

Minutes

Regular Town Council Meeting

February 8, 2018

Valerie Molina
Mayor

Minutes of the Guadalupe Regular Town Council Meeting held on Thursday, February 8, 2018, at 6:00 P.M., at Guadalupe Town Hall, 9241 South Avenida del Yaqui, Guadalupe, Arizona, in the Council Chambers.

Anita Cota
Vice Mayor

A. CALL TO ORDER

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

Gloria Cota
Councilmember

B. ROLL CALL

Councilmembers Present: Mayor Valerie Molina, Vice Mayor Anita Cota, Councilmember Gloria Cota, Councilmember Joe Sanchez, Councilmember Faustino Valenzuela, and Councilmember Ricardo Vital

Elvira Osuna
Councilmember

Councilmember Absent: Councilmember Elvira Osuna

Joe Sanchez
Councilmember

Staff Present: Jeff Kulaga – Town Manager / Clerk, Bob Thaxton – Finance Director, Nancy Holguin – Community Development Coordinator, Gerardo Moreno – Public Works Director, Wayne Clement – Fire Chief, Veronica Matuz – Senior Center Director, Jennifer Drury – Assistant to the Town Manager, Dave Ledyard – Town Attorney

Faustino Valenzuela
Councilmember

C. INVOCATION/PLEDGE OF ALLEGIANCE

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

Ricardo Vital
Councilmember

D. APPROVAL OF MINUTES:

Motion by Councilmember Sanchez to approve the January 25, 2018, Regular Town Council Meeting Minutes; second by Councilmember Vital. Motion passed unanimously 6-0.

Approved the minutes of the Regular Town Council Meeting held on January 25, 2018.

Online agendas and
results available at
www.guadalupeaz.org

E. CALL TO THE PUBLIC – no one spoke.

F. MAYOR and COUNCIL PRESENTATIONS – None.

G. DISCUSSION AND POSSIBLE ACTION ITEMS:

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

1. COUNCIL PRIORITIES: Jeff Kulaga, Town Manager / Clerk, introduced representatives from the City of Tempe, Aaron Peterson, Strategic Management Analyst and Angelique Watson, Technical Services Bureau Manager. Mr. Kulaga stated that Mr. Peterson and Ms. Watson will serve as facilitators for the upcoming Guadalupe Priority Plan meeting scheduled for Thursday, February 15, 2018. Mr. Peterson outlined the proposed planning process and desired outcomes.

No action was taken on agenda item G1.

2. BUDGET UPDATE: Bob Thaxton, provided a mid-year budget update for fiscal year financials through December 31, 2017. Mr. Thaxton outlined how fund balances are allocated; various funding sources; and, revenues and expenses for the Senior Center, Community Action Program (CAP), and Highway User Revenue Funds (HURF). Mr.



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Thaxton then reviewed the Sewer Fund retained earnings, the revenues and expenses for the Mercado. He emphasized that there could be significant budgetary impacts if unanticipated expenditures are needed, which creates a volatile budgetary environment.

Mr. Kulaga recapped the mid-year financial assessment as follows:

- General Fund performing well, realizing slight net gain.
- Mid-year deficit is less than estimated.
- Should this pattern continue, annual deficit projects at \$160,000 rather than \$284,000.
- Results in less impact on fund balances.
- Expenditures exceed revenues
- Using General Fund and Sewer Fund balances to offset expenditures.
- Mercado fund balance is exhausted.
- Continued reliance on fund balances is not a sustainable fiscal solution.

Mr. Thaxton then discussed how the use of fund balances impacts the Town's infrastructure, spending capacity, and providing services to residents.

Mr. Kulaga stated that staff is recommending the following:

1. Establish 5-year capital improvement plan to budget for capital project costs, including engineering services, construction costs, and local match amounts.
2. Reduce discretionary spending.
3. Establish stable recurring revenue sources.
4. Broaden sales tax base by:
 - Renovate and lease Old Town Hall.
 - Develop 3.8 acres on north east corner of Guadalupe Road & Avenida del Yaqui.
 - Rethink the Mercado and its purpose.

Councilmembers discussed the status of Community Block Grant funding (CDBG), Arizona Department of Environmental Quality funding, and HURF funding.

In response to questions regarding anticipated revenue if the Mercado suites were all rented to tenants, Mr. Kulaga stated that he will follow up and provide that information to the Town Council; and, that currently, approximately 11% of the Town's fund balances are allocated to pay for Town operating expenses.

Councilmembers discussed the importance of the Town of Guadalupe's culture and history, having safer parks, increasing the amount of social/youth programs, ensuring adequate fire and police services, and community pride.

Mr. Kulaga thanked staff for their support and emphasized the Town's financial outlook is volatile and subject to any unexpected large expenses. He encouraged community members to attend the upcoming strategic planning session so that residents will be aware of the financial outlook and the Council can outline their priorities for the Town.

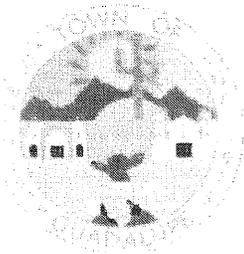
Mr. Kulaga stated that vision boards and fliers will be available at the Dia de Guadalupe event to encourage community input.

No action was taken on agenda item G2.

H. TOWN MANAERS REPORT

Welcomed the Town's CAP Director back to work, after having taken a brief leave.

Announced that the Town received CDBG funding of \$568,000 for four road repaving projects scheduled for Fall 2018.



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I. COUNCILMEMBERS' COMMENTS

- Councilmember Valenzuela
Thanked staff members for attending the meeting.
- Councilmember Vital
February 10, 2018 – Community Garden Grand Opening.
Upcoming Family Night at Frank School community event.
- Councilmember Sanchez
Thanked staff and the county chain gang for cleaning up the alleys.
Thanked staff members for event and graffiti clean-up.
Cleaned up and painted the bathrooms and bleachers at Biehn Park with the assistance of the chain gang.
- Councilmember Cota
Thanked staff members for attending the meeting.
Found the budget presentation interesting.
- Vice Mayor Cota
February 14, 2018 – Senior Valentine's Day Dance.
Looks forward to the strategic planning process meeting. Requested that handouts be available at that meeting as well as at the Dia de Guadalupe.
Will contact Maricopa County Sheriff's Office (MSCO) liaison Deputy Beck to ensure MCSO will be stationed at the school crosswalk at 7:30 AM.
February 11, 2018 – United Way meeting to create a Guadalupe Youth Council, Town Hall, Museum Room.
February 14, 2018 – Cuaresma Lent event begins.
- Mayor Molina
Town Court is celebrating their three year anniversary. A picture was provided to the Town.
Thanked staff members for attending the meeting.

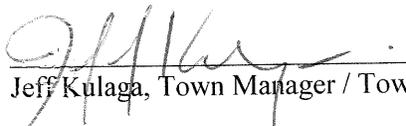
J. ADJOURNMENT

Motion by Vice Mayor Cota to adjourn the meeting; second by Councilmember Sanchez. Motion passed unanimously 6-0.

Meeting adjourned at 6:48 p.m.

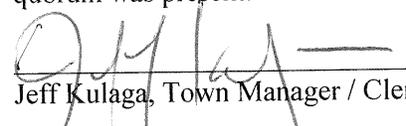

Valerie Molina, Mayor

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 Regular Town Council Meeting of the Town Council of Guadalupe, Arizona held on the 8th day of February, 2018. I further certify that the meeting was duly called and held and that a quorum was present.


Jeff Kulaga, Town Manager / Clerk

Approved by the Town Council on February 22, 2018.