



Minutes Town Council Regular Meeting June 4, 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

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, June 4, 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. Vice Mayor Ricardo Vital and councilmembers: Councilmember Mary Bravo, Councilmember Anita Cota, Councilmember Gloria Cota, and Councilmember Joe Sánchez participated via video conference.

Councilmember Absent: Councilmember Elvira Osuna

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 offered a moment of silence in respect to COVID19 victims, healthcare workers and also for peace in our country during a time of civil unrest. Mayor Molina then led the Pledge of Allegiance.

D. APPROVAL OF MINUTES

Motion by Vice Mayor Vital to approve agenda items D1, D2, and D3; second by Councilmember Bravo. Motion passed unanimously by a voice vote 6-0.

1. Approved the April 23, 2020, Town Council Regular Meeting minutes.
2. Approved the May 7, 2020, Town Council Regular Meeting minutes.
3. Approved the May 14, 2020, Town Council Regular Meeting minutes.

E. CALL TO THE PUBLIC: No one spoke.

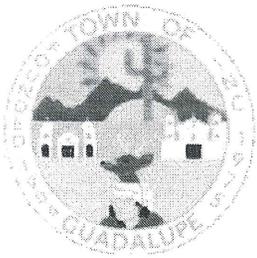
F. MAYOR and COUNCIL PRESENTATIONS

Mayor Molina read a Proclamation declaring Sunday, June 7, 2020, as Graduation Sunday in the Town of Guadalupe.

G. DISCUSSION AND POSSIBLE ACTION ITEMS:

5. COVID-19 ACTION UPDATE (*item taken out of order*)

Jeff Kulaga, Town Manager / Clerk, provided an update regarding current steps taken to safe guard public health and safety in response to the Coronavirus (COVID-19) and its impact to Town services. Mr. Kulaga stated that the Town is participating in a wastewater study to determine the volume of COVID-19 within the wastewater stream that comes from the Town of Guadalupe.



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Mr. Kulaga introduced Wydale Holmes, City of Tempe Strategic Analyst, who provided an overview of the wastewater study. Ms. Holmes stated that the City of Tempe, in conjunction with Arizona State University (ASU), is conducting a study of City wastewater to determine the level of opioid use in the community. Also, currently underway is a study of Tempe and Guadalupe wastewater to determine levels of COVID-19 within the City of Tempe and the Town of Guadalupe. The data is shared with the Maricopa County Health Department. Educational strategies are developed based upon the data. Ms. Holmes reviewed the COVID-19 data for the Town of Guadalupe. Additional data will be available on Friday, June 5. The data also assists management in making operational recommendations to Council.

In response to a question, Ms. Holmes confirmed that the level of positive COVID-19 cases in the Town of Guadalupe is higher than the average rate among other jurisdictions. Mr. Kulaga stated that the science is evolving. It is unclear how the data translates into the number of people that have COVID-19, in Town. The Town has one main wastewater line that discharges into the City of Tempe's wastewater system.

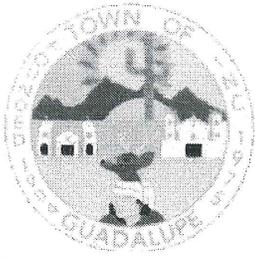
In response to a question, Ms. Holmes stated that the City of Tempe and ASU will continue to measure 2-3 wastewater samples per week. The City of Tempe will post the COVID-19 data levels on behalf of the Town of Guadalupe, upon Council authorization to do so. The City of Tempe data is posted on the City's webpage and updated regularly. Drinking water is not part of the testing process.

A Councilmember discussed how large gatherings contribute to the spread of COVID-19.

Mr. Kulaga stated that the Town of Guadalupe is working the Maricopa County health officials throughout this process to determine the COVID-19 infection rate in the Town of Guadalupe. From April 21 – May 31, 87 positive COVID-19 cases have been confirmed in Town. Compared to the rest of Maricopa County (County), the Town has 5 times more cases than the County average. The trend is for the positive number of cases to increase, versus decrease. The recent social gatherings for various holidays may have impacted the findings.

Mr. Kulaga then introduced Maricopa County Health Department representative, Dr. Sunenshine, M.D., County Medical Director for Disease Control. Dr. Sunenshine stated that the positive COVID-19 cases in Town are more concentrated than the remainder of the County. There is an approximate 10-day lag time between the time a COVID-19 test is conducted and the results are forthcoming. There was a rapid rise in positive cases in Town on May 25, 2020. At this point, the Town has more than 5 times the number of positive cases than the remainder of the County. The overall positive cases in the County continue to increase as well. The County will be providing the Town with regular data reports so that the Town can follow the number of positive cases as they trend over time, including the number of hospitalizations, per jurisdiction. One of the ways to prevent the spread of COVID-19 is to limit the interaction among large groups of individuals. The number of individuals hospitalized is comparable among all County jurisdictions.

In response to a question, Dr. Sunenshine stated that all positive cases are reported to the Health Department, per state statute. It is important that individuals that have symptoms of COVID-19 be tested. Testing reveals if an area is having an outbreak or if it is a hotspot where the virus is spreading. With an increase in testing, it is anticipated that the number of positive cases will increase. The State has a database of all test results. ASU is considering implementation of a high sensitivity test that will minimize false test results. There is another test under consideration that allows individuals to receive test results within 20 minutes; however, this test has an approximate 25% negative test result for individuals that would otherwise test positive. It can take up to 14 days for a person to become infected and test positive. Isolating infected individuals is key to slowing the spread of the virus. The County is working with the Town to provide alternative housing options in situations where individuals that live in households with a large number of people come into contact with individuals that have tested positive for COVID-19.



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Dr. Sunenshine discussed the nasal swab test and how it is determined if someone is infected with the virus. Individuals that test positive are asked to isolate themselves for at least 10 days. ASU has developed a saliva test. There is a finger stick test that determines if an individual has been infected with the virus, but does not indicate if the individual is currently infected. It is possible to infect others, even if an individual exhibits no symptoms of the virus.

Councilmembers and Dr. Sunenshine discussed how the Council would like the status of the Town's virus rate to be conveyed to the public. Councilmembers suggested that if the experts would classify Guadalupe as a hotspot, then that is the term that should be used to convey the status of the virus in Town.

Mr. Kulaga stated that the Town is working with Maricopa County Health, Pascua Yaqui Tribe, and ASU representatives to compile a COVID-19 Response Team. The goal is to provide wrap around services to reduce the spread of the virus, provide resources, assist in recovery, and inform and educate. ASU will be providing testing opportunities and will be coordinating home testing; resource needs will be assessed for homebound individuals; food boxes and hygiene supplies will be provided; temporary housing accommodations and transportation will be provided to those who test positive and cannot properly isolate; a resource e-mail and phone number has been established for local residents; and, the County is providing data updates, tailored educational materials for Guadalupe, and test supplies. Two contracted Town employees will act as liaisons for this process.

Mr. Kulaga reviewed the COVID-19 incident command structure organizational chart. The goal is to reduce the virus infection rate. The sharing of resources and expertise is key to improving the collective health of Guadalupe community members. AKOS will be providing free virus testing next Thursday – Saturday.

A Councilmember noted that the County provided the Town with 6,000 masks which will be distributed during the upcoming virus testing events. Volunteers are needed. PYT has prepared signage for community members to refrain from visiting certain households. There is also a social media campaign to encourage community members to get tested. An additional 2,000 surgical masks and gloves have been donated from the United Nations. Care packages can be delivered to community members upon request.

Mr. Kulaga noted that virus testing is available on a first come, first serve basis. No pre-registration is required. A Councilmember noted that the testing will be in the Mercado multi-purpose room. No drive-through testing is available at this time.

In response to a question regarding quarantine accommodations being made available for members of the household that are healthy versus those needing quarantine, Mr. Kulaga stated that there are existing agreements in place and at this time, no hotels in Town are offering quarantine accommodations. There may also be a need for childcare resources. Ms. Holmes discussed a website that provides virus prevention safety measures in various languages, including Spanish. Dr. Sunenshine stated that the County also works with families to educate them on taking measures to reduce the infection rate within a home where someone has tested positive.

A Councilmember discussed the possibility of including educational information regarding COVID-19 in the water bills. Dr. Sunenshine added that there is also bilingual information on the County website that is available in Spanish. An effort is underway to provide materials to Guadalupe community members that is culturally appropriate.

A Councilmember noted that the infection rate data will be available on the Town's website, along with community testing information.



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1. TENTATIVE BUDGET ADOPTION

Jeff Kulaga, Town Manager / Clerk, stated that on May 14, 2020, staff presented the proposed tentative budget to Councilmembers. From the time the agenda was distributed, additional revenues for FY21 have been identified and realized. The recommended tentative budget total is now \$9,444,200, due to revenue increases of \$761,282, AZ Cares funding; and, an increase of \$338,788 in state shared revenue, urban revenue, and vehicle license taxes. This increased revenues to the General Fund by slightly over \$1 million. Based on that, the Town is recommending an expenditure of \$125,000 for COVID-19 Response Team funding; and, \$25,000 in building inspection services. Based on these updated revenues, the General Fund revenues total \$5,346,719; and, use of \$318,481 in General Fund reserve revenues to balance the FY budget. Due to the revenue increase use of General Fund reserve funds decreases by more than \$1,000,000. Instead of allocating 26% of the General Fund revenues to balance the budget, only 6% is needed.

Because of the recent unanticipated increase in revenues, the Town is able to increase services by funding a COVID-19 Response Team; and, decreasing its dependence on General Fund reserves. \$1,067,211 will remain in reserves for the upcoming fiscal year, barring any unforeseen circumstances. Staff will compile this information in preparation for the final budget adoption which is scheduled for June 25, 2020.

Also impacted was the Highway User Revenue Fund (HURF) which increased by \$133,547, with no additional HURF expenditures recommended. HURF expenditures are anticipated to total \$613,858.

Grant funding expenditure capacity is also included in the budget.

In response to a question regarding partnering with the Pascua Yaqui Tribe (PYT), Mr. Kulaga stated that he has met with representatives from PYT and a funding request has been submitted to PYT. PYT tribal council is in transition and will be reviewing the funding request after the transition has taken place.

Motion by Vice Mayor Vital to approve the tentative budget for FY 2020-21; second by Councilmember Anita Cota. Motion passed unanimously on a voice vote 6-0.

Councilmembers adopted the Fiscal Year (FY) 2020-21 Tentative Budget and set the time and date of 6:00 P.M., June 25, 2020, for the public hearing for final adoption of the Town of Guadalupe FY 2020-21 budget. The FY 2020-21 tentative budget totals \$9,444,200 which includes funding for a general fund budget of \$5,346,719; \$2,203,163 for enterprise and special funds; \$287,350 for debt service; and, a \$1,489,828 grant fund.

2. CHIEF FISCAL OFFICER DESIGNATION (RESOLUTION NO. R2020.19)

Jeff Kulaga, Town Manager / Clerk, stated that designating a Chief Fiscal Officer is a formality. The Chief Fiscal Officer is responsible for officially submitting the Fiscal Year 2021 Expenditure Limitation Report to the Auditor General. Historically, the Town Manager has been designated as the Chief Fiscal Officer.

Motion by Vice Mayor Vital to approve agenda item G2; second by Councilmember Bravo. Motion passed unanimously on a voice vote 6-0.

Councilmembers adopted **RESOLUTION NO. R2020.19** designating the Town Manager/Clerk as the Chief Fiscal Officer. The Chief Fiscal Officer is responsible for officially submitting the Fiscal Year 2021 Expenditure Limitation Report to the Auditor General.



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3. MARICOPA COUNTY LIBRARY DISTRICT INTERGOVERNMENTAL AGREEMENT (RESOLUTION NO. R2020.20)

Jeff Kulaga, Town Manager / Clerk, stated that the current intergovernmental agreement (IGA) with the Maricopa County Library District (County) expires June 30, 2020. The initial agreement with the County to provide library services to the Town began in 2000. The expiration date of the proposed IGA is June 30, 2025, with the option to renew for 4 consecutive five-year terms. The library would continue to occupy its existing space. The annual rent fee is zero; however, the County pays for applicable utility fees which are approximately \$15,000 annually. Staff recommends approval of the IGA.

In response to a question, Mr. Kulaga stated that the Town insures the building and some of the equipment; and, the County also insures their portion of the equipment.

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

Councilmembers adopted **RESOLUTION NO. R2020.20**, authorizing the Mayor, or designee, to enter into an Intergovernmental Agreement (IGA) (C2020-18) with the Maricopa County Library District to provide public library services, specialized programs. The expiration date of the IGA is June 30, 2025, unless terminated sooner. Adoption of the resolution authorizes the Mayor, or designee, to sign all necessary documents in furtherance of this agreement.

4. INTERGOVERNMENTAL AGREEMENT FOR SERVICES BETWEEN MARICOPA COUNTY ADMINISTERED BY ITS HUMAN SERVICES DEPARTMENT AND THE TOWN OF GUADALUPE (RESOLUTION NO. R2020.21)

Jeff Kulaga, Town Manager / Clerk, stated that in order for the Town to receive \$26,216 in Community Block Grant funding for COVID-19 related needs, an intergovernmental agreement is required. Funding would be used to provide food distribution, meals for seniors, and quarantine accommodations.

Motion by Councilmember Anita Cota to approve agenda item G4; second by Vice Mayor Vital. Motion passed unanimously on a voice vote 6-0.

Councilmembers adopted **RESOLUTION NO. R2020.21**, authorizing the Mayor, or designee, to enter into an Intergovernmental Agreement (IGA) (C2020-19) with Maricopa County administered by its Human Services Department to provide \$26,216 in Community Development Block Grant funding to support the essential food distribution, Senior Meals programs and temporary COVID-19 quarantine accommodations. The term of the IGA is July 1, 2020 – July 1, 2021. Adoption of the resolution authorizes the Mayor, or designee, to sign all necessary documents in furtherance of this agreement.

H. TOWN MANAGERS' COMMENTS – None.

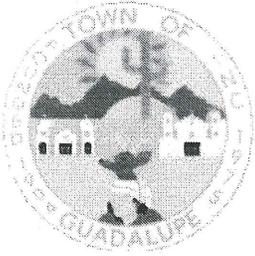
I. COUNCILMEMBERS' COMMENTS

Councilmember Sánchez

- o Thanked everyone for staying safe during this crisis.

Councilmember Bravo

- o Thanked community members for being tested for COVID-19; encouraged all community members to get tested; adhere to social distancing; and, no large gatherings.
- o Thanked the Town Manager / Clerk for his work.



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Councilmember Anita Cota

- o Thanked the Mayor and Vice Mayor for their work on creating a COVID-19 Response Team.
- o Congratulated the newly elected Pascua Yaqui Tribal Council.
- o Thanked Councilmember Bravo for initiating a graduation Sunday event.
- o Concerned about weeds in an alley being a fire hazard.

Vice Mayor Vital

- o Thanked the community and staff for participating in the COVID-19 testing last week.
- o Census 2020 is a priority; community participation is important.
- o Congratulated the newly elected Pascua Yaqui Tribal Council.

Mayor Molina

- o June 11, 12, & 13, 2020 – COVID-19 testing at the Mercado in Guadalupe. Everyone is encouraged to get tested. Testing information is available on social media and on the Town marquee. Masks will be provided.
- o Look forward to the continued partnership with the Pascua Yaqui Tribe.
- o Stay safe. The curfew expires at the end of June.
- o Census 2020 – volunteers are needed to assist community members.

J. ADJOURNMENT

Motion by Vice Mayor Vital to adjourn the Regular Council Meeting; second by Councilmember Gloria Cota. Motion passed unanimously 6-0.

The meeting was adjourned at 7:33 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 June 4, 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