



City of Guadalupe AGENDA

**Regular Meeting of the Guadalupe City Council
Tuesday, June 9, 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, June 9, 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.

CEREMONIAL CALENDAR

- Oath of Office –Swearing in Michael Beers, Police Officer
- Proclamation - Recognizing June 2020 – Pride Month
- Proclamation –Honoring all 2020 Graduates

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 June 3, 2020 to be approved for payment by the City Council.
3. Approve the Minutes of the City Council Regular Meeting of May 26, 2020 to be ordered filed.
4. Adopt Resolution No. 2020-41 authorizing the City's submission to the State of California of one or more application(s) for the purpose of supplementing existing contract # 17CDBG12099 in the aggregate amount, not to exceed, of \$900,000 - Revision of Grant Application for Supplemental Funding for the LeRoy Park and Community Center Rehabilitation Project.
5. City Council to ratify the temporary agreement with Itech Solutions for IT services.
6. Accept the April 2020 Finance Report.
7. **MONTHLY REPORTS FROM DEPARTMENT HEADS**
 - a. Planning Department Report for May 2020
 - b. Building Department Report for May 2020
 - c. Public Works Department Report for May 2020

CITY ADMINISTRATOR REPORT: (Information Only)

DIRECTOR OF PUBLIC SAFETY REPORT: (Information Only)

PUBLIC HEARING

8. **Public hearing to consider 2020-059-CUP, a request of John A. Smith, on behalf of the property owner Steve Brown, Brown Family Trust, to approve a conditional use permit (CUP) for a vehicle repair and service, and storage facility, located at 209 Guadalupe Street, Guadalupe, CA, (Assessor's Parcel Number 115-193-018 and 115-193-019).**

Written Report: Margaret Woods, Contract City Planner

Recommendation: That the City Council:

- a. Receive a presentation from staff; and
- b. Conduct a public hearing, including 1) an opportunity for the applicant to present the proposed project 2) receive any comments from the public; and
- c. Adopt Resolution No. 2020-40 approving a conditional use permit for the Brown Vehicle Repair facility (2020-059-CUP).

9. **Introduction of Tobacco Control Ordinances 1) adding Chapter 5.53 regarding licensure of tobacco retailers; 2) adding 8.60 regulating smoking in public places and multiunit housing.**

Written Report: Todd Bodem, City Administrator

Recommendation: That the City Council move to introduce Ordinance No. 2020-489 adding Chapter 5.53 (Licensure of Tobacco Retailers) and Chapter 8.60 (Smoking in Public Places) to the Guadalupe Municipal Code.

REGULAR BUSINESS

10. **Request by Guadalupe Kiwanis Club to waive facility rental use fees.**

Written Report: Charlie Guzman, Recreation Coordinator

Recommendation: That the City Council receive report, approve or direct staff.

SPECIAL PUBLIC SAFETY/SOCIAL JUSTICE COUNCIL FORUM

The Mayor and each Councilmember will have an opportunity to speak on the recent and on-going social unrests and protests arising out of the death of George Floyd. The Director of Public Safety will also be given an opportunity to speak and make a presentation. Thereafter, any member of the public in attendance who wishes to speak on this topic will be limited to a discussion of three (3) minutes or as directed by the Mayor. No specific action(s) will be taken by the City Council.

FUTURE AGENDA ITEMS

ANNOUNCEMENTS - COUNCIL ACTIVITY/COMMITTEE REPORTS

ADJOURNMENT TO CLOSED SESSION MEETING

CLOSED SESSION

11. a. **CONFERENCE WITH LABOR NEGOTIATORS**
(Subdivision (a) of Gov. Code Section 54957.6)
Agency designated representatives: City Administrator and Human Resources;
Employee Organization: International Association of Firefighters (IAFF), local 4403.
- b. **PUBLIC EMPLOYEE PERFORMANCE EVALUATION**
(Subdivision (b) of Government Code section 54957)
Title: City Administrator

ADJOURNMENT TO OPEN SESSION MEETING

CLOSED SESSION ANNOUNCEMENT

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 5th day of June 2020.


Todd Bodem, City Administrator

PROPOSED FUTURE CITY COUNCIL AGENDA ITEMS

Council Meeting: Date and Subject	Department	Agenda Category	
Tuesday, June 23, 2020 at 6:00 pm / Regular Meeting			
Director of Public Safety Performance Evaluation	Human Resources	Closed Session	
Approve a Resolution allowing the City to move forward with the LEAP grant request	Planning Department	Consent Calendar	
Budget Review	Finance Department	Consent Calendar	
Calling and Giving Notice of the General Municipal Election and Consideration of Submitting Revenue Measures to the Voters	Administration Dept	Regular Business	
Santa Barbara County – Animal Services Agreement for FY 2020-2021	Administration Dept	Regular Business	
Tuesday, July 14, 2020 at 6:00 pm / Regular Meeting			
City Attorney Performance Evaluation	Human Resources	Closed Session	
Other Unscheduled Items			
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
Vacant Property Ordinance		Todd Bodem	New Business
Tree Ordinance		Philip F. Sinco	New Business
Air B&B Policy & Standards		Ariston – Request CC	New Business
Food Truck Ordinance		Police Department	New Business
Yard Sale Ordinance		Police Department	New Business
Approval to create the position of Emergency Preparedness Coordinator and Code Compliance Officer		Police Department	New Business
Guadalupe Leo Club Recognition	June 2020	Administration Dept	Ceremonial
Sign Ordinance Workshop & First Reading	Aug- Sep 2020	Planning Department	Public Hearing

City of Guadalupe



Guadalupe, California

Proclamation

CITY OF GUADALUPE RECOGNIZING JUNE 2020, AS LESBIAN, GAY BISEXUAL AND TRANSGENDER PRIDE MONTH

WHEREAS, the City of Guadalupe is the home to people of all backgrounds, including those who are lesbian, gay, bisexual and transgender; and

WHEREAS, while our city, state, and nation have come a long way in our journey toward dignity, understanding, and mutual respect for all, we still have a long way to go in eradicating the prejudice and discrimination that lesbian, gay, bisexual and transgender people, and others face; and

WHEREAS, hate speech continues to denounce lesbian, gay, bisexual, and transgender people and other members of the community; and

WHEREAS, the City of Guadalupe has been instrumental in informing the public and promoting these protections; and

WHEREAS, during the month of June, throughout the nation, numerous organizations, governments, and others, recognize the rights of gay, lesbian, bisexual and transgender persons during Pride celebrations; and

WHEREAS, each year in June marks the anniversary of the Stonewall Rebellion that gave birth to the modern movement to advance the rights of LGBTQIA persons, and those committed to justice and equality celebrate during the month of June the notable achievements and outstanding service that lesbian, gay bisexual and transgender Americans make to our city, state and nations.

NOW, THEREFORE, BE IT RESOLVED, by virtue of the authority vested in me as Mayor of the City of Guadalupe, I, Ariston Julian, proclaim June 2020, as Lesbian, Gay, Bisexual and Transgender Pride Month, and encourages all people of the City of Guadalupe to advance the cause of equality for all lesbian, gay bisexual and transgender persons.

BE IT FURTHER RESOLVED, that each of us work towards achieving a safe community that appreciates its diversity in all its forms for generations to come.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Guadalupe to be affixed hereto on this 9th day of June 2020.

Ariston Julian, Mayor

City of Guadalupe



Guadalupe, California

Proclamation

PROCLAMATION HONORING ALL 2020 GRADUATES

WHEREAS, the month of June is traditionally the month when graduations and promotions occur across the nation, and in Guadalupe; and

WHEREAS, the unprecedented COVID-19 pandemic resulted in the alteration of the traditional celebrations of graduations and promotions; and

WHEREAS, the graduating classes of 2020 in Guadalupe, from all paths and stages of academia have demonstrated tremendous resilience, hard work and fortitude despite this challenge; and

WHEREAS, Guadalupe schools and students are key to the development of our community and are our pride and future.

NOW, THEREFORE, BE IT RESOLVED, that by virtue of the authority vested in me as Mayor and on behalf of the City Council of the City of Guadalupe, I, Ariston Julian, recognize our graduates, and encourage all residents and businesses to celebrate with appropriate programs, ceremonies, and activities.

IN WITNESS, WHEREOF, I have hereunto set my hand and caused the Seal of the City of Guadalupe to be affixed hereto this 9th day of June 2020.

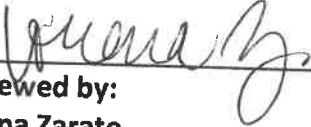
Ariston Julian, Mayor




Agenda Item No. 2.

REPORT TO THE CITY COUNCIL OF THE CITY OF GUADALUPE
Agenda of June 09, 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 June 03, 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 June 10, 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.

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

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No	
20-2424	WATER SAMPLES	06-20	05/06/20 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	290.00	290.00
			(Wst.Wtr.Op.Fund Wastewater Profl Services)			
				Invoice Extension ---->		290.00

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No	
20-2579	WATER SAMPLES	06-20	05/13/20 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	208.00	208.00
			(Wst.Wtr.Op.Fund Wastewater Profl Services)			
				Invoice Extension ---->		208.00

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No	
20-2717	WATER SAMPLES	06-20	05/21/20 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	165.00	165.00
			(Wst.Wtr.Op.Fund Wastewater Profl Services)			
				Invoice Extension ---->		165.00

Vendor Total -----> 663.00
 =====

440 WASHINGTON AVENUE *** VENDOR.: ACM01 (ACME AUTO LEASING, LLC)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No	
20060117	PD-LEASE 2016 FORD UTILITY POLICE INTERCEPTOR BASE	06-20	06/01/20 N N N	A-NET30 FROM INVOICE	2010	
Line	Description		G/L Account No	Unit(s)	Unit Cost	Amount
0001	PD-LEASE 2016 FORD UTILITY POLICE INTERCEPTOR BASE		01 4200 4150	1	755.00	755.00
			(General Fund Police Lease-Purchase)			
				Invoice Extension ---->		755.00

Vendor Total -----> 755.00
 =====

2050 PARKER STREET *** VENDOR.: AGD01 (ANDREW GOODWIN DESIGNS)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No	
154-13	LEROY PARK ACTIVITY DELIVERY	06-20	06/01/20 N N N	A-NET30 FROM INVOICE	2010	
Line	Description		G/L Account No	Unit(s)	Unit Cost	Amount
0001	LEROY PARK ACTIVITY DELIVERY		89 4444 3051	1	4604.21	4604.21
			(CIP CIP 089-201)			
				Invoice Extension ---->		4604.21

Vendor Total -----> 4604.21
 =====

4050 FLAT ROCK DRIVE *** VENDOR.: AQU01 (AQUA-METRIC SALES COMPANY CORP.)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No	
NV007753	(4) TR/PL HOUSING ASSEMBLY	06-20	05/12/20 N N N	A-NET30 FROM INVOICE	2010	
Line	Description		G/L Account No	Unit(s)	Unit Cost	Amount
0001	(4) TR/PL HOUSING ASSEMBLY		10 4420 1535	1	913.06	913.06
			(Wtr. Oper. Fund Water Operating Meters)			
				Invoice Extension ---->		913.06

4050 FLAT ROCK DRIVE

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

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
Vendor Total ----->				913.06 *****

AUS WEST LOCKBOX
 P.O. BOX 101179

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

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
535141370 WKLY WET MOP,SCRAPER MAT,DUST MOP,BAR MOP	06-20	05/26/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001 WKLY WET MOP,SCRAPER MAT,DUST MOP,BAR MOP	01 4145 2150	1	51.40	51.40
	(General Fund Building Mtce Profl Services)			
Invoice Extension ---->				51.40

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
535141371 WKLY PENA,SAGISIS,VIDALES	06-20	05/26/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001 WKLY PENA,SAGISIS,VIDALES	01 4145 2150	1	.39	.39
	(General Fund Building Mtce Profl Services)			
0002 WKLY PENA,SAGISIS,VIDALES	01 4300 2150	1	.39	.39
	(General Fund Parks & Rec Profl Services)			
0003 WKLY PENA,SAGISIS,VIDALES	10 4420 2150	1	2.33	2.33
	(Wtr. Oper. Fund Water Operating Profl Services)			
0004 WKLY PENA,SAGISIS,VIDALES	12 4425 2150	1	2.33	2.33
	(Wst.Wtr.Op.Fund Wastewater Profl Services)			
0005 WKLY PENA,SAGISIS,VIDALES	71 4454 2150	1	2.33	2.33
	(MEASURE A MEASURE A Profl Services)			
0006 WKLY PENA,SAGISIS,VIDALES	10 4420 2150	1	17.05	17.05
	(Wtr. Oper. Fund Water Operating Profl Services)			
Invoice Extension ---->				24.82

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
535141372 WKLY DUST MOP,SAFETY MAT,SODA TOWEL,SHOP TOWEL	06-20	05/26/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001 WKLY DUST MOP,SAFETY MAT,SODA TOWEL,SHOP TOWEL	12 4425 2150	1	62.21	62.21
	(Wst.Wtr.Op.Fund Wastewater Profl Services)			
Invoice Extension ---->				62.21

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
535141373 WKLY GUTIERREZ,MERAZ	06-20	05/26/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001 WKLY GUTIERREZ,MERAZ	01 4145 2150	1	.86	.86
	(General Fund Building Mtce Profl Services)			
0002 WKLY GUTIERREZ,MERAZ	01 4300 2150	1	.86	.86
	(General Fund Parks & Rec Profl Services)			
0003 WKLY GUTIERREZ,MERAZ	71 4454 2150	1	6.89	6.89
	(MEASURE A MEASURE A Profl Services)			
Invoice Extension ---->				8.61

Vendor Total -----> 147.04

ROBERT C. ARMSTRONG
 P.O. BOX 2122

*** VENDOR.: ARM01 (ARMSTRONG PEST SOLUTIONS)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
1148 GOPHER ABATEMENT PROGRAM-JACK O'CONNELL PARK	06-20	05/31/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001 GOPHER ABATEMENT PROGRAM-JACK O'CONNELL PARK	89 4444 3043	1	560.00	560.00
	(CIP CIP 089-103)			
Invoice Extension ---->				560.00

Vendor Total -----> 560.00

P.O. BOX 3092

*** VENDOR.: AUT01 (AUTOSYS, INC)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
2661 I.T./PROGRAMMING WORK, TROUBLESHOOT SCADA COMMUNICA	06-20	06/01/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001 I.T./PROGRAMMING WORK, TROUBLESHOOT SCADA COMMUNICA	10 4420 2150	1	1175.00	1175.00
	(Wtr. Oper. Fund Water Operating Prof'l Services)			
			Invoice Extension ---->	1175.00
			Vendor Total ----->	1175.00

23537 NETWORK PLACE

*** VENDOR.: BOU01 (BOUND TREE MEDICAL LLC)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
83630390 PD-GLOVES-COVID19	06-20	05/18/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001 PD-GLOVES-COVID19	01 4200 2999	1	75.06	75.06
	(General Fund Police COVID19)			
			Invoice Extension ---->	75.06
			Vendor Total ----->	75.06

FILE # 2674

*** VENDOR.: BRE02 (BREKNTAG PACIFIC, INC.)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
BPI50770 AMMONIUM SULFATE	06-20	05/19/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001 AMMONIUM SULFATE	10 4420 1550	1	1144.18	1144.18
	(Wtr. Oper. Fund Water Operating Op Supp/Expense)			
			Invoice Extension ---->	1144.18
			Vendor Total ----->	1144.18

*** VENDOR.: BR102 (NORMA BRIBIESCA)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
060120 UNIFORM ALLOWANCE-NORMA BRIBIESCA-SOCKS, BOOT, PANTS	06-20	05/27/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001 UNIFORM ALLOWANCE-NORMA BRIBIESCA-SOCKS, BOOT, PANTS	01 4200 0450	1	400.00	400.00
	(General Fund Police Other Benefits)			
			Invoice Extension ---->	400.00

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
060220 NBRIBIESCA-REIMBURSEMENT-EXPLORERS LUNCH	06-20	06/01/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001 KIDS DAY IN THE PARK ACCOUNT	01 3479	1	165.82	165.82
	(General Fund CONTRIBUTIONS)			
			Invoice Extension ---->	165.82
			Vendor Total ----->	565.82

1480 W. STOWELL RD.

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

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
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1480 W. STOWELL RD.

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

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
005578750 4 SCH 40 STEEL PIPE	06-20	05/29/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No		Unit(s) Unit Cost	Amount
0001 4 SCH 40 STEEL PIPE	71 4454 1550		1 190.25	190.25
	(MEASURE A MEASURE A Op Supp/Expense)			
	Invoice Extension ---->			190.25
	Vendor Total ----->			190.25

1050 SOUTHWOOD DRIVE

*** VENDOR.: CAN03 (CANNON CORPORATION)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
72329 KICK-OFF MEETING & SITE VISIT, UTILITY/BASE MAPPING	06-20	05/11/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No		Unit(s) Unit Cost	Amount
0001 KICK-OFF MEETING & SITE VISIT, UTILITY/BASE MAPPING	10 4420 2150		1 3221.00	3221.00
	(Wtr. Oper. Fund Water Operating Profl Services)			
	Invoice Extension ---->			3221.00
	Vendor Total ----->			3221.00

MARK MAYBERRY
 1321 E. RICE RANCH RD

*** VENDOR.: CAS07 (CASSIA LANDSCAPE)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
052055 LANDSCAPE MAINTENANCE FOR MAY 2020 & DT PARKING	06-20	05/20/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No		Unit(s) Unit Cost	Amount
0001 LANDSCAPE MAINTENANCE FOR MAY 2020 & DT PARKING	01 4145 2150		1 396.00	396.00
	(General Fund Building Mtce Profl Services)			
0002 LANDSCAPE MAINTENANCE FOR MAY 2020 & DT PARKING	01 4300 2150		1 2579.00	2579.00
	(General Fund Parks & Rec Profl Services)			
0003 LANDSCAPE MAINTENANCE FOR MAY 2020 & DT PARKING	10 4420 2150		1 200.00	200.00
	(Wtr. Oper. Fund Water Operating Profl Services)			
0004 LANDSCAPE MAINTENANCE FOR MAY 2020 & DT PARKING	60 4490 2150		1 325.00	325.00
	(Quad.Assmt.Dist Quad.Assmt Dist Profl Services)			
0005 LANDSCAPE MAINTENANCE FOR MAY 2020 & DT PARKING	71 4454 2150		1 505.00	505.00
	(MEASURE A MEASURE A Profl Services)			
	Invoice Extension ---->			4005.00
	Vendor Total ----->			4005.00

255 INDUSTRIAL WAY

*** VENDOR.: CCN01 (CENTRAL COAST WATER AUTH.)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
052920 07-01-20 DWR AND CCWA VARIABLE O&M INVOICE	06-20	05/28/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No		Unit(s) Unit Cost	Amount
0001 07-01-20 DWR AND CCWA VARIABLE O&M INVOICE	10 4420 1553		1 57677.45	57677.45
	(Wtr. Oper. Fund Water Operating State Water Pro)			
	Invoice Extension ---->			57677.45
	Vendor Total ----->			57677.45

P.O. BOX 60229

*** VENDOR.: CHA03 (CHARTER COMMUNICATIONS)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
362051320 918 OBISPO ST UNIT C - BUSINESS INTERNET	06-20	05/13/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No		Unit(s) Unit Cost	Amount

P.O. BOX 60229

*** VENDOR.: CHA03 (CHARTER COMMUNICATIONS)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
Line Description				
0001 918 OBISPO ST UNIT C - BUSINESS INTERNET				
	G/L Account No	Unit(s)	Unit Cost	Amount
	01 4145 1000	1	144.97	144.97
	(General Fund Building Mtce Utilities)			
			Invoice Extension ---->	144.97
			Vendor Total ----->	144.97

4490 TENTH STREET
 JOANA MENDOSA PETTY CASH

*** VENDOR.: CIT03 (CITY OF GUADALUPE)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
060220 PETTY CASH REIMBURSEMENT FOR PD	06-20	06/01/20 N N N	A-NET30 FROM INVOICE	2010
Line Description				
0001 BOARD MAGNETS	G/L Account No	Unit(s)	Unit Cost	Amount
	01 4200 1550	1	5.38	5.38
	(General Fund Police Op Supp/Expense)			
0002 POSTAGE	01 4200 1550	1	10.20	10.20
	(General Fund Police Op Supp/Expense)			
0003 OFFICE SUPPLIES	01 4200 1550	1	34.76	34.76
	(General Fund Police Op Supp/Expense)			
0004 NEW MONITOR CABLES	01 4200 1550	1	13.25	13.25
	(General Fund Police Op Supp/Expense)			
0005 NEW MONITOR CABLE	01 4200 1550	1	59.01	59.01
	(General Fund Police Op Supp/Expense)			
0006 AUTO SCRUFF/SCRATCH REMOVER	01 4200 1550	1	10.82	10.82
	(General Fund Police Op Supp/Expense)			
			Invoice Extension ---->	133.42
			Vendor Total ----->	133.42

918 OBISPO ST

*** VENDOR.: CIT08 (CITY OF GUADALUPE (FINANC))

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
060220 CITY UTILITY BILL	06-20	06/01/20 N N N	A-NET30 FROM INVOICE	2010
Line Description				
0001 W MAIN ST	G/L Account No	Unit(s)	Unit Cost	Amount
	12 4425 1000	1	4812.86	4812.86
	(Wst.Wtr.Op.Fund Wastewater Utilities)			
0002 1075 GUADALUPE	71 4454 1000	1	31.16	31.16
	(MEASURE A MEASURE A Utilities)			
0003 949 GUADALUPE	71 4454 1000	1	31.16	31.16
	(MEASURE A MEASURE A Utilities)			
0004 873-A GUADALUPE	71 4454 1000	1	31.16	31.16
	(MEASURE A MEASURE A Utilities)			
0005 110 GUADALUPE	71 4454 1000	1	31.16	31.16
	(MEASURE A MEASURE A Utilities)			
0006 912 GUADALUPE	71 4454 1000	1	31.16	31.16
	(MEASURE A MEASURE A Utilities)			
0007 1070 GUADALUPE	71 4454 1000	1	31.16	31.16
	(MEASURE A MEASURE A Utilities)			
0008 1188 GUADALUPE	71 4454 1000	1	31.16	31.16
	(MEASURE A MEASURE A Utilities)			
0009 180 PIONEER	01 4300 1000	1	171.50	171.50
	(General Fund Parks & Rec Utilities)			
0010 4800 THIRD	01 4300 1000	1	129.92	129.92
	(General Fund Parks & Rec Utilities)			
0011 4760 GARRETT	01 4300 1000	1	31.16	31.16
	(General Fund Parks & Rec Utilities)			
0012 4689-A ELEVENTH	01 4300 1000	1	77.94	77.94
	(General Fund Parks & Rec Utilities)			
0013 406 TOGAZZINI	01 4300 1000	1	145.51	145.51
	(General Fund Parks & Rec Utilities)			
0014 5301 W MAIN	01 4300 1000	1	3009.33	3009.33
	(General Fund Parks & Rec Utilities)			
0015 4402 AMBER	01 4300 1000	1	31.16	31.16
	(General Fund Parks & Rec Utilities)			
0016 4913 W MAIN ST	60 4490 1000	1	31.16	31.16
	(Quad.Assmt.Dist Quad.Assmt Dist Utilities)			
0017 5101 W MAIN	60 4490 1000	1	31.16	31.16
	(Quad.Assmt.Dist Quad.Assmt Dist Utilities)			
0018 5001 W MAIN	60 4490 1000	1	31.16	31.16
	(Quad.Assmt.Dist Quad.Assmt Dist Utilities)			
0019 5201 W MAIN	60 4490 1000	1	31.16	31.16
	(Quad.Assmt.Dist Quad.Assmt Dist Utilities)			
0020 884 GUADALUPE	01 4145 1000	1	31.16	31.16
	(General Fund Building Mtce Utilities)			

918 OBISPO ST

*** VENDOR.: CIT08 (CITY OF GUADALUPE (FINANC))

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
Line Description			G/L Account No Unit(s) Unit Cost	Amount
0021 884 GUADALUPE			01 4145 1000 1 31.16	31.16
			(General Fund Building Mtce Utilities)	
0022 330 GUADALUPE			01 4145 1000 1 31.16	31.16
			(General Fund Building Mtce Utilities)	
0023 1025 GUADALUPE			01 4145 1000 1 31.16	31.16
			(General Fund Building Mtce Utilities)	
0024 1025-A GUADALUPE			01 4145 1000 1 83.51	83.51
			(General Fund Building Mtce Utilities)	
0025 918 OBISPO			01 4145 1000 1 41.56	41.56
			(General Fund Building Mtce Utilities)	
0026 4550 TENTH			01 4145 1000 1 31.16	31.16
			(General Fund Building Mtce Utilities)	
0027 4545 TENTH			01 4145 1000 1 83.51	83.51
			(General Fund Building Mtce Utilities)	
0028 4545 TENTH			01 4145 1000 1 31.16	31.16
			(General Fund Building Mtce Utilities)	
			Invoice Extension ---->	9147.68
			Vendor Total ----->	9147.68

110 E. COOK STREET

*** VENDOR.: CIT12 (CITY OF SANTA MARIA)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
02713 PW - LANDFILL BILLING	06-20	05/12/20 N N N	A-NET30 FROM INVOICE	2010
Line Description			G/L Account No Unit(s) Unit Cost	Amount
0001 PW - LANDFILL BILLING			12 4125 2150 1 27.00	27.00
			(Wst.Wtr.Op.Fund Personnel Profl Services)	
			Invoice Extension ---->	27.00
			Vendor Total ----->	27.00

867 GUADALUPE ST

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

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
067367 JETTING FOR SNOWYFLOVER & POINT SAL DUNES	06-20	05/26/20 N N N	A-NET30 FROM INVOICE	2010
Line Description			G/L Account No Unit(s) Unit Cost	Amount
0001 JETTING FOR SNOWYFLOVER & POINT SAL DUNES			12 4425 2150 1 2050.00	2050.00
			(Wst.Wtr.Op.Fund Wastewater Profl Services)	
			Invoice Extension ---->	2050.00
			Vendor Total ----->	2050.00

P.O. BOX 329

*** VENDOR.: CLI01 (CLIN.LAB-SAN BERNADINO INC.)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
974697 WATER SAMPLES	06-20	05/19/20 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 1 346.00	346.00
			(Wtr. Oper. Fund Water Operating Profl Services)	
			Invoice Extension ---->	346.00
			Vendor Total ----->	346.00

3755 WASHINGTON BLVD
 SUITE #204

*** VENDOR.: COR01 (CORBIN WILLITS SYSTEM CORP)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
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3755 WASHINGTON BLVD
 SUITE #204
 INVOICE-TYPE DESCRIPTION
 00C005151 ENHANCEMENT AND SERVICE FEES

*** VENDOR.: COR01 (CORBIN WILLIAMS SYSTEM CORP)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
00C005151 ENHANCEMENT AND SERVICE FEES	06-20	05/15/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001 ENHANCEMENT AND SERVICE FEES	01 4120 2150	1	604.47	604.47
	(General Fund Finance Prof'l Services)			
		Invoice Extension ---->		604.47
		Vendor Total ----->		604.47

P.O. BOX 41602
 INVOICE-TYPE DESCRIPTION
 67911061 COPY MACHINE LEASE

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

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
67911061 COPY MACHINE LEASE	06-20	06/01/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001 COPY MACHINE LEASE	01 4140 4150	1	516.74	516.74
	(General Fund Non-Departmental Lease-Purchase)			
		Invoice Extension ---->		516.74
		Vendor Total ----->		516.74

P.O. BOX 2850
 INVOICE-TYPE DESCRIPTION
 060320 RETURN OF DEPOSIT FOR PLANNING APP#2020-063-ZC

*** VENDOR.: DPS01 (DONALD PLUMB SIGNS)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
060320 RETURN OF DEPOSIT FOR PLANNING APP#2020-063-ZC	06-20	05/29/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001 RETURN OF DEPOSIT FOR PLANNING APP#2020-063-ZC	01 2048	1	600.00	600.00
	(General Fund Building Permit Deposits)			
		Invoice Extension ---->		600.00
		Vendor Total ----->		600.00

P.O. BOX 3757
 INVOICE-TYPE DESCRIPTION
 819345 CITY OF GUADALUPE ATP CYCLE3 PEDESTRIAN IMPROVEMEN

*** VENDOR.: EAR01 (EARTH SYSTEMS PACIFIC INC.)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
819345 CITY OF GUADALUPE ATP CYCLE3 PEDESTRIAN IMPROVEMEN	06-20	05/18/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001 CITY OF GUADALUPE ATP CYCLE3 PEDESTRIAN IMPROVEMEN	89 4444 3066	1	1435.00	1435.00
	(CIP CIP 889-306)			
		Invoice Extension ---->		1435.00
		Vendor Total ----->		1435.00

4875 EL CAMINO REAL
 INVOICE-TYPE DESCRIPTION
 2020-077 2016-014 BEACHSIDE COOLER

*** VENDOR.: BIK01 (BIKHOF DESIGN GROUP INC.)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
2020-077 2016-014 BEACHSIDE COOLER	06-20	06/01/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001 2016-014 BEACHSIDE COOLER	01 2073	1	120.00	120.00
	(General Fund Beachside Cooler-Peralta)			
		Invoice Extension ---->		120.00

INVOICE-TYPE DESCRIPTION
 2020-078 2019-017 PASADERA TRACT 29064 (LOT9)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
2020-078 2019-017 PASADERA TRACT 29064 (LOT9)	06-20	06/01/20 N N N	A-NET30 FROM INVOICE	2010

4875 EL CAMINO REAL *** VENDOR.: EIK01 (EIKHOF DESIGN 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 2019-017 PASADERA TRACT 29064 (LOT9)	01 2004 (General Fund D.J. FARMS)	1	40.00	40.00
Invoice Extension ---->				40.00

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
2020-079 REVIEW OF STORMWATER MAINTENANCE DOCUMENTS	06-20	06/01/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001 REVIEW OF STORMWATER MAINTENANCE DOCUMENTS	01 2093 (General Fund PSHH - Guadalupe Court)	1	33.75	33.75
Invoice Extension ---->				33.75
Vendor Total ----->				193.75

2825 S. ELM AVENUE #103 *** VENDOR.: ERN01 (ERNEST PACKAGING SOLUTIONS INC.)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
9015736 WASTE WATER-NITRILE GLOVE,POP UP WIPES	06-20	05/11/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001 WASTE WATER-NITRILE GLOVE,POP UP WIPES	12 4425 1550 (Wst.Wtr.Op.Fund Wastewater Op Supp/Expense)	1	577.31	577.31
Invoice Extension ---->				577.31

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
90157537 PW-CASCADES RT TANDEM NATURAL/JUMNO, CAN LINER...	06-20	05/11/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001 PW-CASCADES RT TANDEM NATURAL/JUMNO, CAN LINER...	01 4145 1550 (General Fund Building Mtce Op Supp/Expense)	1	492.57	492.57
Invoice Extension ---->				492.57
Vendor Total ----->				1069.88

354-D S. FAIRVIEW AVE *** VENDOR.: FIL01 (FILIPPIN ENGINEERING INC)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
201301-01 ATP CYCLE 3 FUNDED PEDESTRIAN IMPROVEMENTS	06-20	04/30/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001 ATP CYCLE 3 FUNDED PEDESTRIAN IMPROVEMENTS	89 4444 3066 (CIP CIP 089-306)	1	7787.50	7787.50
Invoice Extension ---->				7787.50
Vendor Total ----->				7787.50

DEPT 43401 *** VENDOR.: FOR03 (FORD MOTOR CREDIT COMPANY LLC)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
1749842 FD - LEASE - 2016 FORD F-350 TRUCK	06-20	05/29/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001 FD - LEASE - 2016 FORD F-350 TRUCK	76 4320 3200 (Cap Fac Fund Pub. Facilities Equipment)	1	3479.93	3479.93
Invoice Extension ---->				3479.93

DEPT 43401 *** VENDOR.: FOR03 (FORD MOTOR CREDIT COMPANY LLC)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
Vendor Total ----->				3479.93 *****

DRA: PACIFIC COAST PLAN REVIEW *** VENDOR.: GRE01 (MARK GREEN)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No	
1 PLAN CHECK SERVICES	06-20	05/01/20 N N N	A-NET30 FROM INVOICE	2010	
Line Description	G/L Account No		Unit(s)	Unit Cost	Amount
0001 BALL HORTICULTURAL - PLAN CHECK	01	4405 2150	1	200.00	200.00
	(General Fund Bldg and Safety Profl Services)				
0002 ROYAL THEATER WALK-THROUGH-CODE EVALUATION	01	4405 2150	1	100.00	100.00
	(General Fund Bldg and Safety Profl Services)				
0003 ESCALANTE MEADOWS - FIRST PLAN REVIEW	01	2271	1	3250.00	3250.00
	(General Fund Guadalupe Ranch Acres)				
Invoice Extension ---->					3550.00
Vendor Total ----->					3550.00 *****

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

F.O. BOX 337

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No	
366 HOSE CLAMPS	06-20	05/18/20 N N N	A-NET30 FROM INVOICE	2010	
Line Description	G/L Account No		Unit(s)	Unit Cost	Amount
0001 HOSE CLAMPS	12	4425 1550	1	7.73	7.73
	(Wtr.Wtr.Op.Fund Wastewater Op Supp/Expense)				
Invoice Extension ---->					7.73

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No	
497 CEMENT, PRIMER GLOE	06-20	05/19/20 N N N	A-NET30 FROM INVOICE	2010	
Line Description	G/L Account No		Unit(s)	Unit Cost	Amount
0001 CEMENT, PRIMER GLOE	71	4454 1550	1	27.62	27.62
	(MEASURE A MEASURE A Op Supp/Expense)				
Invoice Extension ---->					27.62

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No	
650 WINDSHLDWASH BLU 1GA, HEX KEY SET-SMALL	06-20	05/21/20 N N N	A-NET30 FROM INVOICE	2010	
Line Description	G/L Account No		Unit(s)	Unit Cost	Amount
0001 WINDSHLDWASH BLU 1GA, HEX KEY SET-SMALL	71	4456 1460	1	6.37	6.37
	(MEASURE A CAL TRANS GMRP Vehicle Maintnc)				
0002 WINDSHLDWASH BLU 1GA, HEX KEY SET-SMALL	01	4145 1550	1	6.99	6.99
	(General Fund Building Mtce Op Supp/Expense)				
Invoice Extension ---->					13.36

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No	
915 FACE SHIELD	06-20	05/26/20 N N N	A-NET30 FROM INVOICE	2010	
Line Description	G/L Account No		Unit(s)	Unit Cost	Amount
0001 FACE SHIELD	01	4145 1550	1	26.99	26.99
	(General Fund Building Mtce Op Supp/Expense)				
Invoice Extension ---->					26.99

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No	
1553 BRISTLE BRUSH	06-20	06/01/20 N N N	A-NET30 FROM INVOICE	2010	
Line Description	G/L Account No		Unit(s)	Unit Cost	Amount
0001 BRISTLE BRUSH	10	4420 1550	1	19.31	19.31
	(Wtr. Oper. Fund Water Operating Op Supp/Expense)				
Invoice Extension ---->					19.31

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

P.O. BOX 337

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
186874	STREETS-SELF DRILLING,MASON BIT...	06-20	02/13/20 N N N	A-NET30 FROM INVOICE	2010
Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	STREETS-SELF DRILLING,MASON BIT...	01 4145 1550	1	40.86	40.86
		(General Fund Building Mtce Op Supp/Expense)			
			Invoice Extension ---->		40.86
190810	STREETS-FEBREZE, DAWN SOAP, DIESEL GLOVES, ABSORBAL	06-20	02/11/20 N N N	A-NET30 FROM INVOICE	2010
Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	STREETS-FEBREZE, DAWN SOAP, DIESEL GLOVES, ABSORBAL	01 4145 1550	1	43.12	43.12
		(General Fund Building Mtce Op Supp/Expense)			
			Invoice Extension ---->		43.12
191457	STREETS-AA BATTERY	06-20	03/06/20 N N N	A-NET30 FROM INVOICE	2010
Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	STREETS-AA BATTERY	01 4145 1550	1	27.51	27.51
		(General Fund Building Mtce Op Supp/Expense)			
			Invoice Extension ---->		27.51
191592	STREETS-KEYS, KEY IDENTIFIER, SHAFT COLLAR, TRASH CAN	06-20	03/11/20 N N N	A-NET30 FROM INVOICE	2010
Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	STREETS-KEYS, KEY IDENTIFIER, SHAFT COLLAR, TRASH CAN	71 4454 1550	1	96.53	96.53
		(MEASURE A MEASURE A Op Supp/Expense)			
			Invoice Extension ---->		96.53
191862	FIRE DEPT-SCREWS, DUCK TAPE	06-20	03/19/20 N N N	A-NET30 FROM INVOICE	2010
Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	FIRE DEPT-SCREWS, DUCK TAPE	01 4145 1550	1	27.80	27.80
		(General Fund Building Mtce Op Supp/Expense)			
			Invoice Extension ---->		27.80
191926	AA BATTERIES, 50 GAS CAN	06-20	03/30/20 N N N	A-NET30 FROM INVOICE	2010
Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	AA BATTERIES, 50 GAS CAN	71 4454 1550	1	49.11	49.11
		(MEASURE A MEASURE A Op Supp/Expense)			
			Invoice Extension ---->		49.11
192269	KEYS	06-20	03/24/20 N N N	A-NET30 FROM INVOICE	2010
Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	KEYS	01 4200 1550	1	6.45	6.45
		(General Fund Police Op Supp/Expense)			
0002	KEYS	01 4220 1550	1	2.15	2.15
		(General Fund Fire Op Supp/Expense)			
			Invoice Extension ---->		8.60
192339	GLOVES, DRILL, BOLT	06-20	03/23/20 N N N	A-NET30 FROM INVOICE	2010
Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	GLOVES, DRILL, BOLT	71 4454 1550	1	63.34	63.34
		(MEASURE A MEASURE A Op Supp/Expense)			
			Invoice Extension ---->		63.34

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

P.O. BOX 337

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
193116 SCREWS,MOTOR OIL...	06-20	04/20/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001 SCREWS,MOTOR OIL...	71 4454 1550	1	109.45	109.45
	(MEASURE A MEASURE A Op Supp/Expense)			
	Invoice Extension ---->			109.45
193456 KEYS,WASHER,SCREWS,KEY RING	06-20	04/23/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001 KEYS,WASHER,SCREWS,KEY RING	71 4454 1550	1	103.06	103.06
	(MEASURE A MEASURE A Op Supp/Expense)			
	Invoice Extension ---->			103.06
194550 9'' ROLLER COVERS, METAL TRAY,ROLLER FRAME	06-20	04/20/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001 9'' ROLLER COVERS, METAL TRAY,ROLLER FRAME	01 4200 2999	1	20.13	20.13
	(General Fund Police COVID19)			
	Invoice Extension ---->			20.13
194624 ROUND UP,ALI-CHIP,STARTING FLUID	06-20	04/20/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001 ROUND UP,ALI-CHIP,STARTING FLUID	71 4454 1550	1	61.64	61.64
	(MEASURE A MEASURE A Op Supp/Expense)			
	Invoice Extension ---->			61.64
194655 ZOYDE OIL, GAS CAN	06-20	04/16/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001 ZOYDE OIL, GAS CAN	10 4420 1550	1	22.18	22.18
	(Wtr. Oper. Fund Water Operating Op Supp/Expense)			
	Invoice Extension ---->			22.18
194690 SCREWS, 3/16X1 1/2 WASHER	06-20	04/20/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001 SCREWS, 3/16X1 1/2 WASHER	10 4420 1550	1	6.87	6.87
	(Wtr. Oper. Fund Water Operating Op Supp/Expense)			
	Invoice Extension ---->			6.87
195021 SAFETY VEST	06-20	04/23/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001 SAFETY VEST	01 4200 2999	1	26.80	26.80
	(General Fund Police COVID19)			
	Invoice Extension ---->			26.80
195193 STREETS-TOILET SEAT	06-20	04/30/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001 STREETS-TOILET SEAT	01 4145 1550	1	32.28	32.28
	(General Fund Building Mtce Op Supp/Expense)			
	Invoice Extension ---->			32.28

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

P.O. BOX 337

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
195434 CLEVES PIN,HAIR PIN,BUNGE CORD	06-20	04/28/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001 CLEVES PIN,HAIR PIN,BUNGE CORD	71 4454 1550	1	3.94	3.94
	(MEASURE A MEASURE A Op Supp/Expense)			
		Invoice Extension ---->		3.94

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
195480 MILDEW SPRAY,SRUB BRUSH	06-20	04/29/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001 MILDEW SPRAY,SRUB BRUSH	71 4454 1550	1	33.45	33.45
	(MEASURE A MEASURE A Op Supp/Expense)			
		Invoice Extension ---->		33.45

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
195740 SANDING DISK...	06-20	04/24/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001 SANDING DISK...	71 4454 1550	1	21.58	21.58
	(MEASURE A MEASURE A Op Supp/Expense)			
		Invoice Extension ---->		21.58
		Vendor Total ----->		893.26

1421 PARK STREET

*** VENDOR.: GWA01 (GREAT WESTERN ALARM & COMMUNICATION INC.)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
01752101C MO. MONITORING OF FIRE SYSTEM - 6/01/20	06-20	06/01/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001 MO. MONITORING OF FIRE SYSTEM - 6/01/20	10 4420 1150	1	50.00	50.00
	(Wtr. Oper. Fund Water Operating Communications)			
		Invoice Extension ---->		50.00
		Vendor Total ----->		50.00

A DIVISION OF WASTE MANAGEMENT
 P.O. BOX 541065

*** VENDOR.: HEA01 (HEALTH SANITATION SERVICE INC.)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
802310827 PW-40 YD GREEN/YARD WASTE	06-20	05/01/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001 PW-40 YD GREEN/YARD WASTE	71 4454 2150	1	492.52	492.52
	(MEASURE A MEASURE A Prof'l Services)			
		Invoice Extension ---->		492.52
		Vendor Total ----->		492.52

P.O. BOX 825

*** VENDOR.: HEN01 (EAGLE ENERGY, INC)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
175694 WASTE WATER FUEL CHARGES	06-20	05/31/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001 WASTE WATER FUEL CHARGES	12 4425 1560	1	195.19	195.19
	(Wat.Wtr.Op.Fund Wastewater Fuels/Lubricant)			
		Invoice Extension ---->		195.19

P.O. BOX 825

*** VENDOR.: HEN01 (EAGLE ENERGY, INC)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
175695 STREETS FUEL CHARGES	06-20	05/31/20 N N N	A-NET30 FROM INVOICE	2010

Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	STREETS FUEL CHARGES	01 4145 1560	1	4.87	4.87
	(General Fund Building Mtce Fuels/Lubricant)				
0002	STREETS FUEL CHARGES	01 4300 1560	1	4.38	4.38
	(General Fund Parks & Rec Fuels/Lubricant)				
0003	STREETS FUEL CHARGES	10 4420 1560	1	29.29	29.29
	(Wtr. Oper. Fund Water Operating Fuels/Lubricant)				
0004	STREETS FUEL CHARGES	12 4425 1560	1	29.29	29.29
	(Wat.Wtr.Op.Fund Wastewater Fuels/Lubricant)				
0005	STREETS FUEL CHARGES	71 4454 1560	1	29.29	29.29
	(MEASURE A MEASURE A Fuels/Lubricant)				
0006	STREETS FUEL CHARGES	71 4454 1560	1	169.49	169.49
	(MEASURE A MEASURE A Fuels/Lubricant)				
	Invoice Extension ---->				266.61

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
175707 POLICE DEPARTMENT FUEL CHARGES	06-20	05/31/20 N N N	A-NET30 FROM INVOICE	2010

Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	POLICE DEPARTMENT FUEL CHARGES	01 4200 1560	1	733.90	733.90
	(General Fund Police Fuels/Lubricant)				
	Invoice Extension ---->				733.90

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
1755693 WATER DEPARTMENT FUEL CHARGES	06-20	05/31/20 N N N	A-NET30 FROM INVOICE	2010

Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	WATER DEPARTMENT FUEL CHARGES	10 4420 1560	1	73.60	73.60
	(Wtr. Oper. Fund Water Operating Fuels/Lubricant)				
	Invoice Extension ---->				73.60
	Vendor Total ----->				1269.30

DEPT 32-2502415643 *** VENDOR.: HOM02 (HOME DEPOT CREDIT SERVICES)

P.O. BOX 78047
 INVOICE-TYPE DESCRIPTION PERIOD DATE TERM-DESCRIPTION G/L ACCOUNT No

3063014 BACKPACK SPRAYER	06-20	04/24/20 N N N	A-NET30 FROM INVOICE	2010
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Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	BACKPACK SPRAYER	71 4454 1550	1	228.12	228.12
	(MEASURE A MEASURE A Op Supp/Expense)				
	Invoice Extension ---->				228.12

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
5064757 6FT U-POST MD	06-20	05/12/20 N N N	A-NET30 FROM INVOICE	2010

Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	6FT U-POST MD	01 4145 1550	1	237.97	237.97
	(General Fund Building Mtce Op Supp/Expense)				
	Invoice Extension ---->				237.97
	Vendor Total ----->				466.09

4352 FOXENWOOD CIRCLE *** VENDOR.: INT01 (INTEGRITY PLANNING)

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

029 GENERAL PLANNING, ZONING CLEARANCE, GUADALUPE COURT	06-20	06/02/20 N N N	A-NET30 FROM INVOICE	2010
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Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	GENERAL PLANNING SERVICE	01 4405 2150	1	4275.00	4275.00
	(General Fund Bldg and Safety Profil Services)				

4352 FOXENWOOD CIRCLE
 LARRY APPEL

*** VENDOR.: INT01 (INTEGRITY PLANNING)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
Line Description		G/L Account No	Unit(s) Unit Cost	Amount
0002 ZONING CLEARANCE	01	4405 2150	1 940.50	940.50
		(General Fund Bldg and Safety Prof'l Services)		
0003 PEOPLE'S SELF HELP HOUSING-GUADALUPE COURT	01	2093	1 304.00	304.00
		(General Fund PSHH - Guadalupe Court)		
0004 BROWN REPAIR PROJECT	01	2070 01	1 228.00	228.00
		(General Fund Brown Mixed Used)		
		Invoice Extension ---->		5747.50
		Vendor Total ----->		5747.50

355 PACIFIC ST

*** VENDOR.: ITE01 (ITECH SOLUTIONS)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
7234 HARDWARE/SOFTWARE/LABOR	06-20	05/21/20 N N N	A-NET30 FROM INVOICE	2010
Line Description		G/L Account No	Unit(s) Unit Cost	Amount
0001 HARDWARE/SOFTWARE/LABOR	76	4320 2150	1 7500.00	7500.00
		(Cap Fac Fund Pub. Facilities Prof'l Services)		
		Invoice Extension ---->		7500.00
		Vendor Total ----->		7500.00

MIRA GONZALEZ
 P.O. BOX 9013

*** VENDOR.: J&E01 (J&E CLEANING)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
41017 MARCH CLEANING SERVICE	06-20	04/30/20 N N N	A-NET30 FROM INVOICE	2010
Line Description		G/L Account No	Unit(s) Unit Cost	Amount
0001 MARCH CLEANING SERVICE	01	4145 2150	1 1050.00	1050.00
		(General Fund Building Mtce Prof'l Services)		
0002 WWTP CLEANING SERVICE	12	4425 2150	1 110.00	110.00
		(Wst.Wtr.Op.Fund Wastewater Prof'l Services)		
0003 GUADALUPE POLICE DEPT	01	4200 2999	1 300.00	300.00
		(General Fund Police COVID19)		
0004 GUADALUPE FIRE FIGHTER DEPT	01	4110 2999	1 180.00	180.00
		(General Fund City Attorney COVID19)		
		Invoice Extension ---->		1640.00

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
41066 APRIL CLEANING SERVICE	06-20	05/18/20 N N N	A-NET30 FROM INVOICE	2010

Line Description	G/L Account No	Unit(s) Unit Cost	Amount
0001 APRIL CLEANING SERVICE	01 4145 2150	1 1050.00	1050.00
	(General Fund Building Mtce Prof'l Services)		
0002 WWTP CLEANING SERVICE	12 4425 2150	1 110.00	110.00
	(Wst.Wtr.Op.Fund Wastewater Prof'l Services)		
0003 GUADALUPE POLICE DEPT - DEEP CLEAN	01 4200 2999	1 780.00	780.00
	(General Fund Police COVID19)		
0004 GUADALUPE FIRE FIGHTER DEPT	01 4200 2999	1 780.00	780.00
	(General Fund Police COVID19)		
	Invoice Extension ---->		2720.00
	Vendor Total ----->		4360.00

*** VENDOR.: LEN01 (CIAN LENSHAN)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
060120 FIREARMS INSTRUCTORS COURSE-MEAL/MILEAGE REIMBURSE	06-20	05/19/20 N N N	A-NET30 FROM INVOICE	2010

Line Description	G/L Account No	Unit(s) Unit Cost	Amount
0001 FIREARMS INSTRUCTORS COURSE-MEAL/MILEAGE REIMBURSE	01 4200 1300	1 384.28	384.28
	(General Fund Police Bus Exp/Train)		
	Invoice Extension ---->		384.28

*** VENDOR.: LENO1 (CIAN LENEHAN)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
Vendor Total ----->				384.28 =====

*** VENDOR.: LIM01 (CARLOS LIMON)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
060120 UNIFORM ALLOWANCE-CARLOS LIMON-BOOTS,PANTS,HOLDER.	06-20	05/27/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No		Unit(s) Unit Cost	Amount
0001 UNIFORM ALLOWANCE-CARLOS LIMON-BOOTS,PANTS,HOLDER.	01	4200 0450	1 400.00	400.00
(General Fund Police Other Benefits)				
Invoice Extension ---->				400.00
Vendor Total ----->				400.00 =====

983 OSOS STREET *** VENDOR.: LIS02 (LISA WISE CONSULTING, INC.)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
3629 ROYAL THEATER RFP WORK COMPLETION	06-20	05/22/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No		Unit(s) Unit Cost	Amount
0001 ROYAL THEATER RFP WORK COMPLETION	91	4542 3150	1 615.00	615.00
(2003 Bond Refi RDA BOND REFI Imp.Other/Build)				
Invoice Extension ---->				615.00
Vendor Total ----->				615.00 =====

P.O. BOX 742082 *** VENDOR.: MAN01 (MANAGED HEALTH NETWORK COMPANY)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
PRM052401 HR-EAP3-6/2020-37 SUBSCRIBERS	06-20	06/01/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No		Unit(s) Unit Cost	Amount
0001 HR-EAP3-6/2020-37 SUBSCRIBERS	01	4140 0400	1 77.33	77.33
(General Fund Non-Departmental Health Insuranc)				
Invoice Extension ---->				77.33
Vendor Total ----->				77.33 =====

*** VENDOR.: MEN01 (JOANA MENDOSA)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
060120 UNIFORM ALLOWANCE-JOANA MENDOSA-BOOTS,SHIRT,SOCKS.	06-20	05/27/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No		Unit(s) Unit Cost	Amount
0001 UNIFORM ALLOWANCE-JOANA MENDOSA-BOOTS,SHIRT,SOCKS.	01	4200 0450	1 400.00	400.00
(General Fund Police Other Benefits)				
Invoice Extension ---->				400.00
Vendor Total ----->				400.00 =====

DEPT 56-8910102155 *** VENDOR.: OFF01 (OFFICE DEPOT CREDIT PLAN)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
456839001 PW - CLEANER,FRESH,1.5GAL, 2/CT	06-20	04/29/20 N N N	A-NET30 FROM INVOICE	2010

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

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
Line Description		G/L Account No	Unit(s) Unit Cost	Amount
0001 PW - CLEANER,FRESH,1.5GAL, 2/CT	01	4200 2999	1 137.64	137.64
		{ General Fund Police COVID19 }		
		Invoice Extension ---->		137.64
		Vendor Total ----->		137.64

*** VENDOR.: PAL03 (MARICELA PALOMARES)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
060220 EVENT CANCELLATION DUE TO COVID19 TOTAL REIMBURSE	06-20	05/22/20 N N N	A-NET30 FROM INVOICE	2010
Line Description		G/L Account No	Unit(s) Unit Cost	Amount
0001 EVENT CANCELLATION DUE TO COVID19 TOTAL REIMBURSE	01	2044	1 250.00	250.00
		{ General Fund Auditorium/Park Deposits }		
		Invoice Extension ---->		250.00
		Vendor Total ----->		250.00

601 W VALENCIA DRIVE *** VENDOR.: PUR02 (PURE EFFECTS, INC.)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
38916 MONTHLY RENTAL OF SKID MOUNTED THERMAL OXIDIZER	06-20	05/29/20 N N N	A-NET30 FROM INVOICE	2010
Line Description		G/L Account No	Unit(s) Unit Cost	Amount
0001 MONTHLY RENTAL OF SKID MOUNTED THERMAL OXIDIZER	26	4500 2150	1 3024.00	3024.00
		{ RDA-Op.Fund Redevelopment Prof'l Services }		
		Invoice Extension ---->		3024.00
		Vendor Total ----->		3024.00

P.O. BOX 6813 *** VENDOR.: QUA01 (QUADIENT FINANCE USA, INC.)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
052820 LATE FEE	06-20	05/12/20 N N N	A-NET30 FROM INVOICE	2010
Line Description		G/L Account No	Unit(s) Unit Cost	Amount
0001 LATE FEE	10	4420 1200	1 41.65	41.65
		{ Wtr. Oper. Fund Water Operating Off Suppl/Postg }		
0002 LATE FEE	12	4425 1200	1 41.65	41.65
		{ Wst.Wtr.Op.Fund Wastewater Off Suppl/Postg }		
		Invoice Extension ---->		83.30

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
N8308062 LEASE - COVERAGE PERIOD:05/17-06/20	06-20	05/16/20 N N N	A-NET30 FROM INVOICE	2010
Line Description		G/L Account No	Unit(s) Unit Cost	Amount
0001 LEASE - COVERAGE PERIOD:05/17-06/20	10	4420 4150	1 762.51	762.51
		{ Wtr. Oper. Fund Water Operating Lease-Purchase }		
0002 LEASE - COVERAGE PERIOD:05/17-06/20	12	4425 4150	1 762.52	762.52
		{ Wst.Wtr.Op.Fund Wastewater Lease-Purchase }		
		Invoice Extension ---->		1525.03
		Vendor Total ----->		1608.33

P.O. BOX 17600 *** VENDOR.: QUI01 (QUILL CORPORATION)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
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F.O. BOX 37600 *** VENDOR.: QUI01 (QUILL CORPORATION)

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
6858402	ERGONOMIC SOLUT - JABRA PRO 930 UC USB HEADSET	06-20	05/12/20 N N N	A-NET30 FROM INVOICE	2010
Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	ERGONOMIC SOLUT - JABRA PRO 930 UC USB HEADSET	01 4200 1500	1	181.27	181.27
		(General Fund Police Equipment Replc)			
			Invoice Extension ---->		181.27

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
6890885	DMIKLAS - DRY ERASE MARKER, BLACK INK, TRI COLOR INK	06-20	05/12/20 N N N	A-NET30 FROM INVOICE	2010
Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	DMIKLAS - DRY ERASE MARKER, BLACK INK, TRI COLOR INK	12 4425 1550	1	98.57	98.57
		(Wst.Wtr.Op.Fund Wastewater Op Supp/Expense)			
			Invoice Extension ---->		98.57

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
6894849	EGERBER - JABRA PRO 930 UC USB HEADSET	06-20	05/12/20 N N N	A-NET30 FROM INVOICE	2010
Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	EGERBER - JABRA PRO 930 UC USB HEADSET	01 4200 1500	1	178.19	178.19
		(General Fund Police Equipment Replc)			
			Invoice Extension ---->		178.19

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
6894903	EGERBER-MONITOR DESK MOUNT	06-20	05/12/20 N N N	A-NET30 FROM INVOICE	2010
Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	EGERBER-MONITOR DESK MOUNT	01 4200 1500	1	49.56	49.56
		(General Fund Police Equipment Replc)			
			Invoice Extension ---->		49.56

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
6922951	EGERBER-MONITOR DESK MOUNT, LOGITECH WIRELESS COMBO	06-20	05/12/20 N N N	A-NET30 FROM INVOICE	2010
Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	EGERBER-MONITOR DESK MOUNT, LOGITECH WIRELESS COMBO	10 4420 1500	1	8.74	8.74
		(Wtr. Oper. Fund Water Operating Equipment Replc)			
0002	EGERBER-MONITOR DESK MOUNT, LOGITECH WIRELESS COMBO	12 4425 1500	1	8.74	8.74
		(Wst.Wtr.Op.Fund Wastewater Equipment Replc)			
0003	EGERBER-MONITOR DESK MOUNT, LOGITECH WIRELESS COMBO	71 4454 1500	1	11.67	11.67
		(MEASURE A MEASURE A Equipment Replc)			
			Invoice Extension ---->		29.15

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
6924997	EGERBER - COVID19 PHASE-CLASF ENV BRN KRAFT...	06-20	05/13/20 N N N	A-NET30 FROM INVOICE	2010
Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	EGERBER - COVID19 PHASE-CLASF ENV BRN KRAFT...	01 4200 2999	1	67.04	67.04
		(General Fund Police COVID19)			
			Invoice Extension ---->		67.04

INVOICE-TYPE	DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
6928430	EGERBER-BIG TALL BLACK MESH CHAIR	06-20	05/12/20 N N N	A-NET30 FROM INVOICE	2010
Line	Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001	EGERBER-BIG TALL BLACK MESH CHAIR	01 4200 1500	1	926.29	926.29
		(General Fund Police Equipment Replc)			
0002	EGERBER-BIG TALL BLACK MESH CHAIR	10 4420 1500	1	69.48	69.48
		(Wtr. Oper. Fund Water Operating Equipment Replc)			
0003	EGERBER-BIG TALL BLACK MESH CHAIR	12 4425 1500	1	69.47	69.47
		(Wst.Wtr.Op.Fund Wastewater Equipment Replc)			
0004	EGERBER-BIG TALL BLACK MESH CHAIR	71 4454 1500	1	92.63	92.63
		(MEASURE A MEASURE A Equipment Replc)			
			Invoice Extension ---->		1157.87

P.O. BOX 37600

*** VENDOR.: QUI01 (QUILL CORPORATION)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
6947020 EGERBER - ACER 24 K242 (5)	06-20	05/12/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001 EGERBER - ACER 24 K242 (5)	01 4200 1500	1	539.95	539.95
	(General Fund Police Equipment Replc)			
			Invoice Extension ---->	539.95

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
6959979 ASAUCEDO-COPY PAPER FOR BUILDING DEPT	06-20	05/14/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001 ASAUCEDO-COPY PAPER FOR BUILDING DEPT	01 4140 1200	1	50.65	50.65
	(General Fund Non-Departmentl Off Suppl/Postg)			
			Invoice Extension ---->	50.65

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
7143565 EGERBER - MONIOTR MOUNTS & STANDS	06-20	05/12/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001 EGERBER - MONIOTR MOUNTS & STANDS	01 4200 1500	1	193.97	193.97
	(General Fund Police Equipment Replc)			
			Invoice Extension ---->	193.97
			Vendor Total ----->	2546.22
			=====	

*** VENDOR.: REY02 (GUADALUPE REYES)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
060120 UNIFORM ALLOWANCE-GUADALUPE REYES-PANTS,JACKET	06-20	05/26/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001 UNIFORM ALLOWANCE-GUADALUPE REYES-PANTS,JACKET	01 4220 0450	1	245.14	245.14
	(General Fund Fire Other Benefits)			
			Invoice Extension ---->	245.14
			Vendor Total ----->	245.14
			=====	

*** VENDOR.: ROC01 (MIKE ROCHLIN)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
052220 PLANNING APP#2020-054-CUP REIMBURSEMENT	06-20	04/08/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001 PLANNING APP#2020-054-CUP REIMBURSEMENT	01 3620	1	615.00	615.00
	(General Fund Miscellaneous Income)			
			Invoice Extension ---->	615.00
			Vendor Total ----->	615.00
			=====	

*** VENDOR.: SOU01 (SOUTHERN CALIFORNIA GAS)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
052820 4545 10TH ST	06-20	06/12/20 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	49.94	49.94
	(General Fund Building Mtce Utilities)			
			Invoice Extension ---->	49.94

*** VENDOR.: SOU01 (SOUTHERN CALIFORNIA GAS)

P.O. BOX C

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
060120 4646 10TH ST	06-20	05/27/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001 4646 10TH ST	26 4500 1000	1	15.02	15.02
	(RDA-Op.Fund Redevelopment Utilities)			
			Invoice Extension ---->	15.02

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
060220 1025 GUADALUPE ST	06-20	06/16/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001 1025 GUADALUPE ST	01 4145 1000	1	56.85	56.85
	(General Fund Building Mtce Utilities)			
			Invoice Extension ---->	56.85

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
060220A 918 OBISPO ST	06-20	06/16/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001 918 OBISPO ST	01 4145 1000	1	214.60	214.60
	(General Fund Building Mtce Utilities)			
			Invoice Extension ---->	214.60
			Vendor Total ----->	336.41

DEPT, CH 10651

*** VENDOR.: STA08 (STANLEY CONVERGENT SECURITY SOLUTION IN.)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
17532416 AD -ALARM SYSTEM FOR ADMIN & BUILDING DEPTS	06-20	06/01/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001 AD -ALARM SYSTEM FOR ADMIN & BUILDING DEPTS	01 4105 2150	1	26.54	26.54
	(General Fund Administration Prof'l Services)			
0002 AD -ALARM SYSTEM FOR ADMIN & BUILDING DEPTS	01 4405 2150	1	26.54	26.54
	(General Fund Bldg and Safety Prof'l Services)			
			Invoice Extension ---->	53.08

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
17532659 FINANCE DEPT- MAINTENANCE CHARGES-918 OBISPO ST	06-20	06/01/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001 FINANCE DEPT- MAINTENANCE CHARGES-918 OBISPO ST	01 4120 2150	1	52.07	52.07
	(General Fund Finance Prof'l Services)			
			Invoice Extension ---->	52.07
			Vendor Total ----->	105.15

712 PIERO LANE SUITE #33

*** VENDOR.: ULT01 (ULTREX)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
317582 WASTE BOTTLE SHARP BLACK	06-20	05/01/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No	Unit(s)	Unit Cost	Amount
0001 WASTE BOTTLE SHARP BLACK	01 4220 1200	1	7.00	7.00
	(General Fund Fire Off Suppl/Postg)			
			Invoice Extension ---->	7.00

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
318090 ADMIN - WASTE TONER BOTTLE	06-20	05/21/20 N N N	A-NET30 FROM INVOICE	2010
Line Description	G/L Account No	Unit(s)	Unit Cost	Amount

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 ADMIN - WASTE TONER BOTTLE			01 4105 1550 1 5.00	5.00
			(General Fund Administration Op Supp/Expense)	
			Invoice Extension ---->	5.00

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
318098 FIRE DEPT-TONER SHARP CYAN,YELLOW,BLACK	06-20	05/22/20 N N N	A-NET30 FROM INVOICE	2010
Line Description			G/L Account No Unit(s) Unit Cost	Amount
0001 FIRE DEPT-TONER SHARP CYAN,YELLOW,BLACK			01 4220 1200 1 5.00	5.00
			(General Fund Fire Off Suppl/Postg)	
			Invoice Extension ---->	5.00
			Vendor Total ----->	17.00

P.O. BOX 560108

*** VENDOR.: VER05 (VERIZON WIRELESS)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
854188114 FIRE DEPT - COMMUNICATION	06-20	05/31/20 N N N	A-NET30 FROM INVOICE	2010
Line Description			G/L Account No Unit(s) Unit Cost	Amount
0001 FIRE DEPT - COMMUNICATION			01 4220 1150 1 25.30	25.30
			(General Fund Fire Communications)	
			Invoice Extension ---->	25.30

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
854872186 COMMUNICATIONS	06-20	05/18/20 N N N	A-NET30 FROM INVOICE	2010
Line Description			G/L Account No Unit(s) Unit Cost	Amount
0001 COMMUNICATIONS			01 4100 1150 1 54.11	54.11
			(General Fund City Council Communications)	
0002 COMMUNICATIONS			01 4105 1150 1 .00	.00
			(General Fund Administration Communications)	
0003 COMMUNICATIONS			01 4145 1150 1 19.60	19.60
			(General Fund Building Mtce Communications)	
0004 COMMUNICATIONS			01 4300 1150 1 19.60	19.60
			(General Fund Parks & Rec Communications)	
0005 COMMUNICATIONS			10 4420 1150 1 203.45	203.45
			(Wtr. Oper. Fund Water Operating Communications)	
0006 COMMUNICATIONS			12 4425 1150 1 180.05	180.05
			(Wst.Wtr.Op.Fund Wastewater Communications)	
0007 COMMUNICATIONS			71 4454 1150 1 156.00	156.00
			(MEASURE A MEASURE A Communications)	
			Invoice Extension ---->	632.81

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
855175175 PD DEPARTMENT COMMUNICATIONS	06-20	05/22/20 N N N	A-NET30 FROM INVOICE	2010
Line Description			G/L Account No Unit(s) Unit Cost	Amount
0001 PD DEPARTMENT COMMUNICATIONS			01 4200 1150 1 176.21	176.21
			(General Fund Police Communications)	
			Invoice Extension ---->	176.21
			Vendor Total ----->	834.32

WILLIAM CASTELLANOS
 P.O. BOX 1796

*** VENDOR.: WCR01 (W.C. RANCH)

INVOICE-TYPE DESCRIPTION	PERIOD	DATE	TERM-DESCRIPTION	G/L ACCOUNT No
2020-0519 BARB WIRE AND TPOSTS,GATES,RAILROAD TIES,LABOR	06-20	05/19/20 N N N	A-NET30 FROM INVOICE	2010
Line Description			G/L Account No Unit(s) Unit Cost	Amount
0001 BARB WIRE AND TPOSTS,GATES,RAILROAD TIES,LABOR			12 4425 2150 1 3016.00	3016.00
			(Wst.Wtr.Op.Fund Wastewater Profl Services)	
			Invoice Extension ---->	3016.00

REPORT.: Jun 03 20 Wednesday
 RUN...: Jun 03 20 Time: 13:24
 Run By.: Veronica Fabian

City of Guadalupe
 Invoice/Pre-Paid Check Audit Trail
 Batch C00603 - 13:24

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

.....
 WILLIAM CASTELLANOS
 P.O. BOX 1796
 INVOICE-TYPE DESCRIPTION

*** VENDOR.: WCR01 (W.C. RANCH)

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

		Vendor Total ----->	3016.00 =====
		** Total Invoices ----->	142172.90
		** Total Checks ----->	.00
		*** Total Purchases --->	142172.90 =====
	105.15+		
	17.+		
	834.32+		
	3,016.+		
	142,172.9*		
	0.*		
	0.*		

492.52+ |

FUND	DEPT	OBJT	Description (DEPT/OBJT/FUND)	Activity	Actual	Encumbrance	Total	Budget	Variance
01	2004		D.J. FARMS//General Fund	40.00					
01	2010		Accounts Payable//General Fund	-31217.13					
01	2044		Auditorium/Park Deposits//Gener	250.00					
01	2048		Building Permit Deposits//Gener	600.00					
01	2070	01	Brown Mixed Used//General Fund	228.00					
01	2073		Beachside Cooler-Peralta//Gener	120.00					
01	2093		PSHH - Guadalupe Court//General	337.75					
01	2271		Guadalupe Ranch Acres//General	3250.00					
01	3479		<*>CONTRIBUTIONS//General Fund	165.82	-1761.17	2947.00	1351.65	.00	-1351.65
01	3620		<*>Miscellaneous Income//General F	615.00	-4989.91	79259.63	74884.72	-3000.00	-77884.72
01	4100	1150	City Council/Communication/Gene	54.11	543.83	.00	597.94	660.00	62.06
01	4105	1150	Administratio/Communication/Gen	.00	5103.60	.00	5103.60	5500.00	396.40
01	4105	1550	<*>Administratio/Op Supp/Expen/Gen	5.00	2525.52	.00	2530.52	1500.00	-1030.52
01	4105	2150	<*>Administratio/Profsl Service/Gen	26.54	8373.19	.00	8399.73	7000.00	-1399.73
01	4110	2999	<*>City Attorney/COVID19/General F	180.00	4207.50	.00	4387.50	.00	-4387.50
01	4120	2150	Finance/Profsl Service/General F	656.54	12296.65	.00	12953.19	20000.00	7046.81
01	4140	0400	<*>Non-Departmen/Health Insura/Gen	77.33	704.33	.00	781.66	.00	-781.66
01	4140	1200	<*>Non-Departmen/Off Suppl/Pos/Gen	50.65	1066.03	.00	1116.68	1000.00	-116.68
01	4140	4150	Non-Departmen/Lease-Purchas/Gen	516.74	5121.84	.00	5638.58	6200.00	561.42
01	4145	1000	<*>Building Mtce/Utilities/General	861.90	34830.95	2081.44	37774.29	35000.00	-2774.29
01	4145	1150	Building Mtce/Communication/Gen	19.60	169.65	.00	189.25	190.00	.75
01	4145	1550	<*>Building Mtce/Op Supp/Expen/Gen	936.09	9874.94	134.85	10945.88	7800.00	-3145.88
01	4145	1560	Building Mtce/Fuels/Lubrica/Gen	4.87	.00	.00	4.87	100.00	95.13
01	4145	2150	<*>Building Mtce/Profsl Service/Gen	2548.65	23641.83	.00	26190.48	23000.00	-3190.48
01	4200	0450	Police/Other Benefit/General Fu	1200.00	4150.88	.00	5350.88	22000.00	16649.12
01	4200	1150	Police/Communication/General Fu	176.21	4796.54	54.53	5027.28	9000.00	3972.72
01	4200	1300	<*>Police/Bus Exp/Train/General Fu	384.28	12756.07	5547.41	18687.76	15862.00	-3625.76
01	4200	1500	<*>Police/Equipment Rep/General Fu	2069.23	7813.31	.00	9882.54	7200.00	-2682.54
01	4200	1550	<*>Police/Op Supp/Expen/General Fu	139.87	22222.87	496.80	22859.54	19888.00	-2971.54
01	4200	1560	Police/Fuels/Lubrica/General Fu	733.90	20159.34	.00	20893.24	24731.00	3837.76
01	4200	2999	<*>Police/COVID19/General Fund	2186.67	4157.90	.00	6344.57	.00	-6344.57
01	4200	4150	<*>Police/Lease-Purchas/General Fu	755.00	755.00	.00	1510.00	.00	-1510.00
01	4220	0450	Fire/Other Benefit/General Fund	245.14	-120.32	.00	124.82	3000.00	2875.18
01	4220	1150	<*>Fire/Communication/General Fund	25.30	4470.94	119.32	4615.56	4600.00	-15.56
01	4220	1200	Fire/Off Suppl/Pos/General Fund	12.00	607.69	.00	619.69	900.00	280.31
01	4220	1550	<*>Fire/Op Supp/Expen/General Fund	2.15	12695.21	.00	12697.36	12000.00	-697.36
01	4300	1000	Parks & Rec/Utilities/General F	3596.52	57064.63	189.05	60850.20	64000.00	3149.80
01	4300	1150	<*>Parks & Rec/Communication/Gener	19.60	2118.52	.00	2138.12	1900.00	-238.12
01	4300	1560	Parks & Rec/Fuels/Lubrica/Gener	4.38	8.16	.00	12.54	100.00	87.46
01	4300	2150	Parks & Rec/Profsl Service/Gener	2580.25	23148.65	.00	25728.91	30000.00	4271.09
01	4405	2150	Bldg and Safe/Profsl Service/Gen	5542.04	193090.46	.00	198632.50	200000.00	1367.50
Fund (01) Total -----				.00	471604.64	90830.03	588826.05	519331.00	-69495.05
10	2010		Accounts Payable//Wtr. Oper. Fu	-65983.15					

City of Guadalupe
 Invoice/Pre-Paid Check Audit Trail
 General Ledger Accounts with Budget Summary June 03, 2020
 Accounting Period is June, 2020

FUND	DEPT	OBJT	Description (DEPT/OBJT/FUND)	Activity	Actual	Encumbrance	Total	Budget	Variance
10	4420	1150<*>	Water Operati/Communication/Wtr	253.45	6206.21				
10	4420	1200<*>	Water Operati/Off Suppl/Pos/Wtr	41.65	7894.83	1542.40	6459.66	4500.00	-1959.66
10	4420	1500	Water Operati/Equipment Rep/Wtr	78.22	186.11	.00	9478.88	9000.00	-478.88
10	4420	1535<*>	Water Operati/Meters/Wtr. Oper.	913.06	18706.62	.00	264.33	1000.00	735.67
10	4420	1550	Water Operati/Op Supp/Expen/Wtr	1192.54	27737.33	197.77	19619.68	10000.00	-9619.68
10	4420	1553<*>	Water Operati/State Water P/Wtr	57677.45	887227.24	60719.53	29127.64	40000.00	10872.36
10	4420	1560	Water Operati/Fuels/Lubrica/Wtr	102.89	5685.57	.00	1005624.22	900000.00	-105624.22
10	4420	2150<*>	Water Operati/Profl Service/Wtr	4961.38	54278.60	.00	5788.46	6500.00	711.54
10	4420	4150<*>	Water Operati/Lease-Purchas/Wtr	762.51	17940.71	.00	59239.98	50000.00	-9239.98
Fund (10) Total ---->				.00	1025863.22	62459.70	1154306.07	1039500.00	-114806.07
12	2010		Accounts Payable//Wst.Wtr.Op.Fu	-12823.92					
12	4125	2150<*>	Personnel/Profl Service/Wst.Wtr	27.00	.00	.00	27.00	.00	-27.00
12	4425	1000<*>	Wastewater/Utilities/Wst.Wtr.Op	4812.86	203435.44	15743.16	223991.46	220000.00	-3991.46
12	4425	1150<*>	Wastewater/Communication/Wst.Wt	180.05	4969.78	.00	5149.83	4800.00	-349.83
12	4425	1200<*>	Wastewater/Off Suppl/Pos/Wst.Wt	41.65	8084.64	1542.41	9668.70	8000.00	-1668.70
12	4425	1500	Wastewater/Equipment Rep/Wst.Wt	78.21	6170.11	.00	6248.32	60000.00	53751.68
12	4425	1550	Wastewater/Op Supp/Expen/Wst.Wt	683.61	18533.02	163.60	19380.23	32000.00	12619.77
12	4425	1560	Wastewater/Fuels/Lubrica/Wst.Wt	224.48	4759.42	.00	4983.90	9000.00	4016.10
12	4425	2150	Wastewater/Profl Service/Wst.Wt	6013.54	133852.16	6682.50	146548.20	150000.00	3451.80
12	4425	4150	Wastewater/Lease-Purchas/Wst.Wt	762.52	25293.08	.00	26055.60	34000.00	7944.40
Fund (12) Total ---->				.00	405097.65	24131.67	442053.24	517800.00	75746.76
26	2010		Accounts Payable//RDA-Op.Fund	-3039.02					
26	4500	1000<*>	Redevelopment/Utilities/RDA-Op.	15.02	23300.33	1067.44	24382.79	14000.00	-10382.79
26	4500	2150<*>	Redevelopment/Profl Service/RDA	3024.00	134538.30	.00	137562.30	112500.00	-25062.30
Fund (26) Total ---->				.00	157838.63	1067.44	161945.09	126500.00	-35445.09
60	2010		Accounts Payable//Quad.Assmt.Di	-449.64					
60	4490	1000	Quad.Assmt Di/Utilities/Quad.As	124.64	7456.95	608.81	8190.40	10500.00	2309.60
60	4490	2150	Quad.Assmt Di/Profl Service/Gua	325.00	6055.49	.00	6390.49	6700.00	309.51
Fund (60) Total ---->				.00	13522.44	608.81	14580.89	17200.00	2619.11
71	2010		Accounts Payable//MEASURE A	-2678.40					
71	4454	1000	MEASURE A/Utilities/MEASURE A	218.12	2213.68	11.26	2443.06	2500.00	56.94
71	4454	1150<*>	MEASURE A/Communication/MEASURE	156.00	2773.31	.00	2929.31	2300.00	-629.31

REPORT.: Jun 03 20 Wednesday
 RUN....: Jun 03 20 Time: 13:25
 Run By.: Veronica Fabian

City of Guadalupe
 Invoice/Pre-Paid Check Audit Trail
 General Ledger Accounts with Budget Summary June 03, 2020
 Accounting Period is June, 2020

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 ID #: FY-IP
 CTL.: GUA

FUND	DEPT	OBJT	Description (DEPT/OBJT/FUND)	Activity	Actual	Encumbrance	Total	Budget	Variance
71	4454	1500	MEASURE A/Equipment Rep/MEASURE	104.30	.00	.00	104.30	2000.00	1895.70
71	4454	1550<*>	MEASURE A/Op Supp/Expen/MEASURE	988.09	12848.88	.00	13836.97	10000.00	-3836.97
71	4454	1560<*>	MEASURE A/Fuels/Lubrica/MEASURE	198.78	5857.40	.00	6056.18	6000.00	-56.18
71	4454	2150	MEASURE A/Profl Service/MEASURE	1006.74	14910.18	.00	15916.92	20000.00	4083.08
71	4456	1460<*>	CAL TRANS GMR/Vehicle Maint/MEA	6.37	.00	.00	6.37	.00	-6.37
Fund (71) Total ----->				.00	38603.45	11.26	41293.11	42800.00	1506.89
76	2010		Accounts Payable//Cap Fac Fund	-10979.93					
76	4320	2150<*>	Pub. Faciliti/Profl Service/Cap	7500.00	27034.00	.00	34534.00	.00	-34534.00
76	4320	3200	Pub. Faciliti/Equipment/Cap Fac	3479.93	123586.56	.00	127066.49	150000.00	22933.51
Fund (76) Total ----->				.00	150620.56	.00	161600.49	150000.00	-11600.49
89	2010		Accounts Payable//CIP	-14386.71					
89	4444	3043	CIP/089-103/CIP	560.00	560.00	.00	1120.00	30000.00	28880.00
89	4444	3051	CIP/089-201/CIP	4604.21	346648.58	.00	351252.79	1000000.00	648747.21
89	4444	3066	CIP/089-306/CIP	9222.50	51034.47	.00	60256.97	400000.00	339743.03
Fund (89) Total ----->				.00	398243.05	.00	412629.76	1430000.00	1017370.24
91	2010		Accounts Payable//2003 Bond Ref	-615.00					
91	4542	3150	RDA BOND REPT/Imp.Other/Bui/200	615.00	17280.11	.00	17895.11	650000.00	632104.89
Fund (91) Total ----->				.00	17280.11	.00	17895.11	650000.00	632104.89

MINUTES
City of Guadalupe

Regular Meeting of the Guadalupe City Council
Tuesday, May 26, 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
Mayor pro Tempore Rubalcaba absent.

MOMENT OF SILENCE

PLEDGE OF ALLEGIANCE

AGENDA REVIEW

COMMUNITY PARTICIPATION FORUM

Mr. George Alvarez spoke on the subject of the homeless in Guadalupe. They are homeless for a variety of reasons, but many are in that condition due to mental illness issues. He cited an example of a homeless man threatening to kill him with no provocation or acquaintance with him due to that condition. The County needs to take more charge of this problem as the City of Guadalupe has neither the funds nor the experience to care for these problems.

He also wished to draw attention to the deplorable habits of some business owners and their staff who park in front of the stores for the day, thus making it hard for customers to avail themselves of their services. He spoke of the lack of parking spaces in town adjacent to apartment buildings and the fact that steps must be taken or it will get worse. He felt that apartment managers should monitor the situation around.

Soralla Arroyo spoke representing the recycling business on Olivera Street next to the Liquor Store. Th business does supply income to low income individuals as well as recycles what would be trash and litter to help keep the Cities' streets and public places clean. She presented a large cardboard sign showing a plan for orderly traffic flow of the public clientele and rules for safely and participating in the program. She announced that the parking lot they work out of has been newly black-topped. She also related that a new recycling center had opened in Santa Maria on Betteravia Street. That alleviates some of the traffic 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 May 20, 2020 to be approved for payment by the City Council.
3. Approve the Minutes of the City Council Regular Meeting of May 12, 2020 to be ordered filed.
4. Adopt second reading of Ordinance No. 2020-488 to amend Guadalupe Municipal Code to permit a consultant to serve as the City's Building Official.
5. Adopt Resolution No. 2020-37 approving minor corrections to the City of Guadalupe Purchasing Guidelines.
6. Adopt Resolution No. 2020-38 to confirm its previous delegation of its authority to approve industrial disability retirements to the City Administrator as permitted by Government Code section 21173.
7. **MONTHLY REPORTS FROM DEPARTMENT HEADS**
 - a. Fire & Police Department Report for April 2020
 - b. City Treasurer's Report for April 2020
 - c. Human Resources Department Report for April 2020
 - d. Recreation & Parks Department Report for April 2020

Mayor Julian pulled Item 2 pg.31, 7a and 7b

Motion made by Council Member Costa Jr., 2nd by Council Member Cardenas to approve the balance of the Consent Calendar. 4/0 passed.

Item No. 2, page 31 of the warrants, 1st item. Mayor Julian asked clarification of the \$2,716.00 pasture mix notation. Ms. Sweeney answered that it was for the wastewater spray field. It is maintenance for the area. 2nd item. He noted the price of \$196.22 for a gas bill at the Senior Center. Since no one is using that building for cooking facility, he feels it must be the gas pilot lights on the kitchen stoves and we should shut them off.

7a. item Mayor asked about the Police Department report data summary showing no citations listed for weeds, junk cars or rubbish. Chief to follow up.

7b item Mayor noted an \$85,647.00 increase in the Treasurers' Report. He asked what it was for and was answered that it was impact fees from Pasadera.

Motion made by Council Member Cardenas, 2nd by Council Member Ramirez to approve the pulled items. 4/0 passed.

CITY ADMINISTRATOR REPORT: (Information Only)

Administrator Bodem mentioned that Monterey Bay Community Power Authority plans to change its name to Central Coast Community Energy.

PUBLIC HEARING

8. Third continuance of public hearing on proposed sign ordinance.

Written Report: Todd Bodem, City Administrator

Recommendation: That the City Council continues the public hearing on the proposed sign ordinance until the Council's meeting on September 22, 2020.

City Administrator Bodem recommended that Council continue the public hearing to September 22, 2020 and establish a workshop about the sign ordinance beforehand.

Motion made by Council Member Costa Jr., 2nd by Council Member Ramirez to continue the proposed Sign Ordinance to the September 22nd meeting. 4/0 passed.

REGULAR BUSINESS

9. Construction services contract for LeRoy Park and Community Center Rehabilitation Project.

Written Report: Shannon Sweeney, Public Works Director / City Engineer

Recommendation: That the City Council, by motion, reject all bids received for the LeRoy Park and Community Center project and start a new bidding process as soon as possible.

Ms. Sweeney reported that our budget called for a maximum of \$ 3,434,271.99 for construction of the LeRoy Park facility and grounds. All four bids received were over \$4,000,000. She recommends that we reject all bids and restart the procuring process over again. She proposes moving the landscaping and hardscape task from the base bid to help with the costs.

Mayor Julian stated that while it may delay the development, it is in the best interest of the City to follow this course of action.

Council Member Cardenas asked if the figure quoted of available money included the extra 20% the County was funding? Ms. Sweeney answered that it was marked for usage in other places. We have no room for error as there is no contingency money available.

Motion made by Council Member Costa Jr., 2nd by Council Member Cardenas to reject all bids received on LeRoy Park and Community Center project be rejected and start over in advertising for bids. 4/0 passed.

10. Fiscal Year 2018-2019 Audited Financial Statements.

Written Report: Lorena Zarate, Finance Director

Recommendation: That the City Council receive and accept the City of Guadalupe Financial Statements for the year ended June 30, 2019 along with the Independent Auditor's Report.

Finance Director Lorena Zarate gave a detailed account of the findings of Badawi and Associates and the financial status of the City. Total net position of the City as a whole increased approximately \$1.5 million as compared to fiscal year 2017-2018. Total assets increased about \$1.4 million, and total liabilities decreased about \$102,000. Total government wide revenues increased about \$1.4 million, which is about 14% from the prior year. The very detailed account of our finances is a general improvement in our meeting our expenses and staying within our budget. This does not mean we can meet all our needs and are not still in danger of being a fiscally at-risk City but headway is being made. The Auditors' reports pointed out a number of faults in the Cities ability to keep internal controls in all their departments. Most of this is due to outdated computers and systems soon to be corrected. Overall, the general fund's revenues exceeded expenditures in the amount of \$183,197 for fiscal year 2018-2019, resulting in a positive fund balance of \$15,325 compared to (\$167,872) from fiscal year 2017-18.

Ms. Boydston reminded the Council that we are still in dire straits as a City. Even though the picture is brighter and revenue has increased by 1.5 million, we still have no reserve in the City coffers of a 15% reserve for unexpected expenses or disasters, which due occur in the course of events.

Motion made by Council Member Ramirez, 2nd by Council Member Costa Jr. to accept the City of Guadalupe' Financial Statement for 2018-19. 4/0 passed.

11. City's response to a Santa Barbara Grand Jury Report entitled "Cyber-Attacks Threaten Santa Barbara County".

Written Report: Todd Bodem, City Administrator

Recommendation: That the City Council:

1. That the City Council review staff's recommendations for the City's response to the Santa Barbara County Grand Jury Report entitled "Cyber-Attacks Threaten Santa Barbara County" and make any changes the Council believes are necessary; and
2. That the City Council adopt Resolution No. 2020-39 approving Exhibit 1 final response (with any changes made by the Council) to the Santa Barbara County Grand Jury Report entitled "Cyber-Attacks Threaten Santa Barbara County" with the signatures of each member of the City Council to Judge Michael J. Carrozzo and the Santa Barbara Grand Jury.

Administrator Bodem stated that Cyber attacks were a real concern and had accelerated to a critical level for all government agencies as well as individuals and companies. The State and County had put out a warning and the Grand Jury has compiled a list of actions to be taken to protect the Cities and Counties from these attacks. Eight Cities in Santa Barbara County were cited as concerns.

and 9 jurisdictions in our County were cited as concerns.

On March 18, 2020, the Grand Jury put out a list of 8 findings and 12 recommendations to tackle and protect against this threat. Each City is mandated to respond to those findings with their plan of defense. Major expense will be added to the budgets to correct problems within each Cities' records system. It will entail spending for new computer systems and software to fend off any attack. Guadalupe is already in the process of upgrading our computer systems and installing new financial systems for records and accounting over all for our departments. The Council is asked to adopt these findings, and each sign that they will approve the findings of the resolution.

Ms. Boydston spoke saying that this unexpected expense to the City required additional help as earlier she had pointed out lack of reserves. She stated she was donating \$1,000 dollars to the City for help with the expenses of this project. She handed an envelop to Mr. Bodem.

Administrator Bodem and all members of Council expressed their thanks and appreciation for the gift to the City.

Motion made by Council Member Ramirez, 2nd by Council Member Costa Jr. to adopt Resolution No. 2020-39. Roll Call. 4/0 passed.

FUTURE AGENDA ITEMS

1. Parking by owners and staff in front of their businesses.

Officer Lemon spoke informing the Council how the officers were handling the situation of improper parking all over the City. Apartment house parking on the streets and in front of businesses is very bad in our City. The officers give tickets of seven-day' notice, then they will ticket for a fine.

ANNOUNCEMENTS - COUNCIL ACTIVITY/COMMITTEE REPORTS

Mayor Julian -COVID-19 Screenings Saturday 5/30 & Sunday 5/31 9:00 am -7:00 pm: Guadalupe Residents and Farm Workers. Appointments preferred 805.343.5577

Mayor Julian - Royal Theater – Walk through 5/28 at 4:00 pm Designers, potential organization for renovation and operations.

ADJOURNMENT TO CLOSED SESSION MEETING

Council Member Costa Jr. called for adjournment and Council Member Ramirez 2nd the motion. 4/0 passed

CLOSED SESSION

- 12. a. **CONFERENCE WITH LABOR NEGOTIATORS**
(Subdivision (a) of Gov. Code Section 54957.6)
Agency designated representatives: City Administrator and Human Resources;
Employee Organization: International Association of Firefighters (IAFF), local 4403.

- b. **Conference with Legal Counsel – Anticipated Litigation.**
Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9: One (1) potential case.

ADJOURNMENT TO OPEN SESSION MEETING

**Council Member Costa Jr. called for adjournment to open session and Council Member Ramirez 2nd the motion at 8:09 pm
4/0 passed**

CLOSED SESSION ANNOUNCEMENT

No reportable action

ADJOURNMENT

**Council Member Costa Jr. called to adjourned and Council Member Ramirez 2nd the motion at 8:10 am
4/0**

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 June 9, 2020

151
Prepared by:
Thomas Brandeberry, RCDCC

T. Bodem
Approved by:
Todd Bodem, City Administrator

SUBJECT: Revision of Grant Application for Supplemental Funding for the LeRoy Park and Community Center Rehabilitation Project

RECOMMENDATION:

It is recommended that the City Council Adopt Resolution No. 2020-41 authorizing the City's submission to the State of California of one or more application(s) for the purpose of supplementing existing contract # 17CDBG12099 in the aggregate amount, not to exceed, of \$900,000 for the following CDBG activities, pursuant to the January 2020 CDBG NOFA:

03D Youth Center	\$900,0000
------------------	------------

BACKGROUND:

The City submitted an application to the Department of Housing and Community Department (HCD) for Community Development Block Grant (CDBG) program funds in November of 2017. The City received a grant of \$4,093,023 to restore/ rehabilitate Leroy Park and Community Center. Due to a number of unforeseen factors, the project was delayed and costs have increased, leaving some features from the original design and CDBG scope of work of the park and community center unfunded. However, the bid package included both funded and unfunded features to allow for unfunded features to be added in as additional funding became available.

DISCUSSION:

On April 28, 2020, the State CDBG program sent an email to the City indicating that they would be able to increase 2017 projects that had gaps in funding for public facility projects by 20% of the original activity (not contract) cost. However, the City has since learned that the State the 20% is calculated on the Contract amount and not the Activity amount. This confusion lead to the assumption by staff that the Amount available was lower that what the State had In mind. While this will not cover the full shortfall in funding it will allow the City to increase in CDBG project award an additional \$900,000.

The City was required to submit a number of documents to the State CDBG Program, all of which have been submitted except for this resolution.

The previous resolution adopted by the City Council authorized the City to apply for up to \$820,000 in supplemental CDBG funding. As it turns out, the City is authorized to apply for up to \$900,000 in supplemental funding, and therefore, if the Council wishes to authorize staff to apply for this larger amount, it must adopt a new resolution.

The most recent cost estimate for the unfunded portion of phase 2 of the project is \$1,774,651.65. While the \$900,000 of possible supplemental funding will not cover all unfunded features, it would help greatly in getting to a fully completed project. Other funding sources are being reviewed or applications have been submitted.

Funded and unfunded features were included in the design of the bid package in order for the City to be able to add unfunded features to the contractor's work as funding becomes available. The bid package required bids for both phase 1 and 2. Depending on when the construction contract for the project is awarded and the CDBG supplement award being executed by the State, these funds could be added before the award to the contractor or via a change order should the construction contract be awarded before the City has an amended CDBG 17CDBG12099 contract.

FISCAL IMPACT:

The potential 20% (approximately \$900,000) increase in project funds would allow the City to complete portions of the project which are currently in the 2nd phase pending funding. It should be noted, as per the email (attached) no additional administration funds will be added to the contract and these funds can only be used for direct costs associated with the renovation of LeRoy and Community Center.

ATTACHMENTS:

1. Resolution No. 2020-41 "A Resolution of the City Council of the City of Guadalupe adopting an application for funding and the execution of a grant agreement and any amendment thereto from the 2019-2020 funding year of the State CDBG Program".
2. CDBG Email

RESOLUTION NO. 2020-41

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY GUADALUPE
ADOPTING AN APPLICATION FOR FUNDING AND THE EXECUTION OF A GRANT AGREEMENT AND ANY
AMENDMENTS THERETO FROM THE 2019-2020 FUNDING YEAR OF THE STATE CDBG PROGRAM**

WHEREAS, the LeRoy Park and Community Center project costs have increased since the original cost estimate was completed in November 2017; and

WHEREAS, the City of Guadalupe received an email on April 28, 2020 stating the LeRoy Park and Community Center project would be eligible for a 20% increase in funds.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Guadalupe as follows:

SECTION 1.

The City Council has reviewed and hereby approves the submission to the State of California of one or more application(s) for the purpose of supplementing existing contract # 17CDBG12099 in the aggregate amount, not to exceed, of \$900,000 for the following CDBG activities, pursuant to the January 2020 CDBG NOFA:

03D Youth Center	\$900,0000
------------------	------------

SECTION 2.

The City hereby approves the use of all Program Income that is received during Fiscal Year 2019/2020 and/or 2020/2021, should the received amount be greater than \$35,000 in either Fiscal Years, for the CDBG activities described in Section 1.

SECTION 3.

The City acknowledges compliance with all state and federal public participation requirements in the development of its application(s).

SECTION 4.

The City hereby authorizes and directs the Mayor, or designee, to execute and deliver all applications and act on the City's behalf in all matters pertaining to all such applications.

SECTION 5.

If an application is approved, the Mayor or designee, is authorized to enter into, execute and deliver the grant agreement (i.e., Standard Agreement) and any and all subsequent amendments thereto with the State of California for the purposes of the grant.

SECTION 6.

If an application is approved, the Mayor or designee, is authorized to sign and submit Funds Requests and all required reporting forms and other documentation as may be required by the State of California from time to time in connection with the grant.

PASSED, APPROVED AND ADOPTED at a regular meeting on the 9th day of June 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. 2020-41**, has been duly signed by the Mayor and attested by the City Clerk, all at a regular meeting of the City Council, held June 9, 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

----- Forwarded message -----

From: Waddell, Janice@HCD <Janice.Waddell@hcd.ca.gov>

Date: Tue, Apr 28, 2020 at 1:43 PM

Subject: Supplemental Assistance for 2017 CDBG Awards for Construction Projects

To: Waddell, Janice@HCD <Janice.Waddell@hcd.ca.gov>

Cc: Hayes, Jessica@HCD <Jessica.Hayes@hcd.ca.gov>, Kuhnert, Roxann@HCD <Roxann.Kuhnert@hcd.ca.gov>, Mallavia, Connie@HCD <Connie.Mallavia@hcd.ca.gov>, Jones, Robert@HCD <Robert.Jones@hcd.ca.gov>, Ramos, Leticia@HCD <Leticia.Ramos@hcd.ca.gov>, Low, Herman@HCD <Herman.Low@hcd.ca.gov>, Early, Mamie@HCD <Mamie.Early@hcd.ca.gov>

Changing market conditions have caused costs increases for construction projects. Several jurisdictions with 2017 CDBG awards have contacted HCD to see if additional funding might be available. HCD will accept requests for an increase of up to 20% of the grant amount originally awarded. All additional funds must be for activity costs. No additional General Administration funding will be provided.

For consideration of a funding increase please submit the following documentation to cdbgnofa@hcd.ca.gov:

- Name of jurisdiction,
- Contract Number,
- Engineer's Cost Estimate (less than 45 days old),
- Updated Project Timeline (less than 45 days old),
- An updated project description including an explanation of the reason for the cost increase,
- Most recent Single Audit if applicable,
- Documentation of Program Income on-hand and expected to be received during the duration of the contract,
- A request from the Authorized Representative to increase the grant award and a certification that the scope of the project has not changed.
- CDBG Request for Supplement Assistance – 2017 Construction Awards
- A resolution authorizing the increased funding.

If you have any questions please contact Roxann Kuhnert at: Roxann.Kuhnert@hcd.ca.gov or your CDBG Grants Management Representative.

Janice



Janice L. Waddell

Federal Programs Branch Chief

Housing & Community Development

2020 W. El Camino Avenue, Suite 200 | Sacramento, CA 95833

Phone: (916) 263-1466

Mobile: (916) 223-9004

New Suite Effective 10/16/19: Suite 200

Ensure all Californians are counted!

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REPORT TO THE CITY COUNCIL OF THE CITY OF GUADALUPE
Agenda of June 9, 2020


Prepared by:
Lorena Zarate, Finance Director


Approved by:
Todd Bodem, City Administrator

SUBJECT: Itech Solutions Temporary Agreement

RECOMMENDATION:

That the City Council ratify the temporary agreement with Itech Solutions for IT services

BACKGROUND:

On April 30, 2020, the City of Guadalupe unfortunately suffered a 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, and 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 90 Day Month to Month agreement in compliance with the Guadalupe Municipal Code 4.04.120 concerning "Emergency Purchases." Guadalupe Municipal Code section 4.04.120 provides that the City Administrator (or delegee) may "make emergency procurements of supplies, equipment, services, or construction items when there exists a threat to public health, welfare, or safety," and that such procurements shall be ratified by the City Council as soon as practicable. City Staff determined that public safety was at risk due to the City's inadequate cyber-security, and therefore, an emergency procurement was appropriate. Accordingly, City Staff is now requesting that the City Council ratify this emergency procurement.

DISCUSSION:

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 "SecurityFirst!" approach. City Staff was very satisfied with the services and assistance provided by Itech Solutions in connection with the recent cybersecurity breach.

City Staff plans on preparing a Request for Proposal(RFP) for IT services in the coming months in order to establish a long-term agreement. The City Council will be required to award the contract to the successful proposal because the value of the contract will exceed \$50,000. There was insufficient time to prepare such an RFP and award the contract given the City's current IT needs, and therefore, determined that an emergency procurement was necessary and appropriate.

FISCAL IMPACT:

As noted on the sixth page of the attachment, Itech Solutions will provide services consistent with the Bronze labeled plan. In comparison to the City's actual IT services provided by Techxpress, the Bronze plan is a significant upgrade. As noted on the eleventh page of the attachment, the quote explains that the month cost for the Bronze plan will be \$4,600. This is an increase of about \$1,500. The annual budget for IT services is under the non-departmental expenditure category, which is under budget through the month of April. As such an increase of \$1,500 for the month of June, will not significantly impact the City's financial situation. The quote also indicates a one-time setup fee of \$8,350, the funding for which staff will request from the City Council by way of a future budget amendment.

ATTACHMENTS:

Attachment 1 – Itech Solutions Managed IT Service Agreement

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.



**International Association of
Microsoft Channel Partners**



Channel Futures
MSP 501
2018 WINNER

MANAGED SERVICES AGREEMENT



MANAGED SERVICES AGREEMENT

OUR TEAM | SUPPORT PROCESS

Founded in 2005, ITECH Solutions has a dedicated team of fully trained IT professionals that are available for your IT needs. See below for details about the team that will be assigned to your account as well as our onboarding and 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 are 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 to foster a “no threat goes un-noticed” environment.
- **Client Success Manager** – The client success manager works closely with our support team to make sure deadlines, milestones and service expectations are met.
- **Finance Manager** – The finance manager 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 an 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 address 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 recommend improvements to improve security and efficiency.



MANAGED SERVICES AGREEMENT

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.

Guidelines for ITECH Solutions Clients

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.



MANAGED SERVICES AGREEMENT

SERVICE LEVEL AGREEMENT | HOW TO CONTACT ITECH SOLUTIONS

Use the below methods to contact ITECH Solutions for support:

1. **Emergency – Same Day Request:** Call 805-592-2500
2. **All Other Priority Requests:** Use IT Support Portal App or Website: <https://portal.itech-solutions.com>

What is IT Support Portal?

An ITECH Solutions client portal that provides all your service and support including end user training and access to past tickets.

IT Support Portal Quick Training:

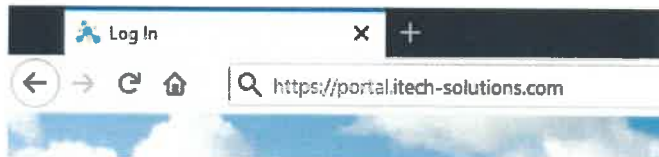
Step 1. Find the and double click the 'IT button' on your desktop or task tray (near your clock)

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

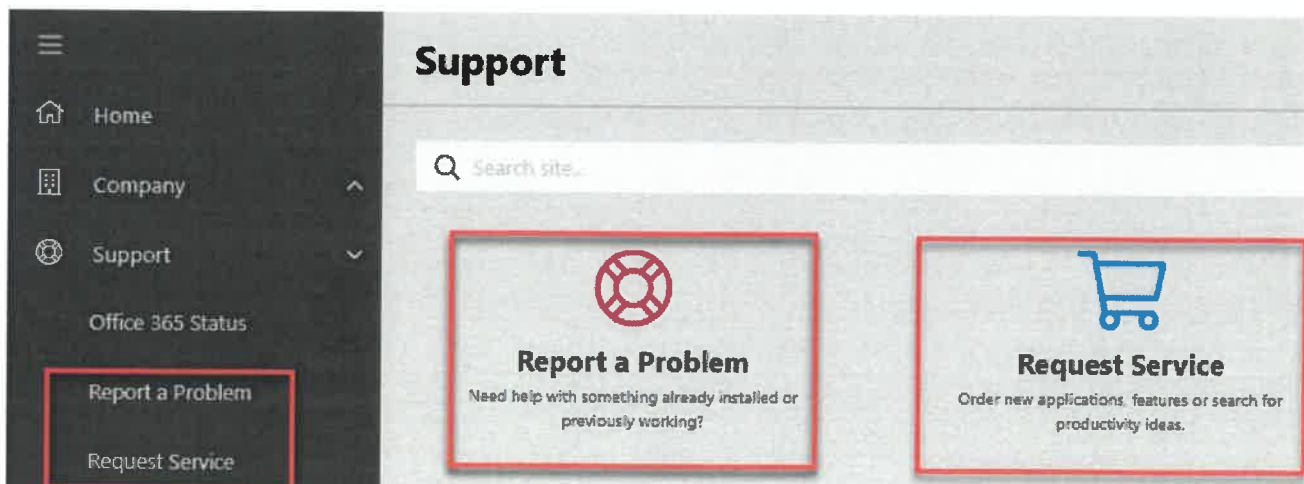


OR

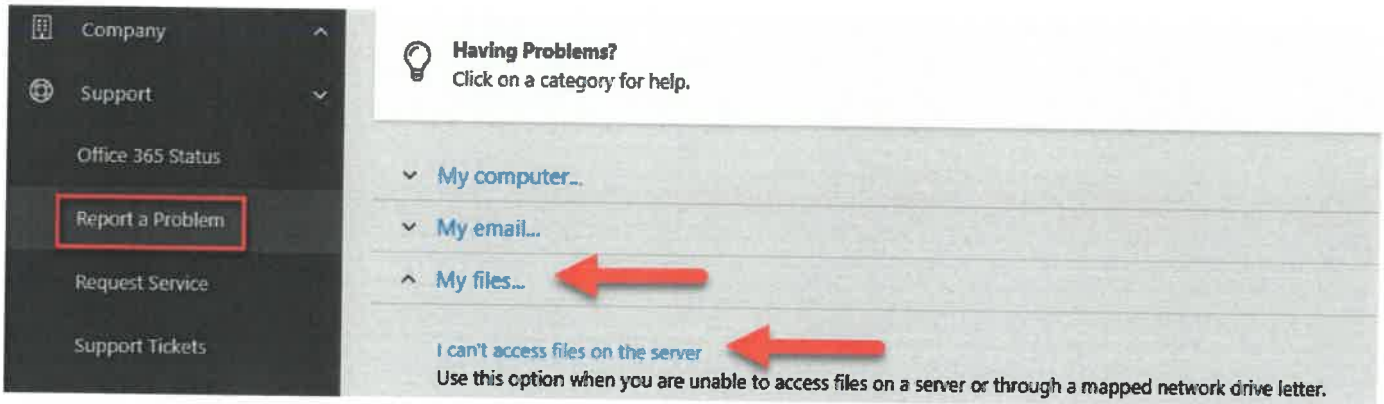
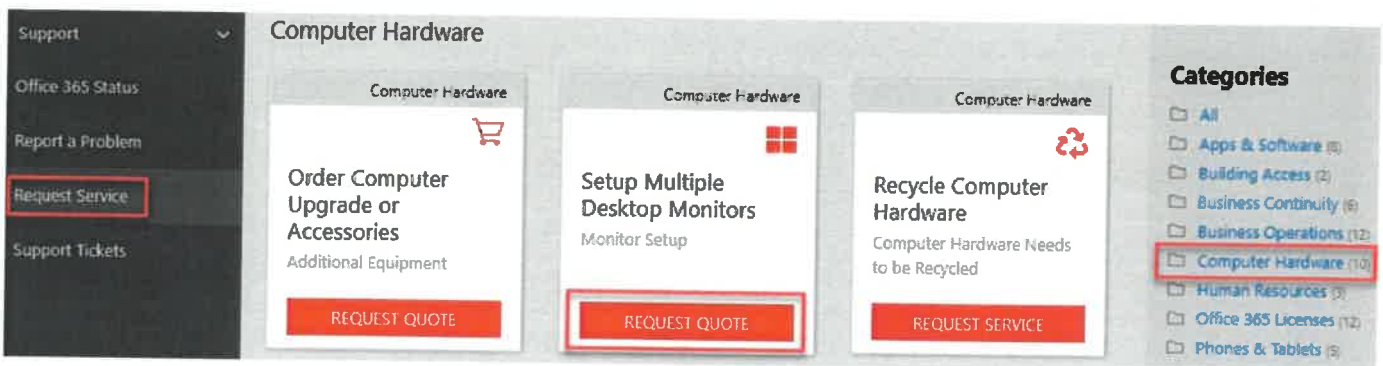
Go to <https://portal.itech-solutions.com>



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



SERVICE LEVEL AGREEMENT | HOW TO CONTACT ITECH SOLUTIONS

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 received 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. If a ticket you created by email needs to be addressed with a higher priority please 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 or go unnoticed.
- To ensure ticket notes reach us we recommend using our 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 AGREEMENT

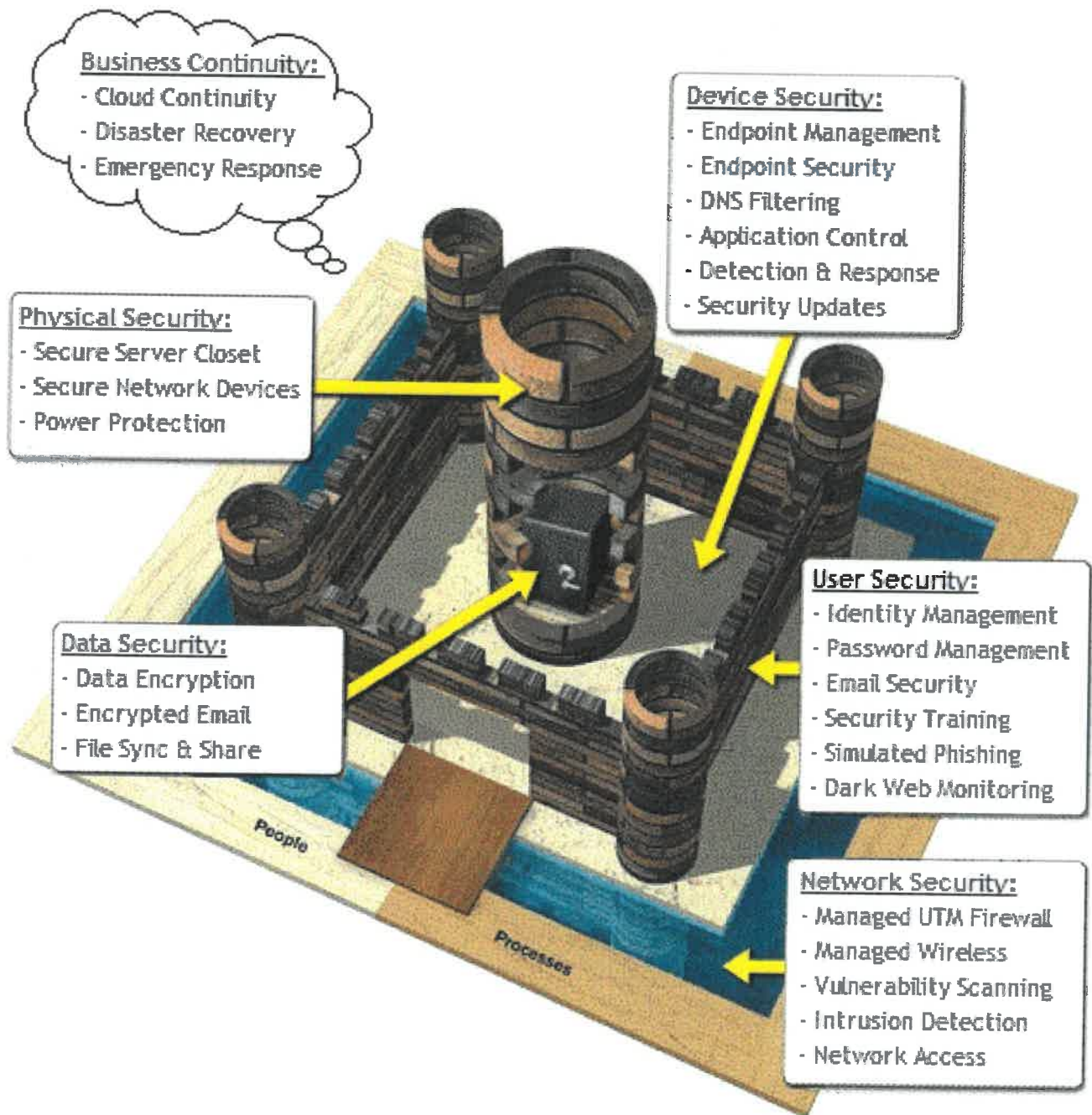
MANAGED SERVICES | SECURITY FIRST! PLANS

MANAGEMENT & SUPPORT SERVICES	CURRENT	BRONZE	SILVER	GOLD
Guaranteed Response Times	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
24x7x365 Infrastructure Monitoring	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Client Portal & IT Documentation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Unlimited Day to Day Remote Support ¹	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Limited Onsite Support ¹	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
IT Budget Preparation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Workstation Replacement Support ¹	\$___/each	\$250/each	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Employee Onboarding/Offboarding	\$___/each	\$250/each	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Emergency After Hours Support ¹	\$___/hour	\$200/hour	\$175/hour	<input checked="" type="checkbox"/>
Scheduled After Hours Support ¹	\$___/hour	\$175/hour	\$150/hour	\$125/hour
Project Support	Billable	Billable	Billable	Billable
Asset & Inventory Management Report	<input type="checkbox"/>	Bi-Annual	Quarterly	Monthly
Technology Business Review Meeting	<input type="checkbox"/>	Bi-Annual	Quarterly	Monthly
USER SECURITY SERVICES	CURRENT	BRONZE	SILVER	GOLD
Microsoft 365 Secure Management	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Identity Access Management	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Password Management System	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Dark Web Monitoring	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Phishing Email Security	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Simulated Phishing Attack	<input checked="" type="checkbox"/>	Quarterly	Monthly	Weekly
Security Awareness Training	<input checked="" type="checkbox"/>	Quarterly	Monthly	Weekly
DEVICE SECURITY SERVICES	CURRENT	BRONZE	SILVER	GOLD
Microsoft & App Security Updates	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Endpoint Management	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Next Generation Endpoint Security	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
DNS Filtering	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Windows Application Control	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Mobile Device Management	<input checked="" type="checkbox"/>	\$10/device	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Managed Detection & Response	<input checked="" type="checkbox"/>	\$5/device	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
LogMeIn Secure Remote Desktop Access	<input checked="" type="checkbox"/>	\$10/device	\$10/device	\$10/device
NETWORK SECURITY SERVICES	CURRENT	BRONZE	SILVER	GOLD
Managed UTM Firewall	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Managed Wireless	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Vulnerability Scanning	<input checked="" type="checkbox"/>	\$5/device	\$5/device	<input checked="" type="checkbox"/>
Intrusion Detection (SIEM)	<input checked="" type="checkbox"/>	\$5/device	\$5/device	<input checked="" type="checkbox"/>
Risk Assessment	Billable	Billable	Billable	Billable
Penetration Test	Billable	Billable	Billable	Billable
DATA SECURITY SERVICES	CURRENT	BRONZE	SILVER	GOLD
Data Encryption	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Encrypted Email	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Backup, Continuity & Disaster Recovery	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Microsoft Office 365 Cloud Backup	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Datto Workplace File Sync & Share	<input checked="" type="checkbox"/>	\$15/user	\$15/user	\$15/user
PRODUCTIVITY SERVICES	CURRENT	BRONZE	SILVER	GOLD
Microsoft 365 Business Premium	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
End User eLearning Training Program	<input checked="" type="checkbox"/>	\$5/user	\$5/user	<input checked="" type="checkbox"/>
MANAGED IT SERVICE MONTHLY COST	\$	\$4,750	\$6,250	\$7,500
MICROSOFT 365 LICENSING MONTHLY COST	N/A	\$1,392	\$1,392	\$1,392
BACKUP & PREMIUM FIREWALL PRODUCT COST	-	\$4,000	\$4,000	\$4,000
MANAGED IT SERVICE ONBOARDING COST	-	\$4,500	\$6,000	\$7,500
MICROSOFT 365 LICENSING ONBOARDING COST	-	\$7,225	\$7,225	\$7,225

1. Service requests and business hours covered are outlined in the inclusions/exclusions list

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 security layers identified by NIST standards.





MANAGED SERVICES AGREEMENT

MANAGED SERVICES | LAYERED SECURITY 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	Prevent virus and malware infections using artificial intelligence
DNS Filtering	Prevent access to harmful website links or browser search links
Windows Application Control	Prevent the install or use of unauthorized or harmful applications
Mobile Device Management	Prevent data from being accessed on lost or stolen Mobile devices
Managed Detection & Response	Monitor device activity to proactively identify suspicious behavior
LogMeln Remote Desktop Access	Secure and streamline work from home remote access to computers
NETWORK SECURITY SERVICES	DESCRIPTION
Managed UTM Firewall	Prevent threats from the internet or internal devices on your network
Managed Wireless	Prevent unauthorized wireless access to your company network
Vulnerability Scanning	Identify security vulnerabilities on your network and devices
Intrusion Detection (SIEM)	Monitor activity logs to identify possible threats to systems and data
Risk Assessment	Assess your current cybersecurity risk posture and areas of concern
Penetration Test	Determine areas of weakness in with your current security posture
DATA SECURITY SERVICES	DESCRIPTION
Data Encryption	Prevent data from being accessed on lost or stolen Windows devices
Encrypted Email	Secure email in transit to prevent others from viewing sensitive email
Backup, Cont. & Disaster Recovery	Prevent downtime and maintain business operations during a disaster
Microsoft Office 365 Cloud Backup	Prevent loss of Office 365 data from deletion or Ransomware
Datto Workplace File Sync & Share	Secure file sharing and file accessibility from any device



MANAGED SERVICES AGREEMENT

MANAGED SERVICES | LAYERED SECURITY ADDITIONAL DETAILS

Incident Response:

Unfortunately, even the use of multiple security layers is not 100% fail proof. Having several layers of security in place will make the client 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 that a client will experience a much faster clean up, and less downtime. ITECH Solutions can also work with the client's insurance companies providing all documentation needed for any insurance claims to maximize coverage. If a client declines incident response services ITECH Solutions will provide reasonable efforts 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 and will be provided to client by quote in writing.

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 prevents 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 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 provide data governance. 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 AGREEMENT

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 (included 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 service does 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 4 hours. All projects are estimated with a flat rate support cost to prevent any unexpected costs after the project approval.

Non-emergency After Hours Service:

The Day to Day Remote and Limited Onsite Support does not include after-hours support except for emergencies. After hours service is defined as holidays, weekends, and after-hours weekdays from 5:00pm to 8:00am in the client's local time zone. (Supported across all four domestic US time zones - Pacific, Mountain, Central, Eastern). Non-emergency after hours service requests will be quoted as a flat rate project and approved by client before service is performed.

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.

Existing Productivity Services:

Existing productivity and user security services such as Microsoft 365 & Office 365 will be transferred to ITECH Solutions as the new reseller. If the client declines transferring Microsoft 365 & Office 365 licenses to ITECH Solutions, there will be a \$2/user per month service cost to manage the client's Microsoft 365 & Office 365 tenant.



Quote

Quote Number: 2369
 Expiration Date: 06/21/2020

Quote Prepared For

Lorena Zarate
City of Guadalupe
 918 Obispo st.
 Guadalupe, CA 93454
 United States
 Phone:805-356-3895
 lzarate@ci.guadalupe.ca.us

Quote Prepared By

Brian Weiss
ITECH Solutions
 355 Pacific St.
 San Luis Obispo, CA 93401
 United States
 Phone:805-592-2501
 Fax:805-595-1901
bweiss@itech-solutions.com

Item#	Quantity	Item	Unit Price	Adjusted Unit Price	Extended Price
Monthly Items					
1)	1	Bronze Security First! Managed IT Service Plan	\$4,600.00	\$4,600.00	\$4,600.00
		[See Service Plan Comparison For More Details] Client Portal & IT Documentation Unlimited Day to Day Support Limited Onsite Support \$250 Per Workstation Replacements \$250 Per Employee Onboarding/Offboarding \$200/hour Emergency After Hours Support \$175/hour Scheduled After Hours Support Annual Asset & Inventory Report Annual Technology Business Review Meeting Quarterly Simulated Phishing Attack Quarterly Security Awareness Training Microsoft Exchange Secure Management Identity Access Management Password Management System Dark Web Monitoring Phishing Email Security Simulated Phishing Attacks Security Awareness Training Microsoft & 3rd Party App Updates Endpoint Management Next Generation Endpoint Security DNS Filtering Windows Application Control Managed Wireless Backup, Continuity & Disaster Recovery Not included: (Temporary \$150/month savings) Microsoft Office 365 Backup			

Item#	Quantity	Item	Unit Price	Adjusted Unit Price	Extended Price
			Monthly Total		\$4,600.00
One-Time Items					
2)	1	1514 - Datto S3 X4 - 4TB BCDR Backup Device (Licensed to back up 4 operating systems)	\$3,000.00	\$3,000.00	\$3,000.00
3)	1	Sophos XG 106 Premium Firewall (360 Mbps VPN Throughput)	\$1,000.00	\$1,000.00	\$1,000.00
4)	29	Onboarding and setup of the following services: Quarterly Simulated Phishing Attack Quarterly Security Awareness Training Microsoft Exchange Secure Management Identity Access Management Password Management System Dark Web Monitoring Phishing Email Security Simulated Phishing Attacks Security Awareness Training Microsoft & 3rd Party App Updates Endpoint Management Next Generation Endpoint Security DNS Filtering Windows Application Control Managed Wireless Backup, Continuity & Disaster Recovery Not included: (\$150 savings) Microsoft Office 365 Backup	\$150.00	\$150.00	\$4,350.00
			One-Time Total		\$8,350.00
			Subtotal		\$12,950.00
			Total Taxes		\$310.00
			Total		\$13,260.00

Payments for quoted products and services outside of monthly contracted services (One-Time Items) are due upon quote approval.

If you have electronic billing setup, your account will be debited on the date the quote is approved.

If you are not setup for electronic billing yet we will need to get you setup before we can process the order. Please contact our billing department to get setup.

Billing Department:
 Email: billing@itech-solutions.com
 Phone: 805-592-2505
 Electronic billing portal: <https://itech.connectboosterportal.com>

Thank you for partnering with ITECH!

ITECH Solutions
 Security First! Managed IT Service Provider

TERMS AND CONDITIONS

THIS AGREEMENT, made this 1 ^{June} 2020, by and between ITECH Solutions, a California corporation ("ITECH Solutions") and City of Guadalupe, a local gov corporation / limited liability company ("Client"). ITECH Solutions and Client are sometimes collectively the "Parties" and singularly a "Party".

Whereas, ITECH Solutions agrees to provide the Services set forth under this agreement ("Agreement").

1. Payment for Services:

- A. **Service Charges:** Client agrees to pay ITECH Solutions fees in accordance with this Agreement and the schedule and pricing set forth in this Agreement, as modified and documented from time to time by the Parties, and for any changes in the scope or the Services provided Client agrees to pay ITECH Solutions additional charges that may apply. Fees do not include the cost of new or replacement hardware, software, cabling or other equipment that may be required to perform the Services under this Agreement. Client will be quoted for new or replacement equipment prior to installation and shall be billed separately.
- B. **Agreement Cost Fluctuations:** Devices, mailboxes, users and locations may be added (or removed if decommissioned) to the Agreement at any time and will increase at rates outlined in this Agreement. The initial Term of this Agreement is for one (1) year and increases at a rate of 5% during each renewal. Agreement increase discounts are offered for a 2 year (4.5%) or 3 year (4%) Agreement Terms. Prices for Services a Client chooses to decline are subject to change after 60 days from the date of the Agreement. Any quoted pricing for non-contracted Services are invalid after 60 days of quoting.
- C. **Payment:** Client agrees to allow for automatic credit card charges or ACH direct payment to be processed monthly on the day invoices are due. Client notices to ITECH Solutions of changes in the Services provided must be received in writing at least (7) seven days prior to the billing charge processing date to be incorporated in the next billing cycle. Electronic billing is a more secure and efficient way to transfer payments, ITECH Solutions puts security first in every aspect of your Services.
- D. **Billing Cycles:** Any applicable setup or onboarding fees listed in this Agreement and the first month of any Services are due and payable upon receipt of Invoice. All future recurring monthly invoices are due and payable within 15 days of invoicing. Any charges not disputed by Client in good faith within fifteen (15) days of the receipt of an invoice will be deemed approved and accepted by Client. Any amount not paid within 15 days of the date of each invoice shall be subject to an interest charge equal to the lesser of 1.5% monthly (or the maximum Interest charge permissible under applicable law) and/or a suspension of Services by ITECH Solutions. Monthly Service overage charges, if any (and which will be pre-approved by Client in writing), shall be billed separately and shall be due and payable upon receipt. Project invoices will be pre-approved by Client in writing and due upon receipt of invoice.
- E. **Projects, Hardware and Software:** Subject to a minimum of \$100.00, Client will pay for all hardware and software at the time the order is approved in writing by Client, unless agreed otherwise and documented in writing by both Parties. Hardware and Software will not be delivered to Client without prepayment in full, unless agreed otherwise and documented in writing by both Parties. Electronic billing will be used to immediately collect payment for approved hardware and software purchases. If Client purchases hardware or software from a vendor other than ITECH Solutions, the labor to install and setup said hardware is not included in this Agreement and will be quoted separately as a flat rate project. Ownership of perpetual hardware and software shall not pass to the Client until it is paid for in full. Should hardware and software be delivered before full payment, ITECH Solutions reserves the right to repossess said hardware and software should full payment not be received.
- F. **Travel/Lodging:** Travel time and lodging for onsite Services requested by Client for locations outside of San Luis Obispo and Santa Barbara Counties are not included in this Agreement. Travel/lodging costs will be quoted upon request.
- G. **Late Payments:** Unless agreed otherwise and documented in writing by both Parties, unexcused late payments by Client may result in suspension or termination of the Services. Reinstatement of the Services, at the option of

ITECH Solutions, may result in a re-activation fee equal to one (1) month of current charges of the Services. In addition, frequent late payments may result in Client being moved to a prepayment billing status, where all hardware, software, and Services must be paid upon receipt of invoice. ITECH Solutions reserves the right to suspend Services if payments are not made within thirty (30) days. During this suspension of Services billing will continue and Client shall be responsible for costs of the Services due hereunder for the remainder of the Term of this Agreement. During a suspension any non-critical Service requests will not be performed, only emergency/critical Services will be provided. Emergency/critical Services are defined as the Client not being able to continue business operations and has no reasonable work around alternative. The automatic renewal date of the Agreement will not be altered based on any suspension of the Services. All Services by ITECH Solutions, in compliance with this Agreement will continue until notice of termination by Client is accepted by ITECH Solutions, or ITECH Solutions elects to terminate the Agreement for any uncured breach of this Agreement by Client, whichever occurs first.

H. Incident Response, Disaster Recovery and Security Breach Services: ITECH Solutions offers rapid response to disaster recovery and security breach Services. Disaster recovery and security breach Services will be separately defined as a project and will when feasible be first quoted and approved by Client in writing before performing the disaster recovery and security breach Services. Notwithstanding, Client acknowledges and agrees that by their very exigent nature, quotes for incident responses to any disaster recovery and security breach may be unknown and not subject to an immediate quote before Services are approved by Client, and therefore, those disaster recovery and security breach Services will be billed on a time and materials basis. These Services are performed by a third party cybersecurity firm and are typically paid by insurance policies. Some incident response Services may not have a known up front cost and may need to be quoted in milestones. If a Client chooses not to use incident response Services ITECH Solutions will provide reasonable efforts (costs not included in Agreement, to be quoted) to remedy the breach but ITECH Solutions will not guarantee full remediation.

2. Agreement Requirements and Restrictions:

- A. Hours of Service:** ITECH Solutions shall be available to provide the Services from 8:00 a.m. to 5:00 p.m. in the Clients local time zone. (Supported across all four domestic US time zones - Pacific, Mountain, Central, Eastern) Monday through Friday and excluding holidays. Holidays are Memorial Day, Labor Day, Independence Day, Thanksgiving Day, the day after Thanksgiving, Christmas Eve Day, Christmas Day, and New Year's Day. ITECH Solutions will make commercially reasonable efforts to respond to emergency requests However, specific response times outside of normal business hours may vary as detailed in the Service Level Agreement for emergency Service request procedures.
- B. Vendors, Products and Services:** ITECH Solutions reserves the right to change vendors or products used to remotely manage and maintain the security of the Client's IT infrastructure. This is required to ensure ITECH Solutions continues to use best commercial practices in security. New vendors or products may have a price increase and Client will be notified in writing for approval by Client before implementing or billing for additional costs.
- C. Service Suite Revisions:** IT Service offerings require updating on a regular basis to ensure they are meeting the current needs and best practices with technology and security. IT Service offerings are presented in a Service suite that is subject to change on a regular basis. The current revision of ITECH Solutions Security First! Managed IT Service Suite is in the footer of each page on this Agreement.
- D. Hosted Servers:** In this Agreement, the term "Hosted Servers" encompasses those systems ITECH Solutions makes available to Client at a secure datacenter.
- E. Device Support:** All devices on the Client's private network or with access to the Client's private network must be supported under this Agreement. All other devices must remain on the Client's guest network. If Client requests Service for a device that is not under this Agreement, it will need to be added to this Agreement to be eligible for support Services.
- F. Device Removal and Re-addition:** The Client is not allowed to temporarily remove a device from this Agreement and re-add later without the prior written consent of ITECH Solutions. Any device removed will need to be decommissioned by the Client.
- G. Device and User Removals:** If a device or user is permanently removed from this Agreement there is no pro-rating, and the charge will not be removed until the next monthly cycle following written notice by the Client and approval

in writing by ITECH Solutions. If a device or user is added, there will be a pro-rated charge from the date of adding the device or user.

- H. **Device End of Life:** If ITECH solutions in its reasonable determination deems a device faulty and/or beyond its economic life and Service costs will exceed the device's economic worth to be repaired under this Agreement, then that device will need to be replaced and ITECH Solutions reserves the right to declare such device to be defunct and remove it from this Agreement. If the Client elects not to replace the device then any ITECH Solutions labor to repair said device will be subject to added monthly support costs (to be quoted). If there is excessive labor (More than 2+ hours/month) needed to keep equipment running that needs to be replaced or is incompatible with ITECH Solutions infrastructure, ITECH Solutions reserves the right to charge additional fees (to be quoted) to support the equipment until the hardware or software needed to permanently fix the problem is purchased.
 - I. **Onsite Services:** Unless it is immediately clear that a Service call requires on-site Service, ITECH Solutions will process each Service call as a remote Service call. In the event ITECH Solutions determines an inability to resolve the issue remotely within a reasonable period, a technician will be dispatched according to the response times described in the Service Level Agreement. The Client will incur additional charges (provided by quote) for onsite visit requests for Services that in ITECH Solution's determination can be performed remotely.
 - J. **ITECH Solutions Recommendations:** If the Service Level Agreement is not being followed by Client, then ITECH Solutions reserves the right to immediately cancel this Agreement. If the Client does not agree with ITECH Solutions recommendations for improving their IT infrastructure or security posture, ITECH Solutions has the right to immediately cancel the Agreement. Client understands that if they do not follow ITECH Solutions recommendations or do not consult with ITECH Solutions for compatible solutions, ITECH Solutions shall be released from any resulting liability and Client shall hold harmless ITECH Solutions for any problems and liability, without limitation relating to downtime, loss of data, damages to equipment or extra labor costs that may occur.
 - K. **"Client at Fault" Incident Response:** If the Client fails to follow ITECH Solutions recommended solution / protocols that require the Services of ITECH Solutions to remedy resulting incidents, then labor to perform a "Client at fault" incident response Service is not included in this Agreement and will be subject to an extra labor charge (to be quoted).
 - L. **ITECH Solutions Outside Support Incident Remediation:** If the Client, its employees or any third party company makes changes or additions to the Client's network or computers that require the Services of ITECH Solutions to remedy resulting incidents, then labor to remedy the incident is not included in this Agreement and will be subject to extra labor charges (to be quoted).
 - M. **Software and Hardware Procurement:** Labor to install software or hardware purchased from other vendors is not included in this Agreement and will be quoted separately. All ITECH Solutions resold software and hardware must be purchased through ITECH Solutions to avoid a 25% labor cost increase for a quoted project.
 - N. **Workstation Replacements:** Regular workstation replacements are covered under the unlimited day to day labor. Replacing more than 2 workstations per week will be subject to extra charges (to be quoted).
 - O. **Rogue Devices and Users:** If there are devices or users added to the Client's network that are not included or added to this Agreement ITECH Solutions shall not be liable for any resulting damages or downtime caused by these devices or users and any Services by ITECH Solutions to remedy the same will be subject to extra labor charges (to be quoted).
 - P. **Agreement Modifications:** The terms outlined in this Agreement have been carefully negotiated to protect both the Client and ITECH Solutions. These terms maintain accountability for both Parties to ensure a successful delivery of the Services. Should the Client request changes to this Agreement additional legal review will be needed for approval. The legal review will consist of additional charges that will be paid by the Client, added as an onboarding fee upon execution of the new Agreement.
3. **Client Responsibilities:** Client agrees to each of the following:
- A. **ITECH Solutions Hardware and Software Installation:** Allow the installation of Managed Service software on Client's network as necessary to allow for the performance of the Services purchased by Client under this Agreement; have, or permit the installation of, back-up hardware and software that ITECH Solutions supports and manages; have, or permit the installation of, security software that ITECH Solutions supports and manages.
 - B. **Documentation and Licensing:** Provide configuration and proper ownership documentation as necessary for hardware and software.



MANAGED SERVICES AGREEMENT

^{D&C} IMPORTANT:

VE

Initial: Consult with ITECH Solutions prior to any planned purchases of computer hardware or software that Client intends for ITECH Solutions to manage under this Agreement.

VE

Initial: Immediately alert ITECH Solutions in writing concerning any third party activity on Client's network or hardware, or the addition or changes by a third party of additional hardware or software to Client's systems.

- D. **Accessibility:** Provide ITECH Solutions with timely access to Client's computer system, office(s), hardware, software, licenses and any other items reasonably necessary for ITECH Solutions to perform the Services contemplated in this Agreement.
- E. **Availability:** Devices shall be powered on and connected to the internet 24/7 in order for ITECH Solutions to maintain patch and security update compliance. If devices are not left online 24/7, they will not have regular scheduled security patches or windows updates. ITECH Solutions shall not be liable for any damages due to the lack of patches or updates caused by Client end user procedure failure. Client is responsible for ensuring that all devices and workstations stay powered 24/7 on to allow for remote ITECH Solutions management, maintenance, and security patches.
- F. **Record Keeping and Notifications:** It is Client's responsibility to ensure that billing information on record is accurate and up-to-date, including the correct billing address, credit card numbers, and bank account numbers, as applicable. Client is responsible for verifying correct amounts before paying invoices. Paid invoices shall be deemed approved by the Client. Devices and users that are removed by Client without notification in writing and acknowledged by ITECH Solutions will continue to be charged. If Client does not inform ITECH Solutions via written documented communication about a device or user that needs to be removed, ITECH Solutions will not issue a refund for past months because the device/user was being supported during that time.
- G. **Time Limits:** Client is responsible for placing any written time or other restrictions/limits, if appropriate, as to access times or pre-notice by ITECH Solutions to Client before ITECH Solutions logs into a Client's system, before Services are provided by ITECH Solutions and cannot be retroactive. ITECH Solutions shall use best efforts to comply with Client's written time or other restrictions/limits, but ITECH Solutions makes no promises or guarantees in this Agreement that it will be able to comply.
- H. **Third Party Vendor Support Contracts:** Any third party vendor proprietary software or hardware requires support from said vendor in the event there is a proprietary or incompatibility issue. Labor for supporting third party vendor proprietary software or hardware that does not have direct vendor support will not be covered under this Agreement and will incur additional charges (to be quoted). There is no guarantee ITECH Solutions can remedy an issue without a third party vendor support agreement. Third party vendor proprietary software or hardware is defined as a vertical solution specific to an industry or a product/Service that is channel only.
- I. **Insurance Coverage:** Client is expected to carry standard commercial insurance coverage; general liability and cybersecurity insurance to have proper financial insurance protection in the event of a security breach. It is also recommended that the Client carry an umbrella policy. ITECH Solutions provides all the security Services insurance companies are currently using to determine Client risk/premium costs.
- J. **Ransomware and Ransomcloud:** Client understands that ITECH Solutions does not recommend paying ransom during a ransomware or ransomcloud security breach. Paying the ransom will put the Client on a list of people willing to pay the ransom and have a higher chance of a targeted attack in the future. Paying the ransom should be considered as a last resort.
- K. **Domain Name:** Client shall always maintain control and ownership of its registered domain name, if applicable. Client understands that losing ownership of their domain will cause severe downtime and/or potential downtime. It is recommended that Client uses domain and DNS security Services provided by ITECH Solutions to avoid downtime. Should Client elect to manage their own domain and DNS Services ITECH Solutions shall be released and held harmless by Client from liability for any damages or downtime caused by loss of domain or DNS Services.
- L. **IP Number and Addresses:** Client shall allow ITECH Solutions to maintain control and ownership of all I.P. numbers and addresses that may be assigned to Client's Hosted Servers, if applicable, and reserves the right, at ITECH

Solutions sole discretion, to change or remove all IP numbers and addresses. Whenever possible, any such changes will be performed in a way that minimizes any interruption in access to Client's Hosted Servers, if applicable.

- M. Software Copyright:** ITECH Solutions assumes all information provided by Client including but not limited to software installed on Client's computers, or software which is delivered by Client to ITECH Solutions for installation on Client's computers by ITECH Solutions, has been approved for use by the original owner and does not infringe on any owner or manufacturer's copyright or trademark. Client shall defend, indemnify and hold ITECH Solutions harmless from any and all claims by third Parties which allege infringement on trademark or copyright arising from such use. ITECH Solutions shall not be held liable for Client's illegal / unauthorized use of software or hardware.
- N. Software Reselling and Microsoft Services Agreement:** The Client has elected to purchase a license to one or more solutions offered through third party vendors (including Microsoft Office 365). The solution(s) to which Client is purchasing licenses will be listed on monthly invoices. ITECH Solutions can offer the identified solutions through partner agreements with third party vendors. Under these agreements, the third party vendor will provide the applicable solution(s) to the Client, and ITECH Solutions will directly invoice the Client for the fees associated with Client's use and access of the solution(s). Upon the date of Agreement signature, these Software Reselling and Microsoft Services Agreement terms and conditions shall be incorporated into and governed by this Service Agreement. Any defined term that is used but is not otherwise defined herein shall have the meaning provided for in this Service Agreement.
- i. **Third Party Product:** The Client acknowledges and agrees that each solution is a third party product provided by the third party vendor. ITECH Solutions has no control over third party vendors or over the third party vendors solution's to be provided to Client. ITECH Solutions makes no warranties or representations of any kind, either express or implied, regarding the functionality or quality of the Solution(s) selected by Client, and Client should look to the warranties provided by the third party vendor regarding the applicable solution(s).
 - ii. **Responsibility:** Client acknowledges and agrees that ITECH Solution's role in the provision of the third party vendor solution is to invoice and collect fees from the Client for its access and use of the solution. Except for invoicing errors for the solution(s) that are the direct result of ITECH Solution's actions or inactions, the Client agrees that ITECH Solutions shall not be liable and Client shall hold harmless ITECH Solutions from any defects, errors, inaccuracies, or any other problems or issues that are contained in, that relate to, or that may arise relating to the solution. Further, Client agrees that ITECH Solutions shall not be liable and Client shall hold harmless ITECH Solutions from any losses, damages, or other harm that the Client may experience in relation to its use of the solution(s), including, but not limited to, loss or inaccessibility of Client's data.
 - iii. **Microsoft Services Agreement:** Furthermore, the Client has agreed to the Microsoft Services Agreement terms upon the signature date of this Agreement.
- 4. Backup, Continuity and Disaster Recovery Coverage for Servers:** ITECH Solutions provides Backup, Continuity and Disaster Recovery Coverage, which is defined as providing a fail over environment and continuous recovery effort until your server(s) are restored to normal operation. In order to qualify for ITECH Solutions Disaster Recovery Coverage, your environment must comply with the following requirements:
- A. Server hardware is under current warranty coverage with the hardware vendor.
 - B. Server is less than 5 years old.
 - C. Client network is protected by an ITECH Solutions supported firewall.
 - D. Server file and email systems (if applicable) are protected by ITECH Solutions supported security software.
 - E. Server is connected to a working uninterruptable power supply (UPS) device.
 - F. Server is administered by ITECH Solutions personnel.
 - G. Server is backed up with hardware and software that ITECH Solutions supports and manages.
 - H. Under this coverage ITECH Solutions will restore the server to the point of the last successful backup and perform any additional steps necessary to restore the server(s) to normal operation.
 - I. ITECH Solutions has, or is given access to, all installation media and key codes necessary for proper reinstallation of server.
 - J. Server may have to be taken offsite to perform full restore.
 - K. Client understands that the backup software and hardware is not manufactured by ITECH Solutions and therefore will not hold ITECH Solutions liable for any problems consisting of but not limited to; downtime, loss of

data, damages to equipment or extra labor costs that occur because of backup software or hardware malfunction.

- L. Client understands that if the backup device, computer, or software is powered off or not functioning backups will not perform.
 - M. Client understands that SaaS applications and cloud data are not backed up by ITECH Solutions unless signed up for a SaaS backup Service.
 - N. ITECH Solutions will not be held liable for a failed disaster recovery if circumstances surrounding the Client's server failure meet the following qualifications in whole or in part:
 - i. Client fails to adhere to all the requirements outlined in the above "Qualifications" section,
 - ii. Environmental failure events that render hardware unusable.
 - iii. *Force Majeure* events beyond ITECH Solutions reasonable control, including but not limited to Acts of God, government regulation, labor strikes, natural disaster, and national emergency.
 - iv. Any act or omission on the part of any third party other than ITECH Solutions.
- 5. Term and Termination:**
- A. **Term:** This Agreement shall be for a minimum term of one (1) year ("Term") commencing as of the date that Services are activated between ITECH Solutions and the Client and shall automatically renew for successive Term(s) selected in this Agreement, unless either Party provides the other Party with written notice of termination of this Agreement at least sixty (60) days prior to the end of the initial Term or any renewal Term. Two (2) and Three (3) year Agreements are available on Acceptance and Agreement signature page of this Agreement.
 - B. **Early Termination:** Either Party may terminate this Agreement as follows:
 - i. Any termination of this Agreement thereof must be received by ITECH Solutions before 60 days from the subsequent renewal date.
 - ii. Early termination of this Agreement will require prorated termination fee for remaining balance of Agreement unless otherwise agreed and documented in writing by both Parties.
 - C. **Effect of Termination:** Upon termination of this Agreement, ITECH Solutions shall reasonably assist Client in the transition to another vendor selected by Client for up to 30 days after the termination date. ITECH Solutions will remove any Hosted Servers in use by Client, as well as all backups of Hosted Servers, and applicable Managed Services will no longer be performed, without further notice or obligation. As such, Client must transition the stated Services to a new solution provider by the termination date.
 - D. **Client Termination Costs:** There will be a termination processing fee of \$1,000.00 for a Client terminated Agreement. This fee covers the costs to perform offboarding duties and deliver necessary documentation for the IT company that takes over management. If Client is dissolving the offboarding charge is waived. If Client Company has been acquired or bought out, Agreement terms will carry to the new Client owner or entity.
 - E. **Out of Date Products and Service Offerings:** After the first year, if the Service plan rates or structure outlined in this Agreement become out of date and are no longer offered by ITECH Solutions, ITECH Solutions reserves the right to make the Agreement for these Services month to month, negating any future yearly auto renewals to release Agreement ties to products or Services no longer used by ITECH Solutions.
- 6. No Warranty / Disclaimers:**
- A. ITECH SOLUTIONS IS PROVIDING THE SERVICES AND ACCESS TO THE HOSTED SERVERS ON AN "AS IS," AS AVAILABLE" BASIS.
 - B. ITECH SOLUTIONS DOES NOT WARRANT THAT THE SERVICES, ACCESS TO THE HOSTED SERVERS OR ANY DELIVERABLES WILL MEET ANY CLIENT REQUIREMENTS NOT SET FORTH HEREIN, THAT ANY SERVICES, ACCESS TO THE HOSTED SERVERS OR ANY DELIVERABLES WILL OPERATE IN THE COMBINATIONS THAT CLIENT MAY SELECT FOR USE, THAT THE OPERATION OF ANY SERVICES, ACCESS TO THE HOSTED SERVERS OR ANY DELIVERABLES WILL BE UNINTERRUPTED OR ERROR-FREE, OR THAT ALL ERRORS WILL BE CORRECTED. IF PRE-PRODUCTION (E.G., "ALPHA" OR "BETA") RELEASES OF SOFTWARE ARE PROVIDED TO CLIENT, SUCH COPIES ARE PROVIDED "AS-IS" WITHOUT WARRANTY OF ANY KIND.
 - C. EXCEPT FOR THE WARRANTIES AGREED UPON BY BOTH PARTIES IN WRITING, WHICH ARE LIMITED WARRANTIES AND THE ONLY WARRANTIES MADE BY ITECH, THE SERVICES, ACCESS TO THE HOSTED SERVERS OR ANY DELIVERABLES ARE PROVIDED STRICTLY "AS IS," AND ITECH SOLUTIONS MAKES NO ADDITIONAL WARRANTIES, EXPRESS, IMPLIED, ARISING FROM COURSE OF DEALING OR USAGE OF TRADE, OR STATUTORY, AS TO THE

SERVICES, ACCESS TO THE HOSTED SERVERS OR ANY DELIVERABLES PROVIDED HEREUNDER, OR ANY MATTER WHATSOEVER. IN PARTICULAR, ANY AND ALL IMPLIED WARRANTIES OF MERCHANTABILITY, TITLE, SATISFACTORY QUALITY, FITNESS FOR A PARTICULAR PURPOSE AND NON-INFRINGEMENT ARE HEREBY DISCLAIMED BY ITECH SOLUTIONS AND ARE EXCLUDED BY THE PARTIES.

- D. ANY DAMAGES THAT ITECH SOLUTIONS MAY BE LIABLE TO CLIENT SHALL BE NOT EXCEED THE AMOUNT OF FEES PAID BY CLIENT UNDER THIS AGREEMENT IN THE ONE (1) YEAR PERIOD PRECEDING THE FIRST ACT GIVING RISE TO LIABILITY. EXCEPT AS MAY BE DONE IN ACCORDANCE WITH SECTION 23 (ENTIRE AGREEMENT and MODIFICATIONS), NO STATEMENT BY ANY ITECH SOLUTIONS EMPLOYEE OR AGENT, ORALLY OR IN WRITING, SHALL SERVE TO CREATE ANY WARRANTY OR OBLIGATION NOT SET FORTH HEREIN OR TO OTHERWISE MODIFY THIS AGREEMENT IN ANY WAY WHATSOEVER.

7. LIMITATION OF LIABILITY:

- A. ITECH SOLUTIONS SHALL HAVE NO LIABILITY BEYOND THE REMEDIES SET FORTH HEREIN, INCLUDING ANY LIABILITY FOR SERVICES NOT BEING AVAILABLE FOR USE OR FOR LOST OR CORRUPTED DATA OR SOFTWARE, OR THE PROVISION OF SERVICES AND SUPPORT.
- B. IN NO EVENT SHALL EITHER PARTY BE LIABLE FOR ANY SPECIAL, INDIRECT, INCIDENTAL, OR CONSEQUENTIAL DAMAGES, OR DAMAGES FOR LOSS OF PROFITS, SAVINGS, REVENUE, USE, DAMAGED OR LOST FILES OR DATA, OR BUSINESS INTERRUPTION, THAT MAY ARISE IN CONNECTION WITH THIS AGREEMENT, ANY SERVICES, ACCESS TO THE HOSTED SERVERS OR DELIVERABLES PROVIDED BY ITECH SOLUTIONS, OR ANY MATTER WHATSOEVER, REGARDLESS OF WHETHER SUCH CLAIMS ARE BASED OR REMEDIES ARE SOUGHT IN CONTRACT, TORT (INCLUDING NEGLIGENCE), STRICT LIABILITY OR OTHERWISE, EVEN IF THE PARTY SOUGHT TO BE HELD LIABLE HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.
- C. IN NO EVENT SHALL ITECH SOLUTIONS BE LIABLE FOR ANY DAMAGES FOR THE COST OF PROCUREMENT OF SUBSTITUTE GOODS OR SERVICES, OR AGGREGATE LIABILITY TO CLIENT IN CONNECTION WITH THIS AGREEMENT, ANY SERVICES, ACCESS TO THE HOSTED SERVERS OR DELIVERABLES PROVIDED BY ITECH SOLUTIONS, OR ANY MATTER WHATSOEVER, REGARDLESS OF WHETHER THE CLAIMS ARE BASED OR REMEDIES ARE SOUGHT IN CONTRACT, TORT (INCLUDING NEGLIGENCE), STRICT LIABILITY OR OTHERWISE, EXCEEDING THE LESSER OF [1] THE AGGREGATE DOLLAR AMOUNT PAID BY THE CLIENT FOR THE PURCHASE OF THE PRODUCTS OR SERVICES AT ISSUE, OR [2] THE AMOUNT OF FEES PAID BY CLIENT UNDER THIS AGREEMENT IN THE ONE (1) YEAR PERIOD PRECEDING THE FIRST ACT GIVING RISE TO LIABILITY. THE FOREGOING LIMITATIONS OF LIABILITY ARE INDEPENDENT OF ANY EXCLUSIVE REMEDIES FOR BREACH OF WARRANTY SET FORTH IN THIS AGREEMENT AND SHALL SURVIVE AND APPLY NOTWITHSTANDING THE FAILURE OF ESSENTIAL PURPOSE OF ANY REMEDIES SPECIFIED HEREIN.
- D. **Essential Basis of Bargain:** Client acknowledges and agrees that the fees charged by ITECH Solutions in this Agreement reflect the overall allocation of risk between the Parties, including by means of the provisions for limitation of liability and exclusive remedies described in this Agreement. Such provisions are an essential basis of the bargain between the Parties and a modification of such provisions would affect substantially the fees charged by ITECH Solutions hereunder. In consideration of such fees, Client agrees to such allocation of risk and hereby waives any and all rights, through equitable relief or otherwise, to subsequently seek a modification of such provisions or allocation of risk.
8. **Remedies:** When ITECH Solutions becomes aware of an alleged violation of this Agreement, ITECH Solutions may initiate an investigation. During the Investigation, ITECH Solutions may restrict Clients access to Hosted Servers. if applicable, in order to prevent further potentially unauthorized activity. Depending on the severity of the violation, ITECH Solutions may, in its sole discretion, restrict, suspend, or terminate Client's Services and/or pursue other civil remedies. If such violation is a criminal offense, ITECH Solutions is hereby authorized to notify the appropriate law enforcement authorities of such violation. ITECH Solutions does not issue credits for outages incurred through Service disablement resulting from violation of this Agreement. ITECH Solutions reserves the right, in its sole discretion, to deactivate the Client's Hosted Servers, without prior notice for violation of any of ITECH Solutions policies or, after providing notice to Client, upon failure to pay fees or expiration or termination of the credit card supporting Client's account with ITECH Solutions, if applicable.
9. **Counterparts; Delivery and Electronic Signatures:** This Agreement may be executed in one or more counterparts, each of which shall be deemed to be an original instrument as against any Party who has signed it, but all of which together shall constitute one and the same instrument; documents executed, scanned and transmitted electronically



MANAGED SERVICES AGREEMENT

and electronic signatures shall be deemed original signatures for purposes of this Agreement and all matters related thereto, with such scanned and electronic signatures having the same legal effect as original signatures; each such counterpart may be delivered by facsimile and/or by a digitally imaged reproduction and/or in a "portable document format" (collectively "Facsimile / PDF"), even though the Parties anticipate collecting original signatures for their respective files. Delivery of an executed counterpart of the signature page to this Agreement by Facsimile / PDF shall be deemed to be an original and shall be binding upon such signatory to the same extent as a copy hereof containing that Party's original signature. Upon request of either Party, a Party that has signed and transmitted this Agreement by Facsimile / PDF shall execute and deliver to the other Party a copy hereof containing that Party's original signature. This Agreement, any other document necessary for the consummation of the transaction contemplated by this Agreement may be accepted, executed or agreed to through the use of an electronic signature in accordance with the Electronic Signatures in Global and National Commerce Act ("E-Sign Act"), Title 15, United States Code, Sections 7001 et seq., the Uniform Electronic Transaction Act ("UETA") and any applicable state law.

10. Dispute Resolution:

- A. **Mediation:** Except as otherwise provided in this Agreement, the Parties agree to mediate any dispute or claim arising between them out of this Agreement, or any resulting transaction, before resorting to arbitration or court action through any mediation provider or Service mutually agreed to by the Parties. Mediation fees, if any, shall be divided equally among the Parties involved. If, for any dispute or claim to which this paragraph applies, any Party (i) commences an arbitration or action without first attempting to resolve the matter through mediation, or (ii) before commencement of an arbitration or action, refuses to mediate after a request has been made, then that Party shall not be entitled to recover attorney fees, even if they would otherwise be available to that Party in any such action. THIS MEDIATION PROVISION APPLIES WHETHER OR NOT THE ARBITRATION PROVISION IS INITIALED.
- B. **Arbitration of Disputes:** Except as otherwise provided in this Agreement, the Parties agree that any dispute or claim in law or equity arising between them out of this Agreement or any resulting transaction, which is not settled through mediation, shall be decided by neutral, binding arbitration. The arbitrator shall be a retired judge or justice, or an attorney with at least 20 years of commercial - internet law experience, unless the Parties mutually agree to a different arbitrator. The Parties shall have the right to discovery in accordance with Code of Civil Procedure §1283.05. In all other respects, the arbitration shall be conducted in accordance with Title 9 of Part 3 of the Code of Civil Procedure. Judgment upon the award of the arbitrator(s) may be entered into any court having jurisdiction. Enforcement of this Agreement to arbitrate shall be governed by the Federal Arbitration Act.
- C. **"NOTICE: BY INITIALING IN THE SPACE BELOW YOU ARE AGREEING TO HAVE ANY DISPUTE ARISING OUT OF THE MATTERS INCLUDED IN THE 'ARBITRATION OF DISPUTES' PROVISION DECIDED BY NEUTRAL ARBITRATION AS PROVIDED BY CALIFORNIA LAW AND YOU ARE GIVING UP ANY RIGHTS YOU MIGHT POSSESS TO HAVE THE DISPUTE LITIGATED IN A COURT OR JURY TRIAL. BY INITIALING IN THE SPACE BELOW YOU ARE GIVING UP YOUR JUDICIAL RIGHTS TO DISCOVERY AND APPEAL, UNLESS THOSE RIGHTS ARE SPECIFICALLY INCLUDED IN THE 'ARBITRATION OF DISPUTES' PROVISION. IF YOU REFUSE TO SUBMIT TO ARBITRATION AFTER AGREEING TO THIS PROVISION, YOU MAY BE COMPELLED TO ARBITRATE UNDER THE AUTHORITY OF THE CALIFORNIA CODE OF CIVIL PROCEDURE. YOUR AGREEMENT TO THIS ARBITRATION PROVISION IS VOLUNTARY. WE HAVE READ AND UNDERSTAND THE FOREGOING AND AGREE TO SUBMIT DISPUTES ARISING OUT OF THE MATTERS INCLUDED IN THE 'ARBITRATION OF DISPUTES' PROVISION TO NEUTRAL ARBITRATION."**

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ITECH Solution initials

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Client initials

- 11. **Legal Expenses:** In the event legal action is taken by either Party to enforce its rights under this Agreement, all costs and expenses incurred by the prevailing Party, including reasonable attorney's fees and court costs, shall be paid by the other Party.
- 12. **Force Majeure:** Except with regard to any obligation to pay money hereunder, neither Party hereto shall be held responsible for any delay or failure in performance hereunder caused in whole or in part by fire, strike, flood, embargo, labor dispute, delay or failure of any subcontract, telecommunications failure, act of sabotage, riot, accident, delay of carrier or supplier, voluntary or mandatory compliance with any governmental act, regulation or request, act of God

or by public enemy, or any act or omission or other cause beyond such Party's control. If any such contingency does occur, the time to perform an obligation under this Agreement affected thereby shall be deemed extended by the length of time such contingency continues.

13. **Authority:** If either Party to this Agreement is a corporation, limited liability company, trust or other legal entity, each individual executing this Agreement on behalf of said corporation, limited liability company, trust or other legal entity represents and warrants that he or she is duly authorized to execute and deliver this Agreement on behalf of said corporation, limited liability company, trust or other legal entity, in accordance with the bylaws of said corporation, operating agreement of any limited liability company, trust documents or governing documents of said other legal entity, and that this Agreement is binding on said corporation, limited liability company, trust or other legal entity.
14. **Independent Contractor; Use of Subcontractors:** ITECH Solutions is an independent contractor and nothing in this Agreement or related to ITECH Solutions performance under any Service request shall be construed to create an employee relationship between Client and ITECH Solutions or any ITECH Solutions consultant or subcontractor. Neither ITECH Solutions, nor any of ITECH Solutions employees, shall be entitled to any benefits accorded to Client's employees, including without limitation worker's compensation, disability insurance, vacation or sick pay. ITECH Solutions may, in its discretion, utilize subcontractors to provide the Services hereunder.
15. **Proprietary Rights:**
 - A. **ITECH Solutions Intellectual Property:** The Parties acknowledge and agree that ITECH Solutions may use preexisting proprietary computer software, methodology, techniques, software libraries, tools, algorithms, materials, products, ideas, skills, designs, know-how or other intellectual property owned by ITECH Solutions or its licensors, and ITECH Solutions may also create additional intellectual property, in the performance of the Services (all of the foregoing, the "ITECH Solutions Intellectual Property"). Client agrees that any and all proprietary rights to the ITECH Solutions Intellectual Property, as it existed as of the date hereof and as it may be modified or created in the course of providing the Services, including patent, copyright, trademark, and trade secret rights, to the extent they are available, are the sole and exclusive property of ITECH Solutions, free from any claim or retention of rights thereto on the part of Client, and Client hereby assigns to ITECH Solutions any rights it may have in any of the foregoing.
 - B. **Client Rights to Deliverables:** ITECH Solutions hereby grants to Client a perpetual, worldwide, royalty-free, non-exclusive, non-transferable right and license to use such ITECH Solutions Intellectual Property as may be incorporated in any deliverables provided to Client, only for its own internal business purposes and to provide Services to its customers consistent with the purposes of the Services.
 - C. **Restrictions:** Client shall not copy, use, modify, or distribute any ITECH Solutions Intellectual Property except as expressly licensed in this Agreement. Client shall not cause or permit the modification, distribution, reverse engineering, decompilation, disassembly or other translation of the ITECH Solutions Intellectual Property. Client shall not alter, change, or remove from the ITECH Solutions Intellectual Property any identification, including copyright and trademark notices, and further agrees to place all such markings on any copies thereof.
16. **Indemnities:**
 - A. **Infringement Claims:** Subject to the limitations set forth in Section "Governing Law" below, Client agrees to indemnify, defend and hold ITECH Solutions harmless against any action to the extent that such action is based upon a claim that the software or any of Client's information, infringes upon the intellectual property rights of any third party.
 - B. **Indemnification of ITECH Solutions from Third Party Claims:** Client acknowledges and agrees that by ITECH Solutions entering into and performing its obligations under this Agreement, ITECH Solutions will not assume and should not be exposed to the business and operational risks associated with Client's business, and Client therefore agrees, subject to Section "Governing Law", and except in the case of ITECH Solutions willful misconduct or gross negligence, to indemnify, defend and hold ITECH Solutions harmless from any and all Third party Claims. actions, damages, liabilities, costs and expenses (including attorney's fees and expenses) arising out of or related to the conduct of Client's business, including, without limitation, the use by Client of the Services.
 - C. **Procedures:** All indemnification obligations under this Section "Governing Law" shall be subject to the following requirements: (a) ITECH Solutions shall provide Client with prompt written notice of any claim; (b) ITECH Solutions shall permit Client to assume and control the defense of any action upon Client's written acknowledgment of the obligation to indemnify, defend and hold harmless (unless, in the opinion of counsel of ITECH Solutions, such

assumption would result in a material conflict of interest); and (c) Client shall not enter into any settlement or compromise of any claim without ITECH Solutions prior written consent, which shall not be unreasonably withheld.

17. Confidentiality:

- A. Scope of Obligation:** In connection with the Services performed under this Agreement, the Parties may have access to the other Party's Confidential Information. "Confidential Information" means non-public Information that the disclosing Party designates in writing as being confidential. Confidential Information includes, without limitation, information relating to the disclosing Party's software or hardware products which may include source code, data files, documentation, specifications, databases, networks, system design, file layouts, tool combinations and development methods, as well as, information relating to the disclosing Party's business or financial affairs, which may include business methods, marketing strategies, pricing, competitor information, product development strategies and methods, Client lists and financial results. Confidential Information includes all tangible materials which contain Confidential Information whether written or printed documents, computer disks or tapes whether user or machine readable. The Parties agree to maintain the confidentiality of the Confidential Information and to protect as a trade secret any portion of the other Party's Confidential Information by preventing any unauthorized copying, use, distribution, installation or transfer or possession of such information. Each Party agrees to maintain at least the same procedures regarding Confidential Information that it maintains with respect to its own Confidential Information, but in no event less than a reasonable standard of care. Without limiting the generality or the foregoing, neither Party shall permit any of its personnel to remove any proprietary or other legend or restrictive notice contained or included in any material provided by the disclosing Party and the receiving Party shall not permit its personnel to reproduce or copy any such material except as expressly authorized hereunder. A Party's Confidential Information may only be used by the other Party in order to fulfill its obligations under this Agreement.
- B. Exceptions:** Confidential Information shall not include any information that: (a) is already known to the receiving Party or its affiliates to be free of any obligation to keep it confidential; (b) is or becomes publicly known through no wrongful act of the receiving Party or its affiliates; (c) is received by the receiving Party from a third party without any restriction on confidentiality; (d) is independently developed by the receiving Party or its affiliates; (e) is disclosed to third Parties by the disclosing Party without any obligation of confidentiality; or (f) is approved for release by prior written authorization of the disclosing Party.
- C. Residual Rights:** Each Party acknowledges that the other may, as a result of its receipt of or exposure to the other Party's Confidential information, increase or enhance the knowledge and experience retained in the unaided memories of its directors, employees, agents or contractors. Notwithstanding anything to the contrary in this Agreement, each Party and its directors, employees, agents or contractors may use and disclose such knowledge and experience in such Party's business, so long as such use or disclosure does not involve specific Confidential Information received from the other Party. The disclosing Party will not have rights in such knowledge and experience acquired by the recipient Party, nor rights in any business endeavors of the recipient Party which may use such knowledge and experience, nor rights to compensation related to the recipient Party's use or such knowledge and experience.
- D. Irreparable Harm:** Both Parties acknowledge that any use or disclosure of the other Party's Confidential Information in a manner inconsistent with the provisions of this Agreement may cause the disclosing Party irreparable damage for which remedies other than injunctive relief may be inadequate, and both Parties agree that the disclosing Party may request injunctive or other equitable relief seeking to restrain such use or disclosure without the necessity of proving actual harm or posting bond, or in the event a bond is required, the amount shall be the lowest as allowed by law.
- E. Survival of Obligation:** The terms and provisions of the Confidentiality section of this Agreement shall survive any expiration or termination of this Agreement.
- 18. Non Solicitation of Employees:** Each Party acknowledges that the other Party has a substantial investment in its employees. In consideration of this investment, both Parties agree not to solicit any employee of the other, without first receiving the other Parties' written consent. In case of any breach of this Section, the non-breaching Party may sue the breaching Party to recover its actual damages and for injunctive relief.

19. **Choice of Law; Venue:** The validity and construction of this Agreement shall be governed exclusively by the laws of the State of California and the venue for any mediation, action, including arbitration, concerning this Agreement or any other cause of action shall be San Luis Obispo County, State of California. The Parties hereto acknowledge and agree that this Agreement was entered into, and is to be performed, in the above referenced County. The Parties acknowledge that this Agreement constitutes the minimum contacts necessary to establish personal jurisdiction in the State of California and agree to submit to the State of California courts exercise of personal jurisdiction.
20. **Advice:** Each Party hereto acknowledges and agrees that they have been advised that prior to their execution of this Agreement, that each Party should seek independent legal counsel to review this Agreement and be afforded the benefit of the advice from the same. This Agreement and the terms and conditions thereof were determined in arm's length negotiations by, between and among the Parties hereto. Accordingly, each Party warrants and represents that each Party has, prior to execution of this Agreement, has either sought out the advice of independent counsel with regards to this Agreement, or that each Party has voluntarily chosen not to avail themselves of such advice, having fully read and understood the terms, conditions and legal consequences of this Agreement.
21. **Time is of the Essence:** Time is expressly declared to be of the essence of this Agreement.
22. **Service of Notice:** Service of all notices under this Agreement shall be sufficient if made by registered mail to the specific Party involved herein at its respective address noted in the preamble to this Agreement.
23. **Entire Agreement and Modifications:** Each Party acknowledges that it has read this Agreement and further agrees that the Agreement is the complete and exclusive statement of the Parties and supersedes and merges all prior proposals, understandings, and agreements, oral or written, between the Parties relating to the subject matter hereof, including without limitation, the terms of any Client request for proposal. No modification, amendment, supplement to or waiver of this Agreement shall be binding upon the Parties hereto unless made in writing and duly signed by both Parties.
24. **No Waiver:** The failure of any Party hereto to enforce at any time, or for any period of time, the provisions of this Agreement shall not be construed as a waiver of such provision or of the right of such Party thereafter to enforce each and every such provision of this Agreement.
25. **Captions:** The captions of the sections and paragraphs of this Agreement are inserted only as a matter of convenience and for reference, and in no way define, limit or describe the scope of this Agreement, or the intent of any provision hereof.
26. **Severability:** In the event any one or more of the provisions of this Agreement or of any exhibit is held to be invalid or otherwise unenforceable, the enforceability of the remaining provisions shall be unimpaired.
27. **Assignment:** Neither Party shall assign its rights or obligations under this Agreement without the prior written consent of the other Party, which shall not be unreasonably withheld or delayed. Notwithstanding the foregoing, either Party may assign this Agreement to an entity who acquires substantially all of the stock or assets of such Party; provided that consent will be required in the event that the non-assigning Party reasonably determines that the assignee will not have sufficient capital or assets to perform its obligations hereunder. All terms and provisions of this Agreement shall be binding upon and inure to the benefit of the Parties hereto and their respective permitted transferees, successors and assigns.



MANAGED SERVICES AGREEMENT

AGREEMENT AND ACCEPTANCE

IN WITNESS WHEREOF, the Parties hereto agree to the above terms and have executed this Agreement which is effective on the Agreement start date of **6/1/2020**.

Agreement Commitment and Auto Renewal Term:

<u>90 Day Month To Month</u>	<u>1 Year</u>	<u>2 Year</u>	<u>3 Year</u>
Temporary Agreement	5% Yearly Cost Increase	4.5% Yearly Cost Increase	4% Yearly Cost Increase
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Agreement Non-Renewal Notice Deadline: **60 days before auto renewal date**

DocuSigned by:
Brian Weiss

ITECH Solutions:
By: Brian J. Weiss, CEO of ITECH Solutions

Date Signed: 5/29/2020

CLIENT: Lorena Zarate, Finance Director for City of Guadalupe

DocuSigned by:


By: *Lorena Zarate*

Date Signed: 6/1/2020



Agenda Item No. 6.

REPORT TO THE CITY COUNCIL OF THE CITY OF GUADALUPE
Agenda of June 9, 2020


Prepared by:
Lorena Zarate, Finance Director


Approved by:
Todd Bodem, City Administrator

SUBJECT: April 2020 Finance Report

RECOMMENDATION:

That the City Council accept the April 2020 Finance Report

DISCUSSION:

The Finance Department has prepared a Financial Report through April 2020 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:

Attachment 1 – April 2020 Finance Report



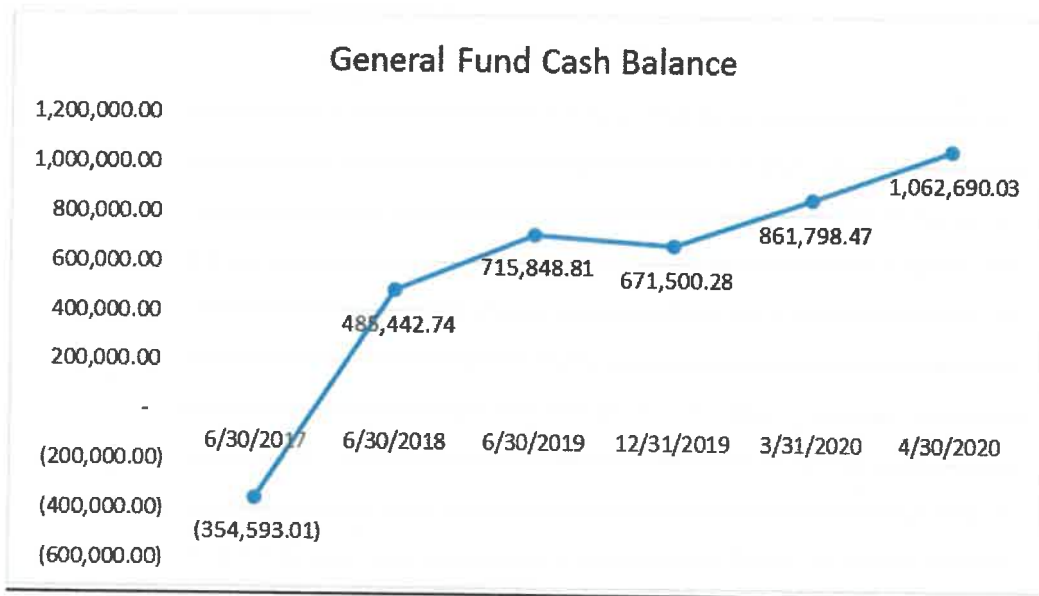
City of Guadalupe Financial Report Fiscal Year to Date through April 30, 2020

Overview

The fiscal year 2019-20 financial report concentrates on the General Fund and Water/Wastewater Enterprise Funds as of April 30, 2020, or 83 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 83 percent of the fiscal year expended.

General Fund Cash

The annual cash balance below shows positive cash balances as compared to prior; total cash as of April 30th, 2020 was \$1,062,690.03. Since 2017, there has been a positive increase in cash balances.



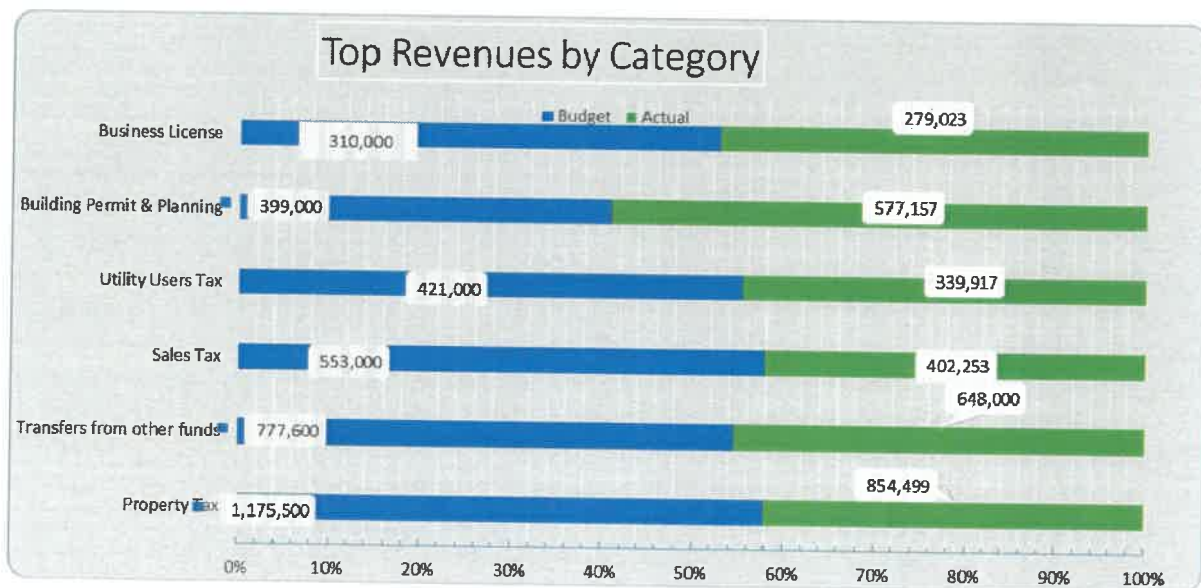
General Fund Revenue

Budgeted revenues versus actual revenue received through April 30, 2020 shows the General Fund slightly above target at 86.5 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. In regards to property and sales tax, which comprise our top revenue categories, timing delays in payments cause the shortage. In addition, the COVID pandemic has caused the deferral of sales tax payments to local jurisdictions to help relief small businesses, which may cause sales tax

revenue to be lower than expected. Building License and Business Permit revenues are currently exceeding the budget, due to the Pasadera development, which has continued amid the COVID pandemic. 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.

Gen. Fund Revenue by Category			
Category	Budget	Actual	%
Property Tax	1,175,500	854,499	72.7%
Transfers from other funds	777,600	648,000	83.3%
Sales Tax	553,000	402,253	72.7%
Utility Users Tax	421,000	339,917	80.7%
Building Permit & Planning	399,000	577,157	144.7%
Business License	310,000	279,023	90.0%
Revenue from other agencies	195,000	165,350	84.8%
Franchise Fees	180,000	214,695	119.3%
COPS Grant	100,000	152,755	152.8%
Rental of Property	100,000	105,815	105.8%
Administrative Overhead	100,000	89,584	89.6%
Other	479,122	315,966	65.9%
Total Revenue	4,790,222	4,145,015	86.5%

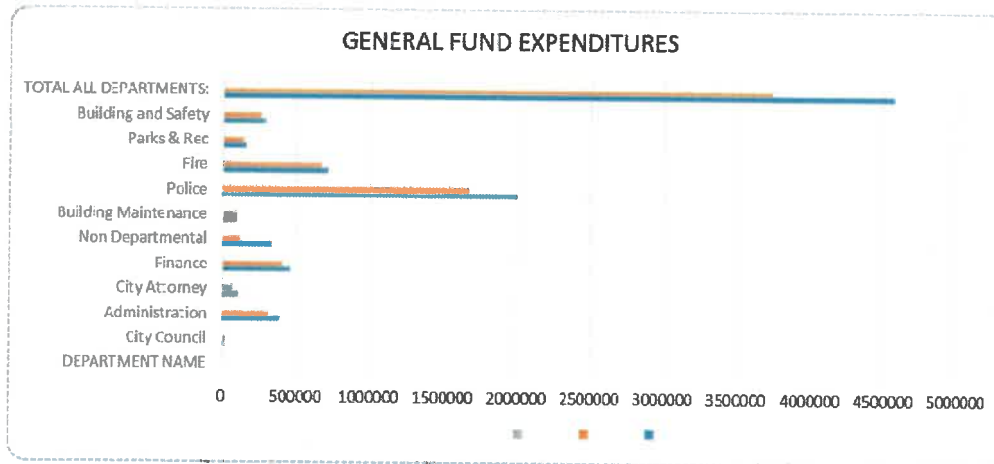


General Fund Expenditures

Expenditures are just under budget at 82 percent expended. The Table and Chart below shows all General Fund Departments and spending trends as of April 30, 2020. Highlighted in yellow, are departments within the General Fund that individually exceed the departmental budget.

The City Council department is exceeding the budget mostly because of training/travel expenses. The Finance department is exceeding the budget mostly because of temporary employees during new staff transitions. The Building Maintenance department is exceeding the budget mostly because of operating expenses and professional services, including improvements to offices and building supplies. The Fire department is exceeding the budget mostly because of employee payroll costs. Overall, expenditures for the General Fund are lower than revenues so far. City Staff will continue to monitor closely, especially as it relates to virus pandemic. The Finance Department has created a new account code to track COVID related costs separately to help with reimbursement from FEMA.

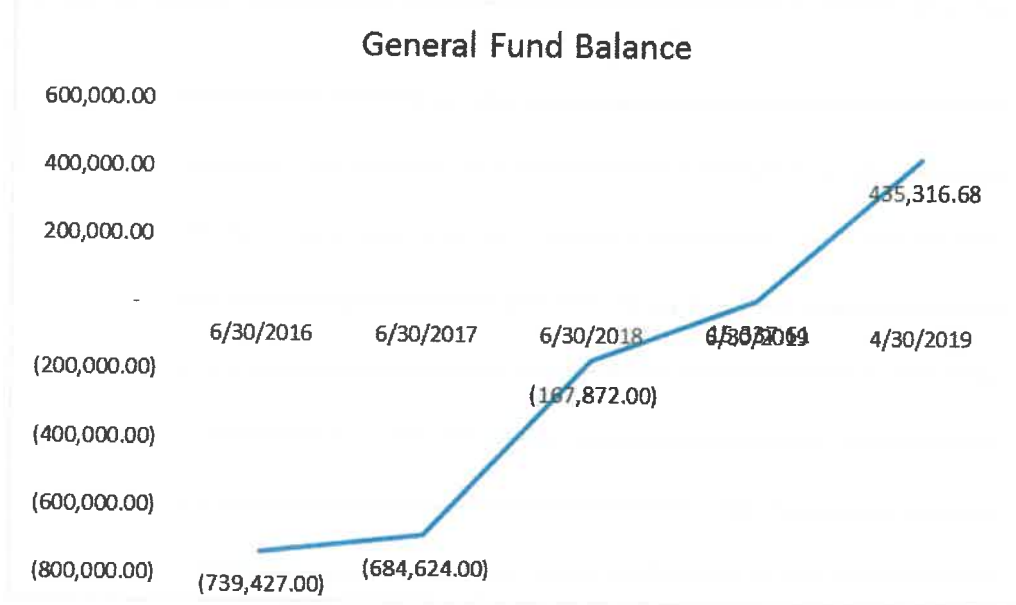
2019-20 GENERAL FUND EXPENDITURES			
DEPARTMENT NAME	Adopted Budget	Actual Spent as of 4/30/2020	83%
City Council	15,377	13,485	88%
Administration	391,608	313,896	80%
City Attorney	110,000	61,299	56%
Finance	463,310	403,737	87%
Non Departmental	330,663	118,921	36%
Building Maintenance	94,136	95,007	101%
Police	1,994,855	1,664,765	83%
Fire	719,072	663,409	92%
Parks & Rec	158,282	136,640	86%
Building and Safety	286,060	253,877	89%
TOTAL ALL DEPARTMENTS:	4,563,363	3,725,035	82%



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 April 30, 2020 is positive \$435,316. 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 \$684,504.

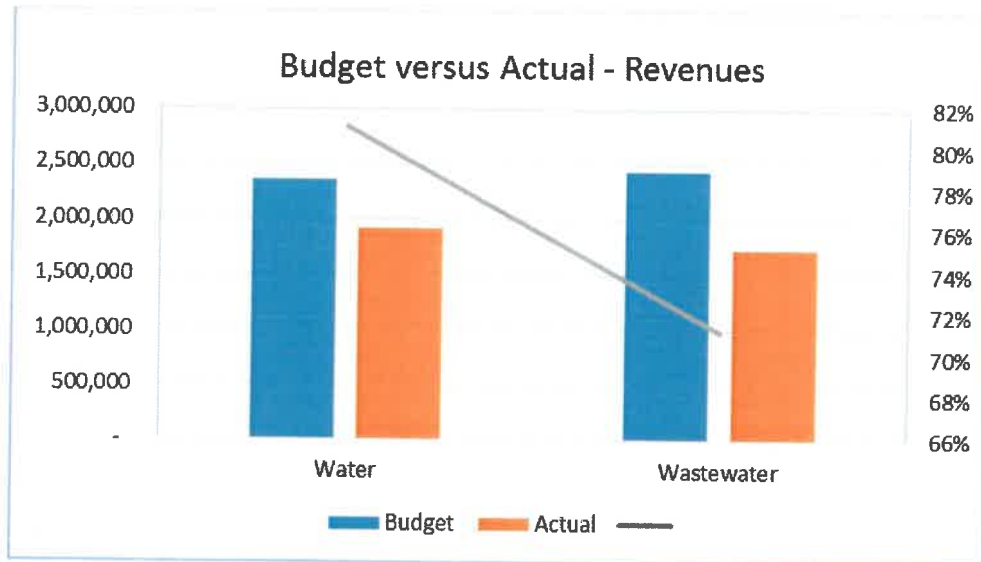


ENTERPRISE FUNDS – WATER AND WASTEWATER

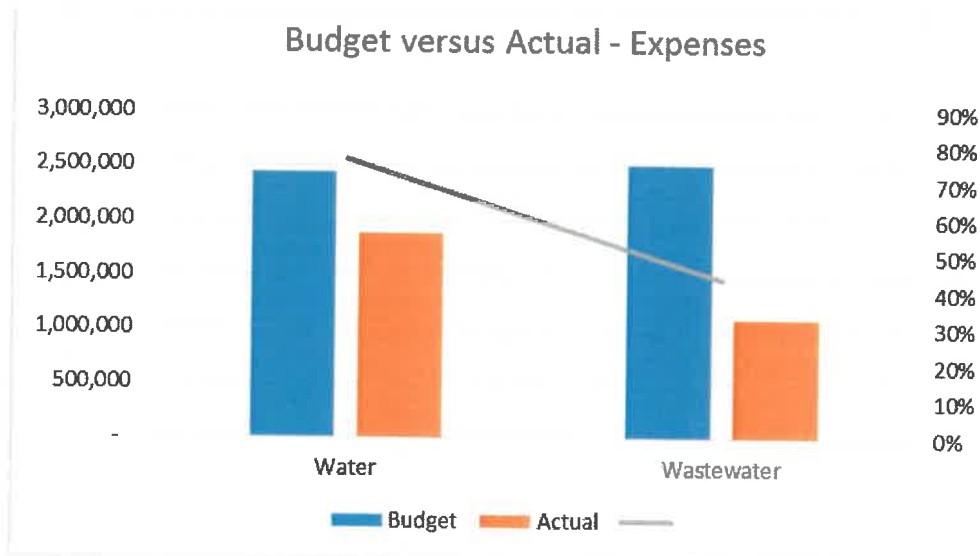
The Statement of Revenues and Expenditures through April of fiscal year 2019-20 is shown in the Table below.

Actuals Through April 30, 2020	Water	Wastewater
<u>REVENUES</u>		
Charges for Services	1,708,897	1,373,165
Interest	29,816	23,049
Other	85,319	41,774
Connection Fees	20,384	12,076
Developer Fees	69,853	288,750
Total	1,914,269	1,738,813
<u>EXPENSES</u>		
Operating	816,607	909,827
Capital	22,785	181,831
Depreciation	-	-
State Water	887,227	-
Debt Service	147,648	-
Total	1,874,268	1,091,658

The following charts compare budget to actual Revenue and Expense:



The Enterprise funds experienced revenue at 81 percent of budget for Water. Wastewater was slightly below budget at 71 percent of revenue expected for the period.



Operating expenses for Water and Wastewater are below budget at 77 percent and 44 percent, respectively.

CONCLUSION

The funds analyzed in this report are generally in line with budget. Overall Revenue exceeded Expenditures in the Enterprise Funds and General Fund. There were no significant budget fluctuations as of April 2020. However, City Staff will monitor closely as COVID pandemic progresses.

Information in this report is unaudited.