

## Minutes Town Council Regular Meeting May 28, 2020

Valerie Molina  
Mayor

Ricardo Vital  
Vice Mayor

Mary Bravo  
Councilmember

Anita Cota  
Councilmember

Gloria Cota  
Councilmember

Elvira Osuna  
Councilmember

Joe Sánchez  
Councilmember

Agendas/Minutes:  
[www.guadalupeaz.org](http://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 Regular Meeting held on Thursday, May 28, 2020, at 6:00 P.M., at Guadalupe Town Hall, 9241 South Avenida del Yaqui, Museum Room, Guadalupe, Arizona.

### A. CALL TO ORDER

Mayor Molina called the meeting to order at 6:00 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 Anita Cota and Councilmember Gloria Cota

Councilmembers Absent: Councilmember Elvira Osuna and Councilmember Joe Sánchez

Staff Present: Jeff Kulaga – Town Manager / Clerk, Wayne Clement – Fire Chief, Jennifer Drury – Assistant to the Town Manager, David Ledyard – Town Attorney (*participated via video conference*)

### C. INVOCATION/PLEDGE OF ALLEGIANCE

Mayor Molina called for a moment of silence in honor of community members impacted by COVID-19. Mayor Molina then led the Pledge of Allegiance.

### D. APPROVAL OF MINUTES – None.

### E. CALL TO THE PUBLIC: No one spoke.

### F. MAYOR and COUNCIL PRESENTATIONS – None.

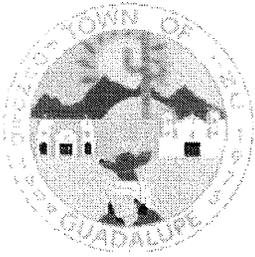
### G. DISCUSSION AND POSSIBLE ACTION ITEMS:

### 3. DECLARING TOWN CODE OF ORDINANCES AS A PUBLIC RECORD (RESOLUTION NO. R2020.18) (*item taken out of order*)

Jeff Kulaga, Town Manager / Clerk, stated that staff has updated the Town Code to include nearly 30 years of revisions. The recommended action is to adopt the resolution, declaring the Town Code a public record. If adopted, the resolution would become effective July 1, 2020.

**Motion by Councilmember Bravo to approve agenda item G3; second by Vice Mayor Vital. Motion passed unanimously on a voice vote 5-0.**

Councilmembers adopted **RESOLUTION NO. R2020.18** declaring the Town of Guadalupe Code of Ordinances as a public record. (*related to agenda items G 1 & 2*)



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## 1. PUBLIC HEARING – TOWN CODE OF ORDINANCES CODIFICATION (ORDINANCE NO. O2020.22) *(item taken out of order)*

Jeff Kulaga, Town Manager / Clerk, stated that on April 23, 2020, Council adopted 19 ordinances. Staff recommends adoption of the ordinance to codify the Town Code.

**Motion by Vice Mayor Vital to open the public hearing; second by Councilmember Bravo. Motion passed unanimously on a voice vote 5-0.**

Mayor Molina opened the public hearing. No community members spoke.

**Motion by Vice Mayor Vital to close the public hearing; second by Councilmember Bravo. Motion passed unanimously on a voice vote 5-0.**

Held a public hearing to receive public comment regarding adoption of the Town Code of Ordinances in its entirety. Per the American Legal Publishing Corporation, codifying includes removing repealed or obsolete ordinances and editing for proper grammar, consistency and clarity. Codifying also encompasses formatting the material into user-friendly titles, chapters and sections, and supplementing with new ordinances. The result is one body of current, enforceable law. *(related to agenda item G2)*

## 2. TOWN CODE OF ORDINANCES CODIFICATION (ORDINANCE NO. O2020.22) *(item taken out of order)*

Jeff Kulaga, Town Manager / Clerk, stated that the codification preparation process incorporated ordinances dating back to 1989, to the current date.

**Motion by Vice Mayor Vital to approve agenda item G2; second by Councilmember Gloria Cota. Motion passed unanimously on a voice vote 5-0.**

Councilmembers adopted **ORDINANCE NO. O2020.22** to codify the Town Code of Ordinances in its entirety. The process to compile all of the Town ordinances, including subsequent amendments, for the past 30 years, began in 2016. American Legal Publishing Corporation will provide on-going administration of the codification of ordinances and resolutions that impact the Town Code. The Town Code will become effective and available on-line in a searchable and accessible format beginning July 1, 2020. *(related to agenda item G1)*

## 4. COUNCIL MEETING SCHEDULE, JUNE – DECEMBER, 2020

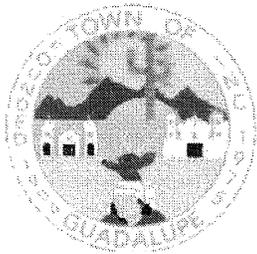
Jeff Kulaga, Town Manager / Clerk, stated that staff recommends cancelling the July 9, 2020, Regular Council Meeting, and scheduling a Regular Council Meeting for Thursday, June 4, 2020. Tentative budget approval is scheduled for June 4, with final budget adoption scheduled for June 25, 2020. COVID-19 has impacted the Town Council meeting schedule.

Councilmembers directed staff to cancel the July 9, 2020, Regular Council Meeting, and to schedule a Regular Council Meeting for Thursday, June 4, 2020.

## 5. COVID-19 ACTION UPDATE

Jeff Kulaga, Town Manager / Clerk, provided an update regarding current steps taken to safe guard public health and safety in response to the Coronavirus and its impact to Town services as follows:

- While Town Hall is closed, staff remains available via telephone, e-mail, and by appointment.
- Town Hall will be open on for three hours on Tuesday mornings and 3 hours on Wednesday afternoons. Masks will be provided to customers; plexiglas has been installed at the reception desk; and, the restrooms in the lobby will remain closed.
- No party permits will be approved until August 1.



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- No events will be scheduled at the Mercado prior to August 1.
- Staff is in the process of upgrading technology for Council meetings.
- June 9, 2020 – Community Action Program food distribution will resume.
- The Senior Center closure has been extended to June 6. Two staff members are self-quarantining due to COVID-19 concerns. Test results are pending.
- Senior congregate meal service has been suspended for two weeks.
- Home meal deliveries to senior residents continues.
- Yesterday, 53 individuals were tested for COVID-19 at Town Hall; and, 176 community members were tested in the Mercado multi-purpose room. Additional testing will occur tomorrow. The process requires pre-registration.
- The Maricopa County Health Department is working on providing data on the number of COVID-19 cases that exist in Guadalupe. No addresses will be provided.
- Fire Department continues to respond to calls where individuals have tested positive for COVID-19.
- Staff is working with the County to identify hotels that might offer temporary quarantine accommodations, if needed.
- Staff is working with the Pascua Yaqui Tribe and various other agencies to provide food boxes and hygiene products.
- Community education and outreach efforts are improving. A trusted voice could serve as a liaison to the community during this process.
- The Town will be given \$75,000 in Community Development Block Grant funding to be used for COVID-19 related needs. \$6,000 will be allocated for supplies, \$20,000 will be allocated for lodging accommodations, and the remaining funds will be used for rental and utility assistance for families.
- Arizona received a \$1.8 billion stimulus package. The state has determined that funding will be allocated based on population. As a result, Guadalupe will receive approximately \$761,000 in stimulus funding. Funding will be used for public safety and staffing needs. This will decrease the amount of General Fund cash reserves needed to balance the budget.
- Hero's Act funding has been eliminated.
- Smart Act - \$500 billion is being considered by the federal government for COVID-19 relief.
- He participates in weekly conference calls with local, state, and federal officials regarding COVID-19.

Councilmembers thanked the Pascua Yaqui Tribe and County officials for partnering with the Town to provide COVID-19 testing. Pre-registration is required. Free testing is also available at various locations throughout Arizona. The Town also received a donation of 2,000 masks.

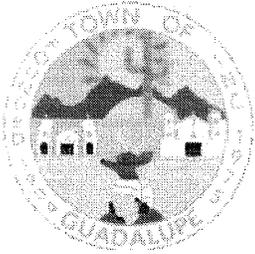
A Councilmember requested that sanitizer be used in Town Hall when it is reopened on June 1. Mr. Kulaga clarified that the Senior Center is closed until July 6. Mr. Kulaga stated that he will follow up with Veronica Mutz, Senior Center Director, regarding the process to sign up for senior meal delivery service.

A Councilmember stated that the Town's FaceBook page provides COVID-19 testing information. Residents can request care packages. The City of Tempe Care 7 team has donated various supplies for the care packages.

A Councilmember voiced concern about an upcoming funeral where there could be a gathering of up to 100 individuals. The Mayor and Vice Mayor were commended for the work they are doing to educate the community about COVID-19 and to provide care packages to community members.

In response to a question, Mr. Kulaga stated that staff is working on securing a list of resources available to the community members concerning COVID-19 and its impacts.

*There is no material for this agenda item.*



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#### H. TOWN MANAGERS' COMMENTS

Jeff Kulaga, Town Manager / Clerk

- May 27, 2020 – Tempe City Council approved the intergovernmental agreement with the Town of Guadalupe for Tempe to provide court administration services for the Town of Guadalupe. The transition of court administration will become effective July 1, 2020.

#### I. COUNCILMEMBERS' COMMENTS

Councilmember Gloria Cota

- Thanked staff for the technology provided during the meeting.

Councilmember Bravo

- Thanked staff for their work.
- Thankful for the funding coming from the State.
- Praying for all that are impacted by COVID-19. Practice social distancing.
- Thanked staff for their work.

Councilmember Anita Cota

- Thanked staff for their work.
- Tall weeds in an alley pose a fire hazard.

Vice Mayor Vital

- Participate in the Census. Guadalupe's response rate is at 45%.
- Thoughts and prayers are with those impacted by COVID-19.

Mayor Molina

- Continue social distancing, 6' from one another; wear a mask when possible; wash your hands and refrain from large gatherings.

#### J. ADJOURNMENT

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

The meeting was adjourned at 6:51 p.m.

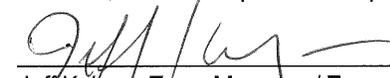
  
Valerie Molina, Mayor

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 May 28, 2020, 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