

Minutes

Town Council Regular Meeting

February 13, 2020

Minutes of the Guadalupe Town Council Regular Meeting held on Thursday, February 13, 2020, 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

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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 6:02 p.m.

B. ROLL CALL

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

Councilmembers Absent: Vice Mayor Ricardo Vital and Councilmember Elvira Osuna

Staff Present: Jeff Kulaga – Town Manager / Clerk, Wayne Clement – Fire Chief, Jennifer Drury – Assistant to the Town Manager, Robert Thaxton – Finance Director, Nancy Holguin – Community Development, Veronica Matuz - Senior Center Director, Catalina Alvarez – CAP Director, Esteban Fuerte – Management Assistant, Cachi Castorena – MCSO Deputy, David Ledyard – Town Attorney, and Kay Savard, Deputy Town Clerk

C. INVOCATION/PLEDGE OF ALLEGIANCE

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

D. APPROVAL OF MINUTES

Motion by Councilmember Sánchez to approve the January 9, 2020, Town Council Regular Meeting Minutes; second by Councilmember Gloria Cota. Motion passed unanimously 5-0.

1. Approved the January 9, 2020, Town Council Regular Meeting Minutes.

Motion by Councilmember Sánchez to approve the January 23, 2020, Town Council Regular Meeting Minutes; second by Councilmember Bravo. Motion passed unanimously 5-0.

2. Approved the January 23, 2020, Town Council Regular Meeting Minutes.

E. CALL TO THE PUBLIC: No one spoke.

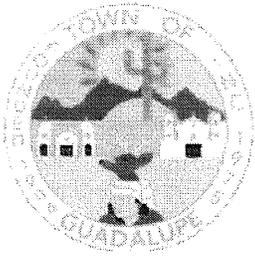
F. MAYOR and COUNCIL PRESENTATIONS: None.

G. DISCUSSION AND POSSIBLE ACTION ITEMS:

1. AVENIDA DEL YAQUI STREET IMPROVEMENT PROJECT OUTREACH

Trisha Brown, Arizona Department of Transportation (ADOT) introduced Rock Barnhart (ADOT) and AZTEC Engineering representatives. Ms. Brown provided an overview of the public outreach initiative and project scope notification letter for the Avenida del Yaqui street improvement project.

Ms. Brown noted that the Maricopa Association of Governments (MAG) is also involved in the project coordination. The purpose of the proposed improvements is to improve bicycle and pedestrian mobility. Construction improvements will be federally funded and in compliance with the Americans with Disabilities Act (ADA). Construction is scheduled to begin in summer, 2021. The project scope



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notification letter from AZTEC Engineering informs all of the agencies involved in the project of the scope of work and project timeline.

Mr. Brock Barnhart, ADOT representative, discussed the public outreach process. ADOT is seeking input from the various agencies involved in the project, as well as input from community members. Community engagement will include holding meetings with property owners that may be impacted by the construction; and, meetings that will be open to the general public. Outreach materials will be provided in English and Spanish.

Mayor Molina requested that the project scope notification letter also be mailed to the Tempe Union High School District.

In response to a question, Ms. Brown stated that funding has been allocated to begin the first phase of construction which will be northbound on Avenida del Yaqui. The second phase of the funding will allow for construction along the southbound portion of Avenida del Yaqui.

Jeff Kulaga, Town Manager / Clerk, noted that at approximately the same time the Avenida del Yaqui street improvement project is underway, Interstate 10 will be under construction from Ray Road to 32nd Street. He has met with officials from the cities of Phoenix and Tempe regarding traffic impacts to Guadalupe during the Broadway Road curve construction portion of the project. The coordinating agencies are aware of the various project timelines, and potential traffic impacts.

2. BOARD OF ADJUSTMENT PUBLIC HEARING – CONDITIONAL USE PERMIT REQUEST, 9445 S. CALLE VAUO NAWI

Motion by Councilmember Anita Cota to open the public hearing; second by Councilmember Sánchez; motion passed unanimously 5-0.

No community members spoke.

George Lederer, Applicant, discussed a letter he submitted to the Council that is included in the meeting packet materials. Mr. Lederer stated that the property he owns was an abandoned structure that was a target for vandalism. He discussed improvements he has made to the property, including planting trees. The Town's Building Inspector assisted him with new water and sewer installations, and with the installation of a decorative block wall. Mr. Lederer requested consideration of a conditional use permit to locate a manufactured home on the property.

Motion by Councilmember Anita Cota to close the public hearing; second by Councilmember Bravo; motion passed unanimously 5-0.

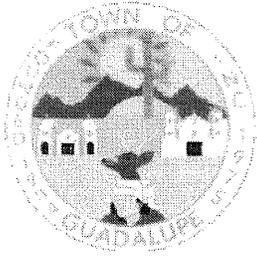
The public hearing was closed.

Held a public hearing to consider the issuance of a Conditional Use Permit (#CU2020-01) to locate a manufactured home at 9445 S. Calle Vaou Nawi, Guadalupe, AZ 85283. The Applicant is George Lederer. The property is zoned R-1-9 Residential. Per Town of Guadalupe Resolution 95-19, Conditional Use Permits will be issued only upon substantial justification and where the manufactured home is owner occupied.

3. BOARD OF ADJUSTMENT - CONDITIONAL USE PERMIT REQUEST, 9445 S. CALLE VAUO NAWI

In response to a question, George Lederer, Applicant, stated that the manufactured home is a 23' x 46' double-wide home.

Motion by Councilmember Anita Cota to approve agenda item G3; second by Councilmember Sánchez. Motion passed unanimously 5-0.



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The Guadalupe Town Council, acting as the Town of Guadalupe Board of Adjustment, approved the issuance of a Conditional Use Permit (#CU2020-01) to locate a manufactured home at 9445 Calle Vaou Nawi, Guadalupe, AZ 85283. The Applicant is George Lederer. The property is zoned R-1-9 Residential. Per Resolution 95-19, Conditional Use Permits will be issued only upon substantial justification and where the manufactured home is owner occupied.

4. APPROVAL of CONTRACT

Jeff Kulaga, Town Manager / Clerk, stated that this is the final pavement replacement project contract that is funded by Community Block Grant funds. The contract amount is \$389,883.48, which is the lowest bid of the five bids submitted. The budgeted amount to complete the project was \$361,000, leaving a funding shortfall of approximately \$28,000. To cover that shortfall, Maricopa County has identified \$10,000 in funding assistance. The remaining \$18,000 would be allocated from Highway User Revenue Fund. Dibble Engineering, the Town Engineer, is recommending awarding the construction contract bid to ACE Asphalt.

Mr. Kulaga stated that flyers, in English and Spanish, will be distributed to impacted property owners informing residents of the Monday, February 24, 2020 project start date, and project details. The flyer will also include information related to the delivery of mail from the Post Office, including hours of operation and Post Office location information. In areas where there are unpaved streets, the Post Office will not deliver mail if the mail carrier is unable to reach the mailbox from their vehicle. Impacted residents may pick their mail up at the Post Office.

Construction for Jimenez Circle will be completed during the school Spring Break so that it will not interfere with the school bus route.

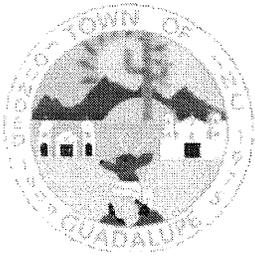
In response to questions, construction activity will not interfere with public safety vehicles. The project will be conducted over a period of time, which makes it challenging to provide homeowners with specifics on when, or if, their mail delivery may be impacted. Three speed humps will also be removed during this project, two of which will be relocated to other areas of Town.

Motion by Councilmember Anita Cota to approve agenda item G4; second by Councilmember Bravo. Motion passed unanimously 5-0.

Councilmembers approved the recommendation from Dibble Engineering, the Town Engineers, for the award of a \$389,883.48 construction contract bid to ACE Asphalt for the CDBG19GD Phase VII Pavement Replacement Project. This project consists of removing and replacing asphalt on six (6) streets from curb to curb. The streets are Calle Fortunado Serrano, Calle Juan Taeva, Calle Brigido Valenzuela, Calle Maximo Solarez, Ciculo S. Hernandez, and Jimenez Circle. Councilmembers approved an Order to Proceed to ACE Asphalt.

5. GUADALUPE ROAD RESURFACE

Jeff Kulaga, Town Manager / Clerk, stated that this agenda item is in response to Council direction provided at the January 23, 2020, Regular Council meeting related to the resurfacing of Guadalupe Road from Town limit to Town limit, including slurry sealing and restriping. Additional work could include improving signage and relocating and/or removing speed humps and crosswalks.



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Mr. Kulaga reviewed the following options:

\$ 36,100	Avenida / Guadalupe Road Intersection restriping only
\$ 35,100	Guadalupe Road restriping Town limit to limit restriping only
\$ 83,600	Guadalupe Road restriping & resigning existing controls
\$103,700	Guadalupe Road slurry seal only Town limit to limit slurry only
\$ 97,600	Guadalupe Road restripe, resign, & traffic study
\$156,800	Guadalupe Road slurry, restripe and Avenida restripe

Mr. Kulaga stated that in 2019, the Town received \$197,000 from the Arizona State Legislature to be used for transportation related expenditures. However, the Town's local funding match for the Avenida del Yaqui Street Improvement Project is \$380,000, which is a \$3.5 million federally funded project. It is critical that the \$380,000 in matching funds be available for this project.

Mr. Kulaga stated that instead of thermoplastic striping, paint would be an option that would last for approximately one year. Dibble Engineering provided the unit pricing for the street improvement options. Construction costs and materials are increasing. Community input would also be a project component.

Councilmembers and Mr. Kulaga discussed a desire to improve street lighting; street restriping that was done in front of Frank Elementary School; and, how the Arizona League of Cities and Towns is advocating for an increased share of state-shared revenues to be allocated to cities and towns. How state shared revenue is allocated among jurisdictions is being discussed at the State level.

Mr. Kulaga stated that to repave the roads under consideration, it would cost approximately \$500,000.

In response to a question, Mr. Kulaga stated that he will follow up with Council regarding the life span of slurry seal. Staff will continue to look at various street improvement options.

There is no material for this agenda item.

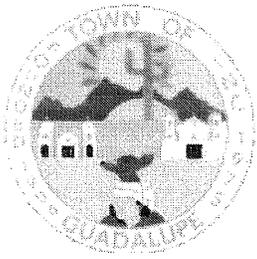
6. SOLID WASTE COLLECTION SERVICES UPDATE

Jeff Kulaga, Town Manager / Clerk, provided an update on the public notification process related to changes in trash and recycling services and related administrative, billing, and public works services. Right Away Disposal will begin providing trash and recycling services on March 1, 2020.

Mr. Kulaga stated that Right Away Disposal personnel attended the Dia de Guadalupe special event to address questions from community members. Community members indicated that they were aware of the change in service; that there will be 2 solid waste pick-ups per week; and, that they understood the changes being made with regard to recycling. One community member was unhappy about the elimination of residential recycling. The most recent contamination rate of recycled materials in Town was 37%.

Staff will be requesting proof of residency at the Town yard when community members wish to dump items in the Town roll off carts. A grace period through March will be provided to educate customers on this new residency requirement; and, signage will be installed to alert customers of this requirement.

Councilmembers discussed the possible scenario whereby a resident is a landscaper and wishes to dump landscaping waste in the Town roll off cart. Mr. Kulaga stated that staff will continue to work on that issue.



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There is no material for this agenda item.

7. SPECIAL EVENTS FISCAL ANALYSIS

Jeff Kulaga, Town Manager / Clerk, provided a financial summary of the 2019 Town of Guadalupe Parade, Christmas Tree Lighting, and Navidad en Guadalupe special events. The Town budgeted \$16,000 for the Parade, Christmas Tree Lighting, and Navidad en Guadalupe. Additional funding sources include a \$15,000 Gila River Indian Community gaming grant and \$10,000 in event sponsorships from a variety of agencies. The overall cost for these events to the Town totaled \$21,500. Event expenditures were less than external event revenues collected, resulting in a profit of \$3,400. Staff anticipates future event costs to be approximately \$20,000.

In response to a question regarding the cost to replace the Christmas tree, Mr. Kulaga stated that it could cost as much as \$20,000 which is an expenditure he would not recommend.

In response to a question, Jennifer Drury, Assistant to the Town Manager / Clerk, stated that unused movie passes were returned to the Pascua Yaqui Tribe, at their request.

Mr. Kulaga noted that the interactive activities, such as the Gingerbread House activity room was a success.

Councilmembers discussed an earlier start time for the events; and, advertising the Boys and Girls Club Thanksgiving dinner.

8. TOWN COUNCIL FISCAL REVIEW SESSIONS

Staff will Jeff Kulaga, Town Manager / Clerk, presented the following schedule of fiscal and budget review agenda items to be scheduled for upcoming Council meetings:

February 27, 2020	FY 2019/20 Mid-year budget status report
March 26, 2020	FY 2020/21 Gaming grant proposals
April 23, 2020	Five year financial forecast & proposed FY 2020/21 budget
May 1 – 14, 2020	FY 2020/21 Community Budget Forums
May 28, 2020	Review FY 2020/21 budget
June 25, 2020	Adopt FY 2020/21 budget

Mr. Kulaga discussed taking a more strategic approach when applying for gaming grants. Councilmembers discussed the possibility of obtaining letters of support to submit with gaming grant applications. Mr. Kulaga acknowledged that and stated that he would not recommend the Town of Guadalupe acting as a pass through agency for tribal gaming grants due to staffing resources.

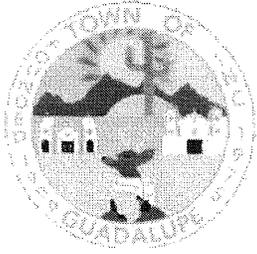
There is no material for this agenda item.

9. CALL OF PRIMARY ELECTION – AUGUST 4, 2020 (RESOLUTION NO. R2020.04)

Jeff Kulaga, Town Manager / Clerk, stated that staff recommends adopting a resolution for a Call of Election.

In response to a question regarding the office of Mayor being a two-year term, David Ledyard, Town Attorney, stated that the Mayor's two-year term of office was approved by voters.

Motion by Councilmember Anita Cota to approve agenda item G9; second by Councilmember Bravo. Motion passed unanimously 5-0.



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Councilmembers adopted **RESOLUTION NO. R2020.04**, a Call of Election announcing that the Town of Guadalupe Primary Election will be held on Tuesday, August 4, 2020. There will be one open seat for Mayor and three open seats for Councilmember on the ballot.

10. CLAIMS

Motion by Councilmember Sánchez to approve agenda item G10; second by Councilmember Gloria Cota. Motion passed unanimously 5-0.

Councilmembers approved the check register for December 2019, totaling \$410,352.01.

H. TOWN MANAGERS' COMMENTS

Jeff Kulaga, Town Manager / Clerk

- Thanked staff and volunteers for their work on Dia de Guadalupe.
- The Town of Guadalupe was awarded over \$500,000 of Maricopa County Community Block Grant funding for urgent sewer repairs. Thanked staff and Dibble Engineering on participating in the grant funding process.

I. COUNCILMEMBERS' COMMENTS

Councilmember Bravo

- Thanked staff for their work on Dia de Guadalupe, new garbage carts, and making positive changes.
- Thanked audience members for attending the meeting.

Councilmember Anita Cota

- Thanked staff for their work on events.
- Discussed an incident whereby Maricopa County Sheriff's personnel interacted well with the victim.
- February 26, 2020 – Cuaresma begins.
- Discussed sensitivity training for Maricopa County Sheriff's Office.
- The community is going in a positive direction.

Councilmember Sánchez

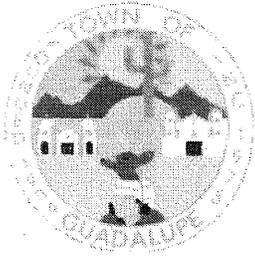
- Thanked staff for their work on Dia de Guadalupe; and, received positive feedback from the community regarding the event.

Councilmember Gloria Cota

- Thanked audience members for attending the meeting.

Mayor Molina

- Thanked staff for their work on Dia de Guadalupe; and, received positive feedback from the community regarding the event.



J. ADJOURNMENT

Motion by Councilmember Anita Cota to adjourn the Regular Council Meeting; second by Councilmember Bravo. Motion passed unanimously 5-0.

The meeting was adjourned at 7:00 p.m.

Valerie Molina, Mayor

Valerie Molina
Mayor

ATTEST:

Ricardo Vital
Vice Mayor

Jeff Kulaga, Town Manager / Town Clerk

Mary Bravo
Councilmember

CERTIFICATION

Anita Cota
Councilmember

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the February 13, 2020, Town of Guadalupe, Town Council Regular Meeting. I further certify the meeting was duly called and held, and that a quorum was present.

Gloria Cota
Councilmember

Jeff Kulaga, Town Manager / Town Clerk

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