 21	dental insurance Mar 21	dental insurance Mar 21	36.76
	Mar 21	dental insurance Mar 21	dental insurance Mar 21	36.92
	Mar 21	dental insurance Mar 21	dental insurance Mar 21	7.20
	Mar 21	dental insurance Mar 21	dental insurance Mar 21	8.60
	Mar 21	dental insurance Mar 21	dental insurance Mar 21	71.69
Total for Check Number 3202114:				690.87
3202115	MYTEK	Mytek Network Solutions	03/31/2021	
	68199	microsoft office 365 Mar 21	mytek services mar 21	503.40
	68199	hosted server Mar 21	mytek services mar 21	1,538.41
	68199	securrence Mar 21	mytek services mar 21	125.85
	68199	mytek butler ultimate Mar 21	mytek services mar 21	3,146.28
	68199	back up, appliance rental, and additional block N	mytek services mar 21	636.81
Total for Check Number 3202115:				5,950.75
3202116	PRTAXF	PAYROLL TAXES-FEDERAL	03/31/2021	
	02262021	Medicare Tax: 2/26 payroll	fed taxes: 2/26 payroll	1,758.80
	02262021	Federal Tax: 2/26 payroll	fed taxes: 2/26 payroll	3,750.96
	02262021	FICA Tax: 2/26 payroll	fed taxes: 2/26 payroll	7,520.60
	03122021	Federal Tax: 3/12 payroll	Federal Tax: 3/12 payroll	3,536.64
	03122021	FICA Tax: 3/12 payroll	Federal Tax: 3/12 payroll	6,913.44
	03122021	Medicare Tax: 3/12 payroll	Federal Tax: 3/12 payroll	1,616.80
	03262021	PR Batch 00826.03.2021 Medicare Employee Pc	PR Batch 00826.03.2021 Fed	855.62
	03262021	PR Batch 00826.03.2021 Medicare Employer Po	PR Batch 00826.03.2021 Fed	855.62
	03262021	PR Batch 00826.03.2021 FICA Employer Portio	PR Batch 00826.03.2021 Fed	3,658.54
	03262021	PR Batch 00826.03.2021 FICA Employee Portio	PR Batch 00826.03.2021 Fed	3,658.54
	03262021	PR Batch 00826.03.2021 Federal Income Tax	PR Batch 00826.03.2021 Fed	3,685.56
Total for Check Number 3202116:				37,811.12
3202117	PRTAXS	PAYROLL TAXES-STATE	03/31/2021	
	02262021	State Tax: 2/26 payroll	State Tax: 2/26 payroll	1,763.10
	03122021	State Tax: 3/12 payroll	State Tax: 3/12 payroll	1,626.22
	03262021	PR Batch 00826.03.2021 State Income Tax	PR Batch 00826.03.2021 Stat	1,681.73
Total for Check Number 3202117:				5,071.05
3202118	PITBOWCC	Pitney Bowes	03/31/2021	
	3104577379	postage lease 3rd QTR FY 21	postage lease 3rd QTR FY 21	3.41
	3104577379	postage lease 3rd QTR FY 21	postage lease 3rd QTR FY 21	2.39
	3104577379	postage lease 3rd QTR FY 21	postage lease 3rd QTR FY 21	138.68
	3104577379	postage lease 3rd QTR FY 21	postage lease 3rd QTR FY 21	3.38
	3104577379	postage lease 3rd QTR FY 21	postage lease 3rd QTR FY 21	0.09
	3104577379	postage lease 3rd QTR FY 21	postage lease 3rd QTR FY 21	35.07
	3104577379	postage lease 3rd QTR FY 21	postage lease 3rd QTR FY 21	28.72
Total for Check Number 3202118:				211.74
3202119	PSPRS	Public Safety Personnel Retire	03/31/2021	
	02262021	PR Batch 00826.02.2021 Retirement-PSPRS-Er	PR Batch 00826.02.2021 Reti	5,268.62

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	02262021	LESS FIRE INSURANCE PREMIUM TAX CR	PR Batch 00826.02.2021 Reti	-192.84
	02262021	PR Batch 00826.02.2021 Retirement-PSPRS	PR Batch 00826.02.2021 Reti	1,620.60
	03122021	PR Batch 00812.03.2021 Retirement-PSPRS	PR Batch 00812.03.2021 Reti	1,463.71
	03122021	PR Batch 00812.03.2021 Retirement-PSPRS-Err	PR Batch 00812.03.2021 Reti	4,798.54
	03122021	LESS FIRE INSURANCE PREMIUM TAX CR	PR Batch 00812.03.2021 Reti	-192.84
	03262021	PR Batch 00826.03.2021 Retirement-PSPRS	PR Batch 00826.03.2021 Reti	1,411.71
	03262021	LESS FIRE INSURANCE PREMIUM TAX CR	PR Batch 00826.03.2021 Reti	-192.84
	03262021	PR Batch 00826.03.2021 Retirement-PSPRS-Err	PR Batch 00826.03.2021 Reti	4,678.99
Total for Check Number 3202119:				18,663.65
3202120	SRP1277	Salt River Project	03/31/2021	
	Feb 21	utility: electricity Feb 21 Headstart	utility: electricity Feb 21	316.82
	Feb 21	utility: electricity Feb 21 ret basin @ vaou nawi	utility: electricity Feb 21	32.39
	Feb 21	utility: electricity Feb 21 TH	utility: electricity Feb 21	677.72
	Feb 21	utility: electricity Feb 21 Library	utility: electricity Feb 21	232.36
	Feb 21	utility: electricity Feb 21 CAP	utility: electricity Feb 21	58.09
	Feb 21	utility: electricity Feb 21 ret basin @ pitaya	utility: electricity Feb 21	31.17
	Feb 21	utility: electricity Feb 21 security light @ mercac	utility: electricity Feb 21	246.75
	Feb 21	utility: electricity Feb 21 % sr center	utility: electricity Feb 21	185.21
	Feb 21	utility: electricity Feb 21 mercado	utility: electricity Feb 21	2,077.92
	Feb 21	utility: electricity Feb 21 straw bale house	utility: electricity Feb 21	37.23
	Feb 21	utility: electricity Feb 21 sewer metering station	utility: electricity Feb 21	33.40
	Feb 21	utility: electricity Feb 21 ret basin @ guadalupe	utility: electricity Feb 21	32.31
	Feb 21	utility: electricity Feb 21 street lights	utility: electricity Feb 21	304.12
	Feb 21	utility: electricity Feb 21 biehn park lights	utility: electricity Feb 21	362.88
	Feb 21	utility: electricity Feb 21 stott park	utility: electricity Feb 21	338.40
	Feb 21	utility: electricity Feb 21 security/street lighs @ l	utility: electricity Feb 21	254.45
	Feb 21	utility: electricity Feb 21 % sr center	utility: electricity Feb 21	37.04
	Feb 21	utility: electricity Feb 21 % sr center	utility: electricity Feb 21	148.18
	Feb 21	utility: electricity Feb 21 fire dept	utility: electricity Feb 21	285.75
	Feb 21	utility: electricity Feb 21 cemetery	utility: electricity Feb 21	32.96
	Feb 21	utility: electricity Feb 21 marquee	utility: electricity Feb 21	71.37
	Feb 21	utility: electricity Feb 21 sprinklers @ street	utility: electricity Feb 21	31.80
	Feb 21	utility: electricity Feb 21 biehn park restrooms	utility: electricity Feb 21	31.80
	Feb 21	utility: electricity Feb 21 fire dept security light	utility: electricity Feb 21	17.40
	Feb 21	utility: electricity Feb 21 maint yd	utility: electricity Feb 21	120.42
	Feb 21	utility: electricity Feb 21 stott park restrooms	utility: electricity Feb 21	39.50
Total for Check Number 3202120:				6,037.44
3202121	SRP1278	Salt River Project	03/31/2021	
	Feb 21	street lights and traffic signals Feb 21	street lights and traffic signals	2,336.63
Total for Check Number 3202121:				2,336.63
3202122	SWGAS	Southwest Gas Corp	03/31/2021	
	Feb 21	utility: natural gas Feb 21 %sr center	utility: natural gas Feb 21 %sr	55.23
	Feb 21	utility: natural gas Feb 21 %sr center	utility: natural gas Feb 21 %sr	44.18
	Feb 21	utility: natural gas Feb 21 %sr center	utility: natural gas Feb 21 %sr	11.05
	Jan 21	utility: natural gas Jan 21 % sr center	utility: natural gas Jan 21 % sr	37.56
	Jan 21	utility: natural gas Jan 21 % sr center	utility: natural gas Jan 21 % sr	9.39
	Jan 21	utility: natural gas Jan 21 % sr center	utility: natural gas Jan 21 % sr	46.95
Total for Check Number 3202122:				204.36
3202123	TEBLDGS	Tempe, City of	03/31/2021	
	21442 Feb 21	utility: water Feb 21 Maint yd	utility: water Feb 21 Maint yd	65.20
	21442 Jan 21	utility: water Jan 21 maint yd	utility: water Jan 21 maint yd	60.08
	28842 Feb 21	utility: water Feb 21 Headstart	utility: water Feb 21 % sr cent	63.39
	28842 Feb 21	utility: water Feb 21 comm refuse %sr center	utility: water Feb 21 % sr cent	38.53

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
28842	Feb 21	utility: water Feb 21 % sr center	utility: water Feb 21 % sr cent	7.41
28842	Feb 21	utility: water Feb 21 % sr center	utility: water Feb 21 % sr cent	29.63
28842	Feb 21	utility: water Feb 21 comm refuse %sr center	utility: water Feb 21 % sr cent	30.82
28842	Feb 21	utility: water Feb 21 comm refuse %sr center	utility: water Feb 21 % sr cent	7.71
28842	Feb 21	utility: water Feb 21 % sr center	utility: water Feb 21 % sr cent	37.06
28842	Jan 21	utility: water Jan 21 comm refuse % sr center	utility: water Jan 21 % sr cent	30.82
28842	Jan 21	utility: water Jan 21 Headstart	utility: water Jan 21 % sr cent	54.75
28842	Jan 21	utility: water Jan 21 % sr center	utility: water Jan 21 % sr cent	32.01
28842	Jan 21	utility: water Jan 21 % sr center	utility: water Jan 21 % sr cent	25.60
28842	Jan 21	utility: water Jan 21 % sr center	utility: water Jan 21 % sr cent	6.40
28842	Jan 21	utility: water Jan 21 comm refuse % sr center	utility: water Jan 21 % sr cent	7.71
28842	Jan 21	utility: water Jan 21 comm refuse % sr center	utility: water Jan 21 % sr cent	38.53
30103	Feb 21	utility: water Feb 21 comm refuse Library	utility: water Feb 21 comm re	28.68
30103	Feb 21	utility: water Feb 21 comm refuse CAP	utility: water Feb 21 comm re	28.68
30103	Feb 21	utility: water Feb 21 comm refuse TH	utility: water Feb 21 comm re	28.68
30103	Feb 21	utility: water Feb 21 TH irrigation	utility: water Feb 21 comm re	52.09
30103	Feb 21	utility: water Feb 21 comm refuse Headstart	utility: water Feb 21 comm re	86.03
30103	Jan 21	utility: water Jan 21 comm refuse Headstart	utility: water Jan 21 % sr cent	86.03
30103	Jan 21	utility: water Jan 21 comm refuse Library	utility: water Jan 21 % sr cent	28.68
30103	Jan 21	utility: water Jan 21 comm refuse CAP	utility: water Jan 21 % sr cent	28.68
30103	Jan 21	utility: water Jan 21 comm refuse TH	utility: water Jan 21 % sr cent	28.68
30103	Jan 21	utility: water Jan 21 TH irrigation	utility: water Jan 21 % sr cent	50.80
40103	Feb 21	utility: water Feb 21 TH	utility: water Feb 21 TH	118.16
40103	Feb 21	utility: water Feb 21 CAP	utility: water Feb 21 TH	19.69
40103	Feb 21	utility: water Feb 21 Library	utility: water Feb 21 TH	59.08
40103	Jan 21	utility: water Jan 21 TH	utility: water Jan 21 TH	116.81
40103	Jan 21	utility: water Jan 21 Library	utility: water Jan 21 TH	58.41
40103	Jan 21	utility: water Jan 21 CAP	utility: water Jan 21 TH	19.47
43524	Feb 21	utility: water Feb 21 hydrant meter	utility: water Feb 21 hydrant r	215.70
53814	Jan 21	utility: water Jan 21 basin @ vaou nawi	utility: water Jan 21 basin @ \	601.75
61814	Jan 21	utility: water Jan 21 basin @ stott park	utility: water Jan 21 basin @ s	742.37
6891752458	Feb21	utility: water Feb 21 botanical garden	utility: water Feb 21 botanical	516.11
6891752458	Jan21	utility: water Jan 21 botanical garden	utility: water Jan 21 botanical	208.59
70212	Feb 21	utility: water Feb 21 biehn park sprinklers 1	utility: water Feb 21 biehn pai	429.11
70212	Jan 21	utility: water Jan 21 biehn park sprinklers 1	utility: water Jan 21 biehn par	101.03
70255	Feb 21	utility: water Feb 21 stott park restroom	utility: water Feb 21 stott park	56.11
70255	Jan 21	utility: water Jan 21 stott park restrooms	utility: water Jan 21 stott park	55.54
73212	Feb 21	utility: water Feb 21 fire dept	utility: water Feb 21 fire dept	248.18
73212	Jan 21	utility: water Jan 21 Fire dept	utility: water Jan 21 Fire dept	187.37
79822	Feb 21	utility: water Feb 21 cemetery	utility: water Feb 21 cemetery	117.46
79822	Jan 21	utility: water Jan 21 cemetery	utility: water Jan 21 cemetery	124.31
80212	Feb 21	utility: water Feb 21 biehn park sprinklers 2	utility: water Feb 21 biehn pai	440.49
80212	Jan 21	utility: water Jan 21 biehn park sprinklers 2	utility: water Jan 21 biehn par	103.66
80814	Jan 21	utility: water Jan 21 basin @ guadalupe	utility: water Jan 21 basin @ §	941.72
83403	Feb 21	utility: water Feb 21 stott park landscape	utility: water Feb 21 stott park	225.11
83403	Jan 21	utility: water Jan 21 stott landscape	utility: water Jan 21 stott land	216.11
88103	Feb 21	utility: water Feb 21 basin @ pitaya	utility: water Feb 21 basin @ j	60.74
88103	Jan 21	utility: water Jan 21 basin @ pitaya	utility: water Jan 21 basin @ j	57.68
88992	Feb 21	utility: water Feb 21 irrigation @ maint FINAL	utility: water Feb 21 irrigation	23.85
88992	Jan 21	utility: water Jan 21 irrigation @ maint	utility: water Jan 21 irrigation	72.59
98252	Feb 21	utility: water Feb 21 mercado	utility: water Feb 21 mercado	629.76
98252	Feb 21	utility: water Feb 21 comm refuse mercado	utility: water Feb 21 mercado	482.15
98252	Jan 21	utility: water Jan 21 mercado	utility: water Jan 21 mercado ,	466.66
98252	Jan 21	utility: water Jan 21 mercado comm refuse	utility: water Jan 21 mercado ,	482.15
Total for Check Number 3202123:				9,180.60
3202124	VERIZON	Verizon Wireless	03/31/2021	
	9872693922	cell phone & data usage Jan 21 Fire	cell phone & data usage Jan 2	40.98
	9872693922	cell phone & data usage Jan 21 Fire 2 Ipad	cell phone & data usage Jan 2	47.87

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	9872693922	cell phone & data usage Jan 21 COVID 1 Ipad	cell phone & data usage Jan 2	38.01
	9872693922	cell phone & data usage Jan 21 COVID 2 Ipad	cell phone & data usage Jan 2	38.01
	9872693922	cell phone & data usage Jan 21 Maintenance TO	cell phone & data usage Jan 2	40.98
	9872693922	cell phone & data usage Jan 21 Maintenance Ipa	cell phone & data usage Jan 2	38.01
	9872693922	cell phone & data usage Jan 21 COVID 2 Iphone	cell phone & data usage Jan 2	40.98
	9872693922	cell phone & data usage Jan 21 COVID 1 Iphone	cell phone & data usage Jan 2	40.98
	9872693922	cell phone & data usage Jan 21 CAP jetpack	cell phone & data usage Jan 2	40.05
	9872693922	cell phone & data usage Jan 21 Comm Dev phon	cell phone & data usage Jan 2	40.98
	9872693922	cell phone & data usage Jan 21 Maintenance Day	cell phone & data usage Jan 2	30.85
	9872693922	cell phone & data usage Jan 21 Maintenance On	cell phone & data usage Jan 2	40.98
	9872693922	cell phone & data usage Jan 21 Fire 1 Ipad	cell phone & data usage Jan 2	47.83
	9874813818	cell phone & data services Feb 21 Maint TOG	cell phone & data services Fel	40.98
	9874813818	cell phone & data services Feb 21 Fire	cell phone & data services Fel	40.98
	9874813818	cell phone & data services Feb 21 Maint Days	cell phone & data services Fel	30.85
	9874813818	cell phone & data services Feb 21 Maint On Call	cell phone & data services Fel	40.98
	9874813818	cell phone & data services Feb 21 COVID Iphon	cell phone & data services Fel	40.98
	9874813818	cell phone & data services Feb 21 Maint Ipad	cell phone & data services Fel	38.01
	9874813818	cell phone & data services Feb 21 COVID Iphon	cell phone & data services Fel	40.98
	9874813818	cell phone & data services Feb 21 Comm Dev pf	cell phone & data services Fel	40.98
	9874813818	cell phone & data services Feb 21 COVID Ipad 2	cell phone & data services Fel	38.01
	9874813818	cell phone & data services Feb 21 COVID Ipad 1	cell phone & data services Fel	38.01
	9874813818	cell phone & data services Feb 21 Fire Ipad 2	cell phone & data services Fel	38.01
	9874813818	cell phone & data services Feb 21 Fire Ipad 1	cell phone & data services Fel	38.07
	9874813818	cell phone & data services Feb 21 Fire Heart Mo	cell phone & data services Fel	41.46
	9874813818	cell phone & data services Feb 21 Maint CAP jet	cell phone & data services Fel	40.01
			Total for Check Number 3202124:	1,074.82
3202125	WEX	WEX Bank	03/31/2021	
	Feb 21	fuel purchases Feb 21 sr center @ 25%	fuel purchases Feb 21	7.58
	Feb 21	fuel purchases Feb 21 sr center @ 75%	fuel purchases Feb 21	22.74
	Feb 21	fuel purchases Feb 21 Maint	fuel purchases Feb 21	650.89
	Feb 21	fuel purchases Feb 21 COVID19	fuel purchases Feb 21	30.70
	Feb 21	fuel purchases Feb 21 CAP	fuel purchases Feb 21	78.51
	Feb 21	fuel purchases Feb 21 Fire	fuel purchases Feb 21	889.78
	Feb 21	rebate Feb 21	fuel purchases Feb 21	-4.75
			Total for Check Number 3202125:	1,675.45
			Report Total (110 checks):	411,973.58