



**\*\*\*DUE TO COVID-19, SEATING CAPACITY IS LIMITED TO NO MORE THAN 10 ATTENDEES\*\*\***

**\*\*\*MEETING BROADCAST LIVE ON TOWN OF GUADALUPE FACEBOOK PAGE\*\*\***

**NOTICE OF REGULAR MEETING  
OF THE GUADALUPE TOWN COUNCIL**

**THURSDAY, SEPTEMBER 10, 2020  
6:00 P.M.**

**GUADALUPE TOWN HALL  
9241 SOUTH AVENIDA DEL YAQUI, MUSEUM ROOM  
GUADALUPE, ARIZONA**

Valerie Molina  
Mayor

Ricardo Vital  
Vice Mayor

Mary Bravo  
Councilmember

Anita Cota Soto  
Councilmember

Gloria Cota  
Councilmember

Elvira Osuna  
Councilmember

Joe Sánchez  
Councilmember

Agendas/Minutes:  
[www.guadalupeaz.org](http://www.guadalupeaz.org)

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

Pursuant to A.R.S. 38-431.02, notice is hereby given to the members of the Town of Guadalupe Council and to the general public that the Guadalupe Town Council will hold a meeting, open to the public, on Thursday, September 10, 2020, at 6:00 P.M., at Guadalupe Town Hall, 9241 South Avenida del Yaqui, Museum Room, Guadalupe, Arizona.

**AGENDA**

A. CALL TO ORDER

B. ROLL CALL

C. INVOCATION/PLEDGE OF ALLEGIANCE

D. APPROVAL OF MINUTES

1. Approval of the August 20, 2020, Town Council Regular Meeting Minutes.
2. Approval of the August 20, 2020, Town Council Special Meeting Minutes.

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

F. MAYOR and COUNCIL PRESENTATIONS:

Veronica Matuz Day, September 16, 2020 – Proclamation

G. DISCUSSION AND POSSIBLE ACTION ITEMS:

1. **CENSUS 2020 UPDATE:** Council will receive an update from Town staff regarding the current Town of Guadalupe census response rates and the importance of the census to the community. Council may provide direction to the Town Manager / Clerk.

2. **COVID-19 ACTION UPDATE:** Council will receive an update from Town staff regarding current steps taken to safe guard public health and safety in response to the Coronavirus and its impact to Town services. Council may provide direction to the Town Manager / Clerk. *There is no material for this agenda item.*



Valerie Molina  
Mayor

Ricardo Vital  
Vice Mayor

Mary Bravo  
Councilmember

Anita Cota Soto  
Councilmember

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**3. AWARD OF CONTRACT – COVID-19 CONSULTANT SERVICES:** Council will consider and may take action to authorize the Town Manager / Clerk to enter into a contract (C2020-26) with Interim Public Management, LLC, to provide interim Covid-19 Relief Project Manager administration and oversight services. The contract term is September 1, 2020 through December 30, 2020; and, the contract amount is not to exceed \$80,000. Approval of this contract authorizes the Town Manager / Clerk to execute all documents in furtherance of this agreement. Council may provide direction to the Town Manager / Clerk.

H. TOWN MANAGERS' COMMENTS

I. COUNCILMEMBERS' COMMENTS

J. ADJOURNMENT



September 4, 2020

To: The Honorable Mayor and Town Council

From: Jeff Kulaga, Town Manager / Clerk

RE: September 10, 2020, Town Council Regular Meeting Information Report

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

**Agenda Items:**

D1. AUGUST 20, 2020 REGULAR COUNCIL MEETING MINUTES. (Pages 4-5)

D2. AUGUST 20, 2020 SPECIAL COUNCIL MEETING MINUTES. (Pages 6-7)

F. VERONICA MUTZ DAY – SEPTEMBER 16, 2020 PROCLAMATION (Page 8)

G1. **CENSUS 2020 UPDATE:** Town staff will provide an update regarding Guadalupe's Census 2020 response rate. Guadalupe's response rate is lagging slightly behind county, state, and national rates.

Key dates:

- July 1 – September 3: Census takers will work with administrators at colleges, senior centers, prisons, and other facilities that house large groups of people to make sure that everyone is counted.
- August 11 – October 31: Census takers will interview homes that haven't responded to the 2020 Census to ensure everyone is counted.
- December: The Census Bureau will deliver apportionment counts to the President and Congress, as required by law.
- March 31, 2021: By this date, the Census Bureau will send redistricting counts to the states. This information is used to redraw legislative districts based on population changes.

**Important:** Census populations determine the allocation of federal funding and electoral districts based on where populations increase or decrease. The results of the 2020 Census will help determine how hundreds of billions of dollars in federal funding flow into communities every year, for the next decade. The attached PowerPoint and materials expand on the importance of the 2020 Census. **(Pages 9-21)**

G2. **COVID-19 UPDATE:** An update of current Town of Guadalupe COVID19 conditions, as provided by Maricopa County Health Services, will be presented via a PowerPoint presentation at the meeting. *Material for this agenda item will be provided at the meeting.*

G3. **IPM COVID-19 PROJECT MANAGER CONTRACT:** The Town Manager / Clerk recommends award of a contract to Interim Public Management, LLC, an Arizona limited liability company ("IPM"), for IPM to retain a COVID-19 Project Manager for the term of September 1, 2020 to December 30, 2020. The COVID-19 Project Manager will provide the needed professional, executive-level administration and oversight for COVID-19 Relief funding.

The Town shall pay a weekly fee of \$3,995 to IPM, during which the IPM Project Manager provides services to the Town. Approval of this contract provides the Town of Guadalupe resources to properly oversee expenditures of COVID-19 Relief Funds, proper implementation of COVID-19 community education and prevention services, proper reimbursement of COVID-19 PPE supplies and equipment costs, proper purchase of food stocks for increasing Community Action Program demands, proper disbursement of rental and utility assistance funds, and proper compliance with eligible expenses in accordance with Section 601(d) of the Social Security Act and the related guidance published by the Department of Treasury for Coronavirus Relief Funds. **(Pages 22-25)**



# Minutes Town Council Regular Meeting August 20, 2020

Valerie Molina  
Mayor

Ricardo Vital  
Vice Mayor

Mary Bravo  
Councilmember

Anita Cota Soto  
Councilmember

Gloria Cota  
Councilmember

Elvira Osuna  
Councilmember

Joe Sánchez  
Councilmember

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Minutes of the Guadalupe Town Council Regular Meeting held on Thursday, August 20, 2020, 4:00 p.m., at Guadalupe Town Hall, 9241 South Avenida del Yaqui, Museum Room, Guadalupe, Arizona.

**A. CALL TO ORDER**

Mayor Molina called the meeting to order at 4:02 p.m.

**B. ROLL CALL**

Councilmembers Present: Mayor Valerie Molina, Vice Mayor Ricardo Vital, Councilmember Mary Bravo, and Councilmember Elvira Osuna

Councilmember Absent: Councilmember Anita Cota Soto, Councilmember Gloria Cota, and Councilmember Joe Sánchez

Staff Present: Jeff Kulaga – Town Manager / Clerk, David Ledyard – Town Attorney

**C. INVOCATION/PLEDGE OF ALLEGIANCE**

**D. APPROVAL OF MINUTES**

**Motion by Vice Mayor Vital to approve agenda items D1 and D2; second by Councilmember Osuna. Motion passed unanimously on a voice vote 7-0.**

1. Approved the June 25, 2020, Town Council Special Meeting minutes.
2. Approved the July 23, 2020, Town Council Regular Meeting minutes.

**E. CALL TO THE PUBLIC:** No one spoke.

**F. MAYOR AND COUNCIL PRESENTATIONS:** None

**G. DISCUSSION AND POSSIBLE ACTION ITEM:**

**1. AUGUST 4, 2020, PRIMARY ELECTION CANVASS (RESOLUTION NO. R2020.26A)**

Jeff Kulaga, Town Manager / Clerk, stated that Valerie Molina was elected to the seat of Mayor, and Anita Cota Soto, Ricardo Vital, and Elvira Osuna were all elected to the seat of Councilmember. The resolution and attachments are required to be adopted by the Town Council. Once the Council has adopted the resolution and attachments, staff will forward the signed resolution to the Secretary of State and to the Attorney General's Office.

Swearing in of the newly elected Mayor and Councilmembers is scheduled for the Thursday, November 12, 2020, Regular Council Meeting. Councilmembers, David Ledyard, Town Attorney, and Mr. Kulaga discussed who would be most appropriate to oversee the swearing in ceremony.

**Motion Councilmember Bravo to approve agenda item D1; second by Vice Mayor Vital. Motion passed unanimously on a voice vote 4-0.**



Valerie Molina  
Mayor

Ricardo Vital  
Vice Mayor

Mary Bravo  
Councilmember

Anita Cota Soto  
Councilmember

Gloria Cota  
Councilmember

Elvira Osuna  
Councilmember

Joe Sánchez  
Councilmember

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Councilmembers adopted **RESOLUTION NO. R2020.26A** to approve the August 4, 2020 Primary Election canvass, as provided to the Town Manager / Clerk by the Maricopa County Elections Department. After the vote has been canvassed, notice of the outcome of the election will be provided to the Auditor General's Office and to the Economic Estimates Commission, per Arizona Revised Statutes.

H. TOWN MANAGERS' COMMENTS

Jeff Kulaga, Town Manager / Clerk

- o Presented a Certificate of Election to Mayor Molina, Vice Mayor Vital, and Councilmember Osuna.
- o In lieu of a staff appreciation event, full-time staff was given a one-time bonus of \$250; and, part-time staff was given \$100.
- o Public Works staff is in the process of trimming trees throughout Town.

I. COUNCILMEMBERS' COMMENTS

Councilmember Bravo

- o Discussed trees that are in need of water.

J. ADJOURNMENT

**Motion by Councilmember Bravo to adjourn the Town Council Regular Meeting; second by Vice Mayor Vital. Motion passed unanimously on a roll call vote 4-0.**

The meeting was adjourned at 4:14 p.m.

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

ATTEST:

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

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the August 20, 2020, Town of Guadalupe, Town Council Regular Meeting. I further certify the meeting was duly called and held, and that a quorum was present.

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



# Minutes Town Council Special Meeting August 20, 2020

Valerie Molina  
Mayor

Ricardo Vital  
Vice Mayor

Mary Bravo  
Councilmember

Anita Cota Soto  
Councilmember

Gloria Cota  
Councilmember

Elvira Osuna  
Councilmember

Joe Sánchez  
Councilmember

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Minutes of the Guadalupe Town Council Special Meeting held on Thursday, August 20, 2020, immediately following the Regular Council Meeting which begins at 4:00 p.m., at Guadalupe Town Hall, 9241 South Avenida del Yaqui, Museum Room, Guadalupe, Arizona.

**A. CALL TO ORDER**

Mayor Molina called the meeting to order at 4:15 p.m.

**B. ROLL CALL**

Councilmembers Present: Mayor Valerie Molina, Vice Mayor Ricardo Vital, Councilmember Mary Bravo, and Councilmember Elvira Osuna

Councilmembers Absent: Councilmember Gloria Cota, Councilmember Anita Cota Soto, and Councilmember Joe Sánchez

Staff Present: Jeff Kulaga – Town Manager / Clerk and David Ledyard – Town Attorney

**C. DISCUSSION AND POSSIBLE ACTION ITEMS:**

**1. EXECUTIVE SESSION**

**Motion by Vice Mayor Vital to convene into Executive Session; second by Councilmember Osuna. Motion passed unanimously on a voice vote 4-0.**

Councilmembers voted to go into an Executive Session, closed to the public, to obtain legal advice from the Town Attorney on the following topics as allowed by ARS 38-431.03 A2, A3, A4 and A7:

- a. The Mint Dispensary Variance Request – 5210 S. Avenida del Yaqui, Guadalupe, AZ
- b. Use of Section 601(d) of Social Security Act as added by section 5001 of the Coronavirus Aid, Relief, and Economic Security Act ("CARES Act")



D. ADJOURNMENT

Motion by Vice Mayor Vital to adjourn the Special Council Meeting; second by Councilmember Osuna. Motion passed unanimously on a voice vote 4-0.

The meeting was adjourned at 4:16 p.m.

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

ATTEST:

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

Valerie Molina  
Mayor

Ricardo Vital  
Vice Mayor

Mary Bravo  
Councilmember

Anita Cota Soto  
Councilmember

Gloria Cota  
Councilmember

Elvira Osuna  
Councilmember

Joe Sánchez  
Councilmember

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the August 20, 2020, Town of Guadalupe, Town Council Special Meeting. I further certify the meeting was duly called and held, and that a quorum was present.

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

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# Proclamation

**WHEREAS**, Veronica Matuz, Senior Center Director, began her career serving the Town of Guadalupe residents in 1989; and

**WHEREAS**, Veronica Matuz will be celebrating 30 years of distinguished service to the Town of Guadalupe and its residents; and

**WHEREAS**, Veronica Matuz has served the Town of Guadalupe as a Court Clerk, Receptionist, Housing Specialist, CAP Case Worker, Senior Center Coordinator, and Senior Center Director; and

**WHEREAS**, Veronica Matuz has modeled exemplary characteristics of a Town of Guadalupe employee; and

**WHEREAS**, Veronica Matuz has demonstrated compassion, understanding, and determination in serving the Town of Guadalupe and its residents; and

**WHEREAS**, Veronica Matuz, a well-respected public servant will be missed by her colleagues and those that she has proudly served; and

**WHEREAS**, Veronica Matuz is now taking a leap to enter into retirement to spend more time with her family; and

**NOW, THEREFORE**, I, Mayor Valerie Molina, of the Town of Guadalupe, Arizona, on behalf of my Council colleagues and Town staff, do hereby proclaim September 16, 2020 to be:

## **VERONICA MATUZ DAY**

in the Town of Guadalupe, of the State of Arizona.

Signed this 10<sup>th</sup> day of September, 2020

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Valerie Molina, Mayor  
Town of Guadalupe, Arizona

# Increasing Guadalupe's 2020 Census Response Rate

Prepared for and presented: Town Council Meeting, September 10, 2020.

## Importance of Responding: Impact to Community

The Census is a once in a decade opportunity for local communities to access resources and fair representation in Congress. From roads and schools to social wellbeing programs like housing for those in need, the Census informs how many resources communities are allotted given their population and demographics. Simply put, the Census creates statistics about our country in order to allocate resources and funding as well as accurately represent those communities in the House of Representatives. Responding to the Census helps leaders better serve their communities.

- **Impact in Your Community:** <https://2020census.gov/en/community-impact.html>
- **Report: Uses of Census Bureau Data in Federal Funds Distribution**
  - “This paper documents at least 132 programs, including seven newly identified programs, that used Census Bureau data to distribute more than \$675 billion in funds during fiscal year 2015.”
  - <https://2020census.gov/content/dam/2020census/materials/partners/2020-01/Uses-of-Census-Bureau-Data-in-Federal-Funds-Distribution.pdf>

## Improving Guadalupe's Response Rate

Response Rate Comparisons (as of 8/31/20 by <https://2020census.gov/en/response-rates/self-response.html>):

Town: 50.0%

County: 65.4%

State: 61.4%

Currently, Guadalupe's self-response rate is 50.0%. In the last Census collection in 2010, Guadalupe had a response rate of 60.4%. The town is trailing both the county and the state in its response. The final day to respond either by phone, by mail, or online is September 30th, 2020. In-person collection will continue until September 30th, 2020 as well.

## Ways to Respond

All people living in the U.S. have the option to respond either in-person as Census takers continue to collect responses, by phone, by mail, or online. Either option is not time consuming and should take about 10 minutes to complete.

- By phone:
  - ENGLISH: 1-844-330-2020
  - SPANISH: 1-844-468-2020
- By mail: A Census form may have been mailed in mid-April
  - Sample Census invitations:
    - [Invitation Letter](#)
    - [Reminder Letter](#)
    - [Reminder Postcard](#)
- Online: [My2020Census.gov](https://my2020census.gov) — It takes about 10 minutes to complete
- In person: Census workers have begun visiting homes since July and will continue until September 30, 2020. Census workers work 9am-9pm daily, including weekends.

10 minutes in exchange for 10 YEARS of resources!

## Safely Responding In-Person with an official Census worker

Per [2020Census.gov](https://2020census.gov), all Census workers are hired in the area in which they reside. Additionally, they can be identified with “a valid ID badge with their photograph, a U.S. Department of Commerce watermark, and an expiration date. Census workers may also carry Census Bureau bags and other equipment with the Census Bureau logo.”

Census workers have been trained to follow all safety & social distancing protocols to protect residents and themselves from COVID-10 during face-to-face interactions. Please be mindful of keeping 6 feet of distance and wearing a mask when speaking to Census workers at your door.

## Addressing concerns with safety & confidentiality

Communities have expressed concern over undocumented people's ability to safely respond to the Census. Per the official 2020 Census Bureau's website, the following questions are addressed:

- **Does the 2020 Census ask about citizenship status?**
  - Per 2020Census.gov: "NO. The 2020 Census does not ask whether you or anyone in your home is a U.S. citizen."
- **Can my answers be shared with law enforcement or used against me?**
  - Per 2020Census.gov: "NO. The law prevents the Census Bureau from sharing your information with law enforcement. Your answers cannot be used to impact your eligibility for government benefits. Your answers are only used to create statistics about our country. The Census Bureau is bound by Title 13 of the U.S. Code to protect your personal information and keep it strictly confidential. That's every answer, to every question."

More can be read here: <https://2020census.gov/en/news-events/rumors.html>

# Resources & Representation

Responding to the 2020 Census



# Impact In Your Community

**“The 2020 Census will determine congressional representation, inform hundreds of billions in federal funding every year, and provide data that will impact communities for the next decade.” — 2020Census.gov**



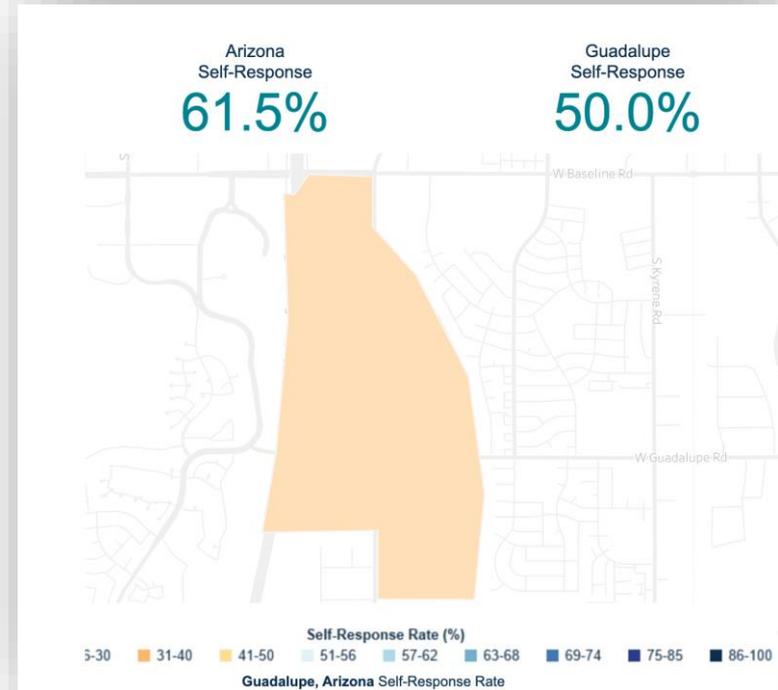
# Why do all people living in the US need to respond to the Census?

- Do you use roads? Do you enjoy parks? Do you send your children to public schools? Do you want emergency responders to be ready to assist you in moments of crisis? Do you want fair and accurate representation at the state & federal level?
- Your response ensures our local community gets its fair share of federal dollars.
- This helps your leaders better serve you, our community.



# Increasing Guadalupe's response rate

- As of August 31, 2020: 50.0%
- As compared to 2010: 60.4%



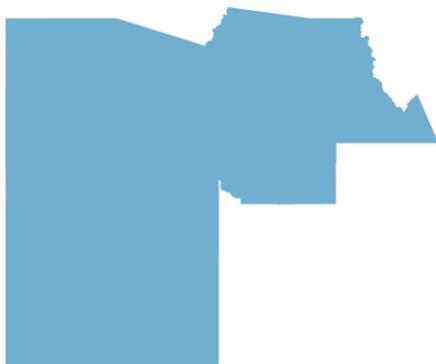
# As compared to the county, state, & national response rates

## Self-Response by County

This map features self-response rates from households that responded to the 2020 Census online, by mail, or by phone. Rates can be viewed in [rankings here](#).

Arizona  
Self-Response  
**61.4%**

Maricopa  
Self-Response  
**65.4%**



Select Mode

Total

Select State

Arizona

Select County

Maricopa

Geographies

Return to State

County

Census Tract

City

Congressional District

Town and..

Tribal Area



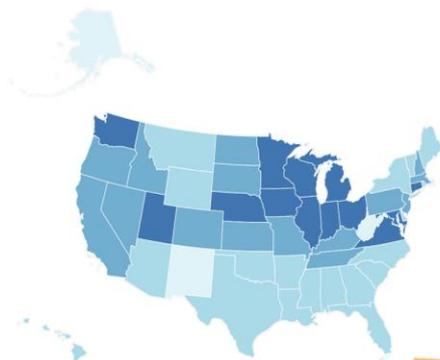
Operational

## 2020 Census Self-Response by State

This map features self-response rates from households that responded to the 2020 Census online, by mail, or by phone. Rates can be viewed in [rankings here](#).

National  
Self-Response  
**64.9%**

Arizona  
Self-Response  
**61.4%**



Select Date

8/30/2020

Select Mode

Total

Select State

Arizona

Geographies

State

County

City

Congressional District

Town and Township

Tribal Area

# Ways to respond

- **By phone:**
  - **ENGLISH: 1-844-330-2020**
  - **SPANISH: 1-844-468-2020**
- **By mail: A Census form may have been mailed in mid-April**
- **Online: My2020Census.gov — It takes about 10 minutes to complete**
- **In person: Census workers have begun visiting homes since July**



# Doing the Census at your door

Per 2020Census.gov:

- Be safe, be well. Census takers will wear masks and follow social distancing protocols at your door.
- Census workers are less likely to come to your door if you respond online or by phone.
- Census takers are hired from your area.
- Census takers work between 9am and 9pm, including weekends. If no one is home when the census taker visits, the census taker will leave a notice of their visit with information about how to respond online, by phone or by mail.



# How to verify that you are speaking to a Census worker:



# Is the Census safe & confidential?

- Does the 2020 Census ask about citizenship status?
  - Per 2020Census.gov: **NO.** The 2020 Census does not ask whether you or anyone in your home is a U.S. citizen.
- Can my answers be shared with law enforcement or used against me?
  - Per 2020Census.gov: **NO.** The law prevents the Census Bureau from sharing your information with law enforcement. Your answers cannot be used to impact your eligibility for government benefits. Your answers are only used to create statistics about our country. The Census Bureau is bound by Title 13 of the U.S. Code to protect your personal information and keep it strictly confidential. That's every answer, to every question.



# PLEASE PARTICIPATE!



ENGLISH: 1-844-330-2020



SPANISH: 1-844-468-2020

VISIT: [MY2020CENSUS.GOV](https://my2020census.gov)



MAIL



IN PERSON

**YOU MUST RESPOND  
TO THE CENSUS BY  
SEPTEMBER 30, 2020**



**C2020-26**  
**CONTRACTOR AGREEMENT**

THIS CONTRACTOR AGREEMENT (“Agreement”) is made and entered into this 10<sup>th</sup> day of September, 2020, by and between the Town of Guadalupe, Arizona (the “Town”), and Interim Public Management, LLC, an Arizona limited liability company (“IPM”), for IPM to provide the Town various professional executive-level consultants on an as-needed basis.

WHEREAS, the Town desires to retain IPM to furnish professional services and to make payment for the same in accordance with the terms and conditions set forth in this Agreement, including all attachments and exhibits, which are appended hereto by mutual agreement of the parties; and

WHEREAS, in procuring these services, the Town has complied with the procedures set forth in the Town of Guadalupe Town Code and is utilizing the City of Maricopa, Arizona’s Cooperative Use of Contract RSOQ # 17-CM09272016 (the “Maricopa Contract”);

NOW, THEREFORE, the Town agrees to retain and does hereby retain IPM, and IPM agrees to provide the services required, all according to the terms and conditions and for the consideration hereinafter set forth:

1. IPM’S DUTIES: IPM agrees to provide various executive-level consultants on an as-needed basis to perform services (“Services”) as more specifically set forth in lettered Exhibits to be attached hereto from time to time, each of which will be incorporated into this Agreement by reference hereto. For each engagement entered into hereunder, a description of the Services to be provided, the expected start date, fees and expenses, and other details regarding the Services shall be set forth in the relevant Exhibit to this Agreement signed by the Town Manager and IPM. Each of the individuals to be provided by IPM to perform Services shall be referred to herein as a “Consultant” and collectively as “Consultants.”

2. TERMS AND CONDITIONS: Town and IPM hereby agree that all Services provided hereunder shall be subject to the terms and conditions of the applicable Exhibit and the terms and conditions of the attached Maricopa Contract, provided that in the event of a conflict between the two, the terms and conditions of the applicable Exhibit shall prevail.

IN WITNESS WHEREOF, the parties have caused this Agreement to be signed by their duly authorized representatives as of the day and year first above written.

**IPM:**

Interim Public Management, LLC, an  
Arizona limited liability company

\_\_\_\_\_  
Tim Pickering, President

**TOWN OF GUADALUPE**

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

**EXHIBIT A  
TO CONTRACTOR AGREEMENT**

Effective Date: August 31, 2020

City: Town of Guadalupe, Arizona

Services: Interim COVID Consultant

Expected Commencement Date for Engagement: September 3, 2020

Expected Delivery of Services: Five days per week, typically **onsite**, Monday through Friday.

Fees: Town shall pay to IPM the Fees set forth below, in consideration of the Services rendered by IPM hereunder:

<u>Services Fees:</u>	The Town shall pay IPM the following fee for each week during the term of the agreement which the Interim COVID Consultant provides services to the Town: \$3,995 per week, Monday through Friday work week.
<u>Expense Fees:</u>	In addition, the Town shall pay IPM actual cost for business-related mileage at IRS standard rates reasonably related to the performance of the Services to the Client.

With respect to Services for this Exhibit provided by IPM, including Services of the CEO, the weekly Services and Expense Fees set forth above shall apply and will increase by five percent as of January 1, 2021 and annually thereafter. Services Fees may be prorated by IPM as appropriate. If the Town expressly approves or requests that a Consultant work overtime hours, and if IPM is required to pay such Consultant overtime rates for such work, the Town hereby agrees that the rate payable for such Consultant with respect to overtime hours shall be 1.5 times the Services Fees rates set forth above.

Term of Exhibit: This Exhibit shall commence upon its Commencement Date set forth above and shall continue until December 31, 2020 and shall continue on a month-to-month basis thereafter until terminated as permitted hereunder. After December 31, 2020, this Exhibit may be terminated (a) by either party without cause by providing the other party 30 days' prior written notice of termination; or (b) by either party with cause by providing the other party at least 15 days' prior written notice of termination for cause, provided that if the party giving such notice agrees that such cause has been cured during the first seven days of such notice period then such notice of termination shall have no force or effect. Should the Town terminate the agreement without cause before December 31, 2020, the Town agrees to pay to IPM as a termination fee and not as a penalty 50% of the Services Fee set forth above for each week remaining between the date of the City's early termination and December 31, 2020.

IN WITNESS WHEREOF the parties have executed this Exhibit A, effective on the Effective Date described above.

**City: Town of Guadalupe**

9/10/2020

By: Jeff Kulaga, Town Manager / Clerk

**Agreed to and accepted by Interim Public Management, LLC:**

By: \_\_\_\_\_

Tim Pickering, CEO

Date