



## 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

Valerie Molina  
Mayor

Ricardo Vital  
Vice Mayor

Mary Bravo  
Councilmember

Anita Cota  
Councilmember

Gloria Cota  
Councilmember

Elvira Osuna  
Councilmember

Joe Sánchez  
Councilmember

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

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 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 Patio Public Event Application and Rental Agreement for public events. Council may provide direction to the Town Manager.

4. **MERCADO PATIO PRIVATE 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 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 17 – 42): 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	
<b>Grand Total General Fund Expenses</b>	<b>4,231,303</b>	<b>4,539,240</b>	<b>5,240,583</b>	<b>4,880,051</b>	<b>(343,110)</b>	<b>93%</b>	<b>5,223,162</b>	<b>5,429,165</b>	
					\$343,110				
					-\$245,101				
					<b>\$98,009</b>				

#### General Fund Horizon (Page 27):

- 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
<b>General Fund Projections</b>	<b>Estimated</b>	<b>Projected</b>	<b>Projected</b>	<b>Projected</b>	<b>Projected</b>	<b>Projected</b>
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 28):

- 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 29):

- 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 30 – 32):

- 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 33):

- 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 34):

- 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 35):

- 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 36):

- 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.



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.



# 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.

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Vice Mayor

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**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.

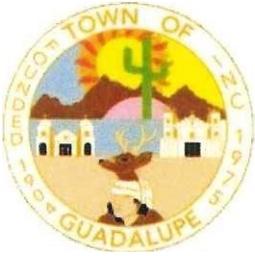
Sonya Beck, Program Director, Educate, Empower, Succeed, stated that EES provides free tutoring and workshops to youth that qualify for services. EES recognizes that transportation may be challenging for some youth, therefore, EES can bring its services to Town. EES also provides services to adults with 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.

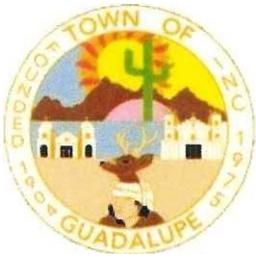
In response to questions, Mr. Kulaga stated that the Post has a mission statement and a vision for how the facility will be utilized. Last February, a general contractor estimated that rehabilitation of the building would cost approximately \$670,000. Another option would be to demolish the building 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.

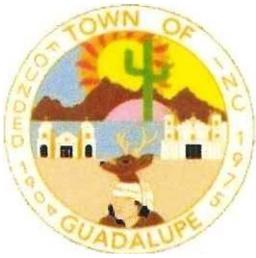
8. **SOLID WASTE, RECYCLING, AND DISPOSAL SERVICES REQUEST FOR PROPOSALS:** Councilmembers approved a solicitation for solid waste, recycling and disposal services through a Request for Proposals (RFP). Staff anticipates distributing the RFP on Monday, September 16, 2019, with a response due date of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



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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

- o 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.
- o Thanked the Assistant to the Town Manager for overseeing the re-roofing of the Senior Center.
- o 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.
- o Thanked the Finance Director for his work on the Town budget.
- o 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
- o Vendors are needed for the Avenida de Arte event.

I. COUNCILMEMBERS' COMMENTS

Councilmember Osuna

- o Thanked staff for their work.

Councilmember Gloria Cota

- o Thanked staff for attending the meeting.

Vice Mayor Vital

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

Councilmember Sánchez

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

Councilmember Bravo

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



Mayor Molina

- o Thanked staff for their work.
- o 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

\_\_\_\_\_  
Valerie Molina, Mayor

Ricardo Vital  
Vice Mayor

ATTEST:

Mary Bravo  
Councilmember

\_\_\_\_\_  
Jeff Kulaga, Town Manager / Town Clerk

Anita Cota  
Councilmember

CERTIFICATION

Gloria Cota  
Councilmember

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.

Elvira Osuna  
Councilmember

\_\_\_\_\_  
Jeff Kulaga, Town Manager / Town Clerk

Joe Sánchez  
Councilmember

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# **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 26<sup>th</sup> 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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<b>TOWN OF GUADALUPE</b>							
<b>GENERAL FUND</b>					<b>Current %</b>	<b>Adopted</b>	
	<b>Audited</b>	<b>Audited</b>	<b>Audited</b>	<b>Current 2019</b>	<b>S/B 100%</b>	<b>Budget</b>	<b>Adopted</b>
	<b>FY16</b>	<b>FY17</b>	<b>FY18</b>	<b>YTD</b>	<b>YTD</b>	<b>FY19</b>	<b>FY20</b>
<b>Revenues</b>							
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
<b>TOTAL GENERAL FUND REVENUES</b>	<b>4,501,871</b>	<b>4,518,480</b>	<b>5,485,140</b>	<b>5,030,050</b>	<b>96%</b>	<b>5,223,162</b>	<b>5,429,165</b>
<b>Expenditures</b>							
<b>8010 Mayor &amp; Council</b>							
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
<b>Sub-Total Personnel Costs</b>	<b>16,296</b>	<b>47,264</b>	<b>63,454</b>	<b>64,339</b>	<b>101%</b>	<b>63,580</b>	<b>63,533</b>
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	-
<b>Sub-Total Operating Supplies &amp; Services</b>	<b>22,386</b>	<b>6,130</b>	<b>6,551</b>	<b>2,019</b>	<b>25%</b>	<b>8,200</b>	<b>3,200</b>
<b>TOTALS FOR 8010 MAYOR AND COUNCIL</b>	<b>38,683</b>	<b>53,394</b>	<b>70,005</b>	<b>66,358</b>	<b>92%</b>	<b>71,780</b>	<b>66,733</b>

<b>TOWN OF GUADALUPE GENERAL FUND</b>				<b>Current 2019</b>	<b>Current % S/B 100%</b>	<b>Adopted Budget</b>	<b>Adopted</b>
	<b>Audited FY16</b>	<b>Audited FY17</b>	<b>Audited FY18</b>	<b>YTD</b>	<b>YTD</b>	<b>FY19</b>	<b>FY20</b>
<b>Expenditures</b>							
<b>8030 Municipal Court</b>							
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
<b>Sub-Total Personnel Costs</b>	<b>196,401</b>	<b>169,344</b>	<b>199,098</b>	<b>176,646</b>	<b>84%</b>	<b>210,404</b>	<b>200,693</b>
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
<b>Sub-Total Operating Supplies &amp; Services</b>	<b>28,731</b>	<b>29,917</b>	<b>28,882</b>	<b>22,899</b>	<b>89%</b>	<b>25,610</b>	<b>35,610</b>
<b>TOTALS FOR 8030 MUNICIPAL COURT</b>	<b>225,132</b>	<b>199,261</b>	<b>227,980</b>	<b>199,546</b>	<b>85%</b>	<b>236,014</b>	<b>236,303</b>

<b>TOWN OF GUADALUPE GENERAL FUND</b>				<b>Current 2019</b>	<b>Current % S/B 100%</b>	<b>Adopted Budget</b>	<b>Adopted</b>
	<b>Audited FY16</b>	<b>Audited FY17</b>	<b>Audited FY18</b>	<b>YTD</b>	<b>YTD</b>	<b>FY19</b>	<b>FY20</b>
<b>Expenditures</b>							
<b>8040 Town Manager</b>							
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
<b>Sub-Total Personnel Costs</b>	<b>54,619</b>	<b>49,136</b>	<b>92,690</b>	<b>116,089</b>	<b>130%</b>	<b>89,549</b>	<b>114,686</b>
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%	-	-
<b>Sub-Total Operating Supplies &amp; Services</b>	<b>9,081</b>	<b>55,585</b>	<b>21,632</b>	<b>55,036</b>	<b>77%</b>	<b>71,150</b>	<b>44,800</b>
<b>TOTALS FOR 8040 TOWN MANAGER</b>	<b>63,701</b>	<b>104,722</b>	<b>114,322</b>	<b>171,124</b>	<b>106%</b>	<b>160,699</b>	<b>159,486</b>

<b>TOWN OF GUADALUPE GENERAL FUND</b>				<b>Current 2019</b>	<b>Current % S/B 100%</b>	<b>Adopted Budget</b>	<b>Adopted</b>
	<b>Audited FY16</b>	<b>Audited FY17</b>	<b>Audited FY18</b>	<b>YTD</b>	<b>YTD</b>	<b>FY19</b>	<b>FY20</b>
<b>8050 Administration</b>							
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
<b>TOTALS FOR 8040 ADMINISTRATION</b>	<b>644,241</b>	<b>626,874</b>	<b>654,389</b>	<b>692,075</b>	<b>72%</b>	<b>958,081</b>	<b>1,043,632</b>
<b>Transfer to Other Funds Detail</b>							
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
<b>Transfer to Other Funds Totals</b>	<b>420,190</b>	<b>410,376</b>	<b>415,523</b>	<b>466,757</b>	<b>96%</b>	<b>486,972</b>	<b>528,208</b>

<b>TOWN OF GUADALUPE GENERAL FUND</b>				<b>Current 2019</b>	<b>Current % S/B 100%</b>	<b>Adopted Budget</b>	<b>Adopted</b>
	<b>Audited FY16</b>	<b>Audited FY17</b>	<b>Audited FY18</b>	<b>YTD</b>	<b>YTD</b>	<b>FY19</b>	<b>FY20</b>
<b>8060 Finance</b>							
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
<b>Sub-Total Personnel Costs</b>	<b>95,834</b>	<b>120,734</b>	<b>120,590</b>	<b>110,829</b>	<b>98%</b>	<b>113,612</b>	<b>113,341</b>
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	-
<b>Sub-Total Operating Supplies &amp; Services</b>	<b>23,944</b>	<b>21,921</b>	<b>24,423</b>	<b>22,734</b>	<b>75%</b>	<b>30,450</b>	<b>25,900</b>
<b>TOTALS FOR 8060 FINANCE</b>	<b>119,778</b>	<b>142,655</b>	<b>145,014</b>	<b>133,562</b>	<b>93%</b>	<b>144,062</b>	<b>139,241</b>
<b>8070 Town Attorney</b>							
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
<b>TOTALS FOR 8070 TOWN ATTORNEY</b>	<b>97,519</b>	<b>127,419</b>	<b>119,543</b>	<b>120,144</b>	<b>103%</b>	<b>117,000</b>	<b>117,000</b>

<b>TOWN OF GUADALUPE GENERAL FUND</b>				<b>Current 2019</b>	<b>Current % S/B 100%</b>	<b>Adopted Budget</b>	<b>Adopted</b>
	<b>Audited FY16</b>	<b>Audited FY17</b>	<b>Audited FY18</b>	<b>YTD</b>	<b>YTD</b>	<b>FY19</b>	<b>FY20</b>
<b>8080 Town Clerk</b>							
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%	-	-
<b>Sub-Total Personnel Costs</b>	<b>75,735</b>	<b>37,963</b>	<b>14,422</b>	<b>26,480</b>	<b>81%</b>	<b>32,733</b>	<b>31,422</b>
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
<b>Sub-Total Operating Supplies &amp; Services</b>	<b>3,385</b>	<b>7,218</b>	<b>10,361</b>	<b>10,532</b>	<b>108%</b>	<b>9,775</b>	<b>3,275</b>
<b>TOTALS FOR 8080 TOWN CLERK</b>	<b>79,120</b>	<b>45,180</b>	<b>24,783</b>	<b>37,012</b>	<b>87%</b>	<b>42,508</b>	<b>34,697</b>
<b>8090 Community Development</b>							
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
<b>Sub-Total Personnel Costs</b>	<b>53,042</b>	<b>32,745</b>	<b>32,981</b>	<b>34,384</b>	<b>107%</b>	<b>32,077</b>	<b>33,669</b>
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%	-	-
<b>Sub-Total Operating Supplies &amp; Services</b>	<b>26,814</b>	<b>5,904</b>	<b>9,950</b>	<b>4,534</b>	<b>75%</b>	<b>6,050</b>	<b>4,150</b>
<b>TOTALS FOR 8090 COMMUNITY DEVELOPMENT</b>	<b>79,856</b>	<b>38,649</b>	<b>42,931</b>	<b>38,919</b>	<b>102%</b>	<b>38,127</b>	<b>37,819</b>

<b>TOWN OF GUADALUPE GENERAL FUND</b>				<b>Current 2019</b>	<b>Current % S/B 100%</b>	<b>Adopted Budget</b>	<b>Adopted</b>
	<b>Audited FY16</b>	<b>Audited FY17</b>	<b>Audited FY18</b>	<b>YTD</b>	<b>YTD</b>	<b>FY19</b>	<b>FY20</b>
<b>8100 Information Technology</b>							
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
<b>TOTALS FOR 8100 INFORMATION TECHNOLOGY</b>	<b>38,376</b>	<b>37,514</b>	<b>36,214</b>	<b>47,469</b>	<b>72%</b>	<b>65,510</b>	<b>61,498</b>
<b>8120 Building Official</b>							
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
<b>TOTALS FOR 8120 BUILDING SAFETY</b>	<b>57,257</b>	<b>103,070</b>	<b>109,731</b>	<b>89,946</b>	<b>98%</b>	<b>91,360</b>	<b>91,360</b>
<b>8130 Building Maintenance</b>							
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
<b>Sub-Total Personnel Costs</b>	<b>7,773</b>	<b>16,004</b>	<b>21,169</b>	<b>22,208</b>	<b>95%</b>	<b>23,257</b>	<b>27,120</b>
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%	-	-
<b>Sub-Total Operating Supplies &amp; Services</b>	<b>63,885</b>	<b>54,602</b>	<b>82,548</b>	<b>58,363</b>	<b>67%</b>	<b>87,055</b>	<b>84,285</b>
<b>TOTALS FOR 8130 BUILDING MAINTENANCE</b>	<b>71,658</b>	<b>70,606</b>	<b>103,717</b>	<b>80,571</b>	<b>73%</b>	<b>110,312</b>	<b>111,405</b>

TOWN OF GUADALUPE GENERAL FUND				Current 2019	Current % S/B 100%	Adopted Budget	Adopted
	Audited FY16	Audited FY17	Audited FY18	YTD	YTD	FY19	FY20
<b>8210 Police Department</b>							
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
<b>TOTALS FOR 8210 POLICE DEPARTMENT</b>	<b>1,476,561</b>	<b>1,698,605</b>	<b>1,660,609</b>	<b>1,775,673</b>	<b>100%</b>	<b>1,776,258</b>	<b>1,932,577</b>
<b>8220 Fire Department</b>							
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
<b>Sub-Total Personnel Costs</b>	<b>872,260</b>	<b>904,137</b>	<b>957,891</b>	<b>1,013,463</b>	<b>103%</b>	<b>983,241</b>	<b>961,896</b>
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%	-	-
<b>Sub-Total Operating Supplies &amp; Services</b>	<b>228,769</b>	<b>227,105</b>	<b>801,105</b>	<b>242,572</b>	<b>96%</b>	<b>253,948</b>	<b>257,948</b>
<b>TOTALS FOR 8220 FIRE DEPARTMENT</b>	<b>1,101,030</b>	<b>1,131,242</b>	<b>1,758,996</b>	<b>1,256,036</b>	<b>102%</b>	<b>1,237,189</b>	<b>1,219,844</b>

<b>TOWN OF GUADALUPE GENERAL FUND</b>				<b>Current 2019</b>	<b>Current % S/B 100%</b>	<b>Adopted Budget</b>	<b>Adopted</b>
	<b>Audited FY16</b>	<b>Audited FY17</b>	<b>Audited FY18</b>	<b>YTD</b>	<b>YTD</b>	<b>FY19</b>	<b>FY20</b>
<b>8360 Cemetery</b>							
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
<b>Sub-Total Personnel Costs</b>	<b>10,706</b>	<b>7,633</b>	<b>7,343</b>	<b>8,289</b>	<b>114%</b>	<b>7,302</b>	<b>7,851</b>
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
<b>Sub-Total Operating Supplies &amp; Services</b>	<b>4,095</b>	<b>6,342</b>	<b>4,013</b>	<b>3,837</b>	<b>74%</b>	<b>5,170</b>	<b>5,320</b>
<b>TOTALS FOR 8360 CEMETERY</b>	<b>14,802</b>	<b>13,974</b>	<b>11,356</b>	<b>12,125</b>	<b>97%</b>	<b>12,472</b>	<b>13,171</b>
<b>8550 Parks</b>							
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%	-	-
<b>Sub-Total Personnel Costs</b>	<b>39,395</b>	<b>56,809</b>	<b>63,414</b>	<b>70,004</b>	<b>104%</b>	<b>67,559</b>	<b>73,818</b>
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%	-	-
<b>Sub-Total Operating Supplies &amp; Services</b>	<b>75,394</b>	<b>79,172</b>	<b>85,057</b>	<b>74,424</b>	<b>95%</b>	<b>78,000</b>	<b>79,000</b>
<b>TOTALS FOR 8550 PARKS DEPARTMENT</b>	<b>114,789</b>	<b>135,982</b>	<b>148,470</b>	<b>144,428</b>	<b>99%</b>	<b>145,559</b>	<b>152,818</b>
<b>8590 Library</b>							
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
<b>TOTALS FOR 8590 LIBRARY DEPARTMENT</b>	<b>8,802</b>	<b>10,095</b>	<b>12,522</b>	<b>15,064</b>	<b>93%</b>	<b>16,230</b>	<b>11,580</b>
<b>Total General Fund Expenses</b>	<b>4,231,303</b>	<b>4,539,240</b>	<b>5,240,584</b>	<b>4,880,051</b>	<b>93%</b>	<b>5,223,162</b>	<b>5,429,165</b>
<b>GENERAL FUND SUMMARY</b>							
<b>TOTAL GENERAL FUND REVENUES</b>	<b>4,501,871</b>	<b>4,518,480</b>	<b>5,485,140</b>	<b>5,030,050</b>	<b>104%</b>	<b>4,837,333</b>	<b>4,957,877</b>
<b>TOTAL GENERAL FUND EXPENSES</b>	<b>(4,231,303)</b>	<b>(4,539,240)</b>	<b>(5,240,584)</b>	<b>(4,880,051)</b>	<b>93%</b>	<b>(5,223,162)</b>	<b>(5,429,165)</b>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<b>270,568</b>	<b>(20,760)</b>	<b>244,556</b>	<b>149,999</b>		<b>(385,829)</b>	<b>(471,288)</b>
<b>Beginning Fund Balance</b>	<b>641,226</b>	<b>911,794</b>	<b>891,034</b>	<b>1,135,590</b>		<b>1,135,590</b>	<b>1,081,994</b>
<b>Ending Fund Balance</b>	<b>911,794</b>	<b>891,034</b>	<b>1,135,590</b>	<b>1,285,589</b>		<b>749,761</b>	<b>610,707</b>

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

\$343,110

-\$245,101

\$98,009

<b>TOWN OF GUADALUPE</b>							
<b>HURF FUND</b>					<b>Current %</b>	<b>Adopted</b>	
	<b>Audited</b>	<b>Audited</b>	<b>Audited</b>	<b>Current 2019</b>	<b>S/B 100%</b>	<b>Budget</b>	<b>Adopted</b>
<b>Revenues</b>	<b>FY16</b>	<b>FY17</b>	<b>FY18</b>	<b>YTD</b>	<b>YTD</b>	<b>FY19</b>	<b>FY20</b>
<b>18-8320</b>							
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	
<b>TOTAL HURF REVENUES</b>	<b>359,442</b>	<b>537,895</b>	<b>647,406</b>	<b>584,129</b>	<b>86%</b>	<b>677,724</b>	<b>644,130</b>
	<b>Audited</b>	<b>Audited</b>	<b>Audited</b>	<b>Current 2019</b>	<b>S/B 83%</b>	<b>Budget</b>	<b>Adopted</b>
<b>Expenditures</b>	<b>FY16</b>	<b>FY17</b>	<b>FY18</b>	<b>YTD</b>	<b>YTD</b>	<b>FY19</b>	<b>FY20</b>
<b>18-8320</b>							
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
<b>Sub-Total Personal Costs</b>	<b>140,162</b>	<b>155,940</b>	<b>167,277</b>	<b>172,437</b>	<b>89%</b>	<b>194,797</b>	<b>180,665</b>
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 Quad Rd Underground Lines -HURF Match (SRP)	-	-	-	-	0%	25,000	-
Conference & Training				440	0%	-	500
<b>Sub-Total Operating Supplies &amp; Svcs</b>	<b>220,234</b>	<b>474,891</b>	<b>480,129</b>	<b>411,692</b>	<b>85%</b>	<b>482,927</b>	<b>463,465</b>
<b>TOTAL HURF EXPENSES</b>	<b>360,396</b>	<b>630,831</b>	<b>647,406</b>	<b>584,129</b>	<b>86%</b>	<b>677,724</b>	<b>644,130</b>
<b>TOTAL HURF FUND REVENUES</b>	<b>359,442</b>	<b>400,167</b>	<b>596,271</b>	<b>451,226</b>		<b>444,561</b>	<b>644,130</b>
<b>TOTAL HURF FUND EXPENDITURES</b>	<b>(360,396)</b>	<b>(630,831)</b>	<b>(647,406)</b>	<b>(584,129)</b>		<b>(677,724)</b>	<b>(644,130)</b>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<b>(954)</b>	<b>(230,664)</b>	<b>(51,135)</b>	<b>(132,903)</b>		<b>(233,163)</b>	<b>0</b>
Transfers From General Fund	-	-	-	32,205		-	-
Transfers From Sewer	-	137,728	51,135	132,903		233,163	-
<b>BEGINNING FUND BALANCE</b>	<b>93,889</b>	<b>92,936</b>	<b>-</b>	<b>-</b>		<b>-</b>	<b>-</b>
<b>ENDING FUND BALANCE</b>	<b>92,936</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>0</b>	<b>0</b>

## TOWN OF GUADALUPE

Local Transportation Assistance Fund				Current 2019	Current %	Adopted	Adopted
Revenues	Audited FY16	Audited FY17	Audited FY18	YTD	S/B 100% YTD	Budget FY19	FY20
<b>10-8140</b>							
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
<b>TOTAL LTAF REVENUES</b>	<b>16,642</b>	<b>16,205</b>	<b>22,723</b>	<b>33,482</b>	<b>92%</b>	<b>36,331</b>	<b>39,222</b>
10-814 Expenditures				Current 2019	Current %	Projected	Adopted
	Audited FY16	Audited FY17	Audited FY18	YTD	S/B 100% YTD	FY19	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
<b>Sub-Total Personnel Costs</b>	<b>21,388</b>	<b>22,104</b>	<b>23,012</b>	<b>26,931</b>	<b>94%</b>	<b>28,644</b>	<b>31,259</b>
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%	-	-
<b>Sub-Total Operating Supplies &amp; Services</b>	<b>10,834</b>	<b>6,876</b>	<b>11,287</b>	<b>6,551</b>	<b>85%</b>	<b>7,687</b>	<b>7,963</b>
<b>TOTALS FOR 10-8140 LTAF FUNDS</b>	<b>32,222</b>	<b>28,980</b>	<b>34,300</b>	<b>33,482</b>	<b>92%</b>	<b>36,331</b>	<b>39,222</b>
<b>TOTAL REVENUES</b>	<b>16,642</b>	<b>16,205</b>	<b>16,681</b>	<b>16,740</b>		<b>16,700</b>	<b>16,700</b>
<b>TOTAL EXPENDITURES</b>	<b>(32,222)</b>	<b>(28,980)</b>	<b>(34,300)</b>	<b>(33,482)</b>		<b>(36,331)</b>	<b>(39,222)</b>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<b>(15,580)</b>	<b>(12,775)</b>	<b>(17,619)</b>	<b>(16,742)</b>		<b>(19,631)</b>	<b>(22,522)</b>
Transfer from General Fund		-	6,043	16,742		19,631	22,522
<b>BEGINNING FUND BALANCE</b>	<b>39,931</b>	<b>24,351</b>	<b>11,576</b>	<b>-</b>		<b>11,576</b>	<b>-</b>
<b>ENDING FUND BALANCE</b>	<b>24,351</b>	<b>11,576</b>	<b>(0)</b>	<b>-</b>		<b>-</b>	<b>(22,522)</b>

**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
<b>TOTAL SENIOR CENTER REVENUES</b>	<b>225,437</b>	<b>212,328</b>	<b>216,120</b>	<b>221,436</b>	<b>88%</b>	<b>251,763</b>	<b>238,949</b>
	Audited FY16	Audited FY17	Audited FY18	Current 2019 YTD	Current % S/B 100% YTD	Adopted Budget FY19	Adopted FY20
<b>Expenditures-Congregate Meals</b>							
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
<b>Sub-Total Personnel Costs</b>	<b>38,414</b>	<b>36,692</b>	<b>38,028</b>	<b>46,714</b>	<b>99%</b>	<b>47,332</b>	<b>60,013</b>
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	-
<b>Sub-Total Operating Supplies &amp; Services</b>	<b>55,016</b>	<b>55,017</b>	<b>60,875</b>	<b>48,245</b>	<b>98%</b>	<b>49,229</b>	<b>48,228</b>
<b>Total Congregate Meals</b>	<b>93,430</b>	<b>91,709</b>	<b>98,903</b>	<b>94,959</b>	<b>98%</b>	<b>96,561</b>	<b>108,241</b>

	Audited FY16	Audited FY17	Audited FY18	Current 2019 YTD	Current % S/B 100% YTD	Adopted Budget FY19	Adopted FY20
<b>8422 Home Delivered Meals</b>							
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
<b>Sub-Total Personnel Costs</b>	<b>38,408</b>	<b>36,957</b>	<b>37,940</b>	<b>44,827</b>	<b>102%</b>	<b>43,957</b>	<b>46,962</b>
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
<b>Sub-Total Operating Supplies &amp; Services</b>	<b>27,286</b>	<b>19,464</b>	<b>16,914</b>	<b>16,447</b>	<b>58%</b>	<b>28,537</b>	<b>19,315</b>
<b>Total Home Delivered Meals</b>	<b>65,694</b>	<b>56,421</b>	<b>54,854</b>	<b>61,274</b>	<b>85%</b>	<b>72,494</b>	<b>66,277</b>

	Audited FY16	Audited FY17	Audited FY18	Current 2019 YTD	Current % S/B 100% YTD	Adopted Budget FY19	Adopted FY20
<b>8423 Senior Center Operations</b>							
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
<b>Sub-Total Personnel Costs</b>	<b>46,954</b>	<b>47,537</b>	<b>45,371</b>	<b>50,553</b>	<b>89%</b>	<b>56,811</b>	<b>43,762</b>
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
<b>Sub-Total Operating Supplies &amp; Services</b>	<b>18,525</b>	<b>15,809</b>	<b>15,911</b>	<b>13,400</b>	<b>93%</b>	<b>14,460</b>	<b>15,462</b>
<b>Total Senior Center Operations</b>	<b>65,479</b>	<b>63,346</b>	<b>61,282</b>	<b>63,953</b>	<b>90%</b>	<b>71,271</b>	<b>59,224</b>
<b>8424 Transportation</b>							
<b>Fuel and Oil</b>	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	-
<b>Total Transportation</b>	<b>834</b>	<b>852</b>	<b>1,081</b>	<b>1,250</b>	<b>11%</b>	<b>11,437</b>	<b>5,207</b>
<b>TOTAL SENIOR CENTER EXPENDITURES</b>	<b>225,437</b>	<b>212,328</b>	<b>216,120</b>	<b>221,436</b>	<b>88%</b>	<b>251,763</b>	<b>238,949</b>
<b>Total Senior Center Revenues</b>	<b>149,027</b>	<b>147,982</b>	<b>152,532</b>	<b>155,079</b>	<b>106%</b>	<b>146,139</b>	<b>144,979</b>
<b>Total Senior Center Expenses</b>	<b>(225,437)</b>	<b>(212,328)</b>	<b>(216,120)</b>	<b>(221,436)</b>	<b>88%</b>	<b>(251,763)</b>	<b>(238,949)</b>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<b>(76,410)</b>	<b>(64,346)</b>	<b>(63,589)</b>	<b>(66,357)</b>		<b>(105,624)</b>	<b>(93,970)</b>
<b>Transfers from General Fund</b>	<b>76,410</b>	<b>64,346</b>	<b>63,588</b>	<b>66,357</b>	<b>63%</b>	<b>105,624</b>	<b>93,970</b>
<b>Beginning Fund Balance</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>0</b>	<b>0</b>
<b>Fund Balance Year End</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>0</b>	<b>0</b>

<b>TOWN OF GUADALUPE COMMUNITY ACTION PROGRAM</b>				Current %		Adopted	
Revenues	Audited FY16	Audited FY17	Audited FY18	Current 2019 YTD	S/B 100% YTD	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
<b>TOTAL CAP REVENUES</b>	<b>112,620</b>	<b>90,580</b>	<b>133,996</b>	<b>136,371</b>	<b>74%</b>	<b>184,467</b>	<b>188,816</b>
Expenditures	Audited FY16	Audited FY17	Audited FY18	Current 2019 YTD	S/B 100% YTD	Budget FY19	Adopted FY19
<b>8440</b> 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
<b>Sub-Total Personnel Costs</b>	<b>99,801</b>	<b>75,255</b>	<b>79,980</b>	<b>86,168</b>	<b>92%</b>	<b>93,402</b>	<b>96,389</b>
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%	-	-
<b>Sub-Total Operating Supplies &amp; Services</b>	<b>12,819</b>	<b>12,149</b>	<b>52,384</b>	<b>51,835</b>	<b>57%</b>	<b>91,065</b>	<b>92,427</b>
<b>TOTAL CAP EXPENSES</b>	<b>112,620</b>	<b>87,404</b>	<b>132,364</b>	<b>138,003</b>	<b>75%</b>	<b>184,467</b>	<b>188,816</b>
<b>TOTAL CAP REVENUES</b>	<b>62,886</b>	<b>35,000</b>	<b>77,403</b>	<b>77,163</b>		<b>133,486</b>	<b>115,000</b>
<b>TOTAL CAP EXPENSES</b>	<b>(112,620)</b>	<b>(87,404)</b>	<b>(132,364)</b>	<b>(138,003)</b>	<b>(1)</b>	<b>(184,467)</b>	<b>(188,816)</b>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<b>(49,734)</b>	<b>(52,404)</b>	<b>(54,961)</b>	<b>(60,840)</b>	<b>-</b>	<b>(50,981)</b>	<b>(73,816)</b>
<b>Transfers from General Fund</b>	<b>49,734</b>	<b>52,404</b>	<b>56,593</b>	<b>59,208</b>		<b>50,981</b>	<b>73,816</b>
<b>Beginning Fund Balance</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1632</b>		<b>0</b>	<b>0</b>
<b>Fund Balance Year End</b>	<b>0</b>	<b>0</b>	<b>1632</b>	<b>0</b>		<b>0</b>	<b>0</b>

<b>TOWN OF GUADALUPE MERCADO FUND</b>				<b>Current 2019</b>	<b>Current % S/B 100%</b>	<b>Adopted Budget</b>	<b>Adopted</b>
<b>Revenues</b>	<b>Audited FY16</b>	<b>Audited FY17</b>	<b>Audited FY18</b>	<b>YTD</b>	<b>YTD</b>	<b>FY19</b>	<b>FY20</b>
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
<b>Prior Year Retained Earnings Used</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>-</b>	<b>0%</b>	<b>10,351</b>	<b>-</b>
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
<b>TOTAL MERCADO REVENUES</b>	<b>130,169</b>	<b>129,105</b>	<b>151,988</b>	<b>174,293</b>	<b>113%</b>	<b>154,851</b>	<b>157,200</b>
<b>Expenditures</b>	<b>Audited FY16</b>	<b>Audited FY17</b>	<b>Audited FY18</b>	<b>Current 2019 YTD</b>	<b>Current % S/B 100% YTD</b>	<b>Adopted Budget FY19</b>	<b>Adopted FY20</b>
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
<b>Sub-Total Personnel Costs</b>	<b>18,511</b>	<b>26,648</b>	<b>8,758</b>	<b>29,610</b>	<b>138%</b>	<b>21,463</b>	<b>36,075</b>
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%	-	-
<b>Sub-Total Operating Supplies &amp; Svcs</b>	<b>164,245</b>	<b>141,346</b>	<b>148,151</b>	<b>129,458</b>	<b>97%</b>	<b>133,388</b>	<b>117,115</b>
<b>TOTAL EXPENSES FOR MERCADO FUND</b>	<b>182,756</b>	<b>167,994</b>	<b>156,909</b>	<b>159,068</b>	<b>103%</b>	<b>154,851</b>	<b>153,190</b>
<b>TOTAL MERCADO REVENUES</b>	<b>130,169</b>	<b>129,105</b>	<b>151,988</b>	<b>174,293</b>		<b>154,851</b>	<b>157,200</b>
<b>TOTAL MERCADO EXPENDITURES</b>	<b>(182,756)</b>	<b>(167,994)</b>	<b>(156,909)</b>	<b>(159,068)</b>		<b>(154,851)</b>	<b>(153,190)</b>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<b>(52,587)</b>	<b>(38,889)</b>	<b>(4,921)</b>	<b>15,225</b>		<b>(10,351)</b>	<b>4,010</b>
<b>BEGINNING Net Position</b>	117,866	65,279	26,019	21,098		27,555	36,951
<b>Prior Year Retained Earnings (Used)</b>	<b>(52,587)</b>	<b>(38,889)</b>	<b>(4,921)</b>	<b>15,225</b>	-	<b>(10,351)</b>	<b>4,010</b>
<b>ENDING Net Position</b>	<b>65,279</b>	<b>26,391</b>	<b>21,098</b>	<b>36,323</b>		<b>17,204</b>	<b>40,961</b>

**TOWN OF GUADALUPE SEWER  
SERVICE FUND**

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

<b>Expenditures</b>	<b>Audited FY16</b>	<b>Audited FY17</b>	<b>Audited FY18</b>	<b>Current 2019 YTD</b>	<b>Current % S/B 100% YTD</b>	<b>Adopted Budget FY19</b>	<b>Adopted FY20</b>
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	-
<b>Total Expenses</b>	<b>37,346</b>	<b>271,093</b>	<b>207,662</b>	<b>183,384</b>	<b>44%</b>	<b>416,239</b>	<b>255,004</b>

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

<b>TOWN OF GUADALUPE SOLID WASTE FUND</b>				<b>Current %</b>	<b>Adopted</b>	<b>Adopted</b>	
	<b>Audited</b>	<b>Audited</b>	<b>Audited</b>	<b>Current 2019</b>	<b>S/B 100%</b>	<b>Budget</b>	<b>Adopted</b>
	<b>FY16</b>	<b>FY17</b>	<b>FY18</b>	<b>YTD</b>	<b>YTD</b>	<b>FY19</b>	<b>FY20</b>
<b>Revenues</b>							
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
<b>TOTAL SOLID WASTE REVENUES</b>	<b>312,564</b>	<b>324,625</b>	<b>327,891</b>	<b>353,737</b>	<b>101%</b>	<b>350,978</b>	<b>377,877</b>
<b>Expenditures</b>							
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
<b>TOTAL SOLID WASTE EXPENSES</b>	<b>312,563</b>	<b>316,495</b>	<b>326,755</b>	<b>353,737</b>	<b>101%</b>	<b>350,978</b>	<b>377,877</b>
<b>TOTAL SOLID WASTE REVENUES</b>	<b>298,659</b>	<b>324,625</b>	<b>327,891</b>	<b>328,300</b>		<b>323,003</b>	<b>323,003</b>
<b>TOTAL SOLID WASTE EXPENSES</b>	<b>(312,563)</b>	<b>(316,495)</b>	<b>(326,755)</b>	<b>(353,737)</b>		<b>(350,978)</b>	<b>(377,877)</b>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<b>(13,905)</b>	<b>8,130</b>	<b>1,136</b>	<b>(25,437)</b>		<b>(27,975)</b>	<b>(54,874)</b>
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)
<b>Total Net Position, End of Year</b>	<b>267,233</b>	<b>275,363</b>	<b>276,499</b>	<b>251,062</b>		<b>182,830</b>	<b>127,956</b>

**TOWN OF GUADALUPE  
MUNICIPAL PROPERTY  
CORPORATION (MPC)**

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

<b>Expenditures</b>	<b>Audited FY16</b>	<b>Audited FY17</b>	<b>Audited FY18</b>	<b>Current 2019 YTD</b>	<b>Current % S/B 100% YTD</b>	<b>Audited FY19</b>	<b>Adopted FY20</b>
Bond Principal	215,000	220,000	215,000	<b>273,725</b>	<b>100%</b>	235,000	273,725
Interest on Bonds	79,046	70,450	74,300	<b>18,520</b>	<b>97%</b>	57,250	19,175
<b>TOTAL MPC EXPENSES</b>	<b>294,046</b>	<b>290,450</b>	<b>289,300</b>	<b>292,245</b>	<b>100%</b>	<b>292,250</b>	<b>292,900</b>

<b>TOTAL MPC REVENUES</b>	<b>294,046</b>	<b>290,450</b>	<b>289,300</b>	<b>292,245</b>		<b>292,250</b>	<b>292,900</b>
<b>TOTAL MPC EXPENSES</b>	<b>294,046</b>	<b>290,450</b>	<b>289,300</b>	<b>292,245</b>		<b>292,250</b>	<b>292,900</b>
<b>NET AVAILABLE/(DEFICIT)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>		<b>-</b>	<b>-</b>
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				Current %		Adopted	
GRANT FUND				Current 2019	S/B 100%	Budget	Adopted
	Audit	Audit	Adjusted	YTD	YTD	FY19	FY20
Revenues	FY16	FY17	FY18				
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
<b>Sub-Total Operating</b>				<b>57,653</b>		<b>95,000</b>	<b>366,831</b>
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
<b>Sub-Total Construction Improv Projects</b>	<b>2,686</b>	<b>39,734</b>	<b>154,636</b>	<b>372,840</b>	<b>32%</b>	<b>1,177,453</b>	<b>1,084,873</b>
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 Vaou 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
<b>Sub-Total Requested Grants</b>				<b>18,429</b>	<b>0</b>	<b>1,591,000</b>	<b>2,892,740</b>
<b>TOTAL GRANT REVENUES</b>	<b>2,686</b>	<b>39,734</b>	<b>154,636</b>	<b>448,921</b>	<b>0</b>	<b>2,863,453</b>	<b>4,344,444</b>
				Current 2019	Current %	Adopted	Adopted
Expenditures	Audit	Audit	Adjusted	YTD	S/B 100%	Budget	FY20
	FY16	FY17	FY18			FY19	
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
<b>Sub-Total Operating</b>				<b>57,653</b>	<b>14</b>	<b>95,000</b>	<b>366,831</b>
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
<b>Sub-Total Construction Improv Projects</b>	<b>2,686</b>	<b>3,128</b>	<b>154,636</b>	<b>372,840</b>	<b>9%</b>	<b>1,177,453</b>	<b>1,084,873</b>
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 Vaou 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 Equipmenl				-	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
<b>Sub-Total Requested Grants</b>				<b>18,429</b>	<b>2</b>	<b>1,591,000</b>	<b>2,892,740</b>
<b>TOTAL GRANT EXPENSES</b>	<b>2,686</b>	<b>3,128</b>	<b>154,636</b>	<b>448,922</b>	<b>0%</b>	<b>2,863,453</b>	<b>4,344,444</b>
<b>TOTAL REVENUES</b>	<b>2,686</b>	<b>39,734</b>	<b>154,636</b>	<b>448,921</b>	<b>16%</b>	<b>2,863,453</b>	<b>4,344,444</b>
<b>TOTAL EXPENDITURES</b>	<b>2,686</b>	<b>3,128</b>	<b>154,636</b>	<b>448,922</b>	<b>16%</b>	<b>2,863,453</b>	<b>4,344,444</b>

<b>TOWN OF GUADALUPE PROGRAM INCOME FUND</b>				<b>Current 2019</b>	<b>Current % S/B 100%</b>	<b>Adopted Budget</b>	<b>Adopted</b>
<b>Revenues</b>	<b>Audited FY16</b>	<b>Audited FY17</b>	<b>Audited FY18</b>	<b>YTD</b>	<b>YTD</b>	<b>FY19</b>	<b>FY20</b>
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	-	34,756	35,504	0%	200,000	39,600
<b>TOTAL CDBG/HOME REVENUES</b>	<b>69,965</b>	<b>131,398.64</b>	<b>348,339</b>	<b>609,126</b>	<b>0%</b>	<b>1,412,363</b>	<b>44,600</b>
<b>Expenditures</b>	<b>Audited FY16</b>	<b>Audited FY17</b>	<b>Audited FY18</b>	<b>Current 2019 YTD</b>	<b>Current % S/B 100% YTD</b>	<b>Adopted Budget FY19</b>	<b>Adopted FY20</b>
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
<b>TOTALS FOR PROGRAM INCOME FUND</b>	<b>11,541</b>	<b>93,290</b>	<b>310,949</b>	<b>699,980</b>	<b>50%</b>	<b>1,408,050</b>	<b>44,600</b>
<b>TOTAL REVENUES</b>	69,965	131,399	348,339	609,126		1,412,363	44,600
<b>TOTAL EXPENDITURES</b>	(11,541)	(93,290)	(310,949)	(699,980)		(1,408,050)	(44,600)
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<b>58,424</b>	<b>38,108</b>	<b>37,390</b>	<b>(90,854)</b>	<b>-</b>	<b>4,313</b>	<b>-</b>
<b>*BEGINNING FUND BALANCE</b>	<b>25,553</b>	<b>83,977</b>	<b>122,085</b>	159,475		159,475	68,621
<b>ENDING FUND BALANCE</b>	<b>83,977</b>	<b>122,085</b>	<b>159,475</b>	<b>68,621</b>		<b>163,788</b>	<b>68,621</b>

### 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
<b>Grand Total All Funds</b>	<b>5,801,711</b>	<b>6,640,063</b>	<b>7,716,984</b>	<b>7,994,437</b>	<b>-3,864,830</b>	<b>67%</b>	<b>11,859,267</b>	<b>12,008,297</b>

## General Fund Revenue and Fund Transfer Summary

TOWN OF GUADALUPE GENERAL FUND		Audited	Audited	Audited	Current	Current %	Adopted	Projected
		FY16	FY17	FY18	2019 YTD	S/B 100% YTD	Budget FY19	FY20
<b>Revenues</b>	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
<b>TOTAL GENERAL FUND REVENUES</b>		<b>4,501,871</b>	<b>4,518,480</b>	<b>5,485,140</b>	<b>5,030,050</b>	<b>96%</b>	<b>5,223,162</b>	<b>5,429,165</b>
REVENUES OVER (UNDER) EXPENDITURES		270,568	(20,760)	244,556	149,999	0%	-385,829	-471,288
<b>Total General Fund Expenses</b>		<b>4,231,303</b>	<b>4,539,240</b>	<b>5,240,584</b>	<b>4,880,051</b>	<b>93%</b>	<b>5,223,162</b>	<b>5,429,165</b>
<b>Transfer to Other Funds Detail</b>								
	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
<b>Transfer to Other Funds Totals</b>		<b>420,190</b>	<b>410,376</b>	<b>415,523</b>	<b>466,757</b>	<b>96%</b>	<b>486,972</b>	<b>528,208</b>

**Total All Expenses/All Funds**

	<b>Audited FY16</b>	<b>Audited FY17</b>	<b>Audited FY18</b>	<b>Current 2019 YTD</b>	<b>Current % S/B 100% YTD</b>	<b>Adopted Budget FY19</b>	<b>Projected FY20</b>
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
<b>Grand Total All Funds</b>	<b>5,802,914</b>	<b>6,641,234</b>	<b>7,716,984</b>	<b>7,994,437</b>		<b>11,859,267</b>	<b>12,008,297</b>

**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

<u>Transfer From:</u>	<u>Transfer To:</u>	<u>Amount</u>
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

<u>Sewer Fund</u>	<u>Highway Users Revenue Fund</u>	<u>\$ 100,698</u>
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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:

<u>Transfer To:</u>	<u>Amount</u>
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.

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Valerie Molina  
Mayor

ATTEST:

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Jeff Kulaga  
Town Manager / Clerk

APPROVED AS TO FORM:

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David E. Ledyard  
Town Attorney

TOWN OF GUADALUPE GENERAL FUND			Audited	Audited	Audited	Current Month	Current 2019	Current %	Adopted	Adopted
			FY16	FY17	FY18	June	YTD	S/B 100% YTD	Budget FY19	Adopted FY20
<b>8050 Administration</b>										
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		
<b>TOTALS FOR 8040 ADMINISTRATION</b>	<b>643,038</b>	<b>631,179</b>	<b>654,389</b>	<b>56,425</b>	<b>692,075</b>	<b>72%</b>	<b>958,081</b>	<b>1,043,632</b>		

**TOWN OF GUADALUPE SEWER****SERVICE FUND**

Revenues	Audited	Audited	Audited	Current	Current	Current %	Adopted	Adopted
	FY16	FY17	FY18	Month June	2019 YTD	S/B 100% YTD	Budget FY19	Budget 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
<b>TOTAL SEWER REVENUES</b>	<b>111,600</b>	<b>86,490</b>	<b>96,088</b>	<b>22,179</b>	<b>183,384</b>	<b>44%</b>	<b>416,238</b>	<b>255,004</b>
Expenditures	Audited	Audited	Audited	Current	Current	Current %	Adopted	Adopted
	FY16	FY17	FY18	Month June	2019 YTD	S/B 100% YTD	Budget FY19	Budget 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	-
<b>Total Expenses</b>	<b>37,346</b>	<b>271,093</b>	<b>207,662</b>	<b>8,202</b>	<b>183,384</b>	<b>44%</b>	<b>416,239</b>	<b>255,004</b>
<b>TOTAL SEWER REVENUES</b>	<b>111,600</b>	<b>86,490</b>	<b>96,088</b>	<b>22,179</b>	<b>183,384</b>		<b>416,238</b>	<b>255,004</b>
<b>TOTAL SEWER EXPENSES</b>	<b>37,346</b>	<b>271,093</b>	<b>207,662</b>	<b>8,202</b>	<b>183,384</b>		<b>416,239</b>	<b>255,004</b>
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)
<b>Total Net Position, End of Year</b>	<b>1,459,257</b>	<b>1,273,165</b>	<b>1,161,591</b>	<b>1,161,591</b>	<b>1,083,137</b>		<b>1,003,765</b>	<b>849,339</b>



**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):**

Day of Week:	Hourly Rates:			
	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	\$ _____	_____	
<b>TOTAL: \$</b>	<b>\$ _____</b>	<b>_____</b>	

**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, ~~pick 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)

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):**

Day of Week:	Hourly Rates:			
	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	\$ _____	_____	
<b>TOTAL:</b>	<b>\$ _____</b>	_____	

**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.~~

**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:** \_\_\_\_\_



## 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:**

Day of Week:	Hourly Rates:			
	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: \$ \_\_\_\_\_**

**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.~~



**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:** \_\_\_\_\_