

Minutes Town Council Regular Meeting April 25, 2019

Minutes of the Guadalupe Town Council Regular Meeting held on Thursday, April 25, 2019, at 6:00 P.M., at Guadalupe Town Hall, 9241 South Avenida del Yaqui, Guadalupe, Arizona, in the Council Chambers.

Valerie Molina
Mayor

Ricardo Vital
Vice Mayor

Mary Bravo
Councilmember

Anita Cota
Councilmember

Gloria Cota
Councilmember

Elvira Osuna
Councilmember

Joe Sánchez
Councilmember

Agendas available at
www.guadalupeaz.org

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

A. CALL TO ORDER

Mayor Molina called the meeting to order at 6:00 P.M.

B. ROLL CALL

Councilmembers Present: Mayor Valerie Molina, Vice Mayor Ricardo Vital, Councilmember Mary Bravo, Councilmember Anita Cota, Councilmember Gloria Cota, and Councilmember Joe Sánchez

Councilmember Absent: Councilmember Elvira Osuna

Staff Present: Jeff Kulaga – Town Manager / Clerk, Wayne Clement – Fire Chief, Jennifer Drury – Assistant to the Town Manager, Gerardo Moreno – Public Works Director, Nancy Holguin, Community Development, Catalina Alvarez – CAP Director, Veronica Matuz, Senior Center Director, Kay Savard, Deputy Town Clerk, and David Ledyard – Town Attorney

C. INVOCATION/PLEDGE OF ALLEGIANCE

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

D. APPROVAL OF MINUTES

1. **Motion by Vice Mayor Vital to approve the April 11, 2019, Town Council Regular Meeting minutes; second by Councilmember Anita Cota. Motion passed unanimously 6-0.**

Approved the April 11, 2019, Town Council Regular Council Meeting minutes.

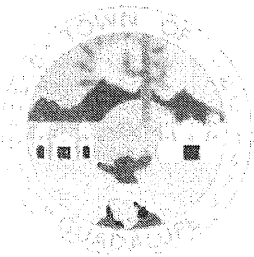
E. CALL TO THE PUBLIC – None.

F. MAYOR and COUNCIL PRESENTATIONS – None.

G. DISCUSSION AND POSSIBLE ACTION ITEMS

1. **I AM GUADALUPE INITIATIVE:** Max Valencia, representative from the Conrado F. Bilducia, Post 124 American Legion, stated that the "I am Guadalupe" is not an American Legion project; but rather, it is a community-based initiative. The purpose of the initiative is to raise awareness of the Maricopa County Sheriff's Office (MCSO) anonymous tip line: (602) 876-TIPS. The TIPS line was developed for community members to report suspicious or criminal activity. Bumper stickers and posters have been created to assist community members on how to report suspicious or criminal activity. These materials have been delivered to area businesses and have received a positive response from community members. Mr. Valencia requested that Councilmembers approve this project by funding the printing of additional bumper stickers and posters. Mr. Valencia noted that MCSO has a limited presence within the community.

Mayor Molina stated that she and Councilmember Bravo recently met with MCSO officials to discuss the limited presence MCSO has within the community. There are instances when community members report suspicious activity or crimes to Councilmembers, versus contacting MCSO, dialing the Police non-emergency line, or dialing '911'.



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Councilmembers discussed the graphics included on the materials; the importance of remaining inclusive; and, encouraged Mr. Valencia to partner with the MCSO executive team on this project. Mr. Valencia reviewed the graphics on the materials.

Councilmembers discussed how businesses may not want to relocate to Guadalupe due to the crime rate. MCSO may have the resources to provide personnel and funding for this project.

In response to a question, Mr. Valencia noted that community members are invited to participate on this project.

Councilmembers invited Mr. Valencia to the Dia de Niño event on Saturday, April 27, 2019, to make contact with Ron Gomez, MCSO representative.

2. PROPOSED FISCAL YEAR 2019/2020 TOWN BUDGET INTRODUCTION: Jeff Kulaga, Town Manager / Clerk, presented the proposed fiscal year 2019/2020 Town budget. Mr. Kulaga stated that included in the packet materials are follow up responses to Councilmembers' questions at the March 14, 2019, Regular Council Meeting, concerning the five-year financial forecast.

Mr. Kulaga noted that the Town of Guadalupe (Town) is one of 37 out of 92 Arizona incorporated cities and towns that does not impose a property tax on its residents. He then discussed property tax data on residential and commercial properties, provided by the Maricopa County Assessor; potential revenue and financial impacts to Town of Guadalupe property owners, including businesses, if a property tax were implemented; properties that would be exempt from having to pay property taxes; and, potential property tax rates and revenue generated. Of the 1,471 properties within the Town, approximately 1 in 7 is delinquent in paying their taxes to jurisdictions such as school taxing districts. A property tax would impose a 17% - 20% tax increase on property owners and would yield approximately \$220,000 annually to the Town. Based on the staff research, staff is recommending that no properties taxes be implemented at this time.

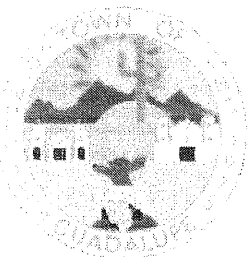
Mr. Kulaga compared sales tax rates within the Phoenix metropolitan area. He then discussed the Town's contract with Waste Management, which was initiated in 2002, and has since been amended four times. The current rate increase is 6.8%. Staff is proposing that a Request for Proposals be pursued to determine if there are refuse collection service providers that offer more competitive rates. Staff is also proposing to incorporate an annual pothole and street repair amount into the fund.

Mr. Kulaga compared the Town's sewer rates to various other municipalities' rates and noted that the Town's rates for residential and commercial properties is the same, unlike other jurisdictions. Staff recommends conducting a \$136,000 assessment of the Town's 12 miles of sewer lines; develop a repair and replacement schedule; apply for Community Development Block Grants; hold on a user fee increase until next year; and, recommend user fees based on conditions and need of repairs.

In response to opportunities for consolidation and partnering with other agencies, Mr. Kulaga noted that staff is working with Superior Court representatives to explore potentially consolidating the Guadalupe Municipal Court with a nearby jurisdiction.

In response to a question regarding potentially partnering with the Pascua Yaqui Tribe, for them to provide Narcam to the Guadalupe Fire Department, Vice Mayor Vital stated that there are various dosages of Narcam, which is an area of consideration.

In response to a question regarding the status of the Mercado lease agreements, a majority of the leases are month to month. Staff will be reviewing the lease agreements and revising as needed. The Mercado facility has experienced an increase in bookings.



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Mr. Kulaga stated that staff will be hosting three upcoming community budget forums. The Town's operating budget does not include Grant funding requests. Mr. Kulaga outlined the process for the development of the Town's proposed budget, which began with the five-year financial forecast. Based on the five-year forecast, staff prepared a proposed budget containing operating revenues and expenses based on recent year actuals and projected needs. Staff then identified where monies come from and where they go; and has included a summary of grant requests; and, added an additional \$1.2 million of grants to provide for budget capacity and spending authority.

In response to a question, Mr. Kulaga stated that the amount of state shared revenues distributed to cities and towns from the state of Arizona is based on a jurisdiction's population. The Town's funding will be reduced as other jurisdictions grow in population. Bob Thaxton, Finance Director, and Mr. Kulaga agreed that participation in the upcoming census is critical to the Town's share of state shared revenues. He urged community members to participate in the census.

Mr. Kulaga outlined budget expenditures and how grant funding requests are accounted for.

Councilmembers emphasized the importance of conveying the status of the budget to community members in an understandable fashion.

Mr. Kulaga noted that the contract for services from the Maricopa County Sheriff's Office (MCSO) has increased 8.8% since last year. Maricopa County retained a consultant to seek guidance on revenue recovery from their contracts. Their consultant recommended implementing 15-16% contract increases. Next year, staff anticipates an MCSO contract increase of \$100,000 - \$150,000. The MCSO contract amount is based on the 1.5 beats in Town, and manpower needed for a given area. Fire and Police services account for 55-60% of the General Fund budget. In addition, the Maricopa County Animal Control contract also increased, based on the consultant's recommendations.

Staff is recommending no employee salary reductions; no reductions in workforce staffing levels, no reduction in programs and departments; and, pursuing savings where possible.

Mr. Kulaga reviewed the special fund budgets and associated projects/programs. Cost estimates to repair the Senior Center roof could be \$115,000 - \$170,000. The Department of Economic Security runs the Headstart Program in the Senior Center and is concerned about the safety of the roof. Staff will remit a letter to the Pascua Yaqui Tribe to request an increase of a previous grant (\$80,000) to fund roof repairs.

Proposed FY 2019/2020 Town Budget Recommendations

Approve \$12,008,297 FY 19/20 Budget as follows:

General Fund:

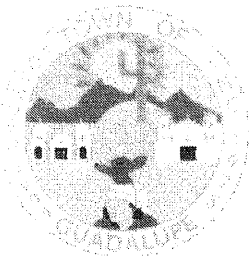
- \$5,223,162, with \$536,388 fund transfers
- \$254,000 contingency fund
- \$486,300 use of reserves
- Maintain current service levels at this time
- Explore contracted services opportunities
- Do not pursue property tax
- Apply for \$1.6 M in grants
- Complete Town owned property RFP process

Solid Waste Fund:

- Issue RFP in fall
- Use \$54,874 of retained earnings
- Base user fee on new contract amount
- Incorporate annual street repair into fund

Sewer Fund:

- Conduct assessment study
- Develop repair and replacement schedule
- Apply for CDBG Grants
- Base user fee on conditions and repairs



In response to a question, Mr. Kulaga stated that staff has reviewed the budget materials and has provided feedback. During the upcoming budget forums, staff intends to communicate the information in a clear and concise fashion. Councilmembers noted that it will also be important to convey this information to the senior population; suggested that a community survey be conducted; and, that the public be notified of the upcoming budget presentations.

Councilmembers requested that the Dia de Niño event be advertised on the Town marquee.

H. TOWN MANAGERS' COMMENTS

Jeff Kulaga, Town Manager / Clerk, reported the following:

- Cuaresma event organizers were pleased with the presence of the Maricopa County Sheriff's Office; there were two incidents and one threat. Thanked the Fire Department for their work. Staff will work on improving barricading and traffic flow. Unauthorized use of fireworks continues to be problematic.
- Senior Center received 100% on a recent assessment from the Area Agency on Aging.
- Commended staff on preparing for the Dia de Niño event; and, for assisting with preparing responses to Council budget inquiries.

I. COUNCILMEMBERS' COMMENTS

Councilmember Bravo

- Discussed an incident with a minor where sulfur was present.
- Thanked staff for their work on the budget.

Councilmember Anita Cota

- Thanked staff for coordination between Maricopa County Sheriff's Office, the Fire Department, and Public Works Department during the Cuaresma.
- May 17, 2019 – Ladies auxiliary bingo event.
- Thanked staff for their work.

Councilmember Sánchez

- Cuaresma event went well.
- He has a group of individuals looking to assist the Town with painting or a clean-up project.

Councilmember Gloria Cota

- Thanked audience members for attending the meeting.
- Thanked the Town Manager / Clerk for his work.

Vice Mayor Vital

- Thanked audience members for attending the meeting.
- Discussed development of a frequently asked questions document for next year's Cuaresma.
- Friday, April 26, 2019 – special event.
- Saturday, April 27, 2019 – Dia de Niño.
- Sunday, April 28, 2019 – Car show.

Mayor Molina

- Thanked staff for attending the meeting.
- Cemetery trash cans are overflowing.

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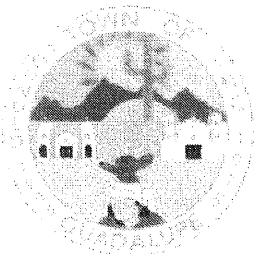
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J. ADJOURNMENT

Motion by Councilmember Bravo to adjourn; second by Vice Mayor Vital. Motion passed unanimously 6-0.

The meeting was adjourned at 7:54 p.m.


Valerie Molina, Mayor

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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 25, 2019, 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

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