



City of Guadalupe

AGENDA

Regular Meeting of the Guadalupe City Council

Tuesday, October 27, 2020 at 6:00 pm

City Hall, 918 Obispo Street, Council Chambers

Pursuant to Governor's Executive Orders N-25-20 and N-33-20: All residents are to heed any orders and guidance of state and local public health officials, including but not limited to the imposition of social distancing measures, to control the spread of COVID-19.

The City Council meeting will be broadcast live on Charter Spectrum Cable Channel 20.

If you choose to attend the City Council meeting in person, you should maintain appropriate social distancing. Seating will be limited. **In addition, all persons attending the City Council meeting are required to wear nose and face masks pursuant to County of Santa Barbara Health Officer Order No. 2020-10.**

If you choose not to attend the City Council meeting but wish to make a comment during oral communications or on a specific agenda item, please submit via email to juana@ci.guadalupe.ca.us no later than 1:00 pm on Tuesday, October 27, 2020. Every effort will be made to read your comment aloud into the record, subject to the 3-minute time limit.

Please be advised that, pursuant to State Law, any member of the public may address the City Council concerning any item on the Agenda, before or during Council consideration of that item. Please be aware that items on the Consent Calendar are considered to be routine and are normally enacted by one vote of the City Council. If you wish to speak on a Consent Calendar item, please do so during the Community Participation Forum.

The Agenda and related Staff reports are available on the City's website: www.ci.guadalupe.ca.us Friday before Council meeting.

Any documents produced by the City and distributed to a majority of the City Council regarding any item on this agenda will be made available the Friday before Council meetings at the Administration Office at City Hall 918 Obispo Street, Monday through Friday between 8:00 am and 4:30 pm, and also posted 72 hours prior to the meeting. The City may charge customary photocopying charges for copies of such documents. Any documents distributed to a majority of the City Council regarding any item on this agenda less than 72 hours before the meeting will be made available for inspection at the meeting and will be posted on the City's website and made available for inspection the day after the meeting at the Administrator Office at City Hall 918 Obispo Street, Monday through Friday between 8:00 am and 4:30 pm.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, including review of the Agenda and related documents, please contact the Administration Office at (805) 356.3891 at least 72 hours prior to the meeting. This will allow time for the City to make reasonable arrangements to ensure accessibility to the meeting.

ROLL CALL:

Council Member Tony Ramirez
Council Member Eugene Costa Jr.
Council Member Liliana Cardenas
Mayor Pro Tempore Gina Rubalcaba
Mayor Ariston Julian

MOMENT OF SILENCE

PLEDGE OF ALLEGIANCE

AGENDA REVIEW

At this time the City Council will review the order of business to be conducted and receive requests for, or make announcements regarding, any change(s) in the order of the day.

COMMUNITY PARTICIPATION FORUM

Each person will be limited to a discussion of three (3) minutes or as directed by the Mayor. This time is reserved to accept comments from the public on Consent Calendar items, Ceremonial Calendar items, Closed Session items, or matters not otherwise scheduled on this agenda. Pursuant to provisions of the Brown Act, no action may be taken on these matters unless they are listed on the agenda, or unless certain emergency or special circumstances exist. City Council may direct staff to investigate and/or schedule certain matters for consideration at a future City Council meeting.

CONSENT CALENDAR

The following items are presented for City Council approval without discussion as a single agenda items in order to expedite the meeting. Should a Council Member wish to discuss or disapprove an item, it must be dropped from the blanket motion of approval and considered as a separate item.

1. Waive the reading in full of all Ordinances and Resolutions. Ordinances on the Consent Calendar will be adopted by the same vote cast as the first meeting, unless City Council indicates otherwise.
2. Approve payment of warrants for the period ending October 22, 2020.
3. Approve the Minutes of the City Council Regular Meeting of October 13, 2020 to be ordered filed.
4. Accept First Quarter Financial Report Fiscal Year 20-21.
5. Approval of a New Professional Consultant's Agreement with Rural Community Development Corporation of California (RCDCC).

6. Adopt Resolution No. 2020-83 approving an agreement with Itech Solutions for IT services.
7. Adopt Resolution No. 2020-84 authorizing the City of Guadalupe to approve an agreement with the Guadalupe Union School District for funding of a School Resource Officer under COPS in School Partner Program.
8. Adopt Resolution No. 2020-85 authorizing the Guadalupe Fire Department to accept the Cal Fire, VF (Volunteer Fire Assistance) Grant.
9. **MONTHLY REPORTS FROM DEPARTMENT HEADS**
 - a. Police and Fire Department Report for September 2020
 - b. City Treasurer's Report for September 2020
 - c. Recreation & Parks Department Report for September 2020

CITY ADMINISTRATOR REPORT: (Information Only)

DIRECTOR OF PUBLIC SAFETY REPORT: (Information Only)

REGULAR BUSINESS

10. **Proposition 68 Per Capita Grant Application.**

Written report: Thomas Brandeberry, RCDCC

Recommendation: That the City Council adopt Resolution No. 2020-86 authorizing the City's application to the State Department of Parks and Recreation for Proposition 68 grant funding under the Per Capita Program.

FUTURE AGENDA ITEMS

ANNOUNCEMENTS - COUNCIL ACTIVITY/COMMITTEE REPORTS

ADJOURNMENT

I hereby certify under penalty of perjury under the laws of the State of California that the foregoing agenda was posted on the City Hall display case, Water Department bulletin board and website not less than 72 hours prior to the meeting. Dated this 23rd day of October 2020.

Todd Bodem

Todd Bodem, City Administrator


PROPOSED FUTURE CITY COUNCIL AGENDA ITEMS

Council Meeting: Date and Subject		Department	Agenda Category
Tuesday, November 10, 2020 at 6:00 pm / Regular Meeting			
POA Agreement		Human Resources	Consent Calendar
IAFF Agreement		Human Resources	Consent Calendar
Approval for the creation of two Public Safety Positions: Fire Battalion Chief and Police Lieutenant		Public Safety Director	Regular Business
Tuesday, November 24, 2020 at 6:00 pm / Regular Meeting			
Audit Services – Award of Contract		Finance Department	Regular Business
Tuesday, December 8, 2020 at 6:00 pm / Regular Meeting			
November 3 rd Election Results		Administration Dept	Regular Business
No Overnight Camping Ordinance		City Attorney	Regular Business
Other Unscheduled Items	Proposed Date of Item	Department	Agenda Category
Urban Foot Print Civic Plan		Ariston – Request CC	New Business
City Hall Repairs			New Business
Proposition 68 Update		Ariston – Request CC	Update
Tree Ordinance		Philip F. Sinco	New Business
Food Truck Ordinance		Police Department	New Business
Guadalupe Leo Club Recognition		Administration Dept	Ceremonial
Vacant Property Ordinance		Administration Dept	New Business
No Overnight Camping Ordinance	December 2020	Philip F. Sinco	New Business
Short Term Rentals			New Business



Agenda Item No. 2.

REPORT TO THE CITY COUNCIL OF THE CITY OF GUADALUPE
Agenda of October 27, 2020



Prepared by:
Veronica Fabian
Finance Account Clerk



Reviewed by:
Lorena Zarate
Finance Director



Approved by:
Todd Bodem
City Administrator

SUBJECT: Payment of warrants for the period ending October 22, 2020 to be approved for payment by the City Council. Subject to having been certified as being in conformity with the budget by the Finance Department staff.

RECOMMENDATION:

That the City Council review and approve the listing of hand checks and warrants to be paid on October 28, 2020.

BACKGROUND:

Submittal of the listing of warrants issued by the City to vendors for the period and explanations for disbursement of these warrants. An exception, such as an emergency hand check may be required to be issued and paid prior to submittal of the warrant listing, however, this warrant will be identified as "Ratify" on the warrant listing.

REPORT.: Oct 22 20 Thursday
 RUN....: Oct 22 20 Time: 12:06
 Run By.: Veronica Fabian

City of Guadalupe
 Invoice/Pre-Paid Check Audit Trail
 Batch C01022 - 12:06

PAGE: 001
 ID #: PY-IP
 CTL.: GUA

141 SUBURBAN ROAD STE C-1 *** VENDOR.: ABA01 (ABALONE COAST ANALYTICAL, INC.)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
20-5272	WATER SAMPLES-WWTP	10-20	10/01/20 N N N	A-NET30 FROM INVOICE	2010
Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	WATER SAMPLES-WWTP	12 4425 2150	1	83.00	83.00
		(Wst.Wtr.Op.Fund Wastewater Profl Services)			
			Invoice Extension ---->		83.00

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
20-5577	WATER SAMPLES	10-20	10/14/20 N N N	A-NET30 FROM INVOICE	2010
Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	WATER SAMPLES	12 4425 2150	1	83.00	83.00
		(Wst.Wtr.Op.Fund Wastewater Profl Services)			
			Invoice Extension ---->		83.00

Vendor Total -----> 166.00
 =====

800 SOUTH COLLEGE DRIVE *** VENDOR.: ALL07 (ALLAN HANCOCK COLLEGE)
 CAMPUS GRAPHICS -BLDG H102

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
252126	PD DEPT LETTERHEAD	10-20	09/03/20 N N N	A-NET30 FROM INVOICE	2010
Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	PD DEPT LETTERHEAD	01 4200 1200	1	192.53	192.53
		(General Fund Police Off Suppl/Postg)			
			Invoice Extension ---->		192.53

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
252578	GUADALUPE POLICE BUSINESS CARDS	10-20	10/13/20 N N N	A-NET30 FROM INVOICE	2010
Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	GUADALUPE POLICE BUSINESS CARDS	01 4200 1200	1	37.59	37.59
		(General Fund Police Off Suppl/Postg)			
			Invoice Extension ---->		37.59

Vendor Total -----> 230.12
 =====

P.O.BOX 035184 *** VENDOR.: AMA02 (AMAZON BUSINESS)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
1QVLTWN4V	FD & PD OFFICE SUPPLIES	10-20	10/13/20 N N N	A-NET30 FROM INVOICE	2010
Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	FD & PD OFFICE SUPPLIES	01 4200 1550	1	61.46	61.46
		(General Fund Police Op Supp/Expense)			
0002	FD & PD OFFICE SUPPLIES	01 4220 1550	1	53.84	53.84
		(General Fund Fire Op Supp/Expense)			
			Invoice Extension ---->		115.30

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
3FTJRRQCP	HP 62XL INK CARTRIDGE	10-20	10/20/20 N N N	A-NET30 FROM INVOICE	2010
Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	HP 62XL INK CARTRIDGE	01 4105 1200	1	43.08	43.08
		(General Fund Administration Off Suppl/Postg)			
			Invoice Extension ---->		43.08

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
49663W6WD	ERGONOMIC FOOT PRESSURE RELIEF FOR COMFORT,BACK	10-20	10/08/20 N N N	A-NET30 FROM INVOICE	2010
Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount

REPORT.: Oct 22 20 Thursday
RUN...: Oct 22 20 Time: 12:06
Run By.: Veronica Fabian

City of Guadalupe
Invoice/Pre-Paid Check Audit Trail
Batch C01022 - 12:06

PAGE: 002
ID #: PY-IP
CTL.: GUA

*** VENDOR.: AMA02 (AMAZON BUSINESS)

P.O.BOX 035184

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
Line Description		G/L Account No	Unit(s) Unit Cost	Amount
0001 ERGONOMIC FOOT PRESSURE RELIEF FOR COMFORT, BACK		01 4120 1400	1 44.88	44.88
		(General Fund Finance Equipment Maint)		
		Invoice Extension ---->		44.88

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
6C1M7HQ7V CREATIVE PEBBLE 2.0 USB-POWERED DESKTOP SPEAKERS	10-20	10/09/20 N N N	A-NET30 FROM INVOICE	2010
Line Description		G/L Account No	Unit(s) Unit Cost	Amount
0001 CREATIVE PEBBLE 2.0 USB-POWERED DESKTOP SPEAKERS		01 4105 1200	1 50.74	50.74
		(General Fund Administration Off Suppl/Postg)		
		Invoice Extension ---->		50.74

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
76HPCFHNP ERGONOMIC EQUIPMENT	10-20	10/05/20 N N N	A-NET30 FROM INVOICE	2010
Line Description		G/L Account No	Unit(s) Unit Cost	Amount
0001 ERGONOMIC EQUIPMENT		01 4120 1400	1 727.16	727.16
		(General Fund Finance Equipment Maint)		
		Invoice Extension ---->		727.16

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
XYH3KRPY4 ADDING MACHINE/CALCULATOR ROLL	10-20	10/08/20 N N N	A-NET30 FROM INVOICE	2010
Line Description		G/L Account No	Unit(s) Unit Cost	Amount
0001 ADDING MACHINE/CALCULATOR ROLL		01 4120 1200	1 64.10	64.10
		(General Fund Finance Off Suppl/Postg)		
		Invoice Extension ---->		64.10

Vendor Total -----> 1045.26
=====

4050 FLAT ROCK DRIVE

*** VENDOR.: AQU01 (AQUA-METRIC SALES COMPANY CORP.)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
NV0079296 TR/PL HOUSING ASSEMBLY-1" IPERL TR/PL	10-20	10/08/20 N N N	A-NET30 FROM INVOICE	2010
Line Description		G/L Account No	Unit(s) Unit Cost	Amount
0001 TR/PL HOUSING ASSEMBLY-1" IPERL TR/PL		01 2004	1 6107.37	6107.37
		(General Fund D.J. FARMS)		
		Invoice Extension ---->		6107.37

Vendor Total -----> 6107.37
=====

AUS WEST LOCKBOX

*** VENDOR.: ARA01 (ARAMARK UNIFORM SERVICES)

P.O. BOX 101179

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
000011922 UNIFORM	10-20	10/06/20 N N N	A-NET30 FROM INVOICE	2010
Line Description		G/L Account No	Unit(s) Unit Cost	Amount
0001 UNIFORM		01 4145 2150	1 25.92	25.92
		(General Fund Building Mtce Profl Services)		
		Invoice Extension ---->		25.92

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
000017292 WET AND DUST MOP,MATS (502000017292)	10-20	10/13/20 N N N	A-NET30 FROM INVOICE	2010
Line Description		G/L Account No	Unit(s) Unit Cost	Amount
0001 WET AND DUST MOP,MATS (502000017292)		01 4145 2150	1 47.66	47.66
		(General Fund Building Mtce Profl Services)		
		Invoice Extension ---->		47.66

REPORT.: Oct 22 20 Thursday
RUN....: Oct 22 20 Time: 12:06
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City of Guadalupe
Invoice/Pre-Paid Check Audit Trail
Batch C01022 - 12:06

PAGE: 003
ID #: PY-IP
CTL.: GUA

AUS WEST LOCKBOX
P.O. BOX 101179
INVOICE-TYPE DESCRIPTION
*** VENDOR.: ARA01 (ARAMARK UNIFORM SERVICES)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
000017296 UNIFORMS- (50200017296)	10-20	10/13/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001 UNIFORMS- (50200017296)	10 4420 2150	1	20.00	20.00
	(Wtr. Oper. Fund Water Operating Prof'l Services)			
0002 UNIFORMS- (50200017296)	01 4145 2150	1	.41	.41
	(General Fund Building Mtce Prof'l Services)			
0003 UNIFORMS- (50200017296)	01 4300 2150	1	.43	.43
	(General Fund Parks & Rec Prof'l Services)			
0004 UNIFORMS- (50200017296)	12 4425 2150	1	2.54	2.54
	(Wst.Wtr.Op.Fund Wastewater Prof'l Services)			
0005 UNIFORMS- (50200017296)	71 4454 2150	1	2.54	2.54
	(MEASURE A MEASURE A Prof'l Services)			
Invoice Extension ---->				25.92

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
000017297 UNIFORMS (502000017297)	10-20	10/13/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001 UNIFORMS (502000017297)	12 4425 2150	1	40.14	40.14
	(Wst.Wtr.Op.Fund Wastewater Prof'l Services)			
Invoice Extension ---->				40.14

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
000017298 UNIFORM	10-20	10/13/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001 UNIFORM	01 4145 2150	1	.88	.88
	(General Fund Building Mtce Prof'l Services)			
0002 UNIFORM	01 4300 2150	1	.89	.89
	(General Fund Parks & Rec Prof'l Services)			
0003 UNIFORM	71 4454 2150	1	7.02	7.02
	(MEASURE A MEASURE A Prof'l Services)			
Invoice Extension ---->				8.79

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
000022367 UNIFORM	10-20	10/20/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001 UNIFORM	01 4145 2150	1	47.66	47.66
	(General Fund Building Mtce Prof'l Services)			
Invoice Extension ---->				47.66

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
000022369 UNIFORMS	10-20	10/20/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001 UNIFORMS	10 4420 2150	1	47.74	47.74
	(Wtr. Oper. Fund Water Operating Prof'l Services)			
0002 UNIFORMS	01 4145 2150	1	1.09	1.09
	(General Fund Building Mtce Prof'l Services)			
0003 UNIFORMS	01 4300 2150	1	1.14	1.14
	(General Fund Parks & Rec Prof'l Services)			
0004 UNIFORMS	12 4425 2150	1	6.68	6.68
	(Wst.Wtr.Op.Fund Wastewater Prof'l Services)			
0005 UNIFORMS	71 4454 2150	1	6.69	6.69
	(MEASURE A MEASURE A Prof'l Services)			
Invoice Extension ---->				63.34

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
000022372 UNIFORM, TOWEL, MAT	10-20	10/20/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001 UNIFORM, TOWEL, MAT	12 4425 2150	1	23.56	23.56
	(Wst.Wtr.Op.Fund Wastewater Prof'l Services)			
Invoice Extension ---->				23.56

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
000022375 UNIFORMS	10-20	10/20/20 N N N	A-NET30 FROM INVOICE	2010

REPORT.: Oct 22 20 Thursday
RUN....: Oct 22 20 Time: 12:06
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City of Guadalupe
Invoice/Pre-Paid Check Audit Trail
Batch C01022 - 12:06

PAGE: 004
ID #: PY-IP
CTL.: GUA

AUS WEST LOCKBOX *** VENDOR.: ARA01 (ARAMARK UNIFORM SERVICES)

P.O. BOX 101179

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	UNIFORMS	01 4145 2150	1	.88	.88
		(General Fund Building Mtce Profl Services)			
0002	UNIFORMS	01 4300 2150	1	.89	.89
		(General Fund Parks & Rec Profl Services)			
0003	UNIFORMS	71 4454 2150	1	7.02	7.02
		(MEASURE A MEASURE A Profl Services)			
		Invoice Extension ---->			8.79
		Vendor Total ----->			291.78

GARRET MATSUURA *** VENDOR.: ARC01 (ARCLIGHT MEDIA)

P.O.BOX 685

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
9167	MONTHLY WEBSITE MAINTENANCE SERVICE	10-20	10/06/20 N N N	A-NET30 FROM INVOICE	2010
Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	MONTHLY WEBSITE MAINTENANCE SERVICE	01 4140 2151	1	170.00	170.00
		(General Fund Non-Departmentl IT Services)			
		Invoice Extension ---->			170.00
		Vendor Total ----->			170.00

4463 JALAMA DRIVE *** VENDOR.: ATI03 (HASSAN ATIA)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
100820	REFUND-LIVESCAN FEES	10-20	10/05/20 N N N	A-NET30 FROM INVOICE	2010
Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	REFUND-LIVESCAN FEES	01 3643	1	49.00	49.00
		(General Fund Misc Revenue - Police)			
		Invoice Extension ---->			49.00
		Vendor Total ----->			49.00

P.O. BOX 3092 *** VENDOR.: AUT01 (AUTOSYS, INC)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
2715	I.T PROGRAMMING	10-20	10/18/20 N N N	A-NET30 FROM INVOICE	2010
Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	I.T PROGRAMMING	12 4425 2150	1	290.00	290.00
		(Wst.Wtr.Op.Fund Wastewater Profl Services)			
		Invoice Extension ---->			290.00
		Vendor Total ----->			290.00

920 TAFT ST *** VENDOR.: BOD02 (TODD BODEM)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
100820	MONTHLY REIMBURSEMENT FOR CELL PHONE 10/2020	10-20	10/01/20 N N N	A-NET30 FROM INVOICE	2010
Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	MONTHLY REIMBURSEMENT FOR CELL PHONE 10/2020	01 4105 1300	1	50.00	50.00
		(General Fund Administration Bus Exp/Train)			
		Invoice Extension ---->			50.00

REPORT.: Oct 22 20 Thursday
 RUN....: Oct 22 20 Time: 12:06
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City of Guadalupe
 Invoice/Pre-Paid Check Audit Trail
 Batch C01022 - 12:06

PAGE: 005
 ID #: PY-IP
 CTL.: GUA

*** VENDOR.: BOD02 (TODD BODEM)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
Vendor Total ----->				50.00 =====

FILE # 2674 *** VENDOR.: BRE02 (BRENNTAG PACIFIC, INC.)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
BPI87826 SODIUM HYPOCHLORITE	10-20	10/08/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001 SODIUM HYPOCHLORITE	10 4420 1550	1	563.88	563.88
(Wtr. Oper. Fund Water Operating Op Supp/Expense)				
Invoice Extension ---->				563.88

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
BPI87827 AMMONIUM (CREDIT# 832867)	10-20	10/08/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001 AMMONIUM	10 4420 1550	1	1050.31	1050.31
(Wtr. Oper. Fund Water Operating Op Supp/Expense)				
Invoice Extension ---->				1050.31

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
BPI71161A-C HYPOCHLORITE	10-20	08/26/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001 HYPOCHLORITE	10 4420 1550	-1	563.88	-563.88
(Wtr. Oper. Fund Water Operating Op Supp/Expense)				
Invoice Extension ---->				-563.88
Vendor Total ----->				1050.31 =====

P.O. BOX 847124 *** VENDOR.: CAE01 (CALIFORNIA ELECTRIC SUPPLY CORP.)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
826435899 1 QT SQZ PULLING LUBE	10-20	08/11/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001 1 QT SQZ PULLING LUBE	12 4425 1400	1	11.97	11.97
(Wst.Wtr.Op.Fund Wastewater Equipment Maint)				
Invoice Extension ---->				11.97

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
826442139 2P-120/240V-40ACB	10-20	10/13/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001 2P-120/240V-40ACB	01 4145 1550	1	12.90	12.90
(General Fund Building Mtce Op Supp/Expense)				
Invoice Extension ---->				12.90
Vendor Total ----->				24.87 =====

1480 W. STOWELL RD. *** VENDOR.: CAL03 (CAL COAST IRRIGATION, INC.)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
010592335 NIPPLE,GALV BUSHING,AS 250,GALV CAP	10-20	10/13/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001 NIPPLE,GALV BUSHING,AS 250,GALV CAP	12 4425 1550	1	136.61	136.61
(Wst.Wtr.Op.Fund Wastewater Op Supp/Expense)				
Invoice Extension ---->				136.61

REPORT.: Oct 22 20 Thursday
RUN....: Oct 22 20 Time: 12:06
Run By.: Veronica Fabian

City of Guadalupe
Invoice/Pre-Paid Check Audit Trail
Batch C01022 - 12:06

PAGE: 006
ID #: PY-IP
CTL.: GUA

1480 W. STOWELL RD.

*** VENDOR.: CAL03 (CAL COAST IRRIGATION, INC.)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
010592339	2 GALV CROSS & STREET ELBOW,ULTRA SEAL PASTE	10-20	10/13/20 N N N	A-NET30 FROM INVOICE	2010
Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	2 GALV CROSS & STREET ELBOW,ULTRA SEAL PASTE	12 4425 1550	1	51.77	51.77
		(Wst.Wtr.Op.Fund Wastewater Op Supp/Expense)			
			Invoice Extension ---->		51.77
			Vendor Total ----->		188.38
					=====

1050 SOUTHWOOD DRIVE

*** VENDOR.: CAN03 (CANNON CORPORATION)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
73918	PROFESSIONAL SERVICES-THROUGH 09/30/20	10-20	10/06/20 N N N	A-NET30 FROM INVOICE	2010
Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	PROFESSIONAL SERVICES-THROUGH 09/30/20	10 4420 2150	1	3486.00	3486.00
		(Wtr. Oper. Fund Water Operating Profl Services)			
			Invoice Extension ---->		3486.00

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
74028-R	GUADALUPE COMMUNITY CENTER & LEROY PK RENOVATION	10-20	10/20/20 N N N	A-NET30 FROM INVOICE	2010
Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	GUADALUPE COMMUNITY CENTER & LEROY PK RENOVATION	89 4444 3051	1	12419.75	12419.75
		(CIP CIP 089-201)			
			Invoice Extension ---->		12419.75
			Vendor Total ----->		15905.75
					=====

MARK MAYBERRY

*** VENDOR.: CAS07 (CASSIA LANDSCAPE)

1321 E. RICE RANCH RD
INVOICE-TYPE DESCRIPTION

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
102043	LANDSCAPE MAINTENANCE FOR OCTOBER 2020	10-20	10/22/20 N N N	A-NET30 FROM INVOICE	2010
Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	LANDSCAPE MAINTENANCE FOR OCTOBER 2020	01 4145 2150	1	396.00	396.00
		(General Fund Building Mtce Profl Services)			
0002	LANDSCAPE MAINTENANCE FOR OCTOBER 2020	01 4300 2150	1	2579.00	2579.00
		(General Fund Parks & Rec Profl Services)			
0003	LANDSCAPE MAINTENANCE FOR OCTOBER 2020	10 4420 2150	1	200.00	200.00
		(Wtr. Oper. Fund Water Operating Profl Services)			
0004	LANDSCAPE MAINTENANCE FOR OCTOBER 2020	60 4490 2150	1	325.00	325.00
		(Quad.Assmt.Dist Quad.Assmt Dist Profl Services)			
0005	LANDSCAPE MAINTENANCE FOR OCTOBER 2020	71 4454 2150	1	505.00	505.00
		(MEASURE A MEASURE A Profl Services)			
			Invoice Extension ---->		4005.00
			Vendor Total ----->		4005.00
					=====

P.O. BOX 7173

*** VENDOR.: CHA03 (CHARTER COMMUNICATIONS)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
285100120	CABLE FOR CITY HALL(8245101140034285)	10-20	10/01/20 N N N	A-NET30 FROM INVOICE	2010
Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	CABLE FOR CITY HALL(8245101140034285)	01 4145 1000	1	149.75	149.75
		(General Fund Building Mtce Utilities)			
			Invoice Extension ---->		149.75
			Vendor Total ----->		149.75
					=====

REPORT.: Oct 22 20 Thursday
 RUN....: Oct 22 20 Time: 12:06
 Run By.: Veronica Fabian

City of Guadalupe
 Invoice/Pre-Paid Check Audit Trail
 Batch C01022 - 12:06

PAGE: 007
 ID #: PY-IP
 CTL.: GUA

867 GUADALUPE ST *** VENDOR.: CLA02 (CLAY'S SEPTIC & JETTING, INC.)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
068881	PROFESSIONAL SERVICES	10-20	10/14/20 N N N	A-NET30 FROM INVOICE	2010
Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	PROFESSIONAL SERVICES	12 4425 2150	1	1263.90	1263.90
		(Wst.Wtr.Op.Fund Wastewater Profl Services)			
			Invoice Extension ---->		1263.90
			Vendor Total ----->		1263.90

P.O. BOX 329 *** VENDOR.: CLI01 (CLIN.LAB-SAN BERNADINO INC.)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
977143	WATER SAMPLES	10-20	10/16/20 N N N	A-NET30 FROM INVOICE	2010
Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	WATER SAMPLES	10 4420 2150	1	640.00	640.00
		(Wtr. Oper. Fund Water Operating Profl Services)			
			Invoice Extension ---->		640.00
			Vendor Total ----->		640.00

510 QUINTANA ROAD *** VENDOR.: COA06 (COAST ELECTRONICS CORP.)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
7103840-B	REPROGRAMMED THE UNITS POWER PROBLEMS IN PD	10-20	10/08/20 N N N	A-NET30 FROM INVOICE	2010
Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	REPROGRAMMED THE UNITS POWER PROBLEMS IN PD	01 4200 1460	1	200.00	200.00
		(General Fund Police Vehicle Maintnc)			
			Invoice Extension ---->		200.00
			Vendor Total ----->		200.00

P.O. BOX 847106 *** VENDOR.: CON01 (CONSOLIDATED ELECTRICAL DISTRIBUTORS INC)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
839534576	30A 2P THIN REPL CB,20AMP TWIN P REPL CB	10-20	10/01/20 N N N	A-NET30 FROM INVOICE	2010
Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	30A 2P THIN REPL CB,20AMP TWIN P REPL CB	01 4145 1550	1	254.64	254.64
		(General Fund Building Mtce Op Supp/Expense)			
			Invoice Extension ---->		254.64

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
839534584	20 AMP TWIN P REPL CB	10-20	10/02/20 N N N	A-NET30 FROM INVOICE	2010
Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	20 AMP TWIN P REPL CB	01 4145 1550	1	174.41	174.41
		(General Fund Building Mtce Op Supp/Expense)			
			Invoice Extension ---->		174.41
			Vendor Total ----->		429.05

TREVOR A. CRANDALL *** VENDOR.: CRA01 (CRANDALL CONSTRUCTION)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
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REPORT.: Oct 22 20 Thursday
RUN....: Oct 22 20 Time: 12:06
Run By.: Veronica Fabian

City of Guadalupe
Invoice/Pre-Paid Check Audit Trail
Batch C01022 - 12:06

PAGE: 008
ID #: PY-IP
CTL.: GUA

TREVOR A. CRANDALL *** VENDOR.: CRA01 (CRANDALL CONSTRUCTION)

P.O. BOX 2398

INVOICE-TYPE DESCRIPTION

PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
4268	5TH ST WATERLINE CONNECTION	10-20 10/20/20 N N N	A-NET30 FROM INVOICE 2010

Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	5TH ST WATERLINE CONNECTION	89 4444 3073 (CIP CIP 089-403)	1	8000.00	8000.00

Invoice Extension ----> 8000.00

Vendor Total -----> 8000.00

700 R STREETT SUITE 200

*** VENDOR.: CSM01 (CSMFO)

INVOICE-TYPE DESCRIPTION

PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
300005078	MUNICIPAL	10-20 10/07/20 N N N	A-NET30 FROM INVOICE 2010

Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	MUNICIPAL	01 4120 1350 (General Fund Finance Mem/Dues & Subs)	1	110.00	110.00

Invoice Extension ----> 110.00

Vendor Total -----> 110.00

966 HUBER ST

*** VENDOR.: CUL01 (CULLIGAN/CENTRAL COAST WATER)

INVOICE-TYPE DESCRIPTION

PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
64058	STRONGBASE TANK RENTAL FOR 08/2020	10-20 07/31/20 N N N	A-NET30 FROM INVOICE 2010

Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	STRONGBASE TANK RENTAL FOR 08/2020	01 4200 1550 (General Fund Police Op Supp/Expense)	1	35.00	35.00

Invoice Extension ----> 35.00

INVOICE-TYPE DESCRIPTION

PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
65125	STRONGBASE TANK RENTAL FOR 10/2020	10-20 09/30/20 N N N	A-NET30 FROM INVOICE 2010

Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	STRONGBASE TANK RENTAL FOR 10/2020	01 4200 1550 (General Fund Police Op Supp/Expense)	1	35.51	35.51

Invoice Extension ----> 35.51

Vendor Total -----> 70.51

DEPT 34921

*** VENDOR.: CUR02 (L.N. CURTIS AND SONS)

P.O.BOX 39000

INVOICE-TYPE DESCRIPTION

PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
INV417275	BEERS VEST	10-20 09/25/20 N N N	A-NET30 FROM INVOICE 2010

Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	BEERS VEST	42 4210 1500 (Pol.Safety Fund Pol.Pub.Safety Equipment Replc)	1	1285.61	1285.61

Invoice Extension ----> 1285.61

Vendor Total -----> 1285.61

P.O. BOX 41602

*** VENDOR.: DEL03 (DE LAGE LANDEN FINANCIAL SERVICES,INC.)

INVOICE-TYPE DESCRIPTION

PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
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REPORT.: Oct 22 20 Thursday
 RUN....: Oct 22 20 Time: 12:06
 Run By.: Veronica Fabian

City of Guadalupe
 Invoice/Pre-Paid Check Audit Trail
 Batch C01022 - 12:06

PAGE: 009
 ID #: PY-IP
 CTL.: GUA

P.O. BOX 41602

*** VENDOR.: DEL03 (DE LAGE LANDEN FINANCIAL SERVICES, INC.)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
69796389	COPY MACHINES LEASES FOR 10/2020	10-20	10/10/20 N N N	A-NET30 FROM INVOICE	2010

Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	COPY MACHINES LEASES FOR 10/2020	01 4140 4150 (General Fund Non-Departmentl Lease-Purchase)	1	492.13	492.13
	Invoice Extension ---->				492.13
	Vendor Total ----->				492.13 =====

DIVISION OF ADMIN.SERVICES *** VENDOR.: DEP02 (DEPARTMENT OF CONSERVATION)

801 K STREET MS 22-15
 INVOICE-TYPE DESCRIPTION

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
100820	DEPARTMENT OF CONSERVATION 07/2020-09/2020	10-20	10/02/20 N N N	A-NET30 FROM INVOICE	2010

Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	DEPARTMENT OF CONSERVATION 07/2020-09/2020	01 2053 (General Fund S.M.I.P.)	1	583.50	583.50
0002	DEPARTMENT OF CONSERVATION 07/2020-09/2020	01 3620 (General Fund Miscellaneous Income)	-1	29.17	-29.17
	Invoice Extension ---->				554.33
	Vendor Total ----->				554.33 =====

ACCOUNT SERVICES
 P.O. BOX 944255

*** VENDOR.: DEP09 (DEPARTMENT OF JUSTICE)

INVOICE-TYPE DESCRIPTION

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
473316	FINGERPRINT APPPS,FBI	10-20	10/05/20 N N N	A-NET30 FROM INVOICE	2010

Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	FINGERPRINT APPPS,FBI	01 4200 2350 (General Fund Police Svcs.Other Agen)	1	74.00	74.00
	Invoice Extension ---->				74.00

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
475326	BLOOD ALCOHOL ANALYSIS	10-20	10/06/20 N N N	A-NET30 FROM INVOICE	2010

Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	BLOOD ALCOHOL ANALYSIS	01 4200 2350 (General Fund Police Svcs.Other Agen)	1	280.00	280.00
	Invoice Extension ---->				280.00
	Vendor Total ----->				354.00 =====

301 LIGHTHOUSE AVE SUITE C

*** VENDOR.: EMC01 (EMC PLANNING GROUP INC.)

INVOICE-TYPE DESCRIPTION

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
20-387	PROJECT# GP-084 GENERAL PLAN UPDATE	10-20	09/30/20 N N N	A-NET30 FROM INVOICE	2010

Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	PROJECT# GP-084 GENERAL PLAN UPDATE	89 4444 3045 (CIP CIP General Plan)	1	15354.22	15354.22
	Invoice Extension ---->				15354.22
	Vendor Total ----->				15354.22 =====

745 W. BETTERAVIA ROAD
 P.O. BOX 5020

*** VENDOR.: ENG02 (ENGEL & GRAY, INC.)

INVOICE-TYPE DESCRIPTION

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
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REPORT.: Oct 22 20 Thursday
RUN...: Oct 22 20 Time: 12:06
Run By.: Veronica Fabian

City of Guadalupe
Invoice/Pre-Paid Check Audit Trail
Batch C01022 - 12:06

PAGE: 010
ID #: PY-IP
CTL.: GUA

745 W. BETTERAVIA ROAD
P.O. BOX 5020
INVOICE-TYPE DESCRIPTION PERIOD DATE TERM-DESCRIPTION G/L ACCOUNT No
09X00004 WASTE HANDLING-BIO SOLIDS 10-20 09/30/20 N N N A-NET30 FROM INVOICE 2010

*** VENDOR.: ENG02 (ENGEL & GRAY, INC.)

Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	WASTE HANDLING-BIO SOLIDS	12 4425 2150	1	3836.23	3836.23
(Wst.Wtr.Op.Fund Wastewater Prof'l Services)					
Invoice Extension ---->					3836.23
Vendor Total ----->					3836.23

2825 S. ELM AVENUE #103
INVOICE-TYPE DESCRIPTION PERIOD DATE TERM-DESCRIPTION G/L ACCOUNT No
80210523 BULIDING SUPPLIES 10-20 10/05/20 N N N A-NET30 FROM INVOICE 2010

*** VENDOR.: ERN01 (ERNEST PACKAGING SOLUTIONS INC.)

Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	BULIDING SUPPLIES	01 4145 1550	1	1447.54	1447.54
(General Fund Building Mtce Op Supp/Expense)					
Invoice Extension ---->					1447.54
Vendor Total ----->					1447.54

3441 EAST HARBOUR DRIVE
INVOICE-TYPE DESCRIPTION PERIOD DATE TERM-DESCRIPTION G/L ACCOUNT No
12730777 R811 24VAC SOLENOID ASSY- (JOC PARK) 10-20 10/02/20 N N N A-NET30 FROM INVOICE 2010

*** VENDOR.: EW101 (EWING CORP.)

Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	R811 24VAC SOLENOID ASSY- (JOC PARK)	01 4300 1550	1	58.24	58.24
(General Fund Parks & Rec Op Supp/Expense)					
Invoice Extension ---->					58.24
Vendor Total ----->					58.24

P.O. BOX 740827
INVOICE-TYPE DESCRIPTION PERIOD DATE TERM-DESCRIPTION G/L ACCOUNT No
8779436 WATERSENTRY PLUS FLTR LK 10-20 10/05/20 N N N A-NET30 FROM INVOICE 2010

*** VENDOR.: FER02 (FERGUSON ENTERPRISES, INC. #1350)

Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	WATERSENTRY PLUS FLTR LK	01 4145 1550	1	184.33	184.33
(General Fund Building Mtce Op Supp/Expense)					
Invoice Extension ---->					184.33
Vendor Total ----->					184.33

DEPT 43401
P.O. BOX 67000
INVOICE-TYPE DESCRIPTION PERIOD DATE TERM-DESCRIPTION G/L ACCOUNT No
1762389 4-2016 FORD F-350 TRUCKS 10-20 09/30/20 N N N A-NET30 FROM INVOICE 2010

*** VENDOR.: FOR03 (FORD MOTOR CREDIT COMPANY LLC)

Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	4-2016 FORD F-350 TRUCKS	01 4145 4150	1	323.13	323.13
(General Fund Building Mtce Lease-Purchase)					
0002	4-2016 FORD F-350 TRUCKS	01 4300 4150	1	323.13	323.13
(General Fund Parks & Rec Lease-Purchase)					
0003	4-2016 FORD F-350 TRUCKS	10 4420 4150	1	2855.59	2855.59
(Wtr. Oper. Fund Water Operating Lease-Purchase)					
0004	4-2016 FORD F-350 TRUCKS	12 4425 4150	1	2855.59	2855.59
(Wst.Wtr.Op.Fund Wastewater Lease-Purchase)					

REPORT.: Oct 22 20 Thursday
RUN....: Oct 22 20 Time: 12:06
Run By.: Veronica Fabian

City of Guadalupe
Invoice/Pre-Paid Check Audit Trail
Batch C01022 - 12:06

PAGE: 011
ID #: PY-IP
CTL.: GUA

DEPT 43401
P.O. BOX 67000
*** VENDOR.: FOR03 (FORD MOTOR CREDIT COMPANY LLC)

INVOICE-TYPE DESCRIPTION		PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No	
Line	Description	G/L Account No		Unit(s)	Unit Cost	Amount
0005	4-2016 FORD F-350 TRUCKS	20	4430 4150	1	2365.18	2365.18
		(Gas Tax Fund Gas Tax-Streets Lease-Purchase)				
				Invoice Extension ---->		8722.62
				Vendor Total ----->		8722.62

P.O BOX 740407
*** VENDOR.: FRO01 (FRONTIER COMMUNICATIONS)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No	
101420	COMMUNICATION-(805-343-1451-071975-5)	10-20	10/01/20 N N N	A-NET30 FROM INVOICE	2010	
Line	Description	G/L Account No		Unit(s)	Unit Cost	Amount
0001	COMMUNICATION-(805-343-1451-071975-5)	12	4425 1150	1	124.77	124.77
		(Wst.Wtr.Op.Fund Wastewater Communications)				
				Invoice Extension ---->		124.77

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No	
101520	COMMUNICATION-(805 343-5713)	10-20	10/07/20 N N N	A-NET30 FROM INVOICE	2010	
Line	Description		G/L Account No	Unit(s)	Unit Cost	Amount
0001	COMMUNICATION-(805 343-5713)		10 4420 1150	1	82.57	82.57
			(Wtr. Oper. Fund Water Operating Communications)			
				Invoice Extension ---->		82.57

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No	
101520A	COMMUNICATION (805 3430362)	10-20	10/04/20 N N N	A-NET30 FROM INVOICE	2010	
Line	Description	G/L Account No		Unit(s)	Unit Cost	Amount
0001	COMMUNICATION (805 3430362)	01	4220 1150	1	60.97	60.97
		(General Fund Fire Communications)				
0002	COMMUNICATION (805 3430362)	01	4105 1150	1	121.93	121.93
		(General Fund Administration Communications)				
0003	COMMUNICATION (805 3430362)	01	4120 1150	1	121.93	121.93
		(General Fund Finance Communications)				
0004	COMMUNICATION (805 3430362)	01	4200 1150	1	182.88	182.88
		(General Fund Police Communications)				
0005	COMMUNICATION (805 3430362)	01	4105 1150	1	60.97	60.97
		(General Fund Administration Communications)				
0006	COMMUNICATION (805 3430362)	01	4405 1150	1	60.97	60.97
		(General Fund Bldg and Safety Communications)				
Invoice Extension ---->						609.65

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No	
101520B	COMMUNICATION (805 343-5512)	10-20	10/04/20 N N N	A-NET30 FROM INVOICE	2010	
Line	Description	G/L Account No		Unit(s)	Unit Cost	Amount
0001	COMMUNICATION (805 343-5512)	01	4105 1150	1	86.31	86.31
		(General Fund Administration Communications)				
				Invoice Extension ---->		86.31
				Vendor Total ----->		903.30
						=====

*** VENDOR.: GAR04 (FERNANDO GARCIA)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No	
102020	PRIVATE OWNED VEHICLE MILEAGE REIMBURSEMENT	10-20	10/13/20 N N N	A-NET30 FROM INVOICE	2010	
Line	Description	G/L Account No		Unit(s)	Unit Cost	Amount
0001	PRIVATE OWNED VEHICLE MILEAGE REIMBURSEMENT	01	4220 1300	1	47.84	47.84
		(General Fund Fire Bus Exp/Train)				
				Invoice Extension ---->		47.84

REPORT.: Oct 22 20 Thursday
 RUN...: Oct 22 20 Time: 12:06
 Run By.: Veronica Fabian

City of Guadalupe
 Invoice/Pre-Paid Check Audit Trail
 Batch C01022 - 12:06

PAGE: 012
 ID #: PY-IP
 CTL.: GUA

*** VENDOR.: GAR04 (FERNANDO GARCIA)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
Vendor Total ----->				47.84 =====

OFFICERS ASSOCIATION
 203 N.LaSALLE STREET
 INVOICE-TYPE DESCRIPTION

*** VENDOR.: GOV02 (GOVERNMENT FINANCE)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
0241256 MEMBERSHIP DUES-(300041256)	10-20	10/07/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No		Unit(s) Unit Cost	Amount
0001 MEMBERSHIP DUES-(300041256)	01 4120 1350		1 170.00	170.00
(General Fund Finance Mem/Dues & Subs)				
Invoice Extension ---->				170.00
Vendor Total ----->				170.00 =====

P.O. BOX 337
 INVOICE-TYPE DESCRIPTION

*** VENDOR.: GUA02 (GUADALUPE HARDWARE COMPANY INC.)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
14687 3/4 PVC PLUG,HOSE CLAMP	10-20	10/06/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No		Unit(s) Unit Cost	Amount
0001 3/4 PVC PLUG,HOSE CLAMP	12 4425 1550		1 7.28	7.28
(Wst.Wtr.Op.Fund Wastewater Op Supp/Expense)				
Invoice Extension ---->				7.28

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
14730 PVC FE ADAPTER,HOSE CLAMP,PRIMER GLUE,OIL PUMP	10-20	10/06/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No		Unit(s) Unit Cost	Amount
0001 PVC FE ADAPTER,HOSE CLAMP,PRIMER GLUE,OIL PUMP	12 4425 1550		1 50.79	50.79
(Wst.Wtr.Op.Fund Wastewater Op Supp/Expense)				
Invoice Extension ---->				50.79

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
14826 SHOP TOWEL,GOGGLES,ATLAS ORANGE GREY THERMAL	10-20	10/07/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No		Unit(s) Unit Cost	Amount
0001 SHOP TOWEL,GOGGLES,ATLAS ORANGE GREY THERMAL	71 4454 1550		1 28.57	28.57
(MEASURE A MEASURE A Op Supp/Expense)				
Invoice Extension ---->				28.57

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
14896 RIVET TOOL PRO,DRILL BIT	10-20	10/08/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No		Unit(s) Unit Cost	Amount
0001 RIVET TOOL PRO,DRILL BIT	71 4454 1550		1 31.84	31.84
(MEASURE A MEASURE A Op Supp/Expense)				
Invoice Extension ---->				31.84

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
14898 GRABBER	10-20	10/08/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No		Unit(s) Unit Cost	Amount
0001 GRABBER	71 4454 1550		1 30.22	30.22
(MEASURE A MEASURE A Op Supp/Expense)				
Invoice Extension ---->				30.22

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
14911 VPK D240 CIRC BRKR 40A 2POLE	10-20	10/08/20 N N N	A-NET30 FROM INVOICE	2010

REPORT.: Oct 22 20 Thursday
 RUN....: Oct 22 20 Time: 12:06
 Run By.: Veronica Fabian

City of Guadalupe
 Invoice/Pre-Paid Check Audit Trail
 Batch C01022 - 12:06

PAGE: 013
 ID #: PY-IP
 CTL.: GUA

*** VENDOR.: GUA02 (GUADALUPE HARDWARE COMPANY INC.)

P.O. BOX 337

INVOICE-TYPE DESCRIPTION		PERIOD	DATE	TERM-DESCRIPTION		G/L ACCOUNT No
Line	Description	G/L Account No		Unit(s)	Unit Cost	Amount
0001	VPK D240 CIRC BRKR 40A 2POLE	01	4145 1550	1	32.39	32.39
		(General Fund Building Mtce Op Supp/Expense)				
				Invoice Extension ---->		32.39

INVOICE-TYPE DESCRIPTION		PERIOD	DATE	TERM-DESCRIPTION		G/L ACCOUNT No
14915-C VPK D240 CIRC BRKR 40A 2POLE		10-20	10/08/20 N N N	A-NET30 FROM INVOICE		2010
Line	Description	G/L Account No		Unit(s)	Unit Cost	Amount
0001	VPK D240 CIRC BRKR 40A 2POLE	01 4145 1550		-1	32.39	-32.39
(General Fund Building Mtce Op Supp/Expense)						
Invoice Extension ---->						-32.39

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No	
14962	COUPING NUT Z, BOLT,1/4 ALL THREAD	10-20	10/08/20 N N N	A-NET30 FROM INVOICE	2010	
Line	Description		G/L Account No	Unit (s)	Unit Cost	Amount
0001	COUPING NUT Z, BOLT,1/4 ALL THREAD		71 4454 1550	1	5.59	5.59
			(MEASURE A MEASURE A Op Supp/Expense)			
				Invoice Extension ---->		5.59

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No	
15014	HDPRO36 SPRAYER	10-20	10/09/20 N N N	A-NET30 FROM INVOICE	2010	
Line	Description		G/L Account No	Unit(s)	Unit Cost	Amount
0001	HDPRO36 SPRAYER		12 4425 1550	1	13.58	13.58
			(Wst.Wtr.Op.Fund Wastewater Op Supp/Expense)			
				Invoice Extension ---->		13.58

INVOICE-TYPE DESCRIPTION		PERIOD	DATE	TERM-DESCRIPTION		G/L ACCOUNT No
15268	MASONRY BIT,MARKER,SUPER GRIP PLUG	10-20	10/12/20 N N N	A-NET30 FROM INVOICE		2010
Line	Description	G/L Account No		Unit(s)	Unit Cost	Amount
0001	MASONRY BIT,MARKER,SUPER GRIP PLUG	71 4454 1550		1	18.50	18.50
(MEASURE A MEASURE A Op Supp/Expense)						
Invoice Extension ---->						18.50

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No	
15270	10792 LEVEL MAGNETIC	10-20	10/12/20 N N N	A-NET30 FROM INVOICE	2010	
Line	Description	G/L Account No		Unit(s)	Unit Cost	Amount
0001	10792 LEVEL MAGNETIC	71	4454 1550	1	7.55	7.55
		(MEASURE A MEASURE A Op Supp/Expense)				
				Invoice Extension ---->		7.55

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No	
15284	WILCO GOPHER GETTER MIDGET,BOW RAKE, FUNNEL 1 PINT	10-20	10/12/20 N N N	A-NET30 FROM INVOICE	2010	
Line	Description		G/L Account No	Unit(s)	Unit Cost	Amount
0001	WILCO GOPHER GETTER MIDGET,BOW RAKE, FUNNEL 1 PINT		12 4425 1550	1	117.46	117.46
			(Wst.Wtr.Op.Fund Wastewater Op Supp/Expense)			
				Invoice Extension ---->		117.46

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No	
15285	GOPHER GETTER TYPE2 BAIT-5LBS	10-20	10/12/20 N N N	A-NET30 FROM INVOICE	2010	
Line	Description		G/L Account No	Unit(s)	Unit Cost	Amount
0001	GOPHER GETTER TYPE2 BAIT-5LBS		12 4425 1550	1	59.38	59.38
			(Wst.Wtr.Op.Fund Wastewater Op Supp/Expense)			
				Invoice Extension ---->		59.38

REPORT.: Oct 22 20 Thursday
 RUN....: Oct 22 20 Time: 12:06
 Run By.: Veronica Fabian

City of Guadalupe
 Invoice/Pre-Paid Check Audit Trail
 Batch C01022 - 12:06

PAGE: 014
 ID #: PY-IP
 CTL.: GUA

*** VENDOR.: GUA02 (GUADALUPE HARDWARE COMPANY INC.)

P.O. BOX 337

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
15331	DIESEL GLOVE	10-20	10/12/20 N N N	A-NET30 FROM INVOICE	2010

Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	DIESEL GLOVE	10 4420 1550	1	6.44	6.44
(Wtr. Oper. Fund Water Operating Op Supp/Expense)					
Invoice Extension ---->					6.44

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
15445	3X2 1/2 GALV HEX BUSHING	10-20	10/13/20 N N N	A-NET30 FROM INVOICE	2010

Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	3X2 1/2 GALV HEX BUSHING	12 4425 1550	1	21.58	21.58
(Wst.Wtr.Op.Fund Wastewater Op Supp/Expense)					
Invoice Extension ---->					21.58

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
15514	COTTON DECK MOP,COLOROX BLEACH	10-20	10/14/20 N N N	A-NET30 FROM INVOICE	2010

Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	COTTON DECK MOP,COLOROX BLEACH	10 4420 1550	1	24.80	24.80
(Wtr. Oper. Fund Water Operating Op Supp/Expense)					
Invoice Extension ---->					24.80

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
15545	CONCRETE MIX QUIKRETE-80LB BAG	10-20	10/14/20 N N N	A-NET30 FROM INVOICE	2010

Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	CONCRETE MIX QUIKRETE-80LB BAG	10 4420 1550	1	40.45	40.45
(Wtr. Oper. Fund Water Operating Op Supp/Expense)					
Invoice Extension ---->					40.45

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
15573	NOZZLE SWEEPER,UTILITY BLADES HD 5PK	10-20	10/14/20 N N N	A-NET30 FROM INVOICE	2010

Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	NOZZLE SWEEPER,UTILITY BLADES HD 5PK	12 4425 1550	1	6.34	6.34
(Wst.Wtr.Op.Fund Wastewater Op Supp/Expense)					
Invoice Extension ---->					6.34

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
15585	BRAKE FLUID	10-20	10/14/20 N N N	A-NET30 FROM INVOICE	2010

Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	BRAKE FLUID	71 4454 1560	1	7.55	7.55
(MEASURE A MEASURE A Fuels/Lubricant)					
Invoice Extension ---->					7.55

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
16004	2 1/2 PC 10 EXTERIOR SCREW,CIRC SAW 13A CORDED	10-20	10/19/20 N N N	A-NET30 FROM INVOICE	2010

Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	2 1/2 PC 10 EXTERIOR SCREW,CIRC SAW 13A CORDED	10 4420 1550	1	58.29	58.29
(Wtr. Oper. Fund Water Operating Op Supp/Expense)					
Invoice Extension ---->					58.29

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
16188	DRILL BIT SET 15PC	10-20	10/21/20 N N N	A-NET30 FROM INVOICE	2010

Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	DRILL BIT SET 15PC	10 4420 1550	1	41.03	41.03
(Wtr. Oper. Fund Water Operating Op Supp/Expense)					
Invoice Extension ---->					41.03

REPORT.: Oct 22 20 Thursday
RUN....: Oct 22 20 Time: 12:06
Run By.: Veronica Fabian

City of Guadalupe
Invoice/Pre-Paid Check Audit Trail
Batch C01022 - 12:06

PAGE: 015
ID #: PY-IP
CTL.: GUA

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*** VENDOR.: GUA02 (GUADALUPE HARDWARE COMPANY INC.)
P.O. BOX 337
INVOICE-TYPE DESCRIPTION PERIOD DATE TERM-DESCRIPTION G/L ACCOUNT No

Vendor Total -----> 577.24
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P.O. BOX 748076 *** VENDOR.: HAR04 (HARBOR FREIGHT TOOLS INC.)
INVOICE-TYPE DESCRIPTION PERIOD DATE TERM-DESCRIPTION G/L ACCOUNT No

929474 6PC DR STAR BIT SOCKET 10-20 09/28/20 N N N A-NET30 FROM INVOICE 2010
Line Description G/L Account No Unit(s) Unit Cost Amount

0001 6PC DR STAR BIT SOCKET 71 4454 1550 1 10.86 10.86
(MEASURE A MEASURE A Op Supp/Expense)
Invoice Extension ----> 10.86
Vendor Total -----> 10.86
=====

.....
771 GUADALUPE STREET *** VENDOR.: HAR05 (HARRY & KIMIKO MASATANI)
INVOICE-TYPE DESCRIPTION PERIOD DATE TERM-DESCRIPTION G/L ACCOUNT No

100820 PROPERTYLEASE PAYMENT FOR BANDSHELL 10-20 10/08/20 N N N A-NET30 FROM INVOICE 2010
Line Description G/L Account No Unit(s) Unit Cost Amount

0001 PROPERTYLEASE PAYMENT FOR BANDSHELL 01 4300 2150 1 50.00 50.00
(General Fund Parks & Rec Profl Services)
Invoice Extension ----> 50.00
Vendor Total -----> 50.00
=====

.....
P.O.BOX 825 *** VENDOR.: HEN01 (EAGLE ENERGY, INC)
INVOICE-TYPE DESCRIPTION PERIOD DATE TERM-DESCRIPTION G/L ACCOUNT No

179612 FUEL 10-20 10/15/20 N N N A-NET30 FROM INVOICE 2010
Line Description G/L Account No Unit(s) Unit Cost Amount

0001 FUEL 01 4200 1560 1 99.24 99.24
(General Fund Police Fuels/Lubricant)
Invoice Extension ----> 99.24

INVOICE-TYPE DESCRIPTION PERIOD DATE TERM-DESCRIPTION G/L ACCOUNT No

179614 FUEL 10-20 10/15/20 N N N A-NET30 FROM INVOICE 2010
Line Description G/L Account No Unit(s) Unit Cost Amount

0001 FUEL 10 4420 1560 1 177.37 177.37
(Wtr. Oper. Fund Water Operating Fuels/Lubricant)
Invoice Extension ----> 177.37

INVOICE-TYPE DESCRIPTION PERIOD DATE TERM-DESCRIPTION G/L ACCOUNT No

179615 FUEL 10-20 10/15/20 N N N A-NET30 FROM INVOICE 2010
Line Description G/L Account No Unit(s) Unit Cost Amount

0001 FUEL 12 4425 1560 1 343.86 343.86
(Wst.Wtr.Op.Fund Wastewater Fuels/Lubricant)
Invoice Extension ----> 343.86

INVOICE-TYPE DESCRIPTION PERIOD DATE TERM-DESCRIPTION G/L ACCOUNT No

179616 FUEL 10-20 10/15/20 N N N A-NET30 FROM INVOICE 2010
Line Description G/L Account No Unit(s) Unit Cost Amount

0001 FUEL 01 4145 1560 1 51.74 51.74
(General Fund Building Mtce Fuels/Lubricant)

P.O.BOX 825 *** VENDOR.: HEN01 (EAGLE ENERGY, INC)

INVOICE-TYPE DESCRIPTION		PERIOD	DATE	TERM-DESCRIPTION		G/L ACCOUNT No
Line	Description		G/L Account No	Unit(s)	Unit Cost	Amount
0002	FUEL		01 4300 1560	1	51.74	51.74
			(General Fund Parks & Rec Fuels/Lubricant)			
0003	FUEL		10 4420 1560	1	51.74	51.74
			(Wtr. Oper. Fund Water Operating Fuels/Lubricant)			
0004	FUEL		12 4425 1560	1	51.74	51.74
			(Wst.Wtr.Op.Fund Wastewater Fuels/Lubricant)			
0005	FUEL		71 4454 1560	1	51.74	51.74
			(MEASURE A MEASURE A Fuels/Lubricant)			
Invoice Extension ---->						258.70

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No		
179631	FUEL	10-20	10/15/20 N N N	A-NET30 FROM INVOICE	2010		
Line	Description	G/L Account No			Unit(s)	Unit Cost	Amount
0001	FUEL	01 4200 1560			1	970.04	970.04
(General Fund Police Fuels/Lubricant)							
Invoice Extension ---->						970.04	
Vendor Total ----->						1849.21	
=====							

DEPT 32-2502415643 *** VENDOR.: HOM02 (HOME DEPOT CREDIT SERVICES)
 P.O. BOX 78047

INVOICE-TYPE DESCRIPTION		PERIOD	DATE	TERM-DESCRIPTION		G/L ACCOUNT No
102120	LIGHT FOR GFD REMODEL	10-20	09/14/20 N N N	A-NET30 FROM INVOICE		2010
Line	Description	G/L Account No		Unit(s)	Unit Cost	Amount
0001	LIGHT FOR GFD REMODEL	76	4320 3200	1	97.81	97.81
(Cap Fac Fund Pub. Facilities Equipment)						
Invoice Extension ---->						97.81

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION		G/L ACCOUNT No
971441	GFD REMODEL BLINDS	10-20	09/14/20 N N N	A-NET30 FROM INVOICE		2010
Line	Description	G/L Account No		Unit(s)	Unit Cost	Amount
0001	GFD REMODEL BLINDS	76	4320 3200	1	413.95	413.95
		(Cap Fac Fund Pub. Facilities Equipment)				
		Invoice Extension ---->				413.95

INVOICE-TYPE DESCRIPTION		PERIOD	DATE			TERM-DESCRIPTION	G/L ACCOUNT No	
-----						-----		
4971306-A	THIS WAS A REVISED INVOICE-MATERIAL FOR REMODEL	10-20	08/18/20	N	N	N	A-NET30 FROM INVOICE	2010
Line	Description	G/L Account No			Unit(s)	Unit Cost	Amount	
----		-----					-----	
0001	THIS WAS A REVISED INVOICE-MATERIAL FOR REMODEL	76	4320	3200	1	2826.96	2826.96	
		(Cap Fac Fund Pub. Facilities Equipment)						
		Invoice Extension ---->						2826.96
		Vendor Total ----->						3338.72
		=====						

P.O. BOX 1450 *** VENDOR.: IMP01 (IMPULSE INTERNET SERVICES)

INVOICE-TYPE DESCRIPTION		PERIOD	DATE				TERM-DESCRIPTION	G/L ACCOUNT No	
-----		-----	-----				-----	-----	
49801	COMMUNICATION	10-20	10/10/20	N	N	N	A-NET30 FROM INVOICE	2010	
Line	Description					G/L Account No	Unit(s)	Unit Cost	Amount
----	-----					-----	-----	-----	-----
0001	COMMUNICATION		01	4405	1150		1	135.35	135.35
			(General Fund Bldg and Safety Communications)						
0002	COMMUNICATION		12	4425	1150		1	135.35	135.35
			(Wst.Wtr.Op.Fund Wastewater Communications)						
0003	COMMUNICATION		01	4200	1150		1	135.35	135.35
			(General Fund Police Communications)						
0004	COMMUNICATION		01	4120	1150		1	135.35	135.35
			(General Fund Finance Communications)						

P.O. BOX 1450 *** VENDOR.: IMP01 (IMPULSE INTERNET SERVICES)

INVOICE-TYPE DESCRIPTION		PERIOD	DATE	TERM-DESCRIPTION		G/L ACCOUNT No
Line	Description	G/L Account No		Unit(s)	Unit Cost	Amount
0005	COMMUNICATION	01	4220 1150	1	135.35	135.35
		(General Fund Fire Communications)				
0006	COMMUNICATION	01	4105 1150	1	135.35	135.35
		(General Fund Administration Communications)				
0007	COMMUNICATION	10	4420 1150	1	135.35	135.35
		(Wtr. Oper. Fund Water Operating Communications)				
0008	COMMUNICATION	01	4300 1150	1	135.35	135.35
		(General Fund Parks & Rec Communications)				
0009	COMMUNICATION	10	4420 1150	1	24.06	24.06
		(Wtr. Oper. Fund Water Operating Communications)				
0010	COMMUNICATION	71	4454 1150	1	96.26	96.26
		(MEASURE A MEASURE A Communications)				
		Invoice Extension ---->				
		1203.12				
		Vendor Total ----->				
		1203.12				
		=====				

406 W. BETTERAVIA STE B *** VENDOR.: INT09 (INTERSTATE BATTERIES OF CENTRAL COAST)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No	
101053425	BATTERY	10-20	10/07/20 N N N	A-NET30 FROM INVOICE	2010	
Line	Description	G/L Account No		Unit(s)	Unit Cost	Amount
0001	BATTERY	01	4200 1460	1	158.41	158.41
		(General Fund Police Vehicle Maintnc)				
				Invoice Extension ---->		158.41
				Vendor Total ----->		158.41
						=====

355 PACIFIC ST *** VENDOR.: ITE01 (ITECH SOLUTIONS)

INVOICE-TYPE DESCRIPTION		PERIOD	DATE	TERM-DESCRIPTION		G/L ACCOUNT No
7678	MICROSOFT, BACKUP DEVICE, USER SECURITY & TRAINING	10-20	10/15/20 N N N	A-NET30 FROM INVOICE		2010
Line	Description	G/L Account No		Unit(s)	Unit Cost	Amount
0001	MICROSOFT, BACKUP DEVICE, USER SECURITY & TRAINING	01 4140 2151 (General Fund Non-Departmentl IT Services)		1	5968.50	5968.50
Invoice Extension ---->						5968.50
Vendor Total ----->						5968.50
=====						

*** VENDOR.: MEN01 (JOANA MENDOSA)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No	
100820	REIMBURSEMENT FOR ALICE RETIREMENT CAKE	10-20	10/05/20 N N N	A-NET30 FROM INVOICE	2010	
Line	Description	G/L Account No		Unit (s)	Unit Cost	Amount
0001	REIMBURSEMENT FOR ALICE RETIREMENT CAKE	01 4220 1550		1	25.98	25.98
		(General Fund Fire Op Supp/Expense)				
				Invoice Extension ---->		25.98
				Vendor Total ----->		25.98
						=====

P.O. BOX 153 *** VENDOR.: NOL01 (NO LIMIT TIRE INC.)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No	
30257	LOOSE WHEELS	10-20	09/18/20 N N N	A-NET30 FROM INVOICE	2010	
Line	Description		G/L Account No	Unit(s)	Unit Cost	Amount

P.O. BOX 153 *** VENDOR.: NOL01 (NO LIMIT TIRE INC.)

INVOICE-TYPE DESCRIPTION		PERIOD	DATE	TERM-DESCRIPTION		G/L ACCOUNT No
Line	Description	G/L Account No		Unit(s)	Unit Cost	Amount
0001	LOOSE WHEELS	01	4300 2150	1	100.00	100.00
		(General Fund Parks & Rec Prof'l Services)				
				Invoice Extension ---->		100.00
				Vendor Total ----->		100.00
						=====

DEPT 56-8510102155 *** VENDOR.: OFF01 (OFFICE DEPOT CREDIT PLAN)
 P.O. BOX 78004

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No	
321056001	BATTERY	10-20	09/23/20 N N N	A-NET30 FROM INVOICE	2010	
Line	Description		G/L Account No	Unit(s)	Unit Cost	Amount
0001	BATTERY		01 4200 1550	1	113.36	113.36
			(General Fund Police Op Supp/Expense)			
				Invoice Extension ---->		113.36

INVOICE-TYPE DESCRIPTION		PERIOD	DATE	TERM-DESCRIPTION		G/L ACCOUNT No
-----		-----	-----	-----		-----
941469001	APC BATTERY BACKUP	10-20	09/24/20 N N N	A-NET30 FROM INVOICE		2010
Line	Description	G/L Account No		Unit(s)	Unit Cost	Amount
----	-----	-----		-----	-----	-----
0001	APC BATTERY BACKUP	01	4200 1550	1	280.76	280.76
		(General Fund Police Op Supp/Expense)				

				Invoice Extension ---->		280.76

				Vendor Total ----->		394.12
						=====

P.O. BOX 997300 *** VENDOR.: PAC01 (PACIFIC GAS & ELECTRIC)

INVOICE-TYPE DESCRIPTION		PERIOD	DATE	TERM-DESCRIPTION		G/L ACCOUNT No
100820	4545 10TH ST	10-20	09/30/20 N N N	A-NET30 FROM INVOICE		2010
Line	Description	G/L Account No		Unit(s)	Unit Cost	Amount
0001	4545 10TH ST	01	4145 1000	1	134.41	134.41
		(General Fund Building Mtce Utilities)				
				Invoice Extension ---->		134.41
				Vendor Total ----->		134.41
						=====

ROBERT COBB *** VENDOR.: PER02 (PERRY'S ELECTRIC MOTORS INC)

114 S. WESTERN									
INVOICE-TYPE DESCRIPTION		PERIOD	DATE	TERM-DESCRIPTION			G/L ACCOUNT No		

24595	DISASSEMBLE GEARBOX, REASSEMBLE W/NEW GEARS, ADD OIL	10-20	10/06/20	N	N	N	A-NET30 FROM INVOICE	2010	

Line	Description	G/L Account No			Unit(s)	Unit Cost	Amount		

0001	DISASSEMBLE GEARBOX, REASSEMBLE W/NEW GEARS, ADD OIL	12 4425 1400			1	2012.91	2012.91		
(Wst.Wtr.Op.Fund Wastewater Equipment Maint)									

Invoice Extension ---->							2012.91		

Vendor Total ----->							2012.91		
=====									

P.O. BOX 37600 *** VENDOR.: QUI01 (QUILL CORPORATION)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
102120	OFFICE SUPPLIES	10-20	08/14/20 N N N	A-NET30 FROM INVOICE	2010

P.O. BOX 37600 *** VENDOR.: QUI01 (QUILL CORPORATION)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	OFFICE SUPPLIES	10 4420 1550	1	15.54	15.54
		(Wtr. Oper. Fund Water Operating Op Supp/Expense)			
0002	INK CARTRIDGE	10 4420 1200	1	16.51	16.51
		(Wtr. Oper. Fund Water Operating Off Suppl/Postg)			
0003	QUILL 3 ROUND RING VIEW BINDER	01 4400 1200	1	7.20	7.20
		(General Fund City Engineer Off Suppl/Postg)			
0004	HEADSET	01 4120 1200	1	108.46	108.46
		(General Fund Finance Off Suppl/Postg)			
0005	GLOVES	01 4300 2999	1	24.45	24.45
		(General Fund Parks & Rec COVID19)			
0006	6 FT MINI HDMI	01 4105 1400	1	14.18	14.18
		(General Fund Administration Equipment Maint)			
Invoice Extension ---->					186.34

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
11185720	LYSOL SANTITIZING WIPES	10-20	10/08/20 N N N	A-NET30 FROM INVOICE	2010
Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	LYSOL SANTITIZING WIPES	01 4105 2999	1	7.33	7.33
		(General Fund Administration COVID19)			
Invoice Extension ---->					7.33

Vendor Total -----> 193.67
 =====

P.O. BOX 849665 *** VENDOR.: QUI06 (QUINN RENTAL SERVICE INC.)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
15789802	EQUIPMENT RENTAL	10-20	10/09/20 N N N	A-NET30 FROM INVOICE	2010
Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	EQUIPMENT RENTAL	71 4454 2200	1	279.60	279.60
		(MEASURE A MEASURE A Equip. Rental)			
Invoice Extension ---->					279.60
Vendor Total ----->					279.60
					=====

P.O. BOX 1029 *** VENDOR.: QUI08 (QUINCON INC.)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
101320	LEROY PARK & COMMUNITY CENTER REHABILITATION PROJE	10-20	10/13/20 N N N	A-NET30 FROM INVOICE	2010
Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	LEROY PARK & COMMUNITY CENTER REHABILITATION PROJE	89 4444 3051	1	179740.00	179740.00
		(CIP CIP 089-201)			
Invoice Extension ---->					179740.00
Vendor Total ----->					179740.00
					=====

P.O. BOX 856158 *** VENDOR.: REA01 (READY REFRESH BY NESTLE)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
834509387	DRINKING WATER FOR WWTP	10-20	09/26/20 N N N	A-NET30 FROM INVOICE	2010
Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	DRINKING WATER FOR WWTP	12 4425 1550	1	45.87	45.87
		(Wst.Wtr.Op.Fund Wastewater Op Supp/Expense)			
Invoice Extension ---->					45.87
Vendor Total ----->					45.87
					=====

REPORT.: Oct 22 20 Thursday
RUN...: Oct 22 20 Time: 12:06
Run By.: Veronica Fabian

City of Guadalupe
Invoice/Pre-Paid Check Audit Trail
Batch C01022 - 12:06

PAGE: 020
ID #: PY-IP
CTL.: GUA

555 GUADALUPE ST *** VENDOR.: REY01 (REYNA AUTO REPAIR)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
3870 OIL AND FILTER CHANGE-UNIT 19-01	10-20	10/16/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001 OIL AND FILTER CHANGE-UNIT 19-01	01 4200 1460	1	61.13	61.13
	(General Fund Police Vehicle Maintnc)			
		Invoice Extension ---->		61.13
		Vendor Total ----->		61.13

GUADALUPE BUILDING INSPECTIONS *** VENDOR.: ROS04 (DAVID ROSE)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
4-H CONTRACT BLDG INSPECTIONS FOR 09/2020	10-20	10/20/20 N N N	A-NET30 FROM INVOICE	99 1000
Line Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001 CONTRACT BLDG INSPECTIONS FOR 09/2020	01 4405 2150	1	4457.08	4457.08
	(General Fund Bldg and Safety Profl Services)			
				-4457.08
		Invoice Extension ---->		.00
		Vendor Total ----->		4457.08

Hand Check # 833139 Date.: 10/20/20 Paid This Invoice

3696 LES MAISONS DRIVE *** VENDOR.: SAN87 (GERARDINE NAOE-SANCHEZ)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
100820 REFUND-LIVESCAN FEES	10-20	10/05/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001 REFUND-LIVESCAN FEES	01 3643	1	32.00	32.00
	(General Fund Misc Revenue - Police)			
		Invoice Extension ---->		32.00
		Vendor Total ----->		32.00

240 EAST ROEMER WAY *** VENDOR.: SMO01 (SMOOTH INC.)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
17-1787 CONTRACT REIMBURSEMENT FOR 09/2020	10-20	09/30/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001 CONTRACT REIMBURSEMENT FOR 09/2020	23 4461 2354	1	14725.15	14725.15
	(LTF - Transit LTF Transit Contract Svcs)			
		Invoice Extension ---->		14725.15
INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
17-1788 MAINTENANCE REIMBURSEMENT	10-20	09/30/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001 MAINTENANCE REIMBURSEMENT	23 4461 1400	1	5378.62	5378.62
	(LTF - Transit LTF Transit Equipment Maint)			
		Invoice Extension ---->		5378.62
		Vendor Total ----->		20103.77

SANTA MARIA NEWS MEDIA INC *** VENDOR.: SMT01 (SANTA MARIA TIMES)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
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REPORT.: Oct 22 20 Thursday
 RUN...: Oct 22 20 Time: 12:06
 Run By.: Veronica Fabian

City of Guadalupe
 Invoice/Pre-Paid Check Audit Trail
 Batch C01022 - 12:06

PAGE: 021
 ID #: PY-IP
 CTL.: GUA

SANTA MARIA NEWS MEDIA INC *** VENDOR.: SMT01 (SANTA MARIA TIMES)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
8901	RFP IT SERVICES PUBLICATION	10-20	09/29/20 N N N	A-NET30 FROM INVOICE	2010

Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	RFP IT SERVICES PUBLICATION	01 4105 1250 (General Fund Administration Advertisin/Pub.)	1	45.25	45.25
Invoice Extension ---->					45.25

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
9047	RFP AUDITING SERVICES PUBLICATION	10-20	09/30/20 N N N	A-NET30 FROM INVOICE	2010

Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	RFP AUDITING SERVICES PUBLICATION	01 4105 1250 (General Fund Administration Advertisin/Pub.)	1	43.50	43.50
Invoice Extension ---->					43.50

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
9867	OBISPO STREET WATERLINE-NOTICE OF BIDS PUBLICATION	10-20	10/09/20 N N N	A-NET30 FROM INVOICE	2010

Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	OBISPO STREET WATERLINE-NOTICE OF BIDS PUBLICATION	10 4420 1250 (Wtr. Oper. Fund Water Operating Advertisin/Pub.)	1	370.75	370.75
Invoice Extension ---->					370.75

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
158447-1	SIGN ORDINANCE-PUBLIC MEETING NOTICE	10-20	05/30/20 N N N	A-NET30 FROM INVOICE	2010

Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	SIGN ORDINANCE-PUBLIC MEETING NOTICE	01 4405 1250 (General Fund Bldg and Safety Advertisin/Pub.)	1	147.50	147.50
Invoice Extension ---->					147.50

Vendor Total -----> 607.00
 =====

DEPT, CH 10651 *** VENDOR.: STA08 (STANLEY CONVERGENT SECURITY SOLUTION IN.)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
17799763	PROFESSIONAL SERVICE FOR WWTP 11/20	10-20	10/01/20 N N N	A-NET30 FROM INVQICE	2010

Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	PROFESSIONAL SERVICE FOR WWTP 11/20	12 4425 2150 (Wst.Wtr.Op.Fund Wastewater Profl Services)	1	51.02	51.02
Invoice Extension ---->					51.02

Vendor Total -----> 51.02
 =====

DEPT 51 7820155595 *** VENDOR.: STA16 (STAPLES CREDIT PLAN)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
636769001	OFFICE SUPPLIES FOR JAIME (INK)	10-20	09/09/20 N N N	A-NET30 FROM INVOICE	2010

Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	OFFICE SUPPLIES FOR JAIME (INK)	10 4420 1200 (Wtr. Oper. Fund Water Operating Off Suppl/Postg)	1	34.54	34.54
Invoice Extension ---->					34.54

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
643657751	OFFICE SUPPLIES FOR ADMIN-DISINFECTANT SPRAY	10-20	09/15/20 N N N	A-NET30 FROM INVOICE	2010

Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
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REPORT.: Oct 22 20 Thursday
RUN...: Oct 22 20 Time: 12:06
Run By.: Veronica Fabian

City of Guadalupe
Invoice/Pre-Paid Check Audit Trail
Batch C01022 - 12:06

PAGE: 022
ID #: PY-IP
CTL.: GUA

DEPT 51 7820155595
P.O. BOX 78004

*** VENDOR.: STA16 (STAPLES CREDIT PLAN)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
Line Description		G/L Account No	Unit(s) Unit Cost	Amount
0001 OFFICE SUPPLIES FOR ADMIN-DISINFECTANT SPRAY		01 4405 1200	1 30.20	30.20
		(General Fund Bldg and Safety Off Suppl/Postg)		
			Invoice Extension ---->	30.20

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
643662201 OFFICE SUPPLIES FOR ALICE	10-20	09/15/20 N N N	A-NET30 FROM INVOICE	2010
Line Description		G/L Account No	Unit(s) Unit Cost	Amount
0001 OFFICE SUPPLIES FOR ALICE		01 4405 1200	1 53.48	53.48
		(General Fund Bldg and Safety Off Suppl/Postg)		
			Invoice Extension ---->	53.48

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
648473301 OFFICE SUPPLIES FOR ADMIN	10-20	09/21/20 N N N	A-NET30 FROM INVOICE	2010
Line Description		G/L Account No	Unit(s) Unit Cost	Amount
0001 OFFICE SUPPLIES FOR ADMIN		01 4105 1200	1 9.10	9.10
		(General Fund Administration Off Suppl/Postg)		
			Invoice Extension ---->	9.10

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
649869451 OFFICE SUPPLIES FOR ADMIN DEPT.	10-20	09/22/20 N N N	A-NET30 FROM INVOICE	2010
Line Description		G/L Account No	Unit(s) Unit Cost	Amount
0001 OFFICE SUPPLIES FOR ADMIN DEPT.		01 4105 1200	1 50.23	50.23
		(General Fund Administration Off Suppl/Postg)		
			Invoice Extension ---->	50.23

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
649934201 COMPUTER PAPER ADMIN DEPT.	10-20	09/22/20 N N N	A-NET30 FROM INVOICE	2010
Line Description		G/L Account No	Unit(s) Unit Cost	Amount
0001 COMPUTER PAPER ADMIN DEPT.		01 4140 1200	1 26.61	26.61
		(General Fund Non-Departmentl Off Suppl/Postg)		
			Invoice Extension ---->	26.61

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
655736911 INK FOR SONIA (CDBG)	10-20	09/29/20 N N N	A-NET30 FROM INVOICE	2010
Line Description		G/L Account No	Unit(s) Unit Cost	Amount
0001 INK FOR SONIA (CDBG)		100 4010 2164	1 87.43	87.43
		(CDBG 2017 AWARD CDBG 2017 AWARD GENERAL ADMIN)		
			Invoice Extension ---->	87.43
			Vendor Total ----->	291.59
				=====

2248 S. BAKER STREET

*** VENDOR.: SUN02 (SUN BADGE CO.)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
400490 REGULAR TWOTONE BADGES (2)	10-20	06/23/20 N N N	A-NET30 FROM INVOICE	2010
Line Description		G/L Account No	Unit(s) Unit Cost	Amount
0001 REGULAR TWOTONE BADGES (2)		01 4200 1550	1 222.14	222.14
		(General Fund Police Op Supp/Expense)		
			Invoice Extension ---->	222.14
			Vendor Total ----->	222.14
				=====

REPORT.: Oct 22 20 Thursday
 RUN....: Oct 22 20 Time: 12:06
 Run By.: Veronica Fabian

City of Guadalupe
 Invoice/Pre-Paid Check Audit Trail
 Batch C01022 - 12:06

PAGE: 023
 ID #: PY-IP
 CTL.: GUA

*** VENDOR.: SWE02 (SHANNON SWEENEY)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
100820	MONTHLY REIMBURSEMENT 4 USE OF PERSONAL CELL PHONE	10-20	10/01/20 N N N	A-NET30 FROM INVOICE	2010
Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	MONTHLY REIMBURSEMENT 4 USE OF PERSONAL CELL PHONE	10 4420 1300	1	15.00	15.00
	(Wtr. Oper. Fund Water Operating Bus Exp/Train)				
0002	MONTHLY REIMBURSEMENT 4 USE OF PERSONAL CELL PHONE	12 4425 1300	1	15.00	15.00
	(Wst.Wtr.Op.Fund Wastewater Bus Exp/Train)				
0003	MONTHLY REIMBURSEMENT 4 USE OF PERSONAL CELL PHONE	71 4454 1300	1	15.00	15.00
	(MEASURE A MEASURE A Bus Exp/Train)				
0004	MONTHLY REIMBURSEMENT 4 USE OF PERSONAL CELL PHONE	01 4145 1300	1	2.50	2.50
	(General Fund Building Mtce Bus Exp/Train)				
0005	MONTHLY REIMBURSEMENT 4 USE OF PERSONAL CELL PHONE	01 4300 1300	1	2.50	2.50
	(General Fund Parks & Rec Bus Exp/Train)				
Invoice Extension ---->					50.00
Vendor Total ----->					50.00
					=====

TARTAGLIA ENGINEERING
 7360 EL CAMINO REAL,SUITE E
 INVOICE-TYPE DESCRIPTION

*** VENDOR.: TAR02 (JOHN A. SMITH)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
1	MAIN ST WATERLINE-PROFESSIONAL SERVICES	10-20	10/09/20 N N N	A-NET30 FROM INVOICE	2010
Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	PROFESSIONAL SERVICES-08/-09/30/20	01 4400 2150	1	12950.00	12950.00
	(General Fund City Engineer Prof'l Services)				
Invoice Extension ---->					12950.00
Vendor Total ----->					12950.00
					=====

LOCK BOX 203556

*** VENDOR.: TYL01 (TYLER TECHNOLOGIES, INC.)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
025311375	60% LICENSE FEES BILLED UPON SOFTWARE AVAILABLE	10-20	09/30/20 N N N	A-NET30 FROM INVOICE	2010
Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	60% LICENSE FEES BILLED UPON SOFTWARE AVAILABLE	89 4444 3044	1	32136.60	32136.60
	(CIP CIP 089-104)				
Invoice Extension ---->					32136.60
Vendor Total ----->					32136.60
					=====

712 FIERO LANE SUITE #33

*** VENDOR.: ULT01 (ULTREX)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
324808	COPIES FOR ALL DEPARTMENTS	10-20	09/30/20 N N N	A-NET30 FROM INVOICE	2010
Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	COPIES FOR ALL DEPARTMENTS (ADMIN)	01 4105 1550	1	141.02	141.02
	(General Fund Administration Op Supp/Expense)				
0002	COPIES FOR ALL DEPARTMENTS (FINANCE)	01 4120 1550	1	50.63	50.63
	(General Fund Finance Op Supp/Expense)				
0003	COPIES FOR ALL DEPARTMENTS (PD)	01 4200 1550	1	45.84	45.84
	(General Fund Police Op Supp/Expense)				
0004	COPIES FOR ALL DEPARTMENTS (FIRE)	01 4220 1550	1	47.28	47.28
	(General Fund Fire Op Supp/Expense)				
0005	COPIES FOR ALL DEPARTMENTS (BUILDING)	01 4405 1550	1	17.13	17.13
	(General Fund Bldg and Safety Op Supp/Expense)				
Invoice Extension ---->					301.90

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
325840	BLACK TONER FOR COPY MACHINE	10-20	10/19/20 N N N	A-NET30 FROM INVOICE	2010
Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount

REPORT.: Oct 22 20 Thursday
RUN...: Oct 22 20 Time: 12:06
Run By.: Veronica Fabian

City of Guadalupe
Invoice/Pre-Paid Check Audit Trail
Batch C01022 - 12:06

PAGE: 024
ID #: PY-IP
CTL.: GUA

712 FIERO LANE SUITE #33 *** VENDOR.: ULT01 (ULTREX)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No	
Line	Description		G/L Account No	Unit(s)	Unit Cost	Amount
0001	BLACK TONER FOR COPY MACHINE		01 4105 1550	1	5.00	5.00
			(General Fund Administration Op Supp/Expense)			
				Invoice Extension ---->		5.00
				Vendor Total ----->		306.90
						=====

FILE 51122 *** VENDOR.: UNI15 (UNITED RENTALS NORTHWEST, INC)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No	
544623002	RENTAL BOOM 65-70 TELESCOPIC	10-20	10/05/20 N N N	A-NET30 FROM INVOICE	2010	
Line	Description		G/L Account No	Unit(s)	Unit Cost	Amount
0001	RENTAL BOOM 65-70 TELESCOPIC		71 4454 2200	1	437.01	437.01
			(MEASURE A MEASURE A Equip. Rental)			
				Invoice Extension ---->		437.01

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No	
782344001	BREAKER PAVEMENT AIR 30#	10-20	10/08/20 N N N	A-NET30 FROM INVOICE	2010	
Line	Description		G/L Account No	Unit(s)	Unit Cost	Amount
0001	BREAKER PAVEMENT AIR 30#		71 4454 2200	1	31.32	31.32
			(MEASURE A MEASURE A Equip. Rental)			
				Invoice Extension ---->		31.32
				Vendor Total ----->		468.33
						=====

P.O. BOX 9004-C#322222 *** VENDOR.: USA01 (U.S.A. BLUEBOOK INC.)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No	
287352	HYDRANT METER LOCK	10-20	07/07/20 N N N	A-NET30 FROM INVOICE	2010	
Line	Description		G/L Account No	Unit(s)	Unit Cost	Amount
0001	HYDRANT METER LOCK		10 4420 1550	1	539.97	539.97
			(Wtr. Oper. Fund Water Operating Op Supp/Expense)			
				Invoice Extension ---->		539.97
				Vendor Total ----->		539.97
						=====

332 N. BENWILEY *** VENDOR.: VIL03 (JUAN VILLA)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No	
102020	REIMBURSEMENT FOR EVENT CANCELLED DUE TO COVID	10-20	10/19/20 N N N	A-NET30 FROM INVOICE	2010	
Line	Description		G/L Account No	Unit(s)	Unit Cost	Amount
0001	REIMBURSEMENT FOR EVENT CANCELLED DUE TO COVID		01 2044	1	100.00	100.00
			(General Fund Auditorium/Park Deposits)			
				Invoice Extension ---->		100.00
				Vendor Total ----->		100.00
						=====

104 INDEPENDENCE WAY *** VENDOR.: WIT01 (WITMER PUBLIC SAFETY GROUP INC.)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
024133001	SMITH & WARREN CUSTOM BADGE	10-20	05/06/20 N N N	A-NET30 FROM INVOICE	2010

REPORT.: Oct 22 20 Thursday
RUN...: Oct 22 20 Time: 12:06
Run By.: Veronica Fabian

City of Guadalupe
Invoice/Pre-Paid Check Audit Trail
Batch C01022 - 12:06

PAGE: 025
ID #: PY-IP
CTL.: GUA

104 INDEPENDENCE WAY *** VENDOR.: WIT01 (WITMER PUBLIC SAFETY GROUP INC.)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
Line Description		G/L Account No	Unit(s) Unit Cost	Amount
0001 SMITH & WARREN CUSTOM BADGE		01 4220 1550	1 16.50	16.50
		(General Fund Fire Op Supp/Expense)		
		Invoice Extension ---->		16.50
		Vendor Total ----->		16.50

7405 WESTERN AVE #57 *** VENDOR.: ZAK01 (AKKARI ZAKHOUR & RAOUA CHAHLA)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
100820 REFUND-LIVESCAN FEES	10-20	10/05/20 N N N	A-NET30 FROM INVOICE	2010
Line Description		G/L Account No	Unit(s) Unit Cost	Amount
0001 REFUND-LIVESCAN FEES		01 3643	1 98.00	98.00
		(General Fund Misc Revenue - Police)		
		Invoice Extension ---->		98.00
		Vendor Total ----->		98.00

*** VENDOR.: ZAR01 (LORENA ZARATE)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
100820 CPE TRAINING,AICPA MEMBERSHIP& REMEW OF MEMBERSHIP	10-20	10/07/20 N N N	A-NET30 FROM INVOICE	2010
Line Description		G/L Account No	Unit(s) Unit Cost	Amount
0001 CPE TRAINING,AICPA MEMBERSHIP& REMEW OF MEMBERSHIP		01 4120 1300	1 1561.00	1561.00
		(General Fund Finance Bus Exp/Train)		
0002 CPE TRAINING,AICPA MEMBERSHIP& REMEW OF MEMBERSHIP		01 4120 1350	1 715.00	715.00
		(General Fund Finance Mem/Dues & Subs)		
		Invoice Extension ---->		2276.00
		Vendor Total ----->		2276.00

607.00+	
51.02+	
291.59+	
222.14+	
50.00+	
12,950.00+	
32,136.60+	
306.90+	
468.33+	
539.97+	
100.00+	
16.50+	
98.00+	
2,276.00+	
344,698.09*	
** Total Invoices ----->	340241.01
** Total Checks ----->	4457.08
*** Total Purchases --->	344698.09

REPORT.: Oct 22 20 Thursday
 RUN....: Oct 22 20 Time: 12:06
 Run By.: Veronica Fabian

City of Guadalupe
 Invoice/Pre-Paid Check Audit Trail
 General Ledger Accounts with Budget Summary October 22, 2020
 Accounting Period is October, 2020

PAGE: 026
 ID #: PY-IP
 CTL.: GUA

FUND	DEPT	OBJT	Description (DEPT/OBJT/FUND)	Activity	Actual	Encumbrance	Total	Budget	Variance
01	2004		D.J. FARMS//General Fund	6107.37					
01	2010		Accounts Payable//General Fund	-41828.88					
01	2044		Auditorium/Park Deposits//Gener	100.00					
01	2053		S.M.I.P.//General Fund	583.50					
01	3620		<*>Miscellaneous Income//General F	-29.17	-9.93	14666.00	14626.90	-3060.00	-17686.90
01	3643		<*>Misc Revenue - Police//General	179.00	-3890.21	2413.26	-1297.95	-26520.00	-25222.05
01	4105	1150	Administratio/Communication/Gen	404.56	1189.89	.00	1594.45	5500.00	3905.55
01	4105	1200	Administratio/Off Suppl/Pos/Gen	153.15	862.38	152.76	1168.29	2500.00	1331.71
01	4105	1250	Administratio/Advertisin/Pu/Gen	88.75	457.75	94.25	640.75	4000.00	3359.25
01	4105	1300	Administratio/Bus Exp/Train/Gen	50.00	150.00	.00	200.00	1000.00	800.00
01	4105	1400	<*>Administratio/Equipment Mai/Gen	14.18	26.12	.00	40.30	.00	-40.30
01	4105	1550	Administratio/Op Supp/Expen/Gen	146.02	1158.41	.00	1304.43	2700.00	1395.57
01	4105	2999	<*>Administratio/COVID19/General F	7.33	159.45	.00	166.78	.00	-166.78
01	4120	1150	Finance/Communication/General F	257.28	750.73	.00	1008.01	3600.00	2591.99
01	4120	1200	Finance/Off Suppl/Pos/General F	172.56	1078.64	.00	1251.20	2550.00	1298.80
01	4120	1300	Finance/Bus Exp/Train/General F	1561.00	.00	.00	1561.00	2020.00	459.00
01	4120	1350	Finance/Mem/Dues & Su/General F	995.00	.00	.00	995.00	2055.00	1060.00
01	4120	1400	Finance/Equipment Mai/General F	772.04	.00	.00	772.04	1187.00	414.96
01	4120	1550	Finance/Op Supp/Expen/General F	50.63	1289.08	.00	1339.71	3000.00	1660.29
01	4140	1200	Non-Departmen/Off Suppl/Pos/Gen	26.61	269.73	71.26	367.60	1200.00	832.40
01	4140	2151	Non-Departmen/IT Services/Gener	6138.50	18127.69	.00	24266.19	73704.00	49437.81
01	4140	4150	Non-Departmen/Lease-Purchas/Gen	492.13	2042.35	.00	2534.48	6200.00	3665.52
01	4145	1000	Building Mtce/Utilities/General	284.16	7150.19	3939.87	11374.22	38757.00	27382.78
01	4145	1300	Building Mtce/Bus Exp/Train/Gen	2.50	7.50	.00	10.00	40.00	30.00
01	4145	1550	Building Mtce/Op Supp/Expen/Gen	2073.82	775.61	1048.27	3897.70	10800.00	6902.30
01	4145	1560	<*>Building Mtce/Fuels/Lubrica/Gen	51.74	42.05	64.39	158.18	100.00	-58.18
01	4145	2150	Building Mtce/Profl Service/Gen	520.50	4473.83	2917.16	7911.49	25000.00	17088.51
01	4145	4150	Building Mtce/Lease-Purchas/Gen	323.13	.00	.00	323.13	1600.00	1276.87
01	4200	1150	Police/Communication/General Fu	318.23	1153.97	457.94	1930.14	6000.00	4069.86
01	4200	1200	<*>Police/Off Suppl/Pos/General Fu	230.12	853.00	134.69	1217.81	1000.00	-217.81
01	4200	1460	Police/Vehicle Maint/General Fu	419.54	2966.88	702.51	4088.93	5100.00	1011.07
01	4200	1550	Police/Op Supp/Expen/General Fu	794.07	6568.97	516.26	7879.30	20286.00	12406.70
01	4200	1560	Police/Fuels/Lubrica/General Fu	1069.28	5557.07	943.07	7569.42	25226.00	17656.58
01	4200	2350	Police/Svcs.Other Ag/General Fu	354.00	10562.58	4209.02	15125.60	50900.00	35774.40
01	4220	1150	Fire/Communication/General Fund	196.32	987.25	154.88	1338.45	4900.00	3561.55
01	4220	1300	Fire/Bus Exp/Train/General Fund	47.84	1552.82	.00	1600.66	5000.00	3399.34
01	4220	1550	Fire/Op Supp/Expen/General Fund	143.60	3235.80	629.06	4008.46	12240.00	8231.54
01	4300	1150	Parks & Rec/Communication/Gener	135.35	450.04	18.43	603.82	2300.00	1696.18
01	4300	1300	Parks & Rec/Bus Exp/Train/Gener	2.50	7.50	.00	10.00	200.00	190.00
01	4300	1550	Parks & Rec/Op Supp/Expen/Gener	58.24	42.85	293.10	394.19	4080.00	3685.81
01	4300	1560	<*>Parks & Rec/Fuels/Lubrica/Gener	51.74	42.05	64.39	158.18	102.00	-56.18
01	4300	2150	Parks & Rec/Profl Service/Gener	2732.35	14034.17	.89	16767.41	38600.00	21832.59
01	4300	2999	<*>Parks & Rec/COVID19/General Fun	24.45	161.01	.00	185.46	.00	-185.46
01	4300	4150	Parks & Rec/Lease-Purchas/Gener	323.13	567.36	.00	890.49	4590.00	3699.51

REPORT.: Oct 22 20 Thursday
 RUN....: Oct 22 20 Time: 12:06
 Run By.: Veronica Fabian

City of Guadalupe
 Invoice/Pre-Paid Check Audit Trail
 General Ledger Accounts with Budget Summary October 22, 2020
 Accounting Period is October, 2020

PAGE: 027
 ID #: PY-IP
 CTL.: GUA

FUND	DEPT	OBJT	Description (DEPT/OBJT/FUND)	Activity	Actual	Encumbrance	Total	Budget	Variance
01	4400	1200<*>	City Engineer/Off Suppl/Pos/Gen	7.20	.00	.00	7.20	.00	-7.20
01	4400	2150<*>	City Engineer/Profl Service/Gen	12950.00	.00	.00	12950.00	.00	-12950.00
01	4405	1150	Bldg and Safe/Communication/Gen	196.32	568.87	.00	765.19	2900.00	2134.81
01	4405	1200	Bldg and Safe/Off Suppl/Pos/Gen	83.68	5.55	.55	89.78	200.00	110.22
01	4405	1250	Bldg and Safe/Advertisin/Pu/Gen	147.50	.00	.00	147.50	650.00	502.50
01	4405	1550	Bldg and Safe/Op Supp/Expen/Gen	17.13	61.87	.00	79.00	600.00	521.00
01	4405	2150	Bldg and Safe/Profl Service/Gen	4457.08	22986.07	15626.46	43069.61	110000.00	66930.39
Fund (01) Total ---->				4457.08	108476.94	49118.47	197090.50	452807.00	255716.50
=====									
10	2010		Accounts Payable//Wtr. Oper. Fu	-9934.05					
10	4420	1150	Water Operati/Communication/Wtr	241.98	1545.10	334.53	2121.61	6700.00	4578.39
10	4420	1200	Water Operati/Off Suppl/Pos/Wtr	51.05	4827.91	.00	4878.96	9180.00	4301.04
10	4420	1250	Water Operati/Advertisin/Pu/Wtr	370.75	.00	.00	370.75	1020.00	649.25
10	4420	1300	Water Operati/Bus Exp/Train/Wtr	15.00	45.00	.00	60.00	1530.00	1470.00
10	4420	1550	Water Operati/Op Supp/Expen/Wtr	1776.83	13257.52	4198.44	19232.79	30500.00	11267.21
10	4420	1560	Water Operati/Fuels/Lubrica/Wtr	229.11	962.92	357.89	1549.92	6630.00	5080.08
10	4420	2150	Water Operati/Profl Service/Wtr	4393.74	71018.05	520.86	75932.65	81000.00	5067.35
10	4420	4150	Water Operati/Lease-Purchas/Wtr	2855.59	1897.23	.00	4752.82	18700.00	13947.18
Fund (10) Total ---->				.00	93553.73	5411.72	108899.50	155260.00	46360.50
=====									
100	2010		Accounts Payable//CDBG 2017 AWA	-87.43					
100	4010	2164	CDBG 2017 AWA/GENERAL ADMIN/CDB	87.43	12669.06	.00	12756.49	207000.00	194243.51
Fund (100) Total ---->				.00	12669.06	.00	12756.49	207000.00	194243.51
=====									
12	2010		Accounts Payable//Wst.Wtr.Op.Fu	-11741.92					
12	4425	1150	Wastewater/Communication/Wst.Wt	260.12	1203.31	172.13	1635.56	5450.00	3814.44
12	4425	1300	Wastewater/Bus Exp/Train/Wst.Wt	15.00	45.00	.00	60.00	2040.00	1980.00
12	4425	1400	Wastewater/Equipment Mai/Wst.Wt	2024.88	16565.42	1324.47	19914.77	51000.00	31085.23
12	4425	1550	Wastewater/Op Supp/Expen/Wst.Wt	510.66	6366.45	4470.72	11347.83	32640.00	21292.17
12	4425	1560	Wastewater/Fuels/Lubrica/Wst.Wt	395.60	1294.56	187.73	1877.89	9180.00	7302.11
12	4425	2150	Wastewater/Profl Service/Wst.Wt	5680.07	46587.55	9463.06	61730.68	183000.00	121269.32
12	4425	4150	Wastewater/Lease-Purchas/Wst.Wt	2855.59	14296.03	.00	17151.62	34000.00	16848.38
Fund (12) Total ---->				.00	86358.32	15618.11	113718.35	317310.00	203591.65
=====									
20	2010		Accounts Payable//Gas Tax Fund	-2365.18					
20	4430	4150	Gas Tax-Stree/Lease-Purchas/Gas	2365.18	2836.83	.00	5202.01	21000.00	15797.99

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City of Guadalupe
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 General Ledger Accounts with Budget Summary October 22, 2020
 Accounting Period is October, 2020

PAGE: 028
 ID #: PY-IP
 CTL.: GUA

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<hr/>									
			Fund (20) Total ---->	.00	2836.83	.00	5202.01	21000.00	15797.99
<hr/>									
23	2010		Accounts Payable//LTF - Transit	-20103.77					
23	4461	1400	LTF Transit/Equipment Mai/LTF -	5378.62	2467.43	.00	7846.05	73000.00	65153.95
23	4461	2354	LTF Transit/Contract Svcs/LTF -	14725.15	29434.06	.00	44159.21	354578.00	310418.79
			Fund (23) Total ---->	.00	31901.49	.00	52005.26	427578.00	375572.74
<hr/>									
42	2010		Accounts Payable//Pol.Saftey Fun	-1285.61					
42	4210	1500<*>	Pol.Pub.Safet/Equipment Rep/Pol	1285.61	61.96	.00	1347.57	.00	-1347.57
			Fund (42) Total ---->	.00	61.96	.00	1347.57	.00	-1347.57
<hr/>									
60	2010		Accounts Payable//Guad.Assmt.Di	-325.00					
60	4490	2150	Guad.Assmt Di/Profl Service/Gua	325.00	1300.00	.00	1625.00	6834.00	5209.00
			Fund (60) Total ---->	.00	1300.00	.00	1625.00	6834.00	5209.00
<hr/>									
71	2010		Accounts Payable//MEASURE A	-1579.88					
71	4454	1150	MEASURE A/Communication/MEASURE	96.26	778.70	146.93	1021.89	3000.00	1978.11
71	4454	1300	MEASURE A/Bus Exp/Train/MEASURE	15.00	45.00	.00	60.00	180.00	120.00
71	4454	1550	MEASURE A/Op Supp/Expen/MEASURE	133.13	3908.09	445.25	4486.47	14000.00	9513.53
71	4454	1560	MEASURE A/Fuels/Lubrica/MEASURE	59.29	2086.23	321.76	2467.28	6120.00	3652.72
71	4454	2150	MEASURE A/Profl Service/MEASURE	528.27	3019.63	10171.05	13718.95	20400.00	6681.05
71	4454	2200	MEASURE A/Equip. Rental/MEASURE	747.93	.00	.00	747.93	3060.00	2312.07
			Fund (71) Total ---->	.00	9837.65	11084.99	22502.52	46760.00	24257.48
<hr/>									
76	2010		Accounts Payable//Cap Fac Fund	-3338.72					
76	4320	3200	Pub. Faciliti/Equipment/Cap Fac	3338.72	14179.06	1120.94	18638.72	230000.00	211361.28
			Fund (76) Total ---->	.00	14179.06	1120.94	18638.72	230000.00	211361.28
<hr/>									
89	2010		Accounts Payable//CIP	-247650.57					
89	4444	3044<*>	CIP/089-104/CIP	32136.60	.00	.00	32136.60	.00	-32136.60
89	4444	3045<*>	CIP/General Plan/CIP	15354.22	.00	.00	15354.22	.00	-15354.22
89	4444	3051<*>	CIP/089-201/CIP	192159.75	374876.22	14431.51	581467.48	.00	-581467.48

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 Accounting Period is October, 2020

PAGE: 029
 ID #: PY-IP
 CTL.: GUA

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89	4444	3073<*>	CIP/089-403/CIP	8000.00	.00	3690.00	11690.00	.00	-11690.00
			Fund (89) Total ---->	.00	374876.22	18121.51	640648.30	.00	-640648.30
				=====	=====	=====	=====	=====	=====
99	1000		General Checking Account//Cash	-4457.08	762844.46	-2492922.91	-1734535.53	.00	1734535.53

MINUTES

City of Guadalupe
Regular Meeting of the Guadalupe City Council
Tuesday, October 13, 2020 at 6:00 pm
City Hall, 918 Obispo Street, Council Chambers

ROLL CALL:

Council Member Tony Ramirez
Council Member Eugene Costa Jr.
Council Member Liliana Cardenas
Mayor Pro Tempore Gina Rubalcaba
Mayor Ariston Julian
All present

MOMENT OF SILENCE

PLEDGE OF ALLEGIANCE

AGENDA REVIEW

Administrator Bodem asked to remove item #7 from the Consent Calendar as it was an item that needed a decision from the Council. It was placed after item 10.

COMMUNITY PARTICIPATION FORUM

Ms. Mireya Pina spoke announcing that they were awarded funds to have an additional community library and would be placing it outside of the Little House at the park. They are having a small ceremony on Oct. 28th from 3:30-4:45. Clean-up around the City will meet at Central Park on Saturday and joining with the CC from 11 AM to 1 PM. Anyone who wishes to help is welcome.

PROCLAMATION

- **People's Self-Help Housing's 50th Anniversary**

A representative from People's Self Help attended the meeting and was happy to be here and receive the proclamation for People's Self Help on their 50th Anniversary. They started in San Luis Obispo County in 1970 and have spread to work in Santa Barbara and they have expanded to other

counties. They have developed 1,800 units of housing on the Central Coast. 1,200 was housing built by the eventual owners with 200 of them here in Guadalupe. Guadalupe Court is another of their projects. Anna, Director of Regional projects was introduced and spoke briefly saying she was pleased to be honored by Guadalupe. A Proclamation of Appreciation was read by Mayor Julian and presented to People's Self Help for their work in Guadalupe.

CONSENT CALENDAR

The following items are presented for City Council approval without discussion as a single agenda items in order to expedite the meeting. Should a Council Member wish to discuss or disapprove an item, it must be dropped from the blanket motion of approval and considered as a separate item.

1. Waive the reading in full of all Ordinances and Resolutions. Ordinances on the Consent Calendar will be adopted by the same vote cast as the first meeting, unless City Council indicates otherwise.
2. Approve payment of warrants for the period ending September 25, 2020 and ratify payment of warrants for the period ending October 8, 2020.
3. Approve the Minutes of the City Council Regular Meeting of September 22, 2020 to be ordered filed.
4. Adopt Resolution No. 2020-80 granting consent to the City of Santa Maria to renew the Santa Maria Valley Tourism Marketing District (SMVTMD) and include the City of Guadalupe in the SMVTMD.
5. Adopt Resolution No. 2020-81 authorizing staff to apply for the Regional Early Action Planning Grant Application (REAP) to be submitted to the Santa Barbara County Association of Governments (SBCAG) and the Association of Monterey Bay Area Governments (AMBAG).
6. Accept the August 2020 Financial Report.
7. Direction on the future of Squire Foundation Art.
8. Approval of Amendment # 1 to Employment Agreement between the City of Guadalupe and Michael Cash.
9. Adopt Resolution No. 2020-82 approving the facility lease agreement with the Boys & Girls Club of Mid Central Coast for the After-School Education and Safety (ASES) Program.

Council pulled items 2,4,6, 7,9,10c.

Motion made by Council Member Costa Jr. and 2nd by Council Member Rubalcaba to approve the balance of the Consent Calendar. 5/0 passed.

#2—Ms. Boydston pointed out that the warrants presented were just for a two-week period and was for ¾ million dollars, so keep that in mind when you mark your ballots for Measure N. When Santa Maria's sales tax is the same as Guadalupe's, shopping there may lose its appeal. A solution to increased need for revenue is to cut spending. Even though we get grants and government allocations, additional funding is always needed, even granting some projects are sorely needed. Credit cards seem to have been abundantly used. She noted that the wastewater plant is plagued by former inadequate construction and maintenance. She called attention to the Finance Director's note of being 7.2 % below revenue target.

#4—Representative of the SMV Tourist Bureau wished to give some insights on the tourism item. This is unique in the timelines as Guadalupe currently has no hotels in the City limits. But the District that Santa Maria is in has to be renewed this year. This presented a window of opportunity to include Guadalupe as well as Orcutt and Casmalia. This conference will run for seven years and he is confident that within that window, Guadalupe will have a hotel or motel. It would be advantageous for all to be included in the marketing for the area. He concluded by saying the Tourism group operates essentially as a voluntary group representing the Hotels as a marketing program. Funds for this is a 2% fee charged to hotel guests and collected by the Chamber of Commerce to perform those tasks.

Ms. Boydston feels we should first decide how to manage short-term rentals as we have no hotels but do have rentals.

#6—Council Member Rubalcaba addressed the statement of being 7.2% behind in revenue as due to timing delays in receiving our funds that causes a perceived shortage. Finance Director addressed an explanation of the flow of our incoming funds.

#9—Council Member Rubalcaba asked if anyone was using the gym for sports. She was answered by Attorney Sinco who said the issue was the School wanted to lease our auditorium, so to protect the building, we want to give control to the Boy's and Girl's Club for the duration.

Mr. Gusman explained that the City is ensuring that they can run their ASES program. The School District does not have the space to run this program. This lease is temporary and protects the City. At present, no one is using the auditorium because of the COVID19. Approximately 15-18 kids are in the program.

Ms. Boydston requested that the program pay up front and the City not wait on payment from FEMA, if the rent can be reimbursed.

10. MONTHLY REPORTS FROM DEPARTMENT HEADS

- a. Planning Department Report for September 2020
- b. Building Department Report for September 2020
- c. Public Works Department Report for September 2020
- d. Human Resources Department Report for September 2020

#10c—item 1. Broken hydrant was hit by a hit and run driver. Ms. Boydston wanted to know who payed for the hydrant and did the police catch the perpetrator? (Fire hydrant was replaced on Sept. 11 and paid for from the water fund. Perpetrator not apprehended yet.)

Mr. Mike Rocklyn, citizen, commented to give gratitude to the Chief of Police and all he has accomplished for the City. He had much praise, which was rightly deserved, to express. Chief Cash answered it was a 100% team effort to achieve great results.

10c. item 2. Chief Cash reported on the gentleman with mental issues that set a tire on fire and fired a gun. Shots were exchanged but no one was hurt. Paperwork and investigation will be handled by Sheriff Brown and the Code Compliance Board of the County to ensure no questions of impropriety occur. It will ensure transparency and verify the integrity of our department. This incident has brought up security measures that should be taken for employees' safety. FEMA has approved our expenses on these matters and will reimburse us.

Chief Cash announced the contract completed and the movie "Brute Force" will be arriving in town to shoot the movie sometime within the next month. This film will showcase some of our businesses.

Motion made by Council Member Rubalcaba and 2nd by Council Member Ramirez to approve pulled items (2,4,6, 7,9,10c.) of the Consent Calendar. 5/0 passed

CITY ADMINISTRATOR REPORT: (Information Only)

#7—Administrator Bodem gave the report on the Squire Sculptures. On June 25,2019, City staff brought before Council the fact that 21 sculptures were available for loan from the Squire Foundation. It would be a five-year contract with all maintenance and repair done by the foundation. The Foundation has since informed us that they have gone bankrupt and wish to donate the sculptures to the City. If we choose not to accept, they will abandon the sculptures and they are on our hands de facto. There are options as to what and how to care for them are to be considered. Money for their upkeep is tight in the City funds. After a brief discussion between the Council members and Attorney Sinco, it was decided a clear ownership gave us the best and safest path to take. We then could take time to decide how to maintain them and our options to proceed.

Assessing the condition of the sculptures and procedures to keep in top condition was given over to Ms. Raguz and the Mayor to take action on.

Motion made by Council Member Ramirez and 2nd by Council Member Costa Jr. to accept the donation of the sculptures from the Squire Foundation and authorize Mayor Julian to sign for them. 5/0 passed.

DIRECTOR OF PUBLIC SAFETY REPORT: (Information Only)

REGULAR BUSINESS

11. 2018 Draft General Plan Preferred Alternative

Written report: Larry Appel, Contract Planning Director

Recommendation: That the City Council receive input from the public, discuss and provide direction to staff on the preferred alternative.

Planning Director Appel stated we had some clean up work tonight as no clear direction was requested of City Council during the previous Cal Poly presentations. The Cal Poly staff had presented three alternatives as to the growth and make up of the City for the future. A week ago, a packet was distributed to Council summarizing the scenarios for growth set forth by the four workshops that had been held. Tonight, the Council needs to review the three alternatives and identify a preferred growth scenario originally developed through the Cal Poly Group.

The first alternative is historic growth, which basically leaves things as they are. Building continue as it is going, and would result in a projected population of 9,200 by 2040 with 130 new jobs and 600 new housing units. Alternative Growth Scenario #2 would be Revitalization growth with a projected population of 10,700 with 520 new jobs and 900 new housing units by 2040. Alternative Growth Scenario #3, High Growth, includes a projected population of 12,900, 1,250 new housing units and 870 new jobs. Director Appel highlighted several Guiding Principles that were attributed to each of the growth scenarios.

Director Appel explained that the preferred alternative offered by Cal Poly would not be possible due to a number of factors that were not considered during the draft document's preparation. The factors included the fact that existing Fire Department equipment could not reach third story buildings, as recommended for development in the central business district.

Open to the Public: 7:01 PM

Ms. Boydston recommends growth #1. She asks: where would we put 600 new homes? Not in the Ball Horticultural Tract nor the former Minami land. That would go through LAFCO. Would our water and sewer upgraded infrastructure accommodate that many homes? Traffic is already getting congested.

Gustavo Alvarez spoke requesting that the Gularte Tract be amended to high density residential (R-3). The town consists of about 1200 acres, with about 50-60 acres of high density, or R-3. He respectfully asks that it be changed.

Mr. Peter Lopez, landowner in that area, also spoke in favor of the Gularte Tract being amended to high density residential (R-3).

Mr. Lupe Alvarez spoke saying that there at least a half dozen parcels available to be zoned R-3. If they were R-3, you would have highway one and Simas Road to reach our neighboring Cities, which is very convenient and would siphon away some of the stream of traffic in our downtown area. He pointed out that we are landlocked on all sides and running out of land. To add to our land within the City limits, we would have to wait years and years due to LAFCO, Coastal Commission, and other entities with interests to make decisions as to our growth possibilities. Right now, there are three projects in town: Lower Pioneer (H2A housing), People's Self-Help Housing on eleventh and his project on Eleventh Street. He stated his 12 units were rented right away and every day 5 to 7 people enter his office to request one or two bedroom apartments. Now while you are updating the General Plan, you have the opportunity to upgrade and zone the parcels for the best outcome for the City and the future. In the future, more housing will be needed. In the future, it is more expensive to do so.

Ms. Raguz commented that the Council should prepare for the maximum plan as growth and population is going to overtake us, anyway. Mayor Julian added the comment that there was no way Ball Horticulture would want to sell their land.

Director Appel stated that the Ball land is not on the table for conversion to housing. Gularte Tract is R-1 but he suggests it become R-2. The People's Self Help and Escalante Meadows projects are R-2 at present, so it would be compatible. If the Council opts to rezone to R-2, there will be considerably more multifamily units in that area. The character of the neighborhood will change with the higher densities. Director Appel chose not to recommend R-3 due to the change being so stark from what it is now. R-1 is 6 units per acre, R-2 is 14 units per acre, and R-3 is 25 per acre. He's looking forward to hearing comments from the Council on which way to go. He added that he had recommended Pioneer Street be changed to R-3 from General Commercial because no one in forty years had wanted to build businesses on Pioneer Street. He also noted that with a higher density, over time we may exceed our capacity on our services such as water and sewer, etc. Mr. Appel offered to run the numbers to see what the numbers in terms of service capacity would be under R-3 buildout for Gularte. He will come back with the numbers and the Council will then make a final decision.

Director Appel asked Council to pass along to him any notes that they may have made in the margins of the comments received by citizens during the four workshops. Copies will be made available to the public, per direction from Attorney Sinco.

Mr. Lupe Alvarez spoke again to say yes, he would not like to see Ball Company sell as they were once the largest seed company in the world. He corrected the density in R-3 as being 20 units per

acre. He pointed out the boarded up and broken buildings on Gularte Lane. Higher density might improve the area as people might build, join in building apartments, etc. and improve the City by doing so.

After comments from members of the Council, Director Appel was directed to follow the Growth Scenario #2 for the purposes of preparing the updated General Plan, and to return with information at a future meeting on the potential densities in the Gularte Tract preparing calculations for R-2 and R-3, and finally receiving any written notes regarding the General Plan Workshop Summaries. Director Appel will pick up the notes on Wednesday, October 21st and those comments will also be made available to the public and posted on the City website.

12. Options for Regulation of Short-Term Rentals.

Written report: Philip F. Sinco, City Attorney

Recommendation: That the City Council accept this report for information and provide direction to staff.

Attorney Sinco spoke from the lectern and used a Power Point presentation while giving the staff report. He explained that the definition of a short term rental is: a rental for less than 30 days, hosted or non-hosted. AirBnB has over 5 million units of rental under their supervision listed in 2019 and dominates the market. This company lists short term rentals online and collects the rent money for a fee for the owners. There are about nine (9) such rentals in Guadalupe that are listed on AirBnb. Guadalupe has no hotels, motels, B&B's, and at present, no laws governing short-term rentals. There are benefits for the people who rent and the renters as well. For example, 52% of persons listing rentals on AirBnb are low to moderate income owners, 53% of owners said it helped them stay in their homes, and 81% shared their homes with the short term renters. Many people prefer these types of short term rentals because they may be located in the area they want to be in, feel more like a "local," and can stay longer than if they stayed at a hotel. He then cited some of the drawbacks: some are substandard, illegal, and don't pay transient occupancy taxes (TOT). Another drawback is loss of housing stock, such as in larger cities where entire apartment buildings are purchased, long term tenants evicts, and the apartments used for short term rentals. Negative impacts can also include noise, parties, and more cars on street. California law permits a city to prohibit short term rentals all together. Some cities have done so, but most have chosen to regulate them. Mr. Sinco then discussed some of the ways that cities can regulate short term rentals, such as requiring owners to have business licenses (which can make it easier for cities to control negative impacts of these rentals).

Collecting TOT from owners who offer short-term rentals can be a challenge as these owners are not used to paying TOT. AirBnB has offered to enter into Voluntary Collection Agreements (VCA's) with cities in which AirBnb will collect the TOT that is due on each rental and submit it to cities. However, there are disadvantages to entering into VCA's. For example, AirBnb is fiercely protective of their hosts and won't share information about them with cities. AirBnb will require cities to waive any claims for unpaid TOT as a condition of entering into a VCA and will only allow cities limited opportunities to audit its records.

There was an open discussion between the Council, Administrator, Attorney and staff as to proceeding and scenarios with this topic.

[Need first name here] Pina spoke and says she used short term rentals and found them a good way to go. Council Member Rubalcaba said if we pass an ordinance to make short term rentals legal, we should try to collect TOT first to see if we are successful before entering into an agreement with AirBnb to collect it for us. Shirley Boydsen spoke and was of the opinion we should consider them a business; needing a license and collect and manage them ourselves. The TOT should be 10%.

The City Council provided direction to staff to prepare a draft ordinance that would make offering short term rentals of residential properties a business activity that required a business license and that would impose regulations on the operation of this business, and to bring the proposed ordinance to the City Council at a future meeting for its consideration.

FUTURE AGENDA ITEMS

ANNOUNCEMENTS - COUNCIL ACTIVITY/COMMITTEE REPORTS

1. Council Member Costa Jr. thanked the City for allowing the Boy's and Girl's Club to use the Gym while the Park is being built.
2. Flu shots Thursday in Santa Maria, drive by 10 AM to 1 PM. Flu Shots at the Senior Center, November, Vets Day- 3-5 P M. There are other places giving flu shots in the City.
3. Administrator Bodem announced the Supreme Court stopped the Census that was supposed to proceed until the end of October.

ADJOURNMENT

Motion made by Council Member Costa Jr. and 2nd by Council Member Ramirez to adjourn. 5/0 passed.

Prepared by:

Approved by:

Joice Earleen Raguz, City Clerk

Ariston Julian, Mayor



Agenda Item No. 4.

REPORT TO THE CITY COUNCIL OF THE CITY OF GUADALUPE
Agenda of October 27, 2020

Lorena Zarate

Prepared by:
Lorena Zarate, Finance Director

Approved by:
Todd Bodem, City Administrator

SUBJECT: First Quarter FY 2020-21 Financial Report

RECOMMENDATION:

That the City Council accept the First Quarter FY 2020-21 Financial Report

DISCUSSION:

The Finance Department has prepared a Financial Report for the first quarter of fiscal year 2020-2021 for the Council's and the public's information. Attached hereto as Attachment No. 1 is the Report. Staff requests that the City Council accept this report for its information.

ATTACHMENTS:

1. First Quarter FY 2020-21 Financial Report



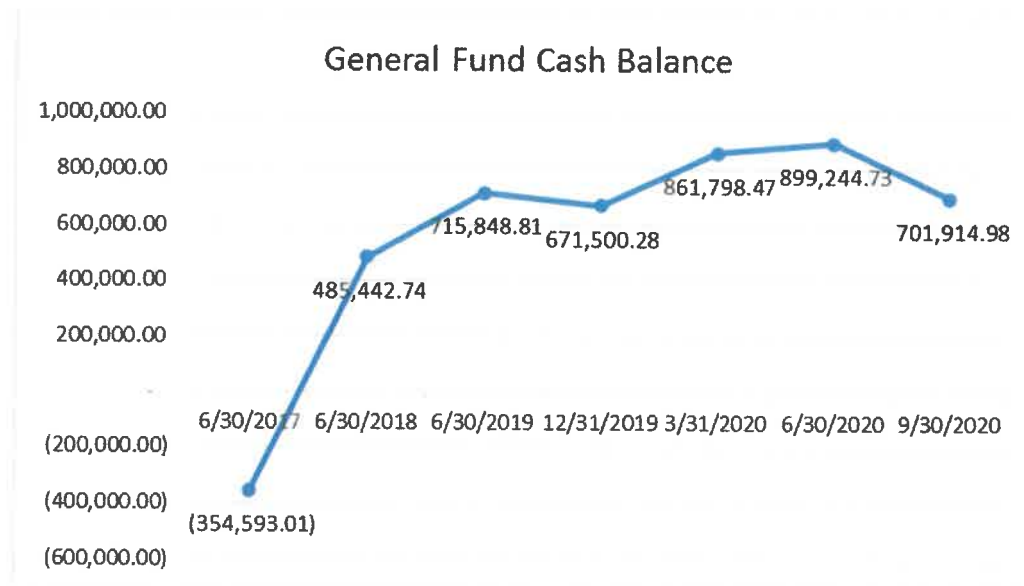
City of Guadalupe Financial Report First Quarter Fiscal Year 2020-21

Overview

This first quarter fiscal year 2020-21 financial report concentrates on the General Fund and Water/Wastewater Enterprise Funds as of September 30, 2020, or 25 percent of the year expended. The purpose of the report is to provide a status of cash, fund balance and budgeted Revenue and Expenditures versus actual at 25 percent of the fiscal year expended.

General Fund Cash

The annual cash balance below shows positive trend as compared to prior years; total cash as of September 30th, 2020 was \$701,914.98. Since 2017, there has been a positive increase in cash balances.



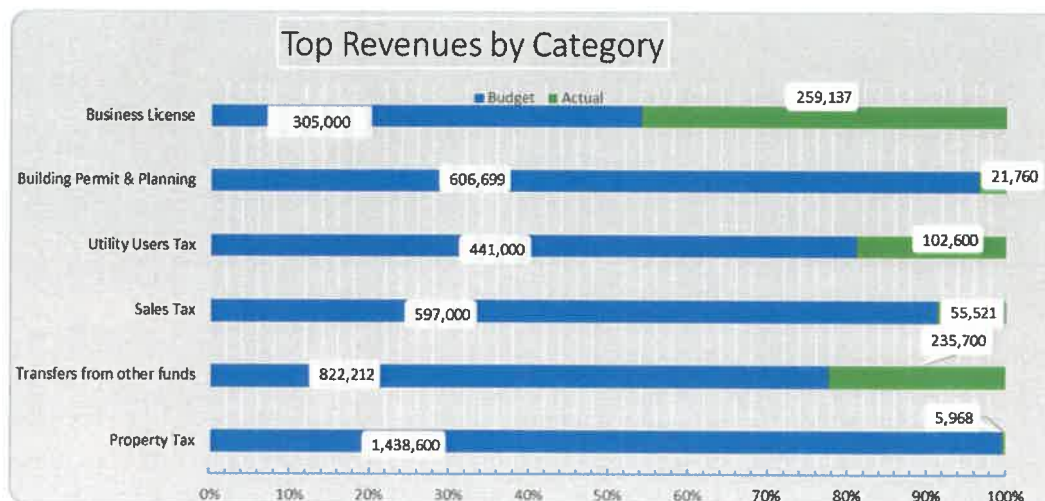
General Fund Revenue

Budgeted revenues versus actual revenue received through September 30, 2020 shows the General Fund below target 14.5 percent of expected revenues.

The table and graph below show General Fund revenue by category. Highlighted in yellow are specific revenue categories that have fallen short as compared to the budget. Regarding sales and property tax revenue, which are one of the City's top revenue categories, timing delays in payments cause the shortage. Most all revenue in these categories received in July and August were accrued back to June 2020, as they were attributable to the prior fiscal year. The City began

to receive sales tax revenue in September. Based on a study done by HDL, a sales tax revenue forecasting company, the City of Guadalupe is expected to receive a total of \$592,400 in sales tax revenue, which includes Measure X revenue, for fiscal year 2020. The reasoning for this estimate is that most businesses in town, which would generate sales tax income for the City, are considered essential businesses. The City expects to receive property tax revenue beginning in November. City Staff will continue to monitor the General Fund revenue closely. City Staff is also working with FEMA to obtain reimbursement for costs related to the pandemic. So far, the City has received \$49,890 from the CARES Act.

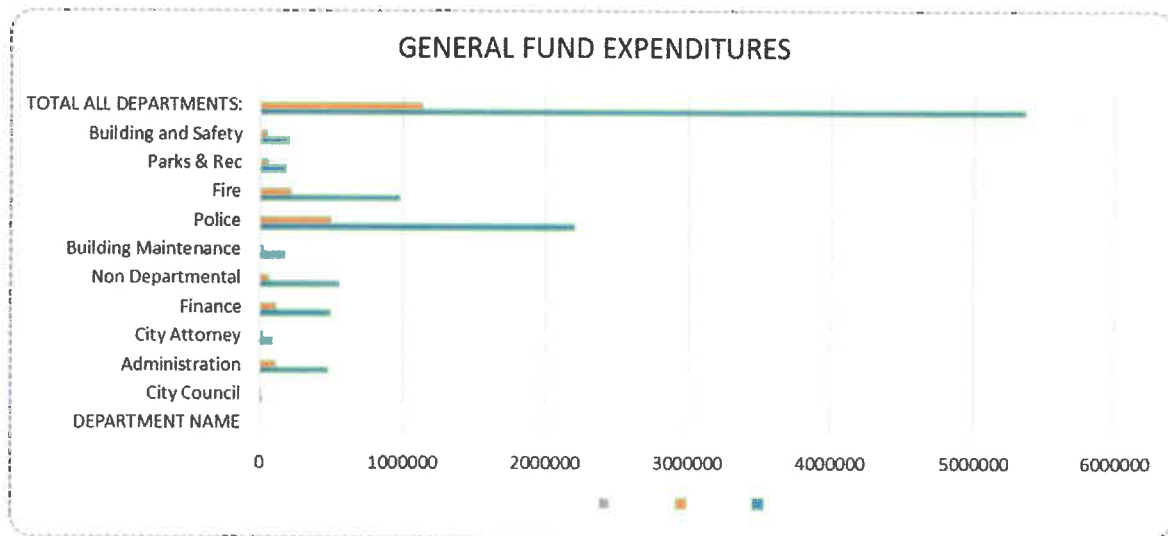
Gen. Fund Revenue by Category			
Category	Budget	Actual	%
Property Tax	1,438,600	5,968	0.4%
Transfers from other funds	822,212	235,700	28.7%
Sales Tax	597,000	55,521	9.3%
Utility Users Tax	441,000	102,600	23.3%
Building Permit & Planning	606,699	21,760	3.6%
Business License	305,000	259,137	85.0%
Revenue from other agencies	192,500	49,891	25.9%
Franchise Fees	248,000	23,662	9.5%
COPS Grant	166,000	-	0.0%
Rental of Property	113,000	22,999	20.4%
Administrative Overhead	113,000	8,566	7.6%
Other	455,593	12,826	2.8%
Total Revenue	5,498,604	798,631	14.5%



General Fund Expenditures

Expenditures are just under budget at 21 percent expended. The Table and Chart below shows all General Fund Departments and spending trends as of September 30, 2020. All departments are generally within budget so far. Overall, expenditures for the General Fund are higher than revenues as it stands. This is due to the timing of the receipt of revenue, specially property tax revenue. City Staff will continue to monitor expenditures closely, especially as it relates to virus pandemic.

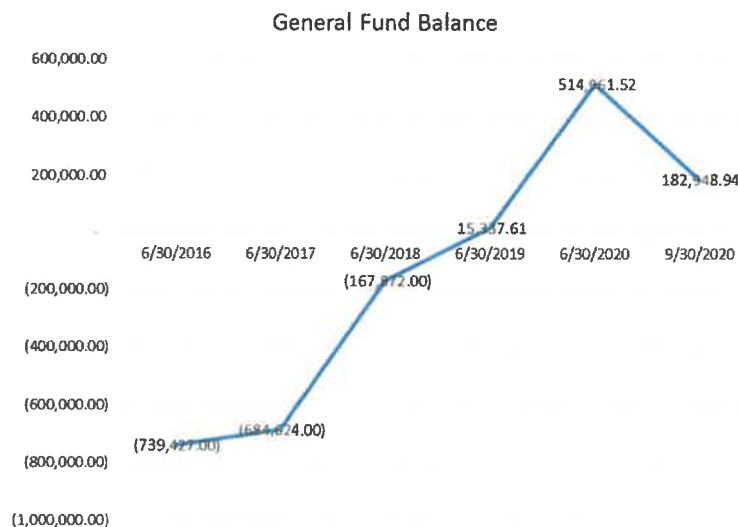
2020-21 GENERAL FUND EXPENDITURES			
DEPARTMENT NAME	Adopted Budget	Actual Spent as of 9/30/2020	25%
City Council	15,628	3,377	22%
Administration	477,809	107,728	23%
City Attorney	90,000	23,995	27%
Finance	497,148	109,928	22%
Non Departmental	555,803	61,763	11%
Building Maintenance	166,445	20,992	13%
Police	2,203,718	492,091	22%
Fire	972,480	216,529	22%
Parks & Rec	180,672	50,247	28%
Building and Safety	201,077	43,996	22%
TOTAL ALL DEPARTMENTS:	5,360,780	1,130,644	21%



General Fund Balance

The term fund balance is used to describe the net position of governmental funds calculated in accordance with generally accepted accounting principles (GAAP). It is intended to serve as a measure of the financial resources available to the fund. There are constraints in spending fund

balance depending on the type of resources (nonspendable, restricted, committed and assigned). Fund balance represents the total amount accumulated in the fund from prior years at a point in time. The fund balance in the General Fund as of September 30, 2020 is positive \$182,948.94. The graph below shows this upward trend through the past several years. A priority for City is to continue to increase the fund balance enough to establish a reserve of a minimum of 15% of the General Fund operating budget, which is \$804,117.

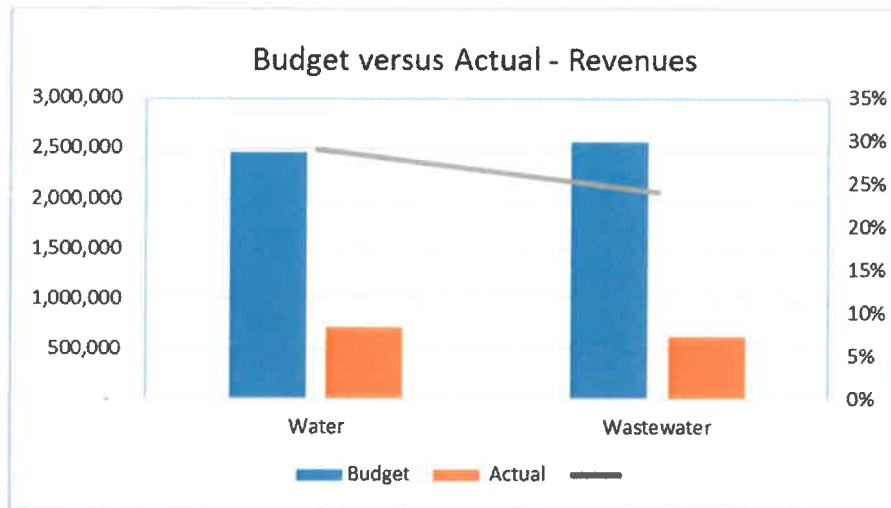


ENTERPRISE FUNDS – WATER AND WASTEWATER

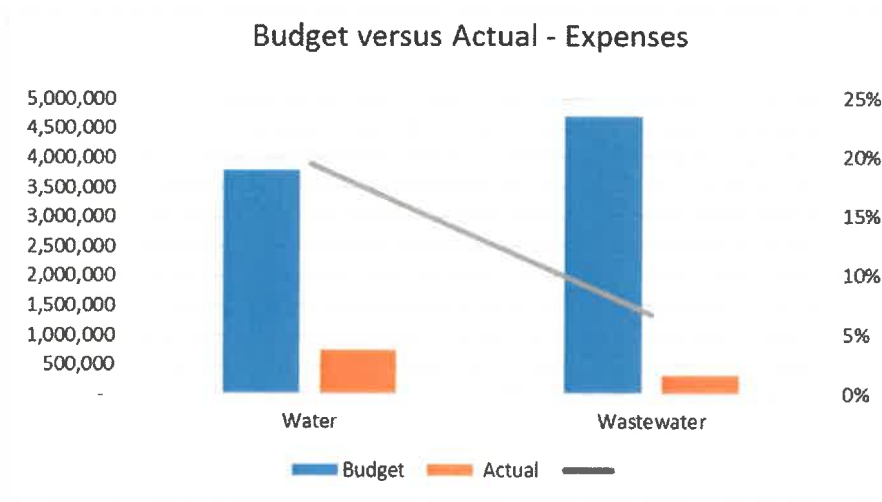
The Statement of Revenues and Expenditures through September of fiscal year 2020-21 is shown in the Table below.

Actuals Through September 30, 2020	Water	Wastewater
<u>REVENUES</u>		
Charges for Services	649,662	449,308
Interest	5,900	-
Other	12,179	24,589
Connection Fees	8,500	15,342
Developer Fees	40,460	127,500
Total	716,701	616,739
<u>EXPENSES</u>		
Operating	326,712	304,769
Capital	-	10,263
Depreciation	-	-
State Water	318,878	-
Debt Service	92,194	-
Total	737,783	315,031

The following charts compare budget to actual Revenue and Expense:



The Enterprise funds experienced revenue at 29 percent of budget for Water. Wastewater was slightly below budget at 24 percent of revenue expected for the period.



Operating expenses for Water and Wastewater are below budget at 19 percent and 7 percent, respectively.

CONCLUSION

The funds analyzed in this report are generally in line with budget, except for revenue because of timing delays as these are common early in the fiscal year. There were no significant budget fluctuations as of September 2020. However, City Staff will monitor closely and expect a budget review analysis in January.

Information in this report is unaudited.



Agenda Item No. 5.

REPORT TO THE CITY COUNCIL OF THE CITY OF GUADALUPE
Agenda of October 27, 2020

Prepared by:
Todd Bodem, City Administrator

SUBJECT: Approval of a New Professional Consultant's Agreement with Rural Community Development Corporation of California (RCDCC)

RECOMMENDATION:

It is recommended the Council approve the new professional consultant's agreement with RCDCC, with a new budget and scope of work.

BACKGROUND:

RCDCC was hired by the City in October of 2018 to manage the Community Development Block Grant (CDBG) contract (#17CDBG12099), which included project management of the LeRoy Park and Community Center renovation and the completion of the Resilience-Guadalupe plan.

There are two future CDBG awards that have been approved by the Department of Housing and Community Development (HCD): CDBG Covid-19 and CDBG 2020 Economic Development (Microenterprise Technical and Financial Assistance). Both applications were approved by the Council to be submitted. The new contract includes the administration and implementation of these two CDBG contracts, along with the completion of the present CDBG (17CDBG12099) contract. These are non-competitive awards, so the City will be receiving them. RCDCC recently advised the City that its existing agreement with the City would have to be amended in order for RCDCC to perform the administration and implementation of these two new CDBG grants; however, the City is aware that RCDCC has been supporting the City with various additional efforts including grant reviews, grant application writing, public outreach efforts, grant implementation, and supporting the development of the Guadalupe Business Association. Rather than have to amend its agreement to amend the scope of work whenever the City receives a new CDBG grant and wished to utilize RCDCC's service, and also, to explicitly authorize RCDCC to continue its various efforts related to CDBG grant applications, reviews, public outreach efforts, etc. City staff determined that it would be best to amend RCDCC's agreement with the City to explicitly include these additional efforts. These efforts, along with future grant administration for successful grant applications are all included in a proposed

revised scope of work with a revised budget (see Exhibit A to the new proposed agreement, attached hereto as Attachment No. 1).

Under the federal Subrecipient rules, the City can approve this agreement described in 24 CFR 570.204(c) without having end dates, allowing for periodic reviews and amendments, or budget changes, based on the City needs for RCDCC to administer any future grant awards. As the City is awarded future grants, City staff and RCDCC will determine if RCDCC is needed in the administration of the award and/or implementation of the activity and take any new grant award with a revised RCDCC budget to Council for approval.

The proposed scope of work covers new awards and any work the City would need from RCDCC without the need to revise the scope of work for each new grant award; however, in reviewing any new budget associated with a new grant award, City staff and the Council can determine if the scope of work also needs additional items.

FISCAL IMPACT:

The budget is fully paid by these three grants, and RCDCC own budget, so there is no direct fiscal impact to the City.

ATTACHMENTS

1. Professional Consultant's Agreement between RCDCC and the City of Guadalupe.

**AGREEMENT FOR CONSULTANT SERVICES
BETWEEN
THE CITY OF GUADALUPE
AND
RURAL COMMUNITY DEVELOPMENT CORPORATION OF CALIFORNIA**

THIS AGREEMENT FOR CONSULTANT SERVICES (the "Agreement") is made and entered into this 27th day of October 2020, by and between the CITY OF GUADALUPE, a municipal corporation ("City") and Rural Community Development Corporation of California (RCDCC), Inc., a California Nonprofit Corporation ("Subrecipient").

In consideration of the mutual covenants and conditions set forth herein, the parties agree as follows:

Section 1. Term of Agreement. Subject to the provisions of Section 19 (Termination of Agreement) of this Agreement, the term of this Agreement shall be for a period of one (1) year from the date of execution of this Agreement, as first shown above. Such term shall automatically continue upon expiration for an additional one (1) year term, until either party gives at least 60 days' written notice to the other of termination.

Section 2. Scope of Services. Subrecipient agrees to perform the services set forth in Exhibit A (Scope of Services) and made a part of this Agreement.

Section 3. Additional Services. Subrecipient shall not be compensated for any services rendered in connection with its performance of this Agreement which are in addition to or outside of those set forth in this Agreement or listed in Exhibit A (Proposal and Work Program), unless such additional services are authorized in advance and in writing by the City Council or City Administrator of City. Subrecipient shall be compensated for any such additional services in the amounts and in the manner agreed to by the City Council or City Administrator.

Section 4. Compensation and Method of Payment.

(a) Subject to any limitations set forth in this Agreement, City agrees to pay Subrecipient the amounts specified in Exhibit B (Budget) and made a part of this Agreement.

(b) Each month Subrecipient shall furnish to City an original invoice for all work performed and expenses incurred during the preceding month. The invoice shall detail charges by the following categories: labor (by subcategory), travel, materials, equipment, supplies, sub-consultant contracts and miscellaneous expenses. City shall independently review each invoice submitted by Subrecipient to determine whether the work performed and expenses incurred are in compliance with the provisions of this Agreement and Scope of Services. In the event that no charges or expenses are disputed, the invoice shall be approved and paid according to the terms set forth in subsection (c).

In the event City disputes any charges or expenses, City shall return the original invoice to Subrecipient with specific items in dispute identified for correction and re-submission. All undisputed charges shall be paid in accordance with this Agreement and Scope of Services.

(c) Except as to any charges for work performed or expenses incurred by Subrecipient, which are disputed by City, City will cause Subrecipient to be paid within forty-five (45) days of receipt of Subrecipient's invoice.

(d) Payment to Subrecipient for work performed pursuant to this Agreement shall not be deemed to waive any defects in work performed by Subrecipient.

(e) Subrecipient shall have the right to suspend services if not paid in accordance with this Agreement.

Section 5. Inspection and Final Acceptance. City may inspect and accept or reject any of Subrecipient's work under this Agreement, either during performance or when completed, if the work is found to be defective or not in compliance with the defined Scope of Services. Acceptance of any of the Subrecipient's work by City shall not constitute a waiver of any of the provisions of this Agreement, including but not limited to, Sections 15 and 16, pertaining to indemnification and insurance, respectively. Subrecipient agrees to cooperate in any such inspection.

Section 6. Ownership of Documents. All original maps, models, designs, drawings, photographs, studies, surveys, reports, data, notes, computer files, files and other documents prepared, developed or discovered by Subrecipient in the course of providing any services pursuant to this Agreement shall become the sole property of City and may be used, reused or otherwise disposed of by City without the permission of the Subrecipient. Reuse of any materials outside the scope of this Agreement shall be at the sole risk of the City.

Section 7. Subrecipient's Books and Records.

(a) Subrecipient shall maintain any and all documents and records demonstrating or relating to Subrecipient's performance of services pursuant to this Agreement. Subrecipient shall maintain any and all ledgers, books of account, invoices, vouchers, canceled checks, or other documents or records evidencing or relating to work, services, expenditures and disbursements charged to City pursuant to this Agreement. Any and all such documents or records shall be maintained in accordance with generally accepted accounting principles and shall be sufficiently completed and detailed so as to permit an accurate evaluation of the services provided by Subrecipient pursuant to this Agreement. Any and all such documents or records shall be maintained for three (3) years from the date of execution of this Agreement and to the extent required by laws relating to the audits of public agencies and their expenditures.

(b) Any and all records or documents required to be maintained pursuant to this section shall be made available for inspection, audit and copying, upon reasonable

notice during regular business hours, upon written request by City or its designated representative. Copies of such documents or records shall be provided directly to the City for inspection, audit and copying when it is practical to do so; otherwise, unless an alternative is mutually agreed upon, such documents and records shall be made available at Subrecipient's address indicated for receipt of notices in this Agreement. The City shall compensate the Subrecipient for all costs associated with providing these materials to the City.

(c) Where City has reason to believe that any of the documents or records required to be maintained pursuant to this section may be lost or destroyed due to dissolution or termination of Subrecipient's business, City may, by written request, require that custody of such documents or records be given to the requesting party and that such documents and records be maintained by the requesting party. Access to such documents and records shall be granted to City, as well as to its successors-in-interest and authorized representatives.

Section 8. Status of Subrecipient.

(a) Subrecipient is and shall at all times during the terms of this Agreement remain a wholly independent Subrecipient and not an officer, employee or agent of City. Subrecipient shall have no authority to bind City in any manner, nor to incur any obligation, debt or liability of any kind on behalf of or against City, whether by contract or otherwise, unless such authority is expressly conferred under this Agreement or is otherwise expressly conferred in writing by City.

(b) The personnel performing the services under this Agreement on behalf of Subrecipient shall at all times be under Subrecipient's exclusive direction and control. Neither City nor any elected or appointed boards, officers, officials, employees or agents of City, shall have control over the conduct of Subrecipient or any of Subrecipient's officers, employees or agents, except as set forth in this Agreement. Subrecipient shall not at any time or in any manner represent that Subrecipient or any of Subrecipient's officers, employees or agents are in any manner officials, employees or agents of City.

(c) Neither Subrecipient nor any of Subrecipient's officers, employees or agents shall obtain any rights to retirement, health care or any other benefits which may otherwise accrue to City's employees. Subrecipient expressly waives any claim Subrecipient may have to any such rights.

Section 9. Standard of Performance. Subrecipient represents and warrants that it has the qualifications and experience necessary to properly perform the services required under this Agreement in a thorough, competent and professional manner. Subrecipient shall at all times faithfully, competently and to the best of its ability, experience and talent, perform all services described herein. In meeting its obligations under this Agreement, Subrecipient shall employ, at a minimum, generally accepted standards and practices utilized by persons engaged in providing services similar to those required of Subrecipient under this Agreement.

Section 10. Compliance with Applicable Laws, Permits and Licenses. Subrecipient shall keep itself informed of and comply with all applicable federal, state and local laws, statutes, codes, ordinances, regulations and rules in effect during the term of this Agreement applicable to Subrecipient. Subrecipient shall obtain any and all licenses, permits and authorizations necessary to perform the services set forth in this Agreement. Neither City, nor any elected or appointed boards, officers, officials, employees or agents of City, shall be liable at law or in equity as a result of any failure of Subrecipient to comply with this section.

Section 11. Nondiscrimination. Subrecipient shall not discriminate, in any way, against any person on the basis of race, color, religious creed, national origin, ancestry, sex, age, disability, marital status or sexual orientation in connection with or related to the performance of this Agreement.

Section 12. Unauthorized Aliens. Subrecipient hereby promises and agrees to comply with all of the provisions of the Federal Immigration and Nationality Act, 8 U.S.C.A. sections 1101, et seq., as amended, and in connection therewith, shall not employ unauthorized aliens for the performance of work and/or services covered by this Agreement, and should any liability or sanctions be imposed against City for such use of unauthorized aliens, Subrecipient hereby agrees to and shall reimburse City for the cost of all such liabilities or sanctions imposed, together with any and all costs, including attorney's fees, incurred by City.

Section 13. Conflicts of Interest. Subrecipient agrees to at all times avoid conflicts of interest with the interests of the City in the performance of this Agreement.

Section 14. Confidential Information; Release of Information.

(a) All information gained, or work product produced by Subrecipient in performance of this Agreement shall be considered confidential, unless such information is in the public domain or already known to Subrecipient. Subrecipient shall not release or disclose any such information or work product to persons or entities other than City without prior written authorization from the City Administrator, except as may be required by law.

(b) Subrecipient, its officers, employees, agents or subconsultants, shall not, without prior written authorization from the City Administrator or unless requested by the City Attorney of City, voluntarily provide declarations, letters of support, testimony at depositions, responses to interrogatories or other information concerning the work performed under this Agreement. A response to a subpoena or court order shall not be considered "voluntary" provided Subrecipient gives City notice of such court order or subpoena.

(c) If Subrecipient, or any officer, employee, agent or subconsultant of Subrecipient, provides any information or work product in violation of this section, then City shall have the right to reimbursement and indemnity from Subrecipient for any damages, costs and fees, including attorney's fees, caused by or incurred as a result of Subrecipient's conduct.

(d) Subrecipient shall promptly notify City should Subrecipient, its officers, employees, agents or sub consultants be served with any summons, complaint, subpoena, notice of deposition, request for documents, interrogatories, request for admissions or other discovery request, court order or subpoena from any party regarding this Agreement and the work performed thereunder. City retains the right, but has no obligation, to represent Subrecipient or be present at any deposition, hearing or similar proceeding. Subrecipient agrees to cooperate fully with City and to provide City with the opportunity to review any response to discovery requests provided by Subrecipient. However, this right to review any such response does not imply or mean the right by City to control, direct, or rewrite said response. Subrecipient shall be compensated for all costs associated with complying with this section.

Section 15. Indemnification.

(a) City and its respective elected and appointed boards, officials, officers, agents, employees and volunteers (individually and collectively, "Indemnitees") shall have no liability to Subrecipient or any other person for, and Subrecipient shall indemnify, defend, protect and hold harmless Indemnitees from and against, any and all liabilities, claims, actions, causes of action, proceedings, suits, damages, judgments, liens, levies, costs and expenses of whatever nature, including reasonable attorney's fees and disbursements (collectively, "Claims") which Indemnitees may suffer or incur or to which Indemnitees may become subject by reason of any injury to or death of any person(s), damage to property, loss of use of property, economic loss or otherwise occurring as a result of the negligent or willfully wrongful acts or omissions of Subrecipient, its agents, officers, directors, sub consultants or employees, committed in performing any of the services under this Agreement.

(b) If any action or proceeding is brought against Indemnitees by reason of any of the matters against which Subrecipient has agreed to indemnify Indemnitees as provided above, Subrecipient, upon notice from City, shall defend Indemnitees at Subrecipient's expense by counsel acceptable to City, such acceptance not to be unreasonably withheld. Indemnitees need not have first paid for any of the matters to which Indemnitees are entitled to indemnification in order to be so indemnified. The insurance required to be maintained by Subrecipient under Section 16 shall ensure Subrecipient's obligations under this section, but the limits of such insurance shall not limit the liability of Subrecipient hereunder. The provisions of this section shall survive the expiration or earlier termination of this Agreement.

(c) The provisions of this section do not apply to Claims occurring as a result of the City's sole negligence or willfully wrongful acts or omissions.

(d) City agrees to indemnify Subrecipient for any such neglect or willfully wrongful acts committed by City or its officers, agents or employees.

Section 16. Insurance. Subrecipient agrees to obtain and maintain in full force and effect during the term of this Agreement, insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work provided by Subrecipient, its agents, representatives or employees in performance of this Agreement. Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A-:VII. All insurance policies shall be subject to approval by City as to form and content. These requirements are subject to amendment or waiver, if so approved in writing by City Administrator. Subrecipient agrees to provide City with copies of required policies upon request. Prior to the beginning of and throughout the duration of the Work, Subrecipient and its subcontractors shall maintain insurance in conformance with the requirements set forth below. Subrecipient will use existing coverage to comply with these requirements. If that existing coverage does not meet the requirements set forth herein, Subrecipient agrees to amend, supplement or endorse the existing coverage to do so. Subrecipient acknowledges that the insurance coverage and policy limits set forth in this section constitute the minimum amount of coverage required. Any insurance proceeds available to Subrecipient or its subcontractors in excess of the limits and coverage identified in this Agreement and which is applicable to a given loss, claim or demand, will be equally available to CITY.

Subrecipient shall provide the following types and amounts of insurance. Without limiting Subrecipient's indemnification of CITY, and prior to commencement of Work, Subrecipient shall obtain, provide and maintain at its own expense during the term of this Agreement, policies of insurance of the type and amounts described below and in a form satisfactory to CITY:

A. Minimum Scope of Insurance: Coverage shall be at least as broad as:

(1) Insurance Services Office Form Commercial General Liability coverage (Occurrence Form CG 0001).

(2) Insurance Services Office Form No. CA 0001 covering Automobile Liability, including code 1 "any auto" and endorsement CA 0025, or equivalent forms subject to written approval of City.

(3) Workers' Compensation insurance as required by the Labor Code of the State of California and Employers' Liability insurance and covering all persons providing services on behalf of the Subrecipient and all risks to such persons under this Agreement, along with a waiver of subrogation endorsement.

(4) Errors and omission liability insurance appropriate to the Subrecipient's profession.

B. Minimum Limits of Insurance: Subrecipient shall maintain limits of insurance no less than:

(1) General Liability Insurance: Subrecipient shall maintain commercial general liability insurance with coverage at least as broad as Insurance Services Office form CG

00 01, in an amount not less than \$1,000,000 per occurrence, \$2,000,000 general aggregate, for bodily injury, personal injury, and property damage, and a \$2,000,000 completed operations aggregate. The policy shall provide or be endorsed to provide that CITY and its officers, officials, employees, agents, and volunteers shall be additional insureds under such policies. This provision shall also apply to any excess/umbrella liability policies. The policy must include contractual liability that has not been amended. Any endorsement restricting standard ISO "insured contract" language will not be accepted. This insurance and any umbrella or excess liability insurance shall be maintained for a minimum of three years or as long as there is a statutory exposure to completed operations claims, with the City and its officers, officials, employees, and agents continued as additional insured.

(2) Automobile Liability: Subrecipient shall maintain automobile insurance at least as broad as Insurance Services Office form CA 00 01 covering bodily injury and property damage for all activities of the Subrecipient arising out of or in connection with Work to be performed under this Agreement, including coverage for any owned, hired, non-owned or rented vehicles, in an amount not less than \$1,000,000 combined single limit for each accident.

(3) Workers' Compensation and Employer's Liability: Subrecipient shall maintain Workers' Compensation Insurance (Statutory Limits) and Employer's Liability Insurance (with limits of at least \$1,000,000) for Subrecipient's employees in accordance with the laws of the State of California, Section 3700 of the Labor Code. In addition, Subrecipient shall require each subcontractor to similarly maintain Workers' Compensation Insurance and Employer's Liability Insurance in accordance with the laws of the State of California, Section 3700 for all of the subcontractor's employees. Subrecipient shall submit to CITY.

(4) Errors and Omissions Liability: \$1,000,000 per claim as appropriate for the profession.

(5) Umbrella or excess liability insurance (if needed): Subrecipient shall obtain and maintain an umbrella or excess liability insurance that will provide bodily injury, personal injury and property damage liability coverage at least as broad as the primary coverages set forth above, including commercial general liability, automobile liability, and employer's liability. Such policy or policies shall include the following terms and conditions:

- A drop-down feature requiring the policy to respond in the event that any primary insurance that would otherwise have applied proves to be uncollectable in whole or in part for any reason;
- Pay on behalf of wording as opposed to reimbursement;
- Concurrence of effective dates with primary policies;
- Policies shall "follow form" to the underlying primary policies; and
- Insureds under primary policies shall also be insureds under the umbrella or excess policies.

(6) Pollution liability insurance. Environmental Impairment Liability Insurance shall be written on a Subrecipient's Pollution Liability form or other form acceptable to CITY providing coverage for liability arising out of sudden, accidental and gradual pollution

and remediation. The policy limit shall be no less than \$1,000,000 dollars per claim and in the aggregate. All activities contemplated in this Agreement shall be specifically scheduled on the policy as "covered operations." The policy shall provide coverage for the hauling of waste from the project site to the final disposal location, including non-owned disposal sites.

C. Other Provisions: Insurance policies required by this Agreement shall contain the following provisions:

(1) Notice of Cancellation: Each insurance policy required by this Agreement shall be endorsed and state the coverage shall not be suspended, voided, canceled by the insurer or other party to this Agreement, reduced in coverage or in limits except after thirty (30) days' prior written notice by certified mail, return receipt requested has been given to City.

(2) Primary/noncontributing: Coverage provided by Subrecipient shall be primary and any insurance or self-insurance procured or maintained by CITY shall not be required to contribute with it. The limits of insurance required herein may be satisfied by a combination of primary and umbrella or excess insurance. Any umbrella or excess insurance shall contain or be endorsed to contain a provision that such coverage shall also apply on a primary and non-contributory basis for the benefit of CITY before the CITY's own insurance or self-insurance shall be called upon to protect it as a named insured.

(3) City's Rights of Enforcement: In the event any policy of insurance required under this Agreement does not comply with these requirements or is canceled and not replaced, CITY has the right but not the duty to obtain the insurance it deems necessary and any premium paid by CITY will be promptly reimbursed by Subrecipient or CITY will withhold amounts sufficient to pay premium from Subrecipient payments. In the alternative, CITY may cancel this Agreement.

(4) Waiver of Subrogation: All insurance coverage maintained or procured pursuant to this agreement shall be endorsed to waive subrogation against CITY, its elected or appointed officers, agents, officials, employees and volunteers or shall specifically allow Subrecipient or others providing insurance evidence in compliance with these specifications to waive their right of recovery prior to a loss. Subrecipient hereby waives its own right of recovery against CITY, and shall require similar written express waivers.

(5) Enforcement of Contract Provisions (non estoppel): Subrecipient acknowledges and agrees that any actual or alleged failure on the part of the CITY to inform Subrecipient of non-compliance with any requirement imposes no additional obligations on the CITY nor does it waive any rights hereunder.

(6) Requirements not Limiting: Requirements of specific coverage features or limits contained in this Section are not intended as a limitation on coverage, limits or other requirements, or a waiver of any coverage normally provided by any insurance. Specific reference to a given coverage feature is for purposes of clarification only as it pertains to a given issue and is not intended by any party or insured to be all inclusive, or to the exclusion of other coverage, or a waiver of any type. If the Subrecipient maintains higher limits than the minimums

shown above, the CITY requires and shall be entitled to coverage for the higher limits maintained by the Subrecipient. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the CITY.

(7) Prohibition of Undisclosed Coverage Limitations: None of the coverages required herein will be in compliance with these requirements if they include any limiting endorsement of any kind that has not been first submitted to CITY and approved of in writing.

(8) Separation of Insureds: A severability of interests provision must apply for all additional insureds ensuring that Subrecipient's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the insurer's limits of liability. The policy(ies) shall not contain any cross-liability exclusions.

(9) Pass through Clause: Subrecipient agrees to ensure that its subconsultants, subcontractors, and any other party involved with the project who is brought onto or involved in the project by Subrecipient, provide the same minimum insurance coverage and endorsements required of Subrecipient. Subrecipient agrees to monitor and review all such coverage and assumes all responsibility for ensuring that such coverage is provided in conformity with the requirements of this section. Subrecipient agrees that upon request, all agreements with consultants, subcontractors, and others engaged in the project will be submitted to CITY for review.

(10) City's Right to Revise Requirements: The CITY reserves the right at any time during the term of the contract to change the amounts and types of insurance required by giving the Subrecipient a ninety (90) day advance written notice of such change. If such change results in substantial additional cost to the Subrecipient, the CITY and Subrecipient may renegotiate Subrecipient's compensation.

(11) Self-insured Retentions: Any self-insured retentions must be declared to and approved by CITY. CITY reserves the right to require that self-insured retentions be eliminated, lowered, or replaced by a deductible. Self-insurance will not be considered to comply with these specifications unless approved by CITY.

(12) Timely Notice of Claims: Subrecipient shall give CITY prompt and timely notice of claims made or suits instituted that arise out of or result from Subrecipient's performance under this Agreement, and that involve or may involve coverage under any of the required liability policies.

(13) Additional Insurance: Subrecipient shall also procure and maintain, at its own cost and expense, any additional kinds of insurance, which in its own judgment may be necessary for its proper protection and prosecution of the Work.

Section 17. Assignment. The expertise and experience of Subrecipient are material considerations for this Agreement. City has an interest in the qualifications of and capability of the persons and entities who will fulfill the duties and obligations imposed upon Subrecipient under the Agreement. In recognition of that interest, Subrecipient shall not assign

or transfer this Agreement or any portion of this Agreement or the performance of any of Subrecipient's duties or obligations under this Agreement without the prior written consent of the City Council. Any attempted assignment shall be ineffective, null and void, and shall constitute a material breach of this Agreement, entitling City to any and all remedies at law or in equity, including summary termination of this Agreement. City acknowledges, however, that Subrecipient, in the performance of its duties pursuant to this Agreement, may utilize sub consultants.

Section 18. Continuity of Personnel. Subrecipient shall make every reasonable effort to maintain the stability and continuity of Subrecipient's staff assigned to perform the services required under this Agreement. Subrecipient shall notify City of any changes in Subrecipient's staff assigned to perform the services required under this Agreement, prior to any such performance.

Section 19. Termination of Agreement.

(a) City may terminate this Agreement, with or without cause, at any time by giving sixty (60) days' written notice of termination to Subrecipient. In the event such notice is given, Subrecipient shall cease immediately all work in progress.

(b) Subrecipient may terminate this Agreement at any time upon sixty (60) days' written notice of termination to City.

(c) If either Subrecipient or City fail to perform any material obligation under this Agreement, then, in addition to any other remedies, either Subrecipient or City may terminate this Agreement immediately upon written notice.

(d) Upon termination of this Agreement by either Subrecipient or City, all property belonging exclusively to City which is in Subrecipient's possession shall be returned to City. Subrecipient shall furnish to City a final invoice for work performed and expenses incurred by Subrecipient, prepared as set forth in Section 4 of this Agreement. This final invoice shall be reviewed and paid in the same manner as set forth in Section 4 of this Agreement.

Section 20. Default. In the event that Subrecipient is in default under the terms of this Agreement, the City shall not have any obligation or duty to continue compensating Subrecipient for any work performed after the date of default and may terminate this Agreement immediately by written notice to Subrecipient.

Section 21. Excusable Delays. Subrecipient shall not be liable for damages, including liquidated damages, if any, caused by delay in performance or failure to perform due to causes beyond the control of Subrecipient. Such causes include, but are not limited to, acts of God, acts of the public enemy, acts of federal, state or local governments, acts of the City, court orders, fires, floods, epidemics, strikes, embargoes, and unusually severe weather. The term and price of this Agreement shall be equitably adjusted for any delays due to such causes.

Section 22. Cooperation by City. All public information, data, reports and maps as are existing and available to City as public records, and which are necessary for carrying out the work as outlined in Exhibit A, shall be furnished to Subrecipient in every reasonable way to facilitate, without undue delay, the work to be performed under this Agreement.

Section 23. Notices. All notices required or permitted to be given under this Agreement shall be in writing and shall be personally delivered, or sent by telecopier or United States mail, postage prepaid, addressed as follows:

To City: City Administrator
 City of Guadalupe
 918 Obispo Street
 Guadalupe, CA 93434

To Subrecipient: Rural Community Development Corporation of California
 RCDCC
 1904 5th Street
 Sacramento, CA 95811

Notice shall be deemed effective on the date personally delivered or transmitted by facsimile or, if mailed, three (3) days after deposit of the same in the custody of the United States Postal Service.

Section 24. Authority to Execute. The person or persons executing this Agreement on behalf of the Subrecipient represents and warrants that they have the authority to so execute this Agreement and to bind Subrecipient to the performance of its obligations hereunder.

Section 25. Binding Effect. This Agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the parties.

Section 26. Modification of Agreement. No amendment to or modification of this Agreement shall be valid unless made in writing and approved by the Subrecipient and by the City Council. The parties agree that this requirement for written modifications cannot be waived and that any attempted waiver shall be void.

Section 27. Waiver. Waiver by any party to this Agreement of any term, condition or covenant of this Agreement shall not constitute a waiver of any other term, condition or covenant. Waiver by any party of any breach of the provisions of this Agreement shall not constitute a waiver of any other provision, nor a waiver of any subsequent breach or violation of any provision of this Agreement. Acceptance by City of any work or services by Subrecipient shall not constitute a waiver of any provisions of this Agreement.

Section 28. Law to Govern; Venue. This Agreement shall be interpreted, construed and governed according to the laws of the State of California. In the event of litigation between the parties, venue in state trial courts shall lie exclusively in the County of Santa

Barbara. In the event of litigation in a U.S. District Court, venue shall lie exclusively in the Central District of California, in Los Angeles.

Section 29. Attorney's Fees, Costs and Expenses. In the event litigation or other proceeding is required to enforce or interpret any provision of this Agreement, the prevailing party in such litigation or other proceeding shall be entitled to any award of reasonable attorney's fees, costs and expenses, in addition to any other relief to which it may be entitled.

Section 30. Entire Agreement. This Agreement, including the attached exhibits, is the entire, complete, final and exclusive expression of the parties with respect to the matters addressed therein and supersedes all other agreements or understandings, whether oral or written, or entered into between Subrecipient and City prior to the execution of this Agreement. No statements, representations or other agreements, whether oral or written, made by any party which are not embodied herein shall be valid and binding. No amendment to this Agreement shall be valid and binding unless in writing duly executed by the parties or their authorized representatives.

Section 31. Severability. If a term, condition or covenant of this Agreement is declared or determined by any court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Agreement shall not be affected thereby, and the Agreement shall be read and construed without the invalid, void or unenforceable provision(s).

Section 32. Preparation of Agreement. This Agreement is the product of negotiation and preparation by and among the parties and their respective attorneys. The parties, therefore, expressly acknowledge and agree that this Agreement shall not be deemed prepared or drafted by one party or another, or any party's attorney, and will be construed accordingly.

Section 33: Conflict of Interest. Subrecipient will comply with all conflict of interest laws and regulations including, without limitation, the City's Conflict of Interest Code (on file in the City Clerk's Office). All officers, employees and/or agents of Subrecipient who will be working on behalf of the City pursuant to this Agreement, may be required to file Statements of Economic Interest. Therefore, it is incumbent upon the Subrecipient to notify the City of any staff changes relating to this Agreement.

- A. In accomplishing the scope of services of this Agreement, all officers, employees and/or agents of Subrecipient, unless as indicated in Subsection B, will be performing a very limited and closely supervised function, and, therefore, unlikely to have a conflict of interest arise. No disclosures are required for any officers, employees, and/or agents of Subrecipient, except as indicated in Subsection B.

Initials

B. In accomplishing the scope of services of this Agreement, Subrecipient(s) will be performing a specialized or general service for the City, and there is substantial likelihood that the Subrecipient's work product will be presented, either written or orally, for the purpose of influencing a governmental decision. As a result, the following Subrecipient's shall be subject to Disclosure Category "1" of the City's Conflict of Interest Code.

CITY:

Subrecipient:

CITY OF GUADALUPE

By: _____
Ariston Julian, Mayor

By: _____
Thomas Brandeberry
Title: CEO/President

APPROVED AS TO FORM:

Philip F. Sinco, City Attorney

Exhibit A - Proposal and Work Program
Exhibit B - Budget

Exhibit A – Scope of Work

Scope of Work:

For all assigned grant contracts awarded to the City, RCDCC will ensure all contract obligations are completed, and completed with the contract periods. This includes all reporting requirement, submission of all required documents, and primary contact work with funding agencies.

RCDCC will ensure an open communication with the City on all necessary communication between the City and the funding agencies. RCDCC will also provide, as needed, any needed presentation, training or simple explanation of the funding sources and their requirement for both the application process and the contacting period.

RCDCC will research grant funding sources that would benefit the City and their Goals and Objectives.

When assigned, RCDCC will complete the full application process for a grant sources once the City agrees that the grant program would be beneficial to the City's Goals and Objectives.

RCDCC, with funding available, will have one full time staff person assigned at City Hall to coordinate application and contract management.

For each new awarded funding, RCDCC will work with City staff on roles, responsibilities and determine what gaps in capacity for implementation of the grant award and fill that gap.

RCDCC will submit budgets for each new award where RCDCC will be involved in the contract implementation for Council approval. The Budget will include line item detail as contract scope of work if needed.

RCDCC, when managing CDBG or other federally funded grant awards will provide the City with the technical assistance on all federal requirements (NEPA, Prevailing wage, procurement, Section 3, MBE/WBE, for example) and either implement these requirements or ensure appropriate consultants are hired.

RCDCC will provide ongoing outreach assistance to the City using website, flyers, interested parties lists, and social media to promote and encourage community involvement in City projects.

Exhibit B - Cost Proposal/Budget

The budget is based, presently on three State CDBG grant awards:

Budget Item	Amount	Comments
Contract Administration	\$135,000	This include three CDBG Contracts: CV, ED and 17CDBG12099 (remaining work)
Resilience Plan	\$60,000	Remaining work/funds from 17CDBG12099
Covid Community Service Coordinator	\$55,000	12 month, Part Time Position (Salary and Benefits)
Activity Work	\$35,000	ED Activity Work to process businesses for technical assistance and loans and grants. Funds to be bill with clients served.
TOTAL	\$285,000	

The above costs are based on each grant requiring grant administration work until the grant is fully close out. The grant with the furthest out end date will be the ED grant, which will have a minimum of 4 years from execution to close out.



REPORT TO THE CITY COUNCIL OF THE CITY OF GUADALUPE
Agenda of October 27, 2020

Lorena Zarate

Prepared by:
Lorena Zarate, Finance Director

Approved by:
Todd Bodem, City Administrator

SUBJECT: Information Technology Services Agreement

RECOMMENDATION:

That the City Council adopt Resolution No. 2020-83 approving an agreement with Itech Solutions for Information Technology services.

BACKGROUND:

On April 30, 2020, the City of Guadalupe suffered an unfortunate breach in its cybersecurity, causing the major server, which hosts all financial data, to be compromised. Itech Solutions was engaged to help provide an assessment of the damage and perform the remediation process to get the City's server running appropriately and to keep our sensitive information safe. Fortunately, Itech Solutions was successful on all accounts. Itech Solutions' assessment indicated that the City was lacking security in many areas. In light of the recent breach and grand jury report regarding cybersecurity, City Staff determined that the City's network had to be reinforced and that this need was urgent. As such, City Staff terminated the relationship it had with its information technology (IT) consultant, and in its place, engaged Itech Solutions on a temporary basis in order to strengthen our security and avoid future breaches. City Staff engaged Itech Solutions on a Month to Month agreement in compliance with the Guadalupe Municipal Code 4.04.120 concerning "Emergency Purchases."

On September 25, 2020, the City issued a Request for Proposal (RFP) inviting qualified and experienced vendors for IT services. Staff published the required Notice of the RFP and the deadline for submittal of such proposals was October 14, 2020. A total of five proposals were received and evaluated by City Staff.

DISCUSSION:

The City received five responses to its RFP including a proposal from Itech Solutions. All the vendors were qualified and prepared very impressive proposals ranging in pricing. All vendors provided resumes, references, and met insurance requirements. All vendors met the requirements for the expected services requested, including support, maintenance, backup systems, responsiveness to request for service, but most importantly, management of anti-spam and anti-virus applications, security updates, firewalls, risk

assessment, vulnerability scanning, and security awareness training for employees. Cybersecurity is of outmost priority.

Regarding pricing, the vendors had a range of prices, and different pricing methods, including a monthly amount plus hourly rate on response for service requests. The pricing range for the 5 vendors for whom the City received proposals for are as follows:

- Itech Solutions - \$4,760 per month
- Red River - \$3,975 per month, plus \$253 per hour for service requests
- Blackstone - \$3,800 per month, plus \$125 per hour for service requests
- SoftHQ - \$52-\$102 hourly rate, monthly rate \$8,320-\$16,345
- Elegant - \$85 hourly rate

After review of the proposals, City Staff has disqualified the vendor Elegant because this vendor appears to hire and recruit consultants for specific projects, which could be a lengthy process and does not guarantee that the City will have someone to perform requires services when necessary. SoftHQ was the most expensive and exceeded the amount in our current budget. Blackstone and Red River would charge a monthly rate plus an hourly rate, resulting in a variation of amounts due depending on the number of service requests, which may be high during the onboarding process or periods of high service demands. Staff greatly prefers a set amount rather than a fluctuating amount for budgeting purposes. Finally, all vendors except for Itech Solutions, are from outside the area and may charge additional fees for travel for support onsite. For the foregoing reasons, City Staff is recommending that the City Council award the IT service contract to Itech Solutions. The contract would be for a length of two (2) years with an option to extend for three (3) additional years.

Although the price for services from Itech Solutions fell in the middle of the price range compared with the other four vendors, there were several factors that influences staff's selection. Itech Solutions was the only local vendor that submitted a response to the RFP. Itech Solutions is a California Central Coast based company with nearly two decades of experience providing full-service IT services, support, and security. Itech Solutions partners with clients to ensure technology not only fosters growth and efficiency, but also protects against security threats and disasters with a "Security First!" approach. In addition, City Staff was very satisfied with the services and assistance provided by Itech Solutions in connection with the recent cybersecurity breach. Itech Solutions was very helpful and resourceful during the ransomware attack and was successful in the decryption process. During the temporary agreement with Itech Solutions, the City's cybersecurity has been restrengthened and they have helped the City move into cloud-based backups and cloud-based email through Office 365. Itech Solutions is currently working on migrating the City into a new server and are helping with obtaining new computers for our employees. They have provided free cybersecurity training to City Staff. City Staff has received very positive feedback regarding the customer service and responsiveness to employee requests for service. Although most of the troubleshooting can be performed remotely, Itech Solutions could easily present onsite to provide support and guidance through any issues that may arise and to evaluate our physical equipment. If onsite service was necessary, all of the other vendors would have to travel from distant locations, thus resulting in additional costs. The onboarding process can be lengthy and expensive with a new vendor, but Itech Solutions has already performed the onboarding process and is very familiar with our network. In addition, in order to retain Itech Solutions on an emergency basis, the City had to

pay a one-time set up fee, which does not need to be paid again. If the City selected another of the vendors, a similar one-time fee would be required, thus resulting in additional costs to the City. For all the foregoing reasons, a long-term agreement with Itech Solutions would be seamless, which is unlikely to be the case if the City had selected another vendor. Finally, Itech Solutions has been a great support and communication resource with the preliminary steps relating to the City's implementation of a new accounting software.

FISCAL IMPACT:

As noted on the attachment, Itech Solutions will provide services consistent with the Bronze labeled plan. The Bronze plan is what Itech Solutions is currently providing with the temporary agreement in place. The monthly cost for the Bronze plan will be \$4,760. These monthly amounts have been budgeted for fiscal year 2020-2021, as the amounts are not different than what the City is currently paying Itech Solutions under the temporary agreement. Pricing would not increase during the two-year agreement but would increase 5% if the agreement is extended for another three years.

ATTACHMENTS:

1. Itech Solutions Managed IT Service Agreement
2. Resolution No. 2020-83

ITECH

SOLUTIONS

SECURITY FIRST! MANAGED IT SERVICES

ITECH Solutions is a California Central Coast based company with nearly two decades of experience providing full-service IT services, support, and security. ITECH Solutions partners with clients to ensure technology not only fosters growth and efficiency, but also protects against security threats and disasters with a “Security First!” approach. In short, we keep your technology secure and operational using proactive solutions to ensure you are running at peak performance.

MANAGED SERVICES AGREEMENT



ITECH Solutions | 805-592-2500 | www.itech-solutions.com

355 Pacific St., San Luis Obispo, CA

OUR TEAM | SUPPORT PROCESS

Step 1: Your Team Assignment

ITECH Solutions assigns a team of people to ensure requests are handled efficiently and effectively.

- **Helpdesk Technicians (Tier I)** – Helpdesk technicians work remotely in the office and is responsible for making sure the phones are answered and tickets are addressed. They will act as the first point of contact for any new service requests and perform escalation as needed.
- **Network Administrators (Tier II)** – Network administrators work both onsite and remotely. They are trained to work with networks and will be the primary person for onsite requests or escalation needed from the Tier I team.
- **Server Administrators (Tier III)** – Server administrators work primarily on servers and are the primary contact for any server issues/upgrades or tickets that need escalation from the Tier II team.
- **Project Manager** – The project manager executes any projects such as performing network audits, replacing servers, migrating to the cloud or upgrading networks.
- **vCIO** – The vCIO will help with planning and budgeting to ensure you are getting the most out of your technology.
- **vCISO** – The vCISO verifies proper layers of security are in place fostering a "no threat goes un-noticed" approach to securing your IT environment.
- **Client Success Manager** – The client success manager works closely with our support team and will make sure deadlines, milestones and service expectations are met.
- **Accounts Receivable** – The AR department handles all the accounts receivable and financial transactions.

Step 2: Onboarding

- Initial data collection
- Management Tools
- IT Documentation
- Security Services

Step 3: Ongoing Services & Support

- **Day to Day Support:** ITECH Solutions uses an industry leading professional services automation ticketing system and IT Support Portal app to manage all support requests. There are two methods for receiving service requests.
 - **Security & Monitoring Alerts:** Security & monitoring tools send alerts that automatically create a ticket and allow proactive addressing of the issue without having to involve the Client.
 - **Client Support Request:** A request directly from the Client using the IT Support Portal app or by phone. During the ticket creation the Client will be asked to assign a priority based on how urgent the request is. After the ticket is created Tier I Helpdesk will assess the issue or assign to the Tier II or Tier III team if escalation is needed. The ticket can be updated by replying directly from the IT Support Portal. The ticket is not closed until the Client has confirmed the issue is solved.

Step 4: vCIO & vCISO Consulting: After the onboarding and documentation of the Clients IT Infrastructure a vCIO and vCISO will perform a technical assessment and make recommendations to improve security and efficiency.

SERVICE LEVEL AGREEMENT | PRIORITIES & CLIENT RESPONSIBILITIES

Purpose

This section defines the Service Level Agreement (SLA) for this Agreement. The primary role of the helpdesk is to support end users in completing business tasks. To ensure this role is carried out in a timely and quality manner, this SLA helps assign priority levels to problems or issues reported by end users to ITECH Solutions. The goal of this policy is to establish a clear set of service expectations and inform the Client of the method by which the helpdesk requests will be prioritized and what response times can be expected.

Priority Categories

The following table shows different priority levels for requests, a brief description of what constitutes each priority category and timelines for problem response time by ITECH Solutions. The “SLA Response Time” is defined as the timeframe in which ITECH Solutions will start working on the service request and is not an indication of when the issue will be resolved. The technician working on the service request will be able to provide an estimate of completion after performing a diagnosis of the service request.

SLA Response Time	SLA Description
Emergency - Same Day (2 hours onsite, 1 hour remote)	Critical system is down, little to no functionality, no workaround, data corrupted, many users affected, regulatory or legal implications. Use this priority for any afterhours same day
Emergency - Next Business Day (2 hours onsite, 1 hour remote)	Critical system is down, little to no functionality, no workaround, data corrupted, many users affected, regulatory or legal implications, can wait until next business day to address.
Next Business Day	Functionality restrictions that need to be addressed within one business day, one or more users affected, workaround available.
3 Business Days	Basic functionality with some restrictions, one or more users affected, workaround available.
5 Business Days	Minor problem or need, functionality unaffected, cosmetic or an annoyance.
No Deadline	For a service request without any deadline.

Client should confirm their direct reports understand the scope and implications of this policy and that a copy is made readily available in their business area. If these engagement parameters are not followed, SLA response times cannot be guaranteed. Please review the below guidelines when requesting service:

1. Before contacting the helpdesk, review the priority categories to set the appropriate expectation for response time.
2. Requests within a specific priority category will be handled on a first come first served basis.
3. In some cases, special consideration will be given to mobile and remote employees whose access to company resources is more constrained.
4. In the event of a natural disaster, failure of a third-party utility (such as electrical power), or other situation resulting in multiple Emergency issues, stated response times may be longer.

SERVICE LEVEL AGREEMENT | HOW TO CONTACT ITECH SOLUTIONS

What is IT Support Portal?

A Client portal that provides all your service and support including end user training and access to past tickets.

- For "Emergency – Same Day" Requests: Call our helpdesk at 805-592-2500
- All Other Priority Requests: Use IT Support Portal App or Website: <https://portal.itech-solutions.com>

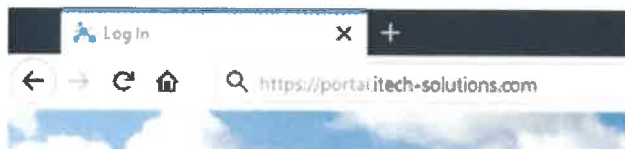
IT Support Portal Quick Training:

Step 1. Find the and double click the 'IT button' on your desktop or task tray (near your clock)

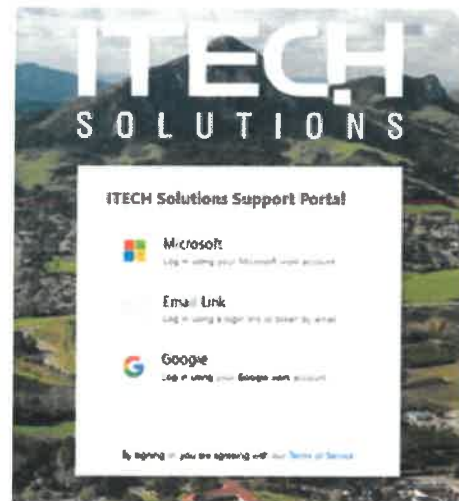


OR

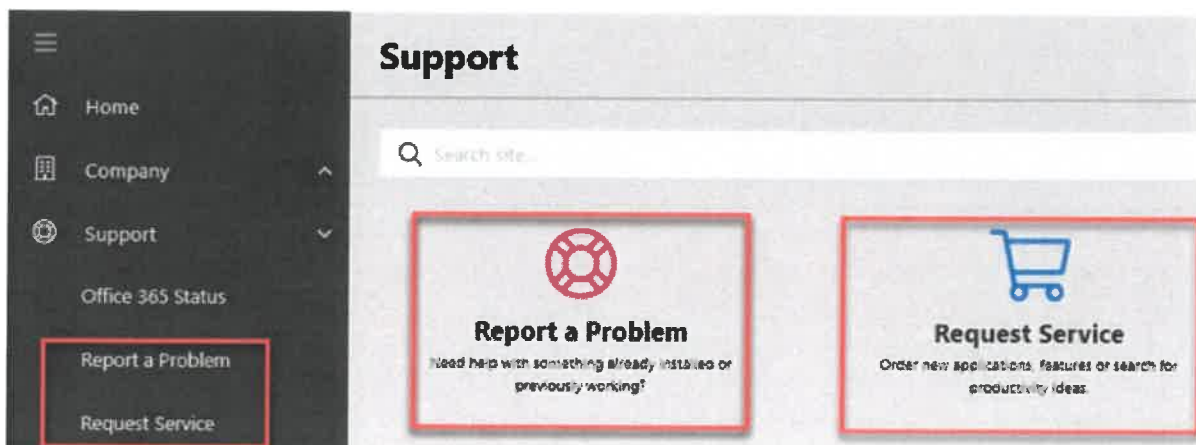
Go to <https://portal.itech-solutions.com>



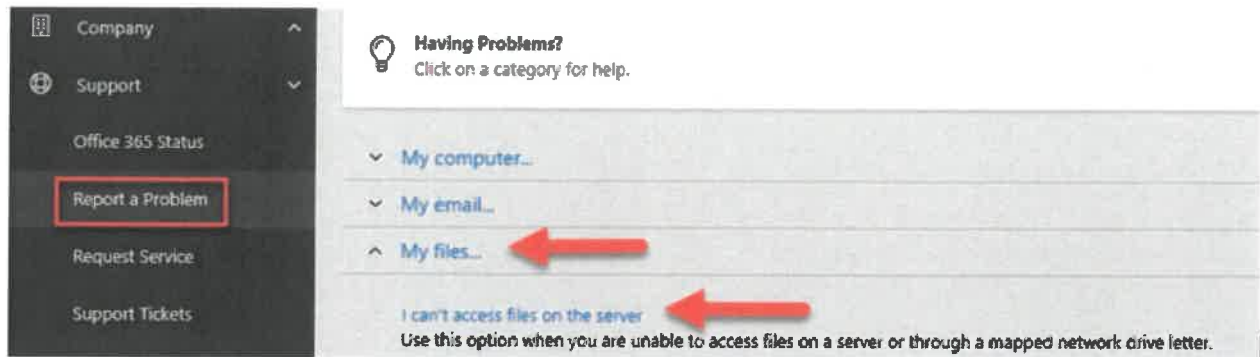
Step 2. Login with existing credentials from Microsoft, Google or request a login link



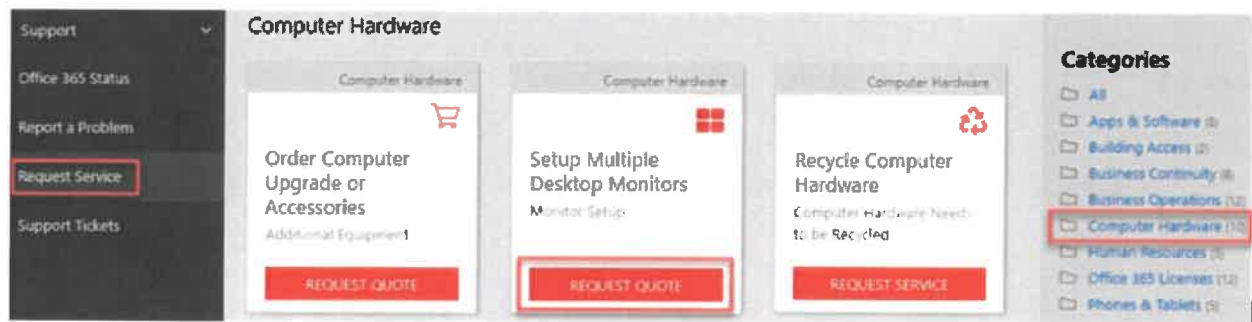
Step 3. Click the "Report a Problem" or "Request Service" icons on the home page or under the "Support"



Step 4. Select the problem category and sub-category that best matches the problem you are having



Or select the service category and service card that best matches the service you need



Step 5. Fill in and submit the form that pops out on the right-hand side

IMPORTANT! - ADDITIONAL SERVICE REQUEST REQUIREMENTS

- Emergency requests will not be seen by our emergency response team unless the request is submitted through the IT Support Portal App/Website or by calling the helpdesk phone number at 805-592-2500.
- "Emergency – Same Day" priority must be used for after hours emergencies that cannot wait until the next business day.
- Creating a **new** service request by sending an email to helpdesk@itech-solutions.com may not make it into our ticketing system due to spam filtering or email routing issues. ITECH Solutions cannot guarantee we will receive your service request if you use email to create your ticket.
- Tickets that are created by email will be set to a low priority of 5 business days. IMPORTANT: If a ticket you created by email needs to be addressed with a higher priority, you will need to call our helpdesk (805-592-2500) to have the priority changed.
- Requesting services by contacting ITECH Solutions staff directly is not supported and will cause delays and go unnoticed.
- To ensure ticket notes reach us we recommend using IT Support Portal to add notes to existing tickets.
- All service request communication must be tracked in our ticket system or over the phone/in person to ensure ITECH Solutions can provide services in a timely manner.

MANAGED SERVICES | SECURITY FIRST! PLAN COMPARISON

MANAGEMENT & SUPPORT SERVICES	Bronze	Silver	Gold
Guaranteed Response Times	✓	✓	✓
24x7x365 Infrastructure Monitoring	✓	✓	✓
Client Portal & IT Documentation	✓	✓	✓
Unlimited Day to Day Remote Support*	✓	✓	✓
Limited Onsite Support*	✓	✓	✓
IT Budget Preparation	✓	✓	✓
Employee Onboarding/Offboarding	\$250/each	✓	✓
Workstation Replacement Support*	\$250/each	\$200/each	✓
Emergency After Hours Support*	\$200/hour	\$175/hour	✓
Scheduled After Hours Support*	\$175/hour	\$150/hour	\$125/hour
Project Support	Billable	Billable	Billable
Asset & Inventory Management Report	Annual	Bi-Annual	Quarterly
Technology Business Review Meeting	Annual	Bi-Annual	Quarterly
USER SECURITY SERVICES	Bronze	Silver	Gold
Microsoft 365 Secure Management	✓	✓	✓
Identity Access Management	✓	✓	✓
Password Management System	✓	✓	✓
Dark Web Monitoring	✓	✓	✓
Phishing Email Security	✓	✓	✓
Simulated Phishing Attack	Quarterly	Monthly	Weekly
Security Awareness Training	Quarterly	Monthly	Weekly
DEVICE SECURITY SERVICES	Bronze	Silver	Gold
Microsoft & 3rd Party App Security Updates	✓	✓	✓
Endpoint Management	✓	✓	✓
Next Generation Endpoint Security	✓	✓	✓
DNS Filtering	✓	✓	✓
Windows Application Control	✓	✓	✓
Managed Detection & Response	\$10/device	✓ + SOC	✓ + SOC
Mobile Device Management	\$10/device	✓	✓

LogMeIn Remote Desktop Access	\$10/device	\$10/device	✓
NETWORK SECURITY SERVICES	Bronze	Silver	Gold
Managed Wireless	✓	✓	✓
Vulnerability Scanning	\$5/device	✓	✓
24/7 Security Operations Center (SOC)	\$10/device	✓	✓
Risk Assessment	Billable	Billable	Billable
Penetration Test	Billable	Billable	Billable
Managed UTM Firewall	From \$200/month per device		
DATA SECURITY SERVICES	Bronze	Silver	Gold
Microsoft Office 365 Cloud Backup	✓	✓	✓
Data Encryption	✓	✓	✓
Encrypted Email	\$5/user	✓	✓
Datto Workplace File Sync & Share	\$15/user	\$15/user	✓
Backup, Continuity & Disaster Recovery	From \$200/month per device		
PRODUCTIVITY SERVICES	Bronze	Silver	Gold
Employee eLearning Training Program	\$5/user	\$5/user	✓
Microsoft Office 365 Licensing	From \$20/month per user		

*Service requests and business covered are outlines in the inclusion/exclusion list.

MANAGED SERVICES | SECURITY FIRST! PLAN DETAILS

USER SECURITY SERVICES	DESCRIPTION
Microsoft 365 Secure Management	Implement and maintain security best practices for Microsoft Office 365
Identity Access Management	Manage user identity, multifactor authentication, and single sign on
Password Management System	Keep passwords encrypted, secure, strong, and autofill during logon
Dark Web Monitoring	Monitor the dark web to identify compromised company passwords
Phishing Email Security	Block and notify users of potential phishing emails to avoid falling victim
Simulated Phishing Attack	Train employees on how to identify a phishing email
Security Awareness Training	Train employees how to maintain healthy cybersecurity hygiene
DEVICE SECURITY SERVICES	DESCRIPTION
Microsoft & App Security Updates	Install regular security patches for windows and third-party applications
Endpoint Management	Centralize management, discovery, and provisioning of endpoints
Next Generation Endpoint Security	Virus and malware protection using artificial intelligence
DNS Filtering	Protect users against harmful website links or browser search links
Windows Application Control	Protect against the install or use of unauthorized or harmful applications
Managed Detection & Response	Monitor device activity to proactively identify suspicious behavior
Mobile Device Management	Protect data on lost or stolen Mobile devices
LogMeIn Remote Desktop Access	Secure and streamline work from home remote access to computers
NETWORK SECURITY SERVICES	DESCRIPTION
Managed Wireless	Protect wireless access to your company network
Vulnerability Scanning	Identify security vulnerabilities on your network and devices
24/7 Security Operations Center	Proactive 24/7 SOC response to detected security threats
Risk Assessment	Assess your current cybersecurity risk posture and areas of concern
Penetration Test	Determine areas of weakness in with your current security posture

Managed UTM Firewall

Protect against threats form the internet or devices on your network

DATA SECURITY SERVICES**DESCRIPTION****Microsoft Office 365 Cloud Backup**

Protect against loss of Office 365 data from deletion or Ransomware

Data Encryption

Protect data on lost or stolen devices

Encrypted Email

Secure email in transit to preotect email data

Datto Workplace File Sync & Share

Secure file sharing and file accessibility from any device

Backup, Cont. & Disaster Recovery

Minimize downtime and maintain business operations during a disaster

PRODUCTIVITY SERVICES**DESCRIPTION****Employee eLearning Training Program**

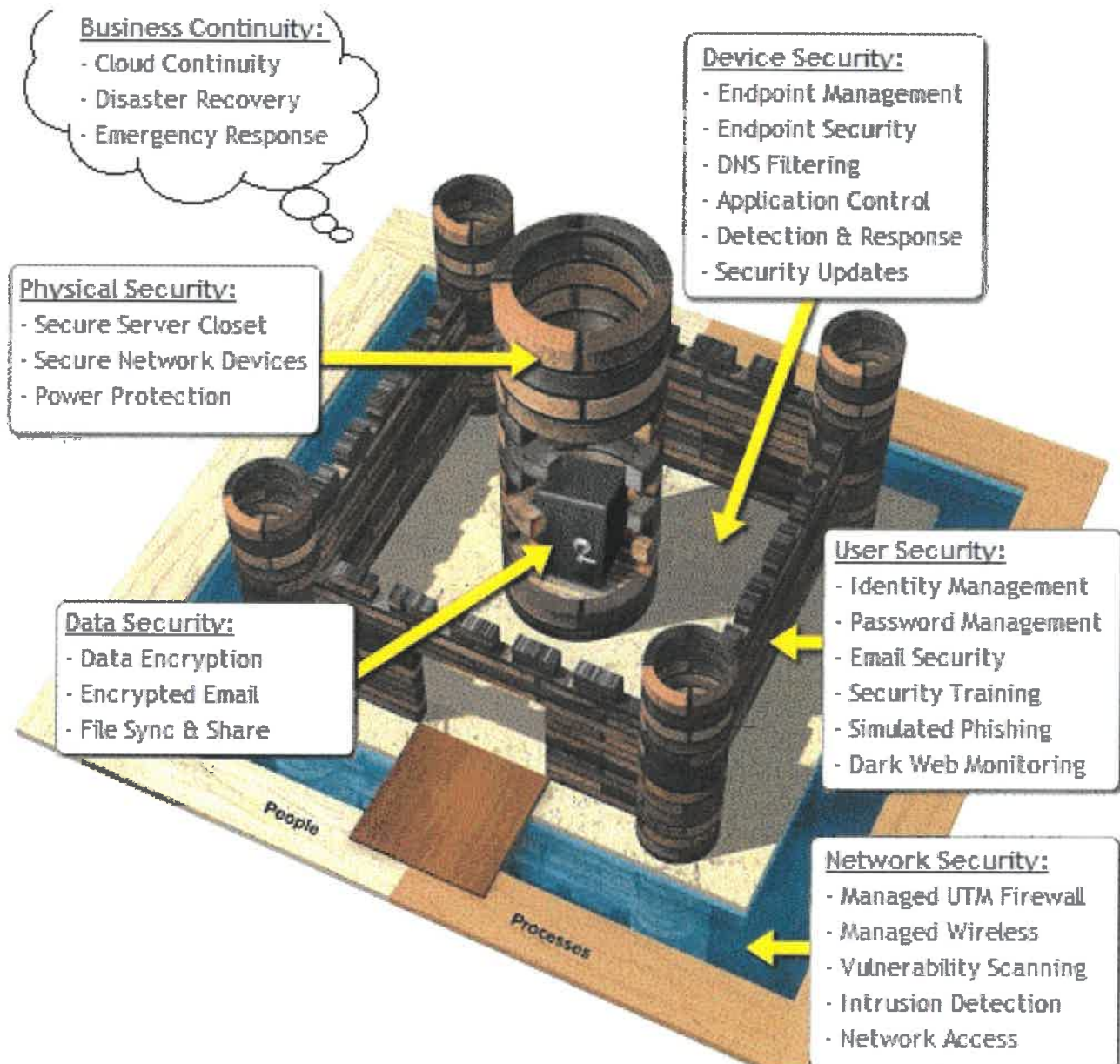
Education with common business software and processes (Incl. MS Office)

Microsoft Office 365 Licensing

Email, Office Applications, Teams, and User/Device/Email Security

MANAGED SERVICES | LAYERED SECURITY DIAGRAM

In today's cybersecurity landscape there is not a single, or even handful of security products that provide enough security to effectively prevent a security breach. It takes multiple layers to truly protect a company from a security breach and even then, there is not 100% protection. Anything that can be locked, can also be unlocked which means the proper security measure is to have more layers (locks) in place in the case one of them fails. These layers (as described in the below graphic) address several important security layers identified by NIST standards.



MANAGED SERVICES | LAYERED SECURITY ADDITIONAL DETAILS

Incident Response:

Even with the use of multiple security layers there is no way to be 100% secure. Having several layers of security in place will make a business much less of a target, however internal resources such as a disgruntled or careless employee can cause a security breach as well. For this concern, ITECH Solutions can provide an incident response cybersecurity team on standby should a security breach occur. ITECH Solutions incident response cybersecurity team ensures a much faster clean up, and less downtime. ITECH Solutions also has experience working with insurance companies and can help guide the process to maximize coverage of a security breach or incident. If incident response services are declined ITECH Solutions will provide reasonable efforts at to remedy the breach however, cannot guarantee full remediation without the support of a cybersecurity firm. Incident response service costs are not included in this Agreement.

Insurance Policies:

Client is required to carry general liability and cybersecurity insurance ("Insurance") to maintain compliance with this Agreement. Should a security breach occur it is imperative to have coverage for damages and costs associated with resulting damages, remediation costs and potential liability to third parties. Security breach costs can be substantial and ITECH Solutions will be unable to attempt remediation of a breach if Client does not have enough funds or insurance proceeds available to pay ITECH Solution for such additional services. If at time any ITECH Solutions determines that Client is without Insurance, ITECH Solutions reserves the right to cancel this Agreement and offboard Client's Services.

Backup, Continuity & Disaster Recover Details:

Using Backup, Continuity & Disaster Recovery (BCDR) backup services are a minimum requirement of this Agreement unless otherwise agreed by both parties in writing. A BCDR service provides continuity and minimizes downtime by providing a local and cloud failover environment during the event of a theft, fire or anything that causes loss of access to devices that are being backed up. For software as a service (SaaS) products in the cloud the third party vendor (such as Microsoft) does not guarantee backup of the Client's cloud data or protection against Ransomware. ITECH Solutions' SaaS backup services for cloud applications are also required to protect against data loss for cloud apps unless otherwise agreed by both parties in writing.

Secure File Sync & Share Services:

ITECH Solutions recommends a File Sync & Share service to secure PII data in the cloud and enable the Client's organization to share files via web links improving security and audit trail visibility. These links can be password protected, expire on a date (or after a download count) and be made private or public. ITECH Solutions File Sync & Share services include advanced features and integration with Office 365, Google Docs, and Active Directory Domain Servers. A full audit trail is provided with 6 months of file retention audit history for previous saved versions. Additional security includes ransomware protection to ensure your files do not become compromised by ransomware.

MANAGED SERVICES | INCLUSIONS & EXCLUSIONS

Service & Support Inclusions:

- Day to Day Remote Support
- Limited Onsite Support
- Client Satisfaction Scoring (CSAT)
- Dedicated Technician Team
- Procurement Support for Applicable Products
- Remote Management & Delivery of Services
- Third Party Vendor Management
- User, Application, Data, Device, Network & Location Management
- IT Business Review

Service & Support Exclusions:

- Scheduled after hours support
- After hours emergency support (incl. in Gold Plan)
- Email or server migration
- In person end user training
- Hardware or software installation support for products not purchased through ITECH Solutions (See Applicable Products Section)
- Network Wiring
- Office move or new office setup
- One-time project support
- Replacements of 5 or more workstations at a time
- Security breach incident response
- Anything else not on the “includes” list above

Projects:

The Day to Day Remote and Limited Onsite Support services do not include support for any one-time projects, or anything not considered “day to day support.” A project can be defined as any single upgrade, change or replacement service request that takes longer than 3 hours. All projects are estimated with a flat rate support cost to prevent any unexpected costs after the project approval. If the project scope changes after approval a change request quote will be submitted for additional costs.

After Hours:

After hours service is defined as holidays, weekends, and after-hours weekdays from 5:00pm to 8:00am in the Clients local time zone. (Supported across all four domestic US time zones - Pacific, Mountain, Central, Eastern).

Applicable Products Procurement:

ITECH Solutions “Applicable Products” are defined as any hardware & software that ITECH Solutions currently resells or can resell. Applicable Products where the installation support is covered under the Unlimited Day to Day Remote and Limited Onsite Support must be purchased through ITECH Solutions to have installation support covered under this Agreement. Applicable Products for project estimates will have a support cost increase of 25% if the Applicable Products are not purchased from ITECH Solutions.

Microsoft Office 365 Services:

Existing productivity and user security services such as Microsoft 365 & Office 365 will be transferred to ITECH Solutions as the new reseller.

SECURITY FIRST! MANAGED IT SERVICE PLAN OPTIONS

Description	Price	Quantity	Amount
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Monthly Recurring

BRONZE - SECURITY FIRST! MANAGED IT SERVICE PLAN (2 YEAR AGREEMENT)	\$4,760.00	1	\$4,760.00
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[See Service Plan Comparison for More Details]

MANAGEMENT & SUPPORT SERVICES: Guaranteed Response Times, 24x7x365 Infrastructure Monitoring, Client Portal & IT Documentation, Unlimited Day to Day Support, Limited Onsite Support, \$250 Per Employee Onboarding/Offboarding, \$250 Per Workstation Replacements, \$200/hour Emergency After Hours Support, \$175/hour Scheduled After Hours Support, Annual Asset & Inventory Report, Annual Technology Business Review Meeting

USER SECURITY SERVICES: Microsoft 365 Secure Management, Identity Access Management, Password Management System, Dark Web Monitoring, Phishing Email Security, Quarterly Simulated Phishing Attack, Quarterly Security Awareness Training

DEVICE SECURITY SERVICES: Microsoft & 3rd Party App Updates, Endpoint Management, Next Generation Endpoint Security, DNS Filtering, Windows Application Control

NETWORK SECURITY SERVICES: Managed UTM Firewall, Managed Wireless

DATA SECURITY SERVICES: Microsoft Office 365 Cloud Backup, Data Encryption, Backup Continuity & Disaster Recovery

****NOTE: No Onboarding Fee or Charge**

Unit Counts:

- 1 - Backup, Continuity & Disaster Recovery Device
- 9 - Network Devices
- 1 - UTM Firewall
- 1 - Server Host
- 2 - Virtual Servers
- 33 - Workstations
- 0 - Mobile Devices
- 49 - Users

OPTION TO RENEW:

Proposal includes an option to renew for 3 additional years upon 2 year agreement end date. There will be a 5% increase at the end of the 2 year term if renewed for an additional 3 years. Pricing will not increase during the initial 2 year term, and will not increase more than the initial 5% 3 year renewal for the following 3 years.

INSURANCE CERTIFICATE:

ITECH Solutions will adhere to the below insurance requirements upon awarding of the contract:

The successful Respondent shall maintain a general liability insurance policy, broad form, of at least \$1,000,000. The Respondent shall provide a certificate naming the City as an additional insured for liability and workers compensation. Additionally, the successful Respondent shall provide proof of the required professional liability policy and workers compensation policy. Respondent shall procure and maintain Cyber Liability insurance with limits of \$1,000,000 per occurrence/loss which shall include the following coverage:

- a. Liability arising from the theft, dissemination and/or use of confidential or personally identifiable information; including credit monitoring and regulatory fines arising from such theft, dissemination or use of the confidential information.
- b. Network security liability arising from the unauthorized use of, access to, or tampering with computer systems.
- c. Liability arising from the failure of technology products (software) required under the contract for Consultant to properly perform the services intended.
- d. Electronic Media Liability arising from personal injury plagiarism or misappropriation of ideas, domain name infringement or improper deep-linking or framing, and infringement or violation of intellectual property rights.
- e. Liability arising from the failure to render professional services

If coverage is maintained on a claims-made basis, Consultant/Contractor shall maintain such coverage for an additional period of three (3) years following termination of the contract.

Additional Setup Price

~~\$4,350.00~~
\$0.00

Monthly Recurring

Microsoft Office 365 Government Licensing

\$1,352.50

1

\$1,352.50

NOTE: Microsoft 365 GCC licensing is billed separately at Microsoft's retail pricing. This price will be the same no matter who the IT service provider is as the licensing is owned by City of Guadalupe, not ITECH Solutions who is just acting as the current reseller.

Microsoft 365 GCC Licensing Details:
8 - M365 G1 Licenses (\$8/each = \$64/month total)
40 - M365 G3 Licenses (\$32/each = \$1280/month total)
1 - M365 Apps for Business (\$8.50/each = \$8.50/month total)
\$1352.50/month total Microsoft licensing

Upfront	\$0.00
Monthly	\$6,112.50
Tax	\$0.00
Total	\$6,112.50

RESOLUTION NO. 2020-83

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GUADALUPE, CALIFORNIA, APPROVING
AN AGREEMENT BETWEEN THE CITY OF GUADALUPE AND ITECH SOLUTIONS FOR
INFORMATION TECHNOLOGY SERVICES**

WHEREAS, the City issued a Request for Proposals (RFP) inviting qualified and experienced vendors to provide information technology services for the City, for which the deadline was October 14, 2020; and

WHEREAS, a total of 5 responses were received, ranging in pricing; and

WHEREAS, Itech Solutions submitted a proposal and fell in the middle of the price range; and

WHEREAS, Itech Solutions was the only local vendor (located on the Central Coast of California) to submit a response to the proposal, and during the time it has served as the temporary IT services provided after being hired on an emergency basis, has demonstrated great customer service and competence working for the City in the past months since the ransomware attack in May 2020, earning the trust of City employees; and

WHEREAS, a local vendor has several advantages compared with out-of-the-area vendors including reduced costs when services are required to be provided on site; and

WHEREAS, the City had to incur one-time costs when it retained Itech Solutions as its temporary IT services provider which will not have to be incurred again if Itech Solutions is awarded the contract for IT services, which costs would have to be paid if another responding vendor was selected; and

WHEREAS, City staff is recommending that the City enter into an agreement with Itech Solutions for Information Technology services, for monthly cost of \$4,760, which was budgeted for.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Guadalupe hereby awards the agreement to Itech Solutions for Information Technology services.

PASSED AND ADOPTED at a regular meeting on the 27th of October 2020 by the following vote:

MOTION:

AYES:

NOES:

ABSENT:

ABSTAIN:

I, **Joice Earleen Raguz**, City Clerk of the City of Guadalupe, **DO HEREBY CERTIFY** that the foregoing Resolution, being **Resolution No. 2020-83** has been duly signed by the Mayor and attested by the City Clerk, all at a regular meeting of the City Council, held October 27, 2020 and that same was approved and adopted.

ATTEST:

Joice Earleen Raguz, City Clerk

Ariston Julian, Mayor

APPROVED AS TO FORM:


Phillip Sinco, City Attorney



REPORT TO THE CITY COUNCIL OF THE CITY OF GUADALUPE
Agenda of October 27, 2020

Michael Cash

Prepared by:
Michael Cash, Director of Public Safety


Approved by:
Todd Bodem, City Administrator

SUBJECT: Authorizing the City of Guadalupe to approve an agreement with the Guadalupe Union School District for funding of a School Resource Officer

RECOMMENDATION:

It is recommended that the City Council authorize the City of Guadalupe to approve the agreement with the Guadalupe Union School District to form an agreement for funding of a School Resource Officer under the COPS in School Partner Program.

BACKGROUND:

The City of Guadalupe and the Guadalupe Union School District have shared the resources of a full-time uniformed police officer as the SRO since 1999. This partnership has allowed the students of Guadalupe to build a positive rapport with law enforcement and for police officers to better understand and provide safety and crime prevention to our public schools.

The SRO will work 40 hours per week, 10 months per year, to coordinate and provide law enforcement services to the School District.

DISCUSSION:

Government entities contracting for services with other entities have been commonplace for decades in California. Inter-agency contracts typically have mutually beneficial components fulfilling the needs of the provider as well as the recipient. The proposed contract between the City of Guadalupe and the Guadalupe Union School District does just that, providing benefits for all parties involved.

Upon approval of the contract, 50% of the funding for the uniformed SRO will be billed to the school district. All remaining cost of the officer will be incurred by The City of Guadalupe. The costs for the SRO include, but are not limited to, all regular and public safety officer employee benefits at entry level Officer, Step "A." The term of the contract will be from July 2020 to June 2021

Fiscal Impact

There are no unfunded expenses associated with the proposed contracted service. All costs are already budgeted and there is no new employee cost.

ATTACHMENTS:

1. Funding of a School Resources Officer – Agreement
2. Resolution No. 2020-84

AGREEMENT REGARDING
FUNDING OF A SCHOOL RESOURCE OFFICER

This agreement is made and entered into between the City of Guadalupe (City) and the Guadalupe Union School District (School District) for the funding of a School Resource Officer (SRO) under the COPS in Schools Partner Program, with respect to the following recitals:

1. The COPS in Schools Partner Program initially provided partial funding for School Resource Officer (SRO) to be located in schools, however, funding is currently through City General Fund; and
2. The public interest, convenience, necessity and general welfare will be served by this Agreement.

Now, therefore, City and School District agrees as follows:

1. Personnel. City shall furnish to the School District a regular police officer to serve as a School Resource Officer (SRO), 40 hours per week, 10 months per year, to coordinate and provide law enforcement services to the School District. The services are predicated upon the following:
 - 1.1. The mission of the School Resource Officer (SRO) will be to reduce the incidence of crime, truancy and delinquency among students; providing for the establishment of a program of personal, positive contact between law enforcement and student. To provide crisis interventions and counseling services in addition to those provided in the school, establish a single point of contact for referral of juvenile problems to the appropriate agency and increase students understanding of the Criminal Justice System.
 - 1.2. When School Resource Officer (SRO) is not on duty at the schools, the Police Department will give priority to School District requests for services, and deploy field patrol units and/or investigative units as appropriate.
 - 1.3. The School District agrees to provide office space and all necessary supplies and personnel for the clerical needs of the School Resource Officer (SRO).
 - 1.4. The School Resource Officer (SRO) shall provide services to Mary Buren Elementary and Kermit McKenzie Middle School in the Guadalupe Union School District.
 - 1.5. The School Resource Officer (SRO) shall keep a daily activity record and a monthly summary of the reports shall be sent to the Superintendent, the Superintendent Designee and Principals of the schools.
 - 1.6. The Chief of Police, in cooperation with the Superintendent or his designee, shall be responsible for the assignment of caseload priorities for the School Resource Officer (SRO). The School Resource Officer (SRO) will respond to School District requests for service as soon as possible.

- 1.7. The School Resource Officer (SRO) will document on standard police department crime reports or juvenile contact reports, any crime activities reported to the School Resource Officer (SRO) by the School District or students. The School Resource Officer (SRO) will solicit input from School District staff on the adjudication of criminal violations. The decision as to whether or not to prosecute criminal violations rests by the law with the Police Department and the District Attorney's Office / Juvenile Probation Department.
- 1.8. The School District Superintendent and/or his designee, and the Chief of Police and/or his designee shall jointly participate in an in-house Police Department selection process to choose the School Resource Officer (SRO).
- 1.9. Any problems involving the performance of school related duties by the School Resource Officer (SRO) shall be resolved between the School District Superintendent and the Chief of Police.
- 1.10. The School Resource Officer (SRO), Chief of Police, School Superintendent and District Administrative Staff will meet regularly on a quarterly basis.
- 1.11. The School Resource Officer (SRO) will be present at schools during A.M and P.M drop off and pick up hours (to ensure the safety of all students and staff) time permitting and as no other emergencies exist.
- 1.12. The School Resource Officer (SRO) will serve as a liaison to Superintendent or designee to communicate and/or update Superintendent or designee of threats and/or any activities that may impact schools.
- 1.13. The School Resource Officer (SRO) will serve on District's Safety Committee and provide annual input for School Safety Plans.
- 1.14. The School Resource Officer (SRO) as needed will perform home visits with District or school staff as requested for student safety and/or attendance purposes on a case by case basis and with approval from the Chief of Police.
- 1.15. The School Resource Officer (SRO) will work with school staff to coordinate Red Ribbon Week activities.
- 1.16. The School Resource Officer (SRO) will make a reasonable effort to attend various after school activities (sports, plays, music performances, etc.).
- 1.17. The School Resource Officer (SRO) will attend Student Attendance Review Board (SARB) Meetings, on a case by case basis and with approval from the Chief of Police.
- 1.18. The School Resource Officer (SRO) will deliver class presentations on various student safety topics as agreed to by the Chief of Police and the Superintendent Designee.
2. Term. Services described in paragraph 1 shall commence on July 1, 2020 and conclude June 30, 2021. In subsequent years, the services shall be provided similarly, accommodating the school-year calendar. Services shall be continued in subsequent years upon mutual agreement of the parties, unless earlier terminated pursuant to paragraph 7.
3. Payment Formula. It is understood that the Guadalupe Union School District will provide 50% funding for the School Resource Officer (SRO). All remaining costs to the city for the School Resource Officer (SRO), including but not limited to all regular and public

safety officer employee benefits at entry level Officer, step A, shall be included in calculating the formula.

4. Payment. Payment shall be made upon receipt of invoice from the City. Frequency on invoice shall be quarterly.
5. Employee of City. The assigned Officer shall at all times be an employee of the City for all purposes, including wages, benefits, injuries, supervision, training, promotion and discipline. The Officer will be under authority, supervision and direction of the Chief of Police of the City of Guadalupe. District shall reimburse the City for the Districts share of the costs within fifteen (15) days after presentation of an invoice from the City.
6. Hold Harmless.
 - 6.1. The City shall defend, hold harmless and indemnify the District, its officers, agents and employees from all claims, injuries, actions, suits and judgements arising from the actions of the City or the assigned officer, arising under this Agreement, but not for damage or injury caused by the sole negligence of the District or its employees.
 - 6.2. The District shall defend, hold harmless and indemnify the City, its officers, agents and employees from all claims, injuries, actions, suits and judgements arising from the actions of the District or its employees, arising under this Agreement, but not for damage or injury caused by the sole negligence of the City of its employees.
7. Termination of Agreement. Either party may terminate with twelve (12) months written notice to the other party or immediately upon a material breach of any of the terms or conditions of this Agreement.
8. Assignment. This Agreement shall not be assigned either in whole or in part. Any such purported assignment shall void this agreement.
9. Insurance.
 - 9.1. City shall maintain general public liability insurance in the amount of at least \$1,000,000; City shall maintain workers' compensation and other benefits as required by law for its employees.
 - 9.2. District shall maintain general liability insurance in the amount of at least \$1,000,000.
10. Notices. All payments and any notices or communications under this Agreement shall be in writing and shall be deemed to be duly given if served personally on the party to whom notice is directed or shall be deemed served forty-eight (48) hours after the same has been deposited in the United States mail certified or registered mail, return receipt requested, postage prepaid, and addressed in the case of:

City: City Administrator
City of Guadalupe
918 Obispo St.
Guadalupe, CA 93434

School District: Superintendent
Guadalupe Union School District
4465 Ninth Street
Guadalupe, CA 93434

11. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of California.

12. Severability. In the event any provision of this Agreement shall be held invalid or unenforceable by a court of cotton jurisdiction, such holding shall not invalidate or render unenforceable any other provision of this Agreement.
13. Amendment. The term of this Agreement shall not be amended in any manner whatsoever except in writing and written Agreement signed by all parties.
14. Entire Agreement. This Agreement constitutes the entire Agreement between the parties. There are no understandings, agreements, representations or warranties, express or implied, not specific in this Agreement.
15. Compliance with Law. City and the School Resource Officer (SRO) agrees to perform the services contemplated by this Agreement in a professional and competent manner in compliance with all State or Federal laws or regulations governing the services to be rendered pursuant to this Agreement.
16. Heading and Captions. The heading and captions of this Agreement are for the convenience of the reader only and shall not be used to define, limit or construed the term of this Memorandum.

IN WITNESS WHEREOF, this Agreement has been executed by the parties on behalf of the City of Guadalupe and the Guadalupe Union School District.

Print Name and Sign
City Administrator
City of Guadalupe

Emilio M. Handall, Ed.D.
Superintendent
Guadalupe Union School District

Date

Date

Print Name and Sign
Chief of Police
City of Guadalupe

Date

RESOLUTION NO. 2020-84

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GUADALUPE, CALIFORNIA
AUTHORIZING THE CITY OF GUADALUPE TO APPROVE THE AGREEMENT WITH THE
GUADALUPE UNION SCHOOL DISTRICT TO FORM AN AGREEMENT FOR FUNDING OF A
SCHOOL RESOURCE OFFICER UNDER THE COPS IN SCHOOL PARTNER PROGRAM**

WHEREAS, the City of Guadalupe and the Guadalupe Union School District have shared the resource of a full-time uniformed police officer to serve as a SRO since 1999. This partnership has allowed the students of Guadalupe to build a positive rapport with law enforcement and for police officers to better understand and provide safety and crime prevention to our public schools; and

WHEREAS, under the proposed agreement, the SRO will work 40 hours per week, 10 months per year, to coordinate and provide law enforcement services to the School District; and

WHEREAS, upon approval of the contract, 50% of the costs for the uniformed SRO, including but not limited to, all regular and public safety officer employee benefits at entry level Officer, Step "A," will be paid by the school district. All remaining costs of the officer will be incurred by the City of Guadalupe. The term of the contract will be from July 2020 to June 2021.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the City Council of the City of Guadalupe, California, as follows:

1. That the City Council approves the agreement with the Guadalupe Union School District to form an agreement for funding of a school resource officer (SRO).
2. Upon approval of the contract, 50% of the costs for the uniformed SRO, including but not limited to, all regular and public safety officer employee benefits at entry level Officer, Step "A," will be paid by the school district. All remaining costs of the officer will be incurred by the City of Guadalupe. The term of the contract will be from July 2020 to June 2021.

PASSED, APPROVED AND ADOPTED at a regular meeting held on the 27th day of October 2020 by the following vote:

MOTION:

AYES:

NOES:

ABSENT:

ABSTAIN:

I, **Joice Earleen Raguz**, City Clerk of the City of Guadalupe DO HEREBY CERTIFY that the foregoing Resolution, being C.C. Resolution No. 2020-84, has been duly signed by the Mayor and attested by the City Clerk, all at a regular meeting of the City Council, held October 27, 2020, and that same was approved and adopted.

ATTEST:

Joice Earleen Raguz, City Clerk

Ariston Julian, Mayor

APPROVED AS TO FORM:

Philip F. Sinco, City Attorney



REPORT TO THE CITY COUNCIL OF THE CITY OF GUADALUPE
Agenda of October 27, 2020

Michael Cash

Prepared by:
Michael Cash, Director of Public Safety


Approved by:
Todd Bodem, City Administrator

SUBJECT: Authorizing the Guadalupe Fire Department to accept the Cal Fire, VF (Volunteer Fire Assistance) Grant.

RECOMMENDATIONS:

It is recommended that the City Council accept the 2020 Cal Fire, VFA grant in the amount of \$6,753.50 and authorize the Director of Public Safety to execute the agreement between the City of Guadalupe and the State of California, Department of Forestry and Fire Protection (Cal Fire) for the VFA (Volunteer Fire Assistance) Grant.

BACKGROUND:

The Guadalupe Fire Department applied for and was awarded a 2020 Cal Fire, VFA grant in the amount of \$6,753.50 dollars. The award requires the use of matching funds by the recipient.

DISCUSSION:

The Guadalupe Fire Department is seeking City Council approval to accept and utilize the awarded grant.

FISCAL IMPACT:

Acceptance of the grant will enable the Fire Department to purchase and receive partial reimbursement for the acquisition of wildland pants, shirts, and boots. These are special fire resistant clothing for use when engaged in wildland fire operations. The total expenditure from the Fire Department budget will not exceed \$6,753.00. Fund 76 will be utilized for this expenditure.

ATTACHMENTS:

1. Resolution No. 2020-85
2. Cal Fire Volunteer Fire Assistance Grant

RESOLUTION NO. 2020-85

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GUADALUPE, CALIFORNIA ACCEPTING THE CAL FIRE, VFA (VOLUNTEER FIRE ASSISTANCE) GRANT IN THE AMOUNT OF \$6,753.50 FOR WILDLAND PANTS, SHIRTS, AND BOOTS

WHEREAS, the Guadalupe Fire Department needs to stay current in its training and preparedness to respond to and combat fires and emergencies; and

WHEREAS, the Guadalupe Fire Department has applied for and was awarded a Cal Fire, VFA (Volunteer Fire Assistance) grant for wildland pants, shirts, and boots; and

WHEREAS, the VFA grant requires the Guadalupe Fire Department to match the amount of the grant to purchase the specified and equipment. Fund 76 will be utilized for this expenditure.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the City Council of the City of Guadalupe, California, as follows:

1. That the City Council accepts the VFA, 50% matching grant in the amount of \$6,753.50 for wildland pants, shirts, and boots and;
2. That the City Council authorizes the Director of Public Safety to execute the agreement between the City and the State of California, Department of Forestry and Fire Protection (Cal Fire).

PASSED, APPROVED AND ADOPTED at a regular meeting held on the 27th day of October 2020 by the following vote:

MOTION:

AYES:

NOES:

ABSENT:

ABSTAIN:

I, **Joice Earleen Raguz**, City Clerk of the City of Guadalupe **DO HEREBY CERTIFY** that the foregoing Resolution, being Resolution No. 2020-85, has been duly signed by the Mayor and attested by the City Clerk, all at a regular meeting of the City Council, held October 27, 2020, and that same was approved and adopted.

ATTEST:

Joice Earleen Raguz, City Clerk

Ariston Julian, Mayor

APPROVED AS TO FORM:

Philip F. Sinco, City Attorney

INSTRUCTIONS FOR EXECUTING THE VFA AGREEMENT AND RESOLUTION

VFA AGREEMENT CHECKLIST:

- _____ **VFA Agreement** - Fill in the official business name of the department on Page 1 next to "Applicant". **There are two spots:** At the top of the page and the middle.
- _____ **Terms and Conditions** - On Page 2, before Paragraph 1, fill in your official business name.
- _____ **Terms and Conditions** - Fill in the official name, mailing address and contact information on Page 4, Paragraph 11, Addresses.
- _____ **VFA Agreement** - Have the Official, authorized by the Resolution, to sign and date or DocuSign the Agreement on Page 1, Signature of Authorized Representative. The date MUST NOT be any earlier than the date of the Resolution.
- _____ **Resolution** - The governing body of your department must adopt a Resolution authorizing its chairperson (or other officer) to execute the Agreement between your department and the State of California, Department of Forestry and Fire Protection (CAL FIRE).
- _____ **Resolution** - Official signatures or DocuSign. The Certification of Resolution or the Official Seal or a Notary Certification must be completed. Only one needs to be completed, not all three.
- _____ **VFA Agreement – Complete Package for Submittal (Scan and email or DocuSign and email, DO NOT MAIL)**
- _____ VFA Agreement and Terms of Conditions completed
- _____ Resolution completed
- _____ AD-1048 Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier covered Transactions
- _____ Email no later than **December 1, 2020** to:
- Megan.Esfandiary@fire.ca.gov

IMPORTANT INFORMATION

- ❖ **DO NOT** do any work or purchase any items to be funded by this award until we return a copy of the Agreement and Terms of Conditions to you signed by CAL FIRE with a letter authorizing you to begin work.
- ❖ Your department must perform the projects, and/or purchase the items funded by the award, between the time you receive a fully executed agreement and June 30, 2021.
- ❖ You must use your department's funds and then bill CAL FIRE at the address specified in the agreement. The bill submitted by your department must clearly delineate the projects performed and/or items purchased. A vendor's invoice and proof of payment to vendor(s), must be included for items purchased. Further billing and invoice instructions will be included in your fully executed Agreement.

State of California
Dept. of Forestry and Fire Protection (CAL FIRE)
Cooperative Fire Programs
GRANT AGREEMENT

APPLICANT:

PROJECT TITLE: Volunteer Fire Assistance Program

GRANT AGREEMENT: 7FG20021

PROJECT PERFORMANCE PERIOD IS from Upon Approval through June 30, 2021.

Under the terms and conditions of this Grant Agreement, the applicant agrees to complete the project as described in the project description, and the State of California, acting through the Dept. of Forestry & Fire Protection, agrees to fund the project up to the total state grant amount indicated.

PROJECT DESCRIPTION: Cost-share funds awarded to provide assistance to rural areas in upgrading their capability to organize, train, and equip local forces for fire protection.

Total State Grant not to exceed \$6,753.50 (or project costs, whichever is less)

**The Special and General Provisions attached are made a part of and incorporated into this Grant Agreement.*

Guadalupe Fire Department

Applicant

**STATE OF CALIFORNIA
DEPARTMENT OF FORESTRY
AND FIRE PROTECTION**

By

Signature of Authorized Representative

Title **Michael Cash, Public Safety Director**

Date

By

Title: **Gabrielle Avina
Staff Chief, Cooperative Fire Programs**

Date

CERTIFICATION OF FUNDING

AMOUNT OF ESTIMATE FUNDING \$6,753.50	GRANT AGREEMENT NUMBER 7FG20021		PO ID		
ADJ. INCREASING ENCUMBRANCE \$ 0.00	SUPPLIER ID				
ADJ. DECREASING ENCUMBRANCE \$ 0.00	PROJECT ID 354020DG2012133		ACTIVITY ID SUBGNT		
UNENCUMBERED BALANCE \$6,753.50	GL UNIT 3540	BUD REF 001	CHAPTER 6/7	FUND 0001	ENY 2020
REPORTING STRUCTURE 35409206	SERVICE LOC 92698	ACCOUNT 5340580		ALT ACC 5340580002	

I hereby certify upon my personal knowledge that budgeted funds are available for this encumbrance.

SIGNATURE OF CAL FIRE ACCOUNTING OFFICER

DATE

**VOLUNTEER FIRE ASSISTANCE PROGRAM
TERMS AND CONDITIONS**

DEPARTMENT OF FORESTRY AND FIRE PROTECTION

STATE OF CALIFORNIA
Natural Resources Agency

Agreement for the Volunteer Fire Assistance Program of the
Cooperative Forestry Assistance Act of 1978

THIS AGREEMENT, made and entered into **ON THE LAST SIGNATORY DATE ON PAGE 1**, by and between the STATE of California, acting through the Director of the Department of Forestry and Fire Protection hereinafter called "STATE", and City of Guadalupe

hereinafter called "LOCAL AGENCY", covenants as follows:

RECITALS:

1. STATE has been approved as an agent of the United States Department of Agriculture, (USDA), Forest Service for the purpose of administering the Cooperative Forestry Assistance Act (CFAA) of 1978 (PL 95-313, United States Code, Title 16, Chapter 41, Section 2010 et seq., Volunteer Fire Assistance Program), hereinafter referred to as "VFA", and
2. The VFA has made funds available to STATE for redistribution, under certain terms and conditions, to LOCAL AGENCY to assist LOCAL AGENCY to upgrade its fire protection capability, and
3. LOCAL AGENCY desires to participate in said VFA.

NOW THEREFORE, it is mutually agreed between the parties as follows:

4. **APPROVAL:** This Agreement is of no force or effect until signed by both parties and approved by the Department of General Services, if required. LOCAL AGENCY may not commence performance until such approval has been obtained.
5. **TIMELINESS:** Time is of the essence in this Agreement.
6. **FORFEITURE OF AWARD:** LOCAL AGENCY must return this Agreement and required resolution properly signed and executed to STATE at the address specified in paragraph 11, with a postmark no later than December 1, 2020 or LOCAL AGENCY will forfeit the funds.
7. **GRANT AND BUDGET CONTINGENCY CLAUSE:** It is mutually understood between the parties that this Agreement may have been written for the mutual benefit of both parties before ascertaining the availability of congressional appropriation of funds, to avoid program and fiscal delays that would occur if the Agreement were executed after that determination was made.

This **Agreement** is valid and enforceable only if sufficient funds are made available to the STATE by the United States Government for the State Fiscal Year 2020 for the purpose of this program. In addition, this **Agreement** is subject to any additional restrictions, limitations, or conditions enacted by the Congress or to any statute enacted by the Congress that may affect the provisions, terms, or funding of this **Agreement** in any manner.

The parties mutually agree that if the Congress does not appropriate sufficient funds for the program, this **Agreement** shall be amended to reflect any reduction in funds.

The STATE has the option to invalidate the **Agreement** under the 30-day cancellation clause or to amend the **Agreement** to reflect any reduction in funds.

8. **REIMBURSEMENT:** STATE will reimburse LOCAL AGENCY, from funds made available to STATE by the Federal Government, an amount not to exceed **\$6,753.50** on a 50/50 matching funds basis, for the performance of specific projects and/or purchase of specific items identified in Proposed Project, Application for Funding, attached hereto. **Reimbursement will be only for those projects accomplished and/or items purchased between THE LAST SIGNATORY DATE ON PAGE 1 and JUNE 30, 2021.** This sum is the sole and maximum payment that STATE will make pursuant to this Agreement. **LOCAL AGENCY must bill STATE at the address specified in paragraph 11, with a postmark no later than September 1, 2021 in order to receive the funds.** The bill submitted by LOCAL AGENCY must clearly delineate the projects performed and/or items purchased. A vendor's invoice and proof of payment to vendor(s) must be included for items purchased.
9. **LIMITATIONS:** Expenditure of the funds distributed by STATE herein is subject to the same limitations as placed by the VFA, upon expenditure of United States Government Funds. Pursuant to Title 7 of the Code of Federal Regulations, Section 3016.32 subject to the obligations and conditions set forth in that section; title to any equipment and supplies acquired under this **Agreement** vests with the LOCAL AGENCY. For any equipment items over \$5,000, the federal government may retain a vested interest in accordance with paragraph 16 below.
10. **MATCHING FUNDS:** Any and all funds paid to LOCAL AGENCY under the terms of this **Agreement**, hereinafter referred to as "VFA Funds", shall be matched by LOCAL AGENCY on a dollar-for-dollar basis, for each project listed on attachment(s) hereto identified as "Proposed Project". No amount of unpaid "contributed" or "volunteer" labor or services shall be used or consigned in calculating the matching amount "actually spent" by LOCAL AGENCY.
LOCAL AGENCY shall not use VFA Funds as matching funds for other federal grants, including Department of Interior (USDI) Rural Fire Assistance grants, nor use funds from other federal grants, including USDI Rural Fire Assistance grants, as matching funds for VFA Funds.

11. **ADDRESSES:** The mailing addresses of the parties hereto, for all notices, billings, payments, repayments, or any other activity under the terms of the Agreement, are:

LOCAL AGENCY: City of Guadalupe
918 Obispo St
Guadalupe, CA 93434
Attention: Patrick Schmitz
Telephone Number(s): (805) 356-3905
FAX Number: (805) 343-0362
E-mail pschmitz@ci.guadalupe.ca.us

STATE: **Department of Forestry and Fire Protection**
Grants Management Unit, Attn: Megan Esfandiary
P. O. Box 944246
Sacramento, California 94244-2460
PHONE: (916) 894-9845

12. **PURPOSE:** Any project to be funded hereunder must be intended to specifically assist LOCAL AGENCY to organize, train, and/or equip local firefighting forces in the aforementioned rural area and community to prevent or suppress fires which threaten life, resources, and/or improvements within the area of operation of LOCAL AGENCY.
13. **COMBINING:** In the event funds are paid for two or more separate, but closely related projects, the 50/50 cost-sharing formula will be applied to the total cost of such combined projects.
14. **OVERRUNS:** In the event that the total cost of a funded project exceeds the estimate of costs upon which this Agreement is made, LOCAL AGENCY may request additional funds to cover the **Agreement** share of the amount exceeded. However, there is no assurance that any such funds are, or may be, available for reimbursement. Any increase in funding will require an amendment.
15. **UNDERRUNS:** In the event that the total cost of a funded project is less than the estimate of costs upon which this **Agreement** is made, LOCAL AGENCY may request that additional eligible projects/items be approved by STATE for **Agreement** funding. However, there is no assurance that any such approval will be funded. Approval of additional projects/items, not listed on the Proposed Project application, made by STATE, will be in writing and will require an amendment.
16. **FEDERAL INTEREST IN EQUIPMENT:** The Federal Government has a vested interest in any item purchased with VFA funding in excess of \$5,000 regardless of the length of this **Agreement**, until such time as the fair market value is less than \$5,000. The VFA percentage used to purchase the equipment will be applied to the sale price and recovered for the Government during the sale. This percentage will remain the same even following depreciation. The Federal Government may not have to be reimbursed if the disposal sale amounts to a fair market value of less than \$5,000. LOCAL AGENCY will notify STATE of the disposal of such items.

17. EQUIPMENT INVENTORY: Any single item purchased in excess of \$5,000 will be assigned a VFA Property Number by the STATE. LOCAL AGENCY shall forward a copy of the purchase documents listing the item, brand, model, serial number, any LOCAL AGENCY property number assigned, and a LOCAL AGENCY contact and return address to STATE at the address specified in paragraph 11. The STATE will advise the LOCAL AGENCY contact of the VFA Property Number assigned.
18. AUDIT: LOCAL AGENCY agrees that the STATE, the Department of General Services, the Bureau of State Audits, or their designated representative shall have the right to review and to copy any records and supporting documentation pertaining to the performance of this **Agreement**. LOCAL AGENCY agrees to maintain such records for possible audit for a minimum of three (3) years after final payment, unless a longer period of records retention is stipulated. LOCAL AGENCY agrees to allow the auditor(s) access to such records during normal business hours and to allow interviews of any employees who might reasonably have information related to such records. Further, LOCAL AGENCY agrees to include a similar right of the State of California to audit records and interview staff in any subcontract related to performance of this **Agreement**. (GC 8546.7, PCC 10115 et seq., CCR Title 2, Section 1896).
19. DISPUTES: In the event of any dispute over qualifying matching expenditures of LOCAL AGENCY, the dispute will be decided by STATE and its decision shall be final and binding.
20. INDEMNIFICATION: LOCAL AGENCY agrees to indemnify, defend, and save harmless, the STATE, its officers, agents, and employees, from any and all claims and losses, accruing or resulting to any and all contractors, subcontractors, suppliers, laborers, and any other person, firm or corporation furnishing or supplying work services, materials, or supplies in connection with the performance of this **Agreement**, and from any and all claims and losses accruing or resulting to any person, firm or corporation who may be injured or damaged by LOCAL AGENCY in the performance of this **Agreement**.
21. DRUG-FREE WORKPLACE REQUIREMENTS: LOCAL AGENCY will comply with the requirements of the Drug-Free Workplace Act of 1990 and will provide a drug-free workplace by taking the following actions:
 - a. Publish a statement notifying employees that unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited and specifying actions to be taken against employees for violations.
 - b. Establish a Drug-Free Awareness Program to inform employees about:
 - 1) the dangers of drug abuse in the workplace;
 - 2) the person's or organization's policy of maintaining a drug-free workplace;

- 3) any available counseling, rehabilitation and employee assistance programs; and,
- 4) penalties that may be imposed upon employees for drug abuse violations.

c. Every employee who works on the proposed **Agreement** will:

- 1) receive a copy of the company's drug-free workplace policy statement; and,
- 2) agree to abide by the terms of the company's statement as a condition of employment on the **Agreement**.

Failure to comply with these requirements may result in suspension of payments under the **Agreement** or termination of the **Agreement** or both and LOCAL AGENCY may be ineligible for funding of any future State **Agreement** if the department determines that any of the following has occurred: (1) the LOCAL AGENCY has made false certification, or violated the certification by failing to carry out the requirements as noted above. (GC 8350 et seq.)

- 22. **TERM:** The term of the **Agreement** SHALL COMMENCE ON THE LAST SIGNATORY DATE ON PAGE 1 and continue through June 30, 2021.
- 23. **TERMINATION:** This **Agreement** may be terminated by either party giving 30 days written notice to the other party or provisions herein amended upon mutual consent of the parties hereto.
- 24. **AMENDMENTS:** No amendment or variation of the terms of this **Agreement** shall be valid unless made in writing, signed by the parties and approved as required. No oral understanding or **Agreement** not incorporated in the **Agreement** is binding on any of the parties.
- 25. **INDEPENDENT CONTRACTOR:** LOCAL AGENCY, and the agents and employees of LOCAL AGENCY, in the performance of this **Agreement**, shall act in an independent capacity and not as officers or employees or agents of the STATE or the Federal Government.

U.S. DEPARTMENT OF AGRICULTURE

**Certification Regarding Debarment, Suspension, Ineligibility
and Voluntary Exclusion - Lower Tier Covered Transactions**

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 7 CFR part 3017, Section 3017.510, Participants' responsibilities. The regulations were published as Part IV of the January 30, 1989, Federal Register (pages 4722-4733). Copies of the regulations may be obtained by contacting the Department of Agriculture agency with which this transaction originated.

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS ON REVERSE)

- (1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- (2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Guadalupe Fire Department

Organization Name

7FG20021

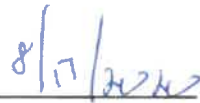
PR/Award Number or Project Name

Michael Cash, Public Safety Director

Name(s) and Title(s) of Authorized Representative(s)



Signature(s)



Date

Instructions for Certification

1. By signing and submitting this form, the prospective lower tier participant is providing the certification set out on the reverse side in accordance with these instructions.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this form that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this form that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transaction," without modification, in all lower tier covered transaction and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Nonprocurement List.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

California Department of Forestry and Fire Protection
2020-2021 Application for Funding
Cooperative Forestry Assistance Act of 1978
Volunteer Fire Assistance (VFA) Program
Agreement # 7FG20021



A. Department/Organization

Organization Name: City of Guadalupe Fire Department
Contact's First Name: Patrick Contact's Last Name: Schmitz
Street Address: 918 Obispo St
Mailing Address: 918 Obispo St
City: Guadalupe County: Santa Barbara Zip Code: 93434
State: California CAL FIRE Unit: SBC - Santa Barbara County
Phone Number: (805) 356-3905 Email Address: pschmitz@ci.guadalupe.ca.us
DUNS Number: 137572322

To check to see what your DUNS Number is, or to apply for one, please visit the [DUNS Number web page](#).

B. Area to be served by award (include areas covered by contract or written mutual aid agreements).

Number of Communities: 1 Area: 1.40 square miles

Congressional District #: CA-24

Population: 7,313 Annual Budget: \$ 622,158.00

Latitude N 34 ° 58 ' 8 " Longitude W 120 34 9 "

(Latitude must be between 32 and 42 degrees. Longitude must be between 114 and 125 degrees. Latitude and Longitude minutes and seconds must be between 0 and 60. Use a central point in the Applicant's service area for the general area covered by the project).

All projects **MUST** have a project area.

C. Activity: Annual number of emergency incidents.

Fire: 20 + EMS: 420 + Other: 127 = Total: 567

D. Indian Tribal Community (If project includes an Indian Tribal Community, please provide):

Population: Size (acres): # of structures:

Distance to nearest fire station (miles):

CAL FIRE USE ONLY (Formula-driven)

Total Application Request (up to 50%; \$500 minimum, \$20,000 maximum)

Project Total Cost: \$ 13,507.00

Amount Funded for this Agreement: \$6,753.50 *ME*

E. Proposed Project (List individual items for funding. Include tax and shipping in unit cost):

	Type	Item	Quantity	Unit Cost	Item Total
1.	Safety - Wildland	Wildland Pants	26	\$ 235.00	\$ 6,110.00
2.	Safety - Wildland	Wildland Brush Shirts	26	\$ 135.00	\$ 3,510.00
3.	Safety - Wildland	Boots	13	\$ 299.00	\$ 3,887.00
4.					\$ 0.00
5.					\$ 0.00
6.					\$ 0.00
7.					\$ 0.00
8.					\$ 0.00
9.					\$ 0.00
10.					\$ 0.00
11.					\$ 0.00
12.					\$ 0.00
13.					\$ 0.00
14.					\$ 0.00
15.					\$ 0.00
16.					\$ 0.00
17.					\$ 0.00
18.					\$ 0.00
19.					\$ 0.00
20.					\$ 0.00
21.					\$ 0.00
22.					\$ 0.00

F. CAL FIRE USE ONLY (Formula-Driven)

Project Total Cost: \$ 13,507.00

G. Additional Information. 1. Briefly describe the area to be served: fire protection system, water system, equipment, facilities, staffing, hazards, etc. and purpose of proposed project. 2. How will the request(s) maintain or bring your organization into compliance with NFPA 1977? (Limited to space below)

The purpose of this project is to replace old wildland pants, wildland shirt and replace old worn/damaged wildland boots. After conducting a comprehensive risk analysis. The Guadalupe Fire Department identified the area that needed immediate attention.

1. Replacement of old fire-resistant wildland pants and shirts. This gear has been in service since 2011 and over the past 9 years, gear has been well worn and is now in need of replacement.

2. Replacement of Safety wildland boots. The boots average over 7-8 years. They are well worn and are now in need of replacement.

The department does not have the means to replace all the equipment without the support from the Volunteer Fire Assistance Program. We have been able to secure funds for the 50% match required by the Volunteer Fire Assistance Program. The replacement equipment will help us remain in compliance with OSHA, current NFPA standards and allow our crews to quickly respond to wildland fires and provide our personnel with safer equipment to perform their duties.

In addition to the original request(s), Applicants may list alternative projects for excess or unused funds, which the State will review during the initial application process. The State will determine which of the Applicant's projects are eligible for funding if excess or unused funds become available. Upon advance written approval by the State, the applicant may use additional/excess funding up to the contract maximum amount to purchase State approved items in listed order of priority on their application.

Deviations from the original application are considered an amendment and require prior approval before the amended expenditures can be made.

The funds will be only for those projects accomplished and/or items purchased between Agreement Approval Date and June 30, 2021. The Recipient agrees to provide CAL FIRE with itemized documentation of the Agreement project expenditures and bill CAL FIRE as soon as the project is complete, but no later than September 1, 2021.

The Recipient gives CAL FIRE or any authorized representative access to examine all records, books, papers, or documents relating to the Agreement. The Recipient shall hold harmless CAL FIRE and its employees for any liability or injury suffered through the use of property or equipment acquired under this Agreement. The applicant certifies that to the best of the applicant's knowledge and belief, the data in this application is true.

I certify that the above and attached information is true and correct:


Original Signature Required: Grantee's Authorized Representative

04/17/2020

Date Signed

Printed Name: Patrick Schmitz

Title: Captain

Executed on: 04/17/2020

Date

at

Guadalupe, CA 93434

City

Organization Name: City of Guadalupe Fire Department

Grant Assurances for Cooperative Forestry Assistance Act of 1978
Volunteer Fire Assistance (VFA)

Organization Name: City of Guadalupe Fire Department

Contact's First Name: Patrick

Contact's Last Name: Schmitz

Street Address: 918 Obispo St

Mailing Address: 918 Obispo St

City: Guadalupe

County: Santa Barbara

Zip Code: 93434

State: California

CAL FIRE Unit: SBC - Santa Barbara County

Phone Number: (805) 356-3905

Email Address: pschmitz@ci.guadalupe.ca.us

DUNS Number: 137572322

As the duly authorized representative of the applicant, I certify that the applicant named above:

1. Has the legal authority to apply for the Volunteer Fires Assistance grant, of the Cooperative Forestry Assistance Act of 1978 and has the institutional, managerial and financial capability to ensure proper planning management, and completion of the grant.
2. Will assure that grant funds are used only for items requested and approved in the application.
3. Assures that all wildland fire response employees (full-time, part-time, or volunteer) are fully equipped with appropriated wildland fire response personal protective equipment that meets NFPA 1977, *Standard on Protective Clothing and Equipment for Wildland Fire Fighting*, and are trained to a proficient level in the use of the personal protective equipment. Wildland fire suppression safety clothing, and equipment includes:
 - Safety helmet
 - Goggles
 - Ear Protection
 - Fire-resistant (i.e. Nomex) hood, shroud, or equivalent face and neck protection
 - Fire-resistant (i.e. Nomex) shirt and pants
 - Gloves
 - Safety work boots
 - Wildland fire shelter
 - Communications Equipment
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.

5. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain for themselves or others, particularly those with whom they have a family, business or other ties.
6. Will comply with all applicable requirements of all other Federal laws, Executive orders, regulations, Program and Administrative requirements, policies, and other requirements governing this program.
7. Will comply with USDA Forest Service Civil Rights requirements.

See the Forest Service Civil Rights literature on their web page.

8. Understands that failure to comply with any of the above assurances may result in suspension, termination, or reduction of grant funds.

☒ In compliance with NFPA 1977 and trained in the use of Wildland PPE.

☐ Not in compliance with NFPA 1977, but applying for grant funding to purchase Wildland PPE and/or provide required training.

The undersigned represents that he/she is authorized by the above named applicant to enter into this agreement for and on behalf of the said applicant.

Printed Name of Authorized Agent: **Patrick Schmitz**

Signature of Authorized Agent: _____

Title of Authorized Agent: **Captain**

Date: **04/17/2020**

Please submit the completed unsigned application electronically to:
CALFIRE.GRANTS@FIRE.CA.GOV.

In addition, please print the application, sign and date, then scan the signed version and send to the email address listed above.

Electronic copy must be submitted by May 21, 2020 at 11:59pm.

GUADALUPE POLICE DEPARTMENT
MONTHLY ADMINISTRATIVE OPERATIONAL DATA SUMMARY
MONTH OF SEPTEMBER 2020

PART I: CRIMES

TYPE OF CRIMES	THIS MONTH		THIS MONTH LAST YEAR		THIS YEAR TO DATE		LAST YEAR TO DATE	
	REPORTED	CLEARED	REPORTED	CLEARED	REPORTED	CLEARED	REPORTED	CLEARED
187 PC HOMICIDE	0	0	0	0	0	0	0	0
261 PC RAPE	0	0	0	0	4	4	1	1
211 PC ROBBERY	0	0	0	0	0	0	1	0
242/245 PC ASSAULT	10	10	8	6	53	50	44	36
459 PC BURGLARY	0	0	1	0	14	2	25	5
484/487 PC THEFT	3	0	3	1	33	1	22	5
10851 VC VEH THEFT	3	0	0	0	20	6	12	9
451 PC ARSON	0	0	0	0	1	1	0	0
TOTAL	16	10	12	7	125	64	105	56

PART II: REPORTED CRIMES

REQUEST FOR SERVICE	THIS MONTH	THIS MONTH LAST YEAR	THIS YEAR TO DATE	LAST YEAR TO DATE
TOTAL REPORTS TAKEN	82	96	680	701
TOTAL REQUEST FOR SERVICE	273	247	2,680	2,078
TOTAL ACTIVITY FOR THE MONTH	355	343	3,360	2,779
DOMESTIC VIOLENCE REPORTS	8	3	22	20
TOTAL PROPERTY STOLEN	\$830	\$5,025	\$38,728	\$31,793
TOTAL PROPERTY RECOVERED	\$0	\$0	\$300	\$24,578

PART III: ARREST SUMMARY

OFFENSES	THIS MONTH		THIS MONTH LAST YEAR		THIS YEAR TO DATE		LAST YEAR TO DATE	
	ADULTS	JUVENILES	ADULTS	JUVENILES	ADULTS	JUVENILES	ADULTS	JUVENILES
FELONY	12	0	7	4	62	10	55	13
MISDEMEANOR	9	1	16	1	115	6	91	30
TOTAL	21	1	23	5	177	16	146	43
23152(a&b) VC ARREST	1		7		25		28	
WARRANT ARREST	3		3		25		34	

NOTE: DUI AND WARRANT DATA ARE INCLUDED IN ABOVE ARREST TOTALS

GUADALUPE POLICE DEPARTMENT
MONTHLY ADMINISTRATIVE OPERATIONAL DATA SUMMARY
MONTH OF SEPTEMBER 2020

PART IV: NARCOTICS ACTIVITY

TYPE OF NARCOTICS	THIS MONTH		THIS MONTH LAST YEAR		THIS YEAR TO DATE		LAST YEAR TO DATE	
	REPORTED	ARREST	REPORTED	ARREST	REPORTED	ARREST	REPORTED	ARREST
HEROIN	0	0	0	0	0	0	2	2
COCAINE	0	0	0	0	0	0	1	1
METHAMPHETAMINE	0	0	3	3	3	3	9	9
MARIJUANA	0	0	0	0	1	1	10	10
PARAPHERNALIA	1	1	0	0	2	2	1	1
TOTAL	1	1	3	3	6	5	23	23

PART V: SPECIAL DATA

	THIS MONTH	THIS MONTH LAST YEAR	THIS YEAR TO DATE	LAST YEAR TO DATE
OFFICERS ASSAULTED	0	0	1	1
INJURED ON DUTY	0	0	0	1

ADDITIONAL INFORMATION:

STAFFING:	1	POLICE CHIEF	FILLED
	2	POLICE SERGEANTS	FILLED
	2	AIRPORT OFFICERS	1 UNFILLED POSITION
	10	POLICE OFFICERS	1 UNFILLED POSITION
	3	OFFICE STAFF PERSONNEL	2 FULLTIME/ 1 FILLED TEMPORARY POSITION
	5	RESERVE POLICE OFFICERS	4 UNFILLED POSITIONS
	1	COMMUNITY SERVICE TECHNICIAN	FULL TIME POSITION UNFILLED AS A PART-TIME POSITION
	1	EVIDENCE TECHNICIAN	FILLED AS TEMPORARY POSITION
	2	POLICE VOLUNTEER(S)	

COMMENTS:



GUADALUPE FIRE DEPARTMENT

TO: PUBLIC SAFETY DIRECTOR, MICHAEL CASH
FROM: CAPTAIN PATRICK SCHMITZ
SUBJECT: MONTHLY SUMMARY OF CODE ENFORCEMENT CASES
September 1, 2020 – September 30, 2020

DATE: 10/01/2020

CODE ENFORCEMENT CASES

INCIDENT TYPE	This Month	Last Month	Year to Date (2020-2021)	Year to date (2019-2020)
Business License (GMC 5.04.040)	0	0	0	0
Animal Nuisance (Odor, Noise) (GMC 6.04.100 (A,E))	0	0	0	2
Fowl, Livestock and Wild Animals (GMC 6.04.210)	0	0	0	2
Litter Accumulation (GMC 8.12.020)	1	3	7	7
Abatement of Weeds and Rubbish (GMC 8.16.010)	3	0	1	9
Unsafe Living Conditions (GMC 8.40.020)	0	0	0	0
Unlawful Property Nuisance (GMC 8.50.070)	0	0	1	6
Graffiti Abatement (GMC 9.07.060)	0	9	9	1
Abandoned Vehicles (GMC 10.36.010)	3	5	9	11
Unapproved Vehicle Covers (GMC 10.36.010)	0	0	0	1
Portable/fixed basketball goals (GMC 10.48.050)	0	0	0	5
Yard Sale Signs (GMC 12.13.010)	0	0	0	2
Tampering with Water Service (GMC 13.04.200)	0	0	0	0
Working Without Permits (GMC15.04.020)	0	1	1	1
Address Number (GMC 15.08.020 (505.1))	0	3	3	1
Illegal Garage Conversion (GMC 18.08.120, 18.08.160)	0	0	0	0
Damage Fence (GMC 18.52.125)	0	0	0	0
Parking on Front Yard Setback (GMC 18.60.035)	6	2	9	9
Landscape Maintenance Required (GMC 18.64.120)	0	0	0	3
Inspection/Complaints (No Violation Found)	1	1	2	3
Apartment Inspections	0	0	0	83
Yearly Business Inspections	0	0	2	27
Other	3	4	4	11
TOTAL	17	28	48	184
Complaints Received	6	1	4	N/A

Miscellaneous	This Month	Last Month	Year to Date (2020-2021)	Year to date (2019-2020)
Visitors	47	26	88	275
Public Relations ()	0	0	0	2
School Visits ()	0	0	0	0

CALLS FOR SERVICE September, 2020

INCIDENT TYPE	This Month	Last Month	Year to Date (2020-2021)	Year to date (2019-2020)
Medical	34	31	108	94
Structure Fire	1	0	1	0
Cooking Fire	0	0	1	0
Trash or Rubbish Fire	0	0	1	0
Vehicle Fire	0	0	0	1
Grass/Vegetation Fire	1	2	4	3
Other Fire	0	0	1	1
Motor Vehicle Accidents with Injuries	1	1	4	9
Motor Vehicle Accidents No Injuries	1	0	3	5
Motor Vehicle/Pedestrian Accident	0	1	2	1
Hazardous Materials Spill/Release	0	1	2	1
Hazardous Condition Other	1	0	1	0
Water Problem/Leak	1	0	1	1
Animal Problem / Rescue	0	0	0	0
Search / Rescue	0	0	0	0
Public Assistance	2	2	6	5
Police Matter/Assistance	0	0	1	3
Illegal Burn	0	0	0	0
Smoke/CO Detector/Fire Alarm Activation	0	0	6	2
Dispatch and Canceled En-route	4	2	13	11
False Alarm	2	0	3	1
TOTAL	48	40	158	138

Additional Information

STAFFING: 1 Public Safety Director (Police/Fire Chief)
 3 Fire Captains
 3 Fire Engineers
 3 Paid Call Firefighters 9 Positions Vacant

Special Coverage:

-



CITY OF GUADALUPE
918 Obispo Street
Guadalupe, CA 93434
P: (805) 356-3895
F: (805) 343-0542
Finance Department

Memorandum

To: Todd Bodem, City Administrator

From: Anna Marie Santillan Michaud, City Treasurer

Subject: Treasurer's Report – September 2020

Date: October 19, 2020

This memo explains the changes in the monthly Treasurer's report for September 2020 compared to the prior month. August cash increased by due primarily to:

- 09/10/2020 \$161,057 Business Licenses Curation Foods and GBL Developers



Recreation and Parks
 918 Obispo Street
 P.O. Box 908
 Guadalupe, CA 93434
 Ph: 805.356.3894
 Fax: 805.343.5512
 Email: cguzman@ci.guadalupe.ca.us

RECREATION AND PARKS MONTHLY REPORT
For September 2020

Summary of Rentals/Usage for City Facilities & Parks

FACILITY	THIS MONTH	THIS MONTH LAST YEAR	THIS YEAR-TO-DATE (FY 19/20)	LAST YEAR-TO-DATE (FY 18/19)
Auditorium/Gym	0	18	281	272
O'Connell Park	5	3	13	18
LeRoy Park	0	1	4	5
Senior Center	6	20	209	83
City Parking Lot	0	1	15	11
Council Chambers	13	6	138	162

The above Council Chamber totals includes formal City Council Meetings and 11 other separate meetings / interviews conducted by staff.

There continues to be limited use of City rental facilities due to COVID-19 health restrictions imposed by the State and County health mandates adopted by the City. Also, the totals reflected above include 5 unauthorized events held at Jack O'Connell Park.

The City Senior Community Center continues to be a host site for one of four Santa Barbara County Food Bank Distribution sites here in Guadalupe. Our City sponsored group

of Foodbank Distribution Volunteers continue to distribute food commodities and other assistance to our Community as follows:

March 2020 through August 2020 Totals	Families Served	Individuals
Weeks 1 through 23	6,196	26,440
September 2020:		
Week 24	267	1187
Week 25	251	1082
Week 26	277	1241
Week 27	258	1155

As reported previously we have been very fortunate to have volunteers assisting with our food distribution. There have been 100 plus volunteers over the last 27 weeks. I again would like to acknowledge the following additional Volunteers for their invaluable dedicated service:

Monica Somerset	Clark Nesmith	Skylar Koyle	Quinn Askey
Nicholas Pippin	Chuck Win	Ivet Machuca	James Stewart
Gino Magazino	Ray Segovia		

In addition, I am also happy to report that the Leroy Park Renovation project is moving along nicely with continued building demolition and tree removal. The Rural Community Development Corporation of California (Tom Brandeberry and Sonia Rios-Ventura) is also spear heading the development of a competitive grant for the renovation of the City's Central Park. Also, a non-competitive grant to facilitate the hire of a Senior Services Coordinator is also in the works and we should hear shortly on its approval.

Respectfully,

Charlie Guzman
Recreation Coordinator
City of Guadalupe



Agenda Item No. 10.

REPORT TO THE CITY COUNCIL OF THE CITY OF GUADALUPE
Agenda of October 27, 2020

Thomas Brandeberry

Prepared by:
Thomas Brandeberry, RCDCC

Approved by:
Todd Bodem, City Administrator

SUBJECT: Proposition 68 Per Capita Grant Application

RECOMMENDATION:

It is recommended that the City Council review and approve Resolution No. 2020-86 authorizing the City's application to the State's Department of Parks and Recreation, and its Prop 68 Per Capita Program.

DISCUSSION:

The project costs to rehabilitate LeRoy Park and the Community Center have increased since the CDBG application was submitted in 2017. For that reason, some original features have not been included in the final CDBG phase 1 design plans. After receiving suggestions from the Recreation and Parks Commission and the Amigos del LeRoy Park group it was decided that it would be best to use Prop 68 funds from the Per Capita Program for unfunded LeRoy Park features.

The Per Capita Program is funded through Prop 68 bond funds. Proposition 68 ("The California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access for All Act of 2018"), was approved by voters in June 2018. The purposes of Prop 68 include creating parks, and it also provides funding for outdoor access. Through the Per Capita Program, funds are available for local park rehabilitation, creation, and improvement grants to local governments on a per capita basis. Grant recipients are encouraged to utilize awards to rehabilitate existing infrastructure and to address deficiencies in neighborhoods lacking access to the outdoors.

The application for funding through the Per Capita Program can be submitted now through December 2021. This grant is an allocation, therefore as long as the City submits an application with eligible costs, the City will receive the funds, \$177,952.

The application will be submitted once the Amigos de LeRoy Park group decide on what feature would be best to fund.

FISCAL IMPACT:

No impact to the City's general fund. The City will be applying for \$177,952 Prop 68 Per Capita allocation funds. Once these funds are awarded the City will be able to use them to fund unfunded LeRoy Park features.

ATTACHMENTS:

1. Resolution No. 2020-86

RESOLUTION NO. 2020-86

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY GUADALUPE
APPROVING APPLICATION FOR PROP 68 PER CAPITA GRANT FUNDS**

WHEREAS, the State Department of Parks and Recreation has been delegated the responsibility by the Legislature of the State of California for the administration of the Per Capita Grant Program, setting up necessary procedures governing application; and

WHEREAS, said procedures established by the State Department of Parks and Recreation require the grantee's governing body to certify by resolution the approval of project application before submission of said applications to the State; and

WHEREAS, the grantee will enter into a contract with the State of California to complete the project.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Guadalupe:

SECTION 1:

Approves the filing of a project application for Per Capita program grant project.

SECTION 2:

Certifies that the City of Guadalupe has or will have available, prior to commencement of project work utilizing Per Capita funding, sufficient funds to complete the project.

SECTION 3:

Certifies that the City of Guadalupe has or will have sufficient funds to operate and maintain the project.

SECTION 4:

Certifies that all projects proposed will be consistent with the park and recreation element of the City of Guadalupe's general or recreation plan (PRC §80063(a)).

SECTION 5:

Certifies that these funds will be used to supplement, not supplant, local revenues in existence as of June 5, 2018 (PRC §80062(d)).

SECTION 6:

Certifies that the City of Guadalupe will comply with the provisions of §1771.5 of the State Labor Code.

SECTION 7:

-Pursuant to PRC §80001(b)(8)(A-G) and to the extent practicable, as identified in the “Presidential Memorandum--Promoting Diversity and Inclusion in Our National Parks, National Forests, and Other Public Lands and Waters,” dated January 12, 2020, the City of Guadalupe will consider a range of actions that include, but are not limited to, the following:

- (A) Conducting active outreach to diverse populations, particularly minority, low income, and disabled populations and tribal communities, to increase awareness within those communities and the public generally about specific programs and opportunities.
- (B) Mentoring new environmental, outdoor recreation, and conservation leaders to increase diverse representation across these areas.
- (C) Creating new partnerships with state, local, tribal, private, and nonprofit organizations to expand access for diverse populations.
- (D) Identifying and implementing improvements to existing programs to increase visitation and access by diverse populations, particularly minority, low-income, and disabled populations and tribal communities.
- (E) Expanding the use of multilingual and culturally appropriate materials in public communications and educational strategies, including through social media strategies, as appropriate, that target diverse populations.
- (F) Developing or expanding coordinated efforts to promote youth engagement and empowerment, including fostering new partnerships with diversity-serving and youth-serving organizations, urban areas, and programs.
- (G) Identifying possible staff liaisons to diverse populations.

SECTION 8:

Agrees that, to the extent practicable, the project will provide workforce education and training, contractor and job opportunities for disadvantaged communities (PRC §80001(b)(5)).

SECTION 9:

Certifies that the City of Guadalupe shall not reduce the amount of funding otherwise available to be spent on parks or other projects eligible for funds under this division in its jurisdiction. A one-time allocation of other funding that has been expended for parks or other projects, but which is not available on an ongoing basis, shall not be considered when calculating a recipient’s annual expenditures. (PRC §80062(d)).

SECTION 10:

Certifies that the City of Guadalupe has reviewed, understands, and agrees to the General Provisions contained in the contract shown in the Procedural Guide.

SECTION 11:

Delegates the authority to the Mayor, or designee, to conduct all negotiations, sign and submit all documents, including, but not limited to applications, agreements, amendments, and payment requests, which may be necessary for the completion of the grant scope.

SECTION 12:

Agrees to comply with all applicable federal, state and local laws, ordinances, rules, regulations and guidelines.

PASSED, APPROVED AND ADOPTED at a regular meeting on the 27TH day of October 2020 by the following vote:

MOTION:

AYES:

NOES:

ABSENT:

ABSTAIN:

I, Joice Earleen Raguz, City Clerk of the City of Guadalupe DO HEREBY CERTIFY that the foregoing Resolution, being **Resolution No. 2020-86**, has been duly signed by the Mayor and attested by the City Clerk, all at a regular meeting of the City Council, held October 27, 2020, and that same was approved and adopted.

ATTEST:

Joice Earleen Raguz, City Clerk

Ariston Julian, Mayor

APPROVED AS TO FORM:

Philip Sinco, City Attorney