Valerie Molina
Mayor

Ricardo Vital
Vice Mayor

Mary Bravo
Councilmember

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

NOTICE OF REGULAR MEETING
OF THE GUADALUPE TOWN COUNCIL

THURSDAY, SEPTEMBER 26, 2019
6:00 P.M.
GUADALUPE TOWN HALL
9241 SOUTH AVENIDA DEL YAQUI, COUNCIL CHAMBERS
GUADALUPE, ARIZONA

Pursuant to A.R.S. 38-431.02, notice is hereby given to the members of the Town of Guadalupe Council and to the general public that the Guadalupe Town Council will hold a meeting, open to the public, on Thursday, September 26, 2019, at 6:00 P.M., at Guadalupe Town Hall, 9241 South Avenida del Yaqui, Council Chambers, Guadalupe, Arizona.

# AGENDA

A. CALL TO ORDER

B. ROLL CALL

C. INVOCATION/PLEDGE OF ALLEGIANCE

D. APPROVAL OF MINUTES

1. Approval of the September 12, 2019, Town Council Regular Meeting Minutes.

E. CALL TO THE PUBLIC. An opportunity is provided to the public to address the Council on items that are not on the agenda or included on the consent agenda. A total of 3 minutes will be provided for the Call to the Audience agenda item, unless the Council requests an exception to this limit. Please note that those wishing to comment on agenda items posted for action will be provided the opportunity at the time the item is heard.

F. MAYOR and COUNCIL PRESENTATIONS:

Domestic Violence Awareness Month Proclamation – October 2019

G. DISCUSSION AND POSSIBLE ACTION ITEMS:

1. FISCAL YEAR 2018/19 TOWN BUDGET YEAR END REVIEW: Staff will present a review of the Fiscal Year 2018/19 budget performance The presentation will include an overview of revenues and expenditures of the Town General Fund, special and enterprise funds, grants awards and end of year fund balances. Council may provide direction to the Town Manager / Clerk.

2. FISCAL YEAR 2018/19 GENERAL FUND BUDGET ADJUSTMENT RESOLUTION NO. R2019.19: Council will consider and may take action to adopt Resolution No. R2019.19 authorizing the transfer of $66,357 to Senior Center, $59,208 to Community Action Program, $292,245 to Municipal Property Corporation, $16,742 to Local Transportation Assistance, and $32,205 to Highway Users Revenue Fund (HURF), totaling $466,757 from the Fiscal Year (FY) 2018/2019 General Fund; and, the transfer of $100,698 from the Sewer Fund to the Highway Users Revenue Fund (HURF). Council may provide direction to the Town Manager / Clerk.

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3. MERCADO PATIO PUBLIC EVENT APPLCIATION AND RENTAL AGREEMENT: Council will review and may approve or modify proposed revisions and business practices outlined in the rental application for the Mercado Patio Public Event Application and Rental Agreement for public events. Council may provide direction to the Town Manager.

4. MERCADO PATIO PRIVATE EVENT APPLCIATION AND RENTAL AGREEMENT: Council will review and may approve or modify proposed revisions and business practices outlined in the rental application for the Mercado Patio Private Event Application and Rental Agreement for private events. Council may provide direction to the Town Manager.

5. MERCADO MULTIPURPOSE ROOM EVENT APPLICATION AND RENTAL AGREEMENT: Council will review and may approve or modify proposed revisions and business practices outlined in the rental application for the Mercado Multipurpose Room Event Application and Rental Agreement. Council may provide direction to the Town Manager.

H. TOWN MANAGERS' COMMENTS

I. COUNCILMEMBERS' COMMENTS

J. ADJOURNMENT

September 20, 2019

To: The Honorable Mayor and Town Council

From: Jeff Kulaga, Town Manager / Clerk

RE: September 26, 2019 Town Council Regular Meeting Information Report

The purpose of this report is to provide brief information regarding each of the meeting's agenda items.

Agenda Items:

G1. Fiscal Year 2018/19 Town Budget Year End Review (pages XX and XX) : Staff will present a review of the Fiscal Year 2018/19 budget performance including an overview of revenues and expenditures of the Town General Fund, special and enterprise funds, grants awards and end of year fund balances. To note, these are unaudited amounts.

General Fund:

Key points regarding the FY2018/19 budget are:

Revenue Positives:

- Actual revenues exceeded forecasted revenue projections by $192,717.
- Actual revenues of $5,030,050 exceeded actual expenditures of $4,880,051 by $149,999, as a result:
    - No use of General Fund reserves/balance. Fund reserves were not used to balance the budget.
    - The General Fund balance increased by the $149,999 from $1,135,590 to $1,285,589.

Revenue Caution:

- A portion of actual revenues are the result of one-time monies. These are NOT recurring revenues.

Expenditure Positives:

- Actual expenditures were $343,110 less than forecasted.
- Contingency of $245,101 was not used.
- Beyond contingency, actual savings realized was $98,009.

Expenditure Cautions:

- While savings resulted, only needed repairs and replacements were funded.
- Staff did not realize any increase or raise in salaries and wages.

| GENERAL FUND EXPENSES BY DEPARTMENT | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| | Audited FY16 | Audited FY17 | Audited FY18 | Current 2019 YTD | Difference over (under) Budget | Current % S/B 100% YTD | Adopted Budget FY19 | Adopted Budget FY20 |
| Mayor & Council | 38,683 | 53,394 | 70,005 | 66,358 | (5,423) | 92% | 71,780 | 66,733 |
| Municipal Court | 225,132 | 199,261 | 227,980 | 199,546 | (36,468) | 85% | 236,014 | 236,303 |
| Town Manager | 63,701 | 104,722 | 114,322 | 171,124 | 10,426 | 106% | 160,699 | 159,486 |
| Administration | 644,241 | 626,874 | 654,389 | 692,075 | (266,006) | 72% | 958,081 | 1,043,632 |
| Finance | 119,778 | 142,655 | 145,014 | 133,562 | (10,499) | 93% | 144,062 | 139,241 |
| Attorney | 97,519 | 127,419 | 119,543 | 120,144 | 3,144 | 103% | 117,000 | 117,000 |
| Town Clerk | 79,120 | 45,180 | 24,783 | 37,012 | (5,496) | 87% | 42,508 | 34,697 |
| Community Development | 79,856 | 38,649 | 42,931 | 38,919 | 791 | 102% | 38,127 | 37,819 |
| Information Technology | 38,376 | 37,514 | 36,214 | 47,469 | (18,041) | 72% | 65,510 | 61,498 |
| Building Official | 57,257 | 103,070 | 109,731 | 89,946 | (1,414) | 98% | 91,360 | 91,360 |
| Building Maintenance | 71,658 | 70,606 | 103,717 | 80,571 | (29,740) | 73% | 110,312 | 111,405 |
| Police Services | 1,476,561 | 1,698,605 | 1,660,609 | 1,775,673 | (586) | 100% | 1,776,258 | 1,932,577 |
| Fire | 1,101,030 | 1,131,242 | 1,758,996 | 1,256,036 | 18,846 | 102% | 1,237,189 | 1,219,844 |
| Cemetery | 14,802 | 13,974 | 11,356 | 12,125 | (347) | 97% | 12,472 | 13,171 |
| Parks | 114,789 | 135,982 | 148,470 | 144,428 | (1,131) | 99% | 145,559 | 152,818 |
| Library | 8,802 | 10,095 | 12,522 | 15,064 | (1,166) | 93% | 16,230 | 11,580 |
| **Grand Total General Fund Expenses** | **4,231,303** | **4,539,240** | **5,240,583** | **4,880,051** | **(343,110)** | **93%** | **5,223,162** | **5,429,165** |
| | | | | | $343,110 | | | |
| | | | | | -$245,101 | | | |
| | | | | | **$98,009** | | | |

General Fund Horizon (page XX):

- The 5-year budget forecast projected a budget deficit in FY2020/21. As a result of the FY2018/19 budget performance and additional operation savings, the forecasted budget deficit is now projected for FY2021/22.
- Referring to the budget scenarios prepared in May 2019, the Town has moved from the Baseline condition to a Scenario C condition (outlined below).
- CAUTION: While the Town fared well in the FY2018/19 budget performance, the serious structural budget deficit remains. Expenditures town-wide are forecasted to exceed revenues.

| | 2018-19 | 2019-20 | 2020-21 | 2021-22 | 2022-23 | 2023-24 |
|---|---|---|---|---|---|---|
| **General Fund Projections** | **Estimated** | **Projected** | **Projected** | **Projected** | **Projected** | **Projected** |
| **Baseline - Current Conditions** | **$964,258** | **$462,250** | **($210,963)** | **($1,370,534)** | **($2,749,895)** | **($4,217,462)** |
| **Scenario A - decrease $250,000 spending** | **$964,258** | **$712,250** | **$289,037** | **($620,534)** | **($1,749,895)** | **($2,967,462)** |
| **Scenario B - increase $300,000 revenues** | **$964,258** | **$462,250** | **$89,037** | **($767,534)** | **($1,840,865)** | **($2,999,342)** |
| **Scenario C- decrease $250K, increase $300K** | **$964,258** | **$462,250** | **$339,037** | **($267,534)** | **($1,090,865)** | **($1,999,342)** |
| **Scenario D- decrease $250K, increase $300K - $1.2M** | **$964,258** | **$462,250** | **$339,037** | **$4,466** | **$5,105** | **$5,538** |

## Special Funds

Highway Revenue Users Fund HURF (page XX):

- The Highway Revenue Users Fund also fared well. It was projected that $233,163 were to be transferred from the sewer fund, however only $132,903 was actually transferred. Additionally, an unexpected transfer of General Fund monies occurred because ADOT accelerated the local match design cost of the Avenida del Yaqui project of $32,205 to June 2019, rather than August 2019.
- Horizon: The one-time $197,803 from the State Legislature through HB2748 designated for transportation purposes will offset HURF expenses for the next few years. Transfers from the General Fund are forecasted for only the Avenida del Yaqui street renovation project.

Local Transfer Assistance Fund (LTAF) (page X):

- The LTAF provides revenues for Senior Center transportation related services. The expenditures for these services will exceed LTAF revenues, therefore requiring a transfer of General Fund monies.
- Horizon: LTAF is a moderate fund, however as service costs increase, the transfers from the General Fund will increase.

Senior Center (page X):

- The Senior Center budget fared well, primarily due to keeping expenditures in check. Senior Center expenditures were $30,000 less than forecasted, coupled with an additional $9,000 in grant monies. As a result, the transfer from the General Fund was $66,357 rather than the forecasted $105,624.
- The Senior Center will continue to depend on the General Fund to offset expenses at an estimated $90,000 per year for the five year forecast. This is expected, planned, and forecasted.

Community Action Program (CAP) (page X):

- The CAP budget performed as expected, with expenditures $45,000 less than forecasted. Similar to the other funds, CAP relies on General Fund transfers at an estimated $80,000 per year for the five year forecast. This is expected, planned, and forecasted.

Mercado Fund (page X):

- The Mercado fund performed exceptionally well, where revenues exceeded expenditures by $15,000 thereby adding to the Mercado retained earnings. This is highlighted by the $29,572 earned in patio and multipurpose room rental fees. Additionally, past dues rents are being collected.
- The Mercado will continue to require repair and renovations, thereby impacting expenditures. The five year forecast does anticipate reliance on General Fund transfers however, with more tenants and rentals, this may be held under $10,000 annually.

Sewer Enterprise Fund (page C):

- Significant savings was realized in the sewer fund primarily because the sewer line assessment study did not start until FY2019/20. Thus, that expenditure will occur in the current fiscal year. Also, $100,698 of sewer funds were transferred to the HURF fund for the neighborhood storm drain projects. This transfer caused use of retained earnings of $78,454 to balance the budget. This too is expected. The sewer line assessment study will provide information on the condition of sewer lines, which will be followed by a sewer line repair plan of action. This will also provide data to determine if the current $6.00 per customer, per month, fee is adequate to fund sewer system repairs.

Solid Waste Fund (page):

- The Solid Waste Fund performed as forecasted with expenditures exceeding revenues by $25,437 primarily due to increases in contracted service costs. This required use of retained earnings to balance this fund. Service costs are expected to continue to increase, as a result future use of retained earnings is forecasted. However, the Solid Waste Request for Proposal has been solicited, with proposals due at the end of October.

Municipal Property Corporation Fund (page):

- The MPR fund performs as expected with an annual payment of approximately $292,500. General Fund revenues directly fund this payment. This payment will retire in FY22, therefore only three annual payments remain.

Grant Fund (page):

- Revenues in grants for FY 2018/2019 totaled $448,921 not including the CDBG $568,652 street repavement project grant. Grant expenditures equal grant revenues since grants must be used for exactly what project or service was awarded.

Town of Guadalupe FY 2018/2019 Budget (page):

- Annual total costs to serve the Town of Guadalupe is $8,000,000.

**Total All Expenses/All Funds**

| | Audited FY16 | Audited FY17 | Audited FY18 | Current 2019 YTD | Current % S/B 100% YTD | Adopted Budget FY19 | Projected FY20 |
|---|---|---|---|---|---|---|---|
| General Fund | 4,231,303 | 4,539,240 | 5,240,584 | 4,880,051 | 93% | 5,223,162 | 5,429,165 |
| LTAF | 32,222 | 28,980 | 34,300 | 33,482 | 92% | 36,331 | 39,222 |
| HURF | 360,396 | 630,831 | 647,406 | 584,129 | 86% | 677,724 | 644,130 |
| Senior Center | 225,437 | 212,328 | 216,120 | 221,436 | 86% | 251,763 | 238,949 |
| CAP | 112,620 | 87,404 | 132,364 | 138,003 | 75% | 184,467 | 188,816 |
| Tianguis | 182,756 | 167,994 | 156,909 | 159,068 | 103% | 154,851 | 153,190 |
| Sewer | 37,346 | 271,093 | 207,662 | 183,384 | 44% | 416,239 | 255,004 |
| Refuse | 312,563 | 316,495 | 326,755 | 353,737 | 101% | 350,978 | 377,877 |
| MPC | 294,046 | 290,450 | 289,300 | 292,245 | 100% | 292,250 | 292,900 |
| Grant Fund | 2,686 | 3,128 | 154,636 | 448,922 | 0 | 2,863,453 | 4,344,444 |
| Housing Program Income | 11,541 | 93,290 | 310,949 | 699,980 | 50% | 1,408,050 | 44,600 |
| **Grand Total All Funds** | **5,802,914** | **6,641,234** | **7,716,984** | **7,994,437** | | **11,859,267** | **12,008,297** |

G2. Fiscal Year 2018/19 General Fund Budget Adjustment Resolution No. R2019.19 (Page): Fiscal Year 2018/19 Transfer of Funds (Resolution No. R2019.19): Resolution No. R2019.19 authorizes the transfer of $66,357 to the FY 2018/19 Senior Center, $59,208 to the FY 2018/19 Community Action Program and $292,245 to the FY 2018/19 Municipal Property Corporation and $16,742 to the FY 2018/19 Local Transportation Assistance Fund (LTAF), totaling $466,757 from the FY 2018/19 General Fund and the transfer of $100,698 to the FY 2018/19 Highway User Revenue Fund (HURF) from the FY 2018/19 Sewer Fund. These transfers are necessary for accounting and auditing purposes.

G3, G4, & G5. Mercado Patio Public Event Application and Rental Agreement (Pages x-x):

Mercado Patio Private Event Application and Rental Agreement (Pages x-x):

Mercado Multipurpose Room Event Application and Rental Agreement (Pages x-x):

Council approved revised Mercado Public/Private Patio and Multipurpose Room (MPR) event rental applications and agreements in August 2018. As a result of the revisions, rental income from the patio and MPR totaled $29,572 in FY2018/29, an increase of $20,875 from FY2017/18. The revised rental applications and agreements have clarified expectations, deadlines, regulations for the customer, and have improved processing and administration.

Per Council 2018 direction, staff was to return in a year to provide a review and any further revisions. Agenda items: G3, G4, and G5 meet this directive.

Staff is recommending that the Mercado Patio Public/Private and Multipurpose room applications and rental agreement be modified.

Four key revisions to each of the Applications and Rental Agreements:

a. Requiring a $100 fee to rent the MPR room when renting the patio. Presently, there is no charge to rent the MPR when renting the patio.

b. Requiring an alcohol permit when renting the MPR, should alcohol be present. Currently, alcohol is not allowed in the MPR when renting, however the majority of parties renting the MPR have served alcohol.

c. Requiring MCSO and or additional security to be present until parties leave the Mercado or 1 a.m. whichever comes first. Staff have experienced difficulties with clean up, exiting the property, and general behavior as the parties wind down.

d. Simplify the facility cancellation policy. Currently, full or partial refunds are available for cancellation of a reservation 30 days to six months prior to the event date. Staff is recommending that no refund of the $150 security deposit be given for event cancellations made within 90 days of the event. 90 days will give staff an opportunity to book a subsequent event at the facility.

Changes to the applications are indicated by: ALL CAPS = added language. Strike throughs = deleted language.

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# Minutes
# Town Council Regular Meeting
# September 12, 2019

Minutes of the Guadalupe Town Council Regular Meeting held on Thursday, September 12, 2019, at 6:00 P.M., at Guadalupe Town Hall, 9241 South Avenida del Yaqui, Guadalupe, Arizona, in the Council Chambers.

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 Gloria Cota, Councilmember Elvira Osuna, and Councilmember Joe Sánchez

Councilmembers Absent: Councilmember Anita Cota

Staff Present: Jeff Kulaga – Town Manager / Clerk, Wayne Clement – Fire Chief, Jennifer Drury – Assistant to the Town Manager, Catalina Alvarez – CAP Director, Kay Savard, Deputy Town Clerk, and David Ledyard – Town Attorney

C. INVOCATION/PLEDGE OF ALLEGIANCE
Mayor Molina called for a moment of silence in observance and remembrance of 9/11 and for the loss of a Town employee's family member. Mayor Molina then led the Pledge of Allegiance.

D. APPROVAL OF MINUTES

1. Motion by Councilmember Bravo to approve the August 8, 2019, Town Council Regular Meeting minutes; second by Vice Mayor Vital. Motion passed unanimously 6-0.

Approved the August 8, 2019, Town Council Regular Meeting Minutes.

2. Motion by Vice Mayor Vital to approve the August 22, 2019, Town Council Regular Meeting minutes; second by Councilmember Sánchez. Motion passed unanimously 6-0.

Approved the August 22, 2019, Town Council Regular Meeting Minutes.

E. CALL TO THE PUBLIC: None.

F. MAYOR and COUNCIL PRESENTATIONS: None.

G. DISCUSSION AND POSSIBLE ACTION ITEMS:

1. INTERGOVERNMENTAL AGREEMENT FOR SERVICES BETWEEN MARICOPA COUNTY ADMINISTERED BY ITS HUMAN SERVICES DEPARTMENT AND THE TOWN OF GUADALUPE (RESOLUTION NO. R2019.17): Councilmembers adopted RESOLUTION NO. R2019.17 which authorizes the Town of Guadalupe to enter into an Intergovernmental Agreement (C2019-24) for services between Maricopa County, administered by its Human Services Department, for the Guadalupe Street Repavement Project Phase VII (CDBG19GD). This project consists of removing and replacing approximately 11,673 square yards of asphalt on six (6) 30-foot 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. The Mayor is now authorized to execute all

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documents in furtherance of this agreement for the Town of Guadalupe to accept $438,873 of U.S. Department of Housing and Urban Development Community Block Grant funds.

Jeff Kulaga, Town Manager / Clerk, stated that this agenda item is for the Town to accept $438,873 in grant funding for street repaving projects from the U.S. Department of Housing and Urban Development Community Block Grant funds. Six streets in Town would be impacted. If approved, the intergovernmental agreement would go before the Maricopa County Board of Supervisors for their review and approval. Since 2011, the Town has received $3.1 million for street repaving projects, with no local match of funds. Mr. Kulaga recognized Town staff and Dibble Engineering for their efforts to secure grant funding. This will be the last phase of street repaving.

Mr. Kulaga stated that staff anticipates returning to Council in November to discuss sewer pipe replacement needs and proposing sewer line replacements for the upcoming year CDBG grant cycle.

In response to a question, Mr. Kulaga stated that there are limited local funds available for slurry sealing of streets; and, that Public Works staff will be operating the street sweeper on residential streets on Friday, September 13.

Motion by Vice Mayor Vital to approve agenda item G1; second by Councilmember Bravo. Motion passed unanimously 6-0.

2. EDUCATE, EMPOWER, SUCCEED PRESENTATION: Representatives from Educate, Empower, Succeed (EES) presented program information related to vocational rehabilitation, tutoring, and pre-employment transitional services that are available to community members.

Gena Verdugo, Unit Supervisor, Vocational Rehabilitation Services, Department of Economic Security, stated that Educate, Empower, Succeed (EES) supports youth that live within the Tempe school districts that qualify for program benefits. There are many youth that live in the Town of Guadalupe that are interested in, and potentially eligible for, EES services. EES would like to expand its community outreach efforts in Guadalupe. Ms. Verdugo outlined the types of programs EES offers to youth. EES also partners with employers within the community and prepares youth for employment opportunities with those employers.

Sonya Beck, Program Director, Educate, Empower, Succeed, stated that EES provides free tutoring and workshops to youth that qualify for services. EES recognizes that transportation may be challenging for some youth, therefore, EES can bring its services to Town. EES also provides services to adults with disabilities and individuals that reside in group homes. Ms. Beck discussed the criteria for qualifying for EES services.

Councilmembers invited Ms. Verdugo and Ms. Beck to attend an upcoming community partnership meeting with the Pascua Yaqui Tribe on Thursday, September 26. Ms. Verdugo stated that EES can assess the community needs for tutoring services; and, can provide program information in a bilingual format.

Councilmembers directed the Town Manager to coordinate partnership opportunities and identify office space in Guadalupe for the EES program to utilize.

3. BOYS AND GIRLS CLUB PRESENTATION: David DeBruin, Branch Manager, Guadalupe Thunderbirds Branch Boys and Girls Club (Club) provided an organizational update related to programming and services offered by the Club. Mr. DeBruin stated that the Club offers its services to youth ages 5-19 years old, with the intent of preparing program participants for transitioning to job/career opportunities. Mr. DeBruin stated that the Club serves youth in the Tempe and Kyrene school districts, youth. Since May 31, 2019, the Club has served 119 Town residents.

Mr. DeBruin discussed hours of operation, bussing and transportation, the variety of activities and programs available, the Club's mission statement, priority outcomes, core beliefs, Club rules, and membership and fees.

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In response to questions, Mr. DeBruin stated that Frank Elementary School and Fees Middle School students are eligible to be members of the Club. In response to increasing the Club participation rate of 119 Guadalupe youth of the 1,300 youth that reside in Guadalupe, Mr. DeBruin stated that the Club is offering free use of the sports field for soccer and flag football. The Club has received grant funding from various entities, which will be spent on improving various amenities in the Teen Center, offering free food, and improving community outreach. Mr. DeBruin outlined the benefits of the Workforce Development Program and the Youth of the Year Program. The goal is to reintegrate the Club into the Town.

There was no action taken on this agenda item.

4. LEASE AGREEMENT AMENDMENT – CONRADO F. BILDUCIA AMERICAN POST LEGION 124: Jeff Kulaga, Town Manager / Clerk, discussed a request to amend the lease agreement with the Conrado F. Bilducia American Legion Post 124 (Post) to extend their the lease from a 50 year lease to a 60 year lease for use of the Guad Building, 8419 S. Avenida del Yaqui, Guadalupe, Arizona. The request to extend the lease is requested by the Conrado F. Bilducia American Legion Post 124. The request seeks to extend the initial term of the lease from 25 years to 35 years.

Mr. Kulaga stated that he has consulted with David Ledyard, Town Attorney, regarding this request. Section 9 of the existing lease agreement states: "Lease may not be assigned to anyone without the express permission of the Town. The Post will take no action that will allow anyone to record a lien of any sort, or a judgment against the leased property. Should there be default, there could be a judgment."

Staff recommends further review and analysis of the loan's impact on the existing lease agreement, and potential risk to the Town; and, that this agenda item be continued to a future meeting date to allow staff additional time to work with the Town Attorney and Post officials on the request. David Ledyard, Town Attorney, discussed the financial aspect of the Post request; and, if a loan default were to occur, then the loan from the United States Department of Agriculture could place a lien on the property and could become the entity responsible for finding a new tenant.

In response to questions, Mr. Kulaga stated that the Post has a mission statement and a vision for how the facility will be utilized. Last February, a general contractor estimated that rehabilitation of the building would cost approximately $670,000. Another option would be to demolish the building for approximately $275,000 and rebuild. The Post would prefer to rehabilitate the existing structure, which is costly. The front portion of the building may be salvageable.

Motion by Councilmember Bravo to continue this agenda item to a future Council meeting date; second by Councilmember Osuna. Motion passed unanimously 6-0.

5. EAST VALLEY REGIONAL HOMELESS COLLABORATION (RESOLUTION NO. R2019.18): Councilmembers adopted RESOLUTION NO. R2019.18 which authorizes the Town of Guadalupe to join a coalition of East Valley jurisdictions that will collaborate on data sharing to find solutions to homelessness issues.

Jeff Kulaga, Town Manager / Clerk, stated that various east valley cities have been working on homelessness problems for some time. The goal is to formalize this effort to work together, share resources, and collaborate on identifying regional solutions to the homelessness concerns facing all cities and towns. The proposed resolution includes the language 'to the extent possible' for the Town of Guadalupe participating in this regional effort.

Motion by Councilmember Bravo to approve agenda item G5; second by Councilmember Osuna. Motion passed unanimously 6-0.

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6. COUNCIL MEETING SCHEDULE: Councilmembers discussed the Town Council Regular Meeting schedule for September 2019 through December 2019.

Jeff Kulaga, Town Manager / Clerk, stated that the October 24, 2019, Regular Council Meeting is scheduled on the same date as the annual Spooktacular event. Councilmembers may reschedule or cancel that meeting. Should Council cancel that meeting, there will only be one Council meeting in the months of October, November, and December. Currently, there are no agenda items that would require a meeting on October 24.

Motion by Councilmember Sánchez to cancel the October 24, 2019, Regular Council Meeting; second by Councilmember Gloria Cota. Motion passed unanimously 6-0.

7. SALE OF SURPLUS FIRE TRUCK: Councilmembers approved the sale of a 1996 Ferrera Pumper truck through public auction and in compliance with all public property statutes.

Jeff Kulaga, Town Manager / Clerk, stated that staff is seeking Council authorization to sell a 1996 Ferrera Pumper truck through public auction and in compliance with all public property statutes. The vehicle has been retired from Town service and is now considered a surplus vehicle.

In response to questions, Mr. Kulaga stated that the revenue generated from the sale of the fire truck would be deposited into the General Fund. Wayne Clements, Fire Chief, stated that the fire truck is worth $15,000 - $20,000.

Motion by Councilmember Bravo to approve agenda item G7; second by Vice Mayor Vital. Motion passed unanimously 6-0.

8. SOLID WASTE, RECYCLING, AND DISPOSAL SERVICES REQUEST FOR PROPOSALS: Councilmembers approved a solicitation for solid waste, recycling and disposal services through a Request for Proposals (RFP). Staff anticipates distributing the RFP on Monday, September 16, 2019, with a response due date of Friday, October 18, 2019.

Jeff Kulaga, Town Manager / Clerk, stated that the Town has contracted with its current service provider since 2002; and, that since 2002 there have been five amendments to the original contract. Costs continue to increase. The residential rate for solid waste services is $20.75 per household, which has remained the same for the past ten years. Mr. Kulaga reviewed the scope of work, which includes various combinations of services; and, the RFP seeks costs for the various services.

Mr. Kulaga noted that the market for recycled materials is diminishing, which increases costs. As a result, cities and towns are beginning to eliminate recycling services.

During the past fiscal year, the Town utilized $27,000 of retained earnings to supplement residential solid waste costs. Expenditures were exceeding revenues. When the $20.75 rate was set, the actual cost of service was approximately $15.00 which created a cash surplus; however, the cost of services by the provider has increased over the past ten years, creating a funding gap. The roll off service rate has increased dramatically.

In response to a question, for the program to break even, residential solid waste bills would need to be increased by an estimated $3.61 based on analysis done during budget preparation.

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

Mr. Kulaga stated that the current contract with Waste Management expires in March, 2020. Waste Management has provided solid waste services to the Town for the past 17 years. The current process is that residents pay their solid waste fees to the City of Tempe, which is included in the utility bill. Tempe collects the $20.75 per household. Tempe returns those fees to the Town and the Town forwards the fees to Waste Management. Since there are three entities involved in the process, it is challenging to track how many cans Waste Management is picking up. With the new system, the resident would pay the hauler directly. Residents would still pay their water and sewer bills to the City of Tempe; and, residents would receive a separate bill for solid waste, directly from the hauler.

Motion by Vice Mayor Vital to approve agenda item G8; second by Councilmember Osuna. Motion passed unanimously 6-0.

9. TOWN SPEED HUMPS/BUMPS AND TRAFFIC CONTROL: Councilmembers discussed the use of speed humps/bumps to control traffic speeds in Town.

Jeff Kulaga, Town Manager / Clerk, stated that he recently received a request for the installation of speed humps/bumps from the Pascua Yaqui Tribe (PYT). This discussion is the broader discussion of engineering, enforcement, and education that work together to provide safe traveling through neighborhoods.

Mr. Kulaga stated that the City of Mesa's neighborhood traffic calming policy is included in the Council meeting packet. Key components of speed hump/bump programs begin with identifying a demonstrated need; community input/support; assessment of secondary effects such as the potential displacement of the speeding traffic to a nearby location; traffic speed, volume, accident data, and cut through traffic are additional areas of consideration.

A Councilmember discussed alley cut through traffic in the vicinity of Frank Elementary School.

Mr. Kulaga reviewed various traffic calming techniques; discussed a street in Town where several speed bumps have been installed; and, stated that the cost of speed humps/bumps is $5,000 - $6,000 each.

In response to a question, Mr. Kulaga stated that traffic volume counts are typically done with cameras. With that process comes the potential theft or damage to the camera equipment. It is unknown at this time how many traffic humps/bumps are located in neighborhoods.

Councilmembers discussed the importance of traffic enforcement by the Maricopa County Sheriff's Office (MCSO).

Mr. Kulaga reviewed the recent speed hump/bump installation request from the PYT. A traffic study of the area would be needed to determine if the installation of speed humps/bumps is appropriate. Dibble Engineering could assist with that process.

In response to a question, Mr. Kulaga stated that there is a traffic generation database that estimates single family homes average 12 trips per day. There would be a different estimate of trips per day for senior housing, commercial properties, etc.

MCSO Deputy Castorena stated that MCSO has experienced an increase the number of traffic citations issued; noted the importance of MCSO having visibility in the community; and, stated that there will be one MCSO Deputy that is assigned to traffic enforcement.

Mr. Kulaga stated that the Avenida del Yaqui street improvement project could take into consideration street calming techniques.

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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Sylvia Dawavendewa, PYT Housing Program Development Coordinator, discussed the PYT speed hump/bump installation request; and, the traffic impacts to neighborhoods and residents.

Audience members voiced concerns about speeding vehicles in neighborhoods and the potential harm to children that play in the streets.

In response to a question, Mr. Kulaga stated that the installation of a crosswalk would be at the expense of the Town because it would be located in a right-of-way, which is the responsibility of the Town.

Councilmembers emphasized the importance of MCSO having a visible presence in the community; and, for traffic enforcement.

Mr. Kulaga stated that staff will provide an update at the November Regular Council meeting.

10. CLAIMS: Councilmembers approved the check register for August 2019, totaling $562,484.92.

**Motion by Councilmember Bravo to approve agenda item G10; second by Councilmember Gloria Cota. Motion passed unanimously 6-0.**

H. TOWN MANAGERS' COMMENTS

Jeff Kulaga, Town Manager / Clerk

- Thanked the Fire Chief for partnering with the Diamond Backs baseball team who will be donating approximately $100,000 worth of fire equipment and building renovations to the Guadalupe Fire Department.
- Thanked the Assistant to the Town Manager for overseeing the re-roofing of the Senior Center.
- Thanked the Building Inspector for overseeing a sewer line repair on public and private property; the private property owner will be billed for the repair.
- Thanked the Finance Director for his work on the Town budget.
- Thanked the Town Attorney for his work on the Post 124 lease agreement amendment; for his work, along with MCSO officials, on the homeless issues on the Lomita
- Vendors are needed for the Avenida de Arte event.

I. COUNCILMEMBERS' COMMENTS

Councilmember Osuna

- Thanked staff for their work.

Councilmember Gloria Cota

- Thanked staff for attending the meeting.

Vice Mayor Vital

- Thanked staff for attending the meeting.
- Avenida de Arte event is coming up.
- Thursday, October 24, 2019 – Spooktacular
- December – Christmas party.

Councilmember Sánchez

- Thanked audience members for attending the meeting.
- Thanked staff for their work.
- Concerned about speeding in an alley near Juves.

Councilmember Bravo

- Thanked audience members for attending the meeting.
- Traffic in front of Frank Elementary School is improving.
- Concerned about parked cars in alleys in her neighborhood, which could impact fire truck access.

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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Mayor Molina
- Thanked staff for their work.
- Thanked audience members for attending the meeting.

J. ADJOURNMENT

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

The meeting was adjourned at 8:01 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 September 12, 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

# PROCLAMATION

## DOMESTIC VIOLENCE AWARENESS MONTH

WHEREAS, the crime of domestic violence violates an individual's privacy, dignity, security, and humanity which affects men, women, youth, the elderly, but most importantly, the children of our community; and

WHEREAS, the consequence of domestic violence is widespread and manifests itself in further violence on the streets of Guadalupe, and we, as citizens, must be aware of it; and

WHEREAS, domestic violence is a generational legacy resulting in the destruction of the family unit; and

WHEREAS, lives can be changed and suffering alleviated by helping men, women, youth, the elderly, and children through the provision of alternatives to domestic violence; and

WHEREAS, health, safety, and the well-being of our families is, and must continue to be, one of our highest priorities; and

WHEREAS, victims should have help to find the compassion, comfort, and healing they need, and domestic abusers should be punished to the full extent of the law;

WHEREAS, local programs, state coalitions, national organizations, and other agencies nationwide are committed to increasing public awareness of domestic violence and its prevalence, and to eliminating it through prevention and education;

WHEREAS, important partnerships have been formed among criminal and juvenile justice agencies, healthcare providers, allied professionals, and victim services to assist victims of domestic violence and their families; and

NOW, THEREFORE, I, Valerie Molina, Mayor of the Town of Guadalupe, do hereby proclaim October, 2019, as

## *DOMESTIC VIOLENCE AWARENESS MONTH*

in the Town of Guadalupe, and urge all citizens to participate actively in scheduled activities and programs in the State of Arizona and in our community to work towards the elimination of violence.

*IN WHITNESS THEREOF,* I have set my hand and cause the Seal of the Town of Guadalupe to be affixed this 26th day of September, 2019.

_____

Valerie Molina, Mayor

# PROCLAMA

## MES DE LA CONCIENTIZACIÓN SOBRE LA VIOLENCIA DOMÉSTICA

CONSIDERANDO: Que la violencia doméstica es un delito que viola la privacidad, la dignidad, la seguridad y la humanidad de las personas, y que afecta a hombres, mujeres, jóvenes y adultos mayores, pero, más importante aún, a los niños de nuestra comunidad;

Que las consecuencias de la violencia doméstica se propagan y manifiestan en más violencia en las calles de Guadalupe, y que nosotros, como ciudadanos, debemos ser conscientes de su existencia;

Que la violencia doméstica es un legado generacional que destruye la unidad familiar;

Que podemos cambiar vidas y aliviar el sufrimiento si ayudamos a hombres, mujeres, jóvenes, adultos mayores y niños ofreciéndoles alternativas a la violencia doméstica;

Que la salud, la seguridad y el bienestar de nuestras familias es una de nuestras prioridades más importantes y debe mantenerse así;

Que se debe ayudar a las víctimas a encontrar compasión, consuelo y a recuperarse, y que se debe sancionar a los culpables de violencia doméstica con todo el peso de la ley;

Que los programas locales, las coaliciones estatales, las organizaciones nacionales y otras agencias a nivel nacional tienen el compromiso de aumentar la conciencia pública sobre la violencia doméstica y su predominio, y de eliminarla por medio de la prevención y la educación;

Que se han formado alianzas entre agencias de justicia penal y de justicia juvenil, proveedores de atención médica, profesionales aliados y servicios para víctimas, con el fin de ayudar a las víctimas de violencia doméstica y a sus familias;

POR LO TANTO, yo, Valerie Molina, alcaldesa de Guadalupe, por el presente proclamo el mes de octubre de 2019 como

## *MES DE LA CONCIENTIZACIÓN SOBRE LA VIOLENCIA DOMÉSTICA*

en el pueblo de Guadalupe, e insto a todos los ciudadanos que participen activamente en las actividades programadas y los programas del estado de Arizona y de nuestra comunidad con el fin de eliminar la violencia.

*EN FE DE LO CUAL,* estampo mi firma y el sello de Guadalupe a los 26 días del mes de septiembre de 2019.

_____

Valerie Molina, alcaldesa

**Fiscal Year End 2018/2019**
**& Adopted Budget 2019/2020**
**YTD June, 2019**

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| | TOWN OF GUADALUPE GENERAL FUND | Audited FY16 | Audited FY17 | Audited FY18 | Current 2019 YTD | Current % S/B 100% YTD | Adopted Budget FY19 | Adopted FY20 |
|---|---|---|---|---|---|---|---|---|
| **Revenues** | Local Sales Tax | 1,630,995 | 1,592,401 | 1,868,179 | 2,127,077 | 112% | 1,900,000 | 1,900,000 |
| | Local Sales-Auditor Collected | 30,110 | 62,979 | | - | 0% | - | - |
| | Franchise Tax | 25,360 | 23,948 | 26,574 | 26,303 | 107% | 24,562 | 26,500 |
| | Transient Occupancy Tax | 498,990 | 400,511 | 405,035 | 364,824 | 92% | 395,164 | 405,000 |
| | Alcoholic Beverage License | 10,425 | 5,650 | 8,050 | 6,450 | 108% | 6,000 | 8,000 |
| | Restaurant Bar Tax | 324,353 | 336,128 | 269,394 | 292,579 | 117% | 250,000 | 260,000 |
| | Business License | 15,450 | 16,120 | 9,850 | 10,425 | 87% | 12,000 | 10,000 |
| | Building Permits & Fees | 100,323 | 28,863 | 116,853 | 21,474 | 29% | 75,000 | 25,000 |
| | Billboard Revenues | 63,304 | 58,733 | 59,297 | 64,174 | 112% | 57,433 | 57,433 |
| | Urban Revenue Sharing | 664,968 | 755,711 | 784,774 | 790,177 | 100% | 790,150 | 863,634 |
| | State Sales Tax | 525,765 | 566,627 | 610,177 | 656,929 | 101% | 650,535 | 685,699 |
| | Other Rev. from Gov. Agencies | 145,000 | 268,560 | 315,943 | 157,035 | 63% | 248,600 | 248,600 |
| | Wild Land Reimbursements | 41,138 | - | 33,315 | 62,142 | 0% | - | - |
| | Vehicle in Lieu Tax | 228,726 | 243,717 | 262,424 | 280,769 | 99% | 284,120 | 297,942 |
| | Fines & Forfeitures | 59,004 | 38,024 | 30,417 | 19,922 | 66% | 30,000 | 30,000 |
| | Appearance Bond Revenue | 3,601 | 1,300 | 650 | 1,450 | 0% | - | - |
| | JCEF & Fill the Gap Revenues | 10,101 | 1,792 | - | 6,144 | 0% | - | 10,000 |
| | Investment Earnings | 2,938 | 3,471 | 12,336 | 20,161 | 252% | 8,000 | 10,500 |
| | Rents & Concessions | 94,063 | 87,072 | 82,303 | 88,030 | 107% | 82,269 | 82,269 |
| | Ballfield Fees Charged | 3,783 | 3,475 | 2,279 | 2,976 | 198% | 1,500 | 2,300 |
| | Loss on State Investment Pool | 1,971 | 1,730 | - | 3,259 | 0% | - | - |
| | Misc. Fees | 18,482 | 18,868 | 15,530 | 10,486 | 70% | 15,000 | 15,000 |
| | Other Financing Sources | 3,021 | - | 563,036 | - | 0% | - | - |
| | Other Revenue | | | 2,000 | - | 0% | - | - |
| | Event Revenue | - | 2,800 | 6,725 | 17,264 | 247% | 7,000 | 20,000 |
| | Fund Balance Carryforward - General Fund | | | | | 0% | 385,829 | 471,288 |
| **TOTAL GENERAL FUND REVENUES** | | **4,501,871** | **4,518,480** | **5,485,140** | **5,030,050** | **96%** | **5,223,162** | **5,429,165** |
| **Expenditures** | | | | | | | | |
| **8010** | **Mayor & Council** | | | | | | | |
| | Salaries & Wages | 15,100 | 43,800 | 58,800 | 59,500 | 101% | 58,800 | 58,800 |
| | FICA Expense | 1,155 | 3,354 | 4,498 | 4,552 | 101% | 4,498 | 4,498 |
| | Workman's Compensation | 41 | 110 | 156 | 287 | 102% | 282 | 235 |
| | **Sub-Total Personnel Costs** | **16,296** | **47,264** | **63,454** | **64,339** | **101%** | **63,580** | **63,533** |
| | Office Supplies | 203 | 251 | 155 | 445 | 148% | 300 | 400 |
| | Printing & Duplicating | 591 | 299 | 25 | 94 | 24% | 400 | 200 |
| | Other Operating Expenses | 520 | 275 | 380 | - | 0% | 600 | - |
| | Small Tools & Equipment | 1,575 | 1,181 | - | - | 0% | 500 | 200 |
| | Telephone | 1,086 | 1,084 | 1,108 | 1,111 | 101% | 1,100 | 1,100 |
| | Postage & Mailing | - | - | - | - | 0% | 100 | 100 |
| | Travel & Lodging | 847 | 749 | 343 | - | 0% | 1,000 | - |
| | Dues & Subscriptions | 9,231 | - | 2,706 | - | 0% | - | - |
| | Meetings & Business Expense | 592 | 417 | 839 | 234 | 19% | 1,200 | 1,200 |
| | Miscellaneous Charges | 6,810 | - | - | - | 0% | 500 | - |
| | Conferences & Training | 933 | 1,874 | 995 | 135 | 5% | 2,500 | - |
| | **Sub-Total Operating Supplies & Services** | **22,386** | **6,130** | **6,551** | **2,019** | **25%** | **8,200** | **3,200** |
| **TOTALS FOR 8010 MAYOR AND COUNCIL** | | **38,683** | **53,394** | **70,005** | **66,358** | **92%** | **71,780** | **66,733** |

| TOWN OF GUADALUPE GENERAL FUND | Audited FY16 | Audited FY17 | Audited FY18 | Current 2019 YTD | Current % S/B 100% YTD | Adopted Budget FY19 | Adopted FY20 |
|---|---|---|---|---|---|---|---|
| **Expenditures** | | | | | | | |
| **8030 Municipal Court** | | | | | | | |
| Salaries & Wages | 104,225 | 101,124 | 107,323 | 92,957 | 85% | 109,410 | 111,490 |
| Judicial Services | 47,659 | 22,947 | 44,129 | 45,894 | 100% | 45,894 | 45,894 |
| FICA Expense | 7,973 | 7,736 | 8,211 | 7,111 | 85% | 8,370 | 8,529 |
| Pension Expense | 11,952 | 11,471 | 12,201 | 10,591 | 82% | 12,910 | 13,156 |
| Workman's Compensation | 271 | 256 | 289 | 452 | 86% | 525 | 445 |
| Group Health & Dental Insurance | 23,292 | 24,898 | 26,369 | 19,346 | 63% | 30,945 | 20,310 |
| Unemployment Insurance | 901 | 783 | 447 | 183 | 8% | 2,200 | 783 |
| Life Insurance Expense | 129 | 129 | 129 | 113 | 75% | 150 | 86 |
| **Sub-Total Personnel Costs** | **196,401** | **169,344** | **199,098** | **176,646** | **84%** | **210,404** | **200,693** |
| Office Supplies | 874 | 692 | 1,183 | 924 | 68% | 1,350 | 1,350 |
| Printing & Duplicating | 550 | 727 | 447 | 205 | 20% | 1,000 | 1,000 |
| Other Operating Expense | 323 | - | - | - | 0% | 100 | 100 |
| Small Tools & Equipment | 309 | - | 378 | - | 0% | - | - |
| Court Enhancement | - | - | - | 89 | 0% | - | - |
| JCEF | 6,919 | - | 4,498 | 3,873 | 0% | - | 10,000 |
| Fill the Gap | 3,362 | 2,042 | 2,500 | - | 0% | - | - |
| Audit | - | - | 2,700 | - | 0% | - | - |
| Jury Services | 3,060 | 3,170 | - | - | 0% | 200 | 200 |
| Interpreter Services | 467 | 385 | 404 | 422 | 94% | 450 | 450 |
| Telephone | 1,172 | 1,101 | 1,651 | 1,931 | 161% | 1,200 | 1,200 |
| Postage & Mailing | 1,317 | 1,126 | 894 | 547 | 32% | 1,700 | 1,700 |
| Travel & Lodging | - | - | - | - | 0% | 350 | 350 |
| Mileage Reimbursements | 300 | 343 | 628 | 126 | 42% | 300 | 300 |
| Advertising | - | - | - | - | 0% | - | - |
| Dues, Subscriptions & Membership | 25 | 25 | 150 | 150 | 600% | 25 | 25 |
| Maintenance Contracts | 7,776 | 8,434 | 7,359 | 7,652 | 65% | 11,785 | 11,785 |
| Meetings & Business Expense | - | - | - | - | 0% | - | - |
| Contractual Services | 250 | 10,089 | 2,145 | 4,480 | 112% | 4,000 | 4,000 |
| Miscellaneous Charges | 1,277 | 303 | 123 | - | 0% | 300 | 300 |
| Bank Charges | - | 771 | 970 | 1,087 | 91% | 1,200 | 1,200 |
| Equipment Repair | - | - | 2,101 | - | 0% | 300 | 300 |
| Conferences & Training | 750 | 710 | 751 | 1,415 | 105% | 1,350 | 1,350 |
| **Sub-Total Operating Supplies & Services** | **28,731** | **29,917** | **28,882** | **22,899** | **89%** | **25,610** | **35,610** |
| **TOTALS FOR 8030 MUNICIPAL COURT** | **225,132** | **199,261** | **227,980** | **199,546** | **85%** | **236,014** | **236,303** |

| TOWN OF GUADALUPE GENERAL FUND | Audited FY16 | Audited FY17 | Audited FY18 | Current 2019 YTD | Current % S/B 100% YTD | Adopted Budget FY19 | Adopted FY20 |
|---|---|---|---|---|---|---|---|
| **Expenditures** | | | | | | | |
| **8040 Town Manager** | | | | | | | |
| Salaries & Wages | 46,189 | 43,086 | 72,024 | 82,867 | 122% | 67,749 | 78,030 |
| Fees For Service | - | - | | - | 0% | - | - |
| FICA Expense | 3,504 | 3,286 | 5,413 | 5,891 | 114% | 5,183 | 5,969 |
| Pension Expense | 4,301 | 1,550 | 4,905 | 7,939 | 147% | 5,417 | 9,208 |
| Pension Expense | - | - | | - | 0% | - | - |
| Workman's Compensation | 126 | 109 | 193 | 412 | 127% | 325 | 311 |
| Group Health & Dental Insurance | - | - | 9,398 | 18,739 | 194% | 9,665 | 20,282 |
| Unemployment Insurance | 499 | 1,106 | 719 | 164 | 14% | 1,150 | 815 |
| Life Insurance Expense | - | - | 37 | 77 | 128% | 60 | 70 |
| **Sub-Total Personnel Costs** | **54,619** | **49,136** | **92,690** | **116,089** | **130%** | **89,549** | **114,686** |
| Office Expense | 349 | 85 | 547 | 737 | 184% | 400 | 400 |
| Printing & Duplicating | 122 | 635 | 1,143 | 1,260 | 180% | 700 | 700 |
| Newsletters & Publishing | - | 4 | - | - | 0% | - | - |
| Other Operating Expense | 360 | 3,988 | 1,200 | 476 | 59% | 800 | 400 |
| Auto Repairs/Vehicle Registration | 105 | - | - | - | 0% | - | - |
| Small Tools & Equipment | 139 | 42 | - | - | 0% | 300 | 300 |
| Other Professional Services | 487 | 38,110 | 6,336 | 39,534 | 79% | 50,000 | 25,000 |
| Telephone | 2,219 | 2,221 | 2,332 | 2,505 | 109% | 2,300 | 2,300 |
| Postage & Mailing | - | 227 | 579 | 472 | 105% | 450 | 450 |
| Travel & Lodging | - | 799 | 138 | 201 | 29% | 700 | - |
| Advertising | - | - | - | 10 | 0% | - | - |
| Vehicle Insurance | 477 | 477 | 477 | 477 | 95% | 500 | 500 |
| Dues & Subscriptions | 1,117 | 8,040 | 8,459 | 8,611 | 62% | 14,000 | 14,000 |
| Maintenance Contracts | 270 | - | - | - | 0% | - | - |
| Meetings & Business Expense | 328 | 165 | 219 | 344 | 115% | 300 | 450 |
| Miscellaneous Charges | - | 512 | 202 | 220 | 31% | 700 | 300 |
| Equipment Repair | - | - | - | - | 0% | - | - |
| Conferences & Training | 3,108 | 280 | - | 189 | 0% | - | - |
| Vehicle Lease Payment | - | - | - | - | 0% | - | - |
| **Sub-Total Operating Supplies & Services** | 9,081 | 55,585 | **21,632** | **55,036** | **77%** | **71,150** | **44,800** |
| **TOTALS FOR 8040 TOWN MANAGER** | **63,701** | **104,722** | **114,322** | **171,124** | **106%** | **160,699** | **159,486** |

| TOWN OF GUADALUPE GENERAL FUND | Audited FY16 | Audited FY17 | Audited FY18 | Current 2019 YTD | Current % S/B 100% YTD | Adopted Budget FY19 | Adopted FY20 |
|---|---|---|---|---|---|---|---|
| **8050 Administration** | | | | | | | |
| Liability & Property Insurance | 53,415 | 53,415 | 62,694 | 31,337 | 59% | 53,000 | 57,000 |
| Miscellaneous Charges | 80 | - | 1,520 | - | 0% | 100 | - |
| Census Count | - | - | - | - | 0% | - | 4,840 |
| Prisoner Jail Expense | 36,809 | 31,127 | 46,316 | 41,107 | 117% | 35,000 | 46,000 |
| Animal Control | 26,719 | 27,600 | 27,600 | 27,600 | 102% | 27,006 | 30,000 |
| Dead Dog Removal | 399 | 998 | 665 | 1,995 | 222% | 900 | 1,200 |
| Contingency/Emergency | - | - | - | - | 0% | 245,101 | 254,000 |
| Recognition & Awards | - | 9,267 | 182 | - | 0% | 1,000 | 1,000 |
| Celeb Exp-Special Events | 15,333 | 6,946 | 8,678 | 4,602 | 77% | 6,000 | 3,000 |
| Celebration Expense-Sheriff | 35,386 | 34,945 | 35,763 | 50,995 | 102% | 50,000 | 50,000 |
| Celebration Expense-Guad Days | 2,271 | 8,832 | 8,155 | 7,855 | 92% | 8,500 | 12,000 |
| Celebration Expense-December | 9,449 | 7,939 | 5,604 | 15,174 | 253% | 6,000 | 16,058 |
| Election Expense | 7,690 | 4,964 | 114 | 1,467 | 24% | 6,000 | - |
| Public Defenders | 22,750 | 15,800 | 13,600 | 24,404 | 163% | 15,000 | 21,000 |
| Old Town Hall Insurance | - | - | 9,619 | 1,267 | 68% | 1,850 | 1,850 |
| Transfer to HURF | - | - | | 32,205 | 0% | - | - |
| Transfer to LTAF | - | - | 6,042 | 16,742 | 85% | 19,631 | 22,522 |
| Transfer to Senior Center | 76,410 | 64,346 | 63,588 | 66,357 | 63% | 105,624 | 93,970 |
| Transfer to CAP | 49,734 | 55,580 | 56,593 | 59,208 | 85% | 69,467 | 73,816 |
| Transfer to MPC-Bond | 294,046 | 290,450 | 289,300 | 292,245 | 100% | 292,250 | 292,900 |
| Transfer to Grant Fund | - | - | - | - | 0% | - | 45,000 |
| Lease Payment (Copier) | 500 | - | 5,019 | 1,520 | 0% | - | - |
| DOR Funding SB1216 | 11,996 | 12,590 | 12,838 | 15,653 | 100% | 15,652 | 17,476 |
| **TOTALS FOR 8040 ADMINISTRATION** | **644,241** | **626,874** | **654,389** | **692,075** | **72%** | **958,081** | **1,043,632** |
| | | | | | | | |
| **Transfer to Other Funds Detail** | | | | | | | |
| HURF | - | - | - | 32,205 | - | - | - |
| Local Senior Transportation | - | - | 6,042 | 16,742 | 85% | 19,631 | 22,522 |
| Senior Center | 76,410 | 64,346 | 63,588 | 66,357 | 63% | 105,624 | 93,970 |
| Community Action Program | 49,734 | 55,580 | 56,593 | 59,208 | 85% | 69,467 | 73,816 |
| Municipal Property Corp. (Bond) | 294,046 | 290,450 | 289,300 | 292,245 | 100% | 292,250 | 292,900 |
| Grant Fund | - | - | - | - | - | - | 45,000 |
| **Transfer to Other Funds Totals** | **420,190** | **410,376** | **415,523** | **466,757** | **96%** | **486,972** | **528,208** |

| TOWN OF GUADALUPE<br>GENERAL FUND | Audited FY16 | Audited FY17 | Audited FY18 | Current 2019 YTD | Current % S/B 100% YTD | Adopted Budget FY19 | Adopted FY20 |
|---|---|---|---|---|---|---|---|
| **8060 Finance** | | | | | | | |
| Salaries & Wages | 71,751 | 91,750 | 91,101 | 82,993 | 100% | 83,183 | 83,183 |
| Overtime | - | - | - | - | 0% | - | - |
| FICA Expense | 5,412 | 6,934 | 6,883 | 6,259 | 98% | 6,364 | 6,364 |
| Pension Expense | 7,923 | 10,215 | 10,128 | 9,359 | 95% | 9,816 | 9,816 |
| Workman's Compensation | 186 | 234 | 236 | 405 | 102% | 399 | 399 |
| Group Health & Dental Insurance | 10,128 | 11,201 | 11,989 | 11,658 | 88% | 13,303 | 13,303 |
| Unemployment Insurance | 378 | 342 | 195 | 80 | 17% | 475 | 221 |
| Life Insurance Expense | 56 | 58 | 58 | 74 | 102% | 72 | 56 |
| **Sub-Total Personnel Costs** | **95,834** | **120,734** | **120,590** | **110,829** | **98%** | **113,612** | **113,341** |
| Office Expense | 558 | 576 | 755 | 710 | 101% | 700 | 750 |
| Printing & Duplicating | 77 | 1,733 | 991 | 2,184 | 312% | 700 | 200 |
| Other Operating Expense | 10 | 1,320 | 127 | 208 | 69% | 300 | 350 |
| Small Tools & Equipment | 246 | 46 | - | - | 0% | - | - |
| Auditing | 17,475 | 14,561 | 14,561 | 14,561 | 77% | 19,000 | 19,000 |
| Telephone | 324 | 336 | 344 | 340 | 85% | 400 | 400 |
| Postage & Mailing | 783 | 820 | 1,132 | 985 | 123% | 800 | 600 |
| Travel & Lodging | - | - | 46 | - | 0% | 400 | - |
| Dues, Subscriptions & Membership | 60 | 60 | 2,000 | 60 | 3% | 2,000 | 200 |
| Meetings & Business Expense | - | 5 | - | - | 0% | 50 | - |
| Miscellaneous Charges | 2,056 | 1,911 | 3,878 | 3,148 | 83% | 3,800 | 3,800 |
| Equipment Repair | - | - | - | - | 0% | 400 | - |
| Conferences & Training | 853 | 149 | 22 | - | 0% | 900 | - |
| **Sub-Total Operating Supplies & Services** | **23,944** | **21,921** | **24,423** | **22,734** | **75%** | **30,450** | **25,900** |
| **TOTALS FOR 8060 FINANCE** | **119,778** | **142,655** | **145,014** | **133,562** | **93%** | **144,062** | **139,241** |
| | | | | | | | |
| **8070 Town Attorney** | | | | | | | |
| Office Expense | 1,922 | 1,501 | 1,335 | 564 | 56% | 1,000 | 1,000 |
| Legal Services | 45,275 | 86,133 | 67,916 | 42,283 | 65% | 65,000 | 55,000 |
| Special Legal Services | - | - | - | - | 0% | - | - |
| Prosecution | 50,322 | 39,785 | 50,293 | 77,297 | 152% | 51,000 | 61,000 |
| **TOTALS FOR 8070 TOWN ATTORNEY** | **97,519** | **127,419** | **119,543** | **120,144** | **103%** | **117,000** | **117,000** |

| TOWN OF GUADALUPE<br>GENERAL FUND | Audited FY16 | Audited FY17 | Audited FY18 | Current 2019 YTD | Current % S/B 100% YTD | Adopted Budget FY19 | Adopted FY20 |
|---|---|---|---|---|---|---|---|
| **8080 Town Clerk** | | | | | | | |
| Salaries & Wages | 57,036 | 30,142 | 12,144 | 22,263 | 74% | 30,000 | 26,000 |
| FICA Expense | 4,325 | 2,291 | 929 | 1,703 | 74% | 2,295 | 1,989 |
| Pension Expense | 6,195 | 2,262 | 1,152 | 2,344 | 0% | - | 3,068 |
| Workman's Compensation | 147 | 74 | 32 | 109 | 76% | 144 | 104 |
| Group Health & Dental Insurance | 7,814 | 3,175 | - | - | 0% | 120 | - |
| Unemployment Insurance | 174 | - | 164 | 61 | 35% | 174 | 261 |
| Life Insurance Expense | 43 | 18 | - | - | 0% | - | - |
| **Sub-Total Personnel Costs** | **75,735** | **37,963** | **14,422** | **26,480** | **81%** | **32,733** | **31,422** |
| Office Expense | 284 | 289 | 369 | 121 | 40% | 300 | 300 |
| Printing & Duplicating | 678 | 1,265 | 6,263 | 4,678 | 78% | 6,000 | 700 |
| Other Operating Expense | 584 | 3,931 | 171 | 108 | 27% | 400 | 200 |
| Postage & Mailing | 134 | 269 | 251 | 326 | 109% | 300 | 300 |
| Travel & Lodging | - | - | 349 | - | 0% | 450 | 450 |
| Advertising | 1,349 | 1,086 | 119 | 534 | 107% | 500 | 500 |
| Maintenance Contracts | - | - | - | - | 0% | - | - |
| Meetings & Business Expense | - | 43 | - | 39 | 0% | - | - |
| Other Contractual Services | - | - | 2,480 | 4,023 | 335% | 1,200 | - |
| Equipment Repair | - | - | - | - | 0% | 100 | - |
| Machinery & Equipment | - | - | - | | 0% | - | - |
| Conferences & Training | 198 | 87 | 48 | 350 | 175% | 200 | 500 |
| **Sub-Total Operating Supplies & Services** | **3,385** | **7,218** | **10,361** | **10,532** | **108%** | **9,775** | **3,275** |
| **TOTALS FOR 8080 TOWN CLERK** | **79,120** | **45,180** | **24,783** | **37,012** | **87%** | **42,508** | **34,697** |
| | | | | | | | |
| **8090 Community Development** | | | | | | | |
| Salaries & Wages | 38,856 | 23,548 | 23,905 | 23,882 | 101% | 23,688 | 23,688 |
| FICA Expense | 2,906 | 1,761 | 1,798 | 1,791 | 99% | 1,812 | 1,812 |
| Pension Expense | 4,268 | 2,601 | 2,654 | 2,714 | 247% | 1,100 | 2,795 |
| Workman's Compensation | 100 | 58 | 64 | 116 | 102% | 114 | 95 |
| Group Health & Dental Insurance | 6,620 | 4,626 | 4,465 | 5,824 | 113% | 5,138 | 5,078 |
| Unemployment Insurance | 255 | 127 | 75 | 30 | 17% | 180 | 180 |
| Life Insurance Expense | 36 | 24 | 21 | 27 | 59% | 46 | 21 |
| **Sub-Total Personnel Costs** | **53,042** | **32,745** | **32,981** | **34,384** | **107%** | **32,077** | **33,669** |
| Office Expense | 70 | 23 | 109 | 17 | 11% | 150 | 150 |
| Printing & Duplicating | 525 | 388 | 464 | 673 | 112% | 600 | 650 |
| Other Operating Expense | 536 | 2,209 | 5,123 | 628 | 16% | 4,000 | 1,000 |
| Telephone | 1,255 | 1,094 | 822 | 485 | 40% | 1,200 | 600 |
| Postage & Mailing | 548 | 174 | 38 | 113 | 0% | - | 200 |
| Dues, Subscriptions & Membership | 161 | - | - | - | 0% | - | - |
| Maintenance Contracts | 496 | 124 | - | - | 0% | - | - |
| Meetings & Business Expense | - | - | 5 | 7 | 7% | 100 | 50 |
| Miscellaneous Charges | 50 | 62 | - | 21 | 0% | - | - |
| Contractual Services | 23,173 | 1,644 | 910 | 2,352 | 0% | - | 1,500 |
| Equipment Repair | - | 187 | 2,480 | 239 | 0% | - | - |
| **Sub-Total Operating Supplies & Services** | **26,814** | **5,904** | **9,950** | **4,534** | **75%** | **6,050** | **4,150** |
| **TOTALS FOR 8090 COMMUNITY DEVELOPMENT** | **79,856** | **38,649** | **42,931** | **38,919** | **102%** | **38,127** | **37,819** |

| TOWN OF GUADALUPE GENERAL FUND | Audited FY16 | Audited FY17 | Audited FY18 | Current 2019 YTD | Current % S/B 100% YTD | Adopted Budget FY19 | Adopted FY20 |
|---|---|---|---|---|---|---|---|
| **8100 Information Technology** | | | | | | | |
| Operating Supplies | 10,135 | 7,798 | 4,193 | 4,814 | 58% | 8,310 | 8,310 |
| Small Tools & Equipment | - | - | 3,500 | 4,169 | 69% | 6,000 | 4,000 |
| Software Expenses | 1,750 | 1,800 | 2,167 | 8,585 | 88% | 9,800 | 9,800 |
| Equipment Repair | - | 621 | - | 2,729 | 45% | 6,000 | 6,000 |
| SB Maintenance Contract | 14,305 | 15,021 | 15,772 | 16,560 | 100% | 16,600 | 17,388 |
| Computer Support & Maintenance | 12,186 | 12,274 | 10,583 | 10,611 | 56% | 18,800 | 16,000 |
| **TOTALS FOR 8100 INFORMATION TECHNOLOGY** | **38,376** | **37,514** | **36,214** | **47,469** | **72%** | **65,510** | **61,498** |
| **8120 Building Offical** | | | | | | | |
| Office Expense | 19 | 7 | 14 | 6 | 0% | - | - |
| Printing & Duplicating | 599 | 163 | 95 | 177 | 0% | - | - |
| Fuel & Oil | 161 | - | - | - | 0% | 150 | 150 |
| Other Operating Expense | 980 | - | - | - | 0% | - | - |
| Small Tools & Equipment | - | - | - | | 0% | - | - |
| Telephone | 155 | 155 | 158 | 159 | 106% | 150 | 150 |
| Vehicle Insurance | 468 | 468 | 468 | 468 | 82% | 570 | 570 |
| Meetings & Business Expense | - | 50 | - | - | 0% | - | - |
| Other Contractual Services | 54,444 | 101,980 | 108,930 | 89,135 | 99% | 90,000 | 90,000 |
| **TOTALS FOR 8120 BUILDING SAFETY** | **57,257** | **103,070** | **109,731** | **89,946** | **98%** | **91,360** | **91,360** |
| **8130 Building Maintenance** | | | | | | | |
| Salaries & Wages | 5,065 | 12,034 | 16,576 | 16,778 | 99% | 16,956 | 19,398 |
| FICA Expense | 387 | 964 | 1,225 | 1,284 | 99% | 1,297 | 1,484 |
| Pension Expense | 562 | 665 | 713 | 754 | 38% | 2,001 | 972 |
| Workman's Compensation | 465 | 801 | 998 | 1,903 | 180% | 1,056 | 3,441 |
| Group Health & Dental Insurance | 1,243 | 1,245 | 1,425 | 1,396 | 84% | 1,661 | 1,523 |
| Unemployment Insurance | 45 | 290 | 226 | 86 | 31% | 280 | 290 |
| Life Insurance Expense | 6 | 6 | 6 | 8 | 136% | 6 | 12 |
| **Sub-Total Personnel Costs** | **7,773** | **16,004** | **21,169** | **22,208** | **95%** | **23,257** | **27,120** |
| Printing & Duplicating | 51 | 152 | - | 164 | 657% | 25 | 25 |
| Fuel & Oil-Town Car | 327 | 168 | 111 | 164 | 41% | 400 | 400 |
| Janitorial Supplies | 2,575 | 2,463 | 2,414 | 1,451 | 56% | 2,600 | 2,600 |
| Uniform Expense | - | 181 | - | - | 0% | - | - |
| Other Operating Expense | 2,893 | 1,619 | 6,488 | 1,220 | 35% | 3,500 | 1,000 |
| Building Repairs & Supplies | 11,745 | 14,611 | 27,457 | 11,239 | 33% | 34,000 | 34,000 |
| Small Tools & Equipment | - | 5 | 566 | 77 | 9% | 900 | 250 |
| Telephone | 2,064 | 2,476 | 1,381 | 1,121 | 51% | 2,200 | 1,200 |
| Vehicle Insurance | 96 | 97 | 97 | 97 | 97% | 100 | 100 |
| Property Insurance | 950 | 950 | 950 | 950 | 72% | 1,310 | 1,310 |
| Electricity Expense | 29,506 | 18,487 | 19,635 | 26,828 | 99% | 27,200 | 27,200 |
| Waste Disposal Services | 1,589 | 1,959 | 2,065 | 1,786 | 71% | 2,500 | 2,500 |
| Maintenance Contracts | 4,305 | 4,343 | 5,044 | 5,115 | 102% | 5,000 | 7,000 |
| Miscellaneous Charges | 133 | - | - | - | 0% | - | - |
| Other Contractual Services | 1,072 | 1,588 | 784 | 751 | 44% | 1,720 | 500 |
| Equipment Repair | 464 | - | - | - | 0% | - | - |
| Machinery & Equipment | - | - | 6,000 | 2,000 | 0% | - | - |
| **Sub-Total Operating Supplies & Services** | **63,885** | **54,602** | **82,548** | **58,363** | **67%** | **87,055** | **84,285** |
| **TOTALS FOR 8130 BUILDING MAINTENANCE** | **71,658** | **70,606** | **103,717** | **80,571** | **73%** | **110,312** | **111,405** |

| TOWN OF GUADALUPE GENERAL FUND | Audited FY16 | Audited FY17 | Audited FY18 | Current 2019 YTD | Current % S/B 100% YTD | Adopted Budget FY19 | Adopted FY20 |
|---|---|---|---|---|---|---|---|
| **8210 Police Department** | | | | | | | |
| Printing & Duplicating | 205 | 185 | 107 | 107 | 36% | 300 | 300 |
| Other Operating Expense | 257 | 729 | - | 200 | 40% | 500 | 500 |
| Telephone | 310 | 310 | 317 | 317 | 77% | 410 | 410 |
| Maintenance Contracts | - | - | - | - | 0% | - | - |
| Miscellaneous Charges | 461 | - | - | - | 0% | - | - |
| Police Contract | 1,475,328 | 1,697,381 | 1,660,185 | 1,775,048 | 100% | 1,775,048 | 1,931,367 |
| **TOTALS FOR 8210 POLICE DEPARTMENT** | **1,476,561** | **1,698,605** | **1,660,609** | **1,775,673** | **100%** | **1,776,258** | **1,932,577** |
| | | | | | | | |
| **8220 Fire Department** | | | | | | | |
| Salaries & Wages | 305,943 | 299,934 | 355,951 | 320,532 | 96% | 334,108 | 338,395 |
| Overtime | - | - | - | 73,261 | 244% | 30,000 | 40,000 |
| Wild Land Fire Wages | 22,946 | 51,296 | 75,752 | 27,303 | 32% | 85,000 | 85,000 |
| Reserve Firefighter Salaries | 329,800 | 326,674 | 317,740 | 280,476 | 106% | 265,000 | 172,024 |
| FICA Expense | 50,291 | 51,397 | 47,503 | 53,189 | 110% | 48,294 | 48,610 |
| Public Safety Retirement | 102,695 | 111,626 | 96,826 | 161,659 | 113% | 142,512 | 192,504 |
| Workman's Compensation | 23,956 | 24,143 | 25,831 | 54,053 | 210% | 25,742 | 32,220 |
| Group Health & Dental Insurance | 25,635 | 29,488 | 31,451 | 39,036 | 98% | 39,745 | 43,032 |
| Unemployment Insurance | 10,187 | 8,771 | 6,033 | 3,280 | 29% | 11,500 | 8,771 |
| Life Insurance Expense | 807 | 807 | 803 | 675 | 50% | 1,340 | 1,340 |
| **Sub-Total Personnel Costs** | **872,260** | **904,137** | **957,891** | **1,013,463** | **103%** | **983,241** | **961,896** |
| Office Expense | 226 | 75 | 173 | 121 | 40% | 300 | 300 |
| Printing & Duplicating | 48 | 304 | 211 | 232 | 12% | 1,900 | 900 |
| Food Supplies | - | - | - | 79 | 0% | - | - |
| Fuel & Oil | 11,121 | 12,927 | 15,240 | 16,870 | 112% | 15,000 | 15,000 |
| Janitorial Supplies | 1,648 | 1,626 | 1,844 | 1,783 | 71% | 2,500 | 2,500 |
| Uniform Expense-Grant | - | - | - | | 0% | - | - |
| Other Operating Expense | 5,312 | 4,143 | 4,701 | 3,781 | 76% | 5,000 | 5,000 |
| EMS Disposal Supplies | 6,478 | 6,533 | 8,306 | 13,651 | 210% | 6,500 | 21,500 |
| Wild Land Supplies/Training | 3,664 | 3,080 | 3,966 | 5,044 | 50% | 10,000 | 10,000 |
| Building Repairs & Supplies | 4,420 | 5,366 | 2,325 | 5,395 | 90% | 6,000 | 6,000 |
| Auto Repairs/Vehicle Registration | 63,891 | 46,306 | 31,900 | 43,834 | 157% | 28,000 | 28,000 |
| Small Tools & Equipment | 3,968 | 4,715 | 1,030 | 2,985 | 75% | 4,000 | 4,000 |
| EMS Small Tools & Equipment | 290 | 1,620 | 2,892 | 1,251 | 31% | 4,000 | 4,000 |
| Small Tools & Equip.-LaFrance | - | 303 | 11 | - | 0% | - | - |
| Protective Clothing | 55 | 2,629 | 10,279 | 4,938 | 49% | 10,000 | 10,000 |
| Fire Prevention | 403 | 588 | 232 | 453 | 45% | 1,000 | 1,000 |
| Telephone | 4,053 | 4,157 | 3,921 | 3,807 | 87% | 4,400 | 4,400 |
| Postage & Mailing | 12 | 5 | 52 | 12 | 6% | 200 | 200 |
| Travel & Lodging | - | - | - | - | 0% | 400 | 400 |
| Liability Insurance | 608 | 608 | 608 | 608 | 81% | 750 | 750 |
| Vehicle Insurance | 8,140 | 8,130 | 8,403 | 8,130 | 96% | 8,436 | 8,436 |
| Electricity Expense | 6,432 | 5,938 | 5,715 | 5,487 | 71% | 7,732 | 7,732 |
| Water & Sewer Expense | 3,465 | 2,750 | 2,983 | 2,866 | 82% | 3,500 | 3,500 |
| Dues, Subscriptions & Membership | 3,435 | 3,506 | 2,805 | 4,192 | 140% | 3,000 | 3,000 |
| Miscellaneous Charges | 1,472 | 296 | 1,563 | - | 0% | 1,500 | - |
| Other Contractual Services | 1,333 | 11,194 | 3,731 | 18,110 | 1646% | 1,100 | 1,100 |
| Dispatch Services | 82,521 | 84,310 | 83,296 | 82,856 | 97% | 85,000 | 107,500 |
| Conferences & Training | 714 | 562 | 1,288 | 225 | 7% | 3,230 | 3,230 |
| Grant Matches | 4,683 | - | 5,505 | - | 0% | 31,000 | - |
| Machinery & Equipment | 6,465 | 14,654 | 596,350 | - | 0% | 2,500 | 2,500 |
| Vehicle/Dispatch Lease Pymnts & Int | - | - | - | - | 0% | - | - |
| **Sub-Total Operating Supplies & Services** | **228,769** | **227,105** | **801,105** | **242,572** | **96%** | **253,948** | **257,948** |
| **TOTALS FOR 8220 FIRE DEPARTMENT** | **1,101,030** | **1,131,242** | **1,758,996** | **1,256,036** | **102%** | **1,237,189** | **1,219,844** |

| TOWN OF GUADALUPE GENERAL FUND | Audited FY16 | Audited FY17 | Audited FY18 | Current 2019 YTD | Current % S/B 100% YTD | Adopted Budget FY19 | Adopted FY20 |
|---|---|---|---|---|---|---|---|
| **8360 Cemetery** | | | | | | | |
| Salaries & Wages | 7,945 | 5,501 | 4,926 | 5,371 | 109% | 4,918 | 4,919 |
| FICA Expense | 590 | 410 | 366 | 403 | 107% | 376 | 376 |
| Pension Expense | 897 | 559 | 547 | 594 | 102% | 580 | 580 |
| Workman's Compensation | 354 | 267 | 263 | 512 | 143% | 358 | 398 |
| Group Health & Dental Insurance | 836 | 852 | 1,212 | 1,392 | 142% | 983 | 1,523 |
| Unemployment Insurance | 75 | 38 | 22 | 9 | 12% | 75 | 42 |
| Life Insurance Expense | 10 | 7 | 6 | 8 | 74% | 11 | 11 |
| **Sub-Total Personnel Costs** | **10,706** | **7,633** | **7,343** | **8,289** | **114%** | **7,302** | **7,851** |
| Uniform Expense | - | - | - | - | 0% | 100 | 100 |
| Other Operating Expense | 292 | 715 | 504 | - | 0% | 800 | 800 |
| Building Repairs & Supplies | - | 423 | 4 | - | 0% | - | - |
| Small Tools & Equipment | - | - | - | 294 | 294% | 100 | 400 |
| Electricity Expense | 396 | 382 | 393 | 349 | 83% | 420 | 420 |
| Water & Sewer Expense | 1,472 | 3,252 | 1,448 | 1,203 | 73% | 1,650 | 1,500 |
| Other Contractual Services | 1,735 | 1,571 | 1,665 | 1,991 | 108% | 1,850 | 1,850 |
| Equipment Repair | 200 | | | - | 0% | 250 | 250 |
| **Sub-Total Operating Supplies & Services** | **4,095** | **6,342** | **4,013** | **3,837** | **74%** | **5,170** | **5,320** |
| **TOTALS FOR 8360 CEMETERY** | **14,802** | **13,974** | **11,356** | **12,125** | **97%** | **12,472** | **13,171** |
| **8550 Parks** | | | | | | | |
| Salaries & Wages | 30,736 | 46,231 | 52,384 | 55,735 | 113% | 49,126 | 58,623 |
| FICA Expense | 2,334 | 3,530 | 4,001 | 4,259 | 113% | 3,758 | 4,485 |
| Pension Expense | 1,624 | 1,932 | 2,349 | 3,719 | 64% | 5,797 | 3,478 |
| Workman's Compensation | 1,284 | 1,807 | 2,110 | 4,072 | 114% | 3,571 | 4,211 |
| Group Health & Dental Insurance | 1,988 | 1,453 | 1,758 | 1,858 | 46% | 4,077 | 2,031 |
| Unemployment Insurance | 871 | 1,324 | 782 | 322 | 27% | 1,200 | 953 |
| Life Insurance Expense | 14 | 25 | 30 | 38 | 127% | 30 | 38 |
| Uniform Expense | 545 | 507 | - | - | 0% | - | - |
| **Sub-Total Personnel Costs** | **39,395** | **56,809** | **63,414** | **70,004** | **104%** | **67,559** | **73,818** |
| Other Operating Expense | 1,887 | 5,691 | 8,418 | 6,888 | 138% | 5,000 | 5,000 |
| Building Repairs & Supplies | 334 | 260 | 2,092 | 571 | 57% | 1,000 | 1,000 |
| Small Tools & Equipment | 1,090 | 2,268 | 745 | 1,425 | 71% | 2,000 | 2,000 |
| Electricity Expense | 19,542 | 25,033 | 21,590 | 20,576 | 98% | 21,000 | 21,000 |
| Water & Sewer Expense | 41,525 | 40,495 | 48,444 | 39,119 | 95% | 41,000 | 41,000 |
| Miscellaneous Charges | 3,525 | 3,208 | 3,259 | 3,210 | 80% | 4,000 | 5,000 |
| Equipment Repair | 6,314 | 2,217 | 508 | 2,634 | 66% | 4,000 | 4,000 |
| Machinery & Equipment | 1,178 | - | | - | 0% | - | - |
| **Sub-Total Operating Supplies & Services** | 75,394 | 79,172 | **85,057** | **74,424** | **95%** | **78,000** | **79,000** |
| **TOTALS FOR 8550 PARKS DEPARTMENT** | **114,789** | **135,982** | **148,470** | **144,428** | **99%** | **145,559** | **152,818** |
| **8590 Library** | | | | | | | |
| Other Operating Expense | 52 | 521 | 106 | - | 0% | 200 | 200 |
| Building Repairs & Supplies | - | 1,620 | 4,478 | 7,201 | 103% | 7,000 | 2,000 |
| Property Insurance | 915 | 915 | 915 | 915 | 92% | 1,000 | 1,000 |
| Electricity Expense | 6,150 | 5,493 | 5,222 | 4,891 | 82% | 6,000 | 6,000 |
| Water & Sewer Expense | 740 | 630 | 639 | 597 | 77% | 780 | 780 |
| Waste Disposal Services | 397 | 367 | 367 | 713 | 159% | 450 | 650 |
| Maintenance Contracts | 548 | 548 | 795 | 746 | 93% | 800 | 950 |
| **TOTALS FOR 8590 LIBRARY DEPARTMENT** | **8,802** | **10,095** | **12,522** | **15,064** | **93%** | **16,230** | **11,580** |
| **Total General Fund Expenses** | **4,231,303** | **4,539,240** | **5,240,584** | **4,880,051** | **93%** | **5,223,162** | **5,429,165** |
| **GENERAL FUND SUMMARY** | | | | | | | |
| **TOTAL GENERAL FUND REVENUES** | **4,501,871** | **4,518,480** | **5,485,140** | **5,030,050** | **104%** | **4,837,333** | **4,957,877** |
| **TOTAL GENERAL FUND EXPENSES** | **(4,231,303)** | **(4,539,240)** | **(5,240,584)** | **(4,880,051)** | **93%** | **(5,223,162)** | **(5,429,165)** |
| **REVENUES OVER (UNDER) EXPENDITURES** | **270,568** | **(20,760)** | **244,556** | **149,999** | | **(385,829)** | **(471,288)** |
| **Beginning Fund Balance** | **641,226** | **911,794** | **891,034** | **1,135,590** | | **1,135,590** | **1,081,994** |
| **Ending Fund Balance** | **911,794** | **891,034** | **1,135,590** | **1,285,589** | | **749,761** | **610,707** |

# GENERAL FUND EXPENSES BY DEPARTMENT

| | Audited FY16 | Audited FY17 | Audited FY18 | Current 2019 YTD | Difference over (under) Budget | Current % S/B 100% YTD | Adopted Budget FY19 | Adopted Budget FY20 |
|---|---|---|---|---|---|---|---|---|
| Mayor & Council | 38,683 | 53,394 | 70,005 | 66,358 | (5,423) | 92% | 71,780 | 66,733 |
| Municipal Court | 225,132 | 199,261 | 227,980 | 199,546 | (36,468) | 85% | 236,014 | 236,303 |
| Town Manager | 63,701 | 104,722 | 114,322 | 171,124 | 10,426 | 106% | 160,699 | 159,486 |
| Administration | 644,241 | 626,874 | 654,389 | 692,075 | (266,006) | 72% | 958,081 | 1,043,632 |
| Finance | 119,778 | 142,655 | 145,014 | 133,562 | (10,499) | 93% | 144,062 | 139,241 |
| Attorney | 97,519 | 127,419 | 119,543 | 120,144 | 3,144 | 103% | 117,000 | 117,000 |
| Town Clerk | 79,120 | 45,180 | 24,783 | 37,012 | (5,496) | 87% | 42,508 | 34,697 |
| Community Development | 79,856 | 38,649 | 42,931 | 38,919 | 791 | 102% | 38,127 | 37,819 |
| Information Technology | 38,376 | 37,514 | 36,214 | 47,469 | (18,041) | 72% | 65,510 | 61,498 |
| Building Official | 57,257 | 103,070 | 109,731 | 89,946 | (1,414) | 98% | 91,360 | 91,360 |
| Building Maintenance | 71,658 | 70,606 | 103,717 | 80,571 | (29,740) | 73% | 110,312 | 111,405 |
| Police Services | 1,476,561 | 1,698,605 | 1,660,609 | 1,775,673 | (586) | 100% | 1,776,258 | 1,932,577 |
| Fire | 1,101,030 | 1,131,242 | 1,758,996 | 1,256,036 | 18,846 | 102% | 1,237,189 | 1,219,844 |
| Cemetery | 14,802 | 13,974 | 11,356 | 12,125 | (347) | 97% | 12,472 | 13,171 |
| Parks | 114,789 | 135,982 | 148,470 | 144,428 | (1,131) | 99% | 145,559 | 152,818 |
| Library | 8,802 | 10,095 | 12,522 | 15,064 | (1,166) | 93% | 16,230 | 11,580 |
| **Grand Total General Fund Expenses** | **4,231,303** | **4,539,240** | **5,240,583** | **4,880,051** | **(343,110)** | **93%** | **5,223,162** | **5,429,165** |

| |
|---|
| $343,110 |
| -$245,101 |
| **$98,009** |

## TOWN OF GUADALUPE
## HURF FUND

| | Revenues | Audited FY16 | Audited FY17 | Audited FY18 | Current 2019 YTD | Current % S/B 100% YTD | Adopted Budget FY19 | Adopted FY20 |
|---|---|---|---|---|---|---|---|---|
| 18-8320 | | | | | | | | |
| | Highway Users Revenue Payments | 357,954 | 398,050 | 412,510 | 444,501 | 100% | 444,261 | 442,328 |
| | H2748-One Time Transportation | - | 0 | - | - | | - | 197,802 |
| | Interest Earnings | 1,088 | 2,117 | 4,397 | 6,725 | 2242% | 300 | 4,000 |
| | Miscellaneous Revenue | 400 | | | | | | |
| | Flood Control Naranjo | - | - | 179,365 | - | 0% | - | - |
| | Transfers From General Fund | - | - | | 32,205 | 0% | - | - |
| | Transfers From Sewer | | 137,728 | 51,135 | 100,698 | 43% | 233,163 | |
| | **TOTAL HURF REVENUES** | **359,442** | **537,895** | **647,406** | **584,129** | **86%** | **677,724** | **644,130** |

| | Expenditures | Audited FY16 | Audited FY17 | Audited FY18 | Current 2019 YTD | Current % S/B 83% YTD | Adopted Budget FY19 | Adopted FY20 |
|---|---|---|---|---|---|---|---|---|
| 18-8320 | Salaries & Wages-HURF | 104,267 | 117,413 | 124,112 | 123,864 | 88% | 140,088 | 128,802 |
| | FICA Expense | 7,856 | 8,888 | 9,311 | 9,265 | 86% | 10,717 | 9,853 |
| | Pension Expense | 9,910 | 10,436 | 11,268 | 11,934 | 105% | 11,337 | 11,847 |
| | Workman's Compensation | 3,858 | 4,078 | 4,469 | 8,357 | 82% | 10,184 | 7,754 |
| | Group Health & Dental Insurance | 12,718 | 13,603 | 17,156 | 18,546 | 88% | 20,970 | 21,066 |
| | Unemployment Insurance | 1,458 | 1,426 | 858 | 343 | 25% | 1,400 | 1,269 |
| | Life Insurance Expense | 95 | 96 | 103 | 129 | 129% | 100 | 73 |
| | **Sub-Total Personal Costs** | **140,162** | **155,940** | **167,277** | **172,437** | **89%** | **194,797** | **180,665** |
| | Office Expense | 0 | 1,930 | 107 | 52 | 0% | - | - |
| | Fuel & Oil | 7,509 | 6,946 | 8,319 | 9,913 | 124% | 8,000 | 9,000 |
| | Uniform Expense | 1,796 | 583 | 543 | 692 | 99% | 700 | 800 |
| | Other Operating Expense | 7,496 | 12,454 | 11,777 | 10,142 | 72% | 14,000 | 11,500 |
| | Building Repairs & Supplies | 500 | 3,819 | 18,752 | 15 | 0% | 4,000 | 3,000 |
| | Auto Repairs/Vehicle Registration | 5,351 | 5,295 | 5,675 | 5,818 | 116% | 5,000 | 7,000 |
| | Street Repair Supplies | 31,304 | 92,137 | 11,541 | 2,789 | 12% | 23,057 | 23,057 |
| | Small Tools & Equipment | 3,581 | 5,540 | 2,167 | 7,465 | 149% | 5,000 | 8,000 |
| | Auditing | 5,219 | 4,622 | 4,622 | 4,622 | 89% | 5,200 | 5,200 |
| | Engineering & Architectural Services | 59,771 | 187,244 | 23,535 | 2,670 | 7% | 36,000 | 36,000 |
| | Flood Mitigation | 0 | 51,395 | 275,089 | 235,030 | 97% | 242,670 | - |
| | Mileage Reimbursements | 0 | 0 | - | 260 | 65% | 400 | 400 |
| | Liability & Property Insurance | 5,721 | 5,721 | 5,721 | (246) | -4% | 7,000 | 7,000 |
| | Vehicle Insurance | 6,998 | 6,998 | 6,998 | 6,998 | 108% | 6,500 | 7,200 |
| | Electricity Expense | 33,500 | 33,211 | 33,446 | 32,810 | 99% | 33,000 | 33,000 |
| | Water & Sewer Expense | 28,580 | 35,080 | 49,574 | 34,248 | 86% | 40,000 | 40,000 |
| | Dues, Subscriptions & Memberships | 1,000 | 1,000 | 1,000 | 3,000 | 200% | 1,500 | 1,500 |
| | Maintenance Contracts | 3,911 | 2,144 | 2,492 | 2,455 | 123% | 2,000 | 2,000 |
| | Miscellaneous Charges | 5,905 | 737 | 387 | - | 0% | 900 | 400 |
| | Equipment Repair | 12,091 | 18,035 | 18,385 | 18,311 | 108% | 17,000 | 17,000 |
| | Guadalupe Rd. Improvements-H2748 | - | - | - | - | 0% | - | 191,031 |
| | Ave del Yaq.-HURF Match (CMAQ/MAG) | - | - | - | 34,206 | 570% | 6,000 | 59,877 |
| | W Guad Rd Underground Lines -HURF Match (SRP) | - | - | - | - | 0% | 25,000 | - |
| | Conference & Training | | | | 440 | 0% | - | 500 |
| | **Sub-Total Operating Supplies & Svcs** | **220,234** | **474,891** | **480,129** | **411,692** | **85%** | **482,927** | **463,465** |
| **TOTAL HURF EXPENSES** | | **360,396** | **630,831** | **647,406** | **584,129** | **86%** | **677,724** | **644,130** |

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| **TOTAL HURF FUND REVENUES** | **359,442** | **400,167** | **596,271** | **451,226** | | **444,561** | **644,130** |
| **TOTAL HURF FUND EXPENDITURES** | **(360,396)** | **(630,831)** | **(647,406)** | **(584,129)** | | **(677,724)** | **(644,130)** |
| **REVENUES OVER (UNDER) EXPENDITURES** | **(954)** | **(230,664)** | **(51,135)** | **(132,903)** | | **(233,163)** | **0** |
| **Transfers From General Fund** | **-** | **-** | **-** | **32,205** | | **-** | **-** |
| **Transfers From Sewer** | **-** | **137,728** | **51,135** | **132,903** | | **233,163** | **-** |
| **BEGINNING FUND BALANCE** | **93,889** | **92,936** | **-** | **-** | | **-** | **-** |
| **ENDING FUND BALANCE** | **92,936** | **0** | **0** | **0** | | **0** | **0** |

**TOWN OF GUADALUPE**

| Local Transportation Assistance Fund<br>Revenues | Audited FY16 | Audited FY17 | Audited FY18 | Current 2019 YTD | Current % S/B 100% YTD | Adopted Budget FY19 | Adopted FY20 |
|---|---|---|---|---|---|---|---|
| **10-8140** | | | | | | | |
| HB 2565 Transit funds | 16,642 | 16,205 | 16,681 | 16,740 | 100% | 16,700 | 16,700 |
| Transfer In-General Fund | - | - | 6,042 | 16,742 | 85% | 19,631 | 22,522 |
| **TOTAL LTAF REVENUES** | **16,642** | **16,205** | **22,723** | 33,482 | **92%** | **36,331** | **39,222** |

| 10-814 Expenditures | Audited FY16 | Audited FY17 | Audited FY18 | Current 2019 YTD | Current % S/B 100% YTD | Projected FY19 | Adopted FY19 |
|---|---|---|---|---|---|---|---|
| Salaries & Wages | 16,027 | 16,690 | 17,361 | 20,467 | 95% | 21,530 | 23,835 |
| FICA Expense | 1,184 | 1,262 | 1,311 | 1,535 | 93% | 1,647 | 1,823 |
| Pension Expense | 1,762 | 1,850 | 1,904 | 2,332 | 95% | 2,444 | 2,644 |
| Workman's Compensation | 236 | 242 | 264 | 568 | 96% | 592 | 543 |
| Group Health & Dental Insurance | 1,733 | 1,660 | 1,911 | 1,909 | 93% | 2,055 | 2,031 |
| Unemployment Insurance | 436 | 392 | 252 | 109 | 34% | 320 | 369 |
| Life Insurance Expense | 9 | 9 | 9 | 11 | 19% | 56 | 14 |
| **Sub-Total Personnel Costs** | **21,388** | **22,104** | **23,012** | **26,931** | **94%** | **28,644** | **31,259** |
| Other Operating Expense | 99 | 130 | 1,331 | 457 | 76% | 600 | 600 |
| Auto repairs/Vehicle Registration/Ins | 4,920 | 267 | 7,042 | 2,589 | 647% | 400 | 750 |
| Fuel & Oil | 366 | 284 | 360 | 417 | 154% | 270 | 420 |
| Auditing | 1,007 | 2,341 | 2,341 | 2,341 | 100% | 2,341 | 2,341 |
| Liability & Property Ins. | 3,852 | 3,710 | 197 | 748 | 389% | 192 | 3,852 |
| Machinery & Equipment/Prior Period Adj | 590 | 144 | 15 | - | 0% | - | - |
| **Sub-Total Operating Supplies & Services** | **10,834** | **6,876** | **11,287** | **6,551** | **85%** | **7,687** | **7,963** |
| **TOTALS FOR 10-8140 LTAF FUNDS** | **32,222** | **28,980** | **34,300** | **33,482** | **92%** | **36,331** | **39,222** |
| **TOTAL REVENUES** | **16,642** | **16,205** | **16,681** | **16,740** | | **16,700** | **16,700** |
| **TOTAL EXPENDITURES** | **(32,222)** | **(28,980)** | **(34,300)** | **(33,482)** | | **(36,331)** | **(39,222)** |
| **REVENUES OVER (UNDER) EXPENDITURES** | **(15,580)** | **(12,775)** | **(17,619)** | **(16,742)** | | **(19,631)** | **(22,522)** |
| Transfer from General Fund | | - | 6,043 | 16,742 | | 19,631 | 22,522 |
| **BEGINNING FUND BALANCE** | 39,931 | 24,351 | 11,576 | - | | 11,576 | - |
| **ENDING FUND BALANCE** | 24,351 | 11,576 | (0) | - | | - | (22,522) |

**TOWN OF GUADALUPE**
**SENIOR CENTER REVENUES**

| | Audited FY16 | Audited FY17 | Audited FY18 | Current 2019 YTD | Current % S/B 100% YTD | Adopted Budget FY19 | Adopted FY20 |
|---|---|---|---|---|---|---|---|
| Congregate Meals Income | 54,554 | 54,480 | 52,850 | 75,515 | 143% | 52,850 | 69,734 |
| Home Delivered Meals Income | 41,689 | 41,159 | 41,160 | 41,159 | 100% | 41,159 | 41,159 |
| Senior Center Operations Income | 30,044 | 30,044 | 30,045 | 13,520 | 45% | 30,044 | 12,000 |
| Transportation Income | 15,979 | 15,979 | 15,978 | 15,979 | 100% | 15,979 | 15,979 |
| Miscellaneous Revenues | - | - | 4,627 | 698 | 0% | - | - |
| In Kind (space) | - | - | - | - | 0% | - | - |
| Program Income-Congregate Meal | 6,408 | 6,093 | 7,755 | 8,107 | 151% | 5,386 | 5,386 |
| Program Income-Home Delivered | 306 | 215 | 60 | 44 | 17% | 263 | 263 |
| Program Income-Transportation | 47 | 12 | 57 | 57 | 12% | 458 | 458 |
| Transfers In from General Fund | 76,410 | 64,346 | 63,588 | 66,357 | 63% | 105,624 | 93,970 |
| **TOTAL SENIOR CENTER REVENUES** | **225,437** | **212,328** | **216,120** | **221,436** | **88%** | **251,763** | **238,949** |

| **Expenditures-Congregate Meals** | Audited FY16 | Audited FY17 | Audited FY18 | Current 2019 YTD | Current % S/B 100% YTD | Adopted Budget FY19 | Adopted FY20 |
|---|---|---|---|---|---|---|---|
| Salaries & Wages | 29,658 | 28,453 | 29,104 | 34,199 | 102% | 33,664 | 42,836 |
| Diff Agency vs Town | - | - | - | - | 0% | 1,123 | - |
| FICA Expense | 2,207 | 1,978 | 2,190 | 2,538 | 99% | 2,575 | 3,277 |
| Pension Expense | 3,196 | 3,068 | 2,850 | 3,798 | 127% | 2,988 | 5,055 |
| Workman's Compensation | 408 | 379 | 408 | 888 | 96% | 926 | 976 |
| Group Health & Dental Insurance | 2,553 | 2,484 | 3,145 | 5,186 | 92% | 5,633 | 7,515 |
| Unemployment Insurance | 369 | 307 | 307 | 77 | 24% | 324 | 324 |
| Life Insurance Expense | 23 | 23 | 24 | 29 | 29% | 100 | 32 |
| **Sub-Total Personnel Costs** | **38,414** | **36,692** | **38,028** | **46,714** | **99%** | **47,332** | **60,013** |
| Office Expense | 126 | 43 | 110 | 98 | 98% | 100 | 100 |
| Printing & Duplicating | 136 | 110 | 28 | 42 | 44% | 95 | 95 |
| Food Supplies | 34,118 | 36,194 | 30,234 | 26,032 | 79% | 32,990 | 32,990 |
| Janitorial Supplies | 836 | 654 | 837 | 906 | 151% | 600 | 900 |
| Other Operating Expense | 5,453 | 3,232 | 2,171 | 2,991 | 83% | 3,611 | 3,000 |
| Space Rent | - | - | - | - | 0% | - | - |
| Building Repairs & Supplies | 3,975 | 2,981 | 2,111 | 1,228 | 60% | 2,040 | 2,040 |
| Small Tools & Equipment | 228 | 1,676 | - | - | 0% | - | - |
| Auditing | 664 | 588 | 588 | 588 | 168% | 350 | 600 |
| Legal Services | 400 | 400 | 400 | 367 | 81% | 450 | 400 |
| Telephone | 160 | 144 | 165 | 162 | 54% | 300 | 200 |
| Liability Insurance | 621 | 621 | 621 | 621 | 115% | 540 | 650 |
| Property Insurance | 192 | 192 | 192 | 192 | 67% | 287 | 207 |
| Electricity Expense | 4,086 | 3,877 | 3,917 | 3,889 | 90% | 4,300 | 4,300 |
| Water & Sewer Expense | 623 | 527 | 669 | 656 | 109% | 600 | 700 |
| Natural Gas Expense | 309 | 230 | 280 | 264 | 54% | 490 | 320 |
| Waste Disposal Services | 293 | 293 | 293 | 313 | 115% | 272 | 272 |
| Dues, Subscriptions & Memberships | 444 | 340 | 475 | 399 | 798% | 50 | 50 |
| Maintenance Contracts | 1,227 | 1,100 | 696 | 569 | 81% | 704 | 704 |
| Miscellaneous Charges | - | - | 63 | - | 0% | - | - |
| Other Contractual Services | 160 | 695 | 211 | 1,534 | 511% | 300 | 600 |
| Conferences & Training | - | 5 | - | - | 0% | 450 | 100 |
| Machinery & Equipment | 966 | 1,115 | 16,816 | 7,395 | 1056% | 700 | - |
| **Sub-Total Operating Supplies & Services** | **55,016** | **55,017** | **60,875** | **48,245** | **98%** | **49,229** | **48,228** |
| **Total Congregate Meals** | **93,430** | **91,709** | **98,903** | **94,959** | **98%** | **96,561** | **108,241** |

| | Audited FY16 | Audited FY17 | Audited FY18 | Current 2019 YTD | Current % S/B 100% YTD | Adopted Budget FY19 | Adopted FY20 |
|---|---|---|---|---|---|---|---|
| **8422 Home Delivered Meals** | | | | | | | |
| Salaries & Wages | 29,999 | 28,870 | 29,374 | 32,616 | 100% | 32,559 | 33,764 |
| Diff Agency vs Town | - | - | - | - | 0% | 1,400 | - |
| FICA Expense | 2,242 | 2,182 | 2,213 | 2,424 | 97% | 2,491 | 2,583 |
| Pension Expense | 3,228 | 3,106 | 2,877 | 3,642 | 100% | 3,649 | 3,984 |
| Workman's Compensation | 413 | 385 | 412 | 847 | 95% | 895 | 769 |
| Group Health & Dental Insurance | 2,134 | 2,084 | 2,747 | 5,192 | 201% | 2,586 | 5,484 |
| Unemployment Insurance | 369 | 307 | 299 | 77 | 24% | 324 | 324 |
| Life Insurance Expense | 23 | 23 | 19 | 29 | 55% | 53 | 53 |
| **Sub-Total Personnel Costs** | **38,408** | **36,957** | **37,940** | **44,827** | **102%** | **43,957** | **46,962** |
| Office Expense | 33 | 11 | 29 | 50 | 201% | 25 | 25 |
| Printing & Duplicating | 27 | 31 | 8 | 12 | 40% | 30 | 30 |
| Food Supplies | 17,203 | 10,900 | 9,329 | 8,661 | 44% | 19,675 | 11,111 |
| Fuel & Oil | - | - | - | - | 0% | 342 | - |
| Janitorial Supplies | 221 | 173 | 222 | 240 | 160% | 150 | 350 |
| Other Operating Expense | 3,881 | 2,902 | 1,949 | 2,267 | 70% | 3,249 | 3,000 |
| Space Rent | - | - | - | - | 0% | - | - |
| Building Repairs & Supplies | 1,012 | 745 | 528 | 283 | 0% | - | 200 |
| Auto Repairs/Vehicle Registration | - | - | - | - | 0% | - | - |
| Small Tools & Equipment | - | 96 | - | - | 0% | - | - |
| Auditing | - | - | - | - | 0% | 172 | - |
| Legal Services | 400 | 400 | 400 | 367 | 81% | 450 | 450 |
| Telephone | 310 | 310 | 317 | 317 | 53% | 600 | 400 |
| Liability Insurance | 155 | 155 | 155 | 155 | 116% | 134 | 225 |
| Vehicle Insurance | - | - | - | - | 0% | 536 | - |
| Property Insurance | 48 | 48 | 48 | 48 | 76% | 63 | 63 |
| Electricity Expense | 1,021 | 969 | 979 | 972 | 89% | 1,087 | 1,087 |
| Water & Sewer Expense | 156 | 132 | 167 | 164 | 109% | 150 | 250 |
| Natural Gas Expense | 77 | 58 | 70 | 66 | 54% | 122 | 122 |
| Waste Disposal Services | 67 | 73 | 73 | 78 | 115% | 68 | 68 |
| Dues, Subscriptions & Membership | 351 | 340 | 475 | 399 | 798% | 50 | 50 |
| Maintenance Contracts | 1,226 | 1,100 | 696 | 569 | 81% | 704 | 704 |
| Miscellaneous Charges | - | - | 63 | - | 0% | - | - |
| Other Contractual Services | 160 | 535 | 145 | 1,345 | 1345% | 100 | 450 |
| Equipment Repair | 938 | 484 | 1,262 | 453 | 70% | 650 | 650 |
| Machinery & Equipment | - | | - | - | 0% | - | - |
| Conferences & Training | - | 2 | - | - | 0% | 180 | 80 |
| **Sub-Total Operating Supplies & Services** | **27,286** | **19,464** | **16,914** | **16,447** | **58%** | **28,537** | **19,315** |
| **Total Home Delivered Meals** | **65,694** | **56,421** | **54,854** | **61,274** | **85%** | **72,494** | **66,277** |

| | Audited FY16 | Audited FY17 | Audited FY18 | Current 2019 YTD | Current % S/B 100% YTD | Adopted Budget FY19 | Adopted FY20 |
|---|---|---|---|---|---|---|---|
| **8423 Senior Center Operations** | | | | | | | |
| Salaries & Wages | 36,318 | 36,747 | 34,216 | 35,091 | 86% | 40,665 | 30,443 |
| Salaries & EREs: Executive on Loan | - | - | - | - | 0% | 3,073 | |
| FICA Expense | 2,629 | 2,769 | 2,563 | 2,579 | 83% | 3,111 | 2,329 |
| Pension Expense | 3,635 | 3,805 | 3,450 | 3,759 | 87% | 4,315 | 3,592 |
| Workman's Compensation | 493 | 499 | 485 | 919 | 82% | 1,118 | 694 |
| Group Health & Dental Insurance | 3,479 | 3,373 | 4,419 | 8,074 | 196% | 4,121 | 6,296 |
| Unemployment Insurance | 363 | 309 | 209 | 86 | 25% | 350 | 350 |
| Life Insurance Expense | 36 | 36 | 29 | 46 | 79% | 58 | 58 |
| **Sub-Total Personnel Costs** | **46,954** | **47,537** | **45,371** | **50,553** | **89%** | **56,811** | **43,762** |
| Office Expense | 307 | 106 | 269 | 226 | 91% | 250 | 250 |
| Printing & Duplicating | 125 | 286 | 459 | 689 | 765% | 90 | 600 |
| Food Supplies | - | 42 | 4 | 118 | 0% | - | 200 |
| Janitorial Supplies | 1,355 | 1,097 | 1,403 | 1,519 | 152% | 1,000 | 1,400 |
| Other Operating Expense | 653 | 546 | 685 | 818 | 178% | 461 | 600 |
| Space Rent | - | - | - | - | 0% | - | - |
| Building Repairs & Supplies | 4,938 | 3,726 | 2,639 | 1,416 | 56% | 2,550 | 2,000 |
| Small Tools & Equipment | - | 47 | - | - | 0% | - | - |
| Auditing | - | - | - | - | 0% | 172 | - |
| Legal Services | 400 | 400 | 400 | 367 | 81% | 450 | 450 |
| Telephone | 310 | 310 | 317 | 317 | 79% | 400 | 400 |
| Postage & Mailing | 8 | 1 | 2 | 14 | 39% | 35 | 35 |
| Liability Insurance | 776 | 776 | 776 | (137) | -29% | 475 | 900 |
| Property Insurance | 239 | 239 | 239 | 239 | 96% | 250 | 250 |
| Electricity Expense | 5,107 | 4,846 | 4,896 | 4,861 | 90% | 5,425 | 5,425 |
| Water & Sewer Expense | 779 | 659 | 837 | 820 | 109% | 750 | 850 |
| Natural Gas Expense | 386 | 288 | 350 | 330 | 73% | 450 | 350 |
| Waste Disposal Services | 367 | 367 | 367 | 392 | 115% | 340 | 340 |
| Dues, Subscriptions & Membership | 362 | 350 | 350 | 411 | 0% | - | 50 |
| Maintenance Contracts | 1,475 | 892 | 546 | - | 0% | 712 | 712 |
| Meetings & Business Expense | - | - | - | - | 0% | - | - |
| Miscellaneous Charges | - | - | - | - | 0% | - | - |
| Other Contractual Services | - | 345 | 111 | 23 | 0% | - | - |
| Equipment Repair | 938 | 484 | 1,263 | 453 | 70% | 650 | 650 |
| **Sub-Total Operating Supplies & Services** | **18,525** | **15,809** | **15,911** | **13,400** | **93%** | **14,460** | **15,462** |
| **Total Senior Center Operations** | **65,479** | **63,346** | **61,282** | **63,953** | **90%** | **71,271** | **59,224** |
| | | | | | | | |
| **8424 Transportation** | | | | | | | |
| **Fuel and Oil** | 834 | 852 | 1,081 | 1,250 | 24% | 5,207 | 5,207 |
| Auto Repairs/Vehicle Registration | - | - | - | - | 0% | 4,471 | - |
| Insurance | - | - | - | - | 0% | 1,609 | - |
| Telephone | - | - | - | - | 0% | 150 | - |
| **Total Transportation** | 834 | 852 | **1,081** | **1,250** | 11% | **11,437** | **5,207** |
| | | | | | | | |
| **TOTAL SENIOR CENTER EXPENDITURES** | **225,437** | **212,328** | **216,120** | **221,436** | **88%** | **251,763** | **238,949** |
| **Total Senior Center Revenues** | **149,027** | **147,982** | **152,532** | **155,079** | **106%** | **146,139** | **144,979** |
| **Total Senior Center Expenses** | **(225,437)** | **(212,328)** | **(216,120)** | **(221,436)** | **88%** | **(251,763)** | **(238,949)** |
| **REVENUES OVER (UNDER) EXPENDITURES** | **(76,410)** | **(64,346)** | **(63,589)** | **(66,357)** | | **(105,624)** | **(93,970)** |
| **Transfers from General Fund** | **76,410** | **64,346** | **63,588** | **66,357** | **63%** | **105,624** | **93,970** |
| **Beginning Fund Balance** | **0** | **0** | **0** | **0** | | **0** | **0** |
| **Fund Balance Year End** | **0** | **0** | **0** | **0** | | **0** | **0** |

| Revenues | TOWN OF GUADALUPE COMMUNITY ACTION PROGRAM | Audited FY16 | Audited FY17 | Audited FY18 | Current 2019 YTD | Current % S/B 100% YTD | Adopted Budget FY19 | Adopted FY19 |
|---|---|---|---|---|---|---|---|---|
| | County | 62,886 | 35,000 | 35,000 | 35,000 | 100% | 35,000 | 35,000 |
| | Tribal Grants | - | - | 42,403 | 42,163 | 53% | 80,000 | 80,000 |
| | Transfers In From General Fund | 49,734 | 55,580 | 56,593 | 59,208 | 116% | 50,981 | 73,816 |
| | **TOTAL CAP REVENUES** | **112,620** | **90,580** | **133,996** | **136,371** | **74%** | **184,467** | **188,816** |

| | Expenditures | Audited FY16 | Audited FY17 | Audited FY18 | Current 2019 YTD | Current % S/B 100% YTD | Adopted Budget FY19 | Adopted FY19 |
|---|---|---|---|---|---|---|---|---|
| **8440** | Salaries & Wages | 68,563 | 51,554 | 59,160 | 63,828 | 95% | 66,963 | 72,280 |
| | FICA Expense | 5,054 | 3,825 | 4,524 | 4,881 | 95% | 5,123 | 5,529 |
| | Pension Expense | 7,755 | 5,336 | 5,436 | 5,831 | 74% | 7,902 | 6,039 |
| | Workman's Compensation | 415 | 428 | 442 | 849 | 171% | 496 | 847 |
| | Group Health & Dental Insurance | 17,284 | 13,387 | 9,953 | 10,541 | 88% | 12,022 | 10,968 |
| | Unemployment Insurance | 640 | 637 | 438 | 176 | 22% | 783 | 629 |
| | Life Insurance Expense | 92 | 89 | 27 | 62 | 54% | 115 | 97 |
| | **Sub-Total Personnel Costs** | **99,801** | **75,255** | **79,980** | **86,168** | **92%** | **93,402** | **96,389** |
| | Office Expense | 99 | 455 | 414 | 439 | 88% | 500 | 600 |
| | Printing & Duplicating | 165 | 1,152 | 375 | 1,274 | 344% | 370 | 1,500 |
| | Food Supplies | 0 | 1,396 | 1,140 | 1,000 | 100% | 1,000 | 1,000 |
| | Fuel & Oil & Auto Repairs | 359 | 136 | 1,565 | 1,133 | 227% | 500 | 700 |
| | Janitorial Supplies | 20 | 0 | 89 | 26 | 0% | - | 80 |
| | Other Operating Expense | 345 | 690 | 193 | 486 | 0% | - | 300 |
| | Building Repairs & Supplies | 124 | 193 | 902 | - | 0% | - | 500 |
| | Auditing | 320 | 284 | 284 | 284 | 0% | - | 300 |
| | Telephone | 782 | 785 | 795 | 799 | 89% | 900 | 900 |
| | Postage & Mailing | 36 | 58 | 164 | 181 | 90% | 200 | 350 |
| | Liability Insurance | 767 | 767 | 767 | 767 | 133% | 575 | 652 |
| | Vehicle Insurance | 482 | 482 | 482 | 482 | 107% | 450 | 625 |
| | Property Insurance Expenses | 1,087 | 1,087 | 1,087 | 130 | 14% | 950 | 1,100 |
| | Electricity Expense | 1,421 | 1,373 | 1,305 | 1,223 | 76% | 1,600 | 1,600 |
| | Water & Sewer Expense | 247 | 210 | 196 | 218 | 84% | 260 | 260 |
| | Waste Disposal Services | 397 | 367 | 384 | 326 | 90% | 360 | 360 |
| | Dues, Subscriptions & Memberships | 93 | 261 | - | - | 0% | 300 | 300 |
| | Maintenance Contracts | 2,743 | 2,445 | 1,196 | 1,386 | 60% | 2,300 | 1,200 |
| | CAP Assistance Program | 0 | 0 | 38,918 | 41,684 | 52% | 80,000 | 80,000 |
| | Other Contractual Services | 85 | 0 | 2,129 | - | 0% | 100 | - |
| | Conferences & Training | 135 | 8 | - | - | 0% | 300 | 100 |
| | Machinery & Equipment | 3,111 | 0 | - | - | 0% | - | - |
| | **Sub-Total Operating Supplies & Services** | **12,819** | **12,149** | **52,384** | **51,835** | **57%** | **91,065** | **92,427** |
| | **TOTAL CAP EXPENSES** | **112,620** | **87,404** | **132,364** | **138,003** | **75%** | **184,467** | **188,816** |
| | **TOTAL CAP REVENUES** | **62,886** | **35,000** | **77,403** | **77,163** | | **133,486** | **115,000** |
| | **TOTAL CAP EXPENSES** | **(112,620)** | **(87,404)** | **(132,364)** | **(138,003)** | **(1)** | **(184,467)** | **(188,816)** |
| | **REVENUES OVER (UNDER) EXPENDITURES** | **(49,734)** | **(52,404)** | **(54,961)** | **(60,840)** | **-** | **(50,981)** | **(73,816)** |
| | **Transfers from General Fund** | **49,734** | **52,404** | **56,593** | **59,208** | | **50,981** | **73,816** |
| | **Beginning Fund Balance** | **0** | **0** | **0** | **1632** | | **0** | **0** |
| | **Fund Balance Year End** | **0** | **0** | **1632** | **0** | | **0** | **0** |

## TOWN OF GUADALUPE
## MERCADO FUND

| Revenues | Audited FY16 | Audited FY17 | Audited FY18 | Current 2019 YTD | Current % S/B 100% YTD | Adopted Budget FY19 | Adopted FY20 |
|---|---|---|---|---|---|---|---|
| Tianguis Rents | 94,247 | 86,511 | 110,749 | 110,149 | 100% | 110,000 | 110,000 |
| Past Due Rents & Utilities Paid | 0 | 0 | - | 6,275 | 0% | - | - |
| Utilities Billed | 21,988 | 21,903 | 27,588 | 28,183 | 108% | 26,000 | 28,000 |
| **Prior Year Retained Earnings Used** | 0 | 0 | - | - | 0% | 10,351 | - |
| Patio Rentals | 6,159 | 16,234 | 8,715 | 29,572 | 591% | 5,000 | 19,000 |
| Miscellaneous Revenues | 7,775 | 4,458 | 4,937 | 115 | 3% | 3,500 | 200 |
| **TOTAL MERCADO REVENUES** | **130,169** | **129,105** | **151,988** | **174,293** | **113%** | **154,851** | **157,200** |

| Expenditures | Audited FY16 | Audited FY17 | Audited FY18 | Current 2019 YTD | Current % S/B 100% YTD | Adopted Budget FY19 | Adopted FY20 |
|---|---|---|---|---|---|---|---|
| Salaries & Wages | 15,026 | 21,319 | 17,953 | 22,984 | 144% | 15,914 | 28,216 |
| FICA Expense | 1,165 | 1,599 | 1,349 | 1,725 | 142% | 1,217 | 2,158 |
| Pension Expense | 1,435 | 2,109 | (12,118) | 2,545 | 136% | 1,878 | 3,329 |
| Workman's Compensation | 585 | 621 | 533 | 1,289 | 111% | 1,157 | 1,099 |
| Group Health & Dental Insurance | 0 | 707 | 893 | 953 | 94% | 1,016 | 1,016 |
| Unemployment Insurance | 300 | 288 | 143 | 110 | 44% | 250 | 241 |
| Life Insurance Expense | 0 | 4 | 4 | 5 | 18% | 31 | 17 |
| **Sub-Total Personnel Costs** | **18,511** | **26,648** | **8,758** | **29,610** | **138%** | **21,463** | **36,075** |
| Janitorial Supplies | 2,203 | 2,922 | 1,920 | 2,814 | 88% | 3,200 | 3,200 |
| Uniform Expense | 50 | 0 | - | 60 | 0% | - | - |
| Other Operating Expense | 1,993 | 1,068 | 1,248 | 605 | 40% | 1,500 | 1,500 |
| Building Repairs & Supplies | 20,223 | 24,869 | 34,299 | 24,633 | 112% | 22,000 | 35,000 |
| Small Tools & Equipment | 932 | 446 | 172 | 2,015 | 504% | 400 | 2,000 |
| Auditing | 0 | 0 | - | - | 0% | - | - |
| Dues, Subscriptions & Memberships | 995 | 1,144 | - | 1,963 | 0% | - | 1,500 |
| Liability Insurance | 1,287 | 1,287 | 1,287 | 1,287 | 108% | 1,195 | 1,195 |
| Property Insurance | 2,412 | 2,412 | 4,199 | 1,199 | 50% | 2,420 | 2,420 |
| Electricity Expense | 45,769 | 41,742 | 46,137 | 45,414 | 101% | 45,000 | 45,000 |
| Water & Sewer Expense | 14,918 | 9,667 | 9,903 | 8,408 | 60% | 14,000 | 10,000 |
| Waste Disposal Services | 4,969 | 4,586 | 4,586 | 4,900 | 109% | 4,500 | 4,500 |
| Maintenance Contracts | 531 | 638 | 494 | - | 0% | 600 | 600 |
| Miscellaneous Charges | 419 | 5 | 1,875 | 808 | 115% | 700 | 1,000 |
| Other Contractual Services | 8,182 | 18,350 | 17,684 | 14,955 | 79% | 19,000 | 200 |
| Sign Improvements | 7,571 | 5,361 | 500 | - | 0% | 10,000 | - |
| Building Improvements | 3,791 | 0 | - | 6,189 | 77% | 8,000 | 9,000 |
| Depreciation Expense | 48,000 | 22,043 | (1,571) | - | 0% | - | - |
| Past Due Rents and Utilities Not Paid | 0 | 4,806 | 25,419 | 14,209 | 0% | - | - |
| **Sub-Total Operating Supplies & Svcs** | **164,245** | **141,346** | **148,151** | **129,458** | **97%** | **133,388** | **117,115** |
| **TOTAL EXPENSES FOR MERCADO FUND** | **182,756** | **167,994** | **156,909** | **159,068** | **103%** | **154,851** | **153,190** |

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| **TOTAL MERCADO REVENUES** | **130,169** | **129,105** | **151,988** | **174,293** | | **154,851** | **157,200** |
| **TOTAL MERCADO EXPENDITURES** | **(182,756)** | **(167,994)** | **(156,909)** | **(159,068)** | | **(154,851)** | **(153,190)** |
| **REVENUES OVER (UNDER) EXPENDITURES** | **(52,587)** | **(38,889)** | **(4,921)** | **15,225** | | **(10,351)** | **4,010** |
| **BEGINNING Net Position** | 117,866 | 65,279 | 26,019 | 21,098 | | 27,555 | 36,951 |
| **Prior Year Retained Earnings (Used)** | (52,587) | (38,889) | (4,921) | 15,225 | - | (10,351) | 4,010 |
| **ENDING Net Position** | 65,279 | 26,391 | 21,098 | 36,323 | | 17,204 | 40,961 |

## TOWN OF GUADALUPE SEWER SERVICE FUND

| Revenues | Audited FY16 | Audited FY17 | Audited FY18 | Current 2019 YTD | Current % S/B 100% YTD | Adopted Budget FY19 | Adopted FY20 |
|---|---|---|---|---|---|---|---|
| Sewer User Fees | 81,990 | 79,738 | 80,752 | 80,514 | 101% | 80,000 | 80,578 |
| Sewer Tap & Connection Fees | 29,610 | - | | - | 0% | - | - |
| **Prior Year Retained Earnings Used** | 0 | - | - | 78,454 | 24% | 332,238 | 154,426 |
| Investment Earnings | 0 | 6,753 | 15,336 | 24,416 | 610% | 4,000 | 20,000 |
| **TOTAL SEWER REVENUES** | **111,600** | **86,490** | **96,088** | **183,384** | **44%** | **416,238** | **255,004** |

| Expenditures | Audited FY16 | Audited FY17 | Audited FY18 | Current 2019 YTD | Current % S/B 100% YTD | Adopted Budget FY19 | Adopted FY20 |
|---|---|---|---|---|---|---|---|
| Salaries & Wages | 22,124 | 27,032 | 49,702 | 58,196 | 114% | 50,941 | 53,617 |
| FICA Expense | 1,850 | 1,970 | 3,396 | 4,007 | 103% | 3,897 | 4,102 |
| Pension Expense | 2,690 | 2,769 | 17,976 | 6,206 | 103% | 6,011 | 6,327 |
| Workman's Compensation | 1,078 | 971 | 1,088 | 2,082 | 56% | 3,703 | 1,873 |
| Group Health & Dental Insurance | 3,939 | 3,475 | 7,549 | 10,072 | 92% | 10,927 | 10,155 |
| Unemployment Insurance | 219 | 130 | 216 | 55 | 3% | 1,900 | 275 |
| Life Insurance Expense | 25 | 19 | 33 | 44 | 65% | 67 | 46 |
| Uniform Expense | 0 | 0 | - | - | 0% | 100 | 100 |
| Other Operating Expense | 0 | 36,476 | - | - | 0% | - | - |
| Sewer Line Repairs & Assessment | 4,116 | 72,849 | 40,926 | 840 | 1% | 103,120 | 176,900 |
| Auditing | 284 | 251 | 251 | 398 | 33% | 1,218 | 400 |
| Liability Insurance | 632 | 632 | 807 | 398 | 74% | 541 | 810 |
| Vehicle Insurance | 0 | 0 | - | - | 0% | 250 | - |
| Electricity Expense | 391 | 390 | 357 | 388 | 97% | 400 | 400 |
| Depreciation Expense | 0 | (13,598) | 34,224 | - | 0% | - | - |
| Transfers Out | | 137,728 | 51,135 | 100,698 | 43% | 233,163 | - |
| **Total Expenses** | **37,346** | **271,093** | **207,662** | **183,384** | **44%** | **416,239** | **255,004** |

| | | | | | | |
|---|---|---|---|---|---|---|
| **TOTAL SEWER REVENUES** | **111,600** | **86,490** | **96,088** | **104,930** | **84,000** | **100,578** |
| **TOTAL SEWER EXPENSES** | **(37,346)** | **(271,093)** | **(207,662)** | **(183,384)** | **(416,239)** | **(255,004)** |
| **REVENUES OVER (UNDER) EXPENDITURES** | **74,254** | **(184,603)** | **(111,574)** | **(78,453)** | **(332,238)** | **(154,426)** |
| **Beginning Retained Earnings** | **1,385,003** | **1,459,257** | **1,274,655** | **1,163,081** | **1,236,928** | **904,689** |
| **Prior Year Retained Earnings (Used)** | **0** | **(184,603)** | **(111,574)** | **(78,454)** | **(332,238)** | **(154,426)** |
| **Total Net Position, End of Year** | **1,459,257** | **1,274,655** | **1,163,081** | **1,084,628** | **904,689** | **750,263** |

## TOWN OF GUADALUPE SOLID WASTE FUND

| | | Audited FY16 | Audited FY17 | Audited FY18 | Current 2019 YTD | Current % S/B 100% YTD | Adopted Budget FY19 | Adopted FY20 |
|---|---|---|---|---|---|---|---|---|
| **Revenues** | Refuse Fees | 297,359 | 322,925 | 326,991 | 327,250 | 101% | 323,003 | 323,003 |
| | Truck Reservations | 1,300 | 1,700 | 900 | 1,050 | 0% | - | - |
| | **Prior Year Retained Earnings Used** | 13,905 | | - | 25,437 | 91% | 27,975 | 54,874 |
| | **TOTAL SOLID WASTE REVENUES** | **312,564** | **324,625** | **327,891** | **353,737** | **101%** | **350,978** | **377,877** |

| **Expenditures** | | Audited FY16 | Audited FY17 | Audited FY18 | Current 2019 YTD | Current % S/B 100% YTD | Adopted Budget FY19 | Adopted FY20 |
|---|---|---|---|---|---|---|---|---|
| | Clean Up Days | 5,839 | 1,556 | 308 | 755 | 4% | 20,000 | 15,000 |
| | Auditing/Insurance | 3,003 | 2,363 | 2,363 | 1,165 | 5% | 24,002 | 2,560 |
| | Residential Pick Up Charges | 259,364 | 258,105 | 258,222 | 275,961 | 112% | 246,976 | 272,748 |
| | Roll Off Fees | 44,356 | 54,472 | 65,862 | 75,855 | 126% | 60,000 | 87,569 |
| | **TOTAL SOLID WASTE EXPENSES** | **312,563** | **316,495** | **326,755** | 353,737 | **101%** | **350,978** | **377,877** |
| | **TOTAL SOLID WASTE REVENUES** | **298,659** | **324,625** | **327,891** | **328,300** | | **323,003** | **323,003** |
| | **TOTAL SOLID WASTE EXPENSES** | **(312,563)** | **(316,495)** | **(326,755)** | **(353,737)** | | **(350,978)** | **(377,877)** |
| | **REVENUES OVER (UNDER) EXPENDITURES** | **(13,905)** | **8,130** | **1,136** | **(25,437)** | | **(27,975)** | **(54,874)** |
| | **Beginning Retained Earnings** | **281,137** | **267,233** | **275,363** | **276,499** | | **210,805** | **182,830** |
| | **Prior Year Retained Earnings (Used)** | **(13,905)** | **0** | **0** | **(25,437)** | | **(27,972)** | **(54,874)** |
| | **Total Net Position, End of Year** | **267,233** | **275,363** | **276,499** | **251,062** | | **182,830** | **127,956** |

## TOWN OF GUADALUPE MUNICIPAL PROPERTY CORPORATION (MPC)

| Revenues | Audited FY16 | Audited FY17 | Audited FY18 | Current 2019 YTD | Current % S/B 100% YTD | Audited FY18 | Adopted FY20 |
|---|---|---|---|---|---|---|---|
| Transfers In/Out | 294,046 | 290,450 | 289,300 | 292,245 | 100% | 292,250 | 292,900 |
| **TOTAL MPC REVENUES** | **294,046** | **290,450** | **289,300** | **292,245** | **100%** | **292,250** | **292,900** |

| Expenditures | Audited FY16 | Audited FY17 | Audited FY18 | Current 2019 YTD | Current % S/B 100% YTD | Audited FY19 | Adopted FY20 |
|---|---|---|---|---|---|---|---|
| Bond Principal | 215,000 | 220,000 | 215,000 | **273,725** | **100%** | 235,000 | 273,725 |
| Interest on Bonds | 79,046 | 70,450 | 74,300 | **18,520** | **97%** | 57,250 | 19,175 |
| **TOTAL MPC EXPENSES** | **294,046** | **290,450** | **289,300** | **292,245** | **100%** | **292,250** | **292,900** |
| | | | | | | | |
| **TOTAL MPC REVENUES** | **294,046** | **290,450** | **289,300** | **292,245** | | **292,250** | **292,900** |
| **TOTAL MPC EXPENSES** | **294,046** | **290,450** | **289,300** | **292,245** | | **292,250** | **292,900** |
| **NET AVAILABLE/(DEFICIT)** | **-** | **-** | **-** | **-** | | **-** | **-** |
| **Transfers from General Fund** | **294,046** | **290,450** | **289,300** | **292,245** | **-** | **292,250** | **292,900** |
| **Beginning Retained Earnings** | **0** | **0** | **0** | **0** | | **0** | **0** |
| **Year End Retained Earnings** | | | | | | | |
| **Net of related capital assets and depreciation** | **0** | **0** | **0** | | | **0** | **0** |

**TOWN OF GUADALUPE**
**GRANT FUND**

| | Revenues | Audit FY16 | Audit FY17 | Adjusted FY18 | Current 2019 YTD | Current % S/B 100% YTD | Adopted Budget FY19 | Adopted FY20 |
|---|---|---|---|---|---|---|---|---|
| | FEMA SAFER Grant | | | | 57,653 | - | - | 216,831 |
| | PYT Rental/Food Assistance | | | - | - | 0% | 60,000 | 80,000 |
| | Gila River Community Economic Assistance Program | | | | | 0% | 35,000 | 70,000 |
| | **Sub-Total Operating** | **-** | **-** | **-** | **57,653** | **-** | **95,000** | **366,831** |
| | Ak-Chin Senior Center roof | - | - | - | 8,338 | 69% | 12,000 | - |
| | Court Security Grant-CSI | - | - | | 6,399 | 92% | 6,984 | - |
| | Flood Mitigation-FCD-Grant | - | - | 128,319 | 250,000 | 57% | 436,469 | - |
| | E Guad Rd Underground Lines -SRP | - | - | | - | 0% | 108,000 | 200,000 |
| | W Guad Rd Underground Lines -SRP | - | - | | - | 0% | 108,000 | 221,000 |
| | E/W Guad Rd Underground Lines -SRP **(Match) From General Fund** | | | | - | 0% | 108,000 | 45,000 |
| | Guad Pavement Replacement Phase VII | 2,686 | 3,128 | 3,200 | - | 0% | - | 438,873 |
| 8098 | Guadalupe Pavement DG1405 | - | 36,606 | - | - | 0% | - | - |
| | PYT Maint. Equipment | - | - | - | 15,000 | 7% | 221,000 | 50,000 |
| | Tohono O'dham Type 1 Fire Truck Pymnt | - | - | - | - | 0% | 65,000 | 65,000 |
| | *Ak-Chin Type 1 Fire Truck Pymnt | - | - | 23,117 | 93,103 | 83% | 112,000 | 65,000 |
| | **Sub-Total Construction Improv Projects** | **2,686** | **39,734** | **154,636** | **372,840** | 32% | **1,177,453** | **1,084,873** |
| | Ak-Chin Senior Center Wellness Program | - | - | - | - | 0% | 80,000 | 60,000 |
| | PYT Elder Activity Programing | - | - | - | - | 0% | 30,000 | 80,000 |
| | Gila River Community Health and Public Safety | | - | - | - | 0% | - | 77,000 |
| | Gila River Cultural Heritage Events Programing | | - | - | - | 0% | 8,000 | 31,000 |
| | PYT Avenida del Yaqui Project | - | - | - | - | 0% | 25,000 | 380,000 |
| | PYT Vauo Nawi Streetlights | - | - | - | - | 0% | 25,000 | 320,000 |
| | Tohono O'odham Stottlemyre Park Path Lighting | | - | - | - | 0% | 75,000 | 45,000 |
| | Tohono O' odham Cardiac Heart Monitors | | - | - | - | 0% | 60,000 | 60,000 |
| | Tohono O'odham Active Shooter Equipment | | - | - | - | 0% | 20,000 | 20,000 |
| | Ak-Chin Turn out gear-Fire | - | - | - | - | 0% | 35,000 | 70,000 |
| | FEMA Air and Light Trailer | - | - | - | - | 0% | 79,000 | |
| | Gila River Command Vehicle | - | - | - | - | 0% | | 75,000 |
| | Fort McDowell Security Cameras | - | - | - | - | 0% | | 40,000 |
| | Fort McDowell Renovate Old Town Hall | - | - | - | - | 0% | | 30,000 |
| | Miscellaneous Grants | - | - | - | 18,429 | 2% | 1,154,000 | 1,604,740 |
| | **Sub-Total Requested Grants** | **-** | **-** | **-** | **18,429** | **0** | **1,591,000** | **2,892,740** |
| **TOTAL GRANT REVENUES** | | **2,686** | **39,734** | **154,636** | **448,921** | **0** | **2,863,453** | **4,344,444** |

| | Expenditures | Audit FY16 | Audit FY17 | Adjusted FY18 | Current 2019 YTD | Current % S/B 100% YTD | Adopted Budget FY19 | Adopted FY20 |
|---|---|---|---|---|---|---|---|---|
| | Salaries & Wages | - | - | - | 38,141 | 0% | 0 | 126,271 |
| | FICA Expense | - | - | - | 2,925 | 395% | 0 | 9,660 |
| | Pension Expense | - | - | - | 6,665 | 6% | 0 | 49,422 |
| | Workman's Compensation | - | - | - | 2,532 | 90% | 0 | 7,392 |
| | Group Health & Dental Insurance | - | - | - | 7,290 | 11% | 0 | 22,849 |
| | Unemployment Insurance | - | - | - | 41 | 931% | 0 | 783 |
| | Life Insurance Expense | - | - | - | 59 | 9% | 0 | 454 |
| | PYT Rental/Food Assistance | - | - | - | - | 0% | 60,000 | 80,000 |
| | Gila River Community Economic Assistance Program | | - | - | - | 0% | 35,000 | 70,000 |
| | **Sub-Total Operating** | **-** | **-** | **-** | **57,653** | **14** | **95,000** | **366,831** |
| | Ak-Chin Senior Center Roof | - | - | - | 8,338 | 0% | 12,000 | - |
| | Court Security Grant-CSI | - | - | - | 6,399 | 0% | 6,984 | - |
| | Flood Mitigation-FCD-Grant | - | - | 128,319 | 250,000 | 0% | 436,469 | - |
| | E Guad Rd Underground Lines -SRP | - | - | - | - | 8% | 108,000 | 200,000 |
| | W Guad Rd Underground Lines -SRP | - | - | - | - | 0% | 108,000 | 221,000 |
| | E/W Guad Rd Underground Lines -SRP **(Match) From General Fund** | | | | - | 0% | 108,000 | 45,000 |
| | Guad Pavement Replacement Phase VII | 2,686 | 3,128 | 3,200 | - | 0% | - | 438,873 |
| | PYT Maint. Equipment | - | - | - | 15,000 | 500% | 221,000 | 50,000 |
| | Tohono O'dham Type 1 Fire Truck Pymnt | - | - | - | - | 0% | 65,000 | 65,000 |
| | *Ak-Chin Type 1 Fire Truck Pymnt | - | - | 23,117 | 93,103 | 0% | 112,000 | 65,000 |
| | **Sub-Total Construction Improv Projects** | **2,686** | **3,128** | **154,636** | 372,840 | 9% | **1,177,453** | **1,084,873** |
| | Ak-Chin Senior Center Wellness Program | - | - | - | - | 0% | 80,000 | 60,000 |
| | PYT Elder Activity Programing | - | - | - | - | 0% | 30,000 | 80,000 |
| | Gila River Community Health and Public Saf | - | - | - | - | 0% | | 77,000 |
| | Gila River Cultural Heritage Events Programi | - | - | - | - | 27% | 8,000 | 31,000 |
| | PYT Avenida del Yaqui Project | - | - | - | - | 0% | 25,000 | 380,000 |
| | PYT Vauo Nawi Streetlights | - | - | - | - | 0% | 25,000 | 320,000 |
| | Tohono O'odham Stottlemyre Park Path Ligl | - | - | - | - | 0% | 75,000 | 45,000 |
| | Tohono O' odham Cardiac Heart Monitors | - | - | - | - | 155% | 60,000 | 60,000 |
| | Tohono O'odham Active Shooter Equipment | - | - | - | - | 0% | 20,000 | 20,000 |
| | Ak-Chin Turn out gear-Fire | - | - | - | - | 0% | 35,000 | 70,000 |
| | FEMA Air and Light Trailer | - | - | - | - | 0% | 79,000 | |
| | Gila River Command Vehicle | - | - | - | - | 0% | | 75,000 |
| | Fort McDowell Security Cameras | - | - | - | - | 0% | | 40,000 |
| | Fort McDowell Renovate Old Town Hall | - | - | - | - | 0% | | 30,000 |
| | Miscellaneous Grants | - | - | - | 18,429 | 0% | 1,154,000 | 1,604,740 |
| | **Sub-Total Requested Grants** | **-** | **-** | **-** | **18,429** | **2** | **1,591,000** | **2,892,740** |
| **TOTAL GRANT EXPENSES** | | **2,686** | **3,128** | **154,636** | **448,922** | **0%** | **2,863,453** | **4,344,444** |
| | **TOTAL REVENUES** | **2,686** | **39,734** | **154,636** | **448,921** | 16% | **2,863,453** | **4,344,444** |
| | **TOTAL EXPENDITURES** | **2,686** | **3,128** | **154,636** | **448,922** | 16% | **2,863,453** | **4,344,444** |

## TOWN OF GUADALUPE
## PROGRAM INCOME FUND

| | Revenues | Audited FY16 | Audited FY17 | Audited FY18 | Current 2019 YTD | Current % S/B 100% YTD | Adopted Budget FY19 | Adopted FY20 |
|---|---|---|---|---|---|---|---|---|
| 45-4950/8751 | Housing (GCDC Rents used for CDBG Homes) | 4,638 | 4,638 | 5,700 | 4,969 | 0% | 0 | 5,000 |
| 8088 | La Cuarenta Improvements DG1210 | - | - | - | - | - | - | - |
| 8090 | Repave DG1203 ($358,550) | 7,095 | - | - | - | - | 4,313 | - |
| 8088 | CDBG-DG1604 -400,800 | 1,135 | 48,100 | 307,883 | - | - | 400,800 | - |
| 8093 | DG 1804 Phase IV | - | - | - | 568,652 | - | 542,223 | - |
| | Solarez-DG1204 40-8088 | - | - | - | - | - | 265,027 | - |
| 8098 | Guadalupe Pavement DG1405 | 4,825 | 36,606 | - | - | - | - | - |
| 8087 | Demolition DG1209 | 7,818 | 42,055 | - | - | - | - | - |
| | Program Income | 44,454 | - | 34756 | 35,504 | 0% | 200,000 | 39,600 |
| | **TOTAL CDBG/HOME REVENUES** | **69,965** | **131,398.64** | **348,339** | **609,126** | 0% | **1,412,363** | **44,600** |

| | Expenditures | Audited FY16 | Audited FY17 | Audited FY18 | Current 2019 YTD | Current % S/B 100% YTD | Adopted Budget FY19 | Adopted FY20 |
|---|---|---|---|---|---|---|---|---|
| 45-8751 | Other Housing (GCDC & CDBG Homes Repairs) | 2,686 | 3,128 | 2,763 | 1,877 | 0% | - | 5,000 |
| 8094 | Home UC1107 New Const-283,941 | - | - | - | - | 0% | - | - |
| 8095 | Home UC1107A Rehab-200,000 | - | - | - | - | 0% | - | - |
| 8092 | CDBG-DG1313 Guestelo | - | - | - | - | 0% | - | - |
| 8098 | Guadalupe Pavement DG1405 | - | - | - | - | 0% | - | - |
| 8093 | DG 1804 Phase IV | - | | 303 | 568,652 | 0% | 542,223 | - |
| 8088 | CDBG 1604 | 1,039 | 48,100 | 307,883 | - | 0% | 400,800 | - |
| 8087 | CDBG-2018-2019 | 7,815 | 42,055 | - | - | 0% | - | - |
| 8088 | CDBG Solarez DG1204 | - | - | - | - | 0% | 265,027 | - |
| 8091 | Home 307-13-330,000 | - | - | - | - | 0% | - | - |
| 40-8091 | Program Income (Pymnts collected & sent to CDBG | - | 7 | - | 129,451 | 0% | 200,000 | 39,600 |
| **TOTALS FOR PROGRAM INCOME FUND** | | **11,541** | **93,290** | **310,949** | **699,980** | **50%** | **1,408,050** | **44,600** |

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| **TOTAL REVENUES** | 69,965 | 131,399 | 348,339 | 609,126 | | 1,412,363 | 44,600 |
| **TOTAL EXPENDITURES** | (11,541) | (93,290) | (310,949) | (699,980) | | (1,408,050) | (44,600) |
| **REVENUES OVER (UNDER) EXPENDITURES** | **58,424** | **38,108** | **37,390** | **(90,854)** | **-** | **4,313** | **-** |
| ***BEGINNING FUND BALANCE** | **25,553** | **83,977** | **122,085** | 159,475 | | **159,475** | **68,621** |
| **ENDING FUND BALANCE** | **83,977** | **122,085** | **159,475** | **68,621** | | **163,788** | **68,621** |

# Total All Expenses/All Funds

| | Audited FY16 | Audited FY17 | Audited FY18 | Current 2019 YTD | Difference over (under) Budget | Current % S/B 100% YTD | Adopted Budget FY19 | Adopted Budget FY20 |
|---|---|---|---|---|---|---|---|---|
| General Fund | 4,231,303 | 4,539,240 | 5,240,584 | 4,880,051 | (343,110) | 93% | 5,223,162 | 5,429,165 |
| LTAF | 32,222 | 28,980 | 34,300 | 33,482 | (2,849) | 92% | 36,331 | 39,222 |
| HURF | 360,396 | 630,831 | 647,406 | 584,129 | (93,595) | 86% | 677,724 | 644,130 |
| Senior Center | 224,234 | 211,157 | 216,120 | 221,436 | (30,327) | 88% | 251,763 | 238,949 |
| CAP | 112,620 | 87,404 | 132,364 | 138,003 | (46,464) | 75% | 184,467 | 188,816 |
| Tianguis | 182,756 | 167,994 | 156,909 | 159,068 | 4,218 | 103% | 154,851 | 153,190 |
| Sewer | 37,346 | 271,093 | 207,662 | 183,384 | (232,855) | 44% | 416,239 | 255,004 |
| Refuse | 312,563 | 316,495 | 326,755 | 353,737 | 2,759 | 101% | 350,978 | 377,877 |
| MPC | 294,046 | 290,450 | 289,300 | 292,245 | (5) | 100% | 292,250 | 292,900 |
| Grant Fund | 2,686 | 3,128 | 154,636 | 448,922 | (2,414,531) | 16% | 2,863,453 | 4,344,444 |
| Program Income Fund | 11,541 | 93,290 | 310,949 | 699,980 | (708,070) | 50% | 1,408,050 | 44,600 |
| **Grand Total All Funds** | **5,801,711** | **6,640,063** | **7,716,984** | **7,994,437** | **-3,864,830** | **67%** | **11,859,267** | **12,008,297** |

General Fund Revenue and Fund Transfer Summary

| TOWN OF GUADALUPE GENERAL FUND | | Audited FY16 | Audited FY17 | Audited FY18 | Current 2019 YTD | Current % S/B 100% YTD | Adopted Budget FY19 | Projected FY20 |
|---|---|---|---|---|---|---|---|---|
| **Revenues** | Local Sales Tax | 1,630,995 | 1,592,401 | 1,868,179 | 2,127,077 | 112% | 1,900,000 | 1,900,000 |
| | Local Sales-Auditor Collected | 30,110 | 62,979 | - | 0 | 0% | - | - |
| | Franchise Tax | 25,360 | 23,948 | 26,574 | 26,303 | 107% | 24,562 | 26,500 |
| | Transient Occupancy Tax | 498,990 | 400,511 | 405,035 | 364,824 | 92% | 395,164 | 405,000 |
| | Alcoholic Beverage License | 10,425 | 5,650 | 8,050 | 6,450 | 108% | 6,000 | 8,000 |
| | Restaurant Bar Tax | 324,353 | 336,128 | 269,394 | 292,579 | 117% | 250,000 | 260,000 |
| | Business License | 15,450 | 16,120 | 9,850 | 10,425 | 87% | 12,000 | 10,000 |
| | Building Permits & Fees | 100,323 | 28,863 | 116,853 | 21,474 | 29% | 75,000 | 25,000 |
| | Billboard Revenues | 63,304 | 58,733 | 59,297 | 64,174 | 112% | 57,433 | 57,433 |
| | Urban Revenue Sharing | 664,968 | 755,711 | 784,774 | 790,177 | 100% | 790,150 | 863,634 |
| | State Sales Tax | 525,765 | 566,627 | 610,177 | 656,929 | 101% | 650,535 | 685,699 |
| | Other Rev. from Gov. Agencies | 145,000 | 268,560 | 315,943 | 157,035 | 63% | 248,600 | 248,600 |
| | Intergovernmental Reimbursements | 41,138 | | 33,315 | 62,142 | 0% | - | - |
| | Vehicle in Lieu Tax | 228,726 | 243,717 | 262,424 | 280,769 | 99% | 284,120 | 297,942 |
| | Fines & Forfeitures | 59,004 | 38,024 | 30,417 | 19,922 | 66% | 30,000 | 30,000 |
| | Appearance Bond Revenue | 3,601 | 1,300 | 650 | 1,450 | 0% | - | - |
| | JCEF & Fill the Gap Revenues | 10,101 | 1,792 | - | 6,144 | 0% | - | 10,000 |
| | Investment Earnings | 2,938 | 3,471 | 12,336 | 20,161 | 252% | 8,000 | 10,500 |
| | Rents & Concessions | 94,063 | 87,072 | 82,303 | 88,030 | 107% | 82,269 | 82,269 |
| | Ballfield Fees Charged | 3,783 | 3,475 | 2,279 | 2,976 | 198% | 1,500 | 2,300 |
| | Loss on State Investment Pool | 1,971 | 1,730 | - | 3,259 | 0% | - | - |
| | Misc. Fees | 18,482 | 18,868 | 15,530 | 10,486 | 70% | 15,000 | 15,000 |
| | Other Financing Sources | 3,021 | - | 563,036 | 0 | 0% | - | - |
| | Youth Revenue | - | - | 2,000 | 0 | 0% | - | - |
| | Event Revenue | - | 2,800 | 6,725 | 17,264 | 247% | 7,000 | 20,000 |
| | Fund Balance Carryforward - General Fund | - | - | - | 0 | 0% | 385,829 | 471,288 |
| **TOTAL GENERAL FUND REVENUES** | | **4,501,871** | **4,518,480** | **5,485,140** | **5,030,050** | **96%** | **5,223,162** | **5,429,165** |
| REVENUES OVER (UNDER) EXPENDITURES | | 270,568 | (20,760) | 244,556 | 149,999 | 0% | -385,829 | -471,288 |
| **Total General Fund Expenses** | | **4,231,303** | **4,539,240** | **5,240,584** | **4,880,051** | **93%** | **5,223,162** | **5,429,165** |
| **Transfer to Other Funds Detail** | | | | | | | | |
| HURF | | - | - | - | 32,205 | 0% | - | - |
| Senior Center | | 76,410 | 64,346 | 63,588 | 66,357 | 63% | 105,624 | 93,970 |
| Community Action Program | | 49,734 | 55,580 | 56,593 | 59,208 | 85% | 69,467 | 73,816 |
| Municipal Property Corp. (Bond) | | 294,046 | 290,450 | 289,300 | 292,245 | 100% | 292,250 | 292,900 |
| Local Senior Transportation | | - | - | 6,042 | 16,742 | 85% | 19,631 | 22,522 |
| Grant Fund | | - | - | - | 0 | 0% | - | 45,000 |
| **Transfer to Other Funds Totals** | | **420,190** | **410,376** | **415,523** | **466,757** | **96%** | **486,972** | **528,208** |

## Total All Expenses/All Funds

| | Audited FY16 | Audited FY17 | Audited FY18 | Current 2019 YTD | Current % S/B 100% YTD | Adopted Budget FY19 | Projected FY20 |
|---|---|---|---|---|---|---|---|
| General Fund | 4,231,303 | 4,539,240 | 5,240,584 | 4,880,051 | 93% | 5,223,162 | 5,429,165 |
| LTAF | 32,222 | 28,980 | 34,300 | 33,482 | 92% | 36,331 | 39,222 |
| HURF | 360,396 | 630,831 | 647,406 | 584,129 | 86% | 677,724 | 644,130 |
| Senior Center | 225,437 | 212,328 | 216,120 | 221,436 | 86% | 251,763 | 238,949 |
| CAP | 112,620 | 87,404 | 132,364 | 138,003 | 75% | 184,467 | 188,816 |
| Tianguis | 182,756 | 167,994 | 156,909 | 159,068 | 103% | 154,851 | 153,190 |
| Sewer | 37,346 | 271,093 | 207,662 | 183,384 | 44% | 416,239 | 255,004 |
| Refuse | 312,563 | 316,495 | 326,755 | 353,737 | 101% | 350,978 | 377,877 |
| MPC | 294,046 | 290,450 | 289,300 | 292,245 | 100% | 292,250 | 292,900 |
| Grant Fund | 2,686 | 3,128 | 154,636 | 448,922 | 0 | 2,863,453 | 4,344,444 |
| Housing Program Income | 11,541 | 93,290 | 310,949 | 699,980 | 50% | 1,408,050 | 44,600 |
| **Grand Total All Funds** | **5,802,914** | **6,641,234** | **7,716,984** | **7,994,437** | | **11,859,267** | **12,008,297** |

**RESOLUTION NO. R2019.19**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF GUADALUPE, ARIZONA, AUTHORIZING THE TRANSFER OF $66,357 TO THE FY 2018/19 SENIOR CENTER, $59,208 TO THE FY 2018/19 COMMUNITY ACTION PROGRAM, $292,245 TO THE FY 2018/19 MUNICIPAL PROPERTY CORPORATION, $16,742 TO THE FY 2018/19 LOCAL TRANSPORTATION ASSISTANCE FUND (LTAF), AND $32,205 TO THE HIGHWAY USERS REVENUE FUND (HURF) TOTALING $466,757 FROM THE FY 2018/19 GENERAL FUND AND THE TRANSFER OF $100,698 TO THE FY 2018/19 HIGHWAY USERS REVENUE FUND (HURF) FROM THE FY 2018/19 SEWER FUND.**

BE IT RESOLVED by the Town Council of the Town of Guadalupe, Arizona, as follows:

SECTION 1. The transfers of funds from the FY 2018/19 General Fund to the FY2018/19 Senior Center, Community Action Program and LTAF are used as matching funds for these community programs, to the Municipal Property Corporation to pay the annual bond debt and to HURF funds to pay for ADOT/Avenida del Yaqui Project. The $100,698 transfer from the FY 2018/19 Sewer Fund to FY 2018/19 HURF funds for the Calle Naranjo and Calle Sahuaro neighborhood flood mitigation projects. The transfer amounts herein below specified are hereby authorized:

Fiscal Year 2018-2019

| Transfer From: | Transfer To: | Amount |
|---|---|---|
| General Fund | Senior Center | $ 66,357 |
| General Fund | Community Action Program | $ 59,208 |
| General Fund | Municipal Property Corporation | $ 292,245 |
| General Fund | Local Transportation Assistance | $ 16,742 |
| General Fund | Highway Users Revenue Fund | $ 32,205 |
| | General Fund Total: | $466,757 |
| Sewer Fund | Highway Users Revenue Fund | $ 100,698 |

NOW THEREFORE BE IT RESOLVED, that the Town Council of the Town of Guadalupe do hereby transfer $466,757 from the General Fund to the following funds:

| Transfer To: | Amount |
|---|---|
| Senior Center | $ 66,357 |
| Community Action Program | $ 59,208 |
| Municipal Property Corporation | $ 292,245 |
| Local Transportation Assistance | $ 16,742 |
| Highway Users Revenue Fund | $ 32,205 |

and, transfer $100,698 from the Sewer Fund to the Highway Users Revenue Fund.

PASSED AND ADOPTED BY THE TOWN COUNCIL OF THE TOWN OF GUADALUPE, ARIZONA, THIS _____ DAY OF _____, 2019.

_____
Valerie Molina
Mayor

ATTEST:

_____
Jeff Kulaga
Town Manager / Clerk

APPROVED AS TO FORM:

_____
David E. Ledyard
Town Attorney

| TOWN OF GUADALUPE GENERAL FUND | Audited FY16 | Audited FY17 | Audited FY18 | Current Month June | Current 2019 YTD | Current % S/B 100% YTD | Adopted Budget FY19 | Adopted FY20 |
|---|---|---|---|---|---|---|---|---|
| **8050 Administration** | | | | | | | | |
| Liability & Property Insurance | 53,415 | 53,415 | 62,694 | 4,381 | 31,337 | 59% | 53,000 | 57,000 |
| Miscellaneous Charges | 80 | - | 1,520 | 0 | 0 | 0% | 100 | - |
| Census Count | - | - | - | 0 | 0 | 0% | - | 4,840 |
| Prisoner Jail Expense | 36,809 | 31,127 | 46,316 | 3,696 | 41,107 | 117% | 35,000 | 46,000 |
| Animal Control | 26,719 | 27,600 | 27,600 | 0 | 27,600 | 102% | 27,006 | 30,000 |
| Dead Dog Removal | 399 | 998 | 665 | 732 | 1,995 | 222% | 900 | 1,200 |
| Contingency/Emergency | - | - | - | 0 | 0 | 0% | 245,101 | 254,000 |
| Recognition & Awards | - | 9,267 | 182 | 0 | 0 | 0% | 1,000 | 1,000 |
| Celeb Exp-Special Events | 15,333 | 6,946 | 8,678 | 1,141 | 4,602 | 77% | 6,000 | 3,000 |
| Celebration Expense-Sheriff | 35,386 | 34,945 | 35,763 | 3,564 | 50,995 | 102% | 50,000 | 50,000 |
| Celebration Expense-Guad Days | 2,271 | 8,832 | 8,155 | 0 | 7,855 | 92% | 8,500 | 12,000 |
| Celebration Expense-December | 9,449 | 7,939 | 5,604 | 9 | 15,174 | 253% | 6,000 | 16,058 |
| Election Expense | 7,690 | 4,964 | 114 | 0 | 1,467 | 24% | 6,000 | - |
| Public Defenders | 22,750 | 15,800 | 13,600 | 800 | 24,404 | 163% | 15,000 | 21,000 |
| Old Town Hall Insurance | - | - | 9,619 | 106 | 1,267 | 68% | 1,850 | 1,850 |
| Transfer to HURF | - | - | 420,543 | 0 | 32,205 | 0% | - | - |
| Transfer to LTAF | - | - | - | 2,897 | 16,742 | 85% | 19,631 | 22,522 |
| Transfer to Senior Center | 75,207 | 68,651 | - | 7,878 | 66,357 | 63% | 105,624 | 93,970 |
| Transfer to CAP | 49,734 | 55,580 | - | 6,813 | 59,208 | 85% | 69,467 | 73,816 |
| Transfer to MPC-Bond | 294,046 | 290,450 | - | 24,408 | 292,245 | 100% | 292,250 | 292,900 |
| Transfer to Grant Fund | - | - | - | 0 | 0 | 0% | - | 45,000 |
| Lease Payment (Copier) | 500 | - | - | 0 | 1,520 | 0% | - | - |
| DOR Funding SB1216 | 11,996 | 12,590 | 12,838 | 0 | 15,653 | 100% | 15,652 | 17,476 |
| **TOTALS FOR 8040 ADMINISTRATION** | **643,038** | **631,179** | **654,389** | **56,425** | **692,075** | **72%** | **958,081** | **1,043,632** |

## TOWN OF GUADALUPE SEWER SERVICE FUND

| Revenues | Audited FY16 | Audited FY17 | Audited FY18 | Current Month June | Current 2019 YTD | Current % S/B 100% YTD | Adopted Budget FY19 | Adopted FY20 |
|---|---|---|---|---|---|---|---|---|
| Sewer User Fees | 79,048 | 79,738 | 80,752 | 20,223 | 80,514 | 101% | 80,000 | 80,578 |
| Sewer Tap & Connection Fees | 29,610 | - | | - | - | 0% | - | - |
| Prior year Fund Balance | 2,942 | - | - | - | 78,454 | 24% | 332,238 | 154,426 |
| Investment Earnings | 0 | 6,753 | 15,336 | 1,956 | 24,416 | 610% | 4,000 | 20,000 |
| **TOTAL SEWER REVENUES** | **111,600** | **86,490** | **96,088** | **22,179** | **183,384** | **44%** | **416,238** | **255,004** |

| Expenditures | Audited FY16 | Audited FY17 | Audited FY18 | Current Month June | Current 2019 YTD | Current % S/B 100% YTD | Adopted Budget FY19 | Adopted FY20 |
|---|---|---|---|---|---|---|---|---|
| Salaries & Wages | 22,124 | 27,032 | 49,702 | 6,191 | 58,196 | 114% | 50,941 | 53,617 |
| FICA Expense | 1,850 | 1,970 | 3,396 | 334 | 4,007 | 103% | 3,897 | 4,102 |
| Pension Expense | 2,690 | 2,769 | 17,976 | 496 | 6,206 | 103% | 6,011 | 6,327 |
| Workman's Compensation | 1,078 | 971 | 1,088 | 209 | 2,082 | 56% | 3,703 | 1,873 |
| Group Health & Dental Insurance | 3,939 | 3,475 | 7,549 | 883 | 10,072 | 92% | 10,927 | 10,155 |
| Unemployment Insurance | 219 | 130 | 216 | - | 55 | 3% | 1,900 | 275 |
| Life Insurance Expense | 25 | 19 | 33 | 4 | 44 | 65% | 67 | 46 |
| Uniform Expense | 0 | 0 | - | - | - | 0% | 100 | 100 |
| Other Operating Expense | 0 | 55,980 | - | - | - | 0% | - | - |
| Sewer Line Repairs & Assessment | 4,116 | 72,849 | 40,926 | - | 840 | 1% | 103,120 | 176,900 |
| Auditing | 284 | 251 | 251 | - | 398 | 33% | 1,218 | 400 |
| Liability Insurance | 632 | 632 | 807 | 53 | 398 | 74% | 541 | 810 |
| Vehicle Insurance | 0 | 0 | - | - | - | 0% | 250 | - |
| Electricity Expense | 391 | 390 | 357 | 32 | 388 | 97% | 400 | 400 |
| Depreciation Expense | 0 | (13,598) | 34,224 | - | - | 0% | - | - |
| Transfers Out | | 118,224 | 51,135 | - | 100,698 | 43% | 233,163 | - |
| **Total Expenses** | **37,346** | **271,093** | **207,662** | **8,202** | **183,384** | **44%** | **416,239** | **255,004** |
| | | | | | | | | |
| **TOTAL SEWER REVENUES** | **111,600** | **86,490** | **96,088** | **22,179** | **183,384** | | **416,238** | **255,004** |
| **TOTAL SEWER EXPENSES** | **37,346** | **271,093** | **207,662** | **8,202** | **183,384** | | **416,239** | **255,004** |
| | | | | | | | | |
| **Beginning Retained Earnings** | **1,385,003** | **1,459,257** | **1,273,165** | **1,161,591** | **1,161,591** | | **1,236,928** | **1,003,765** |
| **Less Carry Forward** | **0** | **0** | **0** | **0** | **78,454** | | **(332,238)** | **(154,426)** |
| **Total Net Position, End of Year** | **1,459,257** | **1,273,165** | **1,161,591** | **1,161,591** | **1,083,137** | | **1,003,765** | **849,339** |

# Guadalupe Mercado Patio
# Public Special Event
# Application & Rental Agreement

**This application and rental agreement is for the use of the patio ~~and Multi-purpose Room,~~ for events that are open to the public.**

## APPLICANT INFORMATION

Applicant / Responsible Party Name: _____ Application Date: _____

Contact Phone Number: _____ Email: _____

Mailing Address: _____ City: _____ State: _____ Zip: _____

Business/Organization Name: _____ Tax ID #: _____ Town Sales Tax ID #: _____

Non-Profit: _____ 501(c)(3)#: _____

## EVENT INFORMATION

Name of Event: _____ Anticipated # of Attendees: _____

Event Date(s): _____ Set-up time: _____

Event Hours: _____ Clean-up time: _____

Event Site Map: submit a site map including location of equipment, features, and activities with this application

Type of Event: _____

Description of Event: _____

_____

Event Social Media addresses: _____

## EVENT PROMOTION

Will there be an admission charge? ☐ Yes ☐ No

(IF YES, THE APPLICANT IS REQUIRED TO PAY 5% SALES TAX ON SALES)

If yes, list all price categories: _____

Is any other promoter/producer assisting you with your event? ☐ Yes ☐ No

Name of Promoter / Production Company: _____

Address: _____ City: _____ State: _____ Zip: _____

Marketing Materials (Please attach): _____

## EVENT ENTERTAINMENT AND VENDORS

Will there be entertainment? ☐ Yes ☐ No

If yes, please attach a complete list of entertainment. _____

Will merchandise and/or food items be sold? ☐ Yes ☐ No

Total Number of vendors: ____ # of Food/ Beverage Vendors: _____ # of Merchandise Vendors: _____

If yes, please attach a complete list of all participating vendors, one week prior to event.
Include Vendor Business Name, Tax ID number, Sales Tax ID number, and County Food Handlers License number.

## EVENT EQUIPMENT

Will the event include any of the following? (Indicate on site plan and/or vendor list)

Tents or Canopies: ☐ Yes ☐ No Number of Tents/ Canopies: _____Sizes: _____

Temporary Fencing: ☐ Yes ☐ No Provide accurate dimensions of fenced area on site plan.

Port-O-Potties: ☐ Yes ☐ No Number of: _____

Electrical Services/Generators: ☐ Yes ☐ No Generators must be separated from tents by a minimum of 20'.

Stages: ☐ Yes ☐ No Number of _____ Dimensions: _____

Signs / Banners: ☐ Yes ☐ No Number of Signs/Banners: ____ Dimensions: _____

RENTAL EQUIPMENT: ☐ Yes ☐ No TYPE OF EQUIPMENT: _____
(RENTAL EQUIPMENT SHALL BE PICKED UP BY MIDNIGHT)

## EVENT FEATURES

Inflatables: ☐ Yes ☐ No Company Name and Contact: _____

Number of Inflatables: _____ Type: _____

Number of Staff: _____ Shifts: _____ / _____ / _____

Carnival/Amusement Rides: ☐ Yes ☐ No Company Name and Contact: _____

Number of Rides: _____ Type of Rides: _____

Number of Staff: _____ Shifts: _____ / _____ / _____

Animal Exhibits: ☐ Yes ☐ No Company Name and Contact: _____

Number of Animals: _____ Type of Animals: _____

Number of Wranglers: _____ Shifts: _____ / _____ / _____

**PUBLIC SAFETY/EVENT SECURITY**

A minimum of two Maricopa County Deputy Sheriffs (MCSO) are required for any public event.

ADDITIONAL PUBLIC SAFETY PERSONNEL MAY BE REQUIRED BASED ON THE ESTIMATED NUMBER OF ATTENDEES AND ALCOHOL CONSUMPTION.

Security Service: _____ Security Contact Name: _____

Contact Phone: _____ Attach Security Service Contract: _____

If so, how many? _____ Shifts: _____ / _____ / _____

Describe security staff duties and locations: _____

**EVENT ALCOHOL**

Will alcohol be served? _____ Sold? _____ Given Away? _____ Included with Admission Fee? _____

**If you answered Yes to any of the above, a Town Council recommendation and an Arizona Department of Liquor Special Event State Liquor License is REQUIRED.**

1. Special Event Application requesting a Special Event State Liquor License requires application **60 days prior** to the event; and, the non-refundable $50.00 Town of Guadalupe Alcohol Use Permit application processing fee is payable to the Town of Guadalupe.

2. Attach a copy of the completed State of Arizona Liquor License application. A State Liquor License will require payment to the Arizona Department of Liquor Licenses and Control.

**Scheduled Town Council Public Meeting Hearing Date: _____.***

*** Alcohol Use Permit fee is required prior to scheduling the application for a Town Council Meeting.**

**ACKNOWLEDGEMENT and SIGNATURE**

I certify that the information set forth within this application is complete, true, and correct, to the best of my knowledge and belief, and that I will comply with the information set forth within this application. Acceptance of the application should in no way be construed as final approval or confirmation of the request. The Town of Guadalupe reserves the right to deny the application and it is revocable if deemed in the best interest of the Town of Guadalupe.

**Responsible Party (please print): _____ Signature: _____ Date: _____**

# Guadalupe Mercado Patio Rental Fee Schedule

**Fees to be submitted with Special Event Application**

1. **Reservation Fees:**

| | |
|---|---|
| Reservation Fee (non-refundable) | $50.00 |
| FACILITY Security Deposit (refundable with conditions) | $150.00 |
| Town Alcohol Use Permit (non-refundable) | $50.00 |
| Late Fee (NON REFUNDABLE ~~assessed~~ if balance is not paid within 30 days of event) | $50.00 |

2. **Event Liability Insurance (to be determined):** $ _____

SUBTOTAL: $ _____

3. **~~Hourly~~ Patio Rental Fees (two hour minimum):**

| | Hourly Rates: | | | | |
|---|---|---|---|---|---|
| **Day of Week:** | **Resident** | **Non-Resident** | **Non-Profit** | **Commercial** | |
| Weekday: M,T,W,Th | $65.00 | $90.00 | $65.00 | $115.00 | |
| Weekend: F, Sat, Sun | $75.00 | $100.00 | $75.00 | $125.00 | |

SUBTOTAL: Hourly Rental Rate: $ _____ x _____ # of hours = $ _____

4. **MULTI-PURPOSE ROOM RENTAL FEE (FLAT RATE WITH PATIO RENTAL):** $100.00

5. **Public Safety Fees:**

Sheriff: $50.00 / hour x ***number of hours:*** _____ = $ _____ x ***number of deputies:*** _____ = $ _____

6. **Miscellaneous Town Equipment Rental fees:**

Mobile Stage …….$200.00 per day
Generator ……..$100.00 per day
Trash Trailer……..$ 50.00 per day – required for 100+ attendees.

SUBTOTAL: Equipment fees $_____

7. **TOTAL PATIO RENTAL USE FEES:**

| | Total due | Payment(s)/date | Notes |
|---|---|---|---|
| 1. Reservation Fees | $ _____ | _____ | |
| 2. INSURANCE | $ _____ | _____ | |
| 3. Hourly Patio Rental | $ _____ | _____ | |
| 4. MULTIPURPOSE ROOM RENTAL | $ _____ | _____ | |
| 5. Public Safety | $ _____ | _____ | |
| 6. Equipment | $ _____ | _____ | |
| **TOTAL:** | **$ _____** | _____ | |

**Payment and Cancellations:**

*ALCOHOL USE PERMIT IS REQUIRED FOR EVENTS WHERE ALCOHOL WILL BE SERVED.

Applicant must pay all applicable fees in full for the use of the Mercado Patio, as identified in this application, **one month** prior to the date of the event, otherwise a late fee of $50.00 will be assessed. **BALANCE DUE DATE:** _____

CANCELLATION FEES: EVENT CANCELLATIONS MADE WITHIN 90 DAYS OF THE EVENT - NO REFUND OF $150.00 SECURITY DEPOSIT. APPLICANT INITIALS. ~~Applicant must pay all applicable fees in full for the use of the Mercado Patio, as~~

~~identified in this application, one month prior to the date of the event, otherwise a late fee will be assessed. Event cancellation fees: $150.00 security deposit refund: Greater than 6 months – full refund; 6 months to 30 days – 50% refund; less than 30 days – NO refund of $150.00.~~

# Guadalupe Mercado Patio - Public Special Event Rental Agreement

**This rental agreement is to be used for events that are open to the public.**

**TERMS AND CONDITIONS**

**For the use of the Mercado Patio, the undersigned agrees to the following terms, conditions and fees. Please sign at the bottom of the page to indicate your agreement.**

1. Be on site and the responsible party during the entirety of the event.
2. EVENT SHALL END NO LATER THAN 12:00 MIDNIGHT, CLEANUP SHALL END NO LATER THAN 12:45 A.M.; PREMISES SHALL BE VACATED NO LATER THAN 12:45 A.M.. GATES TO PREMISES SHALL BE LOCKED AT 1:00 A.M..
3. COMPLY WITH IDENTIFIED EVENT SET UP AND TEAR DOWN HOURS, AS SPECIFIED IN THE RENTAL AGREEMENT. TWO HOURS IS PROVIDED PRIOR TO THE EVENT START TIME, TO SET UP THE EVENT, AT NO CHARGE.
4. Be responsible for cleaning, ~~picking up~~ STACKING tables and chairs ~~from patio~~ after the event and provide a **refundable $150.00 security deposit** to guarantee cleanup. The deposit will be refunded within 14 days after the event AT THE DISCRETION OF THE TOWN. ~~if all the terms and conditions have been met.~~ Cleanup includes removing garbage from the patio, parking lot, and adjacent grounds of the Mercado. *Place STACKED TABLES AND CHAIRS AND tied garbage bags outside the entrance to the Multipurpose Room.*
   Be responsible for the replacement cost of any missing and/or damaged fixtures and furnishings. Repair costs are to be determined. Replacement costs: $25.00 per chair; $50.00 per table; fixtures and furnishings are to be determined.
5. Maintain reasonable volumes of music and sound.
6. Ensure access to businesses within the Mercado.
7. ~~Comply with event set up and tear down hours as specified in the Rental Agreement.~~
8. Ensure all event security, event staff, and MCSO Deputies are on duty.
9. Vehicles are not permitted on the Mercado patio.
10. Pay all applicable fees in full (two hour minimum) for the use of the Mercado Patio as identified in this application, **one month** prior to the date of the event. **DATE BALANCE DUE: _____**
11. CANCELLATION FEES: EVENT CANCELLATIONS MADE WITHIN 90 DAYS OF THE EVENT - NO REFUND OF $150.00 SECURITY DEPOSIT. APPLICANT INITIALS.
    ~~Cancellation fees:~~

    ~~a. Cancellation notice more than 6 months – full refund of $150.00 security deposit.~~
    ~~b. Cancellation notice from 6 months to 30 days – 50% refund of $150.00 security deposit.~~
    ~~c. Cancellation notice of less than 30 days – NO REFUND.~~
12. Prohibited items:
    a. Illegal substances
    b. Glass bottles for individual use
    c. Fireworks/explosives
    d. Weapons, firearms, knives, bats, etc.

**Requested / Reserved Tables and Chairs (NO CHARGE)**

Set-up time: _____ Number of chairs: _____

Start time: _____ Number of tables: _____

Clean up time: _____ Total use time: _____

Responsible Party Signature: _____ Date: _____

# MERCADO PRIVATE EVENT ALCOHOL USE PERMIT

**A Town of Guadalupe Alcohol Use Permit is required to serve alcohol at an event.**

To serve spirituous liquor as described hereafter at your event, you must obtain and agree to this Alcohol Use Permit and agree to hire off-duty MCSO deputies AND ADDITIONAL PUBLIC SAFETY PERSONNEL MAY BE REQUIRED BASED ON ESTIMATED NUMBER OF ATTENDEES. The applicant on the permit shall be the responsible party and must be present at the event during the entire time spirituous liquor is present.

1. Responsible Party must retain Alcohol Use Permit and make it available upon request for the duration of the event.
2. Alcohol Use Permit is non-transferable and the Alcohol Use Permit fee is non-refundable.
3. Alcohol Use Permit is valid for the date listed below, restricted to the Mercado Patio and/or the multi-purpose room locations, and number of attendees as indicated in the application and rental agreement.
4. Inappropriate behavior or excessive noise will not be permitted.
5. The sale of alcoholic beverages is strictly prohibited unless a State of Arizona special event liquor license and insurance are obtained.
6. Alcohol Use Permit holder will be responsible for ensuring ALL MEMBERS of his/her party are of legal age to drink alcoholic beverages, according to Arizona State Law.
7. Glass bottles are permitted behind the bar only. No individual glass bottles are allowed. Individual drinks must be served in plastic ware.
8. Any person under 21 years of age is not permitted to consume alcohol, per State law.
9. Alcoholic beverages are not permitted in parking lots and/or adjacent public property.

**PRIVATE EVENT ALCOHOL USE PERMIT – RESPONSIBLE PARTY ACCPETANCE:**

*As the responsible party, I certify that the information set forth within this application is complete, true and correct to the best of my knowledge and belief, and that I will comply with alcohol use permit terms and conditions.*

**Responsible Party Name: _____ Signature: _____ Date: _____**

**PRIVATE EVENT ALCOHOL USE PERMIT - TOWN AUTHORIZATION and APPROVAL:**

*Upon Town of Guadalupe authorization and approval of the alcohol permit, the Town of Guadalupe reserves the right to revoke the permit if deemed in the best interest of the Town of Guadalupe.*

**Town Authorization /Approval: _____Title: _____ Date: _____**

**ALCOHOL USE PERMIT – VALID FOR: _____**

# Guadalupe Mercado Patio
# 9201 S. Avenida del Yaqui
# Public Special Event
# Rental Agreement Approval

**HOLD HARMLESS, ACKNOWLEDGMENT and SIGNATURE**

I/We shall, through signing of this Rental Agreement, indemnify, hold harmless and defend the Town of Guadalupe and its agents and employees from all suits and actions, including reasonable attorney's fees and all costs of litigations and judgment of every name and description against the Town as a result of loss, damage or injury to person or property by reason by any action of any kind and nature resulting from personal injury to any person, including employees of the Applicant or of any subcontractor employed by the Applicant or damages to any property arising or alleged to have arisen out of the negligent performance of the Applicant for the work to be performed hereunder, except any such injury or damages arising out of the sole negligence of the Town, its officers, agents or employees.

I/We, the undersigned, do hereby agree that all information contained in this application and agreement is complete, true and correct and agree to terms, conditions, and fees hereby set forth and shall comply with: the Town of Guadalupe Code of Ordinances; all other applicable federal, state, and local laws, ordinances, rules, regulations, policies and procedures, including, but not limited to, all rules, regulations, policies and procedures related to the authorization and regulation of Special Events.

**Responsible Party Signature: _____ Date: _____**

**PUBLIC EVENT RENTAL AGREEMENT - TOWN AUTHORIZATION/APPROVAL:**

Upon Town of Guadalupe authorization and approval of the event, the Town of Guadalupe reserves the right to cancel the event if deemed in the best interest of the Town of Guadalupe.

Town Authorization/Approval: _____ Title: _____ Date: _____

**PUBLIC EVENT RENTAL AGREEMENT – VALID FOR:**

**DATE: _____ TIME: _____**

# Guadalupe Mercado Patio Private Event Application & Rental Agreement

**This application and rental agreement is for the use of the Mercado patio ~~and Multi-purpose Room,~~ for private events.**

## APPLICANT INFORMATION

Applicant / Responsible Party Name: _____ Application Date: _____

Contact Phone Number: _____ Email: _____

Mailing Address: _____ City: _____ State: _____ Zip: _____

## EVENT INFORMATION

Purpose of Event: _____ Anticipated # of Attendees: _____

Event Date: _____ Set-up time: _____

Event Hours: _____ Clean-up time: _____

## EVENT ENTERTAINMENT

Will there be entertainment? ☐ Yes ☐ No

If yes, please attach a complete list of entertainment

## EVENT EQUIPMENT

Will the event include any of the following? (Indicate on site plan and/or vendor list)

Tents or Canopies: ☐ Yes ☐ No Number of Tents/Canopies: _____ Sizes:_____

Temporary Fencing: ☐ Yes ☐ No Provide accurate dimensions of fenced area on site plan.

Porta-Potty: ☐ Yes ☐ No Number: _____

Electrical Services/Generators ☐ Yes ☐ No Generators must be separated from tents by a minimum of 20'.

Stages: ☐ Yes ☐ No Number _____ Dimensions: _____

Signs/Banners: ☐ Yes ☐ No Number of Signs/Banners: _____ Dimensions: _____

RENTAL EQUIPMENT: ☐ Yes ☐ No TYPE OF EQUIPMENT: _____
(RENTAL EQUIPMENT SHALL BE PICKED UP BY MIDNIGHT)

## PUBLIC SAFETY/EVENT SECURITY

A minimum of two Maricopa County Deputy Sheriffs (MCSO) are required for private events.

ADDITIONAL PUBLIC SAFETY PERSONNEL MAY BE REQUIRED BASED ON THE ESTIMATED NUMBER OF ATTENDEES AND ALCOHOL CONSUMPTION.

Security Service: _____ Security Contact Name: _____

Contact Phone: _____ Attach Security Service Contract: _____

If so, how many? _____ Shifts: _____/ _____ / _____

Describe security staff duties and locations: _____

## EVENT ALCOHOL

**If alcohol will be served, an Alcohol Use Permit is required.**

If you plan to serve alcoholic beverages, you must obtain and agree to this Alcohol Use Permit, in accordance with Town of Guadalupe Ordinance No. O2018.01. You must agree to hire off duty deputies to supervise your event. The applicant on the permit is named as the responsible party and must be present at the event the entire time alcohol is present.

Town of Guadalupe Ordinance No. O2018.01, adopted 8-23-2018, effective 9-23-2018.

## ACKNOWLEDGEMENT and SIGNATURE

I certify that the information set forth within this application is complete, true, and correct, to the best of my knowledge and belief, and that I will comply with the information set forth within this application. Acceptance of the application should in no way be construed as final approval or confirmation of the request. The Town of Guadalupe reserves the right to deny the application and it is revocable if deemed in the best interest of the Town of Guadalupe.

**Responsible Party (please print): _____ Signature: _____ Date: _____**

# Guadalupe Mercado Patio Rental Fee Schedule



**Fees to be submitted with Special Event Application**

**1. Reservation Fees:**

| | |
|---|---|
| Reservation Fee (non-refundable) | $50.00 |
| FACILITY Security Deposit (refundable with conditions) | $150.00 |
| Town Alcohol Use Permit (non-refundable) | $50.00 |
| Late Fee (NON-REFUNDABLE ~~assessed~~ if balance is not paid within 30 days of event) | $50.00 |

**2. Event Liability Insurance (to be determined):** $ _____

SUBTOTAL: $ _____

**3. ~~Hourly~~ Patio Rental Fees (two hour minimum):**

| | Hourly Rates: | | | |
|---|---|---|---|---|
| **Day of Week:** | **Resident** | **Non-Resident** | **Non-Profit** | **Commercial** |
| Weekday: M,T,W,Th | $65.00 | $90.00 | $65.00 | $115.00 |
| Weekend: F, Sat, Sun | $75.00 | $100.00 | $75.00 | $125.00 |

SUBTOTAL: Hourly Rental Rate: $ _____ x _____ # of hours = $ _____

**4. MULTI-PURPOSE ROOM RENTAL FEE (FLAT RATE WITH PATIO RENTAL):** $100.00

**5. Public Safety Fees:**

Sheriff: $50.00 / hour x ***number of hours:*** _____ = $ _____ x ***number of deputies:*** _____ = $ _____

**6. Miscellaneous Town Equipment Rental fees:**

Mobile Stage …….$200.00 per day
Generator ……..$100.00 per day
Trash Trailer……..$ 50.00 per day *(dependent upon number of attendees)*

SUBTOTAL: Equipment fees $ _____

**7. TOTAL PATIO RENTAL USE FEES:**

| | | Total due | Payment(s)/date | Notes |
|---|---|---|---|---|
| 1. | Reservation Fees | $ _____ | _____ | |
| 2. | INSURANCE | $ _____ | _____ | |
| 3. | Hourly Patio Rental | $ _____ | _____ | |
| 4. | MULTIPURPOSE ROOM RENTAL | $ _____ | _____ | |
| 5. | Public Safety | $ _____ | _____ | |
| 6. | Equipment | $ _____ | _____ | |
| | | **TOTAL: $ _____** | _____ | |

**Payment and Cancellations:**

*ALCOHOL USE PERMIT IS REQUIRED FOR EVENTS WHERE ALCOHOL WILL BE SERVED.
Applicant must pay all applicable fees in full for the use of the Mercado Patio, as identified in this application, **one month** prior to the date of the event, otherwise a late fee of $50.00 will be assessed. **BALANCE DUE DATE: _____**
CANCELLATION FEES: EVENT CANCELLATIONS MADE WITHIN 90 DAYS OF THE EVENT - NO REFUND OF $150.00 SECURITY DEPOSIT. APPLICANT INITIALS ~~Applicant must pay all applicable fees in full for the use of the Mercado Patio, as identified in this application, one month prior to the date of the event, otherwise a late fee will be assessed. Event cancellation fees: $150.00 security deposit refund: Greater than 6 months – full refund; 6 months to 30 days – 50% refund; less than 30 days – NO refund of $150.00.~~

# MERCADO PRIVATE EVENT ALCOHOL USE PERMIT

**A Town of Guadalupe Alcohol Use Permit is required to serve alcohol at an event.**

To serve spirituous liquor as described hereafter at your event, you must obtain and agree to this Alcohol Use Permit and agree to hire off-duty MCSO deputies AND ADDITIONAL PUBLIC SAFETY PERSONNEL MAY BE REQUIRED BASED ON ESTIMATED NUMBER OF ATTENDEES. The applicant on the permit shall be the responsible party and must be present at the event during the entire time spirituous liquor is present.

1. Responsible Party must retain Alcohol Use Permit and make it available upon request for the duration of the event.
2. Alcohol Use Permit is non-transferable and the Alcohol Use Permit fee is non-refundable.
3. Alcohol Use Permit is valid for the date listed below, restricted to the Mercado Patio and/or the multi-purpose room locations, and number of attendees as indicated in the application and rental agreement.
4. Inappropriate behavior or excessive noise will not be permitted.
5. The sale of alcoholic beverages is strictly prohibited unless a State of Arizona special event liquor license and insurance are obtained.
6. Alcohol Use Permit holder will be responsible for ensuring ALL MEMBERS of his/her party are of legal age to drink alcoholic beverages, according to Arizona State Law.
7. Glass bottles are permitted behind the bar only. No individual glass bottles are allowed. Individual drinks must be served in plastic ware.
8. Any person under 21 years of age is not permitted to consume alcohol, per State law.
9. Alcoholic beverages are not permitted in parking lots and/or adjacent public property.

**PRIVATE EVENT ALCOHOL USE PERMIT – RESPONSIBLE PARTY ACCPETANCE:**

*As the responsible party, I certify that the information set forth within this application is complete, true and correct to the best of my knowledge and belief, and that I will comply with alcohol use permit terms and conditions.*

**Responsible Party Name: _____ Signature: _____ Date: _____**

**PRIVATE EVENT ALCOHOL USE PERMIT - TOWN AUTHORIZATION and APPROVAL:**

*Upon Town of Guadalupe authorization and approval of the alcohol permit, the Town of Guadalupe reserves the right to revoke the permit if deemed in the best interest of the Town of Guadalupe.*

**Town Authorization /Approval: _____Title: _____ Date: _____**

**ALCOHOL USE PERMIT – VALID FOR: _____**

# Guadalupe Mercado Patio –
# Private Event Rental Agreement



**This rental agreement is to be used for private events, closed to the public.**

**TERMS AND CONDITIONS**

**For the use of the Mercado Patio, the undersigned agrees to the following terms, conditions and fees.**
**Please sign at the bottom of the page to indicate your agreement.**

1. Be on site and the responsible party during the entirety of the event.
2. EVENT SHALL END NO LATER THAN 12:00 MIDNIGHT, CLEANUP SHALL END NO LATER THAN 12:45 A.M.; PREMISES SHALL BE VACATED NO LATER THAN 12:45 A.M.. GATES SHALL BE CLOSED AT 1:00 A.M..
3. COMPLY WITH IDENTIFIED EVENT SET UP AND TEAR DOWN HOURS, AS SPECIFIED IN THE RENTAL AGREEMENT. TWO HOURS IS PROVIDED PRIOR TO THE EVENT START TIME, TO SET UP THE EVENT, AT NO CHARGE.
4. Be responsible for cleaning, ~~picking up~~ STACKING tables and chairs ~~from patio~~ after the event and provide a **refundable $150.00 security deposit** to guarantee cleanup. The deposit will be refunded within 14 days after the event AT THE DISCRETION OF THE TOWN. ~~if all the terms and conditions have been met.~~ Cleanup includes removing garbage from the patio, parking lot, and adjacent grounds of the Mercado. *Place STACKED TABLES AND CHAIRS AND tied garbage bags outside the entrance to the Multipurpose Room.*
5. Be responsible for the replacement cost of any missing and/or damaged fixtures and furnishings. Repair costs are to be determined. Replacement costs: $25.00 per chair; $50.00 per table; fixtures and furnishings are to be determined.
6. Maintain reasonable volumes of music and sound.
7. Ensure access to businesses within the Mercado.
8. Ensure all event security, event staff, and MCSO Deputies are on duty.
9. Comply with all terms and conditions set forth in the Alcohol Use Permit, if applicable.
10. Vehicles are not permitted on the Mercado patio.
11. Pay all applicable fees in full for the use of the Mercado Patio as identified in this application, **one month** prior to the date of the event. **DATE BALANCE DUE:** _____
12. CANCELLATION FEES: EVENT CANCELLATIONS MADE WITHIN 90 DAYS OF THE EVENT - NO REFUND OF $150.00 SECURITY DEPOSIT. APPLICANT INITIALS.

    ~~Cancellation fees:~~

    ~~a. Cancellation notice more than 6 months – full refund of $150.00 security deposit.~~
    ~~b. Cancellation notice from 6 months to 30 days – 50% refund of $150.00 security deposit.~~
    ~~c. Cancellation notice of less than 30 days – NO REFUND.~~
13. Prohibited items:
    a. Illegal substances
    b. Glass bottles and/or containers for individual use
    c. Fireworks/explosives
    d. Weapons, firearms, knives, bats, etc.

**Requested / Reserved Tables and Chairs (NO CHARGE)**

Set-up time: _____ Number of chairs: _____

Event start time: _____ Number of tables: _____

Clean up time: _____ Total use time: _____

Responsible Party Signature: _____ Date: _____

# Guadalupe Mercado Patio Private Special Event Rental Agreement Approval

**HOLD HARMLESS, ACKNOWLEDGMENT and SIGNATURE**

I/We, through signing of this Rental Agreement, indemnify, hold harmless and defend the Town of Guadalupe and its agents and employees from all suits and actions, including reasonable attorney's fees and all costs of litigations and judgment of every name and description against the Town as a result of loss, damage or injury to person or property by reason of any action of any kind and nature resulting from personal injury to any person, including employees of the Applicant or of any subcontractor employed by the Applicant or damages to any property arising or alleged to have arisen out of the negligent performance of the Applicant hereunder, except any such injury or damages arising out of the sole negligence of the Town, its officers, agents or employees.

I/We, the undersigned, do hereby agree that all information contained in this application and agreement is complete, true and correct and agree to terms, conditions, fees hereby set forth and shall comply with: the Town of Guadalupe Code of Ordinances; all other applicable federal, state, and local laws, ordinances, rules, regulations, policies and procedures, including, but not limited to, all rules, regulations, policies and procedures related to the authorization and regulation of Special Events.

**Responsible Party Signature: _____ Date: _____**

**PRIVATE EVENT RENTAL AGREEMENT - TOWN AUTHORIZATION and APPROVAL:**

*Upon Town of Guadalupe authorization and approval of the event, the Town of Guadalupe reserves the right to cancel the event if deemed in the best interest of the Town of Guadalupe.*

**Town Authorization / Approval: _____ Title: _____ Date: _____**

**PRIVATE EVENT RENTAL AGREEMENT – VALID DATE:**

**DATE: _____ TIME: _____**

**TOWN OF GUADALUPE**
9241 South Avenida del Yaqui
Guadalupe, AZ 85283



Office: 480-730-3080
Fax: 480-505-5368

# **Guadalupe Mercado** – MultiPurpose Room Agreement

- For use of MultiPurpose Room only-

Applicant: _____ Address: _____

Contact Phone: _____ Email: _____

Purpose of Event: _____ Event Hours: _____ to _____

Event Date: _____ Set-up time: _____

Number of Attendees (Not to exceed 95): _____ Clean-up time: _____

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**In consideration for the use of the Mercado MultiPurpose Room, the undersigned agrees to the following Terms, Conditions, and Fees. Please initial each line to indicate your agreement.**

1. _____ Be responsible for cleaning and repair of any damage that may occur as a result of the use of the facility and provide a **$150.00 security deposit** to guarantee clean up and repair. If the premises are left clean with no damage to room and/or furnishings and no additional clean up or repair is required, the deposit will be refunded within 14 days after the event. Clean up includes removing garbage. *Place tied garbage bags outside the entrance to the Multi-purpose Room.*

2. _____ Pay the non-refundable $25.00 application processing fee and $150.00 security deposit when making a reservation. Two hour set up time and one hour cleanup time is offered at no additional cost.

3. _____ Agree to be responsible for the replacement cost of any missing and /or damaged tables, chairs, fixtures and furnishings. Replacement costs: $25.00 per chair; $50.00 per table; fixtures and furnishings are to be determined.

4. _____ Pay the applicable hourly fee (two hour minimum) for the use of the MultiPurpose Room.

5. _____ Event ends at 9:00 p.m.; Monday through Thursday, ends at 10:00 p.m.; Friday through Sunday.

6. _____ Maintain reasonable volumes of music and sound.

7. _____ Return the MultiPurpose Room to the same condition as found and keep the restroom clean.

8. _____ RENTAL COMPANIES MUST PICK UP RENTAL EQUIPMENT (TABLES/CHAIRS/ETC.) BY MIDNIGHT.

9. _____ Prohibited items:
   - ~~Alcohol,~~ Illegal substances
   - Heavy Kitchen Equipment (grill, fryer)
   - INDIVIDUAL Glass Bottles
   - Weapons, firearms, knives, bats, etc.
   - Tobacco use and smoking inside facility
   - Fireworks/explosives

**MULTIPURPOSE ROOM RENTAL ~~Reservation~~ Fees:**

| | Hourly Rates: | | | |
|---|---|---|---|---|
| **Day of Week:** | **Resident** | **Non-Resident** | **Non-Profit** | **Commercial** |
| Weekday: M,T,W,Th | $20.00 | $30.00 | $20.00 | $40.00 |
| Weekend: F, Sat, Sun | $30.00 | $40.00 | $30.00 | $50.00 |

**RESERVATION FEES:**

1. Reservation fees (non-refundable): $ 25.00
2. FACILITY Security Deposit (refundable, with conditions) $ 150.00
3. Hourly Rental fee: $_____ per hour x _____ # of hours $
4. TOWN ALCOHOL USE PERMIT $50 (NON-REFUNDABLE)* $ 50.00
5. LATE FEE $50 (NON-REFUNDABLE IF BALANCE NOT PAID WITHIN 30 DAYS OF EVENT) $
6. PUBLIC SAFETY PERSONNEL: HOURLY RENTAL RATE: $ ___ X ___ # OF HOURS = $

**TOTAL: $ _____**

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**Requested / Reserved Tables and Chairs**

• Number of chairs: _____ • Number of tables: _____

**Payment and Cancellations:**

*ALCOHOL USE PERMIT IS REQUIRED FOR EVENTS WHERE ALCOHOL WILL BE SERVED.

Applicant must pay all applicable fees in full for the use of the Multipurpose Room, as identified in this application, **one month** prior to the date of the event, otherwise a late fee of $50.00 will be assessed. **BALANCE DUE DATE:** _____

**CANCELLATION FEES:** EVENT CANCELLATIONS MADE WITHIN 90 DAYS OF THE EVENT - NO REFUND OF $150.00 SECURITY DEPOSIT. _____
APPLICANT INITIALS

~~Event cancellation fees: $150.00 security deposit refund: Greater than 6 months – full refund; 6 months to 30 days – 50% refund; less than 30 days – NO refund of $150.00.~~

**TOWN OF GUADALUPE**
9241 South Avenida del Yaqui
Guadalupe, AZ 85283



Office: 480-730-3080
Fax: 480-505-5368

# MERCADO MULTIPURPOSE ROOM EVENT ALCOHOL USE PERMIT

**An Alcohol Use Permit is required to serve alcohol at an event.**

To serve spirituous liquor as described hereafter at your event, you must obtain and agree to this Alcohol Use Permit and agree to hire off-duty MCSO deputies and additional security personnel. The applicant on the permit shall be the responsible party and must be present at the event during the entire time spirituous liquor is present.

1. Responsible Party must retain Alcohol Use Permit and make it available upon request for the duration of the event.
2. Alcohol Use Permit is non-transferable and the Alcohol Use Permit fee is non-refundable.
3. Alcohol Use Permit is valid for the date listed below, restricted to the Mercado Patio and/or the multi-purpose room locations, and number of attendees as indicated in the application and rental agreement.
4. Inappropriate behavior or excessive noise will not be permitted.
5. The sale of alcoholic beverages is strictly prohibited unless a State of Arizona special event liquor license and insurance are obtained.
6. Alcohol Use Permit holder will be responsible for ensuring ALL MEMBERS of his/her party are of legal age to drink alcoholic beverages, according to Arizona State Law.
7. Glass bottles are permitted behind the bar only. No individual glass bottles are allowed. Individual drinks must be served in plastic ware.
8. Any person under 21 years of age is not permitted to consume alcohol, per State law.
9. Alcoholic beverages are not permitted in parking lots and/or adjacent public property.

**PRIVATE EVENT ALCOHOL USE PERMIT – RESPONSIBLE PARTY ACCPETANCE:**

*As the responsible party, I certify that the information set forth within this application is complete, true and correct to the best of my knowledge and belief, and that I will comply with alcohol use permit terms and conditions.*

**Responsible Party Name: _____ Signature: _____ Date: _____**

**PRIVATE EVENT ALCOHOL USE PERMIT - TOWN AUTHORIZATION and APPROVAL:**

*Upon Town of Guadalupe authorization and approval of the alcohol permit, the Town of Guadalupe reserves the right to revoke the permit if deemed in the best interest of the Town of Guadalupe.*

**Town Authorization /Approval: _____Title: _____ Date: _____**

**ALCOHOL USE PERMIT – VALID FOR: _____**

# Guadalupe Mercado Multipurpose Room
# Rental Agreement Approval

**HOLD HARMLESS, ACKNOWLEDMENT and SIGNATURE**

I/We, through signing of this Rental Agreement, indemnify, hold harmless and defend the Town of Guadalupe and its agents and employees from all suits and actions, including reasonable attorney's fees and all costs of litigations and judgment of every name and description against the Town as a result of loss, damage or injury to person or property by reason of any action of any kind and nature resulting from personal injury to any person, including employees of the Applicant or of any subcontractor employed by the Applicant or damages to any property arising or alleged to have arisen out of the negligent performance of the Applicant hereunder, except any such injury or damages arising out of the sole negligence of the Town, its officers, agents or employees.

I, the undersigned, do hereby agree that all information contained in this application and agreement is complete, true and correct and agree to terms, conditions, fees hereby set forth and shall comply with: the Town of Guadalupe Code of Ordinances; all other applicable federal, state, and local laws, ordinances, rules, regulations, policies and procedures, including, but not limited to, all rules, regulations, policies and procedures related to the authorization and regulation of Special Events.

**Responsible Party Signature: _____ Date: _____**

**MULTIPURPOSE ROOM RENTAL AGREEMENT - TOWN AUTHORIZATION and APPROVAL:**

*Upon Town of Guadalupe authorization and approval of the event, the Town of Guadalupe reserves the right to cancel the event if deemed in the best interest of the Town of Guadalupe.*

**Town Authorization / Approval: _____ Title: _____ Date: _____**

**MULTIPURPOSE ROOM RENTAL AGREEMENT – VALID DATE:**

**DATE: _____ TIME: _____**