CITY OF SOLEDAD
JOINT CITY COUNCIL/SUCCESSOR AGENCY/HOUSING AUTHORITY AND SUCCESSOR HOUSING AGENCY REGULAR MEETING AGENDA

WEDNESDAY, JUNE 18, 2025

CITY HALL, COUNCIL CHAMBERS

5:00 PM

https://cityofsoledad.zoom.us/j/87980638244
Or Call
1-669-900-6833 and use Meeting ID: 879 8063 8244

Welcome to your City of Soledad City Council/Successor Agency Meeting. Your City Councilmembers/Agencymembers are:

Mayor Anna Velazquez
Mayor Pro Tem Fernando Cabrera
Councilmember Fernando Ansaldo-Sanchez
Councilmember Evarista Banuelos
Councilmember Ben Caldera

I. CALL TO ORDER

II. ROLL CALL

III. PUBLIC COMMENT - CLOSED SESSION ITEMS

At this time, any member of the public may address the Council/Agency on Closed Session items appearing on the agenda. Speakers shall have limited time of three (3) minutes. Please be brief and to the point.

IV. CLOSED SESSION

1. The City Council will recess to Closed Session to consider personnel matters pursuant to Government Code Section 54957(B)(1) - City Manager Evaluation.
2. The City Council will recess to closed session pursuant to Government Code Section 54956.8 to give instructions to the City's negotiator concerning the sale/exchange/lease of property located at 1232 Monterey Street, APN 022-042-015-000.

V. CLOSED SESSION REPORTS

VI. PLEDGE OF ALLEGIANCE

VII. ADDITIONS/MODIFICATIONS TO THE AGENDA

Items of business may be added to the agenda upon a motion adopted by a minimum 2/3 vote finding that there is a need to take immediate action and that the need for action came to the attention of the City subsequent to the agenda being posted. Items may be deleted from the agenda upon request of staff or upon action of the Council.

VIII. PUBLIC COMMENT

At this time any member of the public may address the City Council on items not appearing on the agenda and items of interest to the public that are within the jurisdiction of the Council. A public comment card should be filled out completely to ensure the speaker is called upon to give comment. Public comments are generally limited to three (3) minutes; the mayor may further limit the time for public comments depending on the agenda schedule. Please be brief and to the point. No action or discussion shall be taken on an item not appearing on the agenda.

IX. COUNCIL PRESENTATIONS

1. A Proclamation of the City Council of the City of Soledad recognizing June 19, 2025, as Juneteenth Day

X. CONSENT CALENDAR

All matters listed under the Consent Calendar are considered routine by the City Council and will be adopted by one action of the Council unless any Councilmember has any questions or wishes to make a statement or discuss an item. In that event, the mayor will remove the item from the Consent Calendar for separate consideration.

1. Minutes

Attachments:
Staff Report
Minutes of 06/04/2025

COUNCIL ACTION: _____

2. Warrants

Attachments:
Staff Report
05/29/2025 - 06/11/2025

COUNCIL ACTION: _____

3. Resolution No. 6246, A Resolution of the City Council of the City of Soledad Approving a Non-Exclusive Professional Service Agreement with 4LEAF Inc. in an Amount not to Exceed $110,000 for Plan Review, Inspection, Building Official, and Related Services, Upon Approval of the FY 25/26 Budget, and Authorizing the City Manager to Execute Said Agreement; and

Resolution No. 6247, A Resolution of the City Council of the City of Soledad Approving a Non-

Exclusive Professional Service Agreement with CSG Consultants Inc. in an Amount not to Exceed $100,000 for Technical Building and Planning Division Services for Special Projects Upon Approval of the FY 25/26 Budget, and Authorizing the City Manager to Execute Said Agreement

Attachments:
Staff Report
Resolution No. 6246
Exhibit A - Consulting Services Agreemet - 4Leaf
Resolution No. 6247
Exhibit A - Consulting Services Agreement - CSG

COUNCIL ACTION: _____

4. Resolution No. 6250, A Resolution of the City Council of the City of Soledad Approving the Memorandum of Understanding (MOU) with the Soledad Unified School District in Support of the Soledad Youth Safety Network (SYSN) in Substantial Form and Authorizing the City Manager to Execute Said MOU

Attachments:
Staff Report
Resolution No. 6250
Exhibit A

COUNCIL ACTION: _____

5. Resolution No. 6251, A Resolution of the City Council of the City Of Soledad Authorizing the City Manager to Execute a No-Cost Memorandum of Understanding (MOU) with Monterey County, on Behalf of the Monterey County Health Department for the Installation of a Naloxone (Narcan) and Fentanyl Test Strip Kiosk at the Soledad Fire Station

Attachments:
Staff Report
Resolution No. 6251
Exhibit A - MOU with Health Department for Narcan Kiosk
Narcan Vending Kiosks

COUNCIL ACTION: _____

6. Resolution No. 6252, A Resolution Retroactively Extending the Employment Agreement Between the Soledad City Council/Successor Agency/Successor Housing Agency/Soledad Housing Authority and Megan Hunter

Attachments:
Staff Report
Resolution No. 6252

COUNCIL ACTION: _____

XI. PUBLIC HEARING NO. 1

- Receive the Staff Report
- Open the Public Hearing
- Close the Public Hearing
- Council Action

1. Consideration of Public Hearing Regarding Vacancies and Recruitment and Retention Efforts

Attachments:
Staff Report
AB 2561 Requirement - Notice of Public Hearing - SEIU
AB 2561 Requirement - Notice of Public Hearing - SPOA

XII. PUBLIC HEARING NO. 2

- Receive the Staff Report
- Open the Public Hearing
- Close the Public Hearing
- Council Action

1. Resolution No. 6248, a Resolution of the City Council of the City of Soledad Approving a New Franchise Agreement Between the Cities Of Gonzales, Soledad and Greenfield, and Tri-Cities Disposal and Recycling Services, Inc. From July 1, 2025 Through June 30, 2035 in Substantial form and Content and Authorizing the City Manager to Execute said Agreement on Behalf of City of Soledad and Approving the FY 2025-26 Garbage Collection and Disposal Rates

Attachments:
Staff Report
Resolution No. 6248
Exhibit A
Attachment A

XIII. BUSINESS

1. Resolution No. 6245/SA-2025-01, A Joint Resolution of the City Council of the City of Soledad and the Successor Agency of the Soledad Redevelopment Agency Approving the 2025-2026 Fiscal Year Budget (Exhibit A) and Approving and/or Directing Implementation of Other Budget Related Actions

Attachments:
Staff Report
Budget Presentation
Resolution No. 6245/SA-2025-01
Exhibit A - Fiscal Year 2025-26 Proposed Budget and Capital Improvement Program
Exhibit B
Exhibit C
Exhibit D

COUNCIL ACTION: _____

2. Resolution No. 6249, A Resolution of the City Council of the City of Soledad Approving a Contract Change Order for Construction Services with Monterey Peninsula Engineering for the Amount of $32,144 for a Total-Not-to-Exceed Amount of $480,038 for the Soledad Fire Department Aerial Apparatus Bay (Phase 1) Project and Authorizing the City Manager to Execute Said Contract Change Order on Behalf of the City of Soledad

Attachments:
Staff Report
Resolution No. 6249
Exhibit A

COUNCIL ACTION: _____

3. Update on the City's Ongoing Immigration Efforts and Work of the Ad Hoc Committee on Immigration

Attachments:
Staff Report
Attachment A - Memo on Federal Funding Conditions and Sanctuary Jurisdictions
Attachment B - Memo on Immigration Related Legislation

COUNCIL ACTION: _____

XIV. MAYOR'S REPORTS AND ACKNOWLEDGEMENTS

XV. COUNCILMEMBERS' REPORTS AND ACKNOWLEDGEMENTS

XVI. CITY MANAGER'S REPORT

XVII. FUTURE AGENDA ITEMS

XVIII. ADJOURNMENT

In compliance with the American with Disabilities Act, if you need special assistance to participate in this meeting, please contact Deputy City Clerk Darlene Noriega at (831) 223-5014. Notification of at least 48hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. (RCRF 35.102-35.104).

Any writing or documents provided to a majority of the City Council regarding any item on this agenda will be made available for public inspection at City Hall located at 248 Main Street, Soledad, California during normal business hours.

En caso que usted necesite ayuda en leer o en entender este aviso de Junta Publica, usted puede ponerse en contacto con la oficina del Edificio Municipal en 248 Calle Main o llamar al número (831) 223-5014, y el aviso será traducido para usted.

Cualquier escrito o documento proporcionado a la mayoría del Concejo Municipal con respecto a cualquier asunto en esta agenda se pondrá a disposición para inspección pública en el Ayuntamiento ubicado en 248 Main Street, Soledad, California durante el horario laboral.

Advanced submittal of public comments via email are due by 2:00 P.M. on the day of the scheduled

meeting to the Deputy City Clerk at darlene.noriega@cityofsoledad.com Comments are limited to 250 words or less and effort will be made to read your comment into the record, but some comments may not be read due to time limitations. The City Clerk will read email comments, provided that the reading shall not exceed three (3) minutes. The email comments submitted shall become part of the record.

La entrega anticipada de comentarios públicos por correo electrónico debe presentarse antes de las 2:00 p.m. del día de la reunión programada a la Secretaria Municipal al email darlene.noriega@cityofsoledad.com. Los comentarios están limitados a 250 palabras o menos y se hará un esfuerzo para leer su comentario en el registro, pero es posible que algunos comentarios no se lean debido a limitaciones de tiempo. La Secretaria Municipal leerá los comentarios del correo electrónico, siempre que la lectura no exceda los tres (3) minutos. Los comentarios enviados por correo electrónico pasarán a formar parte del registro.

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CERTIFICATION

I, Megan Hunter, City Clerk of the City of Soledad, do hereby certify that a copy of the foregoing Joint City Council/Successor Agency Regular Meeting Agenda was posted at City Hall by Friday, June 13, 2025, at 5:00 p.m.

Megan Hunter _____ 06/13/2025

Megan Hunter, City Clerk/Manager

AGENDA ITEM NO. 1.

COUNCIL COMMUNICATION

SUBJECT: **Minutes**

TO: **Honorable Mayor Velazquez and City Council**

FROM: **Darlene Noriega, Deputy City Clerk**

THROUGH: **Megan Hunter, City Manager**

MEETING DATE: **June 18, 2025**

Minutes

City of Soledad
Joint City Council/Successor Agency/Housing Authority/Successor Housing Agency/
Regular Meeting
June 04, 2025

CALL TO ORDER
Mayor Velazquez called the Joint City Council/ Successor Agency/ Housing Authority/ Successor Housing Agency/ Regular Meeting to order at 6:03 p.m.

ROLL CALL
The Following Councilmembers/Agency members were present when the meeting was called to order:

Mayor/Chair	Anna M. Velazquez
Mayor Pro Tem/Agency Member	Fernando Cabrera – Present in the meeting via Zoom
Councilmember/Agency Member	Fernando Ansaldo-Sánchez
Councilmember/Agency Member	Evarista Bañuelos
Councilmember/Agency Member	Ben Caldera

*Mayor Pro Tem Fernando Cabrera is participating from a remote location:
976 La Colina Street, Soledad, CA 93960

THE FOLLOWING COUNCILMEMBER WAS ABSENT

None

PLEDGE OF ALLEGIANCE

Maria Rusconi led the Pledge of Allegiance.

ADDITIONS/MODIFICATIONS TO THE AGENDA

City Manager Hunter had one modification to the Agenda:
1. The Certificates of Recognition that were scheduled to be presented to the Soledad Little League will be presented at a future meeting, either June 18, 2025, or July 02, 2025.

PUBLIC COMMENT

Maria Rusconi said she likes all the improvements the City has made to improve vehicle traffic and pedestrian safety. She would like to see improvements for East and Market Streets, as vehicles stick out, which is dangerous. Also, the roundabout and the MST stop are in that area, and the cars are protruding out, which makes things dangerous for pedestrians. She would also like the MST route to be positioned closer to the seniors' area because it is a very long walk for our seniors.

Soledad Cemetery Board Vice President John Ordunez said he is happy with the outcome of the Memorial Day Ceremony that took place at the Soledad Cemetery. He would also like to ensure that something is

done for Mario Martinez on July 6th. He said he will work with Mayor Pro Tem Cabrera to create an outcome.

YOUTH COUNCIL REPORT

1. Youth Council Year-End Report and Life Skills Initiative Presentation

Youth Commissioners Angelina Flores and Geovani Bravo presented the survey results.

City Councilmembers thanked the youth commissioners for their efforts.

Mayor Velazquez presented the following Youth Commissioners with Certificates of Recognition in honor of their dedication and leadership.

1. Angelina Flores – Soledad Youth Council Commissioner
2. Natalie Millan – Soledad Youth Council Commissioner
3. Melissa Duenez – Soledad Youth Council Member
4. Jasmine Lara – Soledad Youth Council Members
5. Kimberly Flores – Soledad Youth Council Member
6. Chikamso Elelleh – Soledad Youth Council Member
7. Joselyn Amaro – Soledad Youth Council Member
8. Alyssa Perez – Soledad Youth Council Member
9. Isaac Pizano - Soledad Youth Council Member

COUNCIL PRESENTATIONS

1. A Proclamation of the City Council of the City of Soledad recognizing June 3rd, 2025, as World Bicycle Day.

Transportation Agency for Monterey County Bike and Pedestrian Committee transportation Planner Ariadne Sambrano was present at the meeting and accepted the proclamation. She also thanked the council for the proclamation.

The proclamation will be displayed on the City of Soledad website.

CONSENT CALENDAR

There were no public comments.

Motion: Councilmember Banuelos motioned to approve items C-1 through C-13. Motion was seconded by Councilmember Ansaldo-Sanchez and carried by unanimous vote:

Action

Ayes:	Banuelos, Ansaldo-Sanchez, Caldera, Cabrera, Velazquez
Noes:	None
Abstain:	None
Absent:	None

C-1. Minutes of 05/21/2025

C-2. Warrants of 05/14/2025 – 05/28/2025

C-3. Human Resources Activity Report

C-4. Parks and Recreation Department Activity Report

C-5. Police Department Activity Report

C-6. Fire Department Activity Report

C-7. Community and Economic Development Department Activity Report

C-8. Public Works Department Activity Report

C-9. Resolution No. 6234, A Resolution of the City Council of the City of Soledad Accepting a list of projects funded by SB 1: The Road Repair and Accountability Act for Fiscal Year 2025/2026

C-10. Resolution No. 6235, A Resolution of the City Council of the City of Soledad Approving In-Kind Services and the Street Closure of Main Street Between Monterey Street and Market Street for the 39th Annual Our Lady of Solitude Fiesta

C-11. Resolution No. 6236, A Resolution of the City Council of the City of Soledad Approving In-Kind City Services, Waiving of Park Fees and Approving the Street Closure of Andalucia Drive Between North Street and Ticino Street for the Annual 4th of July Festivities

C-12. Resolution No. 6243, A Resolution of the City Council of the City of Soledad Declaring Surplus Equipment and Authorizing the Sale, Donation, or Disposal of Such Property

C-13. Resolution No. 6244, A Resolution of the City Council of the City of Soledad Appointing Mayor Anna Velazquez as the City of Soledad's Alternate Representative to the Board of Directors of the Salinas Valley Basin Groundwater Sustainability Agency (SVBGSA)

PUBLIC HEARING

- Attorney Mike Rodriquez presented the staff report.
- Opening of the Public Hearing – 6:47 p.m.
- Closing of the Public Hearing – 6:48 p.m.

Ordinance No. 772, An Ordinance of the City Council of the City of Soledad Amending Section 3.24.080 Bidding Procedures for Public Works Construction Projects of Chapter 3.24- Purchase System of the Soledad Municipal Code

City Attorney Mike Rodriquez presented the staff report.

Motion: Councilmember Ansaldo-Sanchez motioned to Waive, Adopt, and Read by Title Only. Motion was seconded by Councilmember Caldera and carried by unanimous vote:

Action

Ayes: Ansaldo-Sanchez, Caldera, Banuelos, Cabrera, Velazquez
Noes: None

Abstain: None
Absent: None

BUSINESS

B-1. Resolution No's. 6237, 6238, 6239, 6240, and 6241, Resolutions of the City Council of the City of Soledad Approving Preliminary Annual Engineer's Reports and Declaring the City's Intention to Levy and Collect Annual Assessments for Various Districts for Fiscal Year 2025/2026, and setting a Time and Place for a Public Hearing

Assistant Engineer Juan Huerta presented the staff report.

David Taussig and Associates Senior Manager Jian Wu was present via Zoom and provided further information regarding the staff report.

There were no public comments.

Motion: Councilmember Banuelos motioned to approve item B-1. Motion was seconded by Councilmember Caldera and carried by unanimous vote:

Action
Ayes: Banuelos, Caldera, Ansaldo-Sanchez, Cabrera, Velazquez
Noes: None
Abstain: None
Absent: None

B-2. Resolution No. 6242, A Resolution of the City Council of the City of Soledad Authorizing the City Manager to Execute a Second Amended and Restated Affordable Housing Agreement Between the City of Soledad and HMBY, LP for Parcel E

Community & Economic Development Director Beatriz Trujillo presented the staff report.

Angelica gave a public comment that opposed moving forward with Resolution No. 6242.

Eden Housing Director of Real Estate Development Dixie Baus provided further information in support of Resolution No. 6242.

Deputy City Clerk Darlene Noriega read into the record a letter from Monterey Bay Economic Partnership in support of Resolution No. 6242.

Landwatch Monterey County John Farrow provided a comment opposing Resolution No. 6242.

Agha Development Senior Vice President Laith Agha added further information and details.

Councilmember Caldera asked City Manager Hunter if this was a project the City should move forward with.

City Manager Hunter said the staff's recommendation is to move forward because the twenty-four units are not deed restricted, have no resale restriction, and could be sold at market rate after the initial sale.

Because of this, these units do not really add to the City's pool of affordable housing. According to State law related to the City's housing element, those units could be counted when they are first built; however, as they are sold, the City would lose the affordability restriction and would have to remove them in the RHNA (Regional Housing Needs Allocation) count in future annual reports. Under the new proposal, the City would be able to restrict future units and add to the number of affordable units the City is trying to achieve for RHNA.

Staff apologized that the report failed to provide information about the lien on title preventing the transfer of the multi-family parcel to Eden Housing for affordable housing. They were unaware of the lien until Eden Housing was asked for a status update on the transfer on Monday, June 2nd.

Councilmember Ansaldo-Sanchez said he did not have adequate time to consider moving forward. The other cities listed are not similar to the City of Soledad and are not good examples. There are many things he does not understand about this proposal.

City Manager Hunter said the city's best tool to facilitate housing development is land. The city is not a developer but is a facilitator. The city is not a developer, but would reach out to qualified, interested developers. To encourage the development of affordable housing, the city can offer the land for free. This cuts costs for building housing, and having land control and available land is a good incentive for developers.

Agha Development Senior Vice President Laith Agha added further information regarding the item.

Councilmember Banuelos recognized that Soledad is unique in its growth. She thanked staff for the examples. If the project moves forward, she would like the residents of Soledad to have priority for the future homes.

City Manager Hunter said the City has established a Down Payment Assistant Program, which is another incentive for housing builders to partner with the City because the City offers assistance to home buyers.

Mayor Pro Tem Cabrera said that he is considering the whole Community of Soledad, and if this project is not moved forward today, when will this opportunity come up again? After reviewing everything and listening to all the information, he is inclined to approve this project to move forward.

Councilmember Ansaldo-Sanchez asked for clarification; if the council does not approve the in-lieu fees, will the city lose the low-income housing.

Mayor Velazquez asked why HMBY would not be held accountable for fulfilling the First Amendment of the Affordable Housing Plan, which included Eden Housing development and land transfer. That should not be contingent upon the in-lieu fees.

City Attorney Mike Rodriquez said that for financing purposes, Eden Housing is in the process of applying for tax credits, and they would need to be ready to take action within 180 days. The low and very-low housing is not dependent on the moderate homes. If the Second Amendment does not get approved, the First Amendment is still in place. However, if the developer decides this is not right for them, they are not obligated to move forward.

Mayor Velazquez said that whether this project is moved forward or not, the City will not lose the forty units.

Agha Development Senior Vice President Laith Agha said there is a loan on the project that covers everything. The bank will not release that parcel until it is paid off. That parcel cannot be transferred to Eden Housing until the bank loan is paid. If the project moves forward, the bank will get paid off, the builder will be happy, and the parcel will be passed on to Eden Housing.

Mayor Velazquez said that under the First Amendment of the Affordable Housing Plan, the developer is still responsible for transferring the property. The lots were left over from 25 years ago, and when the development was done 25 years ago, no affordable housing was completed. Investments and gains have already been made from this land. The units should have been built 20 years ago. Many people come from other cities because the homes are still affordable in Soledad, but the city negotiated that the residents and workforce in Soledad would have priority. She would like to request more information about the financial feasibility analysis to show what a reasonable in lieu-fee would be. She would also like to have a third-party, unbiased opinion about the proposal.

City Manager Hunter said that staff did come to the council two weeks ago, and the council seemed open to the in-lieu fee of between $20,000 to $25,000. After hearing from the council, staff moved forward with looking into the council's recommendation and pulled information to see if this was a reasonable in-lieu proposal. Based on the staff's analysis, the proposal was consistent with similar in lieu fees in the region.

Mayor Pro Tem Cabrera asked for clarity on what is being voted on.

City Manager Hunter said there are three options. Staff recommends that one moderate unit would be built with a resale restriction, and an in-lieu of payment of $20,000 for the twenty-three units that were not build would be provided, and the land dedication in Parcel B, which is 15,950 sq ft. The three options are: 1. Move forward with staff's recommendation, 2. Modify the in-lieu fee up to $25,000 per unit, or 3. Reject the proposed in-lieu plan and provide an alternative.

Motion: Mayor Pro Tem Cabrera motioned to approve Resolution No. 6242 and move forward with option number two, to modify the in-lieu plan for $25,000. Motion was seconded by Councilmember Banuelos and carried by the following vote:

Action

Ayes:	Cabrera, Banuelos, Caldera
Noes:	Ansaldo-Sanchez, Velazquez
Abstain:	None
Absent:	None

City Manager Hunter added that the City will be developing an in-lieu plan for the housing development and would like to work with the Housing Subcommittee. At some point, an update will be brought to the council

Mayor Velazquez agrees that an in-lieu plan should be developed. She feels it is not okay for the Council to continue negotiating on exceptions. She hopes the owner of Miramonte is committed to building on what is agreed upon. The housing needs are not negotiable.

Councilmember Ansaldo-Sanchez said he is disappointed in the vote and hopes future negotiations will include all the information.

Councilmember Banuelos feels strongly that the Soledad residents should have priority in purchasing.

Councilmember Caldera believes this is a good move and feels it is a good time to move forward.

City Attorney Mike Rodriquez clarified the motion and said the modification would be made to the contract.

MAYOR'S REPORTS AND ACKNOWLEDGMENTS

1. On 05/29, she attended the Town Hall Safety Community meeting.
2. On 05/26, she attended the Memorial Day ceremony at the Soledad Cemetery.
3. On 05/24, she attended the Youth Summit.
4. On 06/04, she attended a meeting with Supervisor Lopez and other Mayors.
5. On 06/04, she attended the NJROTC Soledad High School Flag Retiring ceremony.
6. On 06/02, she attended the Soledad Recreation Art exhibit.
7. On 06/02, she attended the Pride flag raising event.

COUNCILMEMBERS' REPORTS AND ACKNOWLEDGMENTS

Mayor Pro Tem Cabrera left the meeting at 8:51 p.m.

Councilmember Banuelos had ten items to report:
1. On 05/23, she attended the 4th of July Reverse Draw event.
2. On 05/24, she attended the Community Clean-up event at the Soledad Cemetery
3. On 05/26, she attended the Memorial Day ceremony.
4. On 04/28, she attended the Town Hall Safety Committee in King City because she missed the one that Soledad held.
5. On 05/30, she attended the Sun Street Centers ribbon-cutting ceremony.
6. On 06/02, she attended the Art show at the Family Resources Center, hosted by the after-school program.
7. On 06/02, she attended the agenda briefing with City Manager Hunter.
8. On 06/02, she attended a 4th of July Committee meeting.
9. On 06/02, she attended the raising of the Pride flag.
10. On 06/04, she attended the American Flag retirement Ceremony, hosted by the Soledad High School NJROTC.

Councilmember Ansaldo-Sanchez had eight items to report:
1. He attended the Memorial Day ceremony at MPC.
2. On 05/29, he attended the Town Hall Safety Community meeting.
3. He attended the Soledad Pride Committee meeting.
4. On 06/02, he attended the LGBTQ+ Pride flag event.
5. On 06/02, he attended the agenda briefing meeting with City Manager Hunter.
6. On 06/04, he attended a discussion with City Manager Hunter and Community & Economic Development Director Beatriz Trujillo.

Councilmember Caldera had one item to report:
1. On 05/31, he attended the Soledad Cemetery clean-up day.
2. On 06/03, he attended an agenda briefing with City Manager Hunter.

CITY MANAGERS' REPORT

City Manager Hunter had five items to report:

1. A community survey regarding the fire department is in circulation.
2. On June 11, 2025, at 6:00 pm, the council will have a Budget Workshop.
3. On June 20, 2025, there will be a ribbon cutting for the new fire truck and the apparatus bay.
4. She attended the King City Plaza ribbon cutting, which was inspiring.
5. She believes the council made the right decision regarding affordable housing. She believes everyone's heart is in the right place, and she will ensure that the city does a good job of making affordable housing available. Staff is committed to ensuring that Soledad residents have access to for sale and rental units. Information will be presented to the council on how to move forward.

FUTURE AGENDA ITEMS

Councilmember Ansaldo-Sanchez had one request:

1. He would like to have more information regarding street sweeping.

2. Mayor Velazquez requested a presentation on the encampment project.

City Manager Hunter provided a brief update regarding the homeless encampment.
Two programs are running simultaneously:

1. The Emergency Motel Program: Ten people are staying at the motels, and staff is working with them in housing navigation.

2. The Provisional Encampment on Los Coches; Most people at the provisional encampment have adhered to the rules. There is 24-hour security on site. The goal is to bring a contract back to the council for the site work. The contract should be come back to council at the 07/02 meeting, and construction should be complete by September 2025. The Step-Up program is there and provides services, and the City has an outreach worker, Kimberly Herrera. She can be reached by calling 831-205-9859.

3. The program that the City received funding for is only for the individuals identified at the time the grant application was submitted. The police department provided those people with a certain type of ID. People who are not on that original list will not be assisted through that program. People from other jurisdictions are given information about other services.

ADJOURNMENT

Meeting adjourned at 9:07 p.m.

Minutes Approved: June 18, 2025

_____

ANNA M. VELAZQUEZ, Mayor/Chair

_____

MEGAN HUNTER, City Clerk

AGENDA ITEM NO. 2.

COUNCIL COMMUNICATION

SUBJECT: **Warrants**

TO: **Honorable Mayor Velazquez and City Council**

FROM: **Mike Howard, Finance Director**

THROUGH: **Megan Hunter, City Manager**

MEETING DATE: **June 18, 2025**

Soledad, CA

Check Report

By Check Number

Date Range: 05/29/2025 - 06/11/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: APRAB-Mechanics Bank						
Payment Type: EFT						
WARBEY	ROBIN WARBEY	06/02/2025	EFT	0.00	10,643.39	10184

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
3677	Invoice	05/30/2025	IT Services	0.00	4,375.00
	100-1320-52200	PROFESSIONAL SERVICES...	IT Services	4,375.00	
3686	Invoice	05/30/2025	Reimbursable Travel Expenses	0.00	143.39
	100-1320-52091	TRAVEL, MEETINGS & TRA...	Reimbursable Travel Expenses	143.39	
3690	Invoice	05/30/2025	IT Services	0.00	5,862.50
	100-1320-52200	PROFESSIONAL SERVICES...	IT Services	5,862.50	
3691	Invoice	05/30/2025	Reimbursable Travel Expenses	0.00	262.50
	100-1320-52091	TRAVEL, MEETINGS & TRA...	Reimbursable Travel Expenses	262.50	

360PSM	360PSM INC.	06/02/2025	EFT	0.00	6,829.50	10185

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
Community 11	Invoice	05/30/2025	Labor Compliance - CC Modernization	0.00	1,502.49
	211-0000-57000	CAPITAL OUTLAY - IMPR...	Labor Compliance - CC Moderni...	1,502.49	
Corp Yard 2	Invoice	05/30/2025	Labor Compliance - Corp Yard Modular	0.00	3,278.16
	211-0000-57000	CAPITAL OUTLAY - IMPR...	Labor Compliance - Corp Yard M...	3,278.16	
Fire Metal 4	Invoice	05/30/2025	Labor Compliance Fire Metal Bldg.	0.00	546.36
	211-0000-57000	CAPITAL OUTLAY - IMPR...	Labor Compliance Fire Metal Bld...	546.36	
Front Street 9	Invoice	05/30/2025	Labor Compliance - Front St.	0.00	1,502.49
	412-0000-57000	CAPITAL OUTLAY - IMPR...	Labor Compliance - Front St.	1,502.49	

BENITEZ	BENITEZ SECURITY SERVICE INC	06/02/2025	EFT	0.00	9,344.00	10186

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
2830	Invoice	05/30/2025	Professional Services - Provisional Encam...	0.00	3,584.00
	121-0000-52200	PROFESSIONAL SERVICES...	Professional Services - Provisiona..	3,584.00	
2843	Invoice	05/30/2025	Professional Services - Provisional Encam	0.00	5,760.00
	121-0000-52200	PROFESSIONAL SERVICES...	Professional Services - Provisiona..	5,760.00	

CANNOA	CANNON CORPORATION	06/02/2025	EFT	0.00	32,064.33	10187

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
91666	Invoice	05/30/2025	SCADA Support Services	0.00	3,262.50
	309-0000-52200	PROFESSIONAL SERVICES...	SCADA Support Services	1,236.25	
	310-0000-52200	PROFESSIONAL SERVICES...	SCADA Support Services	2,026.25	
91668	Invoice	05/30/2025	SCADA Pic Upgrade	0.00	2,923.75
	309-0000-57000	CAPITAL OUTLAY - IMPR...	SCADA Pic Upgrade	2,923.75	
91926	Invoice	05/30/2025	Water System Reliability Assessment	0.00	13,577.50
	309-0000-57000	CAPITAL OUTLAY - IMPR...	Water System Reliability Assess...	7,790.50	
	779-0000-52136	FACILITIES MASTER PLAN	Water System Reliability Assess...	5,787.00	
92032	Invoice	05/30/2025	Water CIP - Water Fill Station	0.00	272.00
	309-0000-57000	CAPITAL OUTLAY - IMPR...	Water CIP - Water Fill Station	272.00	
92067	Invoice	05/30/2025	Well Troubleshoot	0.00	4,962.50
	309-0000-52520	MAINTENANCE AGREEM...	Well 9 Troubleshoot	1,230.00	
	310-0000-52520	MAINTENANCE AGREEM...	Win911 Troubleshoot WWTP	3,732.50	
92099	Invoice	05/30/2025	Water PLC Upgrade	0.00	7,066.08

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	309-0000-57000	CAPITAL OUTLAY - IMPR...	Water PLC Upgrade		7,066.08	
FASTEN	FASTENAL COMPANY	06/02/2025	EFT	0.00	592.32	10188

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
CASAL171063	Invoice	05/30/2025	Water Electrolytes	0.00	280.98
	310-0000-52052	SAFETY EQUIPMENT	Water Electrolytes	280.98	
CASAL171064	Invoice	05/30/2025	Tools For Service Truck	0.00	311.34
	310-0000-52051	TOOLS & MINOR EQUIPM...	Tools For Service Truck	311.34	

FIRST	FIRST ALARM	06/02/2025	EFT	0.00	525.69	10189

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
884902	Invoice	05/30/2025	Alarm	0.00	525.69
	100-2200-52520	MAINTENANCE AGREEM...	Alarm	525.69	

HARASS	HARRIS & ASSOCIATES	06/02/2025	EFT	0.00	4,881.25	10190

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
66802	Invoice	05/30/2025	Review MST Bus Stops For Compliance	0.00	281.25
	410-0000-52139	STRIPING AND SIGNS	Review MST Bus Stops For Comp...	281.25	
67694	Invoice	05/30/2025	Title 22 Permit Testing	0.00	225.00
	310-0000-52200	PROFESSIONAL SERVICES...	Title 22 Permit Testing	225.00	
67696	Invoice	05/30/2025	Shell Gas Station Plan Check	0.00	4,375.00
	100-0000-11113	ACCOUNTS RECEIVABLE	Shell Gas Station Plan Check	4,375.00	

MISLAW	MISSION LAWN AND GARDEN CARE	06/02/2025	EFT	0.00	685.00	10191

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
8235	Invoice	05/30/2025	Water Leak Repair	0.00	685.00
	650-0000-52519	MAINTENANCE	Water Leak Repair	685.00	

CULLIG	QUALITY WATER ENTERPRISES, INC.	06/02/2025	EFT	0.00	44.70	10192

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
1256235	Invoice	05/30/2025	WWTP / Water System	0.00	44.70
	309-0000-52053	LAB ANALYSIS & TESTING	WWTP / Water System	22.35	
	310-0000-52053	LAB ANALYSIS & TESTING	WWTP / Water System	22.35	

ANDLOC	RUTH MARIA MILLA-LEON	06/02/2025	EFT	0.00	36.60	10193

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
46412	Invoice	05/30/2025	Keys for Parks	0.00	36.60
	100-2100-52518	FACILITIES EXPENSE	Keys for Parks	36.60	

SHREDD	SHREDDING SOURCE SOLUTIONS	06/02/2025	EFT	0.00	75.00	10194

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
9136	Invoice	05/30/2025	Shredding	0.00	75.00
	100-1400-52200	PROFESSIONAL SERVICES...	Shredding	75.00	

SIRCHI	SIRCHIE ACQUISITION COMPANY LLC	06/02/2025	EFT	0.00	413.37	10195

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
0693225-IN	Invoice	05/30/2025	Prop/Evidence Supplies	0.00	413.37
	100-1400-52050	PROPERTY EVIDENCE RO...	Prop/Evidence Supplies	413.37	

TORPET	TORO PETROLEUM CORP.	06/02/2025	EFT	0.00	2,005.04	10196

Vendor Number / Payable #	Vendor Name / Payable Type / Account Number	Post Date / Account Name	Payment Date / Payable Description / Item Description	Payment Type	Discount Amount / Discount Amount / Distribution Amount	Payment Amount / Payable Amount	Number
0721111-IN	Invoice	05/30/2025	Fuel		0.00	2,005.04	
	100-1400-52085	FUEL	Fuel		2,005.04		
USABLU	USABLUE BOOK		06/02/2025	EFT	0.00	1,299.30	10197
INV00714932	Invoice	05/30/2025	Rubber Tube for Pump		0.00	393.98	
	309-0000-52525	REPAIRS & MAINTENANCE..	Rubber Tube for Pump		393.98		
INV00715533	Invoice	05/30/2025	Calibrate 02 Sensors		0.00	321.20	
	309-0000-52052	SAFETY EQUIPMENT	Calibrate 02 Sensors		321.20		
INV00718548	Invoice	05/30/2025	Process Control & Cleaning Brushes		0.00	113.24	
	310-0000-52053	LAB ANALYSIS & TESTING	Process Control & Cleaning Brus...		113.24		
INV00720112	Invoice	05/30/2025	Lab Reagents - OP. Lab Process Control		0.00	470.88	
	310-0000-52053	LAB ANALYSIS & TESTING	Lab Reagents - OP. Lab Process ...		470.88		
VOSTIS	VOSTI'S INC		06/02/2025	EFT	0.00	257.19	10198
275892-1	Invoice	05/30/2025	Animal Control Winch		0.00	215.74	
	100-1400-52080	FLEET SERVICES	Animal Control Winch		215.74		
275915-1	Invoice	05/30/2025	Engine Oil		0.00	41.45	
	100-1400-52080	FLEET SERVICES	Engine Oil		41.45		
WINSUP	WINSUPPLY MONTEREY COUNTY CA CO		06/02/2025	EFT	0.00	329.31	10199
161635 02	Credit Memo	05/30/2025	Credit - Return		0.00	-252.87	
	310-0000-52525	REPAIRS & MAINTENANCE..	Credit - Return		-252.87		
163838 02	Invoice	05/30/2025	Shop Restock - Shop Supplies		0.00	460.02	
	310-0000-52525	REPAIRS & MAINTENANCE..	Shop Restock - Shop Supplies		460.02		
163919 01	Invoice	05/30/2025	4" Flange - Feed Pump #1		0.00	122.16	
	310-0000-52525	REPAIRS & MAINTENANCE..	4" Flange - Feed Pump #1		122.16		
				Total EFT:	**0.00**	**70,025.99**	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payment Type: Regular						
AFLAC	AFLAC HEADQUARTERS	05/30/2025	Regular	0.00	1,952.65	57454

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
INV0000539	Invoice	05/30/2025	AFLAC CONTRIBUTION	0.00	800.08

Account Number	Account Name	Item Description	Distribution Amount
100-0000-21140	AFLAC PAYABLE	AFLAC CONTRIBUTION	287.30
309-0000-21140	AFLAC PAYABLE	AFLAC CONTRIBUTION	98.88
310-0000-21140	AFLAC PAYABLE	AFLAC CONTRIBUTION	372.54
311-0000-21140	AFLAC PAYABLE	AFLAC CONTRIBUTION	22.14
312-0000-21140	AFLAC PAYABLE	AFLAC CONTRIBUTION	5.36
410-0000-21140	AFLAC PAYABLE	AFLAC CONTRIBUTION	4.82
416-0000-21140	AFLAC PAYABLE	AFLAC CONTRIBUTION	9.04

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
INV0000540	Invoice	05/30/2025	AFLAC CONTRIBUTION	0.00	1,152.57

Account Number	Account Name	Item Description	Distribution Amount
100-0000-21140	AFLAC PAYABLE	AFLAC CONTRIBUTION	610.97
309-0000-21140	AFLAC PAYABLE	AFLAC CONTRIBUTION	76.18
310-0000-21140	AFLAC PAYABLE	AFLAC CONTRIBUTION	415.25
311-0000-21140	AFLAC PAYABLE	AFLAC CONTRIBUTION	20.51
312-0000-21140	AFLAC PAYABLE	AFLAC CONTRIBUTION	3.52
410-0000-21140	AFLAC PAYABLE	AFLAC CONTRIBUTION	6.83
416-0000-21140	AFLAC PAYABLE	AFLAC CONTRIBUTION	19.31

CALIFS	CALIFORNIA STATE DISBURSEMENT UNIT	05/30/2025	Regular	0.00	725.07	57455

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
INV0000542	Invoice	05/30/2025	CHILD SUPPORT CONTRIBUTION	0.00	725.07

Account Number	Account Name	Item Description	Distribution Amount
100-0000-21194	CHILD SUPPORT/GARNISH...	CHILD SUPPORT CONTRIBUTION	613.36
309-0000-21194	CHILD SUPPORT/GARNISH...	CHILD SUPPORT CONTRIBUTION	20.88
312-0000-21194	CHILD SUPPORT/GARNISH...	CHILD SUPPORT CONTRIBUTION	16.60
410-0000-21194	CHILD SUPPORT/GARNISH...	CHILD SUPPORT CONTRIBUTION	44.84
416-0000-21194	CHILD SUPPORT/GARNISH...	CHILD SUPPORT CONTRIBUTION	29.39

COMM F	COMMUNITY FOUNDATION FOR MONTEREY CC	05/30/2025	Regular	0.00	130.00	57456

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
INV0000541	Invoice	05/30/2025	CAPITAL CAMPAIGN DONATION	0.00	130.00

Account Number	Account Name	Item Description	Distribution Amount
100-0000-21195	MISC. PAYROLL DEDUCTI...	CAPITAL CAMPAIGN DONATION	84.54
309-0000-21195	MISC. PAYROLL DEDUCTI...	CAPITAL CAMPAIGN DONATION	19.17
310-0000-21195	MISC. PAYROLL DEDUCTI...	CAPITAL CAMPAIGN DONATION	19.17
311-0000-21195	MISC. PAYROLL DEDUCTI...	CAPITAL CAMPAIGN DONATION	7.12

VANTAG	MISSION SQUARE-303584	05/30/2025	Regular	0.00	10,595.30	57457

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
INV0000538	Invoice	05/30/2025	EMPLOYEE DEDUCTION	0.00	598.07

Account Number	Account Name	Item Description	Distribution Amount
100-0000-21210	ICMA PAYABLE	EMPLOYEE DEDUCTION	183.25
309-0000-21210	ICMA PAYABLE	EMPLOYEE DEDUCTION	76.46
310-0000-21210	ICMA PAYABLE	EMPLOYEE DEDUCTION	297.86
311-0000-21210	ICMA PAYABLE	EMPLOYEE DEDUCTION	35.03
312-0000-21210	ICMA PAYABLE	EMPLOYEE DEDUCTION	5.47

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
INV0000543	Invoice	05/30/2025	DEFERRED-EMPLOYEE PORTION	0.00	545.82

Account Number	Account Name	Item Description	Distribution Amount
100-0000-21145	DEFERRED COMP. PAYAB...	DEFERRED-EMPLOYEE PORTION	10.45
309-0000-21145	DEFERRED COMP. PAYAB...	DEFERRED-EMPLOYEE PORTION	421.29
310-0000-21145	DEFERRED COMP. PAYAB...	DEFERRED-EMPLOYEE PORTION	114.08

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
INV0000544	Invoice	05/30/2025	Directors' 7% Ret. Contr.	0.00	472.07

Account Number	Account Name	Item Description	Distribution Amount
100-0000-21171	PERS	Directors' 7% Ret. Contr.	241.82
309-0000-21171	PERS	Directors' 7% Ret. Contr.	92.10
310-0000-21171	PERS	Directors' 7% Ret. Contr.	92.10
311-0000-21171	PERS	Directors' 7% Ret. Contr.	46.05

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
INV0000545	Invoice	05/30/2025	DEFERRED-EMPLOYEE PORTION	0.00	7,520.00

Vendor Number	Vendor Name		Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	100-0000-21145	DEFERRED COMP. PAYAB...		DEFERRED-EMPLOYEE PORTION		3,361.65	
	309-0000-21145	DEFERRED COMP. PAYAB...		DEFERRED-EMPLOYEE PORTION		910.59	
	310-0000-21145	DEFERRED COMP. PAYAB...		DEFERRED-EMPLOYEE PORTION		2,364.25	
	311-0000-21145	DEFERRED COMP. PAYAB...		DEFERRED-EMPLOYEE PORTION		242.41	
	312-0000-21145	DEFERRED COMP. PAYAB...		DEFERRED-EMPLOYEE PORTION		217.10	
	410-0000-21145	DEFERRED COMP. PAYAB...		DEFERRED-EMPLOYEE PORTION		373.10	
	416-0000-21145	DEFERRED COMP. PAYAB...		DEFERRED-EMPLOYEE PORTION		41.77	
	531-0000-21145	DEFERRED COMP. PAYAB...		DEFERRED-EMPLOYEE PORTION		9.13	
INV0000546	Invoice		05/30/2025	DEFERRED-EMPLOYEE PORTION	0.00	1,459.34	
	100-0000-21145	DEFERRED COMP. PAYAB...		DEFERRED-EMPLOYEE PORTION		1,440.76	
	416-0000-21145	DEFERRED COMP. PAYAB...		DEFERRED-EMPLOYEE PORTION		18.58	
PRINCI	PRINCIPAL LIFE INSURANCE COMPANY		05/30/2025	Regular	0.00	3,416.52	57458
Payable #	**Payable Type**	**Post Date**	**Payable Description**		**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**		**Item Description**	**Distribution Amount**		
INV0000547	Invoice		05/30/2025	DENTAL INSURANCE	0.00	3,165.60	
	100-0000-21160	MEDICAL INSURANCE PA...		DENTAL INSURANCE		1,542.39	
	121-0000-21160	MEDICAL INSURANCE PA...		DENTAL INSURANCE		28.05	
	309-0000-21160	MEDICAL INSURANCE PA...		DENTAL INSURANCE		378.72	
	310-0000-21160	MEDICAL INSURANCE PA...		DENTAL INSURANCE		895.05	
	311-0000-21160	MEDICAL INSURANCE PA...		DENTAL INSURANCE		61.75	
	312-0000-21160	MEDICAL INSURANCE PA...		DENTAL INSURANCE		61.92	
	410-0000-21160	MEDICAL INSURANCE PA...		DENTAL INSURANCE		175.70	
	416-0000-21160	MEDICAL INSURANCE PA...		DENTAL INSURANCE		20.37	
	531-0000-21160	MEDICAL INSURANCE PA...		DENTAL INSURANCE		1.65	
INV0000567	Invoice		05/30/2025	VISION INSURANCE	0.00	250.92	
	402-0000-48011	CITY EMPLOYEE CONTRIB...		VISION INSURANCE		250.92	
SEIU L	SEIU LOCAL 521		05/30/2025	Regular	0.00	1,316.97	57459
Payable #	**Payable Type**	**Post Date**	**Payable Description**		**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**		**Item Description**	**Distribution Amount**		
INV0000562	Invoice		05/30/2025	EMPLOYEE CONTRIBUTION	0.00	23.00	
	100-0000-21185	SEIU LOCAL 521		EMPLOYEE CONTRIBUTION		9.81	
	309-0000-21185	SEIU LOCAL 521		EMPLOYEE CONTRIBUTION		1.02	
	310-0000-21185	SEIU LOCAL 521		EMPLOYEE CONTRIBUTION		9.98	
	312-0000-21185	SEIU LOCAL 521		EMPLOYEE CONTRIBUTION		0.52	
	410-0000-21185	SEIU LOCAL 521		EMPLOYEE CONTRIBUTION		1.34	
	416-0000-21185	SEIU LOCAL 521		EMPLOYEE CONTRIBUTION		0.33	
INV0000563	Invoice		05/30/2025	EMPLOYEE CONTRIBUTION	0.00	1,293.97	
	100-0000-21185	SEIU LOCAL 521		EMPLOYEE CONTRIBUTION		444.52	
	309-0000-21185	SEIU LOCAL 521		EMPLOYEE CONTRIBUTION		156.44	
	310-0000-21185	SEIU LOCAL 521		EMPLOYEE CONTRIBUTION		611.88	
	311-0000-21185	SEIU LOCAL 521		EMPLOYEE CONTRIBUTION		13.34	
	312-0000-21185	SEIU LOCAL 521		EMPLOYEE CONTRIBUTION		10.75	
	410-0000-21185	SEIU LOCAL 521		EMPLOYEE CONTRIBUTION		47.21	
	416-0000-21185	SEIU LOCAL 521		EMPLOYEE CONTRIBUTION		2.80	
	531-0000-21185	SEIU LOCAL 521		EMPLOYEE CONTRIBUTION		7.03	
SPOA	SOLEDAD POLICE OFFICERS ASSOCIATION		05/30/2025	Regular	0.00	780.00	57460
Payable #	**Payable Type**	**Post Date**	**Payable Description**		**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**		**Item Description**	**Distribution Amount**		
INV0000566	Invoice		05/30/2025	POLICE OFFICERS CONTRIBUTIONS	0.00	780.00	
	100-0000-21190	SOLEDAD POLICE OFFICE...		POLICE OFFICERS CONTRIBUTIO...		756.63	
	416-0000-21190	SOLEDAD POLICE OFFICE...		POLICE OFFICERS CONTRIBUTIO...		23.37	
STAEDD	STATE OF CALIFORNIA E.D.D.		05/30/2025	Regular	0.00	11,885.23	57461

Vendor Number / Payable #	Vendor Name / Payable Type / Account Number	Post Date / Account Name	Payment Date / Payable Description / Item Description	Payment Type	Discount Amount / Discount Amount / Distribution Amount	Payment Amount / Payable Amount	Number
INV0000570	Invoice	05/30/2025	STATE TAX W/H		0.00	11,885.23	
	100-0000-21130	STATE TAX PAYABLE	STATE TAX W/H			7,351.99	
	121-0000-21130	STATE TAX PAYABLE	STATE TAX W/H			111.56	
	309-0000-21130	STATE TAX PAYABLE	STATE TAX W/H			1,002.38	
	310-0000-21130	STATE TAX PAYABLE	STATE TAX W/H			2,443.18	
	311-0000-21130	STATE TAX PAYABLE	STATE TAX W/H			227.12	
	312-0000-21130	STATE TAX PAYABLE	STATE TAX W/H			145.31	
	410-0000-21130	STATE TAX PAYABLE	STATE TAX W/H			417.77	
	416-0000-21130	STATE TAX PAYABLE	STATE TAX W/H			153.27	
	531-0000-21130	STATE TAX PAYABLE	STATE TAX W/H			32.65	
STPERS	STATE OF CALIFORNIA PERS		05/30/2025	Regular	0.00	52,848.94	57462
INV0000548	Invoice	05/30/2025	CHIEF & LIEUTENANT		0.00	1,720.88	
	100-0000-21171	PERS		CHIEF & LIEUTENANT		1,720.88	
INV0000549	Invoice	05/30/2025	City of Soledad Conf PEPRA		0.00	295.10	
	100-0000-21171	PERS		City of Soledad Conf PEPRA		147.58	
	309-0000-21171	PERS		City of Soledad Conf PEPRA		59.01	
	310-0000-21171	PERS		City of Soledad Conf PEPRA		59.01	
	311-0000-21171	PERS		City of Soledad Conf PEPRA		29.50	
INV0000550	Invoice	05/30/2025	EMPLOYEE CONTRIBUTION		0.00	10,742.51	
	100-0000-21171	PERS		EMPLOYEE CONTRIBUTION		4,539.11	
	121-0000-21171	PERS		EMPLOYEE CONTRIBUTION		237.46	
	309-0000-21171	PERS		EMPLOYEE CONTRIBUTION		930.62	
	310-0000-21171	PERS		EMPLOYEE CONTRIBUTION		3,728.37	
	311-0000-21171	PERS		EMPLOYEE CONTRIBUTION		290.53	
	312-0000-21171	PERS		EMPLOYEE CONTRIBUTION		149.49	
	410-0000-21171	PERS		EMPLOYEE CONTRIBUTION		780.22	
	416-0000-21171	PERS		EMPLOYEE CONTRIBUTION		21.13	
	531-0000-21171	PERS		EMPLOYEE CONTRIBUTION		65.58	
INV0000551	Invoice	05/30/2025	City of Soledad Regular Empl		0.00	11,208.56	
	100-0000-21171	PERS		City of Soledad Regular Empl		4,759.37	
	121-0000-21171	PERS		City of Soledad Regular Empl		241.14	
	309-0000-21171	PERS		City of Soledad Regular Empl		1,005.01	
	310-0000-21171	PERS		City of Soledad Regular Empl		3,846.07	
	311-0000-21171	PERS		City of Soledad Regular Empl		324.91	
	312-0000-21171	PERS		City of Soledad Regular Empl		151.80	
	410-0000-21171	PERS		City of Soledad Regular Empl		792.21	
	416-0000-21171	PERS		City of Soledad Regular Empl		21.46	
	531-0000-21171	PERS		City of Soledad Regular Empl		66.59	
INV0000552	Invoice	05/30/2025	City of Soledad Police		0.00	6,226.29	
	100-0000-21171	PERS		City of Soledad Police		6,047.49	
	416-0000-21171	PERS		City of Soledad Police		178.80	
INV0000553	Invoice	05/30/2025	City of Soledad Conf. Employee		0.00	330.78	
	100-0000-21171	PERS		City of Soledad Conf. Employee		168.64	
	309-0000-21171	PERS		City of Soledad Conf. Employee		81.08	
	310-0000-21171	PERS		City of Soledad Conf. Employee		81.06	
INV0000554	Invoice	05/30/2025	City of Soledad Reg Managers		0.00	573.86	
	100-0000-21171	PERS		City of Soledad Reg Managers		154.95	
	309-0000-21171	PERS		City of Soledad Reg Managers		143.46	
	310-0000-21171	PERS		City of Soledad Reg Managers		143.46	
	311-0000-21171	PERS		City of Soledad Reg Managers		57.39	
	312-0000-21171	PERS		City of Soledad Reg Managers		28.69	
	410-0000-21171	PERS		City of Soledad Reg Managers		45.91	
INV0000555	Invoice	05/30/2025	City of Soledad Managers		0.00	832.09	

Vendor Number	Vendor Name		Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	100-0000-21171	PERS		City of Soledad Managers		224.67	
	309-0000-21171	PERS		City of Soledad Managers		208.03	
	310-0000-21171	PERS		City of Soledad Managers		208.03	
	311-0000-21171	PERS		City of Soledad Managers		83.21	
	312-0000-21171	PERS		City of Soledad Managers		41.60	
	410-0000-21171	PERS		City of Soledad Managers		66.55	
INV0000556	Invoice	05/30/2025	City of Soledad Police		0.00	667.85	
	100-0000-21171	PERS		City of Soledad Police		667.85	
INV0000557	Invoice	05/30/2025	City of Soledad Police		0.00	2,336.22	
	100-0000-21171	PERS		City of Soledad Police		2,255.04	
	416-0000-21171	PERS		City of Soledad Police		81.18	
INV0000558	Invoice	05/30/2025	City of Soledad Police		0.00	1,386.96	
	100-0000-21171	PERS		City of Soledad Police		1,338.76	
	416-0000-21171	PERS		City of Soledad Police		48.20	
INV0000559	Invoice	05/30/2025	City of Soledad Police		0.00	6,221.74	
	100-0000-21171	PERS		City of Soledad Police		6,043.07	
	416-0000-21171	PERS		City of Soledad Police		178.67	
INV0000560	Invoice	05/30/2025	EMPLOYEE CONTRIBUTION		0.00	4,010.80	
	100-0000-21171	PERS		EMPLOYEE CONTRIBUTION		1,495.55	
	309-0000-21171	PERS		EMPLOYEE CONTRIBUTION		858.58	
	310-0000-21171	PERS		EMPLOYEE CONTRIBUTION		955.53	
	311-0000-21171	PERS		EMPLOYEE CONTRIBUTION		84.42	
	312-0000-21171	PERS		EMPLOYEE CONTRIBUTION		197.03	
	410-0000-21171	PERS		EMPLOYEE CONTRIBUTION		411.99	
	416-0000-21171	PERS		EMPLOYEE CONTRIBUTION		7.70	
INV0000561	Invoice	05/30/2025	City of Soledad Regular Empl		0.00	6,295.30	
	100-0000-21171	PERS		City of Soledad Regular Empl		2,413.05	
	309-0000-21171	PERS		City of Soledad Regular Empl		1,362.51	
	310-0000-21171	PERS		City of Soledad Regular Empl		1,503.06	
	311-0000-21171	PERS		City of Soledad Regular Empl		122.42	
	312-0000-21171	PERS		City of Soledad Regular Empl		285.69	
	410-0000-21171	PERS		City of Soledad Regular Empl		597.40	
	416-0000-21171	PERS		City of Soledad Regular Empl		11.17	
	Void		05/30/2025	Regular	0.00	0.00	57463
	Void		05/30/2025	Regular	0.00	0.00	57464
SUNLIF	SUN LIFE ASSURANCE COMPANY OF CANADA		05/30/2025	Regular	0.00	2,186.94	57465

Payable #	Payable Type	Post Date	Payable Description		Discount Amount	Payable Amount
	Account Number	**Account Name**		**Item Description**	**Distribution Amount**	
INV0000564	Invoice	05/30/2025	LIFE, AD&D, LTD		0.00	1,810.59
	100-0000-21150	INSURANCE PAYABLE		LIFE, AD&D, LTD		965.76
	121-0000-21150	INSURANCE PAYABLE		LIFE, AD&D, LTD		23.42
	309-0000-21150	INSURANCE PAYABLE		LIFE, AD&D, LTD		173.68
	310-0000-21150	INSURANCE PAYABLE		LIFE, AD&D, LTD		440.51
	311-0000-21150	INSUARNCE PAYABLE		LIFE, AD&D, LTD		39.61
	312-0000-21150	INSURANCE PAYABLE		LIFE, AD&D, LTD		34.70
	410-0000-21150	INSURANCE PAYABLE		LIFE, AD&D, LTD		113.16
	416-0000-21150	INSURANCE PAYABLE		LIFE, AD&D, LTD		13.84
	531-0000-21150	INSURANCE PAYABLE		LIFE, AD&D, LTD		5.91
INV0000565	Invoice	05/30/2025	SUPPLEMENTAL		0.00	376.35
	100-0000-21150	INSURANCE PAYABLE		SUPPLEMENTAL		186.44
	121-0000-21150	INSURANCE PAYABLE		SUPPLEMENTAL		4.11
	309-0000-21150	INSURANCE PAYABLE		SUPPLEMENTAL		75.09
	310-0000-21150	INSURANCE PAYABLE		SUPPLEMENTAL		68.98
	311-0000-21150	INSUARNCE PAYABLE		SUPPLEMENTAL		10.74
	312-0000-21150	INSURANCE PAYABLE		SUPPLEMENTAL		5.87
	410-0000-21150	INSURANCE PAYABLE		SUPPLEMENTAL		23.98
	416-0000-21150	INSURANCE PAYABLE		SUPPLEMENTAL		0.97

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	531-0000-21150 INSURANCE PAYABLE		SUPPLEMENTAL		0.17	
ACCBUS	ACC BUSINESS	05/30/2025	Regular	0.00	2,063.03	57466
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
0264722010	Invoice	05/30/2025	Internet	0.00	2,063.03	
	100-2200-52400	UTILITIES	Internet	2,063.03		
ACCBUS	ACC BUSINESS	05/30/2025	Regular	0.00	2,266.46	57467
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
1081681017	Invoice	05/30/2025	Internet - City Hall	0.00	2,266.46	
	100-8000-52400	UTILITIES	Internet - City Hall	2,266.46		
ACCBUS	ACC BUSINESS	05/30/2025	Regular	0.00	1,462.29	57468
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
1885991018	Invoice	05/30/2025	WWTP Internet Service	0.00	1,462.29	
	310-0000-52410	TELEPHONE/DATA/PAGER	WWTP Internet Service	1,462.29		
ACTIONCOUN	ACTION COUNCIL OF MONTEREY COUNTY, INC	05/30/2025	Regular	0.00	2,909.50	57469
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
CS-25-03	Invoice	05/30/2025	Youth Council/SOAR	0.00	2,909.50	
	100-2400-52200	PROFESSIONAL SERVICES...	Youth Council/SOAR	2,909.50		
ALCANA	ALCANTAR ACE HARDWARE	05/30/2025	Regular	0.00	3,051.03	57470
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
6653	Invoice	05/30/2025	Dead Bolt	0.00	48.05	
	100-2100-52518	FACILITIES EXPENSE	Dead Bolt	48.05		
6659	Invoice	05/30/2025	Plant Painting & Repair	0.00	19.21	
	310-0000-52525	REPAIRS & MAINTENANCE..	Plant Painting & Repair	19.21		
6666	Invoice	05/30/2025	Supplies - FD	0.00	308.51	
	100-1450-52051	TOOLS & MINOR EQUIPM...	Supplies - FD	308.51		
6680	Invoice	05/30/2025	Dead Bolt	0.00	43.69	
	100-2100-52525	REPAIRS & MAINTENANCE..	Dead Bolt	43.69		
6681	Credit Memo	05/30/2025	Return	0.00	-22.94	
	100-2100-52525	REPAIRS & MAINTENANCE..	Return	-22.94		
6701	Invoice	05/30/2025	Shop Restock Tools & Supplies	0.00	46.23	
	310-0000-52051	TOOLS & MINOR EQUIPM...	Shop Restock Tools & Supplies	46.23		
6716	Invoice	05/30/2025	Cleaning Towels for CCTV Camera/Lens	0.00	41.49	
	310-0000-52134	COLLECTION SYSTEM MA...	Cleaning Towels for CCTV Camer...	41.49		
6717	Invoice	05/30/2025	Bathroom Supplies	0.00	16.58	
	100-1500-52518	FACILITIES EXPENSE	Bathroom Supplies	16.58		
6722	Invoice	05/30/2025	Supplies - Chambers Renovation	0.00	43.97	
	100-8000-52518	FACILITIES EXPENSE	Supplies - Chambers Renovation	43.97		
6733	Invoice	05/30/2025	Cement Slab For New Hydrant	0.00	29.90	
	309-0000-57000	CAPITAL OUTLAY - IMPR...	Cement Slab For New Hydrant	29.90		
6734	Invoice	05/30/2025	Trimmer Line	0.00	26.21	
	100-2100-52525	REPAIRS & MAINTENANCE..	Trimmer Line	26.21		
6739	Invoice	05/30/2025	Supplies - Chambers Renovation	0.00	13.08	
	100-8000-52518	FACILITIES EXPENSE	Supplies - Chambers Renovation	13.08		
6751	Invoice	05/30/2025	Cement 4 Hydrant	0.00	5.45	
	309-0000-52525	REPAIRS & MAINTENANCE..	Cement 4 Hydrant	5.45		
6761	Invoice	05/30/2025	Marking Paint/Flags	0.00	26.20	

Vendor Number	Vendor Name		Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	100-2100-52525	REPAIRS & MAINTENANCE..		Marking Paint/Flags		26.20	
6763	Invoice		05/30/2025	Supplies - Provisional Encampment	0.00	13.10	
	121-0000-52525	REPAIRS & MAINTENANCE..		Supplies - Provisional Encampm...		13.10	
6774	Invoice		05/30/2025	Supplies - Provisional Encampment	0.00	131.48	
	121-0000-52525	REPAIRS & MAINTENANCE..		Supplies - Provisional Encampm...		131.48	
6780	Invoice		05/30/2025	Janitorial Supplies - Restock	0.00	6.68	
	310-0000-52518	FACILITIES EXPENSE		Janitorial Supplies - Restock		6.68	
6821	Invoice		05/30/2025	Maintenance - FD	0.00	56.79	
	100-1450-52051	TOOLS & MINOR EQUIPM...		Maintenance - FD		56.79	
6824	Invoice		05/30/2025	Facility Landscape	0.00	21.72	
	100-2200-52518	FACILITIES EXPENSE		Facility Landscape		21.72	
6826	Invoice		05/30/2025	Glue	0.00	7.64	
	100-8000-52518	FACILITIES EXPENSE		Glue		7.64	
6832	Invoice		05/30/2025	Office Trailer Lights	0.00	21.84	
	310-0000-52518	FACILITIES EXPENSE		Office Trailer Lights		21.84	
6841	Invoice		05/30/2025	Janitorial Restock - Blue Building	0.00	36.66	
	310-0000-52518	FACILITIES EXPENSE		Janitorial Restock - Blue Building		36.66	
6842	Invoice		05/30/2025	Brake Clean	0.00	9.82	
	100-2100-52525	REPAIRS & MAINTENANCE..		Brake Clean		9.82	
6845	Invoice		05/30/2025	Fence Repairs	0.00	7.83	
	100-2100-52525	REPAIRS & MAINTENANCE..		Fence Repairs		7.83	
6848	Invoice		05/30/2025	Anchor / Door Stopper	0.00	8.06	
	100-1400-52518	FACILITIES EXPENSE		Anchor / Door Stopper		8.06	
6850	Invoice		05/30/2025	Supplies - Provisional Encampment	0.00	1,367.72	
	121-0000-52525	REPAIRS & MAINTENANCE..		Supplies - Provisional Encampm...		1,367.72	
6851	Invoice		05/30/2025	Supplies - Provisional Encampment	0.00	17.44	
	121-0000-52525	REPAIRS & MAINTENANCE..		Supplies - Provisional Encampm...		17.44	
6857	Invoice		05/30/2025	Supplies - Provisional Encampment	0.00	61.14	
	121-0000-52525	REPAIRS & MAINTENANCE..		Supplies - Provisional Encampm...		61.14	
6859	Invoice		05/30/2025	Chainsaw Chains	0.00	17.02	
	100-2100-52525	REPAIRS & MAINTENANCE..		Chainsaw Chains		17.02	
6861	Invoice		05/30/2025	Facility Irrigation	0.00	32.79	
	100-2200-52518	FACILITIES EXPENSE		Facility Irrigation		32.79	
6874	Invoice		05/30/2025	Facility Irrigation	0.00	9.82	
	100-2200-52518	FACILITIES EXPENSE		Facility Irrigation		9.82	
6877	Invoice		05/30/2025	Goal Chain - Vosti Park	0.00	19.60	
	100-2200-52518	FACILITIES EXPENSE		Goal Chain - Vosti Park		19.60	
6882	Invoice		05/30/2025	Paint Remover	0.00	28.37	
	100-2100-52525	REPAIRS & MAINTENANCE..		Paint Remover		28.37	
6885	Invoice		05/30/2025	Paint Rust Remover	0.00	26.20	
	100-2100-52525	REPAIRS & MAINTENANCE..		Paint Rust Remover		26.20	
6887	Invoice		05/30/2025	Supplies - Provisional Encampment	0.00	274.33	
	121-0000-52525	REPAIRS & MAINTENANCE..		Supplies - Provisional Encampm...		274.33	
6905	Invoice		05/30/2025	Supplies - Provisional Encampment	0.00	61.20	
	121-0000-52525	REPAIRS & MAINTENANCE..		Supplies - Provisional Encampm...		61.20	
6912	Invoice		05/30/2025	Supplies - Provisional Encampment	0.00	33.83	
	121-0000-52525	REPAIRS & MAINTENANCE..		Supplies - Provisional Encampm...		33.83	
6923	Invoice		05/30/2025	Edger Blade	0.00	19.65	
	100-2100-52525	REPAIRS & MAINTENANCE..		Edger Blade		19.65	
6935	Invoice		05/30/2025	Repairs - Manhole Protection	0.00	33.21	
	310-0000-52525	REPAIRS & MAINTENANCE..		Repairs - Manhole Protection		33.21	
6936	Invoice		05/30/2025	Repairs - Manhole Protection	0.00	46.32	

Vendor Number	Vendor Name		Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	310-0000-52525		REPAIRS & MAINTENANCE..	Repairs - Manhole Protection		46.32	
6956	Invoice	05/30/2025	Storm Drain Project Supplies		0.00	15.49	
	310-0000-52134		COLLECTION SYSTEM MA...	Storm Drain Project Supplies		15.49	
6972	Invoice	05/30/2025	Edger Blade		0.00	19.65	
	100-2100-52525		REPAIRS & MAINTENANCE..	Edger Blade		19.65	
	Void		05/30/2025	Regular	0.00	0.00	57471
AMAZON	AMAZON CAPITAL SERVICES		05/30/2025	Regular	0.00	2,294.81	57472
Payable #	**Payable Type**	**Post Date**	**Payable Description**		**Discount Amount**	**Payable Amount**	
	Account Number		**Account Name**	**Item Description**	**Distribution Amount**		
11Q7-P6KN-VN3T	Invoice	05/30/2025	Supplies - Provisional Encampment		0.00	39.18	
	121-0000-52525		REPAIRS & MAINTENANCE..	Supplies - Provisional Encampm...		39.18	
147K-1QTW-VPLG	Invoice	05/30/2025	Supplies - Provisional Encampment		0.00	279.59	
	121-0000-52525		REPAIRS & MAINTENANCE..	Supplies - Provisional Encampm...		279.59	
1CCH-3RCV-W3...	Invoice	05/30/2025	Recreation Folders		0.00	24.34	
	100-1310-52040		OFFICE SUPPLIES	Recreation Folders		24.34	
1CCH-3RCV-XFHN	Invoice	05/30/2025	Facility Landscape Office		0.00	21.90	
	100-2200-52040		OFFICE SUPPLIES	Office		3.92	
	100-2200-52518		FACILITIES EXPENSE	Facility		17.98	
1GGH-LGRP-4VWY	Invoice	05/30/2025	Monitor & Mount		0.00	207.34	
	100-1400-57100		CAPITAL OUTLAY - COMP...	Monitor & Mount		207.34	
1J4W-DTP1-XW...	Invoice	05/30/2025	Printer - Replacement		0.00	142.01	
	100-3000-57000		CAPITAL OUTLAY - IMPR...	Printer - Patty Replacement		142.01	
1JH9-H4PX-FWPG	Invoice	05/30/2025	VA - Supplies		0.00	85.19	
	100-3100-52200		PROFESSIONAL SERVICES...	VA - Supplies		85.19	
1NPX-FP6F-WH...	Invoice	05/30/2025	Cord		0.00	6.98	
	100-3000-57000		CAPITAL OUTLAY - IMPR...	Cord		6.98	
1R7W-GMCJ-DN...	Invoice	05/30/2025	Pusher Tool		0.00	48.06	
	100-1400-52043		AMMUNITION/WEAPON ...	Pusher Tool		48.06	
1RKG-VJ1H-3KT3	Credit Memo	05/30/2025	Batteries - Credit Return		0.00	-27.30	
	310-0000-52051		TOOLS & MINOR EQUIPM...	Batteries - Credit Return		-27.30	
1RKT-D37Q-YLCR	Invoice	05/30/2025	Monitors - Records		0.00	670.38	
	100-3000-57000		CAPITAL OUTLAY - IMPR...	Monitors - Records		670.38	
1V74-QNMH-79...	Invoice	05/30/2025	Batteries - Mechanics Radio		0.00	27.30	
	310-0000-52051		TOOLS & MINOR EQUIPM...	Batteries - Mechanics Radio		27.30	
1VFF-KVVX-MVNF	Invoice	05/30/2025	Phone Case Replacement		0.00	6.54	
	100-3100-52200		PROFESSIONAL SERVICES...	Phone Case Replacement		6.54	
1WGY-XWWH-6L...	Invoice	05/30/2025	Fuses - Electrical Dept. Inv.		0.00	81.93	
	310-0000-52051		TOOLS & MINOR EQUIPM...	Fuses - Electrical Dept. Inv.		81.93	
1WL7-9PM9-JR6H	Invoice	05/30/2025	Blower - Safety		0.00	206.48	
	100-1400-52518		FACILITIES EXPENSE	Blower - Safety		206.48	
1WPV-CKXJ-VY7M	Invoice	05/30/2025	Breakroom Supplies		0.00	38.09	
	100-1400-52115		SUNDRY	Breakroom Supplies		38.09	
1YH7-7FNQ-W1Q6	Invoice	05/30/2025	Supplies - Provisional Encampment		0.00	436.80	
	121-0000-52525		REPAIRS & MAINTENANCE..	Supplies - Provisional Encampm...		436.80	
AMESUP	AMERICAN SUPPLY COMPANY		05/30/2025	Regular	0.00	1,371.91	57473
Payable #	**Payable Type**	**Post Date**	**Payable Description**		**Discount Amount**	**Payable Amount**	
	Account Number		**Account Name**	**Item Description**	**Distribution Amount**		
3061191	Invoice	05/30/2025	Supplies - Restroom		0.00	1,371.91	
	100-2100-52518		FACILITIES EXPENSE	Supplies - Restroom		685.95	
	100-8000-52518		FACILITIES EXPENSE	Supplies - Restroom		685.96	
ANALGE	ANALGESIC SERVICES, INC.		05/30/2025	Regular	0.00	9.78	57474

Vendor Number / Payable #	Vendor Name / Payable Type / Account Number	Post Date / Account Name	Payment Date / Payable Description / Item Description	Payment Type	Discount Amount / Discount Amount / Distribution Amount	Payment Amount / Payable Amount	Number
HT2596	Invoice	05/30/2025	EMS Oxygen - FD		0.00	9.78	
	431-0000-52041	OPERATIONAL SUPPLIES		EMS Oxygen - FD	9.78		
AONRIS	AON RISK INSURANCE SERVICES WEST INC.		05/30/2025	Regular	0.00	300.00	57475
8200000378530 A	Invoice	05/30/2025	Equipment Floater		0.00	300.00	
	100-8000-52320	VEHICLE INSURANCE		Equipment Floater	300.00		
AUTOZO	AUTOZONE LLC		05/30/2025	Regular	0.00	80.07	57476
05509881371	Credit Memo	05/30/2025	CREDIT		0.00	-610.03	
	100-1400-52080	FLEET SERVICES		CREDIT	-610.03		
05509889447	Invoice	05/30/2025	Preventive Maint.		0.00	100.47	
	100-2100-52080	FLEET SERVICES		Preventive Maint.	100.47		
05509893772	Invoice	05/30/2025	Preventive Maint.		0.00	174.00	
	100-2100-52080	FLEET SERVICES		Preventive Maint.	174.00		
05509893863	Invoice	05/30/2025	Cabin Filter Ignition Coil		0.00	86.98	
	100-2100-52080	FLEET SERVICES		Cabin Filter Ignition Coil	86.98		
05509897596	Invoice	05/30/2025	Generator Battery		0.00	173.78	
	100-2200-52518	FACILITIES EXPENSE		Generator Battery	173.78		
05509898064	Invoice	05/30/2025	Valve Cover		0.00	79.52	
	100-2100-52080	FLEET SERVICES		Valve Cover	79.52		
05509900835	Invoice	05/30/2025	Brake Parts		0.00	60.90	
	100-2100-52080	FLEET SERVICES		Brake Parts	60.90		
05509900836	Invoice	05/30/2025	Zip-Ties		0.00	14.45	
	100-1400-52080	FLEET SERVICES		Zip-Ties	14.45		
05510383381	Credit Memo	05/30/2025	Battery		0.00	-356.08	
	100-1400-52080	FLEET SERVICES		Battery	-356.08		
05510383398	Invoice	05/30/2025	Battery		0.00	356.08	
	100-1400-52080	FLEET SERVICES		Battery	356.08		
BLAVEA	BLACK & VEATCH CORPORATION		05/30/2025	Regular	0.00	14,938.75	57477
1464698	Invoice	05/30/2025	WRF Assessment		0.00	14,938.75	
	310-0000-57000	CAPITAL OUTLAY - IMPR...		WRF Assessment	14,938.75		
PRIMO	BLUE TRITON BRANDS INC		05/30/2025	Regular	0.00	224.20	57478
05D8720131987	Invoice	05/30/2025	Encampment		0.00	4.36	
	121-0000-52525	REPAIRS & MAINTENANCE..		Encampment	4.36		
05D8720133773	Invoice	05/30/2025	Office Water		0.00	13.99	
	100-2200-52040	OFFICE SUPPLIES		Office Water	13.99		
8720069420	Invoice	05/30/2025	Water & Dispenser		0.00	205.85	
	100-8000-52040	OFFICE SUPPLIES		Water & Dispenser	205.85		
BLUEALLY	BLUEALLY TECHNOLOGY SOLUTIONS LLC		05/30/2025	Regular	0.00	1,079.88	57479
INV29341	Invoice	05/30/2025	Lobby Computer		0.00	1,079.88	
	100-1400-57100	CAPITAL OUTLAY - COMP...		Lobby Computer	1,079.88		

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
CAROLL	CAROLLO ENGINEERS, INC.	05/30/2025	Regular	0.00	18,608.35	57480

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
FB66274 - 17	Invoice	05/30/2025	Recycled Water Conveyance	0.00	18,608.35

Account Number	Account Name	Item Description	Distribution Amount
213-0000-52200	PROFESSIONAL SERVICES...	Recycled Water Conveyance	18,608.35

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
CENCOASTGEN	CENTRAL COAST GENERAL BUILDERS INC	05/30/2025	Regular	0.00	2,550.00	57481

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
11114	Invoice	05/30/2025	Renovation - Council Chambers	0.00	2,550.00

Account Number	Account Name	Item Description	Distribution Amount
100-3000-57000	CAPITAL OUTLAY - IMPR...	Renovation - Council Chambers	2,550.00

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
MONASM	CHARLES A. MONASMITH	05/30/2025	Regular	0.00	2,500.00	57482

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
2867	Invoice	05/30/2025	Termite Treatment	0.00	2,500.00

Account Number	Account Name	Item Description	Distribution Amount
100-1400-52518	FACILITIES EXPENSE	Termite Treatment	2,500.00

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
CINTAS	CINTAS CORPORATION NO. 3	05/30/2025	Regular	0.00	716.78	57483

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
4230133389	Invoice	05/30/2025	Parks/St. Uniforms	0.00	85.83
4230915367	Invoice	05/30/2025	Uniforms WW/WATER	0.00	205.59
4230915374	Invoice	05/30/2025	Parks/St. Uniforms	0.00	95.08
4231634096	Invoice	05/30/2025	Uniforms WW/WATER	0.00	330.28

Account Number	Account Name	Item Description	Distribution Amount
100-1400-52520	MAINTENANCE AGREEM...	Parks/St. Uniforms	6.51
100-1500-52520	MAINTENANCE AGREEM...	Parks/St. Uniforms	2.11
100-2100-52520	MAINTENANCE AGREEM...	Parks/St. Uniforms	41.66
311-0000-52520	MAINTENANCE AGREEM...	Parks/St. Uniforms	0.72
312-0000-52520	MAINTENANCE AGREEM...	Parks/St. Uniforms	7.87
410-0000-52520	MAINTENANCE AGREEM...	Parks/St. Uniforms	26.96
309-0000-52520	MAINTENANCE AGREEM...	Uniforms WW/WATER	40.02
310-0000-52520	MAINTENANCE AGREEM...	Uniforms WW/WATER	165.57
100-1400-52520	MAINTENANCE AGREEM...	Parks/St. Uniforms	7.21
100-1500-52520	MAINTENANCE AGREEM...	Parks/St. Uniforms	2.34
100-2100-52520	MAINTENANCE AGREEM...	Parks/St. Uniforms	46.15
311-0000-52520	MAINTENANCE AGREEM...	Parks/St. Uniforms	0.79
312-0000-52520	MAINTENANCE AGREEM...	Parks/St. Uniforms	8.72
410-0000-52520	MAINTENANCE AGREEM...	Parks/St. Uniforms	29.87
309-0000-52520	MAINTENANCE AGREEM...	Uniforms WW/WATER	65.49
310-0000-52520	MAINTENANCE AGREEM...	Uniforms WW/WATER	264.79

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
CSC OF	CSC OF SALINAS	05/30/2025	Regular	0.00	421.00	57484

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
001077718	Invoice	05/30/2025	Grease Fitting / Tubing Escalator #1	0.00	421.00

Account Number	Account Name	Item Description	Distribution Amount
310-0000-52525	REPAIRS & MAINTENANCE..	Grease Fitting / Tubing Escalator...	421.00

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
GUERR	DAMIAN GUERRERO	05/30/2025	Regular	0.00	1,050.00	57485

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
259	Invoice	05/30/2025	Per PD Alley Clean Up	0.00	250.00
260	Invoice	05/30/2025	Water Link Repairs	0.00	800.00

Account Number	Account Name	Item Description	Distribution Amount
100-1400-52518	FACILITIES EXPENSE	Per PD Alley Clean Up	250.00
100-8000-52518	FACILITIES EXPENSE	Water Link Repairs	800.00

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
NAVARR	DANIEL NAVARRO	05/30/2025	Regular	0.00	17.46	57486

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
052825	Invoice	05/30/2025	BBQ Spices Reimbursement	0.00	17.46	
	310-0000-52091	TRAVEL, MEETINGS & TRA...	BBQ Spices Reimbursement	17.46		
DATA	DATAFLOW BUSINESS SYSTEMS, INC.	05/30/2025	Regular	0.00	25.00	57487
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
422673	Invoice	05/30/2025	Copier - CC	0.00	12.50	
	100-2200-52520	MAINTENANCE AGREEM...	Copier - CC	12.50		
422822	Invoice	05/30/2025	Copier - City Hall	0.00	12.50	
	100-8000-52520	MAINTENANCE AGREEM...	Copier - City Hall	12.50		
DUNNED	DUNN EDWARDS PAINTS	05/30/2025	Regular	0.00	507.88	57488
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
2046A09479	Invoice	05/30/2025	Paint for Graffiti	0.00	507.88	
	312-0000-52525	REPAIRS & MAINTENANCE..	Paint for Graffiti	507.88		
EDGES	EDGES ELECTRICAL GROUP, LLC	05/30/2025	Regular	0.00	383.53	57489
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
S6432472.001	Invoice	05/30/2025	UV Station - Secondary Sensor	0.00	383.53	
	310-0000-52525	REPAIRS & MAINTENANCE..	UV Station - Secondary Sensor	383.53		
EMCPLA	EMC PLANNING GROUP INC.	05/30/2025	Regular	0.00	30,569.23	57490
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
16-001-89	Invoice	05/30/2025	Miramonte	0.00	30,569.23	
	120-0000-52200	PROFESSIONAL SERVICES...	Miramonte	30,569.23		
FEDEXF	FEDEX FREIGHT	05/30/2025	Regular	0.00	432.84	57491
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
9498182083	Invoice	05/30/2025	Freight Shipping - Motor	0.00	432.84	
	310-0000-52042	POSTAGE, SHIPPING & FR...	Freight Shipping - Motor	432.84		
FERGUSONUS	FERGUSON US HOLDINGS, INC	05/30/2025	Regular	0.00	22,554.50	57492
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
1890237	Invoice	05/30/2025	Meter Replacement	0.00	9,877.82	
	309-0000-52521	METER REPAIR/REPLACE...	Meter Replacement	9,877.82		
1890237-1	Invoice	05/30/2025	Broken Meter Replacement	0.00	6,611.75	
	309-0000-52521	METER REPAIR/REPLACE...	Broken Meter Replacement	6,611.75		
1890239	Invoice	05/30/2025	Meter Order For Broken Meter	0.00	3,292.61	
	309-0000-52521	METER REPAIR/REPLACE...	Meter Order For Broken Meter	3,292.61		
1890449	Invoice	05/30/2025	Broken Meter Order	0.00	688.86	
	309-0000-52521	METER REPAIR/REPLACE...	Broken Meter Order	688.86		
1892955	Invoice	05/30/2025	Backflow Cesar Chavez Park	0.00	198.60	
	100-2100-52525	REPAIRS & MAINTENANCE..	Backflow Cesar Chavez Park	198.60		
1893653	Invoice	05/30/2025	Supplies - Provisional Encampment	0.00	1,044.74	
	121-0000-52525	REPAIRS & MAINTENANCE..	Supplies - Provisional Encampm...	1,044.74		
1893943	Invoice	05/30/2025	1" Meter Couplings	0.00	524.40	
	309-0000-52525	REPAIRS & MAINTENANCE..	1" Meter Couplings	524.40		
1893944	Invoice	05/30/2025	1" Meter Couplings	0.00	315.72	
	309-0000-52525	REPAIRS & MAINTENANCE..	1" Meter Couplings	315.72		
CIT	FIRST-CITIZENS BANK & TRUST CO	05/30/2025	Regular	0.00	327.72	57493

Vendor Number / Payable #	Vendor Name / Payable Type	Post Date	Payment Date / Payable Description	Payment Type	Discount Amount / Discount Amount	Payment Amount / Payable Amount	Number
	Account Number	**Account Name**		**Item Description**	**Distribution Amount**		
47034330	Invoice	05/30/2025	Copier - WWTP / CH		0.00	327.72	
	100-8000-52230	LEASE CONTRACTS		Copier - WWTP / CH	172.25		
	309-0000-52230	LEASE CONTRACTS		Copier - WWTP / CH	62.19		
	310-0000-52230	LEASE CONTRACTS		Copier - WWTP / CH	93.28		
GONZAC	GONZALES ACE HARDWARE INC.		05/30/2025	Regular	0.00	86.72	57494
039122/3	Invoice	05/30/2025	Front St. Cabinet Locks		0.00	86.72	
	410-0000-52518	FACILITIES EXPENSE		Front St. Cabinet Locks	86.72		
GRAINE	GRAINGER		05/30/2025	Regular	0.00	206.47	57495
9512619561	Invoice	05/30/2025	Paper Towels - Refill Dispensers		0.00	56.60	
	310-0000-52518	FACILITIES EXPENSE		Paper Towels - Refill Dispensers	56.60		
9515735075	Invoice	05/30/2025	Time Relay - South Ponds		0.00	149.87	
	310-0000-52525	REPAIRS & MAINTENANCE..		Time Relay - South Ponds	149.87		
GRANIC	GRANICUS, LLC		05/30/2025	Regular	0.00	9,561.17	57496
198457	Invoice	05/30/2025	Smart Gov		0.00	9,561.17	
	100-1200-52200	PROFESSIONAL SERVICES...		Smart Gov	9,561.17		
GRANIT	GRANITE ROCK COMPANY		05/30/2025	Regular	0.00	1,606.30	57497
2226829	Invoice	05/30/2025	Supplies - Provisional Encampment		0.00	1,606.30	
	121-0000-52525	REPAIRS & MAINTENANCE..		Supplies - Provisional Encampm...	1,606.30		
GRELIN	GREEN LINE		05/30/2025	Regular	0.00	14,585.00	57498
104573	Invoice	05/30/2025	Hydro Vac Storm Drain		0.00	14,585.00	
	310-0000-52134	COLLECTION SYSTEM MA...		Hydro Vac Storm Drain	14,585.00		
GREENR	GREEN RUBBER-KENNEDY AG		05/30/2025	Regular	0.00	231.33	57499
G-433822	Invoice	05/30/2025	O-Rings - Plant		0.00	9.18	
	310-0000-52525	REPAIRS & MAINTENANCE..		O-Rings - Plant	9.18		
G-433905	Invoice	05/30/2025	Valve Repair - UV Unit		0.00	222.15	
	310-0000-52525	REPAIRS & MAINTENANCE..		Valve Repair - UV Unit	222.15		
BURGRE	GREGG BURKMAN		05/30/2025	Regular	0.00	4,681.82	57500
327	Invoice	05/30/2025	Professional Services - Provisional Encam...		0.00	4,681.82	
	121-0000-52200	PROFESSIONAL SERVICES...		Professional Services - Provisiona..	4,681.82		
HILLYA	HILLYARD, INC.		05/30/2025	Regular	0.00	570.26	57501
329881	Invoice	05/30/2025	Janitorial		0.00	570.26	
	100-2200-52518	FACILITIES EXPENSE		Janitorial	570.26		
HOMEDE	HOME DEPOT CREDIT SERVICES		05/30/2025	Regular	0.00	8,875.63	57502

Vendor Number / Payable #	Vendor Name / Payable Type / Account Number	Post Date / Account Name	Payment Date / Payable Description / Item Description	Payment Type	Discount Amount / Distribution Amount	Payment Amount / Payable Amount	Number
052125	Invoice	05/30/2025	Credit Card Purchases		0.00	8,875.63	
	100-2100-52040	OFFICE SUPPLIES	Desk Lamp			32.74	
	100-2100-52052	SAFETY EQUIPMENT	Cooling Towel			16.37	
	121-0000-52525	REPAIRS & MAINTENANCE..	House Home Generator			7,318.66	
	121-0000-52525	REPAIRS & MAINTENANCE..	Freezer Refrigerator			892.57	
	121-0000-52525	REPAIRS & MAINTENANCE..	Microwave			119.08	
	121-0000-52525	REPAIRS & MAINTENANCE..	Folding Picnic Table			496.21	
CORIX	ICONIX WATERWORKS (US) INC.		05/30/2025	Regular	0.00	9,332.80	57503
U2516017664	Invoice	05/30/2025	Supplies - Provisional Encampment		0.00	584.41	
	121-0000-52525	REPAIRS & MAINTENANCE..	Supplies - Provisional Encampm...			584.41	
U2516018731	Invoice	05/30/2025	New Hydrant - Dry Barrel to Wet Barrel		0.00	8,623.02	
	309-0000-57000	CAPITAL OUTLAY - IMPR...	New Hydrant - Dry Barrel to Wet...			8,623.02	
U2516019380	Invoice	05/30/2025	Sewer 45 Connections		0.00	125.37	
	121-0000-52525	REPAIRS & MAINTENANCE..	Sewer 45 Connections			125.37	
JAV la	J.A.V. Language Solutions LLC		05/30/2025	Regular	0.00	1,080.00	57504
25-0199	Invoice	05/30/2025	Translation		0.00	450.00	
	100-1100-52200	PROFESSIONAL SERVICES...	Translation			450.00	
25-0212	Invoice	05/30/2025	Translation		0.00	270.00	
	100-1100-52200	PROFESSIONAL SERVICES...	Translation			270.00	
25-0236	Invoice	05/30/2025	Translation		0.00	360.00	
	100-1100-52200	PROFESSIONAL SERVICES...	Translation			360.00	
JARFAY	JARVIS FAY LLP		05/30/2025	Regular	0.00	8,029.50	57505
20280	Invoice	05/30/2025	Attorney Services / General		0.00	7,146.00	
	100-1150-52215	ATTORNEY SERVICES	Attorney Services / General			7,146.00	
20281	Invoice	05/30/2025	Legal - Miramonte		0.00	344.50	
	120-0000-52200	PROFESSIONAL SERVICES...	Legal - Miramonte			344.50	
20283	Invoice	05/30/2025	Attorney Services		0.00	539.00	
	100-1150-52215	ATTORNEY SERVICES	Attorney Services			539.00	
POTTS	JESSICA POTTS		05/30/2025	Regular	0.00	68.56	57506
052225	Invoice	05/30/2025	Supplies - Park Attendant Program		0.00	68.56	
	100-2200-52031	PROGRAM SUPPLIES	Supplies - Park Attendant Progr...			68.56	
CONTRE	JESUS CONTRERAS		05/30/2025	Regular	0.00	336.47	57507
062625	Invoice	05/30/2025	Active Shooter Incident Management		0.00	336.47	
	100-1100-52091	TRAVEL, MEETINGS & TRA...	Active Shooter Incident Manag...			336.47	
JIMETI	JIMENEZ TIRE SERVICE, INC.		05/30/2025	Regular	0.00	152.58	57508
8059	Invoice	05/30/2025	Back Tire Repair		0.00	152.58	
	309-0000-52080	FLEET SERVICES	Back Tire Repair			152.58	
MADJOR	JORGE MADRIGAL		05/30/2025	Regular	0.00	29.00	57509

Vendor Number / Payable #	Vendor Name / Payable Type / Account Number	Post Date / Account Name	Payment Date / Payable Description / Item Description	Payment Type / Discount Amount / Distribution Amount	Discount Amount / Payable Amount	Payment Amount	Number
052725	Invoice	05/30/2025	Reimbursement For Parking & Lunch For T...		0.00	29.00	
	309-0000-52091	TRAVEL, MEETINGS & TRA...	Reimbursement For Parking & L...	29.00			
KIMLEY	KIMLEY-HORN AND ASSOCIATES, INC		05/30/2025	Regular	0.00	53,113.75	57510
30976573	Invoice	05/30/2025	Impact Fee Study		0.00	48,996.25	
	100-1200-52200	PROFESSIONAL SERVICES...	Impact Fee Study	48,996.25			
31634014	Invoice	05/30/2025	Impact Fee Study		0.00	4,117.50	
	100-1200-52200	PROFESSIONAL SERVICES...	Impact Fee Study	4,117.50			
LCACTI	L.C. ACTION POLICE SUPPLY, LTD.		05/30/2025	Regular	0.00	2,971.60	57511
476361	Invoice	05/30/2025	Glock - Misc Parts		0.00	2,971.60	
	100-1400-52043	AMMUNITION/WEAPON ...	Glock - Misc Parts	2,971.60			
LAWPRO	LAWSON PRODUCTS		05/30/2025	Regular	0.00	145.53	57512
9312505231	Invoice	05/30/2025	Sockets / Lock Nuts - Tools Restock		0.00	145.53	
	310-0000-52051	TOOLS & MINOR EQUIPM...	Sockets / Lock Nuts - Tools Rest...	145.53			
LPZ	LPZ TIRE SERVICE INC		05/30/2025	Regular	0.00	389.40	57513
0320	Invoice	05/30/2025	Flat Repair		0.00	389.40	
	100-2100-52080	FLEET SERVICES	Flat Repair	389.40			
WILDHORSE	M-K-S DODSON INC		05/30/2025	Regular	0.00	1,429.01	57514
U007F906	Invoice	05/30/2025	Supplies - Provisional Encampment		0.00	1,429.01	
	121-0000-52525	REPAIRS & MAINTENANCE..	Supplies - Provisional Encampm...	1,429.01			
MNS	MNS ENGINEERS, INC		05/30/2025	Regular	0.00	77,173.25	57515
89836	Invoice	05/30/2025	Grant Writing BRIC		0.00	1,498.25	
	310-0000-57000	CAPITAL OUTLAY - IMPR...	Grant Writing BRIC	1,498.25			
89837	Invoice	05/30/2025	HMGP Grant Writing/Generators		0.00	657.50	
	100-8000-52200	PROFESSIONAL SERVICES...	HMGP Grant Writing/Generators	219.16			
	309-0000-52200	PROFESSIONAL SERVICES...	HMGP Grant Writing/Generators	219.17			
	310-0000-52200	PROFESSIONAL SERVICES...	HMGP Grant Writing/Generators	219.17			
89838	Invoice	05/30/2025	UCDR Grant Admin		0.00	4,220.00	
	213-0000-52200	PROFESSIONAL SERVICES...	UCDR Grant Admin	4,220.00			
89894	Invoice	05/30/2025	West St. Rd. Diet Proj.		0.00	70,797.50	
	410-0000-57000	CAPITAL OUTLAY - IMPR...	West St. Rd. Diet Proj.	70,797.50			
MOTORO	MOTOROLA SOLUTIONS, INC.		05/30/2025	Regular	0.00	11,607.81	57516
33421	Invoice	05/30/2025	Motorola Lease		0.00	11,607.81	
	100-1400-52520	MAINTENANCE AGREEM...	Motorola Lease	11,607.81			
ONE WO	ONE WORKPLACE L. FERRARI		05/30/2025	Regular	0.00	56,153.78	57517

Vendor Number / Payable #	Vendor Name / Payable Type / Account Number	Post Date	Payment Date / Payable Description / Account Name	Payment Type / Item Description	Discount Amount / Distribution Amount	Payment Amount / Payable Amount	Number
177747	Invoice	05/30/2025	Renovation - Council Chambers		0.00	10,922.34	
	100-3000-57000		CAPITAL OUTLAY - IMPR...	Renovation - Council Chambers		10,922.34	
180236	Invoice	05/30/2025	AV Labor Installation - Council Chambers		0.00	13,190.85	
	100-3000-57000		CAPITAL OUTLAY - IMPR...	AV Labor Installation - Council C...		13,190.85	
181896	Invoice	05/30/2025	Counter Replacement Installation		0.00	7,363.25	
	100-3000-57000		CAPITAL OUTLAY - IMPR...	Counter Replacement Installation		7,363.25	
182989	Invoice	05/30/2025	AV Professional Services - Council Chambe...		0.00	24,677.34	
	100-3000-57000		CAPITAL OUTLAY - IMPR...	AV Professional Services - Counci..		24,677.34	
OREAUT	O'REILLY AUTO PARTS		05/30/2025	Regular	0.00	164.28	57518
3566-247507	Invoice	05/30/2025	Shift - Expedition		0.00	89.73	
	310-0000-52080		FLEET SERVICES	Shift - Expedition		89.73	
3566-247517	Invoice	05/30/2025	Light Switch		0.00	18.50	
	310-0000-52080		FLEET SERVICES	Light Switch		18.50	
3566-247904	Invoice	05/30/2025	Battery Terminals		0.00	7.09	
	100-1400-52080		FLEET SERVICES	Battery Terminals		7.09	
3566-248373	Invoice	05/30/2025	Gear Oil for Chlorine Pump		0.00	109.21	
	310-0000-52525		REPAIRS & MAINTENANCE..	Gear Oil for Chlorine Pump		109.21	
3566-248574	Credit Memo	05/30/2025	Parts Return		0.00	-89.73	
	310-0000-52080		FLEET SERVICES	Parts Return		-89.73	
3566-248585	Invoice	05/30/2025	Key Fob Battery		0.00	17.47	
	100-1400-52080		FLEET SERVICES	Key Fob Battery		17.47	
3566-248838	Invoice	05/30/2025	Tool - Shop Restock		0.00	12.01	
	310-0000-52051		TOOLS & MINOR EQUIPM...	Tool - Shop Restock		12.01	
P.G.E.	PACIFIC GAS & ELECTRIC		05/30/2025	Regular	0.00	96,927.99	57519
051325	Invoice	05/30/2025	Lights - Miravale IIst.		0.00	136.21	
	651-0000-52422		STREET LIGHTING	Lights - Miravale IIst.		136.21	
051325B	Invoice	05/30/2025	Water		0.00	38,821.28	
	309-0000-52400		UTILITIES	Water		38,821.28	
051325C	Invoice	05/30/2025	Lights		0.00	7.51	
	410-0000-52400		UTILITIES	Lights		7.51	
051325D	Invoice	05/30/2025	Signals		0.00	189.69	
	410-0000-52400		UTILITIES	Signals		189.69	
051325E	Invoice	05/30/2025	Lights - Gallardo Park		0.00	1,411.00	
	100-2100-52400		UTILITIES	Lights - Gallardo Park		1,411.00	
051325F	Invoice	05/30/2025	Signals		0.00	200.93	
	410-0000-52400		UTILITIES	Signals		200.93	
051325G	Invoice	05/30/2025	OLP		0.00	278.29	
	651-0000-52400		UTILITIES	OLP		278.29	
051325H	Invoice	05/30/2025	Lights		0.00	57.55	
	410-0000-52400		UTILITIES	Lights		57.55	
051325J	Invoice	05/30/2025	Lights		0.00	10,158.46	
	410-0000-52400		UTILITIES	Lights		10,158.46	
051425	Invoice	05/30/2025	Lights		0.00	78.97	
	410-0000-52400		UTILITIES	Lights		78.97	
051425B	Invoice	05/30/2025	Fire Dept.		0.00	927.70	
	100-1450-52400		UTILITIES	Fire Dept.		927.70	

Vendor Number	Vendor Name		Payment Date	Payment Type	Discount Amount	Payment Amount	Number
051425D	Invoice	05/30/2025	Utilities		0.00	6,629.23	
	100-2100-52400	UTILITIES		Parks		905.95	
	100-8000-52400	UTILITIES		Facilities		5,359.96	
	410-0000-52400	UTILITIES		Streets		363.32	
051525	Invoice	05/30/2025	255 Soledad St.		0.00	588.88	
	100-1400-52400	UTILITIES		255 Soledad St.		588.88	
051525B	Invoice	05/30/2025	Water		0.00	14,072.08	
	309-0000-52400	UTILITIES		Water		14,072.08	
051525C	Invoice	05/30/2025	Signals		0.00	15.01	
	410-0000-52400	UTILITIES		Signals		15.01	
051525D	Invoice	05/30/2025	Lights		0.00	123.40	
	410-0000-52400	UTILITIES		Lights		123.40	
051525E	Invoice	05/30/2025	Workforce Housing - Mora Cir.		0.00	22.28	
	100-1200-52400	UTILITIES		Workforce Housing - Mora Cir.		22.28	
051925	Invoice	05/30/2025	Utilities		0.00	3,292.04	
	100-1450-52400	UTILITIES		Fire Dept.		618.60	
	410-0000-52400	UTILITIES		Lights		2,673.44	
052125	Invoice	05/30/2025	Community Center		0.00	3,180.74	
	100-2200-52400	UTILITIES		Community Center		3,180.74	
052225	Invoice	05/30/2025	WWTP		0.00	16,736.74	
	310-0000-52400	UTILITIES		WWTP		16,736.74	
NORTH	PACIFIC STAR CHEMICAL, LLC		05/30/2025	Regular	0.00	12,623.98	57520
Payable #	**Payable Type**	**Post Date**	**Payable Description**		**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**		**Item Description**	**Distribution Amount**		
310512	Invoice	05/30/2025	Chlorine for Plant		0.00	12,623.98	
	310-0000-52044	CHEMICAL		Chlorine for Plant		12,623.98	
PACIFICWATER	PACIFIC WATER ART, INCORPORATED		05/30/2025	Regular	0.00	9,775.00	57521
Payable #	**Payable Type**	**Post Date**	**Payable Description**		**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**		**Item Description**	**Distribution Amount**		
74467-RAC	Invoice	05/30/2025	Splash Pad Push Button		0.00	9,775.00	
	651-0000-52522	PARK MAINTENANCE		Splash Pad Push Button		9,775.00	
PETTOW	PETE'S TOWING AND P & R TOWING		05/30/2025	Regular	0.00	290.00	57522
Payable #	**Payable Type**	**Post Date**	**Payable Description**		**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**		**Item Description**	**Distribution Amount**		
35648	Invoice	05/30/2025	Evidence Tow		0.00	290.00	
	100-1400-52200	PROFESSIONAL SERVICES...		Evidence Tow		290.00	
PLACEW	PLACEWORKS, INC.		05/30/2025	Regular	0.00	15,008.00	57523
Payable #	**Payable Type**	**Post Date**	**Payable Description**		**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**		**Item Description**	**Distribution Amount**		
SOLE-04.0 - 6	Invoice	05/30/2025	GP Update & REAP		0.00	15,008.00	
	100-1200-52200	PROFESSIONAL SERVICES...		General Plan Update		11,620.50	
	208-0000-52200	PROFESSIONAL SERVICES...		REAP 2.0 (Task H)		3,387.50	
PLUMMERBUILT	PLUMMERBUILT INC		05/30/2025	Regular	0.00	239,348.18	57524
Payable #	**Payable Type**	**Post Date**	**Payable Description**		**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**		**Item Description**	**Distribution Amount**		
202518	Invoice	05/30/2025	WRF Metal Building		0.00	239,348.18	
	310-0000-57000	CAPITAL OUTLAY - IMPR...		WRF Metal Building		239,348.18	
TERMIN	RENTOKIL NORTH AMERICA INC		05/30/2025	Regular	0.00	180.00	57525
Payable #	**Payable Type**	**Post Date**	**Payable Description**		**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**		**Item Description**	**Distribution Amount**		
457518350	Invoice	05/30/2025	Mo Pest Control		0.00	60.00	
	100-2200-52520	MAINTENANCE AGREEM...		Mo Pest Control		60.00	

Vendor Number	Vendor Name		Payment Date	Payment Type	Discount Amount	Payment Amount	Number
458159012	Invoice	05/30/2025	Mo Pest Control		0.00	60.00	
	100-2200-52520	MAINTENANCE AGREEM...		Mo Pest Control	60.00		
459526686	Invoice	05/30/2025	OLP Pest Control		0.00	60.00	
	651-0000-52200	PROFESSIONAL SERVICES...		OLP Pest Control	60.00		
MY JEE	SALINAS LINCOLN MERCURY, INC		05/30/2025	Regular	0.00	171.71	57526
Payable #	**Payable Type**	**Post Date**	**Payable Description**		**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**		**Item Description**	**Distribution Amount**		
263601	Invoice	05/30/2025	Suspension Parts		0.00	94.62	
	100-1400-52080	FLEET SERVICES		Suspension Parts	94.62		
263614	Invoice	05/30/2025	Suspension Parts		0.00	77.09	
	100-1400-52080	FLEET SERVICES		Suspension Parts	77.09		
SALSOL	SALINAS VALLEY SOLID WASTE AUTHORITY		05/30/2025	Regular	0.00	4,832.36	57527
Payable #	**Payable Type**	**Post Date**	**Payable Description**		**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**		**Item Description**	**Distribution Amount**		
FY2024-25-Q2	Invoice	05/30/2025	Admin Fees Oct-Dec 24		0.00	4,832.36	
	311-0000-52200	PROFESSIONAL SERVICES...		Admin Fees Oct-Dec 24	4,832.36		
MEDCLE	SANDRA LOPEZ MEDINA		05/30/2025	Regular	0.00	6,760.00	57528
Payable #	**Payable Type**	**Post Date**	**Payable Description**		**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**		**Item Description**	**Distribution Amount**		
0850	Invoice	05/30/2025	Unit Disinfecting		0.00	420.00	
	100-1400-52080	FLEET SERVICES		Unit Disinfecting	420.00		
0856	Invoice	05/30/2025	Janitorial Service		0.00	1,937.50	
	100-1400-52518	FACILITIES EXPENSE		Janitorial Service	1,937.50		
0857	Invoice	05/30/2025	Janitorial - Trailer		0.00	450.00	
	310-0000-52518	FACILITIES EXPENSE		Janitorial - Trailer	450.00		
0858	Invoice	05/30/2025	Janitorial - City Hall		0.00	2,257.50	
	100-8000-52518	FACILITIES EXPENSE		Janitorial - City Hall	2,257.50		
0860	Invoice	05/30/2025	Janitorial - Water/WWTP		0.00	980.00	
	309-0000-52518	FACILITIES EXPENSE		Janitorial - Water/WWTP	196.00		
	310-0000-52518	FACILITIES EXPENSE		Janitorial - Water/WWTP	784.00		
0863	Invoice	05/30/2025	Janitorial - Blue Building		0.00	335.00	
	310-0000-52518	FACILITIES EXPENSE		Janitorial - Blue Building	335.00		
900	Invoice	05/30/2025	Carpet Cleaning		0.00	380.00	
	100-1400-52518	FACILITIES EXPENSE		Carpet Cleaning	380.00		
CASAPIAS	SHANNON CASAPIA		05/30/2025	Regular	0.00	1,100.00	57529
Payable #	**Payable Type**	**Post Date**	**Payable Description**		**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**		**Item Description**	**Distribution Amount**		
052725	Invoice	05/30/2025	Band Performance - Music in the Park		0.00	1,100.00	
	100-2200-52105	SPECIAL EVENTS		Band Performance - Music in the..	1,100.00		
SIGNA	SIGNA SERVICES INC.		05/30/2025	Regular	0.00	125.00	57530
Payable #	**Payable Type**	**Post Date**	**Payable Description**		**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**		**Item Description**	**Distribution Amount**		
250602	Invoice	05/30/2025	Renewal - R. Monitoring Annual MAY		0.00	125.00	
	310-0000-52134	COLLECTION SYSTEM MA...		Renewal - MAY	125.00		
SIMONDS	SIMONDS MACHINERY CO		05/30/2025	Regular	0.00	27,016.41	57531
Payable #	**Payable Type**	**Post Date**	**Payable Description**		**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**		**Item Description**	**Distribution Amount**		
INV23774	Invoice	05/30/2025	Pump for Flush Truck to Clean Sewer Lines		0.00	27,016.41	
	310-0000-52134	COLLECTION SYSTEM MA...		Pump for Flush Truck to Clean S...	27,016.41		
SOLAUT	SOLEDAD AUTO PARTS		05/30/2025	Regular	0.00	540.08	57532

Vendor Number / Payable #	Vendor Name / Payable Type / Account Number	Post Date / Account Name	Payment Date / Payable Description / Item Description	Payment Type	Discount Amount / Distribution Amount	Payment Amount / Payable Amount	Number
188673	Invoice	05/30/2025	Shop Restock Tools		0.00	212.84	
	310-0000-52051	TOOLS & MINOR EQUIPM...	Shop Restock Tools		212.84		
188697	Invoice	05/30/2025	Shop Restock Tools		0.00	202.05	
	310-0000-52051	TOOLS & MINOR EQUIPM...	Shop Restock Tools		202.05		
188730	Invoice	05/30/2025	Shop Tools		0.00	125.19	
	310-0000-52051	TOOLS & MINOR EQUIPM...	Shop Tools		125.19		
SOLTRU	SOLEDAD TRUE VALUE		05/30/2025	Regular	0.00	79.19	57533
34447	Invoice	05/30/2025	Cutter Snip		0.00	18.56	
	100-2100-52525	REPAIRS & MAINTENANCE..	Cutter Snip		18.56		
351833	Invoice	05/30/2025	Toilet Float		0.00	9.82	
	100-8000-52518	FACILITIES EXPENSE	Toilet Float		9.82		
351834	Invoice	05/30/2025	Toilet Seat		0.00	13.10	
	100-8000-52518	FACILITIES EXPENSE	Toilet Seat		13.10		
352664	Invoice	05/30/2025	Irrigation Parts		0.00	4.14	
	100-2100-52525	REPAIRS & MAINTENANCE..	Irrigation Parts		4.14		
352727	Invoice	05/30/2025	Hardware Supplies		0.00	7.35	
	100-2200-52518	FACILITIES EXPENSE	Hardware Supplies		7.35		
354119	Invoice	05/30/2025	Facility - Landscape		0.00	26.22	
	100-2200-52518	FACILITIES EXPENSE	Facility - Landscape		26.22		
SOUBAY	SOUTH BAY REGIONAL PUBLIC SAFETY TRAININ		05/30/2025	Regular	0.00	90.00	57534
172525 INV	Invoice	05/30/2025	Training - Vargas		0.00	90.00	
	100-1400-52091	TRAVEL, MEETINGS & TRA..	Training - Vargas		90.00		
SPCAMO	SPCA OF MONTEREY COUNTY		05/30/2025	Regular	0.00	10,290.00	57535
4-25	Invoice	05/30/2025	ACO Monthly Fees		0.00	10,290.00	
	312-0000-52235	ANIMAL SERVICES	ACO Monthly Fees		10,290.00		
STAPLE	STAPLES BUSINESS CREDIT		05/30/2025	Regular	0.00	3,139.71	57536
6027450286	Invoice	05/30/2025	Copy Paper / File Folders		0.00	414.10	
	100-8000-52040	OFFICE SUPPLIES	Copy Paper / File Folders		414.10		
6030127218	Invoice	05/30/2025	Finance Bankers Boxes		0.00	66.30	
	100-1300-52040	OFFICE SUPPLIES	Finance Bankers Boxes		66.30		
6030127220	Invoice	05/30/2025	Supplies - FD		0.00	192.97	
	100-1450-52041	OPERATIONAL SUPPLIES	Supplies - FD		192.97		
6030127221	Invoice	05/30/2025	Office Supplies		0.00	106.90	
	100-1100-52040	OFFICE SUPPLIES	Office Supplies		106.90		
6030127228	Invoice	05/30/2025	Office Supplies - FD		0.00	884.49	
	100-1450-52040	OFFICE SUPPLIES	Office Supplies - FD		884.49		
6030127230	Invoice	05/30/2025	Office Supplies		0.00	16.05	
	100-1100-52040	OFFICE SUPPLIES	Office Supplies		16.05		
6030127233	Invoice	05/30/2025	Office Supplies		0.00	23.36	
	100-1100-52040	OFFICE SUPPLIES	Office Supplies		23.36		
6032960311	Invoice	05/30/2025	Breakroom Supplies		0.00	15.50	
	100-1400-52115	SUNDRY	Breakroom Supplies		15.50		

Vendor Number	Vendor Name		Payment Date	Payment Type	Discount Amount	Payment Amount	Number
6032960312	Invoice	05/30/2025	Cleaning Supplies		0.00	63.46	
	100-1400-52518	FACILITIES EXPENSE		Cleaning Supplies		63.46	
6032960313	Invoice	05/30/2025	USB's		0.00	280.31	
	100-1400-57100	CAPITAL OUTLAY - COMP...		USB's		280.31	
6032960315	Invoice	05/30/2025	Office Supplies		0.00	6.22	
	100-1400-52040	OFFICE SUPPLIES		Office Supplies		6.22	
6032960316	Invoice	05/30/2025	Office Supplies		0.00	42.27	
	100-1400-52040	OFFICE SUPPLIES		Office Supplies		42.27	
6032960318	Invoice	05/30/2025	Toner		0.00	396.12	
	100-1400-57100	CAPITAL OUTLAY - COMP...		Toner		396.12	
6032960320	Invoice	05/30/2025	Cleaning Supplies		0.00	53.28	
	100-1400-52518	FACILITIES EXPENSE		Cleaning Supplies		53.28	
6032960322	Invoice	05/30/2025	Office Supplies		0.00	24.02	
	100-1400-52040	OFFICE SUPPLIES		Office Supplies		24.02	
6032960324	Invoice	05/30/2025	Breakroom & Cleaning		0.00	91.84	
	100-1400-52115	SUNDRY		Supplies - Breakroom		58.10	
	100-1400-52518	FACILITIES EXPENSE		Supplies - Cleaning		33.74	
6032960326	Invoice	05/30/2025	Office Supplies		0.00	32.78	
	100-1400-52040	OFFICE SUPPLIES		Office Supplies		32.78	
6032960328	Invoice	05/30/2025	USB's & Office Supplies		0.00	246.61	
	100-1400-52040	OFFICE SUPPLIES		Office Supplies		198.65	
	100-1400-57100	CAPITAL OUTLAY - COMP...		USB's		47.96	
6032960331	Invoice	05/30/2025	Cleaning Supplies		0.00	34.73	
	100-1400-52518	FACILITIES EXPENSE		Cleaning Supplies		34.73	
6032960332	Invoice	05/30/2025	Office Cleaning		0.00	127.54	
	100-1400-52040	OFFICE SUPPLIES		Supplies - Office		82.90	
	100-1400-52518	FACILITIES EXPENSE		Supplies - Cleaning		44.64	
6032960334	Invoice	05/30/2025	Tissue		0.00	20.86	
	100-1400-52518	FACILITIES EXPENSE		Tissue		20.86	
THOMASAIR	THOMAS AIR SYSTEMS, INC		05/30/2025	Regular	0.00	16,068.41	57537
Payable #	**Payable Type**	**Post Date**	**Payable Description**		**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**		**Item Description**	**Distribution Amount**		
1000582	Invoice	05/30/2025	Service on Blowers		0.00	16,068.41	
	310-0000-52525	REPAIRS & MAINTENANCE..		Service on Blowers		16,068.41	
TMOBIL	T-MOBILE USA, INC		05/30/2025	Regular	0.00	340.80	57538
Payable #	**Payable Type**	**Post Date**	**Payable Description**		**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**		**Item Description**	**Distribution Amount**		
051225B	Invoice	05/30/2025	Cell Phones CED		0.00	340.80	
	100-1200-52415	CELLULAR PHONE		Cell Phones CED		340.80	
TMOBIL	T-MOBILE USA, INC		05/30/2025	Regular	0.00	369.95	57539
Payable #	**Payable Type**	**Post Date**	**Payable Description**		**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**		**Item Description**	**Distribution Amount**		
051225 B	Invoice	05/30/2025	Phone Svs.		0.00	369.95	
	100-1000-52415	CELLULAR PHONE		Phone Svs.		266.10	
	100-1100-52415	CELLULAR PHONE		Phone Svs.		103.85	
TMOBIL	T-MOBILE USA, INC		05/30/2025	Regular	0.00	1,064.26	57540
Payable #	**Payable Type**	**Post Date**	**Payable Description**		**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**		**Item Description**	**Distribution Amount**		
051225	Invoice	05/30/2025	Phone Svs.		0.00	1,064.26	
	100-1400-52410	TELEPHONE/DATA/PAGER		Phone Svs.		1,064.26	
TRACK	TRACNET		05/30/2025	Regular	0.00	25,716.08	57541

Vendor Number	Vendor Name		Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	**Payable Type**	**Post Date**	**Payable Description**		**Discount Amount**	**Payable Amount**	
	Account Number		**Account Name**	**Item Description**	**Distribution Amount**		
10113	Invoice	05/30/2025	TracNet Maintenance		0.00	5,000.00	
	100-1400-52520		MAINTENANCE AGREEM...	TracNet Maintenance	5,000.00		
10131	Invoice	05/30/2025	TracNet - Maintenance		0.00	20,716.08	
	100-1400-52520		MAINTENANCE AGREEM...	TracNet - Maintenance	20,716.08		
TRINIP	TRINIDAD ZAVALA		05/30/2025	Regular	0.00	3,027.00	57542
Payable #	**Payable Type**	**Post Date**	**Payable Description**		**Discount Amount**	**Payable Amount**	
	Account Number		**Account Name**	**Item Description**	**Distribution Amount**		
2025.1.23-3	Invoice	05/30/2025	Leak Repair W.Bathroom / Faucet B.Buildi...		0.00	445.00	
	310-0000-52518		FACILITIES EXPENSE	Leak Repair W.Bathroom / Fauc...	445.00		
2025.1.23-5	Invoice	05/30/2025	Install New Faucet - B.Building		0.00	257.00	
	310-0000-52518		FACILITIES EXPENSE	Install New Faucet - B.Building	257.00		
25-05814 F	Invoice	05/30/2025	Professional Services - Provisional Encam...		0.00	2,325.00	
	121-0000-52200		PROFESSIONAL SERVICES...	Professional Services - Provisiona..	2,325.00		
TYLER	TYLER TECHNOLOGIES		05/30/2025	Regular	0.00	250.00	57543
Payable #	**Payable Type**	**Post Date**	**Payable Description**		**Discount Amount**	**Payable Amount**	
	Account Number		**Account Name**	**Item Description**	**Distribution Amount**		
025-500603	Credit Memo	05/30/2025	Bus. License Annual Fee CREDIT		0.00	-1,000.00	
	100-8000-52200		PROFESSIONAL SERVICES...	Bus. License Annual Fee CREDIT	-1,000.00		
025-505695	Invoice	05/30/2025	System Conversion Proj. Mgmt.		0.00	250.00	
	100-8000-52200		PROFESSIONAL SERVICES...	System Conversion Proj. Mgmt.	250.00		
025-509791	Invoice	05/30/2025	Server Migration		0.00	1,000.00	
	100-8000-52200		PROFESSIONAL SERVICES...	Server Migration	1,000.00		
USBANP	U.S. BANK CORPORATE PAYMENT SYSTEM		05/30/2025	Regular	0.00	248.51	57544
Payable #	**Payable Type**	**Post Date**	**Payable Description**		**Discount Amount**	**Payable Amount**	
	Account Number		**Account Name**	**Item Description**	**Distribution Amount**		
050625JL	Invoice	05/30/2025	Credit Card Purchases		0.00	248.51	
	100-1450-52400		UTILITIES	Dish	168.49		
	100-1450-52410		TELEPHONE/DATA/PAGER	Verizon	80.02		
ULINE	ULINE, INC		05/30/2025	Regular	0.00	110.93	57545
Payable #	**Payable Type**	**Post Date**	**Payable Description**		**Discount Amount**	**Payable Amount**	
	Account Number		**Account Name**	**Item Description**	**Distribution Amount**		
192388895	Invoice	05/30/2025	Safety Mirror		0.00	110.93	
	100-1400-52051		TOOLS & MINOR EQUIPM...	Safety Mirror	110.93		
UNION	UNION PACIFIC RAILROAD COMPANY		05/30/2025	Regular	0.00	2,790.45	57546
Payable #	**Payable Type**	**Post Date**	**Payable Description**		**Discount Amount**	**Payable Amount**	
	Account Number		**Account Name**	**Item Description**	**Distribution Amount**		
340026395	Invoice	05/30/2025	3yr. Encroachment Fence Lease		0.00	2,790.45	
	100-2100-52066		AGENCY FEES	3yr. Encroachment Fence Lease	2,790.45		
VOYAG	US BANK VOYAGER FLEET SYSTEMS, INC.		05/30/2025	Regular	0.00	14,831.75	57547

Vendor Number / Payable #	Vendor Name / Payable Type / Account Number	Post Date / Account Name	Payment Date / Payable Description / Item Description	Payment Type	Discount Amount / Distribution Amount	Payment Amount / Payable Amount	Number
8691428362521	Invoice	05/30/2025	Fuel		0.00	14,831.75	
	100-1400-52085	FUEL	PD Fuel		4,945.10		
	100-1400-52085	FUEL	PW Units		232.09		
	100-1450-52085	FUEL	Fire Dept. Fuel		1,556.71		
	100-2100-52085	FUEL	PW Units		1,459.09		
	100-2100-52085	FUEL	PW Units		114.26		
	100-2200-52085	FUEL	Rec Van		72.03		
	100-8000-52080	FLEET SERVICES	Multi Use		984.75		
	309-0000-52085	FUEL	WATER Fuel		1,791.41		
	310-0000-52085	FUEL	WWTP Fuel		2,233.42		
	311-0000-52085	FUEL	PW Units		29.80		
	312-0000-52085	FUEL	ACO Fuel		379.78		
	312-0000-52085	FUEL	PW Units		261.66		
	410-0000-52085	FUEL	PW Units		771.65		
UTILTE	UTILITY TELECOM GROUP, LLC		05/30/2025	Regular	0.00	4,532.15	57548
90239000000025...	Invoice	05/30/2025	City Phones		0.00	4,532.15	
	100-8000-52410	TELEPHONE/DATA/PAGER	City Phones		4,532.15		
VEOLIA	VEOLIA WATER TECHNOLOGIES CANADA INC		05/30/2025	Regular	0.00	11,885.30	57549
25002313 RI 050...	Invoice	05/30/2025	Chain Replacement - Escalator		0.00	11,885.30	
	310-0000-57000	CAPITAL OUTLAY - IMPR...	Chain Replacement - Escalator		11,885.30		
WALLAC	WALLACE GROUP		05/30/2025	Regular	0.00	61,732.45	57550
65092	Invoice	05/30/2025	CM Front St. Proj.		0.00	44,746.70	
	412-0000-57000	CAPITAL OUTLAY - IMPR...	CM Front St. Proj.		44,746.70		
65093	Invoice	05/30/2025	Pedestrian Safety HSIP 10		0.00	4,975.50	
	410-0000-57000	CAPITAL OUTLAY - IMPR...	Pedestrian Safety HSIP 10		4,975.50		
65096	Invoice	05/30/2025	Front St. Landscape Proj.		0.00	12,010.25	
	412-0000-57000	CAPITAL OUTLAY - IMPR...	Front St. Landscape Proj.		12,010.25		
Z&M EN	Z&M ENTERPRISE, LLC		05/30/2025	Regular	0.00	3,982.83	57551
1457	Invoice	05/30/2025	Wiper Cylinder Kit - UV Station		0.00	3,982.83	
	310-0000-52525	REPAIRS & MAINTENANCE..	Wiper Cylinder Kit - UV Station		3,982.83		
				Total Regular:	**0.00**	**1,036,384.12**	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payment Type: Bank Draft						
EFTPS	EFTPS	05/30/2025	Bank Draft	0.00	8,812.28	DFT0000065

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
INV0000568	Invoice	05/30/2025	MEDICARE W/H	0.00	8,812.28

Account Number	Account Name	Item Description	Distribution Amount
100-0000-21110	FICA/MEDICARE PAYABLE	MEDICARE W/H	5,011.12
121-0000-21110	FICA/MEDICARE PAYABLE	MEDICARE W/H	85.30
309-0000-21110	FICA/MEDICARE PAYABLE	MEDICARE W/H	775.44
310-0000-21110	FICA/MEDICARE PAYABLE	MEDICARE W/H	2,037.96
311-0000-21110	FICA/MEDICARE PAYABLE	MEDICARE W/H	172.24
312-0000-21110	FICA/MEDICARE PAYABLE	MEDICARE W/H	138.74
410-0000-21110	FICA/MEDICARE PAYABLE	MEDICARE W/H	487.94
416-0000-21110	FICA/MEDICARE PAYABLE	MEDICARE W/H	78.40
531-0000-21110	FICA/MEDICARE PAYABLE	MEDICARE W/H	25.14

EFTPS	EFTPS	05/30/2025	Bank Draft	0.00	37,679.80	DFT0000066

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
INV0000569	Invoice	05/30/2025	FICA W/H	0.00	37,679.80

Account Number	Account Name	Item Description	Distribution Amount
100-0000-21110	FICA/MEDICARE PAYABLE	FICA W/H	21,426.10
121-0000-21110	FICA/MEDICARE PAYABLE	FICA W/H	364.72
309-0000-21110	FICA/MEDICARE PAYABLE	FICA W/H	3,315.22
310-0000-21110	FICA/MEDICARE PAYABLE	FICA W/H	8,714.22
311-0000-21110	FICA/MEDICARE PAYABLE	FICA W/H	737.32
312-0000-21110	FICA/MEDICARE PAYABLE	FICA W/H	592.98
410-0000-21110	FICA/MEDICARE PAYABLE	FICA W/H	2,086.62
416-0000-21110	FICA/MEDICARE PAYABLE	FICA W/H	335.16
531-0000-21110	FICA/MEDICARE PAYABLE	FICA W/H	107.46

EFTPS	EFTPS	05/30/2025	Bank Draft	0.00	29,028.54	DFT0000067

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
INV0000571	Invoice	05/30/2025	FEDERAL TAX	0.00	29,028.54

Account Number	Account Name	Item Description	Distribution Amount
100-0000-21120	FEDERAL TAX PAYABLE	FEDERAL TAX	17,338.85
121-0000-21120	FEDERAL TAX PAYABLE	FEDERAL TAX	271.87
309-0000-21120	FEDERAL TAX PAYABLE	FEDERAL TAX	2,324.20
310-0000-21120	FEDERAL TAX PAYABLE	FEDERAL TAX	6,598.51
311-0000-21120	FEDERAL TAX PAYABLE	FEDERAL TAX	513.13
312-0000-21120	FEDERAL TAX PAYABLE	FEDERAL TAX	355.81
410-0000-21120	FEDERAL TAX PAYABLE	FEDERAL TAX	1,201.32
416-0000-21120	FEDERAL TAX PAYABLE	FEDERAL TAX	341.86
531-0000-21120	FEDERAL TAX PAYABLE	FEDERAL TAX	82.99

Total Bank Draft:	**0.00**	**75,520.62**

Bank Code APRAB Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	279	95	0.00	1,036,384.12
Manual Checks	0	0	0.00	0.00
Voided Checks	0	3	0.00	0.00
Bank Drafts	3	3	0.00	75,520.62
EFT's	37	16	0.00	70,025.99
	319	**117**	**0.00**	**1,181,930.73**

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	279	95	0.00	1,036,384.12
Manual Checks	0	0	0.00	0.00
Voided Checks	0	3	0.00	0.00
Bank Drafts	3	3	0.00	75,520.62
EFT's	37	16	0.00	70,025.99
	319	**117**	**0.00**	**1,181,930.73**

Fund Summary

Fund	Name	Period	Amount
999	POOLED CASH	5/2025	1,111,904.74
999	POOLED CASH	6/2025	70,025.99
			1,181,930.73

AGENDA ITEM NO. 3.

CITY OF SOLEDAD
STAFF REPORT

SUBJECT: **Resolution No. 6246, A Resolution of the City Council of the City of Soledad Approving a Non-Exclusive Professional Service Agreement with 4LEAF Inc. in an Amount not to Exceed $110,000 for Plan Review, Inspection, Building Official, and Related Services, Upon Approval of the FY 25/26 Budget, and Authorizing the City Manager to Execute Said Agreement; and**

Resolution No. 6247, A Resolution of the City Council of the City of Soledad Approving a Non-Exclusive Professional Service Agreement with CSG Consultants Inc. in an Amount not to Exceed $100,000 for Technical Building and Planning Division Services for Special Projects Upon Approval of the FY 25/26 Budget, and Authorizing the City Manager to Execute Said Agreement

TO: **Honorable Mayor Velazquez and the City Council**

FROM: **Beatriz Trujillo, Community and Economic Development Director and Ariana Mora, Senior Planner**

THROUGH: **Megan Hunter, City Manager**

MEETING DATE: **June 18, 2025**

Recommendation

Staff recommends that the City Council of the City of Soledad adopt:

1. Resolution No. 6246, "A Resolution of the City Council of the City of Soledad Approving a Non-Exclusive Professional Service Agreement with 4LEAF Inc. in an Amount not to Exceed $110,000 for Plan Review, Inspection, Building Official, and Related Services, Upon Approval of the FY 25/26 Budget, and Authorizing the City Manager to Execute Said Agreement."

2. Resolution No. 6247, "A Resolution of the City Council of the City of Soledad Approving a Non-Exclusive Professional Service Agreement with CSG Consultants Inc. in an Amount not to Exceed $100,000 for Technical Building and Planning Division Services for Special Projects Upon Approval of the FY 25/26 Budget, and Authorizing the City Manager to Execute Said Agreement."

Executive Summary

Since 2011, the Community and Economic Development Department has contracted with the same

consulting firm to provide building division services in Soledad under an annually extended agreement. These services include building and fire plan reviews, inspections, structural engineering, and stormwater compliance. To ensure compliance with procurement regulations and to evaluate alternative service providers, the City issued a Request for Proposals (RFP) from May 16 to May 30, 2025. The RFP process resulted in four proposals, which were carefully reviewed and evaluated through interviews. Following this evaluation, Staff identified two firms as highly qualified: 4LEAF, Inc. and CSG Consultants, Inc. Staff recommends entering into a contract with 4LEAF, Inc. to provide ongoing plan review and inspection services, as well as the services of a Building Official. Additionally, Staff recommends contracting with CSG Consultants, Inc. to provide planning services and support for building and construction management on special projects.

Background

The City of Soledad has contracted with CSG Consultants Inc. since 2011 to provide Building Official services, along with associated plan review and inspection functions. Over time, the scope of work has expanded to include a contract City Building Official, civil plan review, stormwater compliance, and oversight of planning activities. Despite the essential nature of these services, the City had not conducted a formal Request for Proposals (RFP) process for their continuation.

To align with best practices and comply with applicable Government Code requirements, on June 19, 2024, the City Council approved Amendment No. 2 to the CSG contract, extending the agreement through June 30, 2025, under the condition that staff would issue an RFP and select a firm through a competitive process to provide similar services starting July 1, 2025.

Review & Analysis

The City issued a formal RFP from May 16 to May 30, 2025, seeking proposals from qualified firms to provide comprehensive Building Division services. These services include building and fire plan checks, inspections, structural engineering, a contract City Building Official, and, if needed, planning and code enforcement support. The RFP process yielded four responsive proposals from:

- 4LEAF Inc.
- CSG Consultants
- SCA (Shums Coda Associates)
- Bureau Veritas

Each firm demonstrated experience in municipal building division services and currently works with cities of similar size and scale throughout California. Staff conducted 30-minute interviews on June 6, 2025, with each firm to evaluate qualifications, staffing capacity, plan review processes, and fee structures. Proposals were reviewed and scored independently based on predefined evaluation criteria.

Following a thorough evaluation of all submitted proposals, 4LEAF Inc. and CSG Consultant Inc. have been identified as the most qualified and cost-effective providers.

4LEAF Inc. offers a robust project management platform and a well-established quality assurance workflow, both of which will enhance efficiency in processing applications. Their proposed scope

includes building and fire plan review, building inspection, structural engineering review, and fire inspection services. Staff recommends awarding a one-year, non-exclusive agreement to 4LEAF Inc., effective July 1, 2025, through June 30, 2026 to provide regular plan review and inspections and the services of a Building Official.

CSG Consultants, Inc. currently provides the City with Building Official and inspection services. The assigned Building Official is locally based, brings valuable expertise, and has played a key role in overseeing several critical construction projects. The City wishes to retain his support to assist with project management and to ensure the successful closeout of projects already underway. Additionally, the City has been utilizing a CSG planning consultant on several major economic development initiatives. Given the consultant's experience and the importance of these projects, the City intends to continue these planning services. To support continuity and ensure the successful completion of ongoing efforts, the City proposes entering into a one-year, non-exclusive agreement with CSG Consultants, Inc., effective July 1, 2025, through June 30, 2026.

The selected firms will provide support to the Community and Economic Development Department. To ensure efficient service delivery and prevent duplication of efforts, the Community and Economic Development Director and Senior Planner will actively oversee consultant work assignments and coordinate tasks between the firms as needed. Any additional services beyond the scope of the original agreements will require a formal contract amendment, subject to review and approval by the City Council.

Financial Considerations

Building permit and plan review fees collected by the City are used to fund contracted building division services. For Fiscal Year 2025–2026, the City has allocated $210,000 in the budget for these services. The proposed contract awards—$110,000 to 4LEAF, Inc. and $100,000 to CSG Consultants, Inc.—fall within this approved budget. The Community and Economic Development Department will closely monitor monthly expenditures and permit-related revenue to ensure that contract costs remain in alignment with fee-based revenue collection throughout the fiscal year.

Alternatives

- Do not approve Resolution No. 6246, awarding 4LEAF Inc., and Resolution No. 6247, awarding CSG Consultants Inc.
- Choose an alternate firm for the award with the required findings.
- Do not move forward with any proposal and re-advertise the Request for Proposal. This is not recommended as the contract with CSG for critical building service expires on June 30, 2025, and any service break would delay permitting.

Planning/CEQA

The approval of a contract for professional services is not a project under CEQA pursuant to CEQA Guidelines § 15378(b)(5), as it involves administrative activities that do not result in any direct or indirect physical changes to the environment.

Public Notice Requirements

None required.

Attachment(s):
Resolution No. 6246
Exhibit A - Consulting Services Agreemet - 4Leaf
Resolution No. 6247
Exhibit A - Consulting Services Agreement - CSG

RESOLUTION NO. 6246

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLEDAD APPROVING A NON-EXCLUSIVE PROFESSIONAL SERVICES AGREEMENT WITH 4LEAF, INC., IN AN AMOUNT NOT TO EXCEED $110,000, FOR PLAN REVIEW, INSPECTION, BUILDING OFFICIAL, AND RELATED SERVICES, UPON APPROVAL OF THE FY 2025–2026 BUDGET, AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE AGREEMENT

WHEREAS, Staff initiated an RFP process from May 16 to May 30, 2025, for proposals for building division and planning services that included reviews and inspections of building and fire plans, along with a contract for a City Building Official; and

WHEREAS, Staff received four (4) proposals from certified firms that have experience with building and planning services throughout California and on June 6, 2025, Staff interviewed all four firms, scoring interviews based on the firm's work capacity, ability to meet proposed plan review and/or services, understanding of the scope of work and evaluation on costs based on the services provided; and

WHEREAS, after reviewing these proposals, Staff selected 4LEAF Inc. ("4LEAF") based on the criteria set forth above; and

WHEREAS, $210,000 has already been budgeted in FY 25/26 for Professional Services for the Community and Economic Development Department for Building Division services, including plan check, inspections, and a Contract City Building Official.

NOW, THEREFORE BE IT HEREBY RESOLVED, by the City Council of the City of Soledad that the contract with 4LEAF in the not-to-exceed amount of $110,000 for Building Division Services, a copy of which is attached hereto as **Exhibit A,** and by this reference incorporated herein, is hereby approved, and the City Manager is authorized and directed to execute the same on behalf of the City.

PASSED AND ADOPTED by the City Council of the City of Soledad, at a regular meeting duly held on the 18th day of June 2025, by the following vote:

AYES, and in favor thereof Councilmembers:

NOES, Councilmembers:

ABSENT, Councilmembers:

ABSTAIN, Councilmembers:

ANNA M. VELAZQUEZ, Mayor

ATTEST:

MEGAN HUNTER, City Clerk

NON-EXCLUSIVE CONSULTING SERVICES AGREEMENT BETWEEN THE CITY OF SOLEDAD AND (4Leaf Inc.)

THIS AGREEMENT for consulting services is made by and between the City of Soledad ("City") and 4Leaf Inc. ("Consultant") (together referred to as the "Parties") as of July 1, 2025 (the "Effective Date").

Section 1. **SERVICES**. Subject to the terms and conditions set forth in this Agreement, Consultant shall provide to City the services described in the Scope of Work attached as Attachment 1, and incorporated herein, at the time and place and in the manner specified therein. In the event of a conflict in or inconsistency between the terms of this Agreement and Attachment 1, the Agreement shall prevail.

1.1 **Term of Services.** The term of this Agreement shall begin on the Effective Date and shall end on June 30, 2026, unless the term of the Agreement is otherwise terminated or extended, as provided for in Section 8. The time provided to Consultant to complete the services required by this Agreement shall not affect the City's right to terminate the Agreement, as referenced in Section 8.

1.2 **Standard of Performance.** Consultant shall perform all services required pursuant to this Agreement according to the standards observed by a competent practitioner of the profession in which Consultant is engaged.

1.3 **Assignment of Personnel.** Consultant shall assign only competent personnel to perform services pursuant to this Agreement. In the event that City, in its sole discretion, at any time during the term of this Agreement, desires the reassignment of any such persons, Consultant shall, immediately upon receiving notice from City of such desire of City, reassign such person or persons.

1.4 **Time.** Consultant shall devote such time to the performance of services pursuant to this Agreement as may be reasonably necessary to meet the standard of performance provided in Section 1.1 above and to satisfy Consultant's obligations hereunder.

1.5 **Public Works Requirements.**

Intentionally Left Blank

Section 2. **COMPENSATION.** City hereby agrees to pay Consultant a not-to-exceed amount of One Hundred and Ten Thousand Dollars ($110,000) notwithstanding any contrary indications that may be contained in Consultant's proposal, for services to be performed and reimbursable costs incurred under this Agreement. In the event of a conflict between this Agreement and Consultant's proposal, attached as Attachment 1, regarding the amount of compensation, the Agreement shall prevail. City shall pay Consultant for services rendered pursuant to this Agreement at the time and in the manner set forth herein. The payments specified below shall be the only payments from City to Consultant for services rendered pursuant to this Agreement. Consultant shall submit all invoices to City in the manner specified herein. Except as specifically authorized by City in writing, Consultant shall not bill City for duplicate services performed by more than one person.

Consultant and City acknowledge and agree that compensation paid by City to Consultant under this Agreement is based upon Consultant's estimated costs of providing the services required hereunder, including salaries and benefits of employees and subcontractors of Consultant. Consequently, the parties further agree that compensation hereunder is intended to include the costs of contributions to any pensions and/or annuities to which Consultant and its employees, agents, and subcontractors may be eligible. City therefore has no responsibility for such contributions beyond compensation required under this Agreement.

2.1 **Invoices.** Consultant shall submit invoices, not more often than once a month during the term of this Agreement, based on the cost for services performed and reimbursable costs incurred prior to the invoice date. Invoices shall contain the following information:

- Serial identifications of progress bills; i.e., Progress Bill No. 1 for the first invoice, etc.;
- The beginning and ending dates of the billing period;
- A Task Summary containing the original contract amount, the amount of prior billings, the total due this period, the balance available under the Agreement, and the percentage of completion;
- At City's option, for each work item in each task, a copy of the applicable time entries or time sheets shall be submitted showing the name of the person doing the work, the hours spent by each person, a brief description of the work, and each reimbursable expense;
- The total number of hours of work performed under the Agreement by Consultant and each employee, agent, and subcontractor of Consultant performing services hereunder;
- The Consultant's signature;
- Consultant shall give separate notice to the City when the total number of hours worked by Consultant and any individual employee, agent, or subcontractor of Consultant reaches or exceeds 800 hours within a 12-month period under this Agreement and any other agreement between Consultant and City. Such notice shall include an estimate of the time necessary to complete work described in a given task order and the estimate of time necessary to complete work under any other agreement between Consultant and City, if applicable.

2.2 **Monthly Payment.** City shall make monthly payments, based on invoices received, for services satisfactorily performed, and for authorized reimbursable costs incurred. City shall have 30 days from the receipt of an invoice that complies with all of the requirements above to pay Consultant.

2.3 **Final Payment.** City shall pay the last 10% of the total sum due pursuant to each task order within 60 days after completion of the services and submittal to City of a final invoice, if all services required have been satisfactorily performed.

2.4 **Total Payment.** City shall pay for the services to be rendered by Consultant pursuant to this Agreement. City shall not pay any additional sum for any expense or cost whatsoever incurred by Consultant in rendering services pursuant to this Agreement. City shall make no payment for any extra, further, or additional service pursuant to this Agreement.

In no event shall Consultant submit any invoice for an amount in excess of the maximum amount of compensation provided above either for a task or for the entire Agreement, unless the Agreement is modified prior to the submission of such an invoice by a properly executed change order or amendment.

2.5 **Hourly Fees.** Fees for work performed by Consultant on an hourly basis shall not exceed the amounts shown on the compensation schedule attached hereto as Attachment 1.

2.6 **Reimbursable Expenses.** Reimbursable expenses are included in the total amount of compensation provided under this Agreement that shall not be exceeded.

2.7 **Payment of Taxes.** Consultant is solely responsible for the payment of employment taxes incurred under this Agreement and any similar federal or state taxes.

2.8 **Payment upon Termination.** In the event that the City or Consultant terminates this Agreement pursuant to Section 8, the City shall compensate the Consultant for all outstanding costs and reimbursable expenses incurred for work satisfactorily completed as of the date of written notice of termination. Consultant shall maintain adequate logs and timesheets to verify costs incurred to that date.

2.9 **Authorization to Perform Services.** The Consultant is not authorized to perform any services or incur any costs whatsoever under the terms of this Agreement until receipt of authorization from the Contract Administrator.

Section 3. **FACILITIES AND EQUIPMENT.** Except as set forth herein, Consultant shall, at its sole cost and expense, provide all facilities and equipment that may be necessary to perform the services required by this Agreement. City shall make available to Consultant only the facilities and equipment listed in this section, and only under the terms and conditions set forth herein.

City shall furnish physical facilities such as desks, filing cabinets, and conference space, as may be reasonably necessary for Consultant's use while consulting with City employees and reviewing records and the information in possession of the City. The location, quantity, and time of furnishing those facilities shall be in the sole discretion of City. In no event shall City be obligated to furnish any facility that may involve incurring any direct expense, including but not limited to computer, long-distance telephone or other communication charges, vehicles, and reproduction facilities.

Section 4. **INSURANCE REQUIREMENTS.** Before beginning any work under this Agreement, Consultant, at its own cost and expense, unless otherwise specified below, shall procure the types and amounts of insurance listed below against claims for injuries to persons or damages to property that may arise from or in connection with the performance of the work hereunder by the Consultant and its agents, representatives, employees, and subcontractors. Consistent with the following provisions, Consultant shall provide proof satisfactory to City of such insurance that meets the requirements of this section and under forms of insurance satisfactory in all respects, and that such insurance is in effect prior to beginning work to the City. Consultant shall maintain the insurance policies required by this section throughout the term of this Agreement. The cost of such insurance shall be included in the Consultant's bid. Consultant shall not allow

any subcontractor to commence work on any subcontract until Consultant has obtained all insurance required herein for the subcontractor(s) and provided evidence that such insurance is in effect to City. Verification of the required insurance shall be submitted and made part of this Agreement prior to execution. Consultant shall maintain all required insurance listed herein for the duration of this Agreement.

4.1 **Workers' Compensation.** Consultant shall, at its sole cost and expense, maintain Statutory Workers' Compensation Insurance and Employer's Liability Insurance for any and all persons employed directly or indirectly by Consultant. The Statutory Workers' Compensation Insurance and Employer's Liability Insurance shall be provided with limits of not less than $2,000,000 per accident. In the alternative, Consultant may rely on a self-insurance program to meet those requirements, but only if the program of self-insurance complies fully with the provisions of the California Labor Code. Determination of whether a self-insurance program meets the standards of the Labor Code shall be solely in the discretion of the Contract Administrator. The insurer, if insurance is provided, or the Consultant, if a program of self-insurance is provided, shall waive all rights of subrogation against the City and its officers, officials, employees, and volunteers for loss arising from work performed under this Agreement.

4.2 **Commercial General and Automobile Liability Insurance.**

4.2.1 **General requirements.** Consultant, at its own cost and expense, shall maintain commercial general and automobile liability insurance for the term of this Agreement in an amount not less than $2,000,000 per occurrence, combined single limit coverage for risks associated with the work contemplated by this Agreement. If a Commercial General Liability Insurance or an Automobile Liability form or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to the work to be performed under this Agreement or the general aggregate limit shall be at least twice the required occurrence limit. Such coverage shall include but shall not be limited to, protection against claims arising from bodily and personal injury, including death resulting therefrom, and damage to property resulting from activities contemplated under this Agreement, including the use of owned and non-owned automobiles.

4.2.2 **Minimum scope of coverage.** Commercial general coverage shall be at least as broad as Insurance Services Office Commercial General Liability occurrence form CG 0001 (most recent edition) covering comprehensive General Liability on an "occurrence" basis. Automobile coverage shall be at least as broad as Insurance Services Office Automobile Liability form CA 0001 (most recent edition), Code 1 (any auto). No endorsement shall be attached limiting the coverage.

4.2.3 **Additional requirements.** Each of the following shall be included in the insurance coverage or added as a certified endorsement to the policy:

a. The Insurance shall cover on an occurrence or an occurrence basis, and not on a claims-made basis.

b. City, its officers, officials, employees, and volunteers are to be covered as insureds as respects: liability arising out of work or operations performed by or on behalf of the Consultant; or automobiles owned, leased, hired, or borrowed by the Consultant

c. For any claims related to this Agreement or the work hereunder, the Consultant's insurance covered shall be primary insurance as respects the City, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by the City, its officers, officials, employees, or volunteers shall be excess of the Consultant's insurance and shall not contribute with it.

d. Each insurance policy required by this clause shall be endorsed to state that coverage shall not be canceled by either party, except after 30 days' prior written notice has been provided to the City.

4.3 Professional Liability Insurance.

4.3.1 General requirements. Consultant, at its own cost and expense, shall maintain for the period covered by this Agreement professional liability insurance for licensed professionals performing work pursuant to this Agreement in an amount not less than $1,000,000 covering the licensed professionals' errors and omissions. Any deductible or self-insured retention shall not exceed $150,000 per claim.

4.3.2 Claims-made limitations. The following provisions shall apply if the professional liability coverage is written on a claims-made form:

a. The retroactive date of the policy must be shown and must be before the date of the Agreement.

b. Insurance must be maintained and evidence of insurance must be provided for at least five years after completion of the Agreement or the work, so long as commercially available at reasonable rates.

c. If coverage is canceled or not renewed and it is not replaced with another claims-made policy form with a retroactive date that precedes the date of this Agreement, Consultant must purchase an extended period coverage for a minimum of five years after completion of work under this Agreement.

d. A copy of the claim reporting requirements must be submitted to the City for review prior to the commencement of any work under this Agreement.

4.4 All Policies Requirements.

4.4.1 Acceptability of insurers. All insurance required by this section is to be placed with insurers with a Bests' rating of no less than A:VII.

4.4.2 **Verification of coverage.** Prior to beginning any work under this Agreement, Consultant shall furnish City with a complete copy of the certificate of insurance delivered to Consultant by the insurer. Certificates of insurance shall show the signature of a person authorized by that insurer to bind coverage on its behalf. If the City does not receive the required insurance documents prior to the Consultant beginning work, it shall not waive the Consultant's obligation to provide them. If the Certificate of Insurance refers to the policy and it is necessary as a reference, then the City will reserve the right to require complete copies of all required insurance policies at any time.

4.4.3 **Deductibles and Self-Insured Retentions.** Consultant shall disclose to and obtain the written approval of City for the self-insured retentions and deductibles before beginning any of the services or work called for by any term of this Agreement. At the option of the City, either: the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the City, its officers, employees, and volunteers; or the Consultant shall provide a financial guarantee satisfactory to the City guaranteeing payment of losses and related investigations, claim administration and defense expenses.

4.4.4 **Wasting Policies**. No policy required by this Section 4 shall include a "wasting" policy limit (i.e. limit that is eroded by the cost of defense).

4.4.5 **Waiver of Subrogation.** Consultant hereby agrees to waive subrogation which any insurer or contractor may require from vendor by virtue of the payment of any loss. Consultant agrees to obtain any endorsements that may be necessary to affect this waiver of subrogation.

The Workers' Compensation policy shall be endorsed with a waiver of subrogation in favor of the entity for all work performed by the consultant, its employees, agents, and subcontractors.

4.4.6 **Subcontractors.** Consultant shall include all subcontractors as insureds under its policies or shall furnish separate certificates and endorsements for each subcontractor. All coverages for subcontractors shall be subject to all of the requirements stated herein.

4.5 **Remedies.** In addition to any other remedies City may have if Consultant fails to provide or maintain any insurance policies or policy endorsements to the extent and within the time herein required, City may, at its sole option exercise any of the following remedies, which are alternatives to other remedies City may have and are not the exclusive remedy for Consultant's breach:

- Obtain such insurance and deduct and retain the amount of the premiums for such insurance from any sums due under the Agreement;

- Order Consultant to stop work under this Agreement or withhold any payment that becomes due to Consultant hereunder, or both stop work and withhold any payment, until Consultant demonstrates compliance with the requirements hereof; and/or

- Terminate this Agreement.

Section 5. INDEMNIFICATION AND CONSULTANT'S RESPONSIBILITIES.

To the full extent permitted by law, 4Leaf Inc. shall indemnify, defend, and hold harmless Owner, its governing body, officers, agents, employees, and volunteers from and against any and all liability, loss, damage, claims, expenses and costs (including, without limitation, attorney fees and costs and fees of litigation) (collectively, "Liability") arising out of, pertaining to, or relating to the negligence, recklessness, or willful misconduct of Engineer in the performance of this Agreement, except such Liability caused by the active negligence, sole negligence or willful misconduct of Owner. This indemnification obligation is not limited in any way by any limitation on the amount or type of damages or compensation payable to or for Engineer or its agents or employees under Workers' Compensation acts, disability benefits acts, or other employee benefit acts. This indemnification obligation is not limited by any limitation on the amount or type of damages available under any applicable insurance coverage and shall survive the expiration or early termination of this Agreement with respect to Liability arising during the term of the Agreement.

The Consultant's obligation to defend and indemnify shall not be excused because of the Consultant's inability to evaluate Liability or because the Consultant evaluates Liability and determines that the Consultant is not liable to the claimant. The Consultant must respond within 30 days, to the tender of any claim for defense and indemnity by the City, unless this time has been extended by the City. If the Consultant fails to accept or reject a tender of defense and indemnity within 30 days, in addition to any other remedy authorized by law, so much of the money due the Consultant under and by virtue of this Agreement as shall reasonably be considered necessary by the City, may be retained by the City until disposition has been made of the claim or suit for damages, or until the Consultant accepts or rejects the tender of defense, whichever occurs first.

With respect to third party claims against the Consultant, the Consultant waives any and all rights of any type to express or implied indemnity against the Indemnitees.

Notwithstanding the forgoing, to the extent this Agreement is a "construction contract" as defined by California Civil Code Section 2782, as may be amended from time to time, such duties of consultant to indemnify shall not apply when to do so would be prohibited by California Civil Code Section 2782.

In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

Section 6. STATUS OF CONSULTANT.

6.1 **Independent Contractor.** At all times during the term of this Agreement, Consultant shall be an independent contractor and shall not be an employee of City. City shall have the right to control Consultant only insofar as the results of Consultant's services rendered pursuant to this Agreement and assignment of personnel pursuant to Subparagraph 1.3; however, otherwise City shall not have the right to control the means by which Consultant accomplishes services rendered pursuant to this Agreement. Notwithstanding any other City, state, or federal policy, rule, regulation, law, or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing services under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any and all claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in the California Public Employees Retirement System (PERS) as an employee of City and entitlement to any contribution to be paid by City for employer contributions and/or employee contributions for PERS benefits.

6.2 **Consultant Not an Agent.** Except as City may specify in writing, Consultant shall have no authority, express or implied, to act on behalf of City in any capacity whatsoever as an agent. Consultant shall have no authority, express or implied, pursuant to this Agreement to bind City to any obligation whatsoever.

Section 7. LEGAL REQUIREMENTS.

7.1 **Governing Law.** The laws of the State of California shall govern this Agreement.

7.2 **Compliance with Applicable Laws.** Consultant and any subcontractors shall comply with all laws applicable to the performance of the work hereunder.

7.3 **Other Governmental Regulations.** To the extent that this Agreement may be funded by fiscal assistance from another governmental entity, Consultant and any subcontractors shall comply with all applicable rules and regulations to which City is bound by the terms of such fiscal assistance program.

7.4 **Licenses and Permits.** Consultant represents and warrants to City that Consultant and its employees, agents, and any subcontractors have all licenses, permits, qualifications, and approvals of whatsoever nature that are legally required to practice their respective professions. Consultant represents and warrants to City that Consultant and its employees, agents, any subcontractors shall, at their sole cost and expense, keep in effect at all times during the term of this Agreement any licenses, permits, and approvals that are legally required to practice their respective professions. In addition to the foregoing, Consultant and any subcontractors shall obtain and maintain during the term of this Agreement valid Business Licenses from City.

7.5 **Nondiscrimination and Equal Opportunity.** Consultant shall not discriminate, on the basis of a person's race, religion, color, national origin, age, physical or mental handicap or disability, medical condition, marital status, sex, or sexual orientation, against any employee, applicant for employment, subcontractor, bidder for a subcontract, or participant in, recipient

of, or applicant for any services or programs provided by Consultant under this Agreement. Consultant shall comply with all applicable federal, state, and local laws, policies, rules, and requirements related to equal opportunity and nondiscrimination in employment, contracting, and the provision of any services that are the subject of this Agreement, including but not limited to the satisfaction of any positive obligations required of Consultant thereby.

Consultant shall include the provisions of this Subsection in any subcontract approved by the Contract Administrator or this Agreement.

Section 8. TERMINATION AND MODIFICATION.

8.1 **Termination.** City may cancel this Agreement at any time and without cause upon written notification to Consultant.

Consultant may cancel this Agreement upon 60 days' written notice to City and shall include in such notice the reasons for cancellation.

In the event of termination, Consultant shall be entitled to compensation for services performed to the effective date of termination; City, however, may condition payment of such compensation upon Consultant delivering to City any or all documents, photographs, computer software, video and audio tapes, and other materials provided to Consultant or prepared by or for Consultant or the City in connection with this Agreement.

8.2 **Extension.** City may, in its sole and exclusive discretion, extend the end date of this Agreement beyond that provided for in Subsection 1.1. Any such extension shall require a written amendment to this Agreement, as provided for herein. Consultant understands and agrees that, if City grants such an extension, City shall have no obligation to provide Consultant with compensation beyond the maximum amount provided for in this Agreement. Similarly, unless authorized by the Contract Administrator, City shall have no obligation to reimburse Consultant for any otherwise reimbursable expenses incurred during the extension period.

8.3 **Amendments.** The parties may amend this Agreement only by a writing signed by all the parties.

8.4 **Assignment and Subcontracting.** City and Consultant recognize and agree that this Agreement contemplates personal performance by Consultant and is based upon a determination of Consultant's unique personal competence, experience, and specialized personal knowledge. Moreover, a substantial inducement to City for entering into this Agreement was and is the professional reputation and competence of Consultant. Consultant may not assign this Agreement or any interest therein without the prior written approval of the Contract Administrator. Consultant shall not subcontract any portion of the performance contemplated and provided for herein, other than to the subcontractors noted in the proposal, without prior written approval of the Contract Administrator.

8.5 **Survival.** All obligations arising prior to the termination of this Agreement and all provisions of this Agreement allocating liability between City and Consultant shall survive the termination of this Agreement.

8.6 **Options upon Breach by Consultant.** If Consultant materially breaches any of the terms of this Agreement, City's remedies shall included, but not be limited to, the following:

8.6.1 Immediately terminate the Agreement;

8.6.2 Retain the plans, specifications, drawings, reports, design documents, and any other work product prepared by Consultant pursuant to this Agreement;

8.6.3 Retain a different consultant to complete the work described in a given task order not finished by Consultant; or

8.6.4 Charge Consultant the difference between the cost to complete the work described in a given task order that is unfinished at the time of breach and the amount that City would have paid Consultant pursuant to Section 2 if Consultant had completed the work.

Section 9. KEEPING AND STATUS OF RECORDS.

9.1 **Records Created as Part of Consultant's Performance.** All reports, data, maps, models, charts, studies, surveys, photographs, memoranda, plans, studies, specifications, records, files, or any other documents or materials, in electronic or any other form, that Consultant prepares or obtains pursuant to this Agreement and that relate to the matters covered hereunder shall be the property of the City. Consultant hereby agrees to deliver those documents to the City upon termination of the Agreement. It is understood and agreed that the documents and other materials, including but not limited to those described above, prepared pursuant to this Agreement are prepared specifically for the City and are not necessarily suitable for any future or other use. City and Consultant agree that, until final approval by City, all data, plans, specifications, reports and other documents are confidential and will not be released to third parties without prior written consent of both parties.

9.2 **Consultant's Books and Records.** Consultant shall maintain any and all ledgers, books of account, invoices, vouchers, canceled checks, and other records or documents evidencing or relating to charges for services or expenditures and disbursements charged to the City under this Agreement for a minimum of 3 years, or for any longer period required by law, from the date of final payment to the Consultant to this Agreement.

9.3 **Inspection and Audit of Records.** Any records or documents that Section 9.2 of this Agreement requires Consultant to maintain shall be made available for inspection, audit, and/or copying at any time during regular business hours, upon oral or written request of the City. Under California Government Code Section 8546.7, if the amount of public funds expended under this Agreement exceeds $10,000.00, the Agreement shall be subject to the

examination and audit of the State Auditor, at the request of City or as part of any audit of the City, for a period of 3 years after final payment under the Agreement.

Section 10 MISCELLANEOUS PROVISIONS.

10.1 Attorneys' Fees. If a party to this Agreement brings any action, including an action for declaratory relief, to enforce or interpret the provision of this Agreement, the prevailing party shall be entitled to reasonable attorneys' fees in addition to any other relief to which that party may be entitled. The court may set such fees in the same action or in a separate action brought for that purpose.

10.2 Venue. In the event that either party brings any action against the other under this Agreement, the parties agree that trial of such action shall be vested exclusively in the state courts of California in the County of Monterey or in the United States District Court for the Northern District of California.

10.3 Severability. If a court of competent jurisdiction finds or rules that any provision of this Agreement is invalid, void, or unenforceable, the provisions of this Agreement not so adjudged shall remain in full force and effect. The invalidity in whole or in part of any provision of this Agreement shall not void or affect the validity of any other provision of this Agreement.

10.4 No Implied Waiver of Breach. The waiver of any breach of a specific provision of this Agreement does not constitute a waiver of any other breach of that term or any other term of this Agreement.

10.5 Successors and Assigns. The provisions of this Agreement shall inure to the benefit of and shall apply to and bind the successors and assigns of the parties.

10.6 Use of Recycled Products. Consultant shall prepare and submit all reports, written studies and other printed material on recycled paper to the extent it is available at equal or less cost than virgin paper.

10.7 Conflict of Interest. Consultant may serve other clients, but none whose activities within the corporate limits of City or whose business, regardless of location, would place Consultant in a "conflict of interest," as that term is defined in the Political Reform Act, codified at California Government Code Section 81000 *et seq.*

Consultant shall not employ any City official in the work performed pursuant to this Agreement. No officer or employee of City shall have any financial interest in this Agreement that would violate California Government Code Sections 1090 *et seq.*

Consultant hereby warrants that it is not now, nor has it been in the previous 12 months, an employee, agent, appointee, or official of the City. If Consultant was an employee, agent, appointee, or official of the City in the previous twelve months, Consultant warrants that it did not participate in any manner in the forming of this Agreement. Consultant understands

that, if this Agreement is made in violation of Government Code § 1090 *et seq.*, the entire Agreement is void and Consultant will not be entitled to any compensation for services performed pursuant to this Agreement, including reimbursement of expenses, and Consultant will be required to reimburse the City for any sums paid to the Consultant. Consultant understands that, in addition to the foregoing, it may be subject to criminal prosecution for a violation of Government Code § 1090 and, if applicable, will be disqualified from holding public office in the State of California.

10.8 **Solicitation.** Consultant agrees not to solicit business at any meeting, focus group, or interview related to this Agreement, either orally or through any written materials.

10.9 **Contract Administration.** This Agreement shall be administered by Community and Economic Development Department ("Contract Administrator"). All correspondence shall be directed to or through the Contract Administrator or his or her designee.

10.10 **Notices.** Any written notice to Consultant shall be sent to:

4Leaf Inc.
Attn: Michael Loomis
409 Washington, Suite 100
Monterey, CA 93940

Any written notice to City shall be sent to:

City of Soledad
Community & Economic Development Director
248 Main Street
Soledad, CA 93960

10.11 **Professional Seal.** Where applicable in the determination of the contract administrator, the first page of a technical report, first page of design specifications, and each page of construction drawings shall be stamped/sealed and signed by the licensed professional responsible for the report/design preparation. The stamp/seal shall be in a block entitled "Seal and Signature of Registered Professional with report/design responsibility," as in the following example.

_____ Seal and Signature of Registered Professional with report/design responsibility.

10.12 **Integration.** This Agreement, including the scope of work attached hereto and incorporated herein as Attachment 1 represents the entire and integrated agreement between City and Consultant and supersedes all prior negotiations, representations, or agreements, either written or oral.

10.13 **Counterparts.** This Agreement may be executed in multiple counterparts, each of which shall be an original and all of which together shall constitute one agreement.

[SIGNATURES ON FOLLOWING PAGE]

The Parties have executed this Agreement as of the Effective Date.

CITY OF SOLEDAD

_____
Megan Hunter, City Manager

Attest:

_____
Megan Hunter, City Clerk

Approved as to Form:

_____
Michael Rodriquez, City Attorney

4LEAF INC.

_____
NAME , TITLE

PROPOSAL TO PROVIDE

PROFESSIONAL BUILDING, PLANNING PLAN REVIEW, AND BUILDING INSPECTION SERVICES

TO THE

CITY OF SOLEDAD

Attachment 1

4LEAF, INC.
409 WASHINGTON ST., STE. 100
MONTEREY, CA 93940
(831) 330-1235

MAY 30, 2025

TABLE OF CONTENTS

4LEAF, INC.

SIGNED ACKNOWLEDGEMENT OF ADDENDA

SECTION 1 — 1 - 2
COVER LETTER

SECTION 2 — 3 - 5
STATEMENT OF QUALIFICATIONS

SECTION 3 — 6 - 11
PROJECT EXPERIENCE

SECTION 4 — 12 - 18
TEAM ORGANIZATION

SECTION 5 — 19 - 50
SCOPE OF WORK

SECTION 6 — 51 - 53
COST PROPOSAL & FEE SCHEDULE

SECTION 7 — 54
CONFLICT OF INTEREST STATEMENT

SECTION 8 — 55
COMMENTS ON OR REQUESTED CHANGES TO CONTRACT

SECTION 9 — 56
REFERENCES

APPENDIX
RESUMES

PROPOSAL TO PROVIDE

PROFESSIONAL BUILDING, PLANNING PLAN REVIEW, AND BUILDING INSPECTION SERVICES

TO THE

CITY OF SOLEDAD

SIGNED ACKNOWLEDGEMENT OF ADDENDA

4LEAF, INC.

ADDENDUM

Date:	March 27, 2025
To:	All Bidders
Project:	RFP for Professional Building, Planning Plan Review, and Building Inspection Services
Subject:	Addendum No. 1

This ADDENDUM is issued for informational purposes and in response to RFP Q&A:

1. **Q:** Are responders required to be able to provide both Building Plan Review, Fire Code Review, Inspection, and Engineering Services AND Current and Advanced Planning Plan Review or can we submit on just one?

   A: All bidders are required to submit proposals for all services as included in Section IV. Scope of Services in the RFP. This includes Current and Advanced Plan Review, Building and Fire Code Review/Inspections and Engineering Services.

2. **Q:** Can a firm submit a proposal to provide a portion of the services listed in the RFP? Specifically, our firm can provide engineering and planning services, but can not provide building inspection services.

   A: All bidders are required to submit proposals for all services as included in Section IV. Scope of Services in the RFP. This includes Building Inspection Services.

Issued by: Ariana Mora

Ariana Mora, Senior Planner

Bidders shall acknowledge receipt of the Addendum by signing and dating below and returning the Memorandum as part of their proposal.

Bidder's Acknowledgement

_____ 05/30/2025

Bidder's Authorized Representative **Date**

PROPOSAL TO PROVIDE

PROFESSIONAL BUILDING, PLANNING PLAN REVIEW, AND BUILDING INSPECTION SERVICES

TO THE

CITY OF SOLEDAD

SECTION 1

COVER LETTER

4LEAF, INC.

City of Soledad
Community & Economic Development Department
248 Main Street
Soledad, CA 93960
Attn: Beatriz Trujillo, Community Development Director

May 30, 2025

RE: Proposal to Provide Professional Building, Planning Plan Review, and Building Inspection Services to the City of Soledad

4LEAF, Inc. (4LEAF), is pleased to present our proposal to provide Professional Building, Planning Plan Review, and Building Inspection services to the City of Soledad (City). 4LEAF is a full-service firm and we have been providing professional consulting services to approximately 500 clients throughout the country for more than 24 years, and as such, we feel we are the ideal candidate for the following reasons:

☑ Familiar and Local Consultant

From 2023-2024, 4LEAF provided the City of Soledad's Public Works Department with Project Management services on the **US 101/North Front Street Interchange project**, coordinating and executing the Caltrans Cooperative Agreement. 4LEAF takes pride in our commitment to maintaining relationships with local communities and providing personalized, responsive services. With a regional office located in the City of Monterey, we are able to provide dedicated and experienced local staff capable of addressing the City's needs either on-site or remotely. 4LEAF has been providing similar services to clients including:

- City of Gonzales
- City of Pacific Grove
- City of Monterey
- City of Sand City
- City of Seaside
- City of Greenfield
- City of Salinas
- City of Hollister
- County of Monterey
- County of San Benito
- County of Santa Cruz
- County of Santa Clara

☑ Full-Service Firm

As a full-service firm, 4LEAF can provide Professional Consulting services to aid with heavy project workloads that require additional staff assistance. We provide clients with Plan Review, Inspection, Planning, Permitting, Code Enforcement, and more. We have qualified staff available to serve the City with remote, on-site, part-time, or full-time project needs. 4LEAF will be providing the following services regarding the City's needs:

- **Plan Review:** 4LEAF is an industry leader in Plan Review services and has a team of Civil and Structural Engineers, Accessibility Specialists, Soil/Traffic reports, and Mechanical/Electrical/Plumbing/Fire Plans Examiners available to work on the City's projects. We provide courier services that guarantee less than 24-hour pickup and delivery of all plan reviews performed off-site.
- **Inspection:** We have over 200 inspectors on staff who specialize in Residential, Commercial, Industrial, Energy, Fire, ADA, Solar, and Public Works projects. We have a track record of providing inspectors as-needed for long- or short-term projects, including one day assignments to cover staff training, sick days, vacation days, or spikes in permit activity.
- **Planning:** 4LEAF provides the most accurate and experienced planners in the industry. We have staff ranging from Planning Technicians to Principal Planners with specialties including Environmental, CEQA, Housing Policy, Entitlements, and Current- and Long-Range Planning.

- **Civil Engineering:** We provide full-service civil engineering support for development projects, including grading, drainage, stormwater, and utility reviews. Our team of licensed professionals ensures timely and thorough plan checks for subdivision improvements, site development, and infrastructure design. With a strong understanding of municipal standards, we help streamline project delivery and maintain compliance with all applicable codes.
- **Fire Prevention & Recovery:** Our team is comprised of Fire Protection Engineers and Fire Plans Examiners who specialize in Fire/Life Safety Plan Review. 4LEAF also specializes in additional Fire Prevention disciplines such as Fire Inspection, Fire Investigation, Hazardous Materials (HAZMAT), and other related services. In addition to providing clients with fire prevention services, 4LEAF has implemented fire recovery permitting programs for several counties and municipalities including Jackson County, OR; County of Maui, HI; County of Sonoma, CA; Town of Paradise, CA; and County of Santa Cruz, CA.
- **Code Enforcement:** 4LEAF staff have experience working with property owners and other responsible parties to bring properties and conditions into compliance. Our Code Enforcement team is skilled in using processes including issuing administrative citations to establish whether violations of law exist on a property and ensuring compliance.

☑ Cost Information

Due to the as-needed nature of the proposal, we are unable to provide a total cost estimate for all services outlined in the RFP. Instead, we have provided hourly pricing to better serve the City's needs, in our Cost Proposal / Fee Schedule.

☑ Leadership

The contract with the City of Soledad will be managed by Michael Loomis, SE, CBO, CASp, PMP, Director of Structural Engineering / Executive Project Manager. Michael will dedicate his time and resources to fulfilling the City's contract requirements. Michael has a proven record of success managing projects for cities and counties throughout California and will be available to the City for any needs involving this contract.

☑ Contact

Executive Project Manager	Project Manager	4LEAF Managing Office
Michael Loomis, SE, CBO, CASp Office: (831) 330-1235 Mobile: (831) 620-2305 Email: MLoomis@4leafinc.com	John Kuehl, CBO Office: (831) 330-1235 Mobile: (831) 233-0188 Email: JKuehl@4leafinc.com	409 Washington, Suite 100 Monterey, CA 93940 Office: (831) 330-1235 Website: 4LEAFINC.COM

As President of 4LEAF, I am authorized to bind the firm. We appreciate this opportunity to provide our qualifications. Should you have any questions, please do not hesitate to reach out using the contact information provided above.

Respectfully submitted,

Kevin J. Duggan, President

Michael Loomis, SE, CBO, CASp, PMP, Executive PM

PROPOSAL TO PROVIDE

PROFESSIONAL BUILDING, PLANNING PLAN REVIEW, AND BUILDING INSPECTION SERVICES

TO THE

CITY OF SOLEDAD

SECTION 2

STATEMENT OF QUALIFICATIONS

4LEAF, INC.

SECTION 2: STATEMENT OF QUALIFICATIONS

4LEAF is a California "C" Corporation that was established in 1999 and incorporated in 2001. Our extensive team of professionals are fully equipped with training and experience to provide complete services including Plan Review, Project Inspection, Planning, and Code Enforcement to municipal Building, Planning, Fire, and Public Works Departments. Our goal is to set the industry standard for excellent customer service, and we have grown to nearly 500 personnel throughout California, Washington, Nevada, Arizona, and New England.

Management Team

Exec PM/Director of Engineering: Michael Loomis, SE
Phone – (831) 620-2305
Email – MLoomis@4leafinc.com

Project Manager: John Kuehl, CBO
Phone – (831) 233-0188
Email – JKuehl@4leafinc.com

Dir. of Code Enforcement: Pete Roque
Phone – (949) 230-4968
Email – PRoque@4leafinc.com

Director of Planning: Daniel Hortert, MCP, AICP
Phone – (925) 999-6184
Email – DHortert@4leafinc.com

Director of Disaster Recover: Michael Renner, CBO
Phone – (925) 785-3581
Email – MRenner@4leafinc.com

Director of Advance Planning: Jane Riley, AICP
Phone – (707) 309-4775
Email – JRiley@4leafinc.com

Office Locations

Monterey
409 Washington St., Ste. 100
Monterey, CA 93940

Bay Area (HQ)
2126 Rheem Drive
Pleasanton, CA 94588

Sacramento
8896 N. Winding Way
Fair Oaks, CA 95628

Newport Beach
4440 Von Karman Ave., Ste. 300
Newport Beach, CA 92660

San Bernardino
424 E. Vanderbilt Way, Ste. A
San Bernardino, CA 92408

4LEAF Consulting, LLC
157 E. Warm Springs Rd.
Las Vegas, NV 89119

Arizona
2 N. Central Ave., Ste. 1800
Phoenix, AZ 85004

Washington
1201 Pacific Ave., Ste. 600
Tacoma, WA 98402

New England
132 Central St., Ste. 210
Foxboro, MA 02035

Professionals

Title	# of Staff	Title	# of Staff
ICC Certified Plans Examiners	55+	**ICC Certified Inspectors & IOR**	200+
ICC Certified Building Officials	40+	**Registered Architects**	5
Registered Engineers (PE, SE)	20+	**ICC Permit Technicians**	60+
Construction Managers/Inspectors	40+	**CASp**	15
Senior & Associate Planners	25+	**Fire Plans Examiners & Inspectors**	60+

Mission

4LEAF strives to be the best firm by providing our clients with outstanding customer service and first-rate services. We put our philosophy into action by building client relationships and prioritizing the needs of our clients—this has led us to become an industry leader in providing Building & Fire Life Safety Services to both public and private clients. We have worked with municipal departments in the construction, rehabilitation, and repair of public and private buildings and have partnered with design review and preservation boards to determine building improvement criteria and associated project requirements. We have a depth of experience in working with all types of building structures and have performed Inspection and Plan Review services on more than $50 billion dollars in construction throughout the past 24 years. We have been aggressively expanding our Code Enforcement and Planning Divisions in recent years and have doubled our team of professionals in these areas to further strengthen our project endeavors.

Our Community Development staff have worked with Building, Code Enforcement, and Planning Departments in the construction, rehabilitation, and repair of both public and private buildings as well worked with design review and preservation boards to determine the design criteria and associated project requirements of building improvements. In addition, our staff has performed inspections and plan reviews for public and private building structures for compliance with life-safety and accessibility requirements.

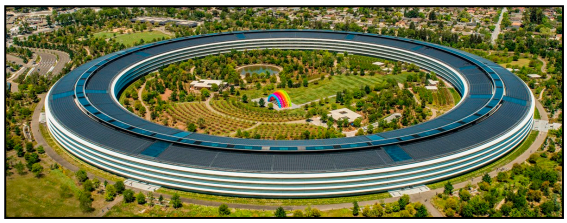
We have provided plan review and inspection services for thousands of residential projects, tenant improvements, and complex commercial projects including marijuana facilities office campuses, parking garages, hotels/resorts, transportation facilities, city/county-owned buildings, universities, hospitals, sports arenas, infrastructure, essential service facilities, solar projects, and laboratories. In addition, our team has performed inspections and plan reviews for public and private building structures for compliance with life-safety and Americans with Disabilities Act (ADA) accessibility requirements.

We have a proven track record of reviewing and inspecting projects of all sizes and complexities including:

Type B Commercial Construction	Refinery Facilities	Laboratories
City/County-Owned Facilities	Site Work	Power & Energy
Large Campuses	Waterfront	Marijuana Facilities
Fire Recovery Services	Multi-Family Projects	Military Projects
Stadiums/Arenas	Healthcare Facilities	Essential Service Facilities
Commercial Office Parks	Transportation Facilities	Detention Facilities

Large Project Experience

4LEAF is uniquely qualified to work on projects of any size. Our team completed the Project Inspections for the entire $6 billion Apple Campus 2 Corporate Headquarters in the City of Cupertino, CA where we comprised a team of Building Inspectors and Permitting Specialists.



4LEAF also provided the Plan Review and Inspection services for the $2.6 billion Wynn Casino Project in the City of Everett, MA; San Jose State University's Interdisciplinary Science Building in the City of San Jose, CA; and the County Office Building III in the County of San Mateo.

We have the resources to deploy staff to any state and as you can see from the limited examples listed above, we have provided services all over the country. Our team is well-equipped and qualified to perform services for any project and in any location. By choosing 4LEAF, you are choosing a company that prides itself on quality work, top-notch customer service, experienced staff, and a multitude of project experience. Please review our scope of services and project examples in the sections that follow to gain more understanding about our firm and how we can help achieve the City's project goals.

Snapshot of Services

Plan Review & Inspection	Code Enforcement	Planning
• Leed Accredited Professionals • Inspectors of Record • Program Analysis & Studies • Correcting Code Deficiencies • Investigating Complaints • Violation Issuance • Jurisdictional Inspectors ❖ Residential & Commercial • ICC-certified Plan Reviewers • Certified Accessibility Specialists • ICC-certified Building Officials • Complete Building Dept. Services • On- and Off-Site Plan Review • Property Condition Surveys • Industrial, Energy, & Solar Plan Review and Inspections	• Department Assessments • Vendor Enforcement • Blight Enforcement • Substandard Housing • Lead Paint • Tobacco Enforcement • Short Term Rentals • RRP Training • ICC & CACEO Trainings • Rental Housing Programs • Cannabis Enforcement • Zoning • Business License Enforcement • Commercial Property Inspectionns	• Current and Long-Range • Phase I & II Environmental Assmnts. • CEQA Review • Initial Studies • Environmental Impact Reports (EIR) • Emer. Ordinance & Policy Drafting • Review for Rebuilds and Temporary Housing • Housing & Safety Elements • Site Inspections • Application Processing • Developing Submittal Forms • Property Research • Land Use Applications • Design Review

PROPOSAL TO PROVIDE

PROFESSIONAL BUILDING, PLANNING PLAN REVIEW, AND BUILDING INSPECTION SERVICES

TO THE

CITY OF SOLEDAD

SECTION 3

PROJECT EXPERIENCE

4LEAF, INC.

SECTION 3: PROJECT EXPERIENCE

City of Gonzales, CA

Plan Review, Building Inspection, and Planning Services

4LEAF has been serving the City of Gonzales by providing as-needed Building Official, Building Inspection, Plan Review, and Planning Services. The City of Gonzales, located in Monterey County, encompasses approximately 1.95 square miles with a population of around 8,600. 4LEAF reviews and inspects several projects on multiple levels including residential and commercial. In addition, the 4LEAF Planning team has assisted the City in conducting its 6th Cycle Housing Element Update.

Plan Review Services

4LEAF reviews all plans and supporting documents submitted for projects to ensure compliance with California State Building Codes and local ordinances. 4LEAF prepares reports for any corrections, specifying the needed alterations and then transmitting a copy to both the City and applicant. When plans and supporting documents are deemed acceptable for permit issuance, 4LEAF approves and returns plans and supporting documents to the city for issuance of permit.

Building Inspection Services

4LEAF provides building inspection services during construction to enforce compliance with the conditions of approval, provisions of the City's Building Laws and Code requirements set forth on the approved plans for which a permit was issued. In the performance of such duties, 4LEAF observes each project at the completion of the various stages of construction for compliance with the appropriate local, County, and State codes.

Planning Services

4LEAF provided planning services for the Sixth Cycle Housing Element Update for the City's 2023-2031 planning period. The updated Housing Element addressed the requirements of State law, including recent changes regarding the analysis of sites and zoning-related requirements for housing entitlements.

Project Highlight – Community Center Complex

4LEAF performed the inspections of the $34.8 million Community Center Complex Project on behalf of the City of Gonzales. The Community Center Complex is planned to provide a variety of community services. The 23,000 square foot Community Center will serve as a public fitness center with additional amenities such as a library, space for hosting public and private meetings, as well as room for educational workshops. Construction began in 2024 and is expected to directly and indirectly lead to the creation of dozens if not hundreds of jobs throughout the construction process.

Client Name:	City of Gonzales
Client Contact:	Patrick Dobbins
Client Contact Title:	City Engineer / Public Works Director
Client Address:	147 Fourth Street, Gonzales, CA 93926
Client Telephone:	(831) 675-5000
Client Email:	PDobbins@ci.Gonzales.ca.us
Project Dates:	2023 – Present

City of Sand City, CA

Inspection, Plan Review, Code Enforcement, Permitting, and Chief Building Official

4LEAF is currently the City of Sand City's only Building Department Consulting Firm. Our duties include:

- Chief Building Official
- Building Inspections
- Building and Civil Plan Reviews
- Permit Technician/Permit Processing
- Traffic Engineering
- Fire Review and Inspection
- Code Enforcement
- Project Inspections

4LEAF was recently selected as the sole provider of Plan Review and Inspection Services for three major developments to be constructed over the next five years. 4LEAF provides inspection services and plan review for each project which will utilize 4LEAF's internal management system EZ Plan Review and GoFormz.

South of Tioga

4LEAF is providing the Project Management, Plan Review, and Inspections on this mixed-use (residential 10.64 acre site bounded by Tioga Avenue to the northeast, California Avenue to the southeast, East Avenue to the southwest, and the Merle Street right-of-way to the northwest, and includes 356 multi-family residential units, 216 hotel units, and a restaurant. There will also be a surface parking lot as well as a multi-story parking garage. Also included in this development, is a proposed new road that will be dedicated as a City Right-of-Way. The project will merge existing lots, abandon existing public rights-of-way, creates six new parcels (HI, HIA, H2, H2A, R-1, and R-2), relocates an existing wastewater lift station, dedicates additional right-of-way to, or relocation of, existing streets, and dedicates right of-way for new public streets. The project will be separated into five (5) separate components.

- Demolition of multiple buildings on approximately 41 existing parcels.
- Completion of new public streets and rights-of-way, utility and infrastructure installation, and preparation of development pads on each of the projects newly created parcels.
- Construction of a five-story wood frame building consisting of a 216-room Hotel and restaurant with associated parking adjacent to the building
- Construction of a seven-story wood frame building consisting of 125-unit multi-family residential structure.
- Construction of a seven-story wood frame building consisting of 231-unit multi-family residential structure with an associated four-story concrete parking garage.

Client Name: City of Sand City
Client Contact: Vibeke Norgaard
Client Contact Title: City Manager
Client Address: 1 Pendergrass Way, Sand City, CA 93955
Client Telephone: (831) 394-3054 ext. 212
Client Email: Vibeke@SandCityCA.org
Project Dates: 2020 – Present

City of Pacific Grove, CA

Inspection, Plan Review, Permitting, Planning, and Code Enforcement

4LEAF is currently the City of Pacific Grove's only Building Department Consulting Firm. Our duties include:

- Chief Building Official
- Building Inspection Services
- Project Inspection Services
- Building and Civil Plan Review Services
- Permit Technician/Permit Processing
- Code Enforcement Services
- Planning

4LEAF has been the sole provider of Plan Review and Inspection Service for two major developments to be constructed over the next three years. 4LEAF has been providing inspection services and plan review for each of these projects for the entirety of the project cycle. These developments will utilize 4LEAF's internal management systems EZPlan Review and GoFormz.

Pacific Grove Hotel

4LEAF is providing the plan review, inspection, and Project Management on Pacific Grove's first new construction hotel project since 1983. This luxury four-star hotel will feature 102 guestrooms and suites with ocean views from all four floors, luxury amenities, and elevated Spanish colonial design. Amenities include a chef driven Restaurant and Bar, Day Spa, Expanded Fitness Center, Redwood Saunas with Himalayan Rock Wall, and Two Pro-Style Virtual Golf Simulators.

ATC Hotel and Commercial Project

4LEAF is providing the plan review, inspection, and Project Management on a project to rep lace the existing 165,000 square feet of "factory outlet" and related uses with a new hotel and commercial uses. The hotel and commercial uses would provide 225 guest rooms in two primary guest wings (Family/Group Wing and Executive Wing) with a restaurant and bars, meeting and gathering spaces, spa and fitness center and approximately 20,000 square feet of street retail uses along the Ocean View Boulevard frontage. These street retail uses would retain and incorporate portions of the existing industrial structure.

Client Name:	City of Pacific Grove
Client Contact:	Matthew Mogensen
Client Contact Title:	City Manager
Client Address:	300 Forest Ave, Pacific Grove, CA 93950
Client Telephone:	(831) 648-3174
Client Email:	CityManager@CityofPacificGrove.org
Project Dates:	2019 – Present

City of Hollister, CA

Planning, Building Official, Plan Review, Permit Technician, Code Enforcement, and Inspection Services

4LEAF has been providing full Building Department Services to the City of Hollister since 2012. Currently, 4LEAF is providing the City with **a Senior Planner, Associate Planner, Assistant Planner, Planning Technician** who assist in intake, transmittal, coordination, draft reporting for applicants, and who attend Department Review Committee and Pre-Application meetings**.**

We are also providing over 10 full-time employees to the City's Building Department who perform **Building Official, Building Permit Issuance, Building Inspector, Code Enforcement, and Building Plan Checker services** as would be standard function of a Building Department**.** 4LEAF also provides off-site Plan Check and Fire Plan Check services.

Services provided to the City include:

- Planning services include intake, process, and approval of applications for Planned Unit Developments, Site & Architecture, Conditional Use Permits, CEQA, General Plan, Climate Action Plan, Grants, Resolving Complex Code Enforcement Cases, Hiring and Interviewing to fill City Positions, and other tasks as needed.
- Combination inspections to verify with City of Hollister's latest adopted and amended Title 24 California Building Codes, parts, 2,3, 4, 6, 8, and 12 covering structural, fire, life-safety, disables access, energy conversion, plumbing mechanical and electrical installations.
- Collection of all fees for building inspection and review services at Building Department office and submits to the City's Finance Department all received payments by the close of each business day.
- Certification in writing that each inspection performed and authorized as complete, conforms to all applicable local, State, and federal building codes, ordinances, regulations and requirements, and that the work is in conformity with applicable approved plans and specifications.
- Fire plan checks of alarm permits, fire sprinkler systems, hood system, and underground storage tanks for compliance with all applicable, local, state, and federal codes. Provides all approved plans to the City fire department to make inspections. Collects fees for fire plan checks, fire permits and fire inspections.

Project Highlight:

4LEAF is currently closing out Project Almond which is Amazon's signature fulfillment center and office space for the Silicon Valley area. 4LEAF provided two full-time Inspectors of Record and Public Works personnel for the entirety of the project. This includes a 1 million sq. ft. structure on a 1,500-acre lot is estimated at about $85 million and will employ up to 449 people. This is one of the largest buildings in Hollister with a large operational workforce vital for the City's development.

Client Name: City of Hollister
Client Address: 375 Fifth Street, Hollister, CA 95023
Client Contact: Gabriel Martinez, CBO
Client Contact Title: Chief Building Official
Client Telephone: (831) 636-4355
Client Email: Gabe.Martinez@CityofHollister.ca.gov
Project Dates: 2012 – Present

City of Santa Cruz, CA

Plan Review and Inspection Services

4LEAF, Inc. provides plan review and inspection services, including CASp and Permitting assistance to the City of Santa Cruz as directed by the Chief Building Official. 4LEAF's on-going services to the City include but are not limited to:

Plan Review Services

- Plan review and CASp review of building construction plans for compliance with State of California model codes adopted by the City and local ordinances including modifications as stated in SCMC (Santa Cruz Municipal Code) Title 18.
- Review of plans prepared by or on behalf of the various private developers for compliance with the City's codes and regulations.
- Notification of applicants of other required approvals, releases, and required reviews by other agencies having jurisdiction in such matters relative to the enforcement of the state laws including but not limited to Fire Codes, Government Codes and Health & Safety Codes, etc.

Inspection Services

- Onsite building inspection services covering but not limited to safety, structural, plumbing, mechanical, and electrical systems related to any applicable City or state codes or regulations, approved plans, and supporting construction documents for all new construction or alterations of residential and commercial structures.
- Building inspection services as needed and as requested in support of City staff for time-off, other absences, and/or the course of construction of such private facilities to obtain compliance with the provisions of the City's ordinances and the code requirements set forth on the approved plans and supporting documentation for which the permit was issued.
- Professional and timely inspection for each project at the completion of the various stages of construction to determine compliance with the approved plans, supporting documentation, and any applicable City codes or regulations.
- As-needed, in-house CASp inspection services.

Additional Services

4LEAF integrates our processes with the City's Permitting and Land Management Platform, Tyler Enterprise Permitting and Licensing (EPL) as well as Bluebeam integration to complete, review, comment, and stamp plans and other documents as requested by the City.

Client Name:	City of Santa Cruz
Client Contact:	John Girvasoni, CBO, CASp
Client Contact Title:	Chief Building Official
Client Telephone:	(831) 420-5119
Client Address:	809 Center Street, Santa Cruz, CA 95060
Client Email:	jgervasoni@santacruzca.gov
Project Dates:	2019 – Present

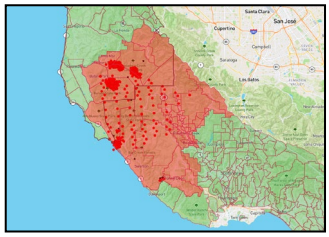
County of Santa Cruz, CA

On-Call Plan Review, Inspection, Planning, and Disaster Recovery Services

4LEAF is currently providing on-call building department services for as-needed plan check, permit technician, and inspection services. 4LEAF routinely works with the Chief Building Official for projects and as-needed requests.

Fire Recovery Program (Disaster Recovery related to CZU Fire)

4LEAF provided the County with a comprehensive Fire Recovery Program for the County of Santa Cruz. Following the CZU Lightning Complex Fire that took place during the week of August 24, 2020, the County immediately took action to find a firm to expedite the rebuild of a community that lost more than **1,000 Residential Units and 500 Additional Structures.**



Upon selection, 4LEAF was immediately called into service to create and implement the needed to fast-track the Permitting Process for the thousands of displaced residents. In addition to various outreach events, creation of hand-outs, and the coordination of several County divisions, 4LEAF's implementation team created a one-stop Permitting Center dedicated to the Fire Recovery victims. The Recovery Permit Center (RPC) offered a full range of planning and building assistance to residents, contractors, and developers and utilizes the County's electronic plan process through their ePlan portal. In addition, 4LEAF interfaced with other County divisions for work on the septic, grading, drainage, and other infrastructure plan and reporting. 4LEAF's scope includes:

- Review of applicable County development standards;
- Plan review services for compliance with environmental, building, planning, septic, well, storm drainage, and engineering regulations, as established and adopted by the County;
- Establish and implement communication and outreach services, participate in public forums as needed, network and inform the public on processes and procedures to respond to needs and concerns;
- Assist County staff with recovery policies;
- Provide data on number of reviews, inspections and processing times for steps in the process;
- Customer Service to assist the public from pre-application through final inspection and occupancy.

Client Name: County of Santa Cruz
Client Contact: Brian Rubin
Client Contact Title: Unified Permit Center Manager
Client Telephone: (831) 454-2381
Client Address: 701 Ocean Street, 4th Floor, Santa Cruz, CA 95060
Client Email: Brian.Rubin@santacruzcountyca.gov
Project Dates: 2017 – Present

PROPOSAL TO PROVIDE

PROFESSIONAL BUILDING, PLANNING PLAN REVIEW, AND BUILDING INSPECTION SERVICES

TO THE

CITY OF SOLEDAD

SECTION 4

TEAM ORGANIZATION

4LEAF, INC.

SECTION 4: TEAM ORGANIZATION

4LEAF understands that our role is to be an advocate on behalf of the City of Soledad and represent the City's best interests. 4LEAF's team will function as an extension of your staff, seamlessly integrating with the personnel and practices established by the City while adding the perspective and expertise that only 4LEAF can offer. Our goal is to have our staff integrate with yours and be accepted as an essential part of the City.

Project Management Team

Craig Tole – Vice President, Community Development

Craig has served Community Development Departments for the past 20 years under the supervision of the company President. Among Craig's responsibilities include the day-to-day contact with many of 4LEAF's clients in the Building & Safety, Engineering, and Construction Management industries. Craig has successfully managed a multitude of inspection projects ranging from $1 million to $6 Billion. Craig also manages numerous County IOR programs including San Mateo County PDU, Santa Clara County FAF, Alameda County GSA, and Santa Cruz County GSD.

Office - (831) 330-1235 | Cell - (925) 580-4055 | Email - CTole@4leafinc.com

Michael Loomis, SE, CBO, CASp, PMP – Exec. PM / Director of Engineering

With more than 28 years of expertise in the industry, Michael has an excellent working knowledge of all types of construction, including architectural, structural, electrical, mechanical, and plumbing systems. He also has a strong background in civil engineering, providing developmental engineering plan review support to various projects. Michael is extremely committed and has shown dedication by obtaining multiple certifications through the International Code Council (ICC), and is a Certified Access Specialist, (CASp). Michael is an adaptable leader that quickly identifies departmental issues and solves them by utilizing his ample experience. **Michael will serve as single point of contact for any and all requests from the City of Soledad.**

Office – (831) 330-1235 | Cell - (831) 620-2305 | Email - MLoomis@4leafinc.com

John Kuehl, CBO – Project Manager / Building Official

John is a seasoned Building Official and licensed Inspector with more than 36 years of inspection and construction experience. With 21+ years as the Chief Building Official at the City of Monterey, John is an integral part of our team and has the industry know-how to provide quality deliverables to our clients. Both in and out of the field, John's expertise helps guide his team to complete jobs on time and with top-notch results. Additionally, John is a skilled plans examiner and has mentored numerous industry personnel in the Building Department Services arena. John is one of 4LEAF's Area Managers in the Monterey County region where he provides Project Management and Building Official Services for two municipalities (Sand City & Pacific Grove). These complex projects require an industry expert with many years of field and management experience.

Office – (831) 330-1235 | Cell - (831) 233-0188 | Email – JKuehl@4leafinc.com

Pedro "Pete" Roque – National Director of Code Enforcement

Pete is a Code Enforcement expert with PC 832 and Advanced Certificates. He brings with him over 18 years of experience in Code Enforcement and has served in the capacities of Code Enforcement Administrator, Code Enforcement Manager, and Community Development Inspector II for multiple California public agencies. With a demonstrated history of working in the government administration industry, Pete is skilled in Government, Emergency Management, and Law Enforcement. Pete is proficient in conflict resolution and has a wealth of knowledge in the subjects of permit regulations, City codes, housing investigations, citation issuance, and lien appeals.

Office - (831) 330-1235 | Cell - (949) 230-4968 | Email - PRoque@4leafinc.com

Daniel Hortert, MCP, AICP – Director of Planning

Daniel has over 30 years of Planning and Development services experience including 20 as a public servant for municipalities with populations ranging from 3,500 to over 3.5 million. Daniel's experience covers a range of municipal functions including Planning Director, Senior Planner, Planning Manager/Principal Planner, and Community Development Department Director for public and private sector agencies. He is experienced in land development, construction, community engagement/education, project management, project budget control and oversight, residential, commercial, and industrial site planning and compliance review, and entitlements from single-lots to large complex master planned communities.

Office – (831) 330-1235 | Cell - (925) 999-6184 | Email - DHortert@4leafinc.com

Jane Riley, AICP – Director of Advance Planning & Housing

Jane is an experienced AICP-certified planning manager with over 30+ years proven history of advancing successful planning and housing policy initiatives. Jane leads a team of skilled planners in all our long-range planning efforts. She undertakes advanced, highly complex professional planning activities and oversees difficult and sensitive planning projects. In addition to policy creation and analysis, she ensures compliance with statutes, oversees our specialized planning functions, and provides overall management of planning issues. Jane leads our General Plan Update and Specific Plan projects, and recently led the Housing Element updates for 7 cities and two counties with a 100% HCD certification record.

Office - (831) 330-1235 | Cell - (707) 309-4775 | Email - JRiley@4leafinc.com

Michael Renner, CBO – Director of Disaster Recovery Services

Michael is a highly experienced ICC-certified Building Official with extensive administration and management experience. He has successfully guided Development Department staff in inspection and plan review through all phases of complex and capital-intensive projects for municipalities throughout the country. He is experienced utilizing Development Department permitting software and directing all departmental responsibilities including plan review, multi-discipline inspections, office and field supervision, regulatory compliance, code interpretation, and project acceptance. Michael is committed to serving the needs of our clients through strong leadership and an effective collaborative approach.

Office: (831) 330-1235 | Cell - (925) 785-3581 | Email - MRenner@4leafinc.com

Supporting Management Team

Vanessa Morales – Plan Review Coordinator Manager

Vanessa serves as 4LEAF's Plan Review Coordinator Manager, supervising the internal routing and completion of plan reviews, ensuring that all projects are handled efficiently and in compliance with regulations. Vanessa is also responsible for training 4LEAF's permit technician staff, equipping them with the skills and knowledge needed to meet the specific needs of the municipalities they serve. Additionally, she serves as the lead coordinator when our clients request process mapping support, assigning the correct analyst to meet the City's needs. Vanessa is also fluent in Spanish and serves as a translator when needed.

Augie Cerdan, FPE – Fire Services Manager / Fire Protection Engineer

Augie has over 35 years of experience as a Fire Protection Engineer and has a successful history of holding management level positions. He is extremely knowledgeable about the Fire Prevention industry and also has experience providing building department services, as he played a crucial role in providing permit processing services in a few of his previous roles. Augie specializes in performing fire-related engineering reviews to ensure compliance with safety ordinances and codes of practice.

Regina De La Cruz – Lead Process Mapping Analyst / Administrative Support

Regina is a seasoned professional with over 21 years of experience in a multitude of disciplines such as administration, process mapping, and development. She has the knowledge to analyze and document the workflows involved in the permitting, planning, and other building departmental operations and create a streamlined process to enhance the planning and building department functions. Regina works well with diverse stakeholders to accomplish objectives, drive productivity, and improve efficiency within the departments.

Scott Martin, PE – Quality Control Manager / Senior Civil Engineer

Scott has over 27 years of engineering experience and has performed a multitude of plan review for many different project types including commercial structures, residential structures, schools, hospitals, and various municipal reviews for clients throughout the country. Scott's duties include the review of plans submitted to local jurisdictions, creation and submission of plan review letters, and constant communication with all project stakeholders.

Alejandra Molina – Code Enforcement Manager & Trainer

Alejandra has more than 21 years working in Government and has been a Code Enforcement Officer and Manager. She is an excellent communicator who interacts effectively with property owners, building contractors, government officials, and citizens to address and resolve any problems. Alejandra is skilled in the topics of violation notices, administrative citations, inspection warrants, and applicable state codes, ordinances, and regulations. In addition, she also brings her bilingual skills to the table.

Isolda Lobao – Regional Plan Review Coordinator Lead

Isolda is a dedicated and highly experienced professional with over 15 years of administrative and technical expertise, primarily within the building and permitting sectors. She currently serves as a Plan Review Coordinator, where she plays a key role in assisting internal routing and ensuring the timely and efficient completion of plan reviews. Isolda coordinates with specialized staff to ensure each review is aligned with the unique needs of the client, demonstrating her strong organizational skills and commitment to service excellence. She is also fluent in both Portuguese and Spanish, allowing her to serve our regional clients more effectively.

Mark Ellis, CBO – Monterey Region Liaison

Mark is an ICC Certified Building Official with more than 30 years of experience working within municipal Building Departments in multiple different capacities. As a Building Official Mark has successfully managed the budget and staff of Building and Safety Departments that included Building Inspection, Plan Review, and Permit Counter. Mark has served as the Building Official for such jurisdictions as the cities of Santa Cruz and Turlock. As a Building Inspector Mark has conducted inspections on many residential, commercial, and industrial buildings and has worked on numerous projects as was a post-earthquake disaster evaluation Responder for the 1994 Northridge earthquake.

On-Call Support Staff

Minerva "Minnie" Arredondo, CBO, CALOES – Proposed Building Official

Minnie is an experienced Permit Center Manager and Assistant Building Official based in the Monterey Area. She has more than 25 years of experience and is skilled in setting up management systems such as manuals, procedures, and documentation. She is adept in providing high-quality customer service, maintaining department databases and administrative files, scheduling inspections, and supervising Building Department staff and processes to maintain efficiency in the Department. She works well under pressure, is bilingual, organized, highly dedicated, can multitask, and is a great problem solver.

Steven Arnold, CBO, CASp – Building Official / Accessibility Specialist

Steven is an experienced Building Official with 25 plus years of expertise in the industry. He has excellent working knowledge of all types of construction, including architectural, structural, electrical, mechanical, and plumbing. Steven is extremely committed and has shown dedication by obtaining certifications through the International Code Council (ICC). Steven has experience managing and overseeing the continual operations of the Building Department. Recently he served as the Building Official for the City of Vallejo. Steven is an adaptable leader that quickly identifies departmental issues and solves them by utilizing his ample experience.

Tami Reyes, PE – Plan Review Engineer

Tami has over 11 years of experience in the engineering sector. Her valuable academic and professional background provides her with extensive knowledge and necessary tools to successfully perform plan reviews on a range of projects. Tami is a strong professional with excellent interpersonal skills in her interactions with customers, clients, and fellow team members and she maintains accuracy and a strong level of detail in whatever task she is given, making her an asset to any plan review team. Tami possesses a working knowledge to examine plans and specifications for Residential and Commercial projects to ensure compliance with local regulations.

Joseph Leonard, SE – Structural Plan Review Engineer

Joseph is a professional and driven licensed professional structural engineer with over 20 years of plan review experience. He has a great understanding of current California Building Standards Codes, especially the Building, Plumbing, Mechanical, Fire, Title 24, CalGreen, and municipal codes of various jurisdictions. Joseph has served in a number of senior positions, providing him with valuable leadership and interpersonal skills. In addition, Joseph has tremendous customer services skills, always leaving clients he works with satisfied. Joseph is a remarkably dedicated and determined team member, and his depth of knowledge makes him an asset to any team he joins.

Jose Lopez, PE – Senior Civil Engineer

Jose is a veteran Civil Engineer, Building Inspector, and Construction Manager with over 37 years of experience in the industry. He is also a California Registered Civil Engineer, Structural and Engineering Designer, Plans Examiner, and general Map Reviewer. Given his background in various specialties, Jose is an ideal team member who can adapt to any project, team, and municipality he is assigned. Jose has spent the entirety of his professional career working for public agencies and consulting companies providing highly skilled design, plan check, and construction management for buildings, sewers, storm drains, electrical infrastructures, fiber optic cable & systems infrastructure, paving, grading, and transportation/roadway systems.

Todd Sylla – Commercial & Residential Building Inspector / Inspector of Record

Todd is a highly experienced building and safety professional with over 20 years in inspection, construction, and regulatory compliance. Currently serving as an Inspector of Record with 4LEAF, Inc., he conducts residential and commercial inspections across multiple cities, covering all major trades. His background includes roles as an Inspection Coordinator at Solar City, a federal Mine Safety & Health Inspector, and a Safety Coordinator at Lhoist North America, where he ensured compliance with MSHA and OSHA standards. Todd's hands-on experience, combined with deep knowledge of building codes and safety regulations, makes him a reliable expert in field inspections and jobsite safety.

Gabriel Regalado – Combination Building Inspector / Inspector of Record

Gabriel is a Certified Combination Building Inspector and Inspector of Record who is able to enforce codes and zoning requirements using local and California state codes. He possesses strong leadership abilities with years of successfully developing and managing staff skills and placement. Gabriel's extensive background in practical and hands-on inspection makes him adept at successfully and effectively interacting with contractors across multiple construction sites. Gabriel's skills and strong work ethic makes him the perfect addition to any team. **Additionally, Gabriel served as one of our lead inspectors for the $34.8M Community Center Complex for the City of Gonzales.**

Robert Salgado – Fire Marshal / Fire Plans Examiner / Fire Inspector

Robert has 42+ years of experience in the construction Industry, working for nearly 22 years as a Building Inspector and Electrician before transitioning into Fire and Life Safety. As an experienced fire protection professional with a background in both private sector contracting and public safety code enforcement, Robert is able to utilize his extensive knowledge, skills, and abilities to conduct complex and highly technical plan review of fire protection equipment and systems in municipal settings. Robert is meticulous in his examinations, detail oriented, and a valuable asset to any team he joins.

Jim Thompson – Fire Marshal / Fire Prevention Officer / Fire Plans Examiner & Inspector

With a strong background of over 19 years, Jim brings with him expert-level Public Safety experience. His experience includes being a Fire Plans Examiner, Fire Inspector, and Fire Marshal for various jurisdictions within Northern California. Jim is skilled at the application of building practices and evaluating plans in relation to fire safety codes, as well as resolving unexpected site conditions and regulatory compliance issues involving federal, state, and local requirements. He provides results and the highest level of service to all clients as well as excellent leadership, communication, and relationship building skills.

Michael Torres – Code Enforcement Supervisor / Senior Code Enforcement Officer

Michael is a highly efficient professional with 13+ years of customer service experience and 16+ years of related industry experience in working with building departments. Michael is a resolute team player with a strong suit in problem solving abilities, logistical planning, managing projects, and ensuring project completion while working with stakeholders. His professional knowledge and experience with Code Enforcement Departments has equipped him with the knowledge and skills necessary to respond to blight and nuisance complaints, schedule abatement clean-ups in collaboration with code units, successfully assist in bringing properties into compliance, and conduct all other enforcement duties.

Jeff Gallegos – Senior Code Enforcement Officer

With over 23 years of experience in code enforcement and related fields, Jeff elevates productivity by spearheading inspections and enforcement across California. His adaptability shines as he collaborates seamlessly with diverse teams, ensuring project continuity while upholding stringent codes. Jeff has conducted rigorous property inspections, issued citations, and maintained meticulous records. He focuses on public safety through code enforcement and is great at collaborating with various departments. With a rich law enforcement background, Jeff brings valuable expertise in training, crisis response, and advanced certifications.

Jose Torres, AICP – Senior Planner/GIS Specialist

Jose is a dynamic urban planner and Geographic Information Systems (GIS) specialist with extensive experience across diverse sectors. Jose's proficiency in Spanish allows him to effectively communicate with community members. Jose brings a unique cultural perspective to his work, facilitating meaningful community engagement and public participation initiatives. His expertise encompasses advocacy for affordable housing, leading inclusive planning projects, and integrating GIS technology into urban development strategies. Jose's notable achievements include leading community-driven initiatives, managing conservation easements, and revitalizing urban spaces through participatory planning. He is dedicated to cultivating diverse, inclusive communities.

Magda Gonzalez – Senior Planner

Magda is a skilled Senior Planner with over 10 years of professional experience in the realm of environmental review, resource management, and land use Planning. She also has extensive supervisory experience and is proficient in environmental document preparation, subconsultant coordination, presentation, and budget and project management. Magda excels in her recent assignment with the City of Hollister preparing and reporting performance data, identifying trends and areas for improvement, and analyzing efforts to develop solutions to project issues that may arise.

Full Resumes for Management Staff, including Project Managers and Supporting Managers, may be found in the appendix. Full Resumes for On-Call Support Staff are available upon request.

Organizational Chart

Exec. PM / Dir. Engineering
Michael Loomis, SE, CBO, CASp

Project Manager
John Kuehl, CBO

Natl. Dir. Code Enforcement
Pete Roque

Dir. Disaster Recovery
Michael Renner, CBO

Dir. Planning
Daniel Hortert, MCP, AICP

Dir. Advance Planning
Jane Riley, AICP

Proposed Building Official
Minnie Arredondo, CBO

Fire Services Manager
Augie Cerdan, FPE

Plan Review Coord. Mgr.
Vanessa Morales

QC Mgr. / Sr. Civil Engr.
Scott Martin, PE

Code Enforcement Mgr.
Alejandra Molina

Reg. Plan Review Coord.
Isolda Lobao

Lead Process Mapping Anl.
Regina De La Cruz

Regional Liaison
Mark Ellis, CBO

CONDENSED LIST OF STAFF BY DEPARTMENT

Plan Review Engr.
Jose Lopez, PE
Daniel Wolfe, PE
Rouhi El-Rabaa, PE
M. Mennucci, SE
Tami Reyes, PE
S. Yauchzee, PE
Youseff Abdou, PE
Joseph Leonard, SE

Fire
Thomas Cervantes
Robert Salgado
Gib Moush, FPE
Jim Thompson
Loralyn Davis
Melinda Martin
Steven Conti
Dan Skubal

Inspectors
Gabriel Regalado
Todd Sylla
C. Fowler, CBO, HCAI
Kono Soong, CBO
Nick Henderson, CBO
Michael Hosier, CBO
Christopher Pallares
Eric Dreesman

Code Enforcement
Mike Torres
Jerry Proano
Noah Roque
Tarek A.
Damien Chavez
Daniel Franco
Kimberly O.
Jessica Rodriguez
Kenneth Eckman

CASp
Marty Cooper, CASp
David Rashe, CASp
Steve Kim, CASp

Building Officials
S. Arnold, CBO, CASp
D. Salts, CBO, CASp

Permit Technicians
Liliana Soto
Shayne Prudente
William Tran

Planners
Jose Torres, AICP
Tonya Ward, AICP
Luke L., AICP
Kaitlin Roberts, JD
Magda Gonzalez
Eli Arreola
John Jay
Stacey Kinsella
Isai Madrid

Over 250 Additional On-Call Staff Available

PROPOSAL TO PROVIDE

PROFESSIONAL BUILDING, PLANNING PLAN REVIEW, AND BUILDING INSPECTION SERVICES

TO THE

CITY OF SOLEDAD

SECTION 5

SCOPE OF WORK

4LEAF, INC.

SECTION 5: SCOPE OF WORK

Building Department Services

4LEAF has a proven track record of providing Building Officials and Permit Technician/Counter staff to support jurisdictions. 4LEAF can deploy such staff on short notice and offer training programs for existing department staff, if required. Our staff encompasses the right combination of experience, education, and certifications.

Building Official

The 4LEAF Interim Building Official can provide in-house plan reviews to the City, limiting the amount of projects distributed to outside consultants and helping the City achieve significant cost savings. The Building Official will act as an adjunct staff member to the City and work with City personnel and various departments to perform professional building services including but not limited to plan review, permit technician, building inspection, and code enforcement.

For this RFP, we are pleased to propose **Minnie Arredondo, CBO**, who is currently providing part-time Building Official Services to the City of Gonzales. With her extensive expertise and regional experience, Minnie is well-equipped to serve the City of Soledad effectively. In addition, our Project Manager, **John Kuehl, CBO**, will oversee all work. John brings over 21 years of experience as the Building Official for the City of Monterey, providing him with the knowledge and insight to effectively serve 4LEAF's clients throughout Monterey County.

Permit Technician

4LEAF Permit Technician Staff must be experienced and dedicated to serving the public at the Planning and Building Department counter. 4LEAF has numerous Permit/Counter Technicians on staff, many who are currently assigned to Building Departments throughout the state. All staff will have the materials, resources, tools, and training required to perform the job. Typical Permit Technician duties include:

- Accepting plans for plan check
- Verification that plans are accurate and complete
- Calculating permit fees
- Explaining ordinances and procedures to owners, contractors, developers, architects, and the public
- Assisting with preparation of permit applications
- Receiving plans for Planning and Building permits and route to various agencies (if requested)
- Accepting complaints on code violations, process, and record complaints
- Answering phone calls for field and office staff
- Processing inspection requests
- Maintaining files for building permits
- Operating the Building Department’s computerized information system
- Inputting a variety of information, including building permits and inspections
- Completing related duties and responsibilities as assigned by Building Official and Senior staff members

Plan Review Services

4LEAF will provide Plan Review for any and all types of structures to ensure compliance with all adopted codes, local ordinances (including Tier 1 of Cal Green, if required) and State and federal laws that pertain to Building and Safety, and for compliance with the adopted International Code Council (ICC) Building, Plumbing, Electrical, Mechanical, National Fire Protection codes and standards, and the Accessibility and Noise and Energy Conservation requirements as mandated by the State of California Title 24, State of California Water Efficient Landscape Ordinance, the State of California Certified Access Specialist (CASp) compliance, and all other applicable ordinances. We provide these services for project types including Single-Family Dwellings, large Multi-Family Mixed-Use Dwelling Units, Commercial, and Industrial.

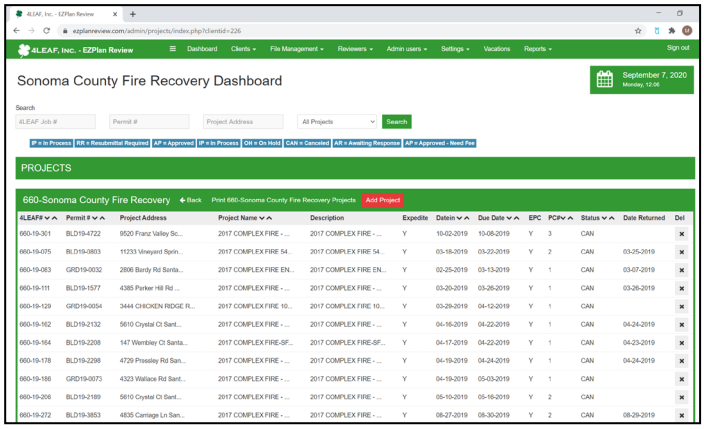
Approach

We understand that the specific building plan review responsibilities will include, but are not limited to:

- Examining plans, drawings, specifications, computations documents, soils reports, and additional data;
- Ascertaining whether projects are in accordance with applicable building and fire codes, and City ordinances, including but not limited to Title 24 and Title 25;
- Performing such reviews as structural, MEP, green building, fire and life safety, grading and drainage;
- Reviewing plans to ensure conformity to the required strengths, stresses, strains, loads, and stability as per the applicable laws;
- Reviewing plans to ensure conformity with use and occupancy classification, general building heights and areas, types of construction, fire resistance construction and protection systems, means of egress, accessibility, structural design, soils and foundations; and masonry;
- Providing additional plan review services as requested by the City;
- Conducting all plan review at the City Department or at a site mutually agreed upon in writing and;
- Supplying all plan review staff with all code books and other basic professional references.

4LEAF's EZPlan Review

EZPlan Review is our in-house tracking software that acts as a communication tool between 4LEAF and the jurisdictions we work with. The use of EZPlan makes communication easy. This web portal allows users visualize project due dates, notes, and status updates so that projects can be followed from start to finish. Additionally, 4LEAF provides electronically stamped and uploaded copies of approved project plans, a value which saves clients time and resources. With the use of EZPlan, 4LEAF hopes to provide a level of ease and transparency during the off-site plan review process.



QA/QC Review Process

Task 1 – Project Tracking Set-up

The first step of our process will be to set up the project in our system to enable 4LEAF and the City each to track the progress of the review. Our plan tracking procedures are designed to track each submittal throughout the review process and maintain accurate and comprehensive records for each submittal.

Task 2 - Complete Submittal Review

Upon receiving the plans from the City, 4LEAF will triage (preliminary plan review performed by 4LEAF plan review project lead) the submittal to verify that the submittal received is complete (i.e., all pertinent plans, calculations, reports, and other related documents) in order that we can begin our review. If the submitted package is incomplete, we will communicate with the City to discuss the deficient documents needed to proceed with our review.

Task 3 - Plan Review Assignment

After the triage process is performed and a complete package is verified, the project will be assigned to the most qualified Plans Examiner and a turnaround time will be established. We will log each application into our database the same day the plans are received to assure that they are routed in a timely manner and to allow for daily project tracking.

Task 4 - Plan Review

4LEAF will provide the project contact (Developer, Contractor, Architect, or Engineer) desired by the City with a list of any items needing correction and clarification to comply with applicable building codes, ordinances, and regulations. A correction list will be created based on the missing codes and ordinances.

Task 5 - Quality Control

Prior to submitting the plan review correction list to the City, the designated plan review project lead will review the correction list for adherence to applicable codes and ordinances as well as for accuracy and completeness. After completion of our quality control review a correction list will be e-mailed to a designated staff member at the City or as directed by the City. The correction list and a 4LEAF transmittal form will include the following information: a description of the work, type of construction, occupancy group, square footage, number of floors, and sprinkler requirements.

Task 6 - Plan Review Rechecks

Plans received for rechecks will be reviewed for conformance. Our goal is to actively work with the designers to resolve all unresolved issues after our second review. If it appears that there are complicated issues that might cause a project to go beyond our second review, we will communicate directly with the designer to resolve these concerns.

Task 7 - Project Approval

Once the final plan reviews are completed and ready for approval, 4LEAF will organize the plans and supporting documents per the City processing requirements and return them to the City, along with our letter of completion.

Turn-Around Times

4LEAF has a tremendous reputation for completing projects on-time and under budget. 4LEAF's plan review team is widely recognized for quick turn-around times and prompt service. Off-site plan reviews are performed at our office, with plans transmitted by personal delivery or overnight service. The standard turn-around time is within 10 business days for residential plan reviews and within 10 days for commercial/industrial plan reviews; however, these timeframes are negotiable based on your needs. **4LEAF also provides Fire Plan Review services**.

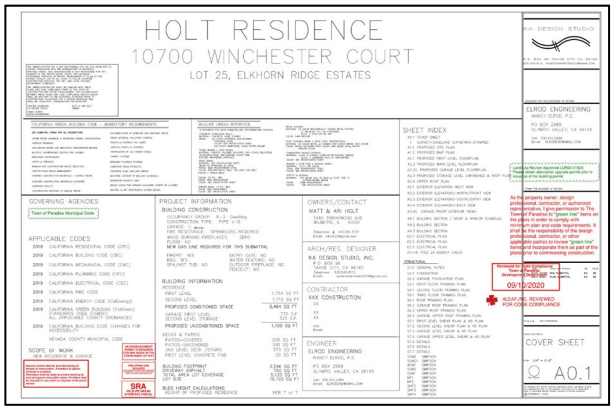
Type of Plans	Transportation	Initial Review	Resubmittal Review	Resubmittal Review #2	Expedited Review	Expedited Resubmittal
*Residential	< 24 Hours (pick up & delivery)	< 10 Days	< 5 Days	< 5 Days	< 5 Days	< 3 Days
**Multi-Family	< 24 Hours (pick up & delivery)	< 10 Days	< 5 Days	< 5 Days	< 5 Days	< 3 Days
Commercial	< 24 Hours (pick up & delivery)	< 10 Days	< 5 Days	< 5 Days	< 5 Days	< 3 Days
***Large Commercial > 15,000 s.f.	< 24 Hours (pick up & delivery)	Negotiable	Negotiable	Negotiable	Negotiable	Negotiable

***Larger complex plan reviews can be negotiated to achieve the best possible pricing. 4LEAF has a proven track record of working with municipalities to provide expedited reviews with special discounted pricing.**

Pick-up of all plans will be performed by 4LEAF staff within 24 hours of the City's phone call or e-mail at no additional cost, 4LEAF staff will transport the plans to and from the City upon a phone call to the 4LEAF office or simply e-mail pickup@4leafinc.com.

Document Control

When plans and documents are received for review, 4LEAF's Plan Review Manager and Document Control Technician analyze the project, creates a job number, and completes a Job Setup Sheet. This form highlights both the jurisdiction, applicable contact information, and all project specific design criteria and notes. Jobs are then transmitted through 4LEAF's easily accessed EZPlan Review Portal which tracks initial and subsequent reviews and is open for view by the client. The City and their customers can view 4LEAF's plan review control log through 4LEAF's EZPlan Review Portal.



Plans then get distributed for review to a 4LEAF team consisting of Plan Review Engineers, Architect (a licensed state professional) and/or an ICC Certified Plans Examiner, as applicable. Our staff then performs his or her function of analyzing the plans and documentation for effective conformance to the state codes, referenced construction standards, and City amendments. 4LEAF's code review methodology is "The Effective Use of the Codes" reinforced through proprietary and jurisdictional checklists. When complete, the Plan Review Manager overviews the project for quality control purposes and forwards comments or approvals to the client's pre-designated contacts.

On- and Off-Site Review

4LEAF can supply Registered Professional Engineers to the City to work on-site performing structural plan review and non-structural reviews at the jurisdiction's discretion. Our experience includes checking for compliance with the structural, life-safety, accessibility, plumbing, mechanical, electrical, fire, and local codes/ordinances.

Off-Site Electronic Plan Review

Digital plan review allows 4LEAF the ability to review, markup and transport plans of any size electronically. We strongly encourage this service for our clients. This process delivers a high degree of cost effectiveness, time efficiency and a "green" and environmentally friendly system. Through our strong focus on utilizing this digital capability, we offer full access to all 4LEAF engineers and plans examiners company-wide, from any of our office locations. A protected online portal will be established to allow property owners, contractors, developers, businesses, designers, and stakeholders to submit plans electronically for review. Access to the online portal will be given to City staff for immediate access to information regarding project status during the review process.

4LEAF has successfully implemented and used **Bluebeam** for electronic review of files to help eliminate the use of paper and take the plan review workflow to a whole new level. 4LEAF's offices are equipped with large scale monitors for easy review of plans. Bluebeam Revu combines powerful PDF editing, markup, and collaboration technology with reliable file creation. Bluebeam integrates flawlessly with our Green Line approach for electronic and timely turnarounds resulting in permit issuance within 5-7 business days.

Process Mapping

4LEAF aims to bring departmental processes together by identifying and eliminating obstacles to streamline processes. Our subject-matter experts visit each department within a jurisdiction to conduct an analysis of existing processes, identify how best to streamline separate departmental processes to improve workflow, and provide guidance and recommendations on an improved work plan. 4LEAF implementation staff work both on- and off-site during this process and offer extensive training to existing municipal staff members on the use of a jurisdiction's preferred permitting software.

Additional Technologies

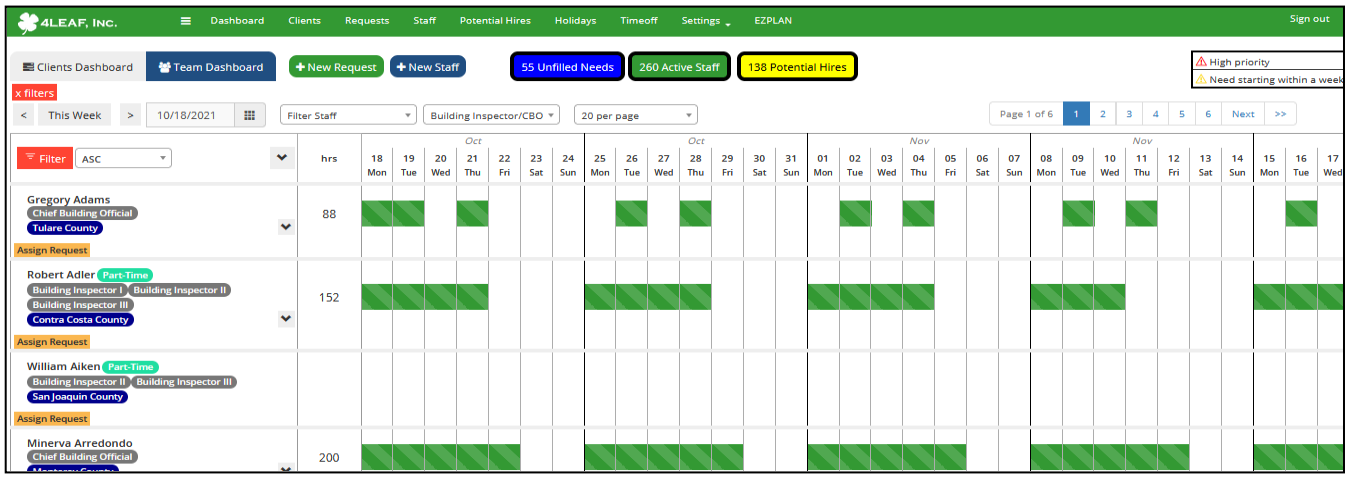
Having served more than 400 jurisdictions, 4LEAF and our staff are knowledgeable and have experience working with a variety of different technologies for Electronic Plan Review, Permit Tracking, and Building Inspections. 4LEAF's experience with tracking technologies includes, but is not limited to:

GRANICUS energov a tyler civic services solution ProjectDox Accela e-PlanSoft™ TRAKiT® esri

Inspection Services

4LEAF has a team of more than 200 ICC Certified Building Inspectors, OSHPD/DSA Inspectors of Record, Fire Personnel, and Construction Inspectors working on various contracts. 4LEAF has a team committed to work throughout California who will remain for the duration of projects to ensure we capture the goals and performance that have made our inspection system successful. With our diverse and exceptionally qualified inspection staff, we are confident in our ability to provide **Residential Building, Commercial Building, Combination Residential, and Combination Commercial Inspector(s)** to the City.

We maintain the largest database of qualified inspectors of varied qualifications. Inspectors vary from current full-time inspection staff, idle staff (temporarily between assignments), and pre-qualified staff which include inspectors who are available subject to client demand. 4LEAF's inspectors are all ICC Certified and experienced working within a municipal work environment. 4LEAF will provide inspectors with all the necessary tools, equipment, and current code books sufficient to facilitate all required inspections. **4LEAF can provide interim or full-time inspectors same-day or within one business day—**simply call, email, or text our assigned Project Manager for an immediate response. Our on-call database is utilized for all our clients for as-needed requests.



Periodic Inspection Services → Available Next Day

4LEAF can fulfill inspection requests immediately upon request including same day. 4LEAF has a wealth of local and available inspectors ready to serve the City. In addition, 4LEAF has a proven track record of providing such services to a number of different building departments.

Part-Time Inspection Services → Available Next Day

4LEAF will provide the City with part-time inspectors upon request. 4LEAF can provide part-time staff within 24 hours of request for any duration of time. 4LEAF's Project Manager will work closely with the department to identify the right personnel and determine the appropriate work schedule.

Full-Time Inspection Services → Available Two Days or Less

4LEAF can provide full-time inspectors upon request. 4LEAF provides this service regularly to many clients throughout Northern California, Central Valley, Central Coast, Sacramento Valley, Peninsula/South Bay, East Bay, North Bay, and Southern California.

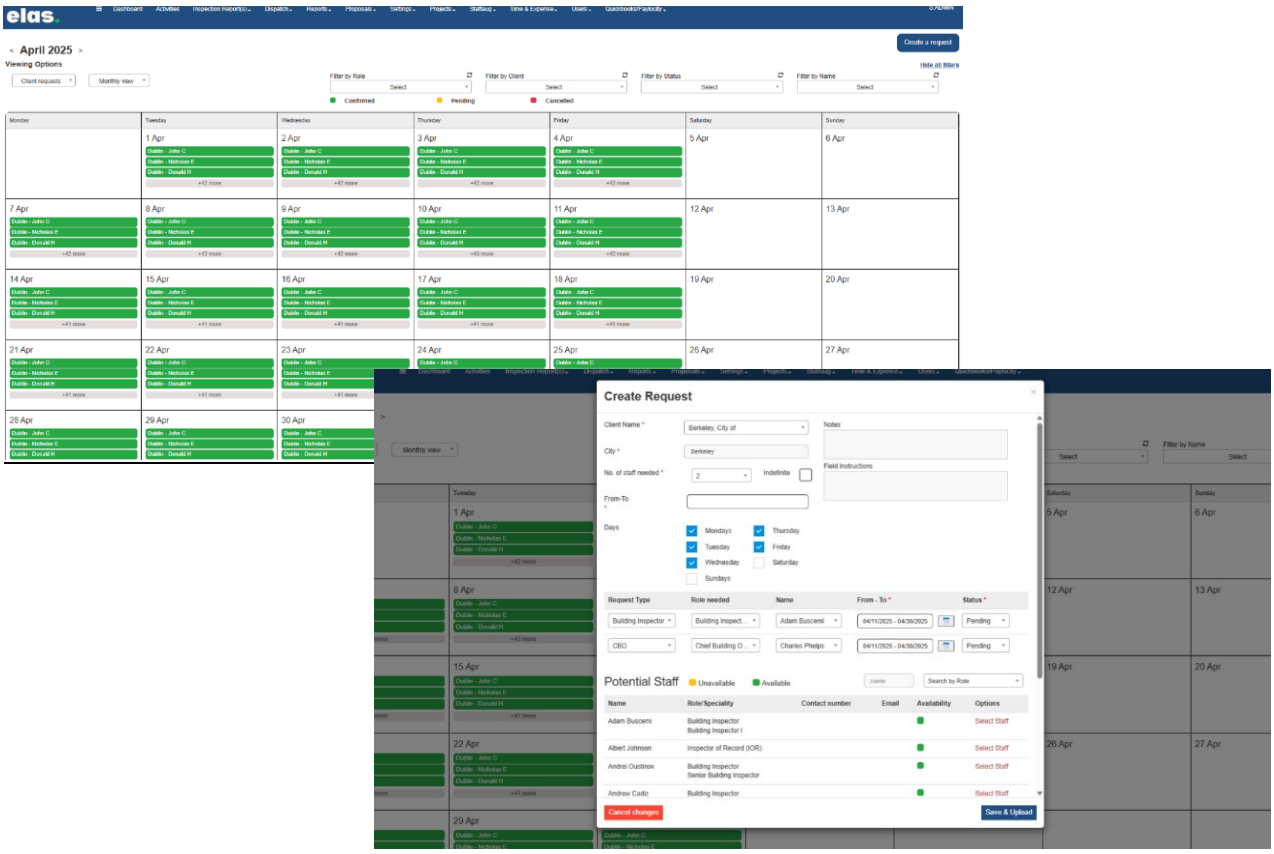
Project Specific Inspection Services → Available Two Days or Less

4LEAF is often tasked with providing inspection services to large projects on behalf of municipalities. 4LEAF currently handles large-scale projects for such clients as the City of Palo Alto, City of Cupertino, etc. These projects are developer funded into a separate City account which is distributed to 4LEAF using a separate invoice and contract number. This is particularly helpful to fast paced projects looking for continuous inspection services over a short period of time (i.e. 6 - 36 Months).

Inspection Technology

4LEAF has extensive experience working with various inspection reporting technologies, including **elas**.™ and GoFormz, which 4LEAF used this for all scopes of the Apple 2 Campus **(~$8 Billion)**, and for the Encore Boston Harbor Casino **(~$2.6 Billion)**, San Mateo County Project Development Unit **(~$1.1 Billion)**, and at San Jose State University **(~$1 Billion)**. Innovative technology allows every piece of information collected on a project to be accessible by all staff as every inspection report is stored securely and safely in the cloud. The information can be accessed through a user's web account where any inspection report can be viewed, and reports can be ran using stored project data. With inspection technology, 4LEAF inspectors are able to leave detailed notes under the inspections and observations box and instantaneously attach pictures to reports to show the items inspected. By means of an iPad, inspectors sign reports using a mobile signature block and attached pictures of the item inspected that were taken using the iPad.

elas.™ Page View



Fire Prevention Services

4LEAF understands that the City is seeking a consultant who is highly experienced in providing commercial and residential fire plan review and inspection services. The City would like to contract with a dependable firm who can conduct external plan reviews and provide inspection services as needed by the City in an effort to provide a timely, efficient, and professional service to the needs of the City. Additional services might include professional personnel such as Fire Marshals, Fire Protection Engineers, Fire Inspectors, Fire Prevention Officers, permit technicians, in-house/remote fire plans examiners, and other Fire Prevention personnel as needed. 4LEAF is a qualified fire consultant who can provide:

- ✓ Complete Fire Prevention Services
- ✓ Construction Related Fire Plan Reviews and Inspections
- ✓ Web-based digital platform for Fire Plan Review Permit Tracking
- ✓ Fire Prevention Division Staff Augmentation
- ✓ Annual Fire Inspections
- ✓ Administrative support

Approach

Our Fire team is comprised of experienced Fire Prevention Officers, Fire Inspectors, Fire Investigators, Fire Plans Examiners, Fire Protection Engineers, Fire Marshals, and Fire Chiefs. 4LEAF's Fire Prevention personnel are **professionally licensed, ICC Certified, and/or CSFM Certified** and experienced working within a public and private work environment. Our team can provide complete Fire Prevention services for all types of occupancies and construction types to ensure compliance with all adopted codes, local ordinances and state and federal laws, ordinances, regulations, and standards that pertain to Fire/Life Safety including, but not limited to:

- CA Code of Regulations, Titles 19 & 24
- All NFPA Standards
- Local amendments to the CA Fire Code
- Municipal Codes, Standards, and Policies
- California Health and Safety Code
- National Fire & Building Referenced Standards

4LEAF is a Fire and Life Safety industry leader in Fire Prevention. Our Fire Prevention services include, but are not limited to:

Complete Fire Code New Construction Services:

- Emergency Site Access Compliance
- Fire Flow Water Supply Compliance
- Building Fire and Life Safety Compliance
- Hazardous Materials Code Compliance
- Fire Suppression, Fire Alarm and Gas Detection System Compliance
- Hazardous Occupancies, High Piled Storage, Energy Storage Systems and Plant Processing and Extraction Compliance
- Cause & Origin Investigation
- Emergency Responder Radio Communication System Compliance
- Wildland-Urban Interface Compliance
- Review of Alternative Materials and Methods of Construction
- Review of Performance-Based Code Compliance
- New Construction Acceptance Testing and Inspections
- In-House & Off-Site Plan Review
- Code Adoption

Complete Fire Prevention Division Services:

- Fire Code Operational Permits
- Annual Business Inspections
- Fire Investigations
- Hazardous Materials Inspections
- Wildland-Urban Interface Compliance
- Codes and Standards Development
- Public Education
- Safety Training
- Special Events Permits

Fire Plan Review

Fire Plans are all reviewed by 4LEAF's Fire Plan Review team for compliance with locally adopted codes and ordinances, State of California Building & Fire Codes, CA Code of Regulations, Titles 19 & 24, and any other applicable nationally recognized standards. We provided these services for all project types including Single-Family Dwellings, large Multi-Family Mixed-Use Dwelling Units, Commercial, and Industrial.

Fire Inspection

4LEAF maintains the largest database of qualified inspectors of varied qualifications. Fire inspectors vary from current full-time inspection staff, idle staff (temporarily between assignments), and pre-qualified staff which include inspectors who are available subject to client demand. 4LEAF's fire inspectors are all ICC Certified and experienced working within a municipal work environment. 4LEAF will provide fire inspectors with all the necessary tools, equipment, and current code books sufficient to facilitate all required inspections.

4LEAF can provide interim or full-time fire inspectors same-day or within one business day — simply call, email, or text our assigned Project Manager for an immediate response. Our on-call database is utilized for all our clients for as-needed requests.

Periodic Fire Inspection Services	→	**Available Next Day**
Part-Time Fire Inspection Services	→	**Available Next Day**
Full-Time Fire Inspection Services	→	**Available Two Days or Less**
Project Specific Fire Inspection Services	→	**Available Two Days or Less**

Fire Investigation

Fire investigations require a unique mix of knowledge, experience, and skills, utilizing a very technical and scientific approach. 4LEAF has qualified Fire Investigators on staff that are able to perform cause and origin investigations to truly determine how a fire was started, regardless of its size or severity. In order to identify the root cause and ignition sequence of a fire, 4LEAF Fire Investigation personnel will collaborate with other professionals to collect, preserve, analyze, and document evidence left at the burn site.

In the event that the origin of the fire is deemed unlawful, 4LEAF is able to equip the City with an experienced investigator that has the ability to assist in any prosecutions, lawsuits, or litigations that may take place. Investigators can assist by providing expert witness testimonies and presenting any evidence discovered in court.

Civil Plan Review Services

4LEAF will provide civil engineering review and support for any and all types of private development to ensure compliance with the City's Standard Specifications, Municipal Code, project specific conditions of approval, and with all other adopted codes, and Caltrans Standards (where applicable), and for compliance with State of California Water Efficient Landscape Ordinance, the State of California Certified Access Specialist (CASp) compliance, and all other applicable ordinances. We provide these services for development projects including single-family subdivisions, affordable housing projects, multi-family and mixed-use developments, commercial, and Industrial civil improvements. We also provide services for tentative, parcel, and final map review, easement and right-of-way dedication and abandonment, and lot line adjustments and mergers.

Understanding

4LEAF understands the City's need for timely and reliable On-Call Civil Improvement Plan Check Services. Our team will complete plan reviews within required timeframes, deliver electronic comments, and support staff and applicants with technical expertise. Our team reviews grading, drainage, utilities, erosion control, floodplain compliance, and technical reports to ensure conformance with City standards, FEMA regulations, and Master Plans. 4LEAF is fully committed to supporting the City's development goals.

Approach

We understand the development process from entitlement to certificate of occupancy. **Our civil engineering services responsibilities will include, *but are not limited to*:**

- Examining rough grading, civil, and backbone infrastructure plans, specifications, geotechnical and drainage reports, feasibility studies, and additional analyses.
- Ascertaining whether development construction documents adhere to the City's standard specifications, municipal code, development conditions of approval, and all other adopted codes and ordinances.
- Performing such reviews on improvement plans including grading, drainage, sanitary sewer, water, raw water, storm drainage, and joint utilities.
- Reviewing plans to ensure conformity to the City Council approved development entitlement, ensuring that all entitlement conditions are either adhered to or completed.
- Reviewing landscaping plans to ensure conformity with the Model Water Efficient Landscaping Ordinance (MWELO).
- Reviewing tentative, parcel, and final maps, lot line adjustments, mergers, and easement and right-or-way documents for compliance with the California Subdivision Map Act and the City's municipal code.
- Collaborate with the City's Fire Department to address wildfire and latter fuel management concerns associated with new development.
- Supplying the City with civil improvement and mapping submittal checklists to ensure that applicants have a complete understanding of what is required.
- Reviewing construction cost estimates for accuracy, current market values, completeness, and transparency.
- Ensuring conformance with the City's Storm Drain Master Plan and Stormwater Post-Construction Stormwater Standards Manual requirements.

Civil Engineering Review Turn-Around Times

Type of Plans	Transportation	Initial Review	Resubmittal Review	Resubmittal Review #2	Expedited Review	Expedited Resubmittal
Rough Grading	< 24 Hours (pick up & delivery)	< 15 Days	< 10 Days	< 5 Days	< 5 Days	< 3 Days
*Subdivision	< 24 Hours (pick up & delivery)	< 15 Days	< 10 Days	< 5 Days	< 5 Days	< 3 Days
Commercial	< 24 Hours (pick up & delivery)	< 15 Days	< 10 Days	< 5 Days	< 5 Days	< 3 Days
Tent., Parcel and Final Maps	< 24 Hours (pick up & delivery)	Negotiable	Negotiable	Negotiable	Negotiable	Negotiable
ROW and Easement Documents	< 24 Hours (pick up & delivery)	Negotiable	Negotiable	Negotiable	Negotiable	Negotiable

***Larger complex project reviews can be negotiated to achieve the best possible pricing. 4LEAF has a proven track record of working with municipalities to provide expedited reviews with special discounted pricing.**

Code Enforcement Services

Our Code Enforcement personnel are certified through the **International Code Council, CACEO, and various training programs offered through accredited institutions**. In addition, most of our personnel hold a PC832, ICC Property Maintenance and Housing Inspector, and/or CACEO.

4LEAF staff have experience in collaborating with property owners and other responsible parties to bring properties into compliance with regulatory standards. Our team is entrusted with the responsibility of ensuring adherence to local, state, and federal laws, codes, ordinances, and regulations pertaining to various aspects of community development and public safety. Our Code Enforcement team possesses a diverse skill set and expertise covering a wide area, including building construction, zoning, land use, property maintenance, health and sanitation, environmental protection, and public nuisances. Our Code Enforcement team is adept at utilizing various procedural mechanisms, such as issuing administrative citations, investigating potential violations and ensuring prompt resolution while upholding legal integrity. At 4LEAF, our primary goal for our code enforcement team is to promote and maintain the health, safety, and welfare of residents and visitors within the municipality or jurisdiction we serve.

4LEAF Code Enforcement Officers have experience in writing criminal citations and in working with legal counsel to assist in the successful prosecution of Code Enforcement cases either in criminal or civil courts when necessary. We focus on nearly every area of Code Enforcement including, but not limited to, the following categories detailed below.

Standard Operating Procedures

4LEAF's Code Enforcement Directors have an extensive history with Cities and Counties in preparing Standard Operating Procedures (SOP's) to ensure consistency while performing code enforcement duties. This will provide guidelines for Code Enforcement personnel to implement and achieve voluntary compliance. These SOP's are specific to each community's needs and we help establish a uniform set of guidelines for consistency and efficiency. Some of these areas include:

- Training guidelines for new Code Enforcement Officers
- Safety guidelines (including Officer Safety Procedures or compliance with SB246)
- Hearings
- Testimony

Blight Enforcement

Our team works to identify and enforce state and local laws pertaining to the maintenance of private property. Through field contact with tenants and property owners, our team works efficiently in providing guidance to address blighted conditions such as overgrown weeds, trash, debris, and graffiti.

Classroom Training with CEUs

You can often find members of 4LEAF training nationally for organizations such as the International Code Council (ICC), American Association of Code Enforcement (AACE), California Association of Code Enforcement Officers (CACEO), and other nationally recognized affiliations of these chapters. 4LEAF's training leads include Pete Roque, Kenneth Eckman, and Alejandra Molina. Our instructors are nationally accredited and offer Continuing Education Credits (CEUs).

Our trainers currently cover topics such as:

- 10 Most Common Complaints
- Accessible Parking
- ADU Legislation
- Agency Promotion Community Relations
- Banner and Sign Enforcement
- Basic Ethics
- Basic Ethics and Inspections
- Basic Ethics, Authority, and Inspections
- Basic Inspection Protocol
- Basic Report Writing
- Basic Residential Construction
- Blueprint Reading
- Building And Safety Presentation
- Building Blocks for Code Enforcement Officer Success
- Building Code
- Building Inspections and Code Enforcement – A Powerful Duo
- Case Documentation
- Case Management from Start to Finish
- Code Enforcement 101
- Code Enforcement Culture
- Courtroom Testimony and Demeanor
- Dealing With Difficult People
- Effective Communications – Bridging the Gap with External and Internal Customers
- Ensuring Short-Term Rental Reg. Compliance
- Essentials for Short-Term Rental Enforcement

- Ethics
- Hoarding
- Individual Awareness and Preparation
- Inspection Protocol
- Interior Inspections
- Intermediate Communications
- Interview And Interrogation
- Interview And Report Writing
- Investigative Report Writing
- IPMC 2021 or 2018 Exam Prep
- IPMC 2021 Overview
- Landlord Tenant Disputes
- Legal Aspects
- Marketing Your Code Enforcement
- Mobile Vending
- Mold, Lead, Asbestos, & Vectors Enforcement
- Multi-Agency Task Forces
- Officer Safety – Drug Awareness for the Code Enforcement Officer
- Officer Safety – Encountering Mental Illness in the field of Code Enforcement (Self-Care)
- Officer Safety – Field Inspection Protocols for the Code Enforcement Officer
- Officer Safety – Gang Awareness for the Code Enforcement Officer
- Officer Safety – Hazardous Building Safety for the Code Enforcement Officer
- Planning And Zoning Basics
- Property Maintenance

Community Outreach

4LEAF will review current outreach and engagement initiatives and make appropriate recommendations to the City. Items typically reviewed include:

- Opportunities for involvement in community events
- Creation of pamphlets and marketing material
- Social media engagement
- News media outlets
- Municipal Code Enforcement web page
- Review of frequently asked questions

Department Assessments

4LEAF is working with many Community Development Departments to provide assessments of their code units reviewing closely staffing levels, Standard Operating Procedures (including branding/rebranding, target issues, prioritization of existing Code Enforcement cases, community engagement strategies, written materials such as compliance notices, postings and door hangers, data entry, inspection response time management, and training programs. Additionally, 4LEAF provides in-house assessments and regular meetings with directors and municipal stakeholders for plan implementation and execution.

Hearing Officers

4LEAF has Hearing Officers available for contracted municipalities. Our seasoned officers are trained to understand the existing Municipal Code as well as other adopted codes and make a knowledgeable determination regarding the validity of a violation. Results may include the issuance of fines or granting additional time for compliance for respondents with unusual hardships.

Inspections

4LEAF can provide certified and qualified staff to perform inspections in a lawful manner that respects the reasonable expectations of privacy and security of residents and their properties. Inspections conducted will determine if conditions on the properties are compliant with applicable sections of the current editions of the International Property Maintenance Code (IPMC), Municipal Code, Zoning Code, California Health and Safety Codes, Uniform Housing Code, Uniform Code for the Abatement of Dangerous Building, CA Residential Code, CA Building Code, and trade codes. Upon assignment, 4LEAF's Code Enforcement staff will be ready to respond and provide compliance solutions to code cases, new and existing, with minimal impact to current processes.

4LEAF Code Enforcement Inspectors are qualified to do the following:

- Perform inspections for violations of Building Codes and Ordinances as adopted by the municipality.
- Research properties for prior approvals, permits, and general information relating to violations.
- Investigate and take necessary action when a violation of municipal codes exists.
- Consult with the City Council as required, when requested by the Code Enforcement Manager/Director, and when escalated enforcement may be required.
- Comply with the City's procedures for reporting inspection results and deficiencies.
- Use City inspection correction forms.
- Complete necessary digital entries that capture site inspection results, case status communications and any documentation of notices provided to responsible parties and stakeholders.
- Conduct follow-up inspections as needed.
- Notify the responsible parties of other agency approvals prior to closing a Code Enforcement action.
- Maintain records as needed for the efficient and effective operation of the City.
- Meet with members of the public and municipal staff on a daily basis as needed.

Short-Term Rental Programs

One of the fastest-growing programs within Code Enforcement Divisions is short-term rentals. 4LEAF assists with compliance with municipal short-term rental ordinances that require property owners to adhere to several rules, including limiting the number of daytime and overnight guests, prohibiting events and amplified sound, and posting specific rules and emergency information, among others. Short-term rentals are presenting challenges within our communities. While these rentals offer unique opportunities for travelers and hosts, they have also brought forth various concerns that warrant immediate attention. Housing availability, neighborhood dynamics, and safety considerations have raised valid apprehensions among residents. 4LEAF understands these issues and is pleased to present a comprehensive scope of services designed to regulate short-term rentals effectively, fostering a harmonious coexistence for all stakeholders involved. Our proposed solution encompasses meticulous research, the development of fair regulations, stringent compliance inspections, and a robust enforcement system to address illegal postings and operations. With these measures in place, we can resolve the prevailing issues and create a sustainable short-term rental ecosystem that benefits the entire community. We look forward to collaborating with you all in implementing this solution and achieving a positive and lasting impact on our neighborhoods. These are scopes of services that we provide, including but not limited to:

1. Research and Analysis: Conducting a thorough study of the local short-term rental market is crucial to understanding the current landscape and potential impact on the community. This data-driven approach enables your jurisdiction to make informed decisions and design effective regulations tailored to your specific needs.

2. Developing Regulations and Policies: Developing clear and well-defined regulations is essential for creating a level playing field for all short-term rental operators. These policies help establish guidelines, standards, and boundaries that ensure the industry operates responsibly, benefiting both residents and hosts alike.

3. Licensing and Registration: Implementing a licensing and registration system ensures that only eligible and responsible operators are allowed to offer short-term rentals. This process helps your jurisdiction track and communicate with operators, making it easier to enforce regulations and ensure compliance with safety and tax requirements.

4. Compliance Inspections: Regular compliance inspections are vital to guarantee the safety and quality of short-term rental properties. By verifying adherence to regulations, your jurisdiction can maintain community safety, prevent potential hazards, and protect the rights of both guests and neighbors.

5. Enforcement and Penalties: A robust enforcement mechanism, including penalties for non-compliant operators, serves as a deterrent against illegal or irresponsible practices. By imposing consequences for violations, authorities can discourage unlawful behavior and encourage operators to adhere to the established regulations.

6. Data Monitoring and Reporting: Implementing or ensuring that proper documentation is completed is standard operating procedure for 4LEAF. A proper data monitoring system provides insights into the short-term rental market's impact on housing and the local economy. It enables evidence-based decision-making, helping your jurisdiction adjust regulations if necessary and fostering transparency in the regulatory process.

7. Public Awareness and Education: Public awareness campaigns educate both short-term rental operators and residents about their respective rights and responsibilities. By promoting best practices and addressing concerns, these campaigns foster a sense of community understanding and cooperation, reducing potential conflicts.

8. Collaborative Partnerships: Partnering with short-term rental platforms and law enforcement agencies fosters cooperation and facilitates compliance. Data sharing and joint efforts between these stakeholders help streamline the enforcement process and address challenges more effectively.

9. Complaint Resolution: a complaint resolution empowers residents to report issues and complaints related to short-term rentals. Swift and fair resolution of complaints helps maintain harmony within the community and ensures that any problems are addressed promptly.

10. Periodic Review: Regularly reviewing and updating regulations allows your jurisdiction to keep pace with changes in the short-term rental industry and adapt to new challenges or opportunities. This flexibility ensures that the regulatory framework remains relevant and effective in achieving its intended goals.

Lead Abatement

Although lead-based legislation has been around since the 1950s, nationwide regulation was not enforced until 1971 with the introduced of the Lead-Based Paint Poisoning Prevention Act (LBPPPA), which prohibited the use of lead-based paint in residential structures constructed or rehabilitated by the Federal government or with Federal assistance. In 1973, an amendment to the LBPPPA stated that lead-based paint should be removed from pre-1950 housing and structures. Our Code Enforcement team follows the requirements set forth by the State of California to ensure proper lead safe practices are taking place in removal of lead-based paint to protect citizens from exposure.

Additionally, our team participated at the National Healthy Homes Conference in 2022 in Baltimore, MD, where we spoke on the importance of Code Enforcement for Lead Paint Abatement Programs to safeguard communities.

Massage Parlor Enforcement

This scope can often be utilized for undercover stings with partnering agencies for businesses that not only violate criminal laws but also building code violations, licensing requirements, and potential massage parlor ordinances in the City. Early detection is vital in these cases and steps include background checks and other reasonable means of identification and clearances. Our team has championed programs specializing in identifying and mitigating illegal actions in massage parlors.

Parking Enforcement

4LEAF has the capabilities of providing parking enforcement. This includes:

- Enforcement of state and municipal parking regulations.
- Removal of abandoned and nuisance vehicles from the public right-of-way.
- Issuance of parking citations and review of contested citations.

Policy Review

4LEAF shall review and read current policies and procedures and define policy clearly to set the tone for your municipality's Code Enforcement Program. A clear policy communicates defined expectations to stakeholders whether it's how they handle complaints, how Code Enforcement Officers conduct compliance reviews, or any other aspect that the municipality needs to have communicated and consistently followed. 4LEAF will develop a well-defined user-friendly format.

Program Analysis

4LEAF understands that Code Enforcement is an essential part of a community's public health and safety, providing a regulatory mechanism to ensure the public's overall wellbeing. Addressing the community's concerns in a timely and efficient manner is paramount to a successful Code Enforcement Program. 4LEAF personnel will perform the following:

- Conduct investigative inspections of unpermitted activities.
- Create standard operating procedures, if required.
- Conduct review of all administrative/misdemeanor citations.

- Provide guidance for resolution of high case load along commercial corridors.
- Assist with complex code enforcement cases.
- Provide guidance for resolution of existing cases.
- Provide in-house and/or field training of traditional Code Enforcement protocols.
- Create an outreach plan to address and deter unpermitted vending/commercial corridor violations.

Program Development

4LEAF project managers have experience in working collaboratively with clients to further develop and enhance their Code Enforcement Program when requested. Our project managers are currently working with local jurisdictions to revise and strengthen Code Enforcement Programs to gain voluntary compliance, provide resident education, and effectively communicate with the public. 4LEAF staff takes an approach in recommending, implementing, and executing program assessments, creation of policies and procedures, creation of training manuals for new hires, providing educational materials for the public, providing staff with up-to-date training, teaching current Code Enforcement staff options for compliance using adopted ordinances, and providing recommendations to cases that may require specialized expertise that may be sensitive in nature. 4LEAF staff also has designated staff tracking recent legislation to ensure the municipality follows state regulations and clients are aware of upcoming legislation that may affect their Code Enforcement Program.

Project-Specific Assignments

Our Code Enforcement Directors are often brought on board by municipalities to provide consulting for long-standing cases that need a fresh set of eyes and assessment. The Code Enforcement team at 4LEAF will lend their considerable expertise in bringing those difficult cases into compliance. We will review your most challenging cases, assess the work done to date, and confer with the Municipal Code and your department's Standard Operating Procedures. Once our analysis is complete, 4LEAF will provide you with a detailed report of our findings and specific step-by-step strategies to get those cases off the active roster. 4LEAF personnel will be available to speak with stakeholders such as Department Heads, Council, and other elected officials. If necessary, we can also provide Expert Witness Testimony.

Rental Housing Enforcement

Our team will assist with the inspection of residential rental properties on a routine and comprehensive basis to assure the overall quality of the unit meets the requirements of the Health and Safety Code and property maintenance guidelines. This includes educating property owners, property managers, and tenants about those requirements.

Review and Develop SOPs

4LEAF routinely works with Code Enforcement Divisions to review the current Standard Operating Procedures and provide suggestions for enhancing SOPs. Our staff can also help implement and train the existing municipal personnel in these changes. Currently, we are providing these services for California municipalities such as the cities of Escondido, Del Mar, and San Diego.

Staff Augmentation (After-Hours / On-Call Officers)

4LEAF specializes in providing personnel to municipalities on a part-time or full-time basis. At your request, our staff arrives at your door with training opportunities, study materials, company phones, and energy- saving fleet vehicles. When necessary, ***4LEAF is capable of providing Code Enforcement staff outside of normal business hours to improve response times, address code violations, and improve response times and maintain public space integrity***. 4LEAF's Code Enforcement Staff Augmentation personnel categories include:

- Department Director
- Department Manager
- Code Enforcement Manager and Training Officer
- Senior Code Enforcement Officer
- Code Enforcement Officer I & II
- Code Enforcement Coordinator/Technician
- Hearing Officer

Stormwater Enforcement

4LEAF provides Stormwater Enforcement. This includes the visual inspection of infrastructure dedicated to the management of rainwater. Violations would include having inadequate erosion/sediment controls for property, failing to conduct/document inspections, illegal dumping, overgrowth of vegetation, and flooding.

Substandard Housing

One of the major areas of code enforcement throughout the U.S. is the inspection of Substandard Housing. 4LEAF Code Enforcement Officers routinely inspect and report any violations to housing codes including substandard and uninhabitable conditions, un-permitted construction, unlawfully created units or spaces, inadequate or non-existent heating, accumulated trash and debris, lack of utilities, property maintenance, mold, and rodent/insect infestations.

Tobacco Enforcement

These programs ensure that retailers are properly licensed/permitted for the sale of tobacco and such establishments are posting proper notification such as STAKE Act stickers at each point of sale. In addition, we can assist in compliance with work-place smoking and vaping prohibitions.

Vendor Enforcement

In many areas across California, unlawful street vending has become a pressing concern. These vendors, offering a wide variety of products, often operate without adhering to established regulations, leading to challenges such as littering, public right of way obstructions, and unfair competition with authorized businesses. While California has taken commendable steps, such as the introduction of Senate Bill 946 and Senate Bill 972, both of which are designed to regulate and decriminalize certain aspects of street vending, there remains much work to do. Many vendors, driven more by economic desperation than defiance, continue to bypass these regulations, resulting in a

surge of potentially unsafe vending operations, many of which are food vendors. This not only jeopardizes public health but also diminishes the state's regulatory efforts.

4LEAF is an experienced solution-oriented firm that recognizes the complexities of this issue. Beyond mere law enforcement, the 4LEAF team understands the socio-economic intricacies driving vendors towards this livelihood. Our tailored programs are designed to address the root causes, ensuring vendors have pathways to legitimate operations while helping jurisdictions maintain public safety and order. Through a partnership with the City, 4LEAF is poised to offer a comprehensive strategy and service that not only aligns with state regulations but also provides sustainable solutions for the challenges of unlawful street vending.

Code Enforcement Technology

4LEAF leverages a range of advanced software solutions to streamline case management, track performance, and generate comprehensive reports. Our team is highly proficient in platforms such as Accela, GOGovernment, eTRAKiT, Tyler Technologies, Comcate, CivicPlus, and the Microsoft Suite. These tools enable us to efficiently manage cases, monitor inspections, and produce detailed summary reports, enhancing the overall effectiveness of code enforcement operations.

In addition to our software expertise, 4LEAF customizes field reports for code enforcement officers, tailoring them to align with each jurisdiction's specific regulations and enforcement priorities. These reports allow officers to document inspections, capture key case details, and maintain accurate case records in real time, improving both efficiency and consistency in the field.

To support performance tracking and data-driven decision-making, we utilize interactive dashboards and key performance indicator (KPI) reports. These tools offer real-time data visualization, enabling staff and decision makers to assess case progress, monitor compliance rates, and optimize enforcement strategies. This data-driven approach enhances operational efficiency and helps justify staffing levels, resource allocation, and program funding needs.

Compliance documentation is further strengthened through the integration of geotagged, timestamped photographic evidence within our case management system. These images are directly linked to case files, providing verifiable proof of property conditions over time and reinforcing accuracy, accountability, and transparency in enforcement efforts.

For cost-benefit analyses, 4LEAF generates detailed reports that compare enforcement costs against compliance outcomes. These reports evaluate operational efficiency, resource utilization, and the financial impact of enforcement efforts, factoring in staff hours, administrative expenses, and potential revenue from fines or remediation fees. Findings are presented in a structured format with visual data representations, such as charts and tables, to assist decision makers in assessing program effectiveness and making informed policy decisions.

Disaster Recovery & Emergency Response Services

4LEAF can provide **disaster recovery & emergency response services** in the event of a local, regional, state, or national emergency and/or natural disaster. We can offer on- and off-site staff (**Plan Review, SAP Inspection, CASp Inspection and Plan Review, Public Works personnel, etc.**) and have proven success with projects involving disaster recovery. 4LEAF always strives to go the extra mile with our Customer Service Delivery and mobilize quickly when disasters strike. We provide post-disaster assessments and run full programs for rebuilding communities. 4LEAF and its team have worked with or are currently working with the following agencies for disaster response:

- **County of Maui, Hawaii** (Current: Full Permit Recovery Program)
- **Sonoma County Fire Recovery** (Completed: Full Program)
- **City of Malibu Fire Recovery** (Current Planning and Public Works)
- **County of Santa Cruz Fire Recovery** (Completed: Full Program)
- **Town of Paradise Fire Recovery** (Completed: Full Program for Years 1-4)
- **Jackson County, Oregon** (Completed: Full Program)
- **Calaveras County** (Completed: As-Needed Fire Recovery Services)
- **City of Oakland** (Completed: As-Needed Fire Recovery Services)
- **Sonoma County Flood Assessments** (Completed in 2019)

Scan our Disaster Recovery Services QR Code for more Info

4LEAF understands that a disaster recovery of any size and complexity requires a lot of time, commitment, planning, staffing, and most of all, experience. 4LEAF can provide a specified number of damage/safety assessment inspectors within 24 hours, by notification of the City. All our inspectors are ICC certified and have or will have CALBO Disaster Response Team training or equivalent prior to being placed in the field. We also have numerous CASp inspectors available to provide accessibility assessments and inspections as well.

Safety Assessment Program (SAP) Certified Personnel

4LEAF currently has 17 team members who are SAP (Safety Assessment Program) Certified. These individuals all have pertinent experience in the industry and are available to assist the City in all needs related to our scope of services. There are both SAP Evaluators and SAP Inspectors among the 4LEAF team.

4LEAF can provide the City with immediate emergency response for incidents during evenings and weekends. Upon a call from the City, 4LEAF can immediately dispatch a senior level inspector to the scene to assess the life safety concerns of any incidents. We have dispatched inspectors to assess the building and life safety concerns related to fires, floods, debris removal, building-related catastrophes, and other results of natural disasters.

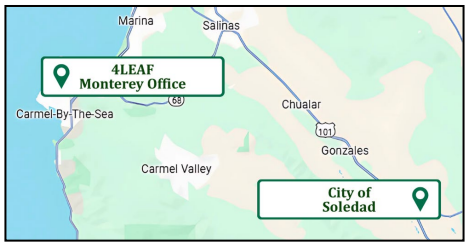
Green Line Process™

Additionally, we can implement our trademarked **Green Line Process™** which was designed to assist disaster victims by providing them with the most expeditious and cooperative permitting process available. Our goal is to achieve complete compliance and have approved plans ready for permit within five business days of submission. 4LEAF's collaborative Green Line Process™ utilizes seasoned professionals who are available on demand to assist applicants, designers, and contractors throughout the rebuild process. **Greenline Process™** includes:

Pre-Application Meetings	**Expedited Plan Review**
Permitting Consultations	**Next Day Inspections**

Planning Services

4LEAF will provide the full scope of planning services outlined in the RFP, including current and long-range planning, environmental and CEQA review, zoning and land use analysis, GIS mapping, community outreach, and responsive customer service. Our approach is grounded in seamless integration with City operations and a strong commitment to Soledad's planning goals. We offer solution-oriented support that helps applicants navigate the review process while ensuring compliance with City codes and policies. Our planners are proactive, detail oriented, and dedicated to maintaining momentum on projects while upholding the City's high standards.



Our Monterey office, just 25 miles from Soledad, and our team's Central Coast presence allow us to provide responsive, on-site support for meetings, counter shifts, site inspections, and public hearings, including evening Planning Commission and City Council meetings. This local accessibility enhances our ability to stay attuned to Soledad's evolving regulatory landscape, including SB 9 urban lot splits, ADU regulations, and Housing Element requirements. Many 4LEAF staff are fluent in Spanish, enabling effective, inclusive public engagement. Our familiarity with regional demographic and economic trends informs our planning strategies for emerging community needs, such as housing affordability and downtown revitalization.

4LEAF's team is composed of certified planners and subject matter experts with decades of experience serving California cities comparable to Soledad. We offer in-house expertise across all required planning disciplines including CEQA, entitlements, long range policy, and GIS, ensuring the City receives timely, comprehensive support without delays. When specialized design expertise is needed, we can engage trusted subconsultants, though our goal is to provide a streamlined, single point of contact service.

In summary, 4LEAF's approach is proactive, professional, and highly responsive. We will integrate with Soledad's staff and processes on day one, adopt the City's priorities as our own, and actively work to streamline the planning process wherever possible. Our planners take pride in upholding the City's standards and providing excellent customer service to residents and project applicants alike. Through close collaboration, comprehensive technical knowledge, and a "whatever-it-takes" attitude, 4LEAF will help Soledad successfully manage its planning needs under this on-call contract. We don't just aim to meet expectations; we aim to exceed them and deliver service that truly adds value to the City and the community.

General Planning Services

4LEAF offers dependable, on-call general planning services to support the City of Soledad's Community and Economic Development Department. Our planners assist by attending internal coordination meetings, including Development Review Committee discussions and pre-application conferences, managing communication with applicants and partner agencies, and supporting day-to-day department operations. We help prepare and review staff reports, resolutions, and findings for Planning Commission and City Council consideration, and actively contribute to community workshops and public meetings with presentation materials as needed. Our team provides professional, responsive customer service to applicants and residents, including bilingual assistance for Spanish-speaking community members, maintain timely communication with City staff, and ensures accurate documentation and file management throughout the planning process.

Staff Augmentation & Internal Coordination: 4LEAF offers the City of Soledad flexible, on-call planning services with rapid response capabilities and adaptable staffing levels. Our team is structured to mobilize quickly, often within 24 to 48 hours, to address staffing gaps, workload surges, or special assignments. We maintain a bench of cross-trained planners at various levels who are familiar with municipal procedures and can provide seamless support whether remotely or on-site. As workload fluctuates, we scale our efforts up or down to align with the City's needs, ensuring efficient use of resources without compromising service continuity.

Collaboration and Communication are at the core of our approach. We see ourselves as an extension of City staff and will work together with Soledad's team. 4LEAF planners will maintain open lines of communication with City personnel, regularly coordinating with the Community Development Department and other departments as needed. We will also engage with City leadership and decision-makers, providing clear, concise updates to the Planning Director (or City Manager designee) and briefing Planning Commissioners or City Councilmembers on project statuses when requested. Additionally, 4LEAF planners are comfortable interacting directly with the public and stakeholders. We will collaborate closely with applicants, developers, and community members to ensure transparency and mutual understanding throughout the planning process. By fostering a cooperative environment, we help City staff, decision-makers, applicants, and the public work together toward sustainable, community-focused outcomes.

Public Meeting Support & Presentation Materials: 4LEAF provides reliable support for Planning Commission, City Council, and community meetings by preparing clear, well-organized presentation materials and background summaries for agenda items. Our team assists City staff in assembling slide decks, visual aids, and handouts that communicate planning topics effectively to both decision-makers and the public. We are available to attend meetings in person or remotely, deliver presentations when requested, and respond to questions in a professional, accessible manner. Our planners ensure that all materials are accurate, visually coherent, and aligned with City objectives supporting informed decision-making and public transparency.

Customer Service and Zoning Inquiries: 4LEAF planners can serve as the first point of contact at the City's permit counter or by phone/email. We will represent Soledad with professionalism, courtesy, and a helpful attitude. This means greeting customers, answering questions about application requirements and procedures, providing accurate zoning code interpretations, and guiding applicants through the process. Our staff has extensive front counter experience, having worked in City planning offices throughout California. We understand the importance of clear communication and patience when assisting residents, business owners, and developers, especially in a small community setting. By being knowledgeable about Soledad's municipal code and development standards, our planners will instill confidence in customers and provide accurate information on zoning, permit processes, fees, and timelines. We are committed to upholding Soledad's customer service standards and will embody our "get to yes" approach at the counter, helping applicants find solutions to meet code requirements so their projects can move forward. Importantly, our team includes bilingual planners fluent in Spanish, ensuring we can assist Soledad's Spanish-speaking residents in their preferred language. This cultural competency removes barriers and helps all members of the community feel comfortable navigating the planning process, whether at the public counter or during outreach events.

In addition to day-to-day coverage, we are prepared to support the City during emergencies or special projects, including fast-tracked reviews, urgent research, or disaster-related permitting. Our planners are highly responsive and accessible, often turning around requests the same day. Should any personnel transitions occur, we implement a smooth handoff process to maintain continuity. With 4LEAF as your on-call partner, the City can rely on consistent, professional planning support—ready when you need it most.

File and Communication Management: Equally important, our approach emphasizes proactive project management and quality control to deliver reliable results. We will assign a dedicated Project Manager (or Senior Planner) to Soledad's contract who will oversee all tasks and personnel. This 4LEAF manager will coordinate assignments, monitor timelines, and ensure that each project or service request is handled efficiently from start to finish. Internally, we implement rigorous QA/QC reviews on key deliverables – for example, a Senior Planner or Planning Manager will review permit decisions, staff reports, and CEQA documents before they are finalized, providing a second layer of scrutiny for accuracy, consistency, and completeness. By combining strong management oversight with detailed-oriented planning practice, we guarantee that Soledad receives high-quality work products that meet all requirements and reflect well on the City.

Current Planning Services

For on-call current planning support, 4LEAF will provide experienced planners who can step in immediately to handle the City's day-to-day development review tasks. Our team is well-versed in the full spectrum of current planning activities, and we will ensure that permit processing and customer service continue seamlessly during assignments. Some key current planning services we provide include:

Development Application Processing: Our team will process all types of development and land use applications on behalf of the City of Soledad, including both ministerial permits and discretionary entitlements. These range from site plan and design review to conditional use permits (CUPs), variances, subdivisions (tentative parcel and tract maps), lot line adjustments, zone changes, and more. Upon receipt, 4LEAF will conduct a thorough completeness review in accordance with the Permit Streamlining Act and issue timely completeness letters within the required 30-day window. Our planners utilize City checklists or assist in developing them if needed to ensure accurate and complete submittals. Once an application is deemed complete, we initiate a detailed evaluation against Soledad's General Plan, Zoning Ordinance, design standards and applicable specific plans, including the Gateway Specific Plan and projects within the downtown revitalization and City Center Mixed-Use focus areas. We coordinate closely with Community Development, Public Works, Building, and utility agencies to identify requirements early in the process. All project data and correspondence can be managed through the City's **SmartGov** permit tracking system to ensure transparency and efficiency.

By facilitating interdepartmental review, we help identify key issues early and ensure that all stakeholder input is reflected in staff reports and conditions of approval. These services are especially valuable as the City of Soledad advances major planning efforts, including its comprehensive General Plan update, Housing Element implementation, and the entitlement of transformative projects such as downtown mixed-use development and revitalization within the Gateway Specific Plan area.

Staff Reports, Hearings & Decisions: 4LEAF planners will prepare professional staff reports and presentation materials for each task we are assigned. Our reports will include well-crafted project descriptions, analysis of the proposal (with findings of fact for required entitlements), and recommended conditions of approval that are tailored to the project and grounded in City code requirements. We will attach all necessary resolutions, draft ordinances, and CEQA documentation to support the decision-making process. We will also prepare all required public notices (e.g., mailed notices to neighbors, on-site posting of hearing notices, and newspaper publications if applicable) to ensure the community is informed of upcoming hearings in accordance with legal requirements. Our planners are adept at public speaking and can present projects to the Planning Commission or City Council, answering questions and providing clarifications as needed. We make sure that decision-makers are fully informed with clear, unbiased information and that the rationale for our recommendations is thoroughly explained, citing applicable plans, policies, and regulations. Whether acting as case planners for a Planning Commission item or making administrative decisions at the staff level, 4LEAF will exercise sound judgment and fairness, always aligned with the City's codes and community values. After decisions are made, we will also handle any necessary follow-up, such as preparing notice of actions, updating project tracking systems, and briefing City staff on permit conditions for implementation.

Permit Plan Check & Condition Compliance: After project approval, 4LEAF will assist with reviewing construction plans (e.g., building permit submittals and improvement plans) for conformance with all planning requirements and conditions of approval. Our planners coordinate closely with the City's Building and Engineering divisions during this plan check process to ensure that grading plans, building plans, and public infrastructure plans implement the project's entitlements exactly as approved. We verify that each plan set complies with Soledad's zoning standards, design guidelines, mitigation measures, and any special conditions imposed by the Planning Commission or City Council. If we identify any discrepancies or omissions, we will issue clear correction comments and work with the applicant's design team to resolve them expediently. Additionally, 4LEAF can perform site inspections related to planning conditions of approval (such as verifying landscape installation, signage, or architectural detailing) to confirm that projects are constructed in full compliance before final sign-off. By providing thorough plan review and on-site compliance checks, we help Soledad ensure that approved projects successfully transition from paper to reality in line with the City's expectations.

Environmental and CEQA Compliance Documentation: 4LEAF's Planning team includes dedicated environmental planning and California Environmental Quality Act (CEQA) experts who will ensure that Soledad's projects and plans fully comply with CEQA and other environmental regulations. We understand that CEQA review is a critical component of both current and long-range planning decisions, and our approach is to integrate environmental considerations early and seamlessly into the planning process.

For development project review, our contract planners will determine the appropriate level of CEQA analysis for each application. Many small projects may qualify for Categorical Exemptions – our staff is well acquainted with the CEQA Guidelines and will prepare robust exemption justifications when applicable (including using the Class 32 urban infill exemption if criteria are met, or other classes of exemptions for minor projects). When a project is not exempt, 4LEAF can prepare all necessary CEQA documents on the City's behalf. We have extensive experience writing Initial Studies, Negative Declarations (ND), Mitigated Negative Declarations (MND), and Environmental Impact Reports (EIRs). Our Senior Planners are experienced in leading the preparation of these documents. We will perform thorough analysis of all environmental issue areas – from traffic, noise, and air quality to biological resources and cultural resources – utilizing technical studies as needed. If specialized technical studies are required (e.g., a traffic impact analysis or a habitat assessment), 4LEAF can coordinate with sub-consultant experts to obtain those, but we will manage the overall CEQA document to ensure it is comprehensive and legally defensible. Our familiarity with CEQA case law and guidelines means we know how to document the City's decision-making carefully, with substantial evidence for each conclusion, minimizing the risk of challenge.

Throughout all environmental tasks, our focus is on delivering objective, high-quality analysis that stands up to public and agency scrutiny. We strive to write environmental documents in plain language so that decision-makers and community members can clearly understand the potential impacts and proposed mitigations for a project. We also embrace a problem-solving mindset in environmental review: rather than viewing CEQA as a hurdle, we use it as a tool to improve projects. For instance, if a traffic study shows an impact, we will work with the applicant to develop feasible mitigation that not only satisfies CEQA but also benefits the community. By being solution-oriented environmental planners, 4LEAF helps ensure that necessary mitigation measures are both effective and acceptable to the City and the applicant. In sum, our environmental and CEQA expertise will enable Soledad to confidently approve projects and plans knowing that all environmental considerations have been properly addressed and documented.

Throughout all current planning tasks, 4LEAF is committed to timeliness, accuracy, and keeping projects on track. We know that delays in processing can be costly to both the City and applicants, so we prioritize meeting all processing timelines. Our proactive approach means we communicate frequently with applicants to avoid stagnation, for example, if an application is incomplete or if additional studies are required, we will promptly notify the applicant and even offer a consultation meeting to walk through the requirements. By being solution-oriented and applicant-friendly, we help maintain positive momentum. At the same time, the City can trust that our team will uphold ordinances and policies rigorously. We will not compromise on the quality of review: every project will be reviewed against all applicable standards (e.g., zoning, design guidelines, CEQA, building/site safety considerations) and we will document our analyses thoroughly. Our ultimate goal in current planning is twofold: support the City in delivering excellent public service and facilitate well-vetted project approvals that further Soledad's development goals and comply with all legal requirements. With 4LEAF handling current planning, the City can be confident that everyday planning functions are executed efficiently and professionally, keeping homeowners, businesses, and developers satisfied with the process.

Long-Range Planning Services

In addition to handling immediate development needs, 4LEAF can provide robust support for long-range planning and policy initiatives. We understand that Soledad's on-call planning consultant must be capable of assisting with City-driven plans and programs that shape the community's future. Our team has helped jurisdictions across California develop and implement General Plans, Specific Plans, Housing Elements, and zoning ordinances, and we bring that expertise to support Soledad's ongoing planning goals.

The City of Soledad is actively advancing key planning efforts that shape its long-term development vision. 4LEAF is well-positioned to support these initiatives, including the ***Siempre Soledad 2045* General Plan Update**, which is guiding policies on land use, housing, transportation, open space, safety, and environmental justice. We can provide technical and outreach support aligned with GPAC-led engagement, policy drafting, and programmatic CEQA documentation.

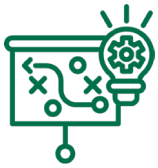
We are ready to assist with General Plan Amendments, Specific Plan updates, and Zoning Code changes to ensure consistency with state law and local objectives. This includes support for the City's General Plan update, zoning refinements required for 6th Cycle Housing Element implementation, and emerging policy priorities related to sustainability, mobility, and transit-oriented development particularly in the Gateway and City Center areas.

4LEAF is particularly well-versed in California housing legislation and can help the City implement key Housing Element programs. Our planners can assist in updating zoning to reflect new housing site strategies, creating by-right approval processes where required, or drafting ordinance updates for SB 9, ADUs, and SB 35 streamlining. We can also assist with the City's Annual Housing Element Progress Reports and internal guidance documents to support compliance and consistency. By staying ahead of legislative changes, we help ensure Soledad's long-range planning framework remains current and actionable.

General Plans, Specific Plans, Community Plans, and Zoning Updates: Our planners have extensive experience developing and updating Specific Plans and similar long-range planning documents. Our team is prepared to support Soledad's ongoing Zoning Code Update, which includes amendments to facilitate ADUs (in line with SB 229 and AB 494), by-right multifamily development, emergency shelter zoning, and updates to density bonus regulations. We can draft compliant ordinance language and provide outreach and implementation materials to ensure consistency with State mandates and Housing Element goals.

Additionally, we can support the City in updating its Zoning Ordinance and Municipal Code to enhance planning processes and development standards. The RFP specifically notes a need for zoning and land use analysis; 4LEAF will evaluate Soledad's existing codes and identify sections that may benefit from clarification or modernization (for instance, updating definitions, streamlining the permit review process, or adjusting development standards to align with General Plan policies). We have recently updated zoning codes in other jurisdictions to address modern issues like mixed-use development, urban agriculture, electric vehicle infrastructure, and sustainability standards, and we can bring those insights to Soledad. Any minor ordinance amendments the City desires (for

example, revising sign regulations, refining ADU standards, or adopting objective design standards for SB 35 compliance) can be prepared by our staff efficiently. We will ensure that code updates are internally consistent, legally compliant, and user-friendly, making the regulations easier for both staff and the public to understand and apply.



Policy Planning and Strategic Initiatives: Beyond formal plans and codes, 4LEAF is ready to support a variety of long-range planning initiatives the City may undertake. This could include creating community engagement strategies for planning projects, conducting special studies such as economic development studies, parking analyses, or neighborhood revitalization plans, and participating in regional planning efforts. If Soledad seeks to develop a Climate Action Plan or integrate sustainability and resilience measures into its planning framework, our team includes environmental planners who can help formulate those policies and programs. We also have experience in transportation planning at the city level, for example, updating circulation elements, coordinating with transit agencies, and planning for pedestrian/bike improvements that enhance mobility.

Additionally, 4LEAF's staff can assist in drafting grant applications for long-range projects, ensuring the City's planning proposals are competitive for funding (see more on grant support in Value-Added Services). Throughout any long-range project, we place heavy emphasis on community involvement. Our approach is to engage stakeholders early and often: we can organize and facilitate community workshops, design charrettes, or town hall meetings to gather input on planning vision and priorities. We have team members fluent in Spanish and experienced in inclusive outreach, which can help involve a broader cross-section of Soledad's community in long-range planning conversations. For example, we can facilitate bilingual community workshops and provide Spanish-language presentation materials to ensure that Spanish-speaking residents are fully included in shaping Soledad's plans. By combining technical planning skill with meaningful public engagement, 4LEAF will help Soledad create and implement long-range plans that reflect community values and set the stage for a sustainable, prosperous future.

Furthermore, we understand that the City is updating its Parks and Recreation Master Plan and pursuing economic development strategies such as downtown revitalization and affordable housing production in partnership with Community Housing Improvement Systems and Planning Association (CHISPA). 4LEAF can contribute to these initiatives by supporting land use strategy alignment, CEQA review, and urban design evaluations for infill and mixed-use development. We can also help translate planning documents into grant-ready deliverables, positioning Soledad for implementation funding.

Historic Preservation and CEQA Historic Resource Review: The City of Soledad's older residential neighborhoods, downtown core, and legacy agricultural infrastructure reflect a rich cultural narrative that warrants thoughtful planning and design consideration. As the City continues to implement its General Plan update and shape future downtown revitalization efforts, 4LEAF is prepared to provide preservation-focused planning support that balances community development goals with state and federal requirements. Our team includes architectural historians and planners with specialized training in cultural resource management. We provide the following services:

- **Historic Status Evaluation**: Conduct DPR 523 forms, field surveys, and archival research to determine historic significance and integrity, consistent with CEQA §15064.5 and National/California Register criteria.
- **Design Review Using SOI Standards**: Apply the Secretary of the Interior's Standards for the Treatment of Historic Properties when evaluating proposed rehabilitations, additions, or adaptive reuse projects that may affect potentially eligible resources.
- **Staff Reports & Conditions**: Prepare concise staff reports, findings, and project conditions for downtown façade upgrades, infill projects, and retrofit work in areas with historic character, ensuring design compatibility and code compliance.
- **Environmental Documentation**: Draft CEQA technical studies for historic resources, including impact assessments, mitigation measures (e.g., interpretive signage, materials salvage), and provide construction-period monitoring when needed.
- **Policy Guidance**: Assist with the development or refinement of zoning tools and design standards that support historic character retention such as potential conservation districts or form-based code elements compatible with Soledad's small-town scale and identity.
- **Mills Act Program Expertise:** 4LEAF offers specialized expertise in Mills Act implementation, guiding historic property owners through the designation and application process. Our team coordinates with legal staff, prepares contracts, and presents applications to City Councils. We also provide informed guidance to prospective buyers on both the financial benefits and preservation responsibilities associated with Mills Act properties.

From analyzing eligibility of older structures in the city core to supporting CEQA compliance for infill and revitalization projects, 4LEAF offers practical, timely preservation guidance that reflects Soledad's vision while facilitating efficient project processing.

Ongoing Professional Development and Compliance: Our team members have completed specialized training through the National Preservation Institute, including coursework in Section 106, GIS mapping, and Native American heritage. Additionally, we stay up-to-date with evolving preservation policies through annual CPF conferences and the Secretary of the Interior's Standards Bootcamp. With expertise in historic preservation, regulatory compliance, and real-world project experience, 4LEAF is dedicated to helping the City of Soledad protect and celebrate its historic resources while supporting thoughtful development and the preservation of community character.

Peer Review or Preparation of Environmental Documents: For policy and long-range plans, we will likewise handle programmatic CEQA review. For example, if the City updates its General Plan or creates a Specific Plan, 4LEAF can prepare the Program EIR or Supplemental EIR needed. We are experienced in evaluating cumulative, growth-inducing, and other broad impacts that long-range plans entail. We also understand the importance of coordinating CEQA public review with the planning process timeline. Our team will publish all required notices (NOPs, NOIs, public hearing notices), manage public comment periods, and respond to comments in a thorough and timely manner. We will work closely with City staff and legal counsel to address any complex environmental issues (such as floodplain considerations along the Salinas River and surrounding agricultural areas, or historic resource evaluations in the older parts of Soledad). By having 4LEAF handle the environmental review, the City

can be confident that no steps will be missed in the CEQA process – from initial study checklists to mitigation monitoring plans, we take care of all documentation.

Beyond CEQA, 4LEAF's environmental planning services can cover other needs such as NEPA documentation (should any federally-funded project in Soledad trigger NEPA), grant-related environmental analysis (for example, if required by HUD or Caltrans for funding), and general sustainability planning. We can assist the City in integrating sustainability and climate resilience into development conditions and long-range plans. Our planners stay current on evolving environmental regulations and will incorporate those into our review process.

GIS Services: Modern planning depends on data integration and visualization. 4LEAF offers GIS mapping and data analysis as part of our on-call services, enabling Soledad to access accurate and actionable spatial information. Our planners include GIS-trained staff who can create detailed maps for project review, CEQA documents, and public outreach, including zoning, land use, environmental constraints, and housing site maps. In addition to static mapping, we support spatial analysis and data management, such as mapping permit trends, RHNA progress, or zoning scenarios. 4LEAF can help maintain the City's GIS data layers and perform updates tied to General Plan and Zoning Code amendments.

4LEAF's planners and GIS specialists are experienced in working with municipal permit tracking systems and can support the City's use of SmartGov by preparing mapping products and spatial data that align with its workflows. While direct GIS–SmartGov integration is managed through the City's system administrator, our team ensures that all GIS deliverables are compatible with the City's permitting processes and can be easily referenced or uploaded into SmartGov as needed. This includes zoning and land use maps, parcel-specific exhibits, and environmental constraint overlays to support staff reports, plan reviews, and public presentations. 4LEAF will ensure that all GIS products are formatted and aligned for integration with the City's SmartGov permit tracking system, in coordination with City staff.

Budget Management and QA/QC

4LEAF is dedicated to delivering value to the City of Soledad through careful budget management and rigorous quality assurance/quality control (QA/QC) practices. We recognize that as a public agency, the City must manage taxpayer funds prudently, and our approach reflects a deep respect for budgetary constraints and the need for cost-effective service.

Efficient Use of Resources: From the outset of any task, we plan our work to maximize efficiency and minimize costs. This starts with assigning the right level of staff for each job. For example, a routine zoning verification might be handled by an associate-level planner rather than a senior planner, to keep billing rates low, while a complex General Plan amendment would involve senior or principal planner oversight to ensure it's done correctly the first time. We will work with the City to prioritize tasks so that critical items are addressed promptly and no time is wasted on lower-priority activities. Our team members are trained to be budget-conscious, tracking their hours closely and focusing on productive output during every billable hour. 4LEAF has internal tools and templates which help streamline work and avoid "reinventing the wheel." We will also coordinate with City staff to prevent any duplication of effort. If City employees are handling certain aspects of a project, we'll complement their work rather than overlap. By maintaining this efficient workflow, 4LEAF ensures that the hours we invoice align with tangible deliverables and meaningful progress for the City.

Transparency and Monitoring: As part of our budget management, 4LEAF provides full transparency in billing. We can furnish the City with detailed timesheets or task logs with each invoice, showing exactly what work was done in each hour billed. Additionally, our Project Manager will keep an internal budget tracker for the contract and for individual large projects. We monitor how much of the budget is used per task and can report to the City regularly (monthly or upon request) on the burn rate and remaining funds. In addition, we can include in our reports a monthly summary of planning activities (such as the number of applications processed, plan checks completed, and permits issued) to give City management a clear snapshot of workload and performance. If we ever foresee that a particular task might require more hours than estimated, we will alert the City in advance and discuss options – there will be no surprises when it comes to hours expended or costs incurred. Our goal is to manage the on-call contract such that all tasks are completed within the agreed budget and to seek ways to save money where possible.

Quality Assurance / Quality Control: While controlling costs is important, 4LEAF never sacrifices quality. In fact, we believe good QA/QC ultimately saves money by avoiding re-work and errors. Our approach includes a built-in QA/QC process for all major work products. This means that whenever a 4LEAF planner prepares a document for Soledad, a second qualified team member will review it. This peer review checks for factual accuracy, consistency with City policies, clarity of writing, and completeness. For example, before we submit a staff report to the City, our senior staff will verify that all required findings are addressed, all referenced code sections are correct, and conditions of approval are enforceable and clearly written. We will correct any typos or formatting issues as well, presenting a polished document to City staff. Similarly, for CEQA documents, our environmental lead will QA the analysis to ensure it meets legal standards and adequately discusses all impacts. This extra layer of review is done at no additional cost to the City as it's part of our internal workflow to maintain high standards.

Accountability and Adjustments: 4LEAF stands by the quality of our work. If the City ever identifies an issue or has feedback on a work product, we take it very seriously and will address it immediately. We consider feedback an opportunity to improve and tailor our services even more to the City's preferences. Additionally, we will participate in any regular check-in meetings with City management to review performance, workload, and budget status. In those meetings, we welcome discussion of how things are going and will adjust our approach if needed. For instance, if the City feels too many hours are being spent in one area, we can strategize with staff on alternate approaches or additional training that might streamline that task. Our commitment is to continuous improvement, both in how we manage time and money and in the quality of the outcomes we deliver.

In summary, 4LEAF will treat the City's budget as carefully as we do our own. By working efficiently, keeping the City informed, and maintaining top-notch quality control, we ensure that Soledad receives maximum value from our on-call services. Every plan review, permit, and policy document we handle will be done right the first time, saving the City time and expense in the long run. We are confident that our blend of fiscal discipline and high-caliber work will make 4LEAF a cost-effective choice for Soledad's planning needs.

Value-Added Services

Beyond the core services outlined in the RFP, 4LEAF offers several value-added services that can further benefit the City of Soledad. These are additional areas where our team can contribute to the City's success, providing expertise and deliverables that go above and beyond the minimum requirements:

- **Permitting Process Improvements:** As we work alongside City staff, we will continuously look for opportunities to streamline and improve Soledad's permitting and planning processes. Our team has helped other municipalities identify workflow bottlenecks and implement solutions (such as simplifying application forms, creating user-friendly checklists and FAQs for the public, and establishing internal review timelines for accountability). We would be happy to conduct a process review workshop with City staff to map out the current development review process and suggest enhancements. This might include introducing best practices we've seen elsewhere – for example, a standardized completeness review template, or a coordinated interdepartmental review meeting for complex projects. Small procedural tweaks can significantly reduce processing times and improve customer satisfaction. 4LEAF will not only execute the City's existing processes efficiently but also serve as a consultant to recommend permanent improvements that leave the City's department stronger even after our assignment.
- **Minor Ordinance Updates & Policy Guidance:** While major code updates would fall under long-range planning, 4LEAF can provide quick assistance with minor ordinance amendments or policy clarifications as value-added support. For instance, if City staff encounters recurring issues with a particular code section (say, an outdated parking standard or an unclear sign ordinance provision), our planners can draft revised language to fix the issue, drawing on examples from other cities. We stay up-to-date on new state laws and regulatory changes. If a new mandate comes into effect, we will alert the City and can draft template ordinance updates or policy memos to ensure the City remains in compliance. Additionally, we can prepare internal guidance documents or cheat-sheets for staff on how to implement new laws or complex regulations. For example, we could create a quick reference guide on SB 9 lot split processing or an outline of steps to implement CEQA streamlining for infill projects. These tools make it easier for the City to adapt to change and maintain consistency in decision-making. Our ability to self-perform planning law analysis means Soledad gets expert advice without needing to hire outside counsel or consultants for every minor code question, a clear added value of having 4LEAF on board.
- **Grant-Ready Deliverables and Grant Support:** 4LEAF is keenly aware that many planning initiatives can be funded by state or regional grants (from SB2, REAP/LEAP housing planning grants to Active Transportation Program funds, Sustainable Communities grants, and more). We strive to produce grant-ready deliverables in our work. This means that any studies, plans, or data we prepare will be formatted and detailed in ways that can support grant applications. For example, if we help the City develop a downtown strategic plan or a bicycle/pedestrian improvement plan, we will ensure it includes the necessary elements that grant programs typically require. Then, when a grant opportunity arises, the City can leverage the work 4LEAF has done without starting from scratch. Moreover, our team can assist in identifying and pursuing grant opportunities. We can keep the City informed of upcoming grant programs related to planning such as new funding from the California Department of Housing and

Community Development for implementation of Housing Elements, or Caltrans grants for transportation planning. If desired, we can even help write portions of grant applications, providing technical narratives and data to strengthen the City's submissions. By doing so, 4LEAF helps Soledad potentially attract external funding to offset the costs of planning projects.

- **Training and Mentorship for City Staff:** While not explicitly required, 4LEAF is happy to share knowledge and build capacity within the City. If Soledad has junior planning staff or interns, our seasoned planners can provide on-the-job mentorship, offering tips and lessons from their extensive careers. We can also conduct informal training sessions on topics of interest. For example, our staff can provide a lunchtime seminar on "The Basics of CEQA" for city staff from various departments, or a workshop on how to navigate new state housing laws. This knowledge transfer leaves a lasting impact, equipping the City's team with enhanced skills. We see ourselves as partners and educators, not just consultants, and we take pride in helping bolster the capabilities of those we work with.
- **Community Engagement & Public Information:** As a value-add, 4LEAF can help the City with community engagement beyond the standard requirements. We have team members experienced in running virtual engagement meetings, social media outreach, and developing informational brochures about planning topics (often providing bilingual English-Spanish materials to reach a wider audience). We can also support any citizen advisory committees or community task forces the City may establish related to planning, by providing staff support or facilitating meetings. Our aim is to help Soledad build strong community trust in the planning process through transparency and education.

In offering these value-added services, 4LEAF demonstrates that we are not just here to check the boxes of the scope of work. We are invested in Soledad's overall success and are willing to go the extra mile to provide holistic support to the City's planning function. Our broad experience in municipal planning enables us to contribute ideas and services that can improve efficiency, ensure compliance, secure funding, and enhance community relations – all of which yield long-term advantages for the City.

Conclusion

4LEAF is excited about the opportunity to serve the City of Soledad and confident in our ability to deliver exceptional on-call planning services. Our understanding of the City's needs and our tailored approach emphasizing integration, responsiveness, and quality will enable us to hit the ground running. We will cover all aspects of current and long-range planning with professionalism and care, treating City goals as our own. With 4LEAF as your on-call planning partner, Soledad can expect a team that is knowledgeable, accessible, and wholeheartedly committed to facilitating great projects and sound planning policy. We look forward to helping Soledad achieve its vision by providing a steady, reliable extension of City staff and a team that "gets to yes" while upholding the highest standards of planning practice.

PROPOSAL TO PROVIDE

PROFESSIONAL BUILDING, PLANNING PLAN REVIEW, AND BUILDING INSPECTION SERVICES

TO THE

CITY OF SOLEDAD

SECTION 6

COST PROPOSAL & FEE SCHEDULE

4LEAF, INC.

SECTION 6: COST PROPOSAL AND FEE SCHEDULE

FY2025-2026 FEE SCHEDULE & BASIS OF CHARGES

FOR THE CITY OF SOLEDAD

All Rates are Subject to Basis of Charges

PLAN REVIEW COST STRUCTURE	NOTES
Plan Review Percentage: 60% *(Inclusive of all disciplines except Fire and Civil which are bulled on an hourly basis)* **Hourly Plan Review**: $160 Structural Review $140 Non-Structural Review	Fee includes: ➢ Initial review and two (2) rechecks. Hourly charges apply after three (3) or more rechecks. ➢ Shipping, courier, and electronic service.

Building

Chief Building Official $170/hour
Deputy Building Official $145/hour
Structural Plan Review Engineer $160/hour
Non-Structural Plans Examiner $140/hour
Civil Engineer (Grading, Improvement Plans) $175/hour
Certified Access Specialist (CASp) Inspector $155/hour
Certified Access Specialist (CASp) Plans Examiner $155/hour
Stormwater Compliance Inspector $145/hour
Senior Combination Building Inspector (Building Inspector III) $130/hour
Commercial Building Inspector II $115/hour
Building Inspector I $100/hour
Permitting Manager $100/hour
Lead / Senior Permit Technician $95/hour
Permit Technician $85/hour
Administrative Assistant $75/hour
Inspector of Record $145/hour
DSA Class 1 / HCAI A Inspector $170/hour
DSA Class 2 / HCAI B Inspector $140/hour
DSA Class 3 / HCAI C Inspector $100/hour
elas Software ..... $50/user monthly

Fire Services

Fire Protection Engineer (FPE) $205/hour
Fire Marshal $170/hour
Fire Plans Examiner $155/hour
Fire Inspector I $140/hour
Fire Inspector II $155/hour

Planning

Housing Policy Director	$210/hour
Planning Director	$190/hour
Principal/Planning Manager	$175/hour
Historic Preservation Planner	$170/hour
Environmental Planner	$170/hour
Senior Planner	$160/hour
Associate Planner	$140/hour
Assistant Planner	$115/hour
Planning Technician	$100/hour
GIS Specialist	$140/hour

Code Enforcement

Code Enforcement Director	$175/hour
Code Enforcement Manager	$155/hour
Senior Code Enforcement Officer	$110/hour
Code Enforcement Officer II	$90/hour
Code Enforcement Officer I	$80/hour
Hearing Officer	$145/hour

Project Management

Project Manager	$195/hour
Principal-in-Charge	$245/hour

BASIS OF CHARGES

Rates are inclusive of "tools of the trade" such as forms, telephones, and consumables.

- All invoicing will be submitted monthly.
- Staff Augmentation work (excluding plan review) is subject to 4-hour minimum charges unless stated otherwise. Services billed in 4-hour increments.
- Most plan reviews will be done in 10 business days or less and 5 business days or less for re-checks. This is not inclusive of holidays or the day of the pick-up of plans.
- Expedited reviews will be billed at 1.5x the plan review fee listed in the fee schedule. Return time will be within seven (7) days of receipt of the plans from the City.
- Plan review of deferred submittals & revisions will be billed at the hourly rates listed.
- All plan review services will be subject to a $300.00 minimum fee if percentage-based fee or 2-hour minimum charge if hourly rates apply.
- Larger complex plan reviews can be negotiated to achieve the best possible pricing.
- All plan review services will be subject to 2-hour minimum fee.
- All plan review services are billed on a percentage basis and include the initial review and 2 rechecks.
    - Plan reviews will be billed on an hourly basis only after the initial review and 2 rechecks unless otherwise agreed upon on a case-by-case basis.
    - Fire and Civil Reviews are billed on an hourly basis and are not included in our plan review percentage.

- 4LEAF assumes that these rates reflect the FY2025-2026 contract period. There will be a 3% escalation for each subsequent Fiscal Year. (i.e. FY2026-2027, FY2027-2028, and so forth)
- Overtime and Premium time will be charged as follows:
  - *Regular time (work begun after 5AM or before 4PM)* — *1 x hourly rate*
  - *Nighttime (work begun after 4PM or before 5AM)* — *1.125 x hourly rate*
  - *Overtime (over 8-hour M-F or Saturdays)* — *1.5 x hourly rate*
  - *Overtime (over 8 hours Sat or 1st 8-hour Sun)* — *2 x hourly rate*
  - *Overtime (over 8 hours Sun or Holidays)* — *3 x hourly rate*
- Overtime will only be billed with prior authorization of the Director or other designated City personnel.
- All work with less than 8 hours rest between shifts will be charged the appropriate overtime rate.
- Mileage driven during the course of Inspections will be charged at cost plus 20%.
- Payment due on receipt. All payments over 30 days will be assessed a 1.5% interest charge.
- Client shall pay attorneys' fees, or other costs incurred in collecting delinquent amounts.
- Client agrees that 4LEAF's liability will be limited to the value of services provided.
- In accordance with California's Meal Break and Rest Break Law requirements, Client will be billed one (1) additional hour per day at the regular rate for each missed meal or rest break due to Client-directed tasks or requirements. Client should allow 4LEAF's non-exempt, hourly employees the opportunity to take their entitled rest and meal breaks during each work shift.

PROPOSAL TO PROVIDE

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TO THE

CITY OF SOLEDAD

SECTION 7

CONFLICT OF INTEREST STATEMENT

4LEAF, INC.

SECTION 7: CONFLICT OF INTEREST STATEMENT

4LEAF affirms that we have no financial, business, or other variation of relationship that would have an impact upon the outcome for the corresponding contract.

PROPOSAL TO PROVIDE

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CITY OF SOLEDAD

SECTION 8

COMMENTS ON OR REQUESTED CHANGES TO CONTRACT

4LEAF, INC.

SECTION 8: COMMENTS/REQUESTED CHANGES TO CONTRACT

4LEAF does not have any comments or requested changes to the corresponding contract with the City of Soledad.

PROPOSAL TO PROVIDE

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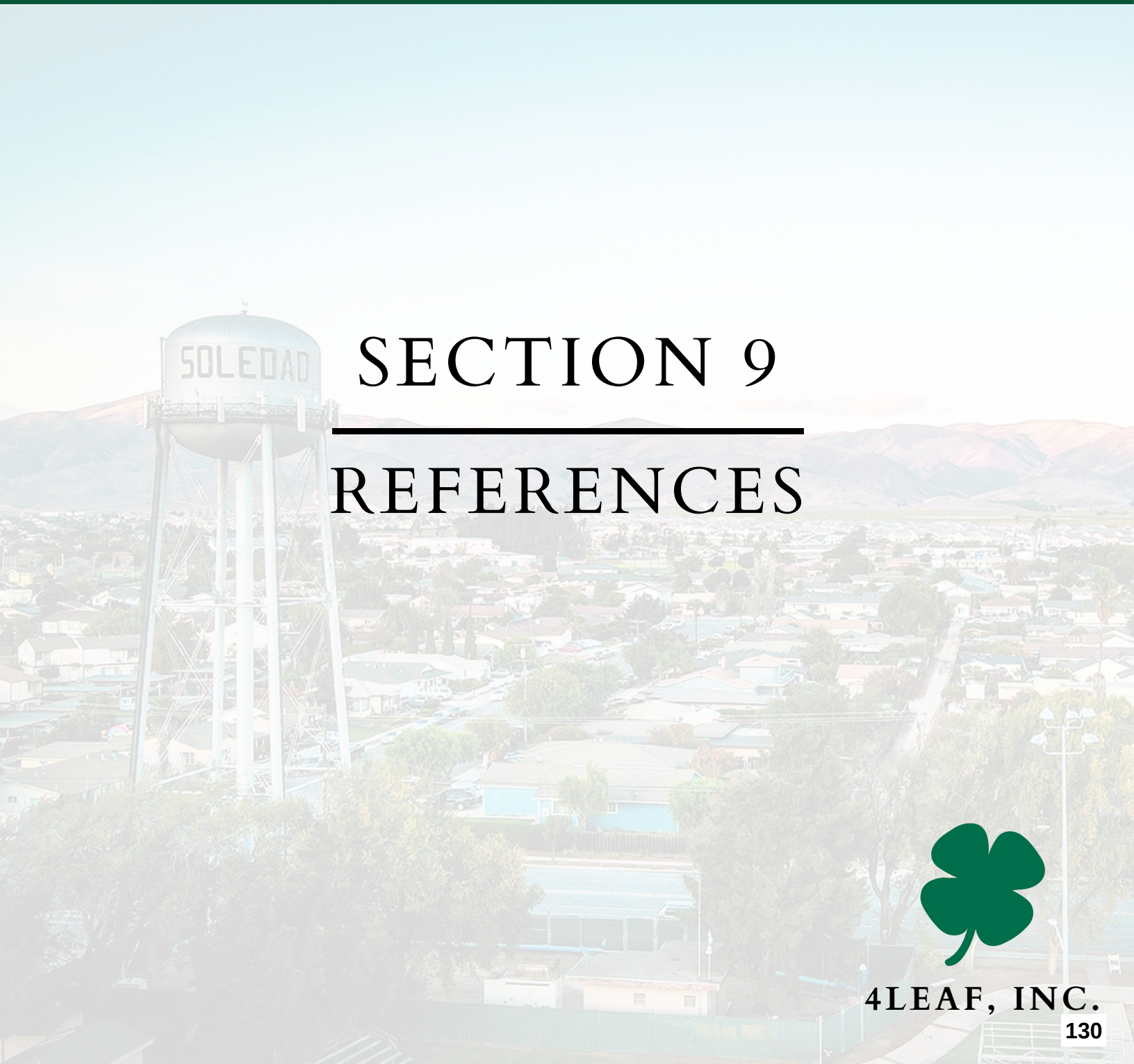
TO THE

CITY OF SOLEDAD



SECTION 9

REFERENCES

4LEAF, INC.

SECTION 9: REFERENCES

Agency Name:	City of Gonzalez
Contact Name:	Patrick Dobbins – City Engineer / Public Works Director
Contact Telephone:	(831) 675-5000
Contact Email:	PDobbins@ci.Gonzales.ca.us
Date of Service:	2023 – Present
Services:	Plan Review, Building Inspection, and Planning Services

Agency Name:	County of Santa Cruz
Contact Name:	Brian Rubin – Unified Permit Center Manager
Contact Telephone:	(831) 454-2381
Contact Email:	Brian.Rubin@SantaCruzCountyCa.gov
Date of Service:	2017 - Present
Services:	On-call Building Department Services including Plan Review and Inspection Services. Comprehensive Disaster Recovery Program related to the CZU Fire.

Agency Name:	City of Hollister
Contact Name:	Gabriel Martinez, CBO – Chief Building Official
Contact Telephone:	(831) 636-4355
Contact Email:	gabe.martinez@CityofHollister.ca.gov
Date of Service:	2012 – Present
Services:	Planning, Building Official, Plan Review, Permit Technician, Code Enforcement, And Inspection Services

Agency Name:	City of Pacific Grove
Contact Name:	Matthew Mogensen – City Manager
Contact Telephone:	(831) 648-3174
Contact Email:	CityManager@CityofPacificGrove.org
Date of Service:	2019 – Present
Services:	Inspection, Plan Review, Permitting, Planning, and Code Enforcement Services

PROPOSAL TO PROVIDE

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TO THE

CITY OF SOLEDAD

APPENDIX

RESUMES

4LEAF, INC.

Craig Tole

Vice President, Community Development

Experience

20+ years

Education

Bachelor of Science, Economics, 2000
Sonoma State University

Industry Affiliations

International Code Council (ICC)
CALBO
CBOAC
APWA

Experience Summary

Craig has overseen 4LEAF's Development Services team for the past 20 years. Among Craig's responsibilities include the day-to-day contact with many of 4LEAF's clients in the Building & Fire Life Safety, Engineering, Construction Management, and Plan Check industries. **Craig has successfully managed a multitude of inspection projects ranging from $1 million to $6 Billion.** Craig also manages numerous Building, Fire, and Code Enforcement clients and is responsible for recruiting, qualifying, and placing staff throughout the organization.

Select Project Experience

4LEAF, Inc. – Apple Campus 2 Project

Executive Project Manager

City of Cupertino, CA

Craig was responsible for consultant building department services to the City of Cupertino Building Department on behalf of 4LEAF. Services include on-site plan review engineering, permitting, plan review, and project inspection services. Craig is the Consultant Project Manager for the **$8 Billion Apple Park.** Craig was responsible for hiring, placement, and supervision of a project team that will reach more than 20 personnel. This project construction spanned nearly 180 acres and approximately 4 million Sq. Ft. of construction. The campus will include a 2.8 Million Sq. Ft. Main Building with subterranean parking, Corporate Fitness Center, Corporate Auditorium, two above grade Parking Structures, Central Utility Plant, and 600,000 Sq. Ft. of Research and Development Buildings.

4LEAF, Inc. – Encore Boston Harbor Project

Inspection Services Project Manager

City of Everett, MA

Craig was the Inspection Services Project Manager for the new $2.4 Billion Wynn Casino Development in Everett, Massachusetts. The project highlights include:

- Luxury Hotel (629 Rooms)
- Gaming Area
- Retail Space, Gym/Spa
- Food & Beverage Outlets
- Convention & Meeting Space
- Parking Garage

4LEAF, Inc. – County of San Mateo's Project Development Unit (PDU)
Executive Project Manager
Redwood City, CA

Craig is responsible for this $1.2 billion program consisting of up to 18 projects over the course of more than five years. 4LEAF is responsible for the combination building inspections, fire inspections, fire plan checks, and inspection reports related to all projects. 4LEAF is currently performing Plan Check and Inspector of Record services for multiple projects on behalf of the County of San Mateo's Project Development Unit, including the new **$150 Million County Office Building III**, and the **$128 Million Cordilleras Health Campus**.

4LEAF, Inc. – Building Department Management / Inspection Services
Project Manager
Pleasanton, CA

Craig is currently the Building Department and Code Enforcement Manager on behalf of 4LEAF. Craig is responsible for all staff augmentation assignments performed for clientele including building official, building inspection, permit technicians/counter services, code enforcement, etc. Craig is responsible for recruiting and placing all building department staff as well as the pick-up and delivery and assignment of plan reviews to appropriate engineers and certified staff. Craig manages including:

- City of Cupertino Building Department
- City of Palo Alto Building Department
- City of Saratoga Building Department
- City of Sunnyvale Building Department
- City of Seaside Building Department
- City of Hollister Building Department
- City of Dublin Building Department
- County of Santa Clara Building Department
- County of Santa Clara, Facilities & Fleet
- County of Monterey Building Department
- County of San Benito Building Department
- County of Alameda, Capital Projects

4LEAF, Inc. – Various Universities and Community College Districts
Project Manager

Craig has managed multiple consultant agreements with the California State School System, University of California, and Community College Districts. These contracts include Construction Management and Inspector of Record services for both On-Call agreements and project specific assignments. Our University clientele includes:

- San Jose State University
- Cal Poly San Luis Obispo
- California State University, Dominguez Hills
- California State University, Stanislaus
- University of California, Merced
- University of California, Santa Barbara
- University of California, San Francisco
- University of California, Davis
- Stanford University School of Medicine
- Stanford University Facilities Department

Michael Loomis, SE, CBO, CASp, PMP

Executive Project Manager / Director of Engineering

Experience

28+ years

Education

MS, Structural Engineering, Santa Clara University, 2022

BS, Civil Engineering, Santa Clara University, 2022

Additional Coursework: Stanford University, San Jose State University, De Anza College, Foothill College, Skyline College, Monterey Peninsula College, CalPoly San Luis Obispo

Registrations

CA & NV Registered Structural Engineer

CA, TX & FL Registered Civil Engineer

NY Registered Professional Engineer

Certifications

ICC Certified Building Official

ICC California Building Plans Examiner

ICC CALGreen Plans Examiner

ICC Accessibility Inspector/Plans Examiner

ICC California Residential Building Inspector

ICC California Commercial Building Inspector

ICC Building Inspector

ICC Plumbing Inspector

ICC CA Residential Plumbing Inspector

ICC CA Commercial Plumbing Inspector

Certified Access Specialist, CASp

SAP Evaluator (CalOES)

Teaching and Accomplishments

"Accessibility in the Public Right-of-Way" CASI Central, Volume #8, Summer 2019

Adjunct Lecturer (Earthquake Engineering, Timber Design, Strength of Materials) Santa Clara University, Department of Civil Engineering 2008 - 2017

Instructor (various topics) CALBO & ICC 2010 - 2021

Experience Summary

With more than 28 years of expertise in the industry, Michael has an excellent working knowledge of all types of construction, including architectural, structural, electrical, mechanical, and plumbing. Michael is extremely committed and has shown dedication by obtaining multiple certifications through the International Code Council (ICC), and is a Certified Access Specialist, (CASp).

Michael has experience managing and overseeing the continual operations of the Building Department and has served as the Building Official for the cities of Salinas, Gonzales, and the Town of Woodside. Michael is an adaptable leader that quickly identifies departmental issues and solves them by utilizing his ample experience. He prides himself on his ability to solve problems and react well under pressure, while maintaining the effectiveness of his team.

Michael is a Registered Professional Structural Engineer in the states of California and Nevada and is a Registered Professional Civil Engineer in California, Texas, and Florida.

Select Professional Experience

4LEAF, Inc.

Director of Engineering

2024 – Present

Michael is 4LEAF's Director of Structural Engineering for 4LEAF. Michael manages a large area of 4LEAF including the Silicon Valley and Monterey Areas and is responsible for the management of 4LEAF's nationwide technical plan reviews. Michael also performs critical commercial reviews on behalf of 4LEAF. In addition, Michael leads the firm in Plan Review recruitment and training to help bolster 4LEAF's team as well as additional contributions to the Building and Safety industry. Michael is a key contributor to our page-turn sessions for complex projects for Cities, Counties, Universities, and other Large Government agencies such as laboratories, when assigned.

ABS Consulting, Houston, Texas

Director of Engineering, Natural Hazards

2023

- Oversaw technical staff evaluating, monitoring, and mitigating risk from natural hazard events. Staff included engineers, meteorologists, computer programmers and support staff.
- Managed budget for approximately $3.5 million service line. Reduced operating expenses by approximately 10% in the first 12 months.
- Business development and marketing, including developing new service offerings through collaboration with other departments.
- Changed leadership during reorganization. Mentorship of emerging leaders.
- Collaborated with other directors on resource allocation, development of fees and cross-promoting services.
- Hired, trained, reassigned, and addressed redundancies among staff as needed based on team requirements and market conditions.

CSG Consultants, Inc., Foster City, California

Building Services Manager, Building Official, Senior Principal Structural Engineer

2008 – 2023

- Chief Building Official, City of Salinas, City of Gonzales, Town of Woodside. Designated building official as needed for multiple additional jurisdictions.
- Assisted jurisdictions on interpreting and implementing laws and code changes.
- Acted as owner's representative and subject matter expert for design-build and design-bid-build projects at public agencies, performing code analysis and interpretation, value engineering, and technical peer review of complexes for multi-phase projects.
- Oversaw building plan review services for the Northern California Region. The annual department revenue was approximately $6 million including processing almost 2,000 submittals per month. Managed a multidisciplinary team of over 25 staff with 6 direct reports located in 4 regional offices as well as remote workers.
- Set quality standards and ensured accuracy of code and legal interpretations company wide.
- Interfaced with other internal departments regarding resource allocation, proposal writing, and marketing.
- Responded to RFPs and RFQs. Set project budgets and identified project team. Attended interviews for potential jobs.
- Program manager and project manager over dozens of contracts. Managed cross-disciplinary contracts. Ensured project delivery from each service line. Negotiated budgets and scheduled across services lines.
- Worked closely with public agencies to study and resolve complex code issues related to structural design, disabled access, egress, and other critical building systems.
- Multi-discipline plan review for thousands of projects located throughout California.
- Performed site inspections to verify compliance with approved design. Worked with the design team and contractors to develop solutions to field conditions.

GPLA, Inc, Santa Clara, California

Associate / Production Manager

2004 – 2008

- Coordinated workload throughout the organization to meet client expectations.
- Managed a growing team of engineers and technical staff on a wide variety of projects in almost

every region of the country.

- Hired and trained new staff, developed client relationships, issued proposals, and maintained budgets.
- Traveled throughout the county representing the company at project sites, client offices, and at public agencies.
- Worked with the federal government on designs incorporating anti-terrorism and progressive collapse requirements.
- Performed structural design and drafting.

Peoples Associates Structural Engineers, Milpitas, California

Project Engineer

1997 – 2004

- Responsible for the design of hundreds of projects in Northern California.
- Specialized in multi-family light-frame construction, seismic retrofit/rehabilitation, and industrial projects.
- Developed project budgets and schedules. Issued proposals.
- Worked with AHJ, architects, and contractors to drive project success.
- Managed assistant engineers and drafters.
- Addressed field issues and change orders from active construction sites.

John Kuehl, CBO

Project Manager / Building Official

Experience
36+ years

Certifications
ICC Building Code Specialist
ICC Certified Building Official
ICC Building Plans Examiner
ICC Building Inspector
ICC Mechanical Inspector UMC
ICC Plumbing Inspector UPC
Contractor License #455709

Associations
International Code Council (ICC)
ICC Monterey Bay Chapter
Past President 2017

Experience Summary

John is a seasoned Building Official and licensed Inspector with more than 36 years of inspection and construction experience. With 21+ years as the Chief Building Official at the City of Monterey, John is an integral part of our team and has the industry know-how to provide quality deliverables to our clients. Both in and out of the field, John's expertise helps guide his team to complete jobs on time and with top-notch results. Additionally, John is a skilled plans examiner and has mentored numerous industry personnel in the Building Department Services arena.

John is one of 4LEAF's Area Managers in the Monterey Coast where he provides Project Management and Building Official Services for two municipalities (Sand City & Pacific Grove). These complex projects require an industry expert with many years of field and management experience.

Select Professional Experience

4LEAF, Inc. – Sand City & Pacific Grove, CA
Building Official
2019 – Present
John is currently the Acting Building Official for both the City of Sand City and the City of Pacific Grove. John is responsible for the management of all Department personnel and advises City Management on Building processes. John is also managing two high level projects on behalf of 4LEAF, which include performing Civil and Building scopes for the Pacific Grove Hotel and American Tin Cannery Projects in Pacific Grove, which will convert a waterfront retail space into a hotel development, and the South of Tioga projects in Sand City that will develop two hotels totaling $55 Million.

City of Monterey, CA
Building Technician / Senior Inspector / Building Official
1998 – 2019
John served the City of Monterey for over two decades before retiring as Building Official and Senior Inspector. His responsibilities for the City included inspecting industrial, commercial, and public works projects that required City Building Permits. John also managed the entire Building Division and Inspectors, Plans Examiners, and Counter staff. John was also instrumental in achieving success with Plan Review projects, budgets, and relationships with other City departments including Planning, Fire, and Public Works. John was responsible for many of the high-profile projects in the City including construction along wharf/pier.

Pedro "Pete" Roque

National Director of Code Enforcement

Experience
20+ years

Education
B.S., Management & Human Resources
Minor in Organizational Leadership
California State University Dominguez

A.A., General Education
Long Beach City College

Certifications
EPA Lead Renovation, Repair, & Painting
Environmental Protection Agency (EPA)
National Storm Water Inspector
National Stormwater Center
Certified Code Enforcement Officer
CA Association of Code Enforcement
PC 832
Rio Hondo College
Renovation, Repair, Painting (RRP)
Certified

Experience Summary

Pete is a Code Enforcement expert with PC 832 and Advanced Certificates. He brings with him over 20 years of experience in Code Enforcement and has served in the capacities of Code Enforcement Administrator, Code Enforcement Manager, and Community Development Inspector II for multiple California public agencies.

With a demonstrated history of working in the government administration industry, Pete is skilled in Government, Emergency Management, and Law Enforcement. He is a strong Business Development professional with a Bachelor of Science focused in Business Administration. Pete is proficient in conflict resolution and has a wealth of knowledge in the subjects of permit regulations, City codes, housing investigations, citation issuance, and lien appeals. Pete is also skilled in working with others to achieve compliance while maintaining a safe working environment.

Select Professional Experience

4LEAF, Inc.
National Director of Code Enforcement
2021 – Present
Pete is the Director of Code Enforcement where he is responsible for a growing division of more than 30 Code Enforcement Officers and Managers. Pete is experienced in receiving and documenting complaints from citizens regarding jurisdictional ordinance violations. Pete regularly recruits and trains new Code Compliance personnel and provides classroom and field training throughout California. Pete also works in a director level capacity assisting with Standard Operating Procedures updates to focus on recommendations on abatement for violations of fire, building, business license, zoning, housing, dangerous building and property maintenance codes, and ordinances regulating abandoned vehicles, trash, and weeds. In addition, Pete also takes on complicated Code Cases for legal action and can provide testimony at administrative hearings, City Council, Planning Commission hearings, and court proceedings. Some of Pete's current Code Enforcement clients include:

- City of Fontana, CA
- City of Glendale, CA
- City of Artesia, CA
- City of Lomita, CA
- City of Lathrop, CA
- City of Apache Junction, AZ

City of Garden Grove
Code Enforcement Administrator
2018 – 2021

- Supervised Senior and Junior Code Compliance Personnel as well as Administrative Staff.
- Prepared staff evaluations and performance measures.
- Acted in the capacity of Grant Coordinator of Proposition 56 Tobacco Grant Program.
- Prepared criminal prosecutions and receivership.
- Created and implemented divisional policies and procedures.
- Public Speaking and Training Facilitator for Building, Safety, and Law Enforcement personnel.
- Performed community outreach to multiple agencies and community groups.
- Prepared and presented City Council and other commission hearings/presentations.
- Oversaw cost recovery and neighborhood preservation programs.

City of Montebello
Code Enforcement Manager
2014 – 2018

- Supervised Senior and Junior Code Compliance Personnel.
- Formulated and implemented municipal code text amendments and ordinances.
- Evaluated staff performance and created professional development plans.
- Prepared and presented staff reports for City Administrator and City Council.
- Prepared criminal prosecutions for nuisance properties.
- Prepare outstanding problem properties for receivership process.
- Created and implemented departmental policies and procedures.
- Provided public speaking and training to Community Development Department.
- Spearheaded community outreach programs for seniors, community events, and schools.
- Prepared City Council and various commissions hearings and presentations.
- Created and implemented Cost Recovery and Neighborhood Preservation Programs.
- Program Coordinator and Administrator for the Community Development Block Grant (CDBG).

City of Bellflower
Community Development Inspector II / Lead Code Enforcement Inspector
2005 – 2014

- Created and Implemented Cost Recovery and Neighborhood Preservation Programs.
- Program Coordinator and Administrator for the Community Development Block Grant (CDBG).
- Created and administered Administrative Citation Program.

United States NAVY
Gas Turbine Systems Engineer - Petty Officer Third Class
1996 – 1999

- Contributed to the repair and maintenance of gas turbine electrical systems.
- Supervised 15 Officers

Daniel J. Hortert, MCP, AICP

Director of Planning

Experience

30+ years

Core Competencies

Technical Plan and Compliance Review
Project Management
Policy Development and Administration
Technical Writing and Presentations

Education

University of Cincinnati (1996-1998), Master of Community Planning (MCP)

University of Southern California (1993- 1996), BS Planning and Development (BS PLDV)

Grossmont Community College (1991-1993), AA General Studies/Architecture

Certificates & Achievements

American Institute of Certified Planners #016957 (7/2001)

International Code Council certifications (7) for residential and commercial construction

Plan2040 Comprehensive Plan
Doña Ana County, NM
CNU27 Charter Award Winner

Professional Affiliations

American Institute of Certified Planners (2001-Present)

American Planning Association (1993-Present)

California Chapter (Current Chapter

International Economic Development Council (2012-Present)

International City/County Management Association # 749050

Experience Summary

Daniel has over 30 years of Planning and Development services experience including over 20 as a public servant for municipalities with populations ranging from 3,500 to over 3.5 million. Daniel's experience covers a range of municipal functions including Planning Director, Senior Planner, Planning Manager/Principal Planner, and Community Development Department Director for public and private sector agencies. He is experienced in land development, construction, community engagement/education, project management, project budget control and oversight, residential, commercial, and industrial site planning and compliance review, and entitlements from single-lots to large complex master planned communities.

Daniel has extensive experience administering and managing regulatory document preparation including creating and updating land development ordinances, comprehensive and general plans, traditional and form-based coding, development agreement negotiations, and residential and commercial design guidelines. His recent planning assignments on behalf of 4LEAF include the cities of Sausalito, Larkspur, Pinole, Greenfield, Hermosa Beach, Imperial Beach, and Jackson County, OR.

Select Professional Experience

4LEAF, Inc. - City of Larkspur, Town of Fairfax & City of Sausalito
Project Manager / Director of Planning

Daniel oversaw the Community Development Departments for the cities of Larkspur and Sausalito, and the Town of Fairfax, which included managing the Planning, Building, and Code Enforcement scopes. Additional responsibilities included providing information to the public regarding zoning regulations and permit procedures, active project proposals, and permit and property records.

4LEAF, Inc. - City of Greenfield, CA
Principal Planner

Daniel was responsible for coordinating the development of the Community Development Policy & Procedure Guidelines for the department. Additional work included cannabis policy, development and cannabis deposit accounts, and development process flowcharts.

4LEAF, Inc. - City of Pleasant Hill, CA
Contract Project Planner

- Acted as project manager for five development applications.
- Client liaison to commissions, boards, and council.
- Performed design and compliance review with City standards.
- Tentative Maps.
- Master Sign Programs.
- General and Specific Plan Development/Amendments.
- Researched and assisted with grant funding application (SB 2).

4LEAF, Inc. - City of Pinole, CA
Contract Planning Manager

- Supervised Planning, Building, Code Enforcement, and Permit staff.
- Administered General Plan/Specific Plans, Zoning/Subdivision Ordinances, Design Guidelines, and CEQA Compliance.
- Advised at various councils, boards, commissions, and elected officials on planning-related issues
- Served as liaison and performed functions in support of the Planning Commission including project review, staff reports, recommendations, resolutions, and conditions of approval.
- Provided customer service to the public, internal and external departments, and agencies.
- Provided environmental reviews for development projects.

Doña Ana County, NM
Economic Development Manager/Director/Senior Planner
8/2011 - 1/2019

- Oversaw County Economic Development functions.
- Promoted, expanded, and retained business operations county-wide.
- Processed and administered Local Economic Development Act (LEDA) applications/contracts.
- Worked with area agencies to bring economic prosperity to each region.
- Directed Community Development Department consisting of 40+ employees including Current and Advance Planning, Building Services, Geographic Information/Mapping, Grants and Administration, and Animal Control/Code Enforcement Divisions.
- Fostered and encouraged team atmosphere amongst Community Development divisions as well as other county departments and external agencies/organizations.
- Developed department and County policies related to the efficiency of daily operations.

RBF Consulting - Phoenix and San Diego Offices
Senior Planner/Associate/Project Manager
6/2005 - 9/2010

- Successfully managed a variety of commercial and residential development project applications.
- Routinely interacted with City/County staff on submittal of complex planning projects.
- Coordinated various internal/external disciplines to ensure complete submittal packages.
- Managed complex planning studies, development applications, and reviewed proposals.

- Reviewed and processed complex general, master, and comprehensive plan amendments, rezoning requests, annexations, site plans, minor and major subdivision plats, CEQA compliance (CA only) including assisting with EIRs, Initial Studies, and Categorical Exemptions, and a Coastal Permit in Del Mar, San Diego County.
- Developed project budgets, verified contract expenditures and compliance.
- Conducted research and prepared reports on land use, physical, social, and economic issues.
- Provided professional planning assistance to member communities on varied land use projects.
- Performed field inspections.

Town of Chino Valley, AZ
Planning Manager/Director
3/2003 - 6/2005

- Oversaw Development Services Department including recruitment and staff evaluation.
- Developed organization-wide and department-wide goals, objectives, policies, and procedures.
- Reviewed and approved ministerial/minor application submittals (lot-splits, R-O-W dedications).
- Prepared division/department operations budget including revenues, expenditures, and staffing.
- Ensured that Town Boards and Commissions were fully informed on application submittals.
- Lead Planner during General Plan and Unified Development Ordinance rewrites.
- Lead author of the Town's Property Maintenance Code.
- Reviewed and approved all departmental reports and presentations to ensure that local state and federal regulations were complied with.
- Prepared grant applications for AZ Growing Smarter funding, procured two grants ($10,000/$2,500 for the 2003 General Plan Amendment).

Cranberry Township, PA
Planner/Code Enforcement Officer
1/2000 - 3/2003

- Managed multiple residential and commercial development project applications including building plan review, site plan review, approval of building plans, all aspects of residential and commercial site and structural inspections.
- Facilitated developer negotiations and drafted agreements for large development projects.
- Performed code enforcement duties for compliance with Township regulations including inspection, citation, and fines/court.
- Prepared written and oral reports for Township Boards and Commissions.

Butler Township, PA
Planner/Regulations Inspector
8/1998 - 1/2000

- Managed residential and commercial development project applications (Zoning and Subdivisions).
- Performed code enforcement duties.
- Performed residential and commercial building plan reviews.

Jane Riley, AICP

Director of Advance Planning & Housing

Experience

30+ years

Education

MA, Housing & Community Development (Interdisciplinary Studies)

BA, Environmental Studies & Planning

Management Certificate
University of the Pacific

Certifications

AICP

Awards

Northern Section APA CA – Best Practices Housing Connect Tool (with Rincon)

APA California Chapter Opportunity & Empowerment Award of Merit, 2019

California State Association of Counties Challenge Award, 2017

California Planning Director's Association Recognition Award, 2016

Experience Summary

Jane is an experienced planning professional with a proven history of moving forward successful planning and policy initiatives. She has worked as a professional planner for more than 30 years and cares deeply about the communities that she serves. Her decades of experience include both current (project review) planning and comprehensive planning.

Jane has a wealth of experience leading the preparation, adoption, and certification efforts for a variety of comprehensive planning documents, including General Plans and Housing Elements. As the lead staff for the Napa-Sonoma Collaborative, she has led multiple subregional initiatives and is a respected collaborator for the 16 member jurisdictions. Jane has managed efforts to adopt inclusionary and workforce housing programs, created a variety of zoning programs to implement housing and land use policies, and directed progressive and award-winning housing programs.

Professional Experience

4LEAF, Inc.

Director of Advance Planning & Housing

2020 - Present

Jane leads a team of highly skilled planners in all our long-range planning efforts. She undertakes advanced, highly complex professional planning activities and oversees difficult and sensitive planning projects. In addition to policy creation and analysis, she ensures compliance with statutes, oversees our specialized planning functions, and provides overall management on planning issues. Jane leads our General Plan, Area Plan and Specific Plan projects, and recently led the Housing Element updates for 7 cities and two counties with a 100% HCD certification record.

County of Sonoma

Planning Division Manager 2017 – 2021 **Supervising Planner 2015 – 2017** **Planner III 2003 – 2015**

As lead in the County's Comprehensive Planning Division, Jane performed a variety of complex planning and development work on behalf of the Department, the Planning Commission, the Board of Supervisors, developers, contractors, and the public. Her responsibilities included oversight of planning staff in the County's General Plan Update, performing long-range and special planning projects, managing planning policy initiatives, preparing reports and budgets, and presenting to boards and commissions. She authored and implemented many of Sonoma County's innovative programs to remove regulatory barriers and to incentivize housing production, including the award-winning Rental Housing Opportunity Area Program.

In her first role with the County, Jane focused on advancing land use and regional housing policy initiatives, implementing the County's 3rd cycle Housing Element and various State housing laws through a series of zoning code updates. She also managed the County's housing programs, administered State and Federal grants, implemented state-mandated housing requirements, processed housing development projects, led public workshops, prepared housing element updates for the 4th and 5th cycles, oversaw and directed consultants, and managed a full slate of housing programs.

City of Sebastopol
Associate Planner
1994 - 2002
In her 8+ years with the City, Jane's main responsibilities as an Associate Planner included:

- Developing studies and reports to support new and updated plans, programs, and regulations
- Reviewing and assisting in the review of moderately difficult development proposals and site plans for conformance with codes, plans, and regulations
- Preparing and presenting detailed reports on development proposals to government bodies
- Collecting a variety of statistical data and preparing reports and maps on topics such as census information, land use, tax base data, and occupancy rates
- Evaluating or assisted in the evaluation of re-zonings, ordinance and General Plan amendments, site plans, special use permits, variances, and other proposals
- Acting as liaison between community groups, government agencies, developers, and elected officials in developing neighborhood plans
- Making presentations to boards, commission, and interest groups

City of Healdsburg
Assistant Planner
1990 – 1994
Jane began her professional planning career in the City of Healdsburg, where she worked the front counter providing zoning and property development information to the public; processed development applications including variances, use permits, design review and subdivisions; and made presentations to the Planning Commission. She returned to college to earn her Master's degree while working for the City.

Michael Renner, CBO

Director of Disaster Recovery Services

Experience
20+ years

Education
Building Inspection Technology Program Butte College, California

Certifications
ICC Certified Building Official
ICC Residential Building Inspector
ICC Residential Mechanical Inspector
ICC Residential Combination Inspector
ICC Commercial Building Inspector
ICC Residential Plans Examiner
ICC Residential Plumbing Inspector
ICC Building Plans Examiner
ICC Residential Electrical Inspector
ICC Building Inspector
ICC Building Code Specialist
State of California Post Disaster Safety Assessment Evaluator

Professional Affiliations
CA Building Officials Assoc. of CA.
International Code Council, ICC
Sacramento Valley Assoc of Building Officials
Green Building Council Assoc.
Served on Board for ICC East Bay Chapter.

Experience Summary

Mr. Renner is a highly experienced development professional, with extensive administration and management experience. He has successfully guided development department staff in inspection and plan review through all phases of complex and capital-intensive projects. He is experienced utilizing development department permitting software and directing all department responsibilities, including plan review, multi-discipline inspections, office and field supervision, regulatory compliance, code interpretation, and project acceptance. Michael is a result-oriented leader and is regarded as a mentor to many junior staff members. With his customer-first attitude and approach, he makes a difference to those he works with through his skills in complaint resolution, problem solving and team building.

Michael's management approach focuses on mentoring his staff and improving department processes to ensure services are delivered with a high level of customer service. He is committed to serving the needs of our clients through strong leadership and an effective collaborative approach. Michael has knowledge of building and fire codes for local, state and federal ordinances and health regulations. Michael has managed several billion-dollar post-disaster recovery efforts resulting from devastation wildfires including:

- County of Maui Permit Recovery Center: $6 Billion
- Sonoma County Resiliency Permit Center: $5 Billion
- Town of Paradise, Paradise Fire Recovery: $9.5 Billion

Select Professional Experience

County of Maui, HI – Permit Recovery Center (PRC) | 2024 - Present
Director
The 2023 Maui Wildfires were a series of destructive fires that swept throughout Maui, HI, in August 2023. The fires inflicted severe damage, particularly in the historic town of Lāhainā on Maui's western peninsula, destroying a significant portion of the town and resulting in the damage or destruction of over 3,000 structures.

The Permit Recovery Center (PRC) is an on-site disaster recovery center exclusively dedicated to providing a vital resource for those who are looking to rebuild in fire-affected areas in Lahaina and Kula as they navigate the permitting process offering a full range of development services to residents, contractors, and developers in the County of Maui.

County of Sonoma, CA – Resiliency Permit Center (RPC) | 2019 – 2023

Executive Project Manager

The 2017 Complex Fires resulted in the destruction of 3,000+ residential structures in unincorporated Sonoma County. The Resiliency Permit Center is an on-site disaster recovery center exclusively dedicated to the residential reconstruction permitting needs and offers a full range of development services to residents, contractors, and developers in Sonoma County. Michael served as the Executive Project Manager and oversaw the RPC from staff recruitment, community outreach, the implementation of permitting procedures, plan review management, and building inspections, all while maintaining a cohesive partnership between the County of Sonoma and the 4LEAF, Inc.

In the Spring of 2019, the County of Sonoma suffered extensive flooding due the rising waters of the Russian River. Michael was able to immediately dispatch 20 inspectors to inspect/assess the damages caused to properties because of the flood. This saved the County a significant amount of time and money by privatizing the work which was completed over a three-day period.

Town of Paradise - Fire Recovery | 2019 – 2022

Executive Project Manager

Michael was the Executive Project Manager responsible for the management of the Community Development Services to the Town of Paradise. This four-year contract was put into place and 4LEAF was to provide permitting, plan review, building inspections, public works inspections, planning, code enforcement, debris removal management, and public outreach for the **$9.5 Billion rebuild** set to take place over the next 10 years. 4LEAF assisted the Town with a post disaster recovery-centered office that offers permit intake and processing, record support, plan review, and inspections services for the peak rebuild during the next several years. This office offers the full range of planning and building assistance to residents, contractors, and developers. In addition, 4LEAF provided outreach specialists to help provide education and outreach to the community on processes and progress of rebuilding. 4LEAF and its staff utilized the Accela software for permitting and building.

Calaveras County, CA – Butte Fire Recovery | 2016 – 2017

Interim Building Official

Michael acted as the Interim Building Official during the Butte Fire Recovery process. The Butte Fire burned over 70,000 acres and destroyed over 1,000 structures throughout the County. Michael oversaw the expedited redevelopment of the County.

West Coast Code Consultants, Inc., San Ramon, CA | 2016 – 2019

Regional Manager

Michael oversaw the North Bay, Sacramento, and Central California Region providing Project Management and Building Official services. He was responsible for the oversight, coordination and quality control of the various service lines to WC3's regional clients. Michael has recently served as the project manager for the Sonoma County Resiliency Permit Center, interim Building Official for the County of Calaveras, the County of Napa, the City of Parlier, and the City of Livingston.

Interwest Consulting Group, Stockton, CA | 2012 -2016

Building Official

Michael provided review services for residential and non-residential construction project plans for compliance with California Building, Plumbing, Mechanical, Electrical Codes, Energy Standards and California Accessibility Standards, state and local building codes, policies, amendments, and ordinances. He provided as-needed in-house plan review services for the County of Napa and the Town of Atherton.

Self-Employed, Modesto, CA | 2009- 2012

Consultant

Michael worked with various contractors in Northern California reviewing and inspecting construction projects for compliance with all State, Federal, and local policies and regulations.

Vanessa Morales

Plan Review Coordinator Manager

Experience
9+ Years

Skills
Data Entry
Quickbooks
Microsoft Office
Inventory Management

Education
AA Business Administration
Las Positas College

Experience Summary

Vanessa is a highly organized Plan Review Coordinator Manager with years of experience in management, recordkeeping, and data auditing. Her background in customer service prepared her to effectively serve the public's needs at the Building Department counter, and her excellent interpersonal skills heighten her capacity to build rapport with clients. Vanessa is proficient in the analysis and interpretation of data, which contributes to her ability to explain rules and regulations to permit applicants clearly and concisely. Vanessa has a remarkable drive to excel, and she routinely offers motivation and support to colleagues who need extra encouragement.

Select Professional Experience

4LEAF Inc.
Plan Review Coordinator Manager
2021 – Present
Vanessa is a dedicated team member who demonstrates natural leadership qualities in her position as Permitting Manager. She helps operate and maintain Building Departments by assisting customers, reviewing applications and plan submittals, collaborating with other departments and agencies, handling fees, and scheduling inspections. Her responsibilities as Permitting Manager includes:

- Issuing and tracking permits throughout the course of the permitting process.
- Managing incoming and outgoing calls and obtaining appropriate permits for construction a variety of construction projects.
- Assisting applicants throughout the permit application process by answering questions, addressing concerns, and providing guidance.
- Coordinating and scheduling appointments for project inspections.
- Filing blueprints, permits, drawings, and other physical documents in addition to managing, retrieving, organizing, recording, and preserving data electronically.
- Collaborating with designers to develop handouts and other informational material for clients.
- Examining plans, blueprints, and other documents to verify accuracy and completeness according to the build code and assisting building inspectors.
- Serving as a liaison between the public and community development.
- Creating permit files and distributing applications for review, updating, and maintaining permitting records, tracking, and reporting on permit activity, and determining and collecting permit fees.

The North Face - CA
Stock Supervisor
2019 - 2021

- Achieved store sales goals by ensuring associates delivered brand standards, exceptional customer service, and utilized their selling model.
- Provided administrative support and participated in business operations.
- Collaborated with the management team to compose forecasts of sales goals and subsequent courses of action.
- Assessed payroll and made necessary budgeting adjustments.

The North Face - CA
Sales Supervisor
2017 - 2019

- Contributed to the achievement of target shrink percentage.
- Audited business operations according to company standards and devised methods to improve company productivity.
- Implemented training and accountability tools to better support brand standards.
- Followed process protocols, investigated in-transit units to verify receipt and tracked and reported missing units.

V & D Jewelry - CA
Bookkeeper
2016 - 2018

- Recorded transactions and transferred translated data into Quickbooks.
- Provided financial statements upon request and/or regularly scheduled posts.
- Tracked fixed and current expenses and maintained daily records.
- Restructured inventory processes, subsequently improving overall business performance.
- Monitored inventory levels and ensured that the needs of the business were satisfied.

Augie Cerdan, FPE

Fire Services Manager / Fire Protection Engineer

Experience
34+ years

Education
B.S., Mechanical Engineering, University of California, Davis

Licenses
CA Fire Protection Engineer, #1579

Experience Summary

Augie has over 34 years of experience as a Fire Protection Engineer and has a successful history of holding management level positions. He is extremely knowledgeable about the Fire Prevention industry and also has experience providing building department services, as he played a crucial role in providing permit processing services in a few of his previous roles. Augie specializes in performing fire-related engineering reviews to ensure compliance with safety ordinances and codes of practice. The knowledge that he's accumulated through his decades of experience in tandem with his hard-working mentality and ability to work others makes Augie a true asset to any team he works with.

Select Project Experience

4LEAF, Inc.
Fire Services Manager / Fire Protection Engineer
2024 - Present
On behalf of 4LEAF for multiple municipalities needs, Augie performs professional engineering reviews for fire protection plans and systems, equivalency proposals, permit applications, subdivision maps, etc., to ensure compliance with applicable codes, ordinances, and standards. He also reviews site permits, architectural, mechanical, electrical, and plumbing plans and specifications for code compliance; ensures that fire code provisions are included where hazardous processes and/or dangerous chemicals or radioactive materials are involved; and reviews codes, ordinances, and fire protection standards.

Interwest Consulting Group
Fire Protection Engineer / Fire Protection Manager
2018 – 2024

- Examined and noted deficiencies of plans, calculations, and specifications associated with the review of site and building plans, fire suppression alarm systems, industrial processes, hazardous materials, and specifications for new building and building modifications to ensure compliance with Federal, State, and local fire and life safety ordinances, laws, and codes.
- Made recommendations and provided technical advice to clients, staff, developers, architects, and engineers related to codes, ordinances, and standards.
- Managed the Interwest Fire Division.

City of Folsom
Fire Protection Engineer
1999 – 2018

- Conducted functional tests and field inspections of construction sites; suppression, detection, and alarm systems; means of egress; fire barriers and smoke management systems.
- Played a vital role in providing construction permitting services as the Fire Department's representative for community development that resulted in a one-stop permit counter at City Hall.
- Spearheaded the over-the-counter plan checking and permitting services for the City's building permit and fire protection system applications at the public counter of the Community Development Department.

City of Sunnyvale, Department of Public Safety
Fire Protection Engineer
1990 – 1999

Regina De La Cruz

Administrative Support / Lead Process Mapping Analyst

Experience
21+ years

Certifications
ICC Permit Technician

Education
A.S. Human Resources and Management, Santa Rosa Junior College
A.S. Public Administration, Santa Rosa Junior College (In Progress)
Making of Leaders, Dominican University of California

Experience Summary

Regina is a seasoned professional with over 21 years of experience in a multitude of disciplines such as administration, process mapping, contract management, planning, building, engineering, code compliance, and development. She has the knowledge to analyze and document the workflows involved in the permitting, planning, and other building departmental operations and create a streamlined process to enhance the planning and building department functions. Regina works well with diverse stakeholders to accomplish objectives, drive productivity, and improve efficiency within the departments.

Select Professional Experience

4LEAF, Inc.
Administrative Support & Lead Process Mapping Analyst
2023 – Present

Regina serves as Lead Process Mapping Analyst & Administrative Support for 4LEAF, and her responsibilities involve coordinating and managing projects from conception to completion and creating more improved processes for departments. Organizes resources, manages timelines, and ensures project objectives are met within budget and scope. Facilitates communication between project stakeholders, including clients, and team members, to ensure alignment and progress. Regina excels in communication, team collaboration, and problem-solving to drive project success.

County of Sonoma
Deputy Director, Administration
2012 – 2023

- Managed a $67 million budget in the coordination of planning, building, engineering, well and septic, and code compliance services.
- Handled important records and subpoenas, ensuring that they stayed secure.
- Acted as a liaison with legal counsel to review contracts, local fee ordinance, county codes, and address any issues relating to the law.
- Collaborated with other positions of leadership to identify and implement processes requiring improvement to facilitate growth and success.
- Managed Department Information systems, and Geographic Information Systems
- Managed Human Resources and Risk Management

Scott Martin, P. E.

Quality Control Manager / Senor Civil Engineer

Experience

26+ years

Education

B.S., Civil Engineering
University of California, Irvine

Certifications

CA Registered Civil Engineer
License # 59091

NV Registered Civil Engineer
License # 019922

ICC, Building Plans Examiner

Professional Affiliations

ICC – International Code Council

Structural Engineers of Northern California (SEAOC)

ASCE

Experience Summary

Scott has more than 26 years of engineering experience and has performed a multitude of plan reviews for many different disciplines including OSHPD 3, DSA Projects, and various municipal reviews for clients throughout California. Scott's day-to-day activities include the review of plans submitted to local jurisdictions, creation and submission of plan check letters, and constant communication with all project stakeholders.

In addition, Scott is often tasked with the education of building code to applicants. He is instrumental in establishing the new templates for all new clients to establish the municipal preferences for commercial and residential plan check and makes an asset to any team, project, and jurisdiction he is assigned.

Select Professional Experience

4LEAF, Inc.
Quality Control Manager / Senior Civil Engineer
2014 - Present

Since 2014, Scott has been 4LEAF's Senior Plan Check Engineer with a focus on Structural and Civil review. Scott has worked on a plethora of 4LEAF's largest commercial reviews. Currently, Scott reviewed the Zuckerberg Chen School for the City of East Palo Alto, several large Commercial Projects for the County of San Mateo's Project Development Unit including a $120 Million Medical Office Building, two large County facility buildings, and several large reviews for the University of California, Santa Barbara including the $1.5 Billion Munger Hall Project. In addition, Scott is 4LEAF's Lead Quality Control Plan Review Manager where he is responsible for the final reviews of all outgoing projects. Scott also regularly trains 4LEAF personnel (Engineers and non-structural) on various plan review guidelines and code updates.

4LEAF, Inc. (City of Palo Alto)
Structural Plan Check Engineer
2012 - 2013

Starting in December of 2013, Scott accepted a position to perform and manage plan reviews in the Central Valley and Central Coast for many of 4LEAF's clientele. Since 2012, Scott has worked for 4LEAF as a structural plan review engineer and was tasked to the City of Palo Alto where he was often assigned to work with the public and architects to answer building code related questions and to provide excellent customer service. In addition, Scott performed many large-scale plan reviews for the City including:

- Workday Campus (6 Stories) - $50 Million
- Stanford Medical Center (6 Stories) - $32 Million
- VMWare HTE Tenant Improvement - $25 Million
- Hilton Hotel and Underground Parking - $18 Million
- VMWare Parking Structure 2 - $14 Million
- Stanford Hospital Site Development - $13 Million
- 260 California (3 Story mixed-use & underground parking) - $10 M
- Thermal Vacuum Chamber - $9.7 Million
- VMWare Parking Structure (4 Levels) - $6.8 Million
- 4-Story Tenant Improvement for Survey Monkey - $6.1 Million

Willdan Engineering – Fresno, CA
Structural Plan Check Engineer
2007 - 2010
Scott performed structural plan reviews on behalf of Willdan Engineering for numerous jurisdictions throughout California. Scott was tasked with the plan review, creation of the plan check letter, communicating with project stakeholders, and educating the applicants on current building codes and standards. Some of Scott's projects included:

- CSU Humboldt Student Center Expansion; Arcata, CA
- Park Place: Res/Office/Retail over Parking; Paso Robles, CA
- CalRENEW-1 Solar Power Farm; Mendota, CA
- City of Winters Police/Fire Complex; Winters, CA
- UC Davis Hyatt Place Hotel; Davis, CA

Advanced Structural Design, Inc. – Fresno, CA
Project Engineer
1998 - 2007
Scott was a Project Engineer for nearly ten years with Advanced Structural Design out of Fresno. Scott was responsible for engineering design, drafting (AutoCAD & hand), shop drawing review, and coordination with clients.

- Mt. Whitney Classroom Buildings; Visalia CA (DSA #02-107633)
- Plumber's Union Expansion; Fresno, CA
- Oak Valley New Admin; Tulare Co., CA
- Paul Evert's RV Expansion and New Canopies; Fresno, CA
- Grizzlies Stadium; Fresno, CA

Alejandra "Alex" Molina

Code Enforcement Manager

Experience
21+ years

Education
Lee College, BS
College of the Canyon, AA

Certification
PC 832
Situation Awareness Specialist (SAS)
Applied Verbal De-Escalation (AVDE)

Memberships
California Association of Code Enforcement
American Association of Code Enforcement

Experience Summary

Alejandra is a highly dedicated professional with extensive experience relating to Code Enforcement Management. She is detail-oriented and precise, with superb organizational talents and is adept in strategically planning project directions and management systems that produce at the most effective performance levels. Alejandra is an excellent bilingual communicator who interacts effectively with property owners, building contractors, government officials, and citizens to address and resolve any problems.

Select Professional Experience

4LEAF, Inc.
Code Enforcement Manager
2023 – Present
Alejandra joined 4LEAF as a Code Enforcement Manager and is responsible for:

- Planning, directing, coordinating, and reviewing the work plan for Code Enforcement staff.
- Assigning work activities, projects, and programs and reviewing and evaluating work products.
- Overseeing and providing direction in the management and enforcement of all Code Enforcement programs.
- Selecting, training, and evaluating Code Enforcement personnel, including the coordination of staff training.

City of Santa Monica
Lead Code Enforcement Officer
2022 – 2023

- Responsible for business development and operational functions involving Code Enforcement Management for various government agencies.
- Serviced existing accounts and built new relationships to establish new clients.
- Build relationships with Code Enforcement Departments/Staff and advise on services.

City of Malibu
Code Enforcement Officer
2018 – 2022

- Coordinated and executed the Code Enforcement division work plans.
- Managed the development and implementation of Building and Code Enforcement.

Isolda Lobao

Regional Plan Review Coordinator Lead

Experience
25+ years

Certifications
ICC Permit Technician

Skills
Acella
BlueBeam
New World Permit
QuickBooks
INFOR

Experience Summary

Isolda is a dedicated and highly experienced professional with over 15 years of administrative and technical expertise, primarily within the building and permitting sectors. She currently serves as a Plan Review Coordinator, where she plays a key role in assisting internal routing and ensuring the timely and efficient completion of plan reviews. Isolda coordinates with specialized staff to ensure each review is aligned with the unique needs of the client, demonstrating her strong organizational skills and commitment to service excellence.

Professional Experience

4LEAF, Inc.
Regional Plan Review Coordinator Lead
2025 - Present

- Lead the coordination of the internal routing of plan reviews to ensure alignment with project scope and client-specific requirements.
- Assists in managing the plan review process from intake to completion, ensuring timely and accurate processing.
- Collaborates with multidisciplinary teams to assign reviews to appropriate technical staff based on expertise.
- Maintains strong communication with clients to ensure expectations are met and tailored service is delivered.
- Monitors progress of active reviews and facilitates solutions to streamline workflow and meet project deadlines.
- Supports continuous improvement efforts within the plan review process to enhance efficiency and client satisfaction.

County of Santa Cruz
Senior Building Permit Technician
2020 – 2025

- Managed all facets of the building division permit center activities including front counter inquiries, permit intake, resubmittals, assisting the public with code enforcement guidance, and more.
- Prepared final documents of issuance, calculated fees and verified required documents were present while facilitating effective and friendly communication between developers, property owners, and contractors with various agencies located within the department.

4LEAF, Inc.
Building Permit Technician
2017 – 2020

- Provided information and direction to the public on building issues, applicable local, state, and federal requirements, building codes, ordinances, documents, and more.
- Verified that the required permits, licenses, and insurances had been obtained as well as calculating and processing permits and mitigation fees.

City of Sacramento
Building Permit Technician
2018 – 2019

- Guided applicants in the intake and processing of building permit applications for residential, commercial, and industrial projects within the jurisdiction.
- Processed electronic and physical plans for completeness by ensuring all supporting documents were provided and all applicable fees were invoiced.

Sacred Heart Catholic Church
Office Assistant
2012 – 2017

- Tracked the tuition fees for religious education families and sent out quarterly statements.
- Managed the permanent Sacramental records for the parish and prepared various official documents.

JTA Services Inc.
REO Processor
2008 – 2012

- Provided excellent customer service to both internal and external customers.
- Prioritized attention to detail within a rapidly shifting service-oriented environment.

R&M Pool Service & Supply Inc.
Office Manager
2006 - 2007

- Responsible for the successful operation of an established retail store as well as taking inventory and ordering supplies.
- Frequently interacted with customers with excellent customer service skills focused on ensuring that the needs of the customer were the highest priority.

Pedro's Drywall Inc.
Office Manager
1999 – 2004

- Managed weekly payroll, bank reconciliation's, electric payroll tax deposits, receivable accounts, and payable accounts.
- Maintained record for yearend audits, workman's compensation, payroll insurance, and more.

Mark Ellis, CBO

Regional Area Liaison / Building Official

Experience

30+ years

Education

Butte, Modesto and Santa Ana College with majors in Building Inspection, Building Dept. Administration, and Fire Technology.

Leadership Turlock Graduate (1 Year course on business and government)

Certificates

ICC Building Official
ICC Combination Inspector
ICC Residential Combination Inspector
ICC Combination Dwelling Inspector
ICC Building Inspector
ICC Plumbing Inspector
ICC Mechanical Inspector
ICC Electrical Inspector
ICC Plumbing Inspector UPC

Experience Summary

Mark is an ICC Certified Building Official with more than 30 years of experience working within municipal Building Departments in multiple different capacities. As a Building Official Mark has successfully managed the budget and staff of Building and Safety Departments that included Building Inspection, Plan Review, and Permit Counter. Mark has served as the Building Official for such jurisdictions as the cities of Santa Cruz and Turlock. As a Building Inspector Mark has conducted inspections on many residential, commercial, and industrial buildings and has worked on numerous projects as was a post-earthquake disaster evaluation Responder for the 1994 Northridge earthquake.

Select Professional Experience

4LEAF, Inc.
Regional Area Liaison / Building Official
2024 – Present
Mark is local to the Monterey Bay Area and served 25 years of his career as a Chief Building Official. Mark will serve as an area Liaison for 4LEAF where he will assist local Code Officials on Code interpretations and management advice. In addition, Mark will work to recruit and recommend personnel throughout the Santa Cruz County, San Benito County, and Monterey County areas. Mark will also be a regular attendee and participant at local area chapters and represent 4LEAF in our new Monterey Office.

City of Santa Cruz
Building Official
2010 – 2024

- Responsible for Building & Safety division operations including plan review, inspection and public counter. Administer department budget, coordinate activities with other departments, city manager's office and council. Monterey Chapter ICC President/Building Official of the Year (2014).

- Accomplishments include code adoption and ordinance updates, division reorganization (job descriptions/structure), staff development and maintaining service delivery with 4 (3 key) staff vacancies.
- Provided disaster support to Harbor during tsunami damage recovery. Provided support to neighboring city to mitigate flood damage/loss of residential homes. Provided support to Napa as part of post-earthquake disaster team.

City of Turlock
Chief Building Official
1999 – 2009

- Administration of Building & Safety division during a time of high construction activity and community growth.
- Maintain and enhance professional relationships with design professionals, development community, colleagues and up to 20 division staff.
- 2005 Chairperson, California Building Official's Annual Business Meeting.
- 2004 President, Yosemite Chapter of ICC.
- 1999 – 2000 Instructor, Turlock Development Academy.

City of Turlock
Building Inspector (I, II, Senior, Supervising)
1989 – 1999

- Conduct combination inspections of residential, commercial and industrial buildings and structures, coordinating with builders, owners and designers.
- Emergency response support for Police/Fire (Fire Damage, Vehicle vs Building, etc.).
- Plan Review for compliance with applicable California Building Standards.
- Train, mentor and supervise team (inspectors, plans examiners, admin. staff).
- Responder-1994 Northridge post-earthquake disaster evaluation team.

Prior experience in construction and as a Firefighter (OCFD, CDF-Butte County)

Minerva "Minnie" Arredondo, CBO, CALOES

Proposed Building Official

Experience
25+ years

Certifications
ICC Certified Building Official
ICC Certified Permit Technician

Affiliations/Accomplishments
United States Marine Corps.
Honorable Discharge, 1986

Associations
International Code Council
ICC Monterey Bay Chapter

Experience Summary

Minnie is an experienced Permit Center Manager and Building Official based in the Monterey Bay Area. She has more than 25 years of experience and is skilled in setting up management systems such as manuals, procedures, and documentation. She is adept in providing high-quality customer service, maintaining department databases and administrative files, scheduling inspections, and supervising Building Department staff and processes to maintain efficiency in the Department. Minnie adapts easily to new processes and environments and can quickly learn new skills and apply them efficiently. She works well under pressure, is bilingual, organized, highly dedicated, can multitask, and is a great problem solver.

Select Project Experience

4LEAF, Inc. – (Monterey Bay Area including the City of Greenfield)
Permit Center Manager / Building Official
2020 - Present

Minnie is a steadfast team member who demonstrates natural leadership qualities in her position as Permit Center Manager and Assistant Building Official. Minnie is currently assigned to the City of Greenfield where she is working on several large development projects, including the Airport Museum and workforce housing projects. Minnie is proficient in multiple Building Department software including Acella, Trak-It, Tyler, and iWorQ. She helps operate and maintain the Department by assisting customers, reviewing all applications and plan submittals, collaborating with other departments and agencies, and scheduling inspections. In addition, she assists the City in improving the efficiency of the Building Department by:

- Managing Department staff and ensuring a seamless work environment
- Supervising project procedures and processes
- Creating and updating informational handouts
- Reducing the turn-around timeframe for plan reviews
- Sustaining high morale within the Department
- Providing public assistance relating to the building permit application process
- Auditing processes, financial files, and efficiency of "Contracted" Building Departments
- Assisting the Code Enforcement Officer with code violations, legal notices, and compliance
- Maintaining the City's permit software by extracting data and converting to alternate platforms, report writing, and troubleshooting problems
- Training existing staff on processes and procedures

Interwest Consulting Group
Senior Permit Technician
2017 - 2019
Minnie was predominantly assigned to work on behalf of Interwest for the City of Elk Grove. Minnie worked with clients to facilitate the processing of construction projects, assisted with all duties (from reviewing application submittals for completeness and accuracy to building permit issuance), and completed and maintained records, reports, documents, and correspondence. Additional responsibilities included:

- Assisting with fee calculations for residential and commercial projects
- Coordinating approvals from different City departments and other agencies that were required prior to the permit issuance
- Processing temporary and permanent certificates of occupancy
- Working closely with Development Engineering, Emergency Services, Developers, and Project Engineers in providing block numbers, street name approvals, reviewing street flows, and addressing for new subdivisions

4LEAF, Inc. – City of Lathrop, CA
Permit Technician
2015 - 2017
As contract staff to the City of Lathrop, Minnie performed all job duties relating to maintaining and operating a Building Department. She collaborated with City staff and consultants to ensure construction projects were routed through the proper departments efficiently and in a timely manner. Minnie also assisted developers, homebuilders, and homeowners with their plans and applications.

Newman Flange and Fitting Company
Inside Salesperson
2011 - 2015
In this position, Minnie calculated fees for quotes and provided product information to clients. She was responsible for reviewing purchase orders for accuracy and ensured that all orders were entered and manufactured per ASTM/ASME Codes. Minnie created work orders and coordinated with other departments to ensure timely delivery, invoiced customers, and addressed customer concerns.

Precision Inspection Company
Senior Permit Technician
1999 - 2009
In her first role as a Permit Technician (which progressed her into a Senior position), Minnie provided public assistance relating to the Building Permit Application process as contract staff to multiple municipalities. She routed Building Permit Applications and plans to appropriate departments and agencies, scheduled inspections, and calculated Building, Plan Review, and City Impact Fees for construction projects. Minnie also conducted Section 8 housing inspections, provided administrative assistance to Code Enforcement Officers, and maintained Company-wide permitting software. On behalf of Precision, Minnie worked for jurisdictions such as the Cities of Hollister, Newman, Gustine, and Los Banos.

RESOLUTION NO. 6247

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLEDAD APPROVING A NON-EXCLUSIVE PROFESSIONAL SERVICE AGREEMENT WITH CSG CONSULTANTS INC. IN AN AMOUNT NOT TO EXCEED $100,000 FOR TECHNICAL BUILDING AND PLANNING DIVISION SERVICES FOR SPECIAL PROJECTS UPON APPROVAL OF THE FY 25/26 BUDGET, AND AUTHORIZING THE CITY MANAGER TO EXECUTE SAID AGREEMENT

WHEREAS, since 2011, the Community and Economic Development Department has contracted with CSG Consultants, Inc. ("CSG") to provide building division services to the City of Soledad under an annually extended agreement; and

WHEREAS, in alignment with best practices and applicable procurement requirements, the City issued a Request for Proposals (RFP) from May 16 through May 30, 2025, seeking proposals for building division and planning services, including plan check review, inspections, and a contract City Building Official; and

WHEREAS, the City received four (4) proposals from qualified and certified firms with demonstrated experience in California, and on June 6, 2025, conducted interviews to evaluate each firm's capacity, understanding of the scope of work, ability to meet service needs, and cost-effectiveness; and

WHEREAS, following the evaluation process, City staff recommended continuing services with CSG based on the strength of their proposal, qualifications, and personnel—specifically noting the performance of the current Building Official, who is locally based, highly experienced, and has played a key role in managing and overseeing several significant construction projects in the City; and

WHEREAS, the City seeks to retain the continued support of the current Building Official to assist with project management and ensure successful closeout of active construction projects; and

WHEREAS, the City has also utilized a planning consultant from CSG on several major economic development initiatives and, recognizing the consultant's experience and the strategic importance of these projects, intends to continue these planning services; and

WHEREAS, the FY 2025–2026 budget for the Community and Economic Development Department includes $210,000 allocated for building division professional services, including plan check, inspections, and Building Official support; and

NOW, THEREFORE BE IT HEREBY RESOLVED, by the City Council of the City of Soledad that the contract with CSG in the not-to-exceed amount of $100,000 for Building and Planning services, a copy of which is attached hereto as **Exhibit A,** and by this reference incorporated herein, is hereby approved, and the City Manager is authorized and directed to execute the same on behalf of the City.

PASSED AND ADOPTED by the City Council of the City of Soledad, at a regular meeting duly held on the 18th day of June 2025 by the following vote:

AYES, and in favor thereof Councilmembers:

NOES, Councilmembers:

ABSENT, Councilmembers:

ABSTAIN, Councilmembers:

_____
ANNA M. VELAZQUEZ, Mayor

ATTEST:

_____
MEGAN HUNTER, City Clerk

NON-EXCLUSIVE CONSULTING SERVICES AGREEMENT BETWEEN THE CITY OF SOLEDAD AND (CSG Consultants Inc.)

THIS AGREEMENT for consulting services is made by and between the City of Soledad ("City") and CSG Consultants Inc. ("Consultant") (together referred to as the "Parties") as of July 1, 2025 (the "Effective Date").

Section 1. **SERVICES**. Subject to the terms and conditions set forth in this Agreement, Consultant shall provide to City the services described in the Scope of Work attached as Attachment 1 , and incorporated herein, at the time and place and in the manner specified therein. In the event of a conflict in or inconsistency between the terms of this Agreement and Attachment 1, the Agreement shall prevail.

1.1 **Term of Services.** The term of this Agreement shall begin on the Effective Date and shall end on June 30, 2026, unless the term of the Agreement is otherwise terminated or extended, as provided for in Section 8. The time provided to Consultant to complete the services required by this Agreement shall not affect the City's right to terminate the Agreement, as referenced in Section 8.

1.2 **Standard of Performance.** Consultant shall perform all services required pursuant to this Agreement according to the standards observed by a competent practitioner of the profession in which Consultant is engaged.

1.3 **Assignment of Personnel.** Consultant shall assign only competent personnel to perform services pursuant to this Agreement. In the event that City, in its sole discretion, at any time during the term of this Agreement, desires the reassignment of any such persons, Consultant shall, immediately upon receiving notice from City of such desire of City, reassign such person or persons.

1.4 **Time.** Consultant shall devote such time to the performance of services pursuant to this Agreement as may be reasonably necessary to meet the standard of performance provided in Section 1.1 above and to satisfy Consultant's obligations hereunder.

1.5 **Public Works Requirements.**

Intentionally Left Blank

Section 2. **COMPENSATION.** City hereby agrees to pay Consultant a not-to-exceed amount of One Hundred Thousand Dollars ($100,000) notwithstanding any contrary indications that may be contained in Consultant's proposal, for services to be performed and reimbursable costs incurred under this Agreement. In the event of a conflict between this Agreement and Consultant's proposal, attached as Attachment 1, regarding the amount of compensation, the Agreement shall prevail. City shall pay Consultant for services rendered pursuant to this Agreement at the time and in the manner set forth herein. The payments specified below shall be the only payments from City to Consultant for services rendered pursuant to this Agreement. Consultant shall submit all invoices to City in the manner specified herein. Except as specifically authorized by City in writing, Consultant shall not bill City for duplicate services performed by more than one person.

Consultant and City acknowledge and agree that compensation paid by City to Consultant under this Agreement is based upon Consultant's estimated costs of providing the services required hereunder, including salaries and benefits of employees and subcontractors of Consultant. Consequently, the parties further agree that compensation hereunder is intended to include the costs of contributions to any pensions and/or annuities to which Consultant and its employees, agents, and subcontractors may be eligible. City therefore has no responsibility for such contributions beyond compensation required under this Agreement.

2.1 **Invoices.** Consultant shall submit invoices, not more often than once a month during the term of this Agreement, based on the cost for services performed and reimbursable costs incurred prior to the invoice date. Invoices shall contain the following information:

- Serial identifications of progress bills; i.e., Progress Bill No. 1 for the first invoice, etc.;
- The beginning and ending dates of the billing period;
- A Task Summary containing the original contract amount, the amount of prior billings, the total due this period, the balance available under the Agreement, and the percentage of completion;
- At City's option, for each work item in each task, a copy of the applicable time entries or time sheets shall be submitted showing the name of the person doing the work, the hours spent by each person, a brief description of the work, and each reimbursable expense;
- The total number of hours of work performed under the Agreement by Consultant and each employee, agent, and subcontractor of Consultant performing services hereunder;
- The Consultant's signature;
- Consultant shall give separate notice to the City when the total number of hours worked by Consultant and any individual employee, agent, or subcontractor of Consultant reaches or exceeds 800 hours within a 12-month period under this Agreement and any other agreement between Consultant and City. Such notice shall include an estimate of the time necessary to complete work described in a given task order and the estimate of time necessary to complete work under any other agreement between Consultant and City, if applicable.

2.2 **Monthly Payment.** City shall make monthly payments, based on invoices received, for services satisfactorily performed, and for authorized reimbursable costs incurred. City shall have 30 days from the receipt of an invoice that complies with all of the requirements above to pay Consultant.

2.3 **Final Payment.** City shall pay the last 10% of the total sum due pursuant to each task order within 60 days after completion of the services and submittal to City of a final invoice, if all services required have been satisfactorily performed.

2.4 **Total Payment.** City shall pay for the services to be rendered by Consultant pursuant to this Agreement. City shall not pay any additional sum for any expense or cost whatsoever incurred by Consultant in rendering services pursuant to this Agreement. City shall make no payment for any extra, further, or additional service pursuant to this Agreement.

In no event shall Consultant submit any invoice for an amount in excess of the maximum amount of compensation provided above either for a task or for the entire Agreement, unless the Agreement is modified prior to the submission of such an invoice by a properly executed change order or amendment.

2.5 **Hourly Fees.** Fees for work performed by Consultant on an hourly basis shall not exceed the amounts shown on the compensation schedule attached hereto as Attachment 1.

2.6 **Reimbursable Expenses.** Reimbursable expenses are included in the total amount of compensation provided under this Agreement that shall not be exceeded.

2.7 **Payment of Taxes.** Consultant is solely responsible for the payment of employment taxes incurred under this Agreement and any similar federal or state taxes.

2.8 **Payment upon Termination.** In the event that the City or Consultant terminates this Agreement pursuant to Section 8, the City shall compensate the Consultant for all outstanding costs and reimbursable expenses incurred for work satisfactorily completed as of the date of written notice of termination. Consultant shall maintain adequate logs and timesheets to verify costs incurred to that date.

2.9 **Authorization to Perform Services.** The Consultant is not authorized to perform any services or incur any costs whatsoever under the terms of this Agreement until receipt of authorization from the Contract Administrator.

Section 3. **FACILITIES AND EQUIPMENT.** Except as set forth herein, Consultant shall, at its sole cost and expense, provide all facilities and equipment that may be necessary to perform the services required by this Agreement. City shall make available to Consultant only the facilities and equipment listed in this section, and only under the terms and conditions set forth herein.

City shall furnish physical facilities such as desks, filing cabinets, and conference space, as may be reasonably necessary for Consultant's use while consulting with City employees and reviewing records and the information in possession of the City. The location, quantity, and time of furnishing those facilities shall be in the sole discretion of City. In no event shall City be obligated to furnish any facility that may involve incurring any direct expense, including but not limited to computer, long-distance telephone or other communication charges, vehicles, and reproduction facilities.

Section 4. **INSURANCE REQUIREMENTS.** Before beginning any work under this Agreement, Consultant, at its own cost and expense, unless otherwise specified below, shall procure the types and amounts of insurance listed below against claims for injuries to persons or damages to property that may arise from or in connection with the performance of the work hereunder by the Consultant and its agents, representatives, employees, and subcontractors. Consistent with the following provisions, Consultant shall provide proof satisfactory to City of such insurance that meets the requirements of this section and under forms of insurance satisfactory in all respects, and that such insurance is in effect prior to beginning work to the City. Consultant shall maintain the insurance policies required by this section throughout the term of this Agreement. The cost of such insurance shall be included in the Consultant's bid. Consultant shall not allow

any subcontractor to commence work on any subcontract until Consultant has obtained all insurance required herein for the subcontractor(s) and provided evidence that such insurance is in effect to City. Verification of the required insurance shall be submitted and made part of this Agreement prior to execution. Consultant shall maintain all required insurance listed herein for the duration of this Agreement.

4.1 **Workers' Compensation.** Consultant shall, at its sole cost and expense, maintain Statutory Workers' Compensation Insurance and Employer's Liability Insurance for any and all persons employed directly or indirectly by Consultant. The Statutory Workers' Compensation Insurance and Employer's Liability Insurance shall be provided with limits of not less than $2,000,000 per accident. In the alternative, Consultant may rely on a self-insurance program to meet those requirements, but only if the program of self-insurance complies fully with the provisions of the California Labor Code. Determination of whether a self-insurance program meets the standards of the Labor Code shall be solely in the discretion of the Contract Administrator. The insurer, if insurance is provided, or the Consultant, if a program of self-insurance is provided, shall waive all rights of subrogation against the City and its officers, officials, employees, and volunteers for loss arising from work performed under this Agreement.

4.2 **Commercial General and Automobile Liability Insurance.**

4.2.1 **General requirements.** Consultant, at its own cost and expense, shall maintain commercial general and automobile liability insurance for the term of this Agreement in an amount not less than $2,000,000 per occurrence, combined single limit coverage for risks associated with the work contemplated by this Agreement. If a Commercial General Liability Insurance or an Automobile Liability form or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to the work to be performed under this Agreement or the general aggregate limit shall be at least twice the required occurrence limit. Such coverage shall include but shall not be limited to, protection against claims arising from bodily and personal injury, including death resulting therefrom, and damage to property resulting from activities contemplated under this Agreement, including the use of owned and non-owned automobiles.

4.2.2 **Minimum scope of coverage.** Commercial general coverage shall be at least as broad as Insurance Services Office Commercial General Liability occurrence form CG 0001 (most recent edition) covering comprehensive General Liability on an "occurrence" basis. Automobile coverage shall be at least as broad as Insurance Services Office Automobile Liability form CA 0001 (most recent edition), Code 1 (any auto). No endorsement shall be attached limiting the coverage.

4.2.3 **Additional requirements.** Each of the following shall be included in the insurance coverage or added as a certified endorsement to the policy:

a. The Insurance shall cover on an occurrence or an occurrence basis, and not on a claims-made basis.

b. City, its officers, officials, employees, and volunteers are to be covered as insureds as respects: liability arising out of work or operations performed by or on behalf of the Consultant; or automobiles owned, leased, hired, or borrowed by the Consultant

c. For any claims related to this Agreement or the work hereunder, the Consultant's insurance covered shall be primary insurance as respects the City, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by the City, its officers, officials, employees, or volunteers shall be excess of the Consultant's insurance and shall not contribute with it.

d. Each insurance policy required by this clause shall be endorsed to state that coverage shall not be canceled by either party, except after 30 days' prior written notice has been provided to the City.

4.3 Professional Liability Insurance.

4.3.1 General requirements. Consultant, at its own cost and expense, shall maintain for the period covered by this Agreement professional liability insurance for licensed professionals performing work pursuant to this Agreement in an amount not less than $1,000,000 covering the licensed professionals' errors and omissions. Any deductible or self-insured retention shall not exceed $150,000 per claim.

4.3.2 Claims-made limitations. The following provisions shall apply if the professional liability coverage is written on a claims-made form:

a. The retroactive date of the policy must be shown and must be before the date of the Agreement.

b. Insurance must be maintained and evidence of insurance must be provided for at least five years after completion of the Agreement or the work, so long as commercially available at reasonable rates.

c. If coverage is canceled or not renewed and it is not replaced with another claims-made policy form with a retroactive date that precedes the date of this Agreement, Consultant must purchase an extended period coverage for a minimum of five years after completion of work under this Agreement.

d. A copy of the claim reporting requirements must be submitted to the City for review prior to the commencement of any work under this Agreement.

4.4 All Policies Requirements.

4.4.1 Acceptability of insurers. All insurance required by this section is to be placed with insurers with a Bests' rating of no less than A:VII.

4.4.2 **Verification of coverage.** Prior to beginning any work under this Agreement, Consultant shall furnish City with a complete copy of the certificate of insurance delivered to Consultant by the insurer. Certificates of insurance shall show the signature of a person authorized by that insurer to bind coverage on its behalf. If the City does not receive the required insurance documents prior to the Consultant beginning work, it shall not waive the Consultant's obligation to provide them. If the Certificate of Insurance refers to the policy and it is necessary as a reference, then the City will reserve the right to require complete copies of all required insurance policies at any time.

4.4.3 **Deductibles and Self-Insured Retentions.** Consultant shall disclose to and obtain the written approval of City for the self-insured retentions and deductibles before beginning any of the services or work called for by any term of this Agreement. At the option of the City, either: the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the City, its officers, employees, and volunteers; or the Consultant shall provide a financial guarantee satisfactory to the City guaranteeing payment of losses and related investigations, claim administration and defense expenses.

4.4.4 **Wasting Policies**. No policy required by this Section 4 shall include a "wasting" policy limit (i.e. limit that is eroded by the cost of defense).

4.4.5 **Waiver of Subrogation.** Consultant hereby agrees to waive subrogation which any insurer or contractor may require from vendor by virtue of the payment of any loss. Consultant agrees to obtain any endorsements that may be necessary to affect this waiver of subrogation.

The Workers' Compensation policy shall be endorsed with a waiver of subrogation in favor of the entity for all work performed by the consultant, its employees, agents, and subcontractors.

4.4.6 **Subcontractors.** Consultant shall include all subcontractors as insureds under its policies or shall furnish separate certificates and endorsements for each subcontractor. All coverages for subcontractors shall be subject to all of the requirements stated herein.

4.5 **Remedies.** In addition to any other remedies City may have if Consultant fails to provide or maintain any insurance policies or policy endorsements to the extent and within the time herein required, City may, at its sole option exercise any of the following remedies, which are alternatives to other remedies City may have and are not the exclusive remedy for Consultant's breach:

- Obtain such insurance and deduct and retain the amount of the premiums for such insurance from any sums due under the Agreement;

- Order Consultant to stop work under this Agreement or withhold any payment that becomes due to Consultant hereunder, or both stop work and withhold any payment, until Consultant demonstrates compliance with the requirements hereof; and/or

- Terminate this Agreement.

Section 5. INDEMNIFICATION AND CONSULTANT'S RESPONSIBILITIES.

To the full extent permitted by law, CSG Consultants Inc. shall indemnify, defend, and hold harmless Owner, its governing body, officers, agents, employees, and volunteers from and against any and all liability, loss, damage, claims, expenses and costs (including, without limitation, attorney fees and costs and fees of litigation) (collectively, "Liability") arising out of, pertaining to, or relating to the negligence, recklessness, or willful misconduct of Engineer in the performance of this Agreement, except such Liability caused by the active negligence, sole negligence or willful misconduct of Owner. This indemnification obligation is not limited in any way by any limitation on the amount or type of damages or compensation payable to or for Engineer or its agents or employees under Workers' Compensation acts, disability benefits acts, or other employee benefit acts. This indemnification obligation is not limited by any limitation on the amount or type of damages available under any applicable insurance coverage and shall survive the expiration or early termination of this Agreement with respect to Liability arising during the term of the Agreement.

The Consultant's obligation to defend and indemnify shall not be excused because of the Consultant's inability to evaluate Liability or because the Consultant evaluates Liability and determines that the Consultant is not liable to the claimant. The Consultant must respond within 30 days, to the tender of any claim for defense and indemnity by the City, unless this time has been extended by the City. If the Consultant fails to accept or reject a tender of defense and indemnity within 30 days, in addition to any other remedy authorized by law, so much of the money due the Consultant under and by virtue of this Agreement as shall reasonably be considered necessary by the City, may be retained by the City until disposition has been made of the claim or suit for damages, or until the Consultant accepts or rejects the tender of defense, whichever occurs first.

With respect to third party claims against the Consultant, the Consultant waives any and all rights of any type to express or implied indemnity against the Indemnitees.

Notwithstanding the forgoing, to the extent this Agreement is a "construction contract" as defined by California Civil Code Section 2782, as may be amended from time to time, such duties of consultant to indemnify shall not apply when to do so would be prohibited by California Civil Code Section 2782.

In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

Section 6. STATUS OF CONSULTANT.

6.1 **Independent Contractor.** At all times during the term of this Agreement, Consultant shall be an independent contractor and shall not be an employee of City. City shall have the right to control Consultant only insofar as the results of Consultant's services rendered pursuant to this Agreement and assignment of personnel pursuant to Subparagraph 1.3; however, otherwise City shall not have the right to control the means by which Consultant accomplishes services rendered pursuant to this Agreement. Notwithstanding any other City, state, or federal policy, rule, regulation, law, or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing services under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any and all claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in the California Public Employees Retirement System (PERS) as an employee of City and entitlement to any contribution to be paid by City for employer contributions and/or employee contributions for PERS benefits.

6.2 **Consultant Not an Agent.** Except as City may specify in writing, Consultant shall have no authority, express or implied, to act on behalf of City in any capacity whatsoever as an agent. Consultant shall have no authority, express or implied, pursuant to this Agreement to bind City to any obligation whatsoever.

Section 7. LEGAL REQUIREMENTS.

7.1 **Governing Law.** The laws of the State of California shall govern this Agreement.

7.2 **Compliance with Applicable Laws.** Consultant and any subcontractors shall comply with all laws applicable to the performance of the work hereunder.

7.3 **Other Governmental Regulations.** To the extent that this Agreement may be funded by fiscal assistance from another governmental entity, Consultant and any subcontractors shall comply with all applicable rules and regulations to which City is bound by the terms of such fiscal assistance program.

7.4 **Licenses and Permits.** Consultant represents and warrants to City that Consultant and its employees, agents, and any subcontractors have all licenses, permits, qualifications, and approvals of whatsoever nature that are legally required to practice their respective professions. Consultant represents and warrants to City that Consultant and its employees, agents, any subcontractors shall, at their sole cost and expense, keep in effect at all times during the term of this Agreement any licenses, permits, and approvals that are legally required to practice their respective professions. In addition to the foregoing, Consultant and any subcontractors shall obtain and maintain during the term of this Agreement valid Business Licenses from City.

7.5 **Nondiscrimination and Equal Opportunity.** Consultant shall not discriminate, on the basis of a person's race, religion, color, national origin, age, physical or mental handicap or disability, medical condition, marital status, sex, or sexual orientation, against any employee, applicant for employment, subcontractor, bidder for a subcontract, or participant in, recipient

of, or applicant for any services or programs provided by Consultant under this Agreement. Consultant shall comply with all applicable federal, state, and local laws, policies, rules, and requirements related to equal opportunity and nondiscrimination in employment, contracting, and the provision of any services that are the subject of this Agreement, including but not limited to the satisfaction of any positive obligations required of Consultant thereby.

Consultant shall include the provisions of this Subsection in any subcontract approved by the Contract Administrator or this Agreement.

Section 8. TERMINATION AND MODIFICATION.

8.1 **Termination.** City may cancel this Agreement at any time and without cause upon written notification to Consultant.

Consultant may cancel this Agreement upon 60 days' written notice to City and shall include in such notice the reasons for cancellation.

In the event of termination, Consultant shall be entitled to compensation for services performed to the effective date of termination; City, however, may condition payment of such compensation upon Consultant delivering to City any or all documents, photographs, computer software, video and audio tapes, and other materials provided to Consultant or prepared by or for Consultant or the City in connection with this Agreement.

8.2 **Extension.** City may, in its sole and exclusive discretion, extend the end date of this Agreement beyond that provided for in Subsection 1.1. Any such extension shall require a written amendment to this Agreement, as provided for herein. Consultant understands and agrees that, if City grants such an extension, City shall have no obligation to provide Consultant with compensation beyond the maximum amount provided for in this Agreement. Similarly, unless authorized by the Contract Administrator, City shall have no obligation to reimburse Consultant for any otherwise reimbursable expenses incurred during the extension period.

8.3 **Amendments.** The parties may amend this Agreement only by a writing signed by all the parties.

8.4 **Assignment and Subcontracting.** City and Consultant recognize and agree that this Agreement contemplates personal performance by Consultant and is based upon a determination of Consultant's unique personal competence, experience, and specialized personal knowledge. Moreover, a substantial inducement to City for entering into this Agreement was and is the professional reputation and competence of Consultant. Consultant may not assign this Agreement or any interest therein without the prior written approval of the Contract Administrator. Consultant shall not subcontract any portion of the performance contemplated and provided for herein, other than to the subcontractors noted in the proposal, without prior written approval of the Contract Administrator.

8.5 **Survival.** All obligations arising prior to the termination of this Agreement and all provisions of this Agreement allocating liability between City and Consultant shall survive the termination of this Agreement.

8.6 **Options upon Breach by Consultant.** If Consultant materially breaches any of the terms of this Agreement, City's remedies shall included, but not be limited to, the following:

8.6.1 Immediately terminate the Agreement;

8.6.2 Retain the plans, specifications, drawings, reports, design documents, and any other work product prepared by Consultant pursuant to this Agreement;

8.6.3 Retain a different consultant to complete the work described in a given task order not finished by Consultant; or

8.6.4 Charge Consultant the difference between the cost to complete the work described in a given task order that is unfinished at the time of breach and the amount that City would have paid Consultant pursuant to Section 2 if Consultant had completed the work.

Section 9. KEEPING AND STATUS OF RECORDS.

9.1 **Records Created as Part of Consultant's Performance.** All reports, data, maps, models, charts, studies, surveys, photographs, memoranda, plans, studies, specifications, records, files, or any other documents or materials, in electronic or any other form, that Consultant prepares or obtains pursuant to this Agreement and that relate to the matters covered hereunder shall be the property of the City. Consultant hereby agrees to deliver those documents to the City upon termination of the Agreement. It is understood and agreed that the documents and other materials, including but not limited to those described above, prepared pursuant to this Agreement are prepared specifically for the City and are not necessarily suitable for any future or other use. City and Consultant agree that, until final approval by City, all data, plans, specifications, reports and other documents are confidential and will not be released to third parties without prior written consent of both parties.

9.2 **Consultant's Books and Records.** Consultant shall maintain any and all ledgers, books of account, invoices, vouchers, canceled checks, and other records or documents evidencing or relating to charges for services or expenditures and disbursements charged to the City under this Agreement for a minimum of 3 years, or for any longer period required by law, from the date of final payment to the Consultant to this Agreement.

9.3 **Inspection and Audit of Records.** Any records or documents that Section 9.2 of this Agreement requires Consultant to maintain shall be made available for inspection, audit, and/or copying at any time during regular business hours, upon oral or written request of the City. Under California Government Code Section 8546.7, if the amount of public funds expended under this Agreement exceeds $10,000.00, the Agreement shall be subject to the

examination and audit of the State Auditor, at the request of City or as part of any audit of the City, for a period of 3 years after final payment under the Agreement.

Section 10 MISCELLANEOUS PROVISIONS.

10.1 Attorneys' Fees. If a party to this Agreement brings any action, including an action for declaratory relief, to enforce or interpret the provision of this Agreement, the prevailing party shall be entitled to reasonable attorneys' fees in addition to any other relief to which that party may be entitled. The court may set such fees in the same action or in a separate action brought for that purpose.

10.2 Venue. In the event that either party brings any action against the other under this Agreement, the parties agree that trial of such action shall be vested exclusively in the state courts of California in the County of Monterey or in the United States District Court for the Northern District of California.

10.3 Severability. If a court of competent jurisdiction finds or rules that any provision of this Agreement is invalid, void, or unenforceable, the provisions of this Agreement not so adjudged shall remain in full force and effect. The invalidity in whole or in part of any provision of this Agreement shall not void or affect the validity of any other provision of this Agreement.

10.4 No Implied Waiver of Breach. The waiver of any breach of a specific provision of this Agreement does not constitute a waiver of any other breach of that term or any other term of this Agreement.

10.5 Successors and Assigns. The provisions of this Agreement shall inure to the benefit of and shall apply to and bind the successors and assigns of the parties.

10.6 Use of Recycled Products. Consultant shall prepare and submit all reports, written studies and other printed material on recycled paper to the extent it is available at equal or less cost than virgin paper.

10.7 Conflict of Interest. Consultant may serve other clients, but none whose activities within the corporate limits of City or whose business, regardless of location, would place Consultant in a "conflict of interest," as that term is defined in the Political Reform Act, codified at California Government Code Section 81000 *et seq.*

Consultant shall not employ any City official in the work performed pursuant to this Agreement. No officer or employee of City shall have any financial interest in this Agreement that would violate California Government Code Sections 1090 *et seq.*

Consultant hereby warrants that it is not now, nor has it been in the previous 12 months, an employee, agent, appointee, or official of the City. If Consultant was an employee, agent, appointee, or official of the City in the previous twelve months, Consultant warrants that it did not participate in any manner in the forming of this Agreement. Consultant understands

that, if this Agreement is made in violation of Government Code § 1090 *et seq.*, the entire Agreement is void and Consultant will not be entitled to any compensation for services performed pursuant to this Agreement, including reimbursement of expenses, and Consultant will be required to reimburse the City for any sums paid to the Consultant. Consultant understands that, in addition to the foregoing, it may be subject to criminal prosecution for a violation of Government Code § 1090 and, if applicable, will be disqualified from holding public office in the State of California.

10.8 **Solicitation.** Consultant agrees not to solicit business at any meeting, focus group, or interview related to this Agreement, either orally or through any written materials.

10.9 **Contract Administration.** This Agreement shall be administered by Community and Economic Development Department ("Contract Administrator"). All correspondence shall be directed to or through the Contract Administrator or his or her designee.

10.10 **Notices.** Any written notice to Consultant shall be sent to:

CSG Consultants Inc.
Attn: Cricket Brinkman
930 Fresno Street
Newman, CA 95360

Any written notice to City shall be sent to:

City of Soledad
Community & Economic Development Director
248 Main Street
Soledad, CA 93960

10.11 **Professional Seal.** Where applicable in the determination of the contract administrator, the first page of a technical report, first page of design specifications, and each page of construction drawings shall be stamped/sealed and signed by the licensed professional responsible for the report/design preparation. The stamp/seal shall be in a block entitled "Seal and Signature of Registered Professional with report/design responsibility," as in the following example.

_____ Seal and Signature of Registered Professional with report/design responsibility.

10.12 **Integration.** This Agreement, including the scope of work attached hereto and incorporated herein as Attachment 1 represents the entire and integrated agreement between City and Consultant and supersedes all prior negotiations, representations, or agreements, either written or oral.

10.13 **Counterparts.** This Agreement may be executed in multiple counterparts, each of which shall be an original and all of which together shall constitute one agreement.

[SIGNATURES ON FOLLOWING PAGE]

The Parties have executed this Agreement as of the Effective Date.

CITY OF SOLEDAD	CSG CONSULTANTS INC.
_____	_____
Megan Hunter, City Manager	NAME , TITLE

Attest:

_____
Megan Hunter, City Clerk

Approved as to Form:

_____
Michael Rodriquez, City Attorney

PROPOSAL TO

City of Soledad

Professional Building, Planning Plan Review and Building Inspection Services

JUNE 18, 2025

930 Fresno Street
Newman, CA 95360

www.csgengr.com

CSG CONSULTANTS
Employee-Owned

Table of Contents

SECTION	1	Cover Letter	2
SECTION	2	Statement of Qualifications	4
SECTION	3	Project Experience	7
SECTION	4	Team Organization	15
SECTION	5	Scope of Work	16
SECTION	6	Cost Proposal and Fee Schedule	37
SECTION	7	Conflict of Interest Statement	40
SECTION	8	Comments on or Requested Changes to Contract	41
SECTION	9	References	42

APPENDIX	A	Resumes

Cover Letter

SECTION 1

May 30, 2025

Beatriz Trujillo
Community Development Director
City of Soledad
248 Main Street
Soledad, CA 93960

Re: Proposal for Professional Building, Planning Plan Review, & Building Inspection Services

Dear Ms. Trujillo,

CSG Consultants, Inc. (CSG) would like to thank the City of Soledad (City) for the opportunity to submit our proposal for Professional Building, Planning Plan Review, and Building Inspection Services.

We greatly value our longstanding relationship with the City and take pride in the wide range of services we have successfully provided over the years.

In response to feedback from City staff regarding our Engineering services, particularly on a key project, we have taken proactive steps to enhance our performance and address the City's concerns. We welcome the opportunity to confirm with staff that these improvements have met expectations. Our goal is to consistently exceed the City's expectations, and we remain committed to working collaboratively to serve the City of Soledad community. To that end, we have assembled a highly qualified team with both the technical expertise and customer service focus necessary to support the City in any capacity our services may be needed.

The Team Organization Chart identifies the many CSG personnel who are available to support the City of Soledad. CSG is proposing top-level staff to provide the following services. John LaTorra will be the Project Manager, Crickett Brinkman will be the Point of Contact for all plan reviews, Mark McClain will be the Building Official and Senior Building Inspector, Gina Paolini will provide Planning services, Rick Rodewald and Jim Dias will provide Fire services, and Sophie Truong will oversee the Engineering services. CSG is prepared to provide Code Enforcement and other services for the City of Soledad, if desired.

We understand the City is seeking qualified consultants to supplement in-house staff, who rely on a basic understanding of plan review and inspection services, but don't always possess the technical expertise related to the California Building Codes. CSG staff thrive in this environment, lending our expertise and working alongside City staff in a collaborative manner. This partnership is increasingly important considering the rapidly evolving development environment of Soledad, which anticipates a 23 percent population growth over the next 20 years (AMBAG 2026 Regional Growth Forecast).

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CSG can readily provide the full scope of professional services with the personnel proposed herein, helping the City ensure timely, thorough, consistent, and code-compliant reviews and inspections. ***No subconsultants will be used, solely CSG staff.*** CSG personnel are registered engineers and/or ICC certified, with additional qualifications including CASp, CACEO, and AICP experience and certification. Many of our proposed team members are cross-trained in multiple service levels, enabling delivery of efficient, seamless integration, and the ability to respond promptly to the City's fluctuating needs. We understand the City's scope of work to include:

- *Building Plan Review Services*
- *Building Official Services*
- *Building Inspection Services*
- *Fire Plan Review Services*
- *Fire Marshal Services*
- *Civil & Engineering Review Services*
- *Optional As-Needed Services*
- *Current & Advanced Planning Plan Review*
- *General Planning Services*
- *Current Planning Services*
- *Advanced Planning Services*

Crickett Brinkman, Regional Operations Director, will serve as the primary contact for plan review for the City and will ensure that all services to the City will be provided in a timely and efficient manner. John LaTorra, Regional Building Services Manager, will serve as Project Manager for the City.

> **Crickett Brinkman** | *Primary Contact / Regional Operations Director*
> 209.862.9511 ***office*** | 209.595.7103 ***cell*** | crickettb@csgengr.com ***email***
>
> **John LaTorra** | *Project Manager / Regional Building Services Manager*
> 650.522.2500 ***office*** | 650.208.4264 ***cell*** | johnl@csgengr.com ***email***

Please feel free to contact Ms. Brinkman or Mr. LaTorra with any questions or comments you may have regarding our proposal. **Pricing has been included in Section 6 (Cost Proposal and Fee Schedule).** As President, I am authorized to negotiate contract terms and bind CSG to an agreement. We look forward to continuing our partnership with the City and to providing these important services to the Soledad community.

Sincerely,

Cyrus Kianpour, PE, PLS
President, CSG Consultants, Inc.

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Statement of Qualifications

SECTION 2

CSG CONSULTANTS

CSG Consultants, Inc. (CSG) is an employee-owned California company with its local office in **Newman** and headquarters in **Foster City**. Additional support is available from our other offices in **Sacramento**, **Pleasanton**, **Paso Robles, San Jose**, and **Orange**. The majority of the 350+ individuals within our firm have provided public agency services throughout their entire careers. Our talented personnel have held positions within communities facing similar development opportunities as the City and bring a wealth of ideas, experience, and solutions. ***No subconsultants will be used for this work, solely CSG staff.***

NAME OF FIRM: CSG Consultants, Inc.

PRIMARY CONTACT: **Crickett Brinkman** | *Regional Operations Director*
209.862.9511 ***office*** | 209.595.7103 ***cell*** | crickettb@csgengr.com ***email***

LOCAL OFFICE: 930 Fresno Street, ***Newman***, CA 95360

HEADQUARTERS: 550 Pilgrim Drive, **Foster City**, CA 94404

REGIONAL OFFICES: 3150 Almaden Expressway #255, ***San Jose***, CA 95118
3875 Hopyard Road, Suite 141, ***Pleasanton***, CA 94588
809 9th Street, Suite 2A, ***Paso Robles***, CA 93446
3707 W. Garden Grove Boulevard, ***Orange***, CA 92868
2150 River Plaza Drive, STE #155, ***Sacramento,*** CA 95833

EMPLOYEES: 350+

YEARS IN BUSINESS: 34 (Since 1991)

TYPE OF BUSINESS: California Corporation • Incorporated June 15, 2000 • Federal ID: 91-2053749

UNDERSTANDING OF THE CITY'S DEVELOPMENT ENVIRONMENT

Considering the rapid outward expansion of the Silicon Valley, Soledad's traditionally agriculture-based community has seen an influx in development and subsequent population growth. This regional shift, coupled with a statewide surge in housing demand, are driving factors behind the expected 23 percent growth forecasted over the next 20 years (AMBAG 2026 Regional Growth Forecast). CSG's breadth and depth of staff can equip the City with the resources needed to keep up with the wave of new residential and commercial development. We understand there are significant projects in the City's pipeline—notably the large-scale Miramonte Specific Plan, multiple housing projects, and various commercial developments—and can work in concert with City staff during high-volume review periods to ensure the City upholds expected turnaround times and customer service levels.

CAPABILITIES & APPROACH TO WORK

CSG's proposed team has been selected to best support the specific needs of City and will deliver exceptional service through its application of technical expertise, knowledge of municipal processes and procedures, efficient and effective customer care, and application of code compliance combined with innovative and helpful alternatives. Our extensive experience in furnishing comprehensive building and fire life safety services to jurisdictions provides a consistent, strong technical foundation to all projects. From providing leading-edge digital plan review and online plan check status reporting, to delivering faster-than-scheduled turnaround times and code interpretations, CSG will deliver the highest quality services to the City. CSG's approach to work includes the following methodologies and key benefits:

- **Familiarity and proximity.** Our proposed staff have extensive experience working with the City and nearby agencies and are familiar with the City's processes and procedures. Many proposed staff are permanently assigned to our Newman office. CSG's proximity allows us to respond quickly, often with short notice, to provide timely services on high volume days or when existing staff is out of the office.
- **A wealth of fully committed and qualified personnel.** We maintain staff that are fully licensed and certified at the highest level of industry standards. To keep our personnel on the industry's leading edge, many serve as instructors and lecturers and sit on boards and committees for organizations developing and implementing important code regulations. We also keep current with the latest in procedures and use of products by attending regional, state and national training opportunities and industry provided product/materials training.
- **Customized, responsive services.** We are skilled at assessing time commitments, developing accurate work plans and applying dedicated, professional personnel with the skills and experience best suited for the project. We can fine-tune staffing levels to match or adjust to changes in plan review, inspection, and front counter activity and ensure responsiveness to customers. With our digital plan review capabilities, we can utilize plan review resources from any of our regional offices. We excel at coordinating with all agency departments, as well as outside agencies. Additionally, we have staff capable of performing same day inspections, who can promptly relay inspection results to the customer and/or City staff.
- **Rapid turnarounds and expedited services.** With extensive experience in both code application and the digital plan review process, our staff excels at performing expeditious turnarounds while delivering thorough and accurate reviews. We easily match and more often beat any required review turnaround deadlines.
- **Leading-edge, cost-saving technology and methods.** CSG delivers a suite of digital options— speedy digital plan reviews and electronic versions of plan comments; an easy-to-use online application for plan submittal, tracking and approval of digital plans; and available full scanning and archiving services. In addition, through knowledge gained from service to over 350 public agencies, we are constantly improving and adapting to provide our clients with the most cost-effective services.
- **Environmentally friendly practices.** Our corporate policy on sustainability supports a healthy environment, reduces our carbon footprint and promotes stewardship through environmentally preferable purchasing. We also use a digital plan review system that bypasses paper consumption and use of duplexing and recycled, post-consumer content paper when printing is necessary.

COMPREHENSIVE MUNICIPAL SERVICES

CSG is customer-centric and organized into the lines of business outlined below, each managed by highly experienced industry experts.

PLANNING, ENVIRONMENTAL, AND SUSTAINABILITY

Staff Augmentation for Current and Advance Planning • Project Management Including Plan Amendments • CEQA Environmental Review • Energy Efficiency, Water Conservation, Solid Waste Program Development • AB32 Compliance/Climate Action Plan Development and Implementation • Greenhouse Gas Reduction Strategies • Grant Writing and Grant Management

BUILDING AND FIRE LIFE SAFETY

Building Department Administration • Building Plan Review and Inspection • Fire Plan Review and Inspection • Structural Plan Review • OSHPD3 Review • CASp Assessment and Inspection • Public Facilities Assessment • LEED/Green Building Services • Code Compliance/Enforcement • Staff Augmentation

PUBLIC WORKS ENGINEERING AND DESIGN

Capital Improvement Project Design: Transportation/Roadway, Water and Sewer Utilities, Traffic Engineering • Development Review/Plan Check • Surveying and Mapping • Stormwater Program Compliance (NPDES, QSP/QSD)

CIP PROJECT AND PROGRAM MANAGEMENT

Capital Improvement Program Development and Implementation • Federal and State Grant Administration • Rule 20A Undergrounding • Staff Augmentation Including: Design Consultant Coordination, Projects Scoping, RFP Preparation

CONSTRUCTION MANAGEMENT AND INSPECTION

Contract Administration Including: Resident Engineer Oversight, Inspection, and Construction Management • Constructibility/Bidability Reviews • Cost and Schedule Control • Claims Avoidance

INFORMATION TECHNOLOGY

GreenVue Permitting Software • Digital Plan Review • Electronic Archiving • Web-Based Construction Management and Asset Management • Project Management • GIS and IT Support

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Project Experience

SECTION 3

BUILDING SAFETY & FIRE PROTECTION SERVICES

The following is a small list of projects for which proposed CSG staff have provided building/fire plan review, Building Official, and/or inspection services.

ALAMEDA LANDING | CITY OF ALAMEDA, CA

Building Plan Review and Fire Plan Review

CSG performed building and fire plan review for this large 72-acre development in the City of Alameda which includes 285 single-family homes, townhomes and condominiums, a 50,000 square foot waterfront district of mixed-use/commercial space, and a shopping center featuring a Target and Safeway grocery store. An example of CSG's plan review work includes review of 9 different townhome condominium buildings arranged into 4-plexes, 5-plexes, 6-plexes and 7-plexes. The condominiums include both 2-story (accessible) units and 3-story units. Construction is type V-B occupancies including R-2 and U. All buildings are sprinklered per NFPA 13.

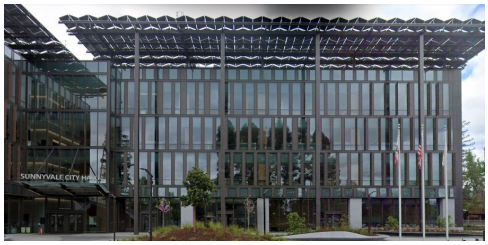
GREAT WOLF LODGE | CITY OF MANTECA, CA

Building & Fire Inspection, RFI Review

CSG provided all on-site building and fire inspections for this complex that includes a 510,000 square foot, 6-story, 500-room hotel, in addition to a 45,000 square foot family entertainment center, and a massive water park that consists of multiple 6-story water slides. The water slides start in the interior of the building, extend to the exterior, and then return to the interior. CSG's project manager provided on-site oversight as well as all RFI reviews for this 20-month project. Depending on the project's needs, CSG provided 2-4 full-time building and fire inspectors whose services included providing daily and weekly inspection reports.

SUNNYVALE CIVIC CENTER | CITY OF SUNNYVALE, CA

Building Plan Review, Fire Plan Review & CASp



CSG provided building plan review, fire plan review, and CASp review for the Sunnyvale Civic Center, a 4-story, 117,000 square foot structure that will serve as Sunnyvale's new city hall. The project received an LEED Platinum rating and a Net Zero carbon footprint—the first city hall in the nation to be recognized for attaining both of these standards--and is now recognized as "America's Greenest City Hall." The all-electric building is powered by roof-top solar panels and features floor-to-ceiling bird-safe windows, light wells and a unique orientation that allows for maximum use of natural light. The new city hall also includes a revamped public safety emergency operations center, with plans to add six acres of public open space, an outdoor amphitheater, and an expanded library. The project was divided into six phases—with CSG being heavily involved in plan reviews for each phase. Throughout each step in the process, CSG helped ensure that all required building, mechanical, electrical, plumbing, and accessibility requirements were met in all six phases. Before the building ever opened to the public, it was recognized as one of the Business Journal's 2022 Structures for public/civic projects.

CITYLINE | CITY OF SUNNYVALE, CA

Building Plan Review

CSG is providing continuous building plan review for the Cityline development in downtown Sunnyvale. Structures CSG has provided plan review for to date include:

- **Building 3A (200 W. Washington Avenue)**: Two 7-story core/shell structures, constructed over two levels of below-grade parking. The buildings will house retail space, a lobby, office, and support space and the ground floor level and include office and flex space on the second level.
- **Block 3 South (200 S. Taaffe Street):** Two new 12-story mixed-use apartment buildings that feature a restaurant and retail space on the ground floor, as well as residential amenities and a publicly accessible plaza. The structures will provide 479 residential units, in addition to 470 residential parking spaces that are located in the two basement levels. One unique feature about the project was incorporating five existing heritage redwood trees into the design.
- **Building B (300 S. Mathilda Avenue):** A new 90-foot-tall structure that consists of three parking levels, 12,767 square foot of ground level retail, and 153,488 square foot of office space that spans four levels.

BUTTERFIELD FIRE STATION | CITY OF MORGAN HILL, CA

Building Plan Review

CSG performed building plan review for the Butterfield Fire Station in Morgan Hill, CA. The 6,065 square foot structure will be located between the South County Courthouse and the VTA parking lot and began construction in September 2023. The fire station will utilize all-electric power and will feature two apparatus bays, living quarters and office space for the Morgan Hill Fire Department. The Fire Station is expected to be fully operational by Summer 2025.

POLICE STATION/HEADQUARTERS | CITY OF LOS BANOS, CA

Building & Fire Plan Review, Building Inspection

CSG provided building/fire plan review and inspections for the Los Banos Police Station, a 28,000 square foot facility that is expected to be completed in Fall 2023. The new headquarters will include a dispatch center, community outreach/meeting space, and house divisions that include the police department, code enforcement, and detectives. Additional space within the facility includes a briefing room, evidence storage area, locker rooms, a training room, sleeping headquarters and multiple conference rooms. CSG is also providing building and fire plan review for deferred submittals that include a radio tower, impound building, light gauge metal stud framing, and sprinkler systems.

MADRONE TERRACE HOUSING & COMMUNITY CENTER | COUNTY OF ALAMEDA, CA

Building Plan Review

CSG is providing building plan review for the Madrone Terrace Housing and Community Center in the County of Alameda. The project includes building 79 affordable housing units in a 5-story building and features Type IIIA and Type IA construction. The 38,100 square foot site will also include a 9,400 square foot community center and a 2,800 square foot daycare in addition to the residential units—serving occupancy groups R-2, A-3, and E. One of the unique features of the Madrone Terrace Housing & Community Center is a culvert that splits the building at the foundational level.

MOSA APARTMENTS | CITY OF ELK GROVE, CA

Building Plan Review

CSG provided building plan review for the Mosa Apartments in Elk Grove. The 359,197 square foot project is valued at $20,520,000 and includes 387 units spread across 14 total buildings. The project broke ground in January of 2023, and is considered the City's largest affordable housing development to date.

CORE RECREATION CENTER | CITY OF ELK GROVE, CA

Building Plan Review

CSG is providing building plan review for the CORE Recreation Center, a two-story, 54,000 square foot recreation and fitness facility. The project is located on 3-acres of undeveloped land within Morse Community Park in Elk Grove, CA, with construction starting in 2023. The facility features Type IIB construction and will primarily serve occupancy groups A-3 and B. Construction costs have been estimated at $26.6 million and the recreation center is expected to open to the public in early 2025.

FULL-SERVICE BUILDING DEPARTMENT | CITY OF ELK GROVE, CA

Building Official, Deputy Building Official, Building Plan Review, Permit Counter, Inspection

CSG staffs a full-service Building Department for the City of Elk Grove, which includes a Building Official on-site 5-days per week to perform administration and management of plan review, permit counter, and field inspections. CSG's staff provides coordination with the CMO, CDD, Public Works, Engineering, Fire, Code Enforcement, Planning, and Economic Development. Additional Building Department personnel and/or services CSG provides to the City include:

- **Deputy Building Official:** On-site 5-days per week, responsible for the day-to-day field inspection assignments, customer inquiries at the counter/via email, and light plan review.
- **Plan Review:** On-site one day per week, with full-time offsite plan review of all projects.
- **Public Counter Permit Services:** On-site 5 days per week, CSG staff processes all building applications and issues all permits. Additionally, CSG staff provide customer service at the counter and coordinate with applicants and developers via phone and email.
- **Field Inspection:** CSG staff provide field inspections for all residential and commercial permits (5 days per week).

FULL-SERVICE BUILDING DEPARTMENT | CITY OF MOUNTAIN HOUSE, CA

Building Plan Review, Building Official, Inspection, Permit Counter

In July of 2024, Mountain House became the 483rd city in California, 28 years after its establishment on the western edge of San Joaquin County. To support their building department during its transition to cityhood, CSG was selected to provide full-service staffing and continues to work alongside City personnel. CSG is currently providing the City with building plan review services, building inspection, Building Official, as well as permit technicians for the front counter. As one of the fastest growing areas in the state, Mountain House has a buildout population projection of 50,000 residents, coupled with a 6.52 percent growth projection.

FULL-SERVICE BUILDING DEPARTMENT | CITY OF LOS BANOS, CA

Building Plan Review, Building Official, Deputy Building Official, Inspection, Permit Counter

CSG provides a full-service Building Department to the City of Los Banos. This includes a Building Official who oversees the operations of plan reviewers, permit technicians, and inspectors. Depending on workload, CSG has provided various support staff to supplement the Building Official, including a Deputy Building Official, field inspectors, and permit technicians. Plan review for small projects is conducted on-site by the Deputy Building Official and qualified CSG staff. All other plan review is performed off-site by CSG's experienced team of plan reviewers.

PLANNING & ENVIRONMENTAL SERVICES

The following is a small list of on-call planning and/or environmental services that CSG staff have provided that are similar in nature as to those requested by the City.

PLANNING AND ENVIRONMENTAL SERVICES | CITY OF CARSON, CA

2016-Ongoing

CSG provides on-call planning and environmental services to the City of Carson. As part of this process, our Planning Lead manages technical consultants, provides document review, conducts community outreach, and attends community and City Council meetings. Our staff is currently managing The District at South Bay Specific Plan amendment for a modification to the permitted land uses and development standards for a portion of its 157-acres. The site remains undeveloped, as it was used as a landfill site for the deposition of waste/refuse from areas throughout Los Angeles County between 1959 and 1965, prior to the incorporation of the City of Carson.

PLANNING SERVICES | CITY OF EL SEGUNDO, CA

2016-Ongoing

CSG staff provides project management and entitlement processing services for the City of El Segundo. We currently manage several high-profile projects, including a ±140-acre mixed use site on the former Raytheon manufacturing site and a mixed-use media campus. Another noteworthy project is the Smoky Hollow Specific Plan Amendment and EIR for the Grand Kansas II Project. CSG staff provides entitlement project management and conducted a peer review of the environmental documentation for this office and commercial development. Our services also include Site Plan Review, Specific Plan Amendments, Coastal Development Permits, public outreach and grant administration.

PLANNING STAFF AUGMENTATION | CITY OF MALIBU, CA

2022-Ongoing

CSG currently provides project management services to the City of Malibu. Staff conducts conformance reviews, discretionary case processing for Coastal Development Permits, Administrative Plan Reviews, Site Plan Reviews, Variances, and Conditional Use Permits. For these projects, CSG's services include completeness reviews, preparation of public notices, Environmental Review Board, Planning Commission and City Council staff reports and resolutions, presentations to hearing bodies, project approval letters, review of Conditions of Approval prior to final planning approval and stamping approved project plans for building permit processing. CSG's project management duties include maintaining project information within the City's development database and tracking deadlines.

JANSS MARKETPLACE HOTEL EIR | CITY OF THOUSAND OAKS, CA

2022-2023

CSG prepared an EIR to evaluate the potential environmental impacts of the development of a hotel at 225 North Moorpark Road in Thousand Oaks. The proposed project includes demolition of the current two-story retail building, to be replaced by a 133,000 square foot, five-story dual hotel and retail pad; the creation of a map to designate airspace rights; and a zoning change to the footprint of the hotel to increase the building's height limitation. The City Council approved the project and certified the EIR on December 5, 2023.

STAFF AUGMENTATION SERVICES | CITY OF THOUSAND OAKS, CA

2021 - Ongoing

CSG staff currently work with the City of Thousand Oaks to provide staff augmentation planning services by reviewing plans for compliance with zoning, design standards, and procedural requirements. Additionally, our staff help research land use issues, trends, and best practices, and assist with the preparation of new land use regulations and environmental impact reports.

DOWNTOWN PROJECT EIR | CITY OF THOUSAND OAKS, CA

2025-Ongoing

CSG was selected to prepare the Downtown Project EIR; the Downtown Project includes the redevelopment of a 14-acre site owned by the City. The proposed project includes adaptive reuse of the existing City Hall offices, ground floor food and beverage, ancillary uses, and new City Hall offices. Development on the west side of the property would include mixed uses and an approximately 140-150 room hotel. The maximum number of residential units would be 215. A new town plaza would be built at the northeast corner of the project site. A General Plan Amendment is required, and a new Specific Plan would be created for the site. The environmental review is ongoing.

SPECIAL PROJECT MANAGEMENT AND PLANNING STAFF AUGMENTATION | CITY OF NORWALK, CA

2020 - Ongoing

CSG staff are currently managing and preparing the Norwalk Transit Village Specific Plan, a 32-acre Mixed Use Eco-District in the City of Norwalk. The property is roughly 0.25 acres from a Metrolink Station and is immediately directly adjacent to a 9.4-acre public park. The project will include up to 770 dwelling units (40percent affordable), ample open space, a 150-key hotel, and a neighborhood commercial area. CSG's responsibilities include drafting the Specific Plan, managing the CEQA compliance document (in this case, an EIR), Public Outreach, management of due diligence activities and a Remediation Action Plan, entitlement processing and Project Team management. This unique project will occupy the site of a former State-owned Youth Correctional Facility and is subject to the Surplus Land Act. CSG also provides on-call planning staff augmentation.

PLANNING STAFF AUGMENTATION SERVICES | CITY OF MILL VALLEY, CA

2022-Ongoing

CSG provides current planning services to the City of Mill Valley. Services include reviewing conditional use permits and single-family development permits to comply with the City's design guidelines and neighborhood compatibility review and working with applicants and city staff to create compatible development projects within the existing districts, downtown, and historical neighborhoods. For these projects, staff services include project management; completeness reviews; the preparation of public notices, Zoning Administrator, Planning Commission and City Council staff reports, approval letters; presentation of projects to these authorities; and follow-up with conditions of project approval. Significant development projects that our staff have managed include: the Mill Valley Lumber Yard Redevelopment for the renovation and conversion of the Mill Valley Lumber Yard from manufacturing use to mixed commercial/live-work use; 550 Miller Avenue Mixed Use Development, which includes the redevelopment of one house/commercial space into a 7-unit residential project that included commercial space, shared parking, and 2 residential units; and the Bayside Park Pier Reconstruction, which included the preparation of NEPA compliant environmental documents and multi-jurisdictional permitting for the reconstruction of a storm-damaged public pier.

1890 SOUTH COAST HIGHWAY MIXED-USE REDEVELOPMENT PROJECT IS/MND | CITY OF LAGUNA BEACH, CA

2023-Ongoing

CSG is preparing an IS/MND for a proposed mixed-use, two-story retail and residential structure and subterranean garage adjacent to South Coast Highway in the City of Laguna Beach. The proposed project includes the demolition of an existing car wash facility and the construction of a new 8,204 square-foot mixed-use retail and residential structure with 5,221 square-feet of deck area, over a subterranean garage. The environmental review is ongoing.

ENGINEERING SERVICES – PLAN REVIEW

VARIOUS DEVELOPMENTS | CITY OF ROHNERT PARK, CA

CSG has provided on-call development review and staff augmentation services for the City of Rohnert Park since March 2013. Work performed to date includes the following:

- **Southeast Specific Plan -** Review of grading and improvement plans for a 450-lot residential development; assisted staff in reviewing requested modifications to development agreement by developer.
- **Cotati-Rohnert Park Unified School District Surplus Property -** Assisted staff with ongoing discussions with District staff and developer concerning infrastructure needs for development of surplus District property.
- **University District Specific Plan -** Review of Tentative Map, Specific Plan, Hydrology and Hydraulic Study, and associated documents for a 1,454-lot residential development.

FORT ORD REDEVELOPMENT | CITY OF MARINA, CA

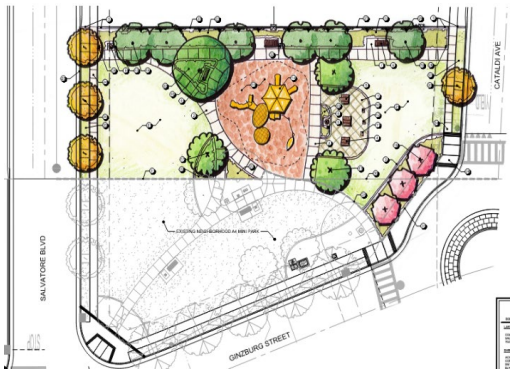
CSG is currently providing comprehensive development engineering review for the development of 420 acres of former Fort Ord property. The project, for which a Specific Plan was developed, consists of mixed use (retail, entertainment, commercial, and live/work), regional retail, low-income housing, office/research/light industrial, and residential areas.

Review included all on-site engineered plans for issuance of construction permits and stormwater compliance with the requirements of the Regional Small MS4 (Phase II) NPDES permit. CSG also reviewed backbone infrastructure improvement plans associated with the Specific Plan area.

The development included the following projects:

- **The Promontory** – 174-unit student house adjacent to CSUMB Campus
- **Imjin Office Park** – 5-acre LEED certified civic center office site for Marina Coast Water District, Fort Ord Reuse Authority offices, Carpenters Union Local 605, and Bureau of Land Management
- **Veterans Affair Clinic** – three story, 150,000 sq. ft. located on 14.3 acres.
- **Cinemark Theater** – 10 screen theater
- **Marriott Spring Hill Suites** – 67,000 sq. ft., 4 story, 106 room newly constructed hotel
- **University Village Apartments** – 108-unit apartment complex
- **The Dunes** – New 332 SFH subdivision; including infrastructure and two new city parks

VARIOUS DEVELOPMENTS | CITY OF MOUNTAIN HOUSE, CA



CSG is currently providing comprehensive land development review services to the City of Mountain House. CSG helps ensure that all required grading and off-site civil improvements are in compliance with local and state requirements. Review of off-site improvements include but are not limited to the design of City owned and operated utility infrastructure such as storm drain, sanitary sewer, water facilities, public and private street and road grading and drainage review, and review of signage and striping plans. Additionally, CSG assists the City with reviewing Final Tract Maps for consistency against approved tentative maps, conditions of approval, and proposed improvements for the various developments within the City. Notable projects include review of grading and improvement plans, including the consistency review against final tract maps, for:

- **Tract 4216 Neighborhood H14** – 199 residential lot, 43 common use parcels
- **Tract 3609 & 3610 Neighborhood A5 & B1** – 266 lot residential development
- **Tract 3618 Neighborhood B11** – 115 lot residential development

ISABEL CROSSING | CITY OF LIVERMORE, CA

CSG is providing plan review for a new multi-phased, multi-use Isabel Crossing Development. The Project is located on 45 acres north of Hwy 580. CSG is heavily involved in plan reviews for both on-site backbone plans (street grading, stormwater, sewer, water, recycled water) off-site backbone improvements (including review of traffic signal modifications and installation), the large lot final map, and rough grading. Throughout each step in the process, CSG helped coordinate project reviews with the City and developer's team, including meeting the state stormwater treatment and detention requirements.

CODE ENFORCEMENT SERVICES

The following is a small list of code enforcement services that CSG staff have provided to client agencies:

CODE ENFORCEMENT TRAINING OFFICER AND PROGRAM DEVELOPMENT | CITY OF GUSTINE, CA

CSG staff has and is currently serving as their training officer for their Code Enforcement staff in the City of Gustine. Training of their new officers included municipal code interpretation, inspections, investigations, case management officer safety practices, business licensing, field checks, handling citizen complaints, and always exercising sound decision-making. CSG is also helping to build and develop their Code Enforcement program to a regularly functioning service for the City.

ACTING CODE ENFORCEMENT SUPERVISOR | CITY OF MODESTO, CA

CSG staff served as the interim Code Enforcement Supervisor for their Neighborhood Preservation Unit in the City of Modesto. Duties included assisting with case management, officer training, departmental coordination, officer and case management oversight, assessing and helping improve response times, staff morale, and overall improvement to program functions.

SPECIALTY PROGRAM – AGED CASES | CITY OF CAMPBELL, CA

CSG has worked with the City to focus on the management and closure of older cases. Many of these cases have complexities that include incomplete records, multiple changes in ownership, cross-platform violations, and other challenging characteristics. These cases have required the experience of one of our veteran officers due to the high level of finesse needed to manage non-compliant responsible parties. A significant number of cases required direct coordination with and approval of various departmental City staff. Our officer frequently requires coordination from outside resources (e.g., County of Santa Clara), creates new collaborative models (a unified partnership with Building and Planning) and representing the department as a seamless extension of the City. CSG's code enforcement officer's work for the City of Campbell has resulted in a substantial caseload reduction and has been able to successfully close "unsolvable" case. Through this assignment, it has showcased CSG's problem solving, diplomacy, efficiency, coordination, organization, documentation, effectiveness and capacity to tailor services for communities with distinct needs.

MASSAGE INSPECTION PROGRAM (MIP) IMPLEMENTATION AND MANAGEMENT, HOUSING INSPECTION, GENERAL CODE ENFORCEMENT | CITY OF SAN RAFAEL, CA

CSG's Code Enforcement staff has assisted the City in the development and ongoing implementation of its highly successful Massage Inspection Program. The program provides full administrative services in managing and monitoring all permitted massage businesses in San Rafael, and addressing unpermitted activities. This is done in combination with specialized inspections: initial inspections, annual inspections, compliance inspections, sting operations, and after-hour & weekend inspections.

Additionally, the staff coordinates the following administrative duties on the City's behalf: new-business intake and certifications, employee registrations (including credential verification), public education, and issuance of administrative citations. Additionally, we have also provided full-service support for their Housing Inspection Program (HIP) and general code enforcement support.

GENERAL CODE ENFORCEMENT AND STAFF AUGMENTATION | TOWN OF WOODSIDE, CA

This is one of many instances where CSG provides a Code Enforcement Officer to support and enforce local ordinances. This includes inspections and investigative work that ensures public health and safety, in addition to resolving other or nuanced complaints and violations. This includes responding to citizen calls for service, documentation, preparing all needed correspondence, maintaining accurate records and followed up with stakeholders. Our highly qualified staff also interpret and enforce provisions of the Municipal Code, including the Zoning, Housing, Building, Nuisance and Property Maintenance codes.

Team Organization

SECTION 4

No subcontractors will be utilized for this work, solely CSG staff. Detailed resumes have been provided in the appendix for key personnel.

PROJECT MANAGER/PRIMARY CONTACT

John LaTorra (Project Manager)
Regional Building Services Manager

Crickett Brinkman (Primary Contact)
Regional Operations Director

BUILDING PLAN REVIEW

Ali Annan, PE, CBO, CASp
Senior Plan Check Engineer

Miroslav Lhotsky, SE, CBO, MPA
Senior Plan Check Engineer

Christine Jansen, PE
Principal Plan Check Engineer

Rajesh Vangala, CBO, CASp
Principal Plans Examiner

Phiroze Wadia, SE, LEED AP
Principal Structural Engineer

Randy Brumley, PE
Senior Plan Check Engineer

Jimmy Le, PE, ME
Associate Plan Check Engineer

Annette Mayfield, CASp
Senior Plans Examiner

Priska Cheng, PE, CASp
Senior Plan Check Engineer

Ivan Ramirez
Associate Plans Examiner

Stuart England, CASp
Senior Plans Examiner

Ashkan Arya, PE
Senior Plan Check Engineer

Jonathan Hurst
Senior Plans Examiner

Christine Uhalde
Associate Plans Examiner

Jared Claypool

BUILDING INSPECTION

Mark McClain, CBO
Building Official/Sr. Building Inspector

Joshua Laupua, CBO
Supervising Building Inspector

Kenneth Cabral, CBO, MCP
Supervising Building Inspector

Mason Vandenberg
Supervising Building Inspector

Craig Weese
Building Inspector II

Robert Hernandez, CBO, MCP
Building Inspector II

Alex Garsia
Building Inspector II

Alec Whitsitt
Building Inspector I

PLANNING & ENVIRONMENTAL SERVICES

Ethan Edwards, AICP
Vice President of Planning

Lorraine Weiss
Principal Planner

Gina Paolini
Principal Planner

Bryan Albini
Senior Planner

Emma Goldsmith
Assistant Planner

Glenn Lajoie, AICP
Principal/Director of Env. Planning

Lance Lowe, AICP
Senior Planner

Kelli Allen
Associate Environmental Planner

Colby Gonzales
Assistant Environmental Planner

FIRE PLAN REVIEW & INSPECTION

Rick Rodewald
Fire Services Regional Manager

Jim Dias
Senior Fire Plans Examiner

Camryn Priewe
Fire Services Specialist

CODE ENFORCEMENT

Lee Holt, CCEO
Code Enforcement Manager

Gary Kornahrens, CCEO
Code Enforcement Supervisor

Jaime Avalos
Code Enforcement Officer II

Thomas Mlady
Code Enforcement Officer I

ENGINEERING SERVICES

Hatem Ahmed, PE, PMP
Vice President of Engineering Services

Sophie Truong, PE, PLS
Director of Land Development Services

Son Hoang, PE QSD/P
Senior Project Manager

Husam Aburabi, EIT
Project Manager

Babak Kaderi, CFM
Senior Project Manager

Samantha Cho
Associate Engineer

Jen Chen, EIT, PACP
Project Manager

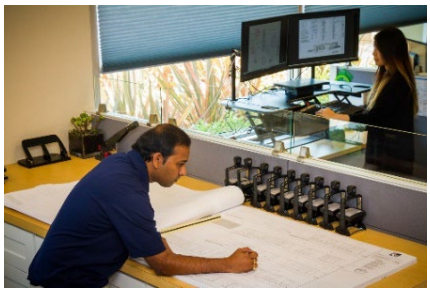
Tom Walker, PE
Structural Review

Scope of Work

SECTION 5

BUILDING PLAN REVIEW SERVICES

Our team of professionals is ready to assist in all aspects of plan review and to focus on the special needs and requirements of each of our clients. We pledge thorough and accurate reviews, prompt turnaround times, and offer proven digital plan review services and comprehensive online status reports. CSG serves as an active partner, working as a seamless extension of our public agency clients in performing the requested services and working closely with the development community and public as directed.



Compliance Standards

Our engineers and plan reviewers carefully review all plans and documents for compliance with building codes, fire codes, energy conservation standards, and accessibility regulations adopted by the State of California, and all local policies and ordinances including but not limited to:

- California Building Code, Volumes 1 and 2
- California Residential Code
- California Electrical Code
- California Plumbing Code
- California Mechanical Code
- California Fire Code
- California Energy Code
- California Green Building Standards Code (CALGreen)
- California Existing Building Code
- California Health and Safety Code
- National Fire Protection Association (NFPA) Standards as adopted and referenced by the State of California (California Code of Regulations, Title-19)
- State Historical Building Code
- NPDES/WQMP/SWPPP Compliance
- Local adopted ordinances and amendments relative to building, fire and municipal codes, including project Conditions of Approval from other agency departments, divisions, and regulating agencies

Digital Plan Review

CSG has been providing digital plan review services for over 20 years, leading the consultant field with this ground-breaking service. All paper plans submitted to CSG for building and fire plan review are immediately scanned into digital files and stored on CSG's servers for quick and easy access by both our clients and our plan reviewers.

Our plan reviewers furnish electronic versions of their plan comments conforming to each client's established correction list templates. Any additional forms utilized by the agency will be incorporated into the correction comments and returned with the appropriate recommendations. Plan check comments can be delivered electronically by email or other agency-approved means, enabling staff to immediately modify CSG's checklist for incorporation with other department comments. We provide convenient, environmentally friendly digital storage of all construction-related documents, and on request, can provide clients with a set of digitally scanned plans (at no additional cost).

In addition, for jurisdictions requesting a pure digital plan review workflow, we can enable an applicant to submit digital files—**with no size limitations**—directly to CSG via our web-based application. Our application includes an online portal for the applicant/jurisdiction to retrieve comments and marked-up digital plans including redlines. Importantly, this service tracks the status of all submittals and re-submittals until the plans have been approved.

Key features of our digital plan review service include:

Efficient. *Plans are pushed to plan review staff the same day they are received.*

User-friendly. *CSG developed its own online portal specifically to manage the electronic file submittal process. Through use of this interface, the applicant is no longer faced with size restrictions on email attachments or required to learn complex file transfer settings.*

Proven. *We have provided a digital plan review option to our clients for over 20 years.*

Non-Proprietary. *CSG's electronic review process is* ***100 percent PDF-based*** *with no additional software required to view redlines.*

Online Plan Check Status

CSG offers a convenient service allowing clients to check plan review status and comments online. By accessing our secure Plan Check Status website, agency staff as well as authorized applicants can view their project documents and plans and communicate with the specific plan checker via e-mail. Staff and authorized applicants can download comments upon completion of the plan check.

Plans Pickup and Delivery

CSG will coordinate pickup and delivery of plans and other materials from/to the agency via CSG personnel or an approved alternative service.

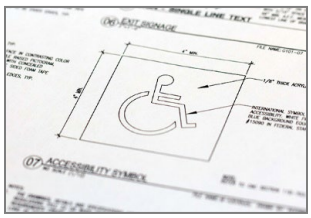
Green Building and LEED Accreditation

Our Building Division team is experienced in plan review and inspection for compliance with CALGreen and local green building ordinances and includes LEED Accredited Professionals. In addition, CSG Consultants has the qualifications necessary to assist with both the development of policy and the implementation of green and sustainable building practices. CSG's Sustainability Programs division can assist, for example, with construction and demolition debris recycling programs and public outreach to the building industry.

OSHPD 3 Reviews

Our professional engineers and certified plans examiners are well-versed in performing reviews of OSHPD 3 facilities and have successfully completed OSHPD 3 plan reviews for multiple client agencies.

CASp Plan Review Services



We understand California Building Departments are required to have CASp certified staff in place and available for technical questions and interpretations. Our CASp certified team members are knowledgeable of state and federal accessibility laws and regulations and possess the expertise necessary to promote access to facilities for persons with disabilities. In accordance with current regulations, CSG can provide CASp certified professionals to review plans for accessibility and to facilitate compliance with regulations.

CASp Consultation Services

To facilitate the City's compliance with current rules and regulations, CSG will provide a CASp certified professional for technical questions and interpretations and to perform accessibility compliance inspections upon request.

Third-Party Plan Review Services

Subject to the Building Official's approval, CSG can offer comprehensive, cost-effective third-party plan review services to our public agency clients on projects for which applicants may be seeking plan review turnaround times that cannot be readily accommodated by building department staff. Under such third-party agreements, and the agency's approval, CSG negotiates plan review fees and review schedules directly with the permit applicant, with CSG's fees paid by the applicant.

PLAN CHECK TURNAROUND TIMES

CSG strives to provide the highest quality and most timely service in the industry. We take pride in maintaining the requested plan review times for all our clients—even delivering faster than our own deadlines. Our goal is to approve code-complying projects and to move work quickly and successfully through jurisdictional processes. CSG will ensure that all building and safety duties and follow-up actions will be performed in a timely and responsive manner. The following are CSG's proposed plan check turnaround times:

TYPE OF REVIEW	INITIAL REVIEW (BUSINESS DAYS)[2]	RE-CHECK (BUSINESS DAYS)[2]
Residential New Construction (Includes Multi-Family)	10	5
Residential Additions	10	5
Small Residential Remodels	10	5
Commercial New Construction & Large/Complex Projects[1]	15	10
Commercial Additions	10	5
Agricultural Construction	10	5
Industrial Construction	10	5
Small Commercial Remodels/Tenant Improvements	10	5
Expedited[1]	5-10	5
EVCS, PV, ESS		
Residential EVCS	5	5
Commercial/Multifamily EVCS	5	5
Residential PV + ESS (38.4 kw maximum)	3	3
Residential PV + ESS (38.4 kw or greater)	10	5
Commercial/Multifamily PV + ESS (38.4 kw maximum)	5	5
Commercial/Multifamily PV + ESS (38.4 kw or greater)	10	5
Residential ESS	3	3
Commercial/Multifamily ESS	10-15	5

[1]Turnaround time may vary with the complexity and magnitude of the project. If a review is anticipated to take longer than the maximum turnaround time, CSG will notify the City's representative and negotiate additional time required to ensure an appropriate level of review.

[2] The number of working days associated with the plan check turnaround time is based on time of project submittal. The first working day will be the day the project is received by CSG if submitted by 12:00 PM. For a project that is received by CSG after 12:00 PM, the first working day will be the next business day.

Expedited Plan Check Services

At the City's request, we can perform plan check services on an accelerated schedule based on the fees indicated in our fee schedule.

AVAILABILITY AND CUSTOMER SERVICE

Plan Review

CSG plan checkers are available for inquiries anytime during normal business hours via phone or email, Monday through Friday. Our plan checkers can typically respond to the City for all questions or requests generated during any plan review on the same day, but no later than the following day a request is received. To assist the City, we can also meet with City staff and project stakeholders or can utilize video conferencing with all parties involved. Additionally, we recognize the value of pre-design consultation with prospective applicants and are available to provide this service. Our designated Project Manager and/or technical staff will be available for consultation and meetings with a reasonable lead time.

BUILDING OFFICIAL SERVICES

CSG's Building Officials are certified and have extensive building industry experience. They have the proven skills, technical knowledge and a well-rounded approach to performing Building Division administration and providing management oversight and direction to plan reviewers, inspectors, and permit technicians. Our Building Officials are well-known for their consummate customer service skills and successful identification of solutions through innovative problem solving. They can be available full-time or part-time as needed.

CSG's Building Officials have expertise in providing the following services and can easily adapt to other requests as needed:

- Building Official Administration, including addressing complex Building Code issues, code interpretation, and resolution of inquiries and complaints
- Rapidly familiarizing themselves with local code amendments
- Applying knowledge of all aspects of the California Building Codes and local amendments
- Making determinations on the approval and use of alternative materials and methods
- Staying abreast of ongoing changes to applicable state and federal laws through long-standing industry relationships and associations
- Providing technical assistance and educating stakeholders
- Building and maintaining relationships with other departments and agencies
- Participating in pre-development reviews and providing comments
- Processing Planning Commission and Council staff reports
- Attending Planning Commission and Council meetings

BUILDING INSPECTION SERVICES

CSG provides fully integrated, multi-disciplined building inspection services for residential, commercial, and industrial projects. Our inspection personnel have an outstanding mixture of technical expertise and experience in all construction types. We provide experienced, ICC certified inspectors who work with a team approach to ensure compliance with applicable codes and requirements and provide solutions to mitigate potential risks and safety hazards. Using well-honed customer service and communication skills our inspectors excel at educating stakeholders to keep projects moving forward. Our inspectors also utilize current technologies and equipment to view plans and documents, research related code requirements, document field conditions and progress, and share that information with stakeholders while in the field.

Key services include but are not limited to the following:

- Providing inspection services to ensure project compliance with State adopted codes and local amendments including building, electrical, mechanical and plumbing codes.
- Offering code interpretation and education.
- Seamlessly integrating into client organizations and consistently enforcing policies and procedures.
- Addressing and resolving inquiries.
- Maintaining records and files.
- Providing all vehicles, fuel, maintenance and other equipment necessary for inspectors to carry out duties.

CSG provides all vehicles, fuel, maintenance, and other equipment necessary for inspectors to carry out duties, with no additional charges.

CASp Inspection Services

To facilitate the City's compliance with current rules and regulations, CSG will provide a CASp certified professional for technical questions and interpretations and to perform accessibility compliance inspections upon request with reasonable notice.

OSHPD 3 Inspection Services

CSG offers inspectors who can conduct thorough inspections of OSHPD 3 facilities.

Customer Service & Availability

CSG inspectors can be ready to provide services upon request to CSG's designated project manager. We are flexible and can alter our hours to meet the City's needs. Evening and weekend inspections for special construction needs can be accommodated with sufficient notice. CSG staff can typically respond to the City for all questions or requests generated during field inspections on the same day, but no later than the following day a request is received.

FIRE PLAN REVIEW

Our team of professionals is ready to assist in all aspects of plan review and to focus on the special needs and requirements of each of our clients. We pledge thorough and accurate reviews, prompt turnaround times, and offer proven digital plan review services and comprehensive online status reports. CSG serves as an active partner, working as a seamless extension of our clients in performing the requested services and working closely with the development community and public as directed.

Multi-faceted Expertise

CSG furnishes plan review for fire and life safety, fire department access and water supply, wildland urban interface, fire protection systems, and special hazards for all structures with emphasis on the unique needs and requirements of each of our clients. We have expertise in the special requirements and risks associated with industrial and commercial buildings as well as single- and multi-family complexes. All fire plan review and inspection personnel are thoroughly trained in and familiar with jurisdictional processes, working with multiple agency departments, and serving the public.

TURNAROUND TIMES

CSG will ensure that all Fire Life safety duties and follow-up actions will be performed in a timely and responsive manner. If a review is anticipated to take longer than the maximum turnaround timing, CSG will notify the designated representative and negotiate additional time required to ensure an appropriate level of review.

The following are CSG's proposed turnaround times.

REVIEW	TURNAROUND TIME
First Submittal	10 business days
Second Submittal and Subsequent Submittals	5 business days
Accelerated Submittal and Subsequent Submittals	5 business days

Expedited Plan Check Services

At the City's request, we can perform plan check services within an accelerated time frame; with fees negotiated between the City and CSG.

FIRE INSPECTION

CSG offers experienced, CSFM/ICC certified inspectors. Typical responsibilities include but are not limited to providing inspection services for fire and life safety systems and construction, and maintaining records and files concerning fire permits and code administration documents. We offer fully integrated, multi-disciplined fire inspection services for residential, commercial, and industrial projects, and are experienced in all construction types. Our inspectors ensure compliance with applicable codes and requirements by identifying code violations, offering solutions to developers, property owners and tenants on potential risks and safety hazards, and by working as a team to correct violations. Our inspection staff easily integrates into client organizations, consistently implementing policies and procedures and remaining transparent to applicants and customers. Specific inspections include, but are not limited to:

- Automatic Fire Sprinkler Systems
- Engineered and Pre-engineered Fire Protection Systems (e.g., kitchen hoods, spray booths, clean agent systems)
- Fire Alarm Systems
- Development Improvements (e.g., fire hydrant and other types of water supply systems, fire department access, underground fire Services)
- Fire Code Maintenance/Life Safety (e.g., permitted sites, public and private schools, State licensed facilities, hotels, motels and apartment complexes)

PLANNING SERVICES

CSG views every assignment and project as an opportunity to build long-lasting, meaningful working relationships with our clients. We ensure a clear line of communication with every client, stakeholder, agency, decisionmaker, and project team member to ensure assignments and projects achieve and exceed expectations. We are solutions-oriented, focused on teamwork, and maintain a high level of professionalism in everything we do. Our mission is to consistently meet or exceed our client's expectations in a responsible and efficient manner.

At CSG, we act as project managers in most of our efforts, but we are first and foremost planners. Our goal is to always perform as a "partner planner" for our clients, providing additional support and services to existing agency staff members. CSG's project managers bring decades of project management experience, implementing best practices, while delivering work products on time and within budget.

A comprehensive approach to project management includes attention to land use planning, economic feasibility, urban design, and the environment. Our project management philosophy is built upon the anticipation of, and preparation for, all issues that may arise throughout the project process. By constantly considering and developing the appropriate process and plan to address political, environmental, social, and design challenges/opportunities, we can better serve the City while delivering the highest quality product. Our management team of senior professionals will work in close partnership with City staff to ensure continuous coordination of our proposed services. They will assist the City in determining planning and environmental review requirements with support from additional CSG planners and technical staff that allow our team to provide a wide range of services in a cost-effective manner.

With each assignment, we assemble our CSG team and partner with technical subconsultants most appropriate and experienced for the required analysis. Our Planning and Environmental Planning team has working relationships with technical experts spanning a myriad of issue areas. These relationships assure continuity and the understanding of expectations for concise writing styles, analysis, documentation, and time management. In addition, upon initiation of a project, each team member along with the subconsultant team will be provided with the agreed upon scope of work, project schedule and budget, and will attend project initiation meetings, as needed. CSG's Project Manager will serve as the main point of contact, ensuring a consistent flow of information between City staff, CSG, and subconsultants.

CURRENT & ADVANCED PLANNING

At CSG we believe that changing environmental conditions, increased need for housing, diminishing raw land inventory, complex mobility issues, urban infill opportunities, and economic feasibility are all becoming pivotal factors driving projects and the future of development. Our team fuses thoughtful creativity with function, practicality with aesthetics, and connecting places with people.

CSG's approach to current and long-range planning is to "dig in" and become familiar with the City's General Plan, Zoning Code, other development process resources, ongoing projects, and development trends so that we may best assist the City. Our staff planners perform planning activities, such as (but not limited to):

- Analyzing a project's compliance with the City's plans, policies, and regulations. Our staff is familiar with conducting site plan review, plan checks, and design review; historic review, evaluating Tentative Maps, development permits, conditional use permits, and other permits; and conducting General Plan and zoning amendments
- Reviewing and processing both ministerial and discretionary applications
- Providing plan check services for over-the-counter and planning entitled projects
- Researching, compiling, and analyzing social, economic, environmental, and associated data
- Preparing the necessary long-range planning documents and amendments
- Meeting with developers, their consultants and other project proponents, such as property owners and other interested groups. We recognize that these are important groups and individuals to any project

- Providing public counter services, including but not limited to, answering general questions and processing Zoning Clearances, Accessory Dwelling Unit Zone Clearances, Temporary Use Permits, Home Occupation Permits, and/or Short-Term Rentals permits

Members of our staff are actively working in a variety of methods both hybrid and full-time in agency offices, holding regular office hours, and answering public inquiries by email, mail, or telephone, whichever schedule the client wishes. Our staff are available to attend community meetings and present at public hearings; prepare staff reports, resolutions, ordinances; and prepare in-person and/or electronic presentations.

CSG staff also has knowledge and experience in providing affordable housing support, preparing and administering grants, preparing parking studies, performing fiscal and economic analyses, as well as providing Geographic GIS assistance.

CURRENT PLANNING

CSG's Planning team provides contract staff support, entitlement services, and project management for a variety of types of projects. We excel at interfacing with public agencies and elected officials, tackling a wide range of current planning issues, and serving as case planners, applicant liaisons, or even assisting the public at the counter. Our staff planners perform daily planning activities, including (but not limited to):

- Zoning review and compliance
- Project entitlement services
- Subdivision Map Act compliance
- Site plan review and design review
- Plan check
- Construction inspection services based on approved plans and conditions of approval
- Other services as needed

Our planning staff also serve as an extension of City staff, preparing staff reports, ordinances, resolutions, and making presentations to Zoning Hearing Administrators, Design Review Boards, Planning Commissions, City Councils or Boards of Supervisors.

ADVANCED PLANNING

CSG's planners are well versed in the creation and management of long-range policy documents, and assist communities with community engagement, visioning, goal setting and implementation, as well as project coordination for applicants and their consultant teams. Our team has prepared General Plans, Specific Plans as well as Community and Area Plans, Climate Action and Adaptation Plans, Design Guidelines, Zoning Code updates, and Economic Development Plans.

ENVIRONMENTAL SERVICES

CSG has the environmental staff resources to manage and prepare clear, concise, and legally defensible environmental documents under the California Environmental Quality Act (CEQA) and the National Environmental Policy Act (NEPA) for projects of all types, including development, infrastructure improvements, ecological enhancements, and policy adoption documents, such as General Plans and Specific Plans. CSG will serve as an extension of City staff to ensure that the entire environmental review process is conducted in a comprehensive manner. Our objective is to provide premium services to our clients, along with highly accurate technical documentation and impact determinations.

We can assist the City with recommendations and scoping for the appropriate CEQA and NEPA documentation and, should an EIR be the determined clearance, CSG can lead the preparation of response to comments and any required findings of facts/statement of overriding considerations. We are also ready to assist the City with project stakeholder coordination, filing of public notices (including electronic filing with the State Clearinghouse), participation in public hearings, peer review of technical studies, and complete project management services throughout the environmental review process.

Our range of types of CEQA studies includes (but is not limited to):

- Categorical Exemptions,
- Initial Studies (with all applicable technical reports to support an adequate determination),
- Negative Declarations,
- Mitigated Negative Declarations,
- Environmental Impact Reports (EIRs),
- Project/Program/Focused/Supplemental/Subsequent EIRs,
- Addendum to previously approved and certified environmental analyses,
- Consistency checklists,
- Mitigation monitoring programs,
- All notices required per CEQA such as Notices of Intent/Preparation/Determination, and
- Providing peer review of CEQA documents prepared by project applicants.

Approach to Environmental Planning

CSG planners are environmental stewards for our natural and built environments. CSG's approach to environmental documentation is to understand and analyze each project based on the pertinent environmental issues. CSG's methods emphasize technically solid, impartial analysis, and active management to keep projects on schedule and within budget. Our approach entails an efficient process to ensure that studies are comprehensive, objective, technically accurate, and complete, while maintaining a focus on the schedule established for review. Our management style includes consistent and regular interaction and communication between staff, the CSG team, and other interested/responsible governmental agencies and parties, as appropriate, allowing for frequent exchange of information without loss of time or resources. We pride ourselves on our ability to turn products around quickly and effectively without sacrificing quality and accuracy. If it is determined the project is not exempt, CSG then proceeds with the preparation of an Initial Study pursuant to Appendix G of the CEQA Guidelines in consultation with the City. The Initial Study provides a screening and threshold review for each topical area to confirm and proceed with the appropriate CEQA clearance review. CSG also considers recent legislation and court decisions pertaining to environmental review, along with City requirements. Additionally, and more specifically, we embrace the following steps in the review process:

- Establish a communications protocol and technical leads, including subconsultants and other key team members to ensure project critical information is efficiently and accurately conveyed across the team
- Ensure roles/responsibilities are clear for efficient management of assignments and quality control of services and deliverables
- Determine key project description details with the City early to facilitate accurate and consistent reviews and analysis
- Agree on the initial project schedule and budget and a protocol for updating status during project phases

- Verify that the technical approach/scope of services, as conveyed in the proposal, meets City's expectations following completion of the Project Description
- Collaborate upfront with the City on standard templates for project deliverables, including peer review technical memoranda and CEQA document components

Developing Project Descriptions and Context. We understand the importance of confirming the Project Description as early in the process as possible to ensure consistency between technical documents and avoid the need to redo analyses. CSG can assist City staff in determining the information required to proceed with the environmental review. We also have proven strategies to move forward with environmental review when there are unknowns, or a project design requires flexibility. For example, when there are different scenarios a project might implement, we can determine the most conservative scenario, so that each scheme is covered by the environmental review.

Conducting Preliminary Environmental Compliance Review. As part of scoping, we complete a comprehensive review of a project to determine whether it is exempt from environmental review. For example, our understanding is the City anticipates new housing, retail, employment, and infrastructure projects stemming from the recent adoption of the 2040 General Plan. There may be an opportunity to streamline the environmental review of such projects utilizing Public Resources Code Section 21083 and CEQA Guidelines Section 15168, which states that later activities may be found within the scope of a certified Program EIR, and no further environmental documents would be required. Additionally, projects may be subject to review under Section 15183, Projects Consistent with a Community Plan or Zoning. CSG is available to meet with City staff to discuss a specific project and confirm whether any exemptions would apply; we can prepare the required documentation to demonstrate such activities would be exempt from CEQA.

Preparing Initial Studies. If it is determined that a project is not exempt, CSG could then proceed with the preparation of an Initial Study pursuant to Appendix G of the CEQA Guidelines. The Initial Study provides a screening and threshold review for each topical area to confirm the appropriate CEQA clearance. An Initial Study is the common supporting review documentation for a (mitigated) negative declaration determination. In certain circumstances, we know that a project will result in significant impacts, requiring the preparation of an EIR. In these cases, to save time and reduce costs, we may recommend the preparation of an EIR without an Initial Study. However, in cases where an EIR will be required, it may be beneficial to prepare an Initial Study to help focus the EIR on the potentially significant impacts. CSG can assist the City in making this determination on a project-by-project basis.

Preparing EIRs. When there is substantial evidence that a proposed project or action may result in potentially significant impacts on the environment, CSG possesses the technical capabilities and expertise to assist our agency clients in preparing an EIR, including, but not limited to:

- Defining the project description,
- Identifying stakeholders and affected agencies,
- Maintaining the administrative record,
- Preparing and distributing the notice of preparation for a 30-day review,
- Conducting a scoping meeting,
- Preparing supporting technical reports and Administrative Draft EIR for internal review,
- Preparing and circulating the Public Review Draft EIR for a 45-day review period,
- Drafting responses to comments,
- Preparing the Final EIR and Mitigation Monitoring and Reporting Program

Leveraging Knowledge of Local, State, and Federal Regulations. CSG commonly works with regulatory agencies throughout the environmental process and during the regulatory permitting phase of a project to identify, discuss, and resolve key issues. We have professional working relationships with local, State, and Federal agency staff and can facilitate discussions and meetings as needed. Specifically, these relationships include, but are not limited to: Caltrans, California Department of Fish and Wildlife, the Regional Water Quality Control Boards, California Housing and Community Development, and the Army Corps of Engineers.

Public Input Processes and Dissemination of Information. Given our unique background providing comprehensive municipal services, we have ample experience interfacing with the public and have a deep

understanding of the public input process and challenges that can arise. CSG can collaborate with the City in preparing community outreach plans that include ongoing public engagement opportunities, and we can attend public hearings and meetings to address questions on the City's behalf and/or present our conclusions to the decision-making body.

Ensuring Compliance with Processing and Legal Requirements. The CSG team has prepared CEQA documentation for controversial projects, and we have an exemplary record of legal defensibility for the documentation we prepare. Our documents contain thorough environmental analysis and provide clear documentation for all research contacts and data sources, which reduces the potential for successful legal challenges; we can also assist the City in preparing the administrative record. We keep abreast of regulatory updates and court decisions, which are then incorporated into our environmental analysis, as appropriate.

Peer Review. CSG is available to peer review projects plans, supporting technical documents, and the entire array of environmental documents, including Initial Studies, MNDs, and EIRs. Our peer review includes confirming the adequacy of underlying assumptions, methodologies, modeling, and a technical sufficiency review of the overall document. We then provide written comments providing clear direction on revisions to plans, reports, documents, and studies to ensure they are technically accurate, adequately analyze project impacts, and meet the requirements of CEQA and NEPA.

Quality Assurance/Control. CSG is committed to providing high quality documentation that engenders client satisfaction, meets the needs of the project, and withstands legal scrutiny. Therefore, a critical part of our delivery of technically sound and legally defensible environmental documents includes conducting in-house QA/QC reviews concurrently with the preparation of documents. Our approach to providing quality, technically sound, and legally defensible reports includes the following steps: we assign staff members who have the appropriate technical expertise to complete the work; all work products are prepared with oversight and reviewed by an assigned technical lead; upon completion of the first internal draft of a document, it is reviewed by the project manager for consistency with the project description, compliance with the approved scope of work, and technical accuracy. Once the work product has been revised and updated to the satisfaction of the project manager, it is sent to our technical editor for review of grammar, proper nomenclature, references, and methodologic consistency. The last step before the document is submitted to the City is a thorough and complete word processing review that produces a correctly formatted document, with accurate references to tables, exhibits, appendices, and the table of contents. Only then is a document submitted to the City for review.

ENGINEERING SERVICES

Plan checking for new or redevelopment projects form a large part of CSG's services. CSG has been providing plan check, exclusively to local municipalities, since the firm's inception in 1991. Our success in maintaining ongoing relationships with our clients in a highly competitive environment is due to our ability to understand needs and priorities and partner with them in achieving their goals. We understand that our clientele includes not just public agencies but also the development community seeking to process applications through those agencies. We also understand that many development applications are important to public agencies due to the economic and quality of life benefits that those projects bring to the communities. Our reviews may be limited to certain aspects of the site design or may be comprehensive as directed by the City.

On-Site Plan Review

Typical engineering reviews for private development projects, such as commercial, mixed-use, and residential developments generally include the following:

- Evaluation of required studies, such as **hydrology and hydraulics reports**
- Review of **on-site rough grading plans**, if any
- Review of **on-site precise grading and drainage plans, utility plans, and any other plan** required by the City to be included in the permitting package
- Review of Stormwater Control Plan (SCP) and Performance Requirement Checklists under the Phase II Small MS4 Permit and Central Coast RWQCB will include review for the appropriate site design and runoff reduction measures, water quality treatment, runoff retention and peak management.
- Review of the Stormwater Control Plan (SCP) will include review of Regulated Projects under the Phase II Permit including review of the stormwater control measure sizing, and hydraulic analysis for appropriate infiltration testing biofiltration capacity and treatment volume in line with the Guidance Manual.
- Review of site design, grading, and associated elements for conformance with the project soils report and confirmation of recommendations will be included on the plans.
- Project Site Boundary conditions will be evaluated to maintain continuity with surrounding properties and maintain existing drainage patterns
- Review of associated **off-site improvement plans** (if any).

Off-Site and Public Improvements Plan Review

Engineering reviews of off-site and public improvements, such as street and utility improvements, generally include the following:

- Review of plans and profiles for street and utilities
- Review of existing conditions, including subsurface utilities and right-of-way analysis
- Analysis of utility conflicts
- Perform or evaluate required studies, such as **hydrology and hydraulics reports, and capacity studies**
- Ensure ADA compliance for pedestrian routes
- Conformance check with all City standards and design criteria
- Conformance check with infrastructure and any existing **Master Plans**.

Civil Plan Review Approach

- Each plan review will consist of a complete red-lined set of drawings and any accompanying reports, together with a comment letter. The reviewed documents and letter will be returned to the City. At the City's discretion, the comment letter and red-lined documents may be submitted electronically to the design consultant to expedite the review process.
- CSG is available to meet with the applicant/representative and City staff to review comments or to delineate the standards which are not being met, in order to facilitate timely completion of the review and meeting the maximum goal of two plan checks.

- Confirm that the developer has obtained necessary permits or approvals from other public agencies when needed.
- Review and recommend approval of engineering bond estimates and subdivision guarantees. Assist the staff in preparing subdivision improvement agreements, other agreements (including stormwater treatment measure and landscape maintenance agreements), and staff reports.
- Meet with developers, consultants, and other agencies on behalf of staff, as requested.

Digital Plan Review

CSG has been performing digital plan reviews with various municipalities including the Cities of San Leandro, Mountain View, Rohnert Park, Belmont, San Mateo, Pacifica, and San Carlos. Reviews have been performed utilizing Bluebeam or Bluebeam Studio for instant collaboration with various other departments.

Staffing

- All plan reviews will be conducted by a State of California licensed civil engineer or under the supervision of a licensed civil engineer.
- Each project review is assigned to a plan reviewer with oversight by the main point of contact. The assigned plan reviewer will be committed to the project and will furnish all subsequent reviews for the project. It is the goal of CSG Consultants to provide, when practical, a cradle-to-grave approach for project review, where the same review team is assigned to the project from start to finish, including construction inspections.
- Provide specialized qualified licensed engineers to assist in any structural reviews, for any of the assigned projects.
- The review team will be available for applicant inquiries or conferences during normal business hours, Monday through Friday, from 8:00 AM through 5:00 PM. Web conferences, fax, and conference calls are optional forms of communications between the Consultant and City staff.

CITY SURVEYOR & MAP REVIEW SERVICES

The traditional role of the City Surveyor is to ensure that maps, legal descriptions, and plats prepared for private developments or public projects are technically correct. However, more often than not, the City Surveyor also routinely ensures that the documents are comprehensive of City requirements and completed in accordance with the California Subdivision Map Act and local ordinances and are in substantial conformance with the approved entitlement application (traditionally the functions of the City Engineer). The City Surveyor's functions can vary, but typically include evaluating the documents submitted by applicants for completeness, reviewing and providing written comments and 'redlines', and signing final documents/certificates or mylar prints of subdivision maps once approved. When complicated or unusual circumstances arise, the City Surveyor often meets with and advises the City Engineer, the City Attorney, and/or private applicants and their surveyor.

On rare occasions, the City surveyor may also be directed to set street monuments not set by private development surveyors or accidentally removed during public construction projects.

Detailed Scope of Work

CSG will review Final/Tract and Parcel Maps, Amending Maps, Certificates of Correction, Street Dedications and Public Easement Grants (Plats/Legal Descriptions), Lot Line Adjustments and Lot Mergers (Plats/Legal descriptions, and complete certificates), or other documents for compliance and conformance with the following:

- Approved Tentative Map (if any)
- Conditions of Approval (if any)
- The California Subdivision Map Act
- The Professional Land Surveyor's Act
- Industry Standards and Local Practice
- Title information for the property, including existing easements and any other relevant land encumbrances, based on information contained in a preliminary title report (PTR) and record documents to be furnished by the applicant (a hyperlinked PTR typically works best)
- Survey and miscellaneous information presented on parent record maps and deeds of the subject and adjacent properties
- The Project Improvement Plans and other documents, when conformance review is included in our scope of work.

In conjunction with each review, CSG performs the following:

- Review of closure calculations
- Review, seal and sign final mylar copies of subdivision maps or sign various certificates for technical correctness (as Acting City Surveyor or Technical Reviewer)
- Preparation of Staff Report(s) for City Council approval, if required
- Preparation of Lot Line Adjustment and Lot Merger certificates
- Preparation of Certificates of Compliance (including review of the Chain of Title for the parcel in question, and preparation of a technical memorandum describing our findings).

Mapping Review Approach

New map submittals will be coordinated with the proposed project manager. At the time of new submittals, the applicant may decide to meet with the City and CSG's project manager via Zoom or Microsoft (MS) Teams, or in person, to briefly present the project and discuss any challenges.

Upon receipt of the submittal package, CSG will perform a cursory review to determine if the submittal is complete or let the applicant know if additional documents are needed for the review. The documents required to initiate a mapping review consist of the following (minimum):

- ✓ *Final or Parcel Map (or plat & legal description) in a PDF format*
- ✓ *A hyperlinked Preliminary Title Report, dated within 60 days*
- ✓ *Closure Calculations*
- ✓ *Any other record document used in the preparation of the new map or plat and legal description that is not readily available via the hyperlinked Title Report*

Depending on the City's preference and project timeline, we may require missing documents immediately or address the matter in the form of a general comment with the first review.

Under the direct supervision of Ms. Truong, map reviews are typically completed by our team within ten (10) to fifteen (15) working days after receipt of a complete submittal package. Redlined documents and written comments are prepared for each review and are returned electronically via email. Subsequent submittals are typically reviewed within five (5) working days, but additional review time may be requested depending on project size, complexity, and applicant responsiveness to the first review. Conversely, expedited plan reviews may be performed upon request in certain cases.

Following each review, CSG is available to meet with City staff and/or applicants to discuss comments via Zoom, MS Teams, or by conference call. Our staff is always available to meet with applicants to discuss concerns and explain comments, at any stage of the review process.

When hard copies and packages are required to be transmitted to CSG staff (such as final mylar prints), they should be couriered or mailed to CSG's Foster City office for final review, signature, and scanning. In addition to Ms. Truong, four (4) licensed Land Surveyors and ample additional map checkers are readily available to deal with any fluctuating workload.

Technology & Resources

CSG staff are trained in the latest technologies available for mapping review work.

The following methods are employed daily at CSG:

Bluebeam Revu	▶ Our staff utilizes the latest version of Bluebeam Revu for digital map and plan review. ▶ Of particular note is the software's ability to quickly compare two similar documents, particularly near approval, to ensure no additional unapproved changes are made.
ParcelQuest	▶ CSG subscribes to this web-based application to quickly pull publicly available data such as Owner names, addresses, APNs and APN maps from the regional Assessor's Office database.
Monterey County GIS	▶ Our staff is familiar with all facets and uses of the County's Parcel Report Web App for obtaining land and property information, including APN Maps.

Typical Turnaround Times

TYPE	TIME FRAME
Pre-application entitlement review	Review application material in advance of requested meetings; complete formal comments and submit to Planning within one week of meeting
Review Tentative Map Application or Other Entitlement Package	Fifteen (15) working days
Prepare Conditions of Approval	Prepare within one week of request by Planning, or within reasonable shorter time frame if needed to meet hearing date
On-Site Development Plans Set and Studies Improvement Plans (road & utility infrastructure) (1st Review)	Ten to Fifteen (10-15) working days
On-Site Development Plan Set and Studies Improvement Plans (road & utility infrastructure) (Each Subsequent Review)	Five to Ten (5-10) working days
Final/Tract Maps (1st Review)	Ten to Fifteen (10-15) working days*
Final/Tract Maps (Each Subsequent Review)	Five to Ten (5-10) working days
Parcel Maps (1st Review)	Ten (10) working days*
Parcel Maps (Each Subsequent Review)	Five to seven (5-7) working days
Plat(s) and Legal Description(s) Review (*for Lot Mergers, Lot Line Adjustments, or other Documents requiring a Plat and Legal Description*)	Five to Ten (5-10) working days for each submittal*
Preparation of Certificates of Lot Line Adjustment/Lot Mergers	Five to seven (5-7) working days
Lot Legality Analysis (*for issuance of a Certificate of Compliance*)	Fifteen (15) working days upon receipt of a complete Chain of Title
Issuance of a Certificate of Compliance	Ten (10) working days from approval of Plat and Legal Description
All other mapping documents (1st Review)	Ten (10) working days
All other mapping documents (Each Subsequent Review)	Five (5) working days

**Turnaround time is initiated upon receipt of a complete submittal package*

OPTIONAL AS-NEEDED SERVICES: CODE ENFORCEMENT

Code enforcement activities are a crucial service to ensure not only public health and safety, but also to enhance economic development throughout a community. Blighted conditions such as graffiti on public and private properties, illegal dumping, vacant lots, overgrown vegetation, deteriorated building exteriors, missing or broken windows and screens, foreclosures, illegal signs, and inoperable vehicles all contribute to a community's negatively to its image and deterioration. Municipal Code standards are enforced to ensure that communities remain attractive, inviting, and safe. Well-kept communities help to maintain or increase values, discourage crime, encourage quality development while preserving the overall quality of life in the community. And supportive education of community members plays an essential role in a jurisdiction's ability to self-regulate and reduce program demand.

As consultants, CSG and its Code Enforcement Officers are driven to provide a high standard of performance and program delivery. CSG staff are highly skilled, experienced, culturally sensitive, and possess various certifications such as PC 832, California Association of Code Enforcement Officers (CACEO) or equivalent. In addition, their computer literacy includes familiarity with Central Square (TrakIt), Accela, iWorQ, Tyler, Microsoft Office programs (Word, Outlook, and Excel), and other current code enforcement databases or supportive platforms. As part of their normal duties, CSG officers enforce state/local laws; issue Administrative Citations; author reports, can testify at hearings, and perform other duties as may be required. CSG has Code Enforcement Officers who are bilingual in Spanish, who can be assigned to meet the City's needs. While each officer has their own background and style, to be successful in their duties, all CSG team members are articulate, coachable, driven, effective, and relatable.

CODE ENFORCEMENT SERVICES

CSG has and continues to provide Code Enforcement Officers to a wide variety of jurisdictions throughout the state. Our work has included inspections, investigative work, and enforcement to ensure public health and safety, including responsive calls for service, various forms of documentation, preparing and processing of all needed correspondences, providing accurate records, and follow up with stakeholders. Our highly qualified staff also interpret, and enforce provisions of the Municipal Code, including the Zoning, Housing, Building, Nuisance and Property Maintenance codes, along with state and other local codes. We have also provided council presentations and updates supporting the impactful work delivered within those communities.

CSG's Code Enforcement Officers work to identify code violations and engage stakeholders and responsible parties to correct code violations consistent with municipal and state codes tailored to the specific needs of the agency.

Examples of codes and ordinances enforced include:

- Zoning codes
- Building codes
- Housing codes
- Public nuisance codes
- State health & safety codes
- Property Maintenance
- Special concerns such as noise abatement issues, business licensing and permits, work and safety regulations, short term rental enforcement, massage, and human trafficking, and marijuana dispensaries

Our Code Enforcement Officers have extensive experience and skills in the following key areas:

- Bringing flexibility and transferable knowledge from various jurisdictions
- Being team oriented and communicating with staff and partner agencies

- Interfacing and working collaboratively within communities
- Meeting with property owners and guiding them in the pathway obtain compliance
- Providing respectful and thorough site inspections
- Educating the public and stakeholders regarding the regulations and due process
- Providing proper documentation
- Operating within the legal framework of the jurisdiction and industry
- Communicating and encouraging individuals towards voluntary compliance
- Drafting and issuance of required documents and processes
- Preparing administrative remedies including issuing notices of violations and citations
- Conducting administrative hearings with an Administrative Hearing Officer
- Preparing program updates and staff reports, as well as committee and City Council presentations
- Coordination of activities with multiple departments including Building, Planning, Community Development, Police and City Attorneys
- Providing information on municipal regulations to property owners, residents, businesses, and the public, as well as for agency departments
- Performing license and permit application review and processing
- Maintaining records of inspections using online databases such as Infor, Trakit, Accela, and Citizenserve
- Providing code enforcement program review and analysis

Although a majority of our results are gained by voluntary compliance, our services include a full range of code enforcement activities, including:

- Managing administrative abatements and receiverships
- Testifying on behalf of clients in administrative hearings and court proceedings
- Facilitating settlement agreements
- Recommending changes or updates to the code

In addition, CSG can review existing code enforcement programs to look for efficiencies and help establish appropriate policies and procedures to facilitate the mission of the code enforcement unit.

HOUSING INSPECTIONS

Upon request, CSG will conduct inspections in response to complaints about substandard housing consistent with Health and Safety Code Section 17900. Services could include contacting property owners and tenants, conducting inspections, documenting violations, and monitoring repairs.

CODE ENFORCEMENT SUPERVISION

CSG can provide interim staffing to oversee an agency's code enforcement personnel and day-to-day activities ensuring, for example, that procedures are followed, caseloads are managed effectively and that code enforcement officers work fairly and consistently with property owners and reporting parties. Our personnel are adept at serving as liaisons for code enforcement units when interacting with members of other departments. CSG Code Enforcement Managers may be called upon to attend department meetings, committee meetings and City Council meetings as a code enforcement program progresses. They can also be available to assist code enforcement officers, law enforcement and other City staff as well as representatives of other agencies on field visits when needed.

DANGEROUS BUILDINGS AND PUBLIC NUISANCES

CSG will assist the City in administering the Uniform Code for the Abatement of Dangerous Buildings and Nuisance Chapter of the Municipal Code, including the following services:

- Conduct preliminary investigations of conditions of property and make initial contact with tenants and property owners as appropriate
- Prepare courtesy notices and warning letters as appropriate
- Conduct inspections and prepare documentation of violations

- Prepare inspection warrants if necessary in order to gain access to conduct inspections
- Prepare "Compliance Orders" and "Notice and Orders"
- Organize appeal hearings if needed
- Conduct follow-up inspections to monitor compliance with "Compliance Orders" and "Notice and Orders"
- Provide support to legal counsel including preparation of declarations and documentation suitable for submission to Court
- Make Court appearances as necessary
- Prepare documentation for recovery of costs through administrative penalties and recordation of liens
- Appearing as expert witnesses

HEARING OFFICER SERVICES

If requested, CSG will assist the City with an on-call or designated Administrative Hearing Officer providing the following services:

- **Conducting Administrative Hearings:** CSG's Hearing Officer will preside over administrative hearings and ensure proper conduct during proceedings. CSG's Hearing Officer will hear all parties and review relevant evidence to determine an unbiased decision and/or recommendation based on the facts presented
- **Management of Procedural Issues:** This includes ruling on motions, written appeals, and other related evidence. CSG's Hearing Officer also has the authority to administer oaths, receive testimony, and is committed to upholding due process while facilitating an impartial environment where all parties can fairly present their case
- **Records Management:** CSG's Hearing Officer will maintain detailed records of all proceedings, compiling all pertinent documents and evidence. Additionally, a transcript of the proceedings can be provided upon request
- **Issuing Decisions:** After careful review of the evidence, information, and arguments presented during hearings, CSG's Hearing Officer will issue a written decision detailing the findings and a subsequent order and/or remedy to be executed

OPTIONAL AS-NEEDED SERVICES: DEPARTMENT ADMINISTRATION

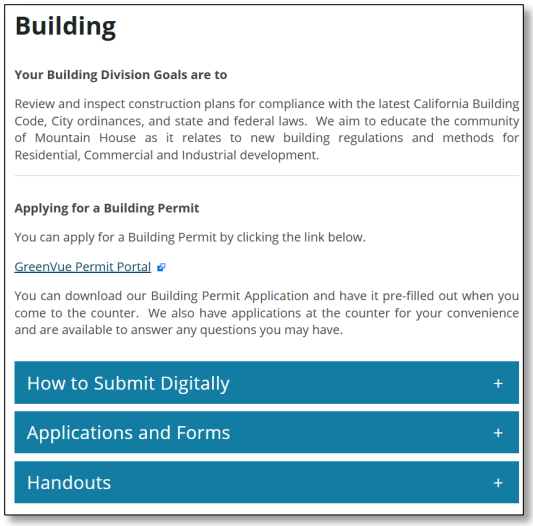
Training for City Staff and/or Applicants on Code Updates and Review Processes:

CSG's staff is actively engaged with ICC, CALBO, and multiple ICC Chapters, staying at the forefront of legislative bill tracking and implementation. When a bill passes, we ensure our client agencies remain compliant. Our involvement also extends to understanding surrounding jurisdictions, fostering consistency and collaboration in code compliance to facilitate a streamlined process.

Development of Permit Fee Schedules, Permit Software Configuration, and Online Permitting Processes:

CSG brings extensive experience and expertise in permit workflows, providing valuable recommendations throughout the administrative code compliance process from start to finish. Our goal is not only to ensure code compliance, but also to create a smooth, user-friendly, and positive experience for applicants. We prioritize accurate document control, ensuring all legal documents meet the requirements of reporting agencies, including assessors' offices.

Additionally, we have in-depth knowledge of handouts, forms, and applications that align with code and signature requirements, making it easier for applicants to navigate their projects. Our GreenVue software enhances digital compliance, allowing applicants to track their project's progress in real time for a seamless and transparent experience. Having provided services to client agencies throughout California, **CSG's staff has become adept at using a variety of software systems, including TRAKit, SIRE, and Bluebeam.**



CSG provides essential information to ensure the community and applicants have everything they need readily available on the Building Department webpage. From building permit applications to sample handouts and project-specific details, we help streamline the process, promote code compliance, and support the development of a cohesive and well-planned community.

A recent, notable example of CSG providing this service is for the City of Mountain House. As one of the fastest growing areas in California, Mountain House's transition to Cityhood occurred on July 1, 2024. CSG was selected to help establish and support the new City's building department, which required considerable planning and coordination in advance of their incorporation to assure the department was fully functional by July 1st. Several months prior, CSG staff worked alongside City staff to establish the Building Department—creating necessary forms, documents, software implementation (GreenVue), fee development (in conjunction with the City's fee consultant), development of policies and procedures (working with the City and City Attorney), and assisting with the setting up of the physical Building Department in the provided City space.

Additionally, CSG's IT staff, with direction and insights from CSG's building staff, developed a new Building Department website that is used by applicants today. This user-friendly, intuitive, and informative webpage has helped the City streamline new permit applications, while allowing applicants to view and stay up to date on the status of current projects. CSG assisted in the creation of both the Building Department webpage and the City's Electronic Permitting System for applicants, both of which can be viewed by following the links below:

Building Webpage: Building | City of Mountain House

GreenVue Permit Portal: Digital Permit Suite - Login

Cost Proposal and Fee Schedule

SECTION 6

CSG's fee schedule is provided below for the requested services.

PERSONNEL / REVIEW TYPE	ALL INCLUSIVE FEE / HOURLY RATE
Building Plan Review by Percentage	
Full Building Plan Review by Percentage	65% of Agency's Building Plan Check Fees
Structural Only Plan Review by Percentage	50% of Agency's Building Plan Check Fees
Expedited Plan Review by Percentage	95% of Agency's Building Plan Check Fees
Minimum Per Plan Review (Except for Residential Solar)	$250
Building Plan Review Hourly Rates (Minimum 1-Hour Per Submittal)	
Building Plan Review	$135
Structural Only Plan Review	$170
CASp Plan Review/Consultation	$166
Residential Rooftop/Ground-Mounted Solar Energy Systems	1-hour minimum
Expedited Plan Review/Overtime (Hourly)	1.5 x Hourly Rate
Building Department Services	
Permit Technician (Remote/On-Site)	$80/$95
Senior Permit Technician (Remote/On-Site)	$90/$110
CASp Inspection	$166
Building Inspector	$110
Combination Building Inspector	$135
Deputy Building Official	$150
Building Official	$170
Building Department Special Projects*	$160
Administration/Plan Processing*	$85-$150
Fire Prevention Services	
Fire Plan Review	$150
Expedited Plan Review (Hourly)	1.5 x Hourly Rate
Fire Inspections	$150
Fire Marshal	$175
Planning and Environmental Services	
Planning Director	$250
Planning Manager	$240
Principal Planner	$235
Senior Planner	$210
Associate Planner	$175
Assistant Planner	$155
Planning Technician	$100
Principal-in-Charge	$280
Sustainability Programs Manager	$220
Sustainability Programs Analyst	$190

Environmental Planning Director	$280
Senior Environmental Planner	$230
Associate Environmental Planner	$190
Assistant Environmental Planner	$160
GIS Technician	$100
GIS Analyst	$120
GIS Manager	$220
Document Publications Specialist	$125
Engineering Services	
Administrative Assistant	$105
Engineering Intern	$130
Assistant Engineer	$175
Associate Engineer	$205
Structural Engineer	$245
Associate Surveyor	$200
Senior Engineer	$225
Senior Land Surveyor	$225
Senior Structural Engineer	$260
Principal Engineer	$270
Senior Principal Engineer	$295
Two-Person Survey Crew	$410
Assistant Project Manager	$175
Project Manager	$220
Senior Project Manager	$250
Office Engineer	$180
Construction Inspector	$190
Senior Construction Inspector	$210
Assistant Resident Engineer	$210
Resident Engineer/Construction Manager	$265
Structural Representative	$265
Senior Construction Manager	$315
Code Enforcement Services	
Code Enforcement Manager	$215
Administrative Hearing Officer	$190
Code Enforcement Supervisor	$180
Senior Code Enforcement Officer	$170
Code Enforcement Officer II	$140
Code Enforcement Officer I	$115
Overtime Rate (in excess of 8 hours per day)	1.5 x Hourly Rate

TERMS & CONDITIONS

- *On each anniversary of the contract start date, the Contractor will initiate a rate increase based on the change in CPI-U for the applicable region.*
- *All plan review based on percentage of the agency's plan check fees includes the initial plan review and two subsequent reviews. Additional reviews, deferred submittals, revisions, and RFIs will be charged at the appropriate hourly rate.*
- *Minimum percentage plan review fee per project excludes Solar, ESS, or EVCS reviews.*
- *RFIs for large developments will be performed at an hourly rate, and turnaround times will be agreed upon in advance with the agency.*
- *Depending on project size and scope, CSG's percentage-based expedited plan review rate may be adjusted if mutually agreed upon between the agency and CSG.*
- *Should the scope of work change or circumstances develop which necessitate special handling, CSG will notify the agency prior to proceeding.*
- *Overtime/services provided outside of normal business hours will be billed at 1.5x the applicable hourly rate.*
- *Services provided on weekends will be billed a 2x the applicable hourly rate.*
- *Fire inspection time includes travel to and from site from CSG's regional office*
- *Hourly rates for publicly funded projects will be based on current prevailing wage rates.*
- *On July 1 or the anniversary of the contract start year, CSG will initiate an hourly rate increase based on change in CPI for the applicable region.*
- *CSG will mail/email an invoice every month for services rendered during the previous month. Unless otherwise agreed, payment terms are 30 days from receipt of invoice.*
- *If plans are not submitted electronically, CSG will coordinate the pickup and return of all plans to CSG via CSG staff or a licensed courier service.*
- *For hourly projects only, performance of plan review services utilizing the agency's adopted plan review software (e.g., ProjectDox or Bluebeam Studios) to, for example, markup plans with corrections and redlines and/or coordinate with other internal agencies, may involve additional time being added to the plan review time at the associated plan review rate.*

***Building Department Special Projects** may include developing and establishing the following: building department workflows and relationships with other internal agency departments, building permit code requirements, inspector and permit technician responsibilities, criteria for over-the-counter plan review and out-to-plan check projects, transmittals and routing processes, Building Department handouts for different project types; and may include other duties as assigned by the agency.*

***Administration/Plan Processing** fees are incurred for specific additional services requested by the agency beyond the normally provided CSG administrative services which typically include coordinating the pick-up and return of plans; performing scanning, collating, and tracking; and providing plan review status updates to the agency. Cost for additional services will be negotiated based on the type of request with a minimum fee based on 0.5 hours of service per project.*

Conflict of Interest Statement

SECTION 7

CSG has no past, present, or potential direct or indirect conflicts of interest that would impact the outcome of this contract. We work exclusively with public agencies to avoid potential conflicts of interest.

Comments/Requested Changes to Contract

SECTION 8

CITY'S STANDARD PROFESSIONAL SERVICES CONTRACT

Contract Section	Original Language	Comments/Proposed Changes
Section 2, 2nd paragraph	Consequently, the parties further agree that compensation hereunder is intended to include the costs of contributions to any pension and/or annuities to which Consultant and its employees, agents, and subcontractors may be eligible.	Change: Consequently, the parties further agree that compensation hereunder is intended to include the costs of contributions to any retirement and/or annuities to which Consultant and its employees, agents, and subcontractors may be eligible. Reason: CSG does not have a pension account and is not eligible to participate in government funded pension programs. Therefore, "pension" is not applicable to CSG.
Section 2, 1.5 Hourly Fees.		Add: On each anniversary of the contract start date, the Contractor will initiate a rate increase based on the change in CPI-U for the applicable region.
Section 5:		Remove: Notwithstanding the forgoing, to the extent this Agreement is a "construction contract" as defined by California Civil Code Section 2782, as may be amended from time to time, such duties of consultant to indemnify shall not apply when to do so would be prohibited by California Civil Code Section 2782. Reason: From the RFP, it looks like a staff augmentation and not a construction contract.
Section 8. 1.1 Termination	City may cancel this Agreement at any time and without cause upon written notification to Consultant. Consultant may cancel this Agreement upon 60 days' written notice to City and shall include in such notice the reasons for cancellation.	Change to Either party may terminate this agreement upon 60 days' written notice and shall include in such notice the reasons for cancellation. Reason: Mutual fair treatment
Section 9 1.1 Records Created as Part of Consultant's Performance	It is understood and agreed that the documents and other materials, including but not limited to those described above, prepared pursuant to this Agreement are prepared specifically for the City and are not necessarily suitable for any future or other use.	Change: It is understood and agreed that the documents and other materials, including but not limited to those described above, prepared pursuant to this Agreement are prepared specifically for the City and are not necessarily suitable for any future or other use by either party.

References

SECTION 9

Our track record of success with our clients is outstanding and we encourage you to contact our references with any questions or clarification you might require. The following is a partial list of references for which CSG has provided similar services as those requested by the City:

City of Monterey
Lori Williamson
Chief Building Official
580 Pacific Street
Monterey, CA 93940
(831) 646-5642
lwilliamson@monterey.gov
Building Plan Review & Inspection
2012-Ongoing

City of Sunnyvale
Russell Chung
Assistant Fire Marshal
456 W. Olive Avenue
Sunnyvale, CA 94086
(408) 730-7148
rchung@sunnyvale.ca.gov
Building/Fire Plan Review, Code Enforcement, Engineering Services
2014-Ongoing

City of Elk Grove
Darren Wilson
Development Services Director
8401 Laguna Palms Way
Elk Grove, CA 95758
(916) 627-3446
dwilson@elkgrovecity.org
Full-Service Building Department: Building Official, Deputy Building Official, Plan Review, Inspection, Permit Technician, and Administration
2021-Ongoing

City of Carson
Saied Naaseh
Community Development Director
701 E. Carson Street
Carson, CA 90745
(310) 952-1761 x 13654
snaaseh@carson.ca.us
On-Call Planning & Environmental Services
2016-Ongoing

City of Los Banos
Stacy Elms
Community/Economic Development Director
545 J Street
Los Banos, CA 93635
(209) 827-2433
stacy.elms@losbanos.org
Building & Fire Plan Review, Inspection, Code Enforcement, Staff Aug.
1999-Ongoing

City of Watsonville
Joseph DeSante
Chief Building Official
250 Main Street
Watsonville, CA
(831) 768-3065
joseph.desante@cityofwatsonville.org
Building Plan Review & Inspection
2009-Ongoing

City of Marina
Guido Persicone, AICP
Community Development Director
211 Hillcrest Avenue
Marina, CA 93933
(831) 884-1220
gpersicone@cityofmarina.org
Engineering Services and Mapping

City of Thousand Oaks
Scott Kolwitz
Senior Planner
2100 Thousand Oaks Boulevard
Thousand Oaks, CA 91362
(805) 449-2319
skolwitz@toaks.gov
Janss Marketplace Hotel EIR
2022-2023

City of San Mateo
Jay Yu
Engineering Manager
330 W. 20th Avenue
San Mateo, CA 94403
(650) 522-7323
jyu@cityofsanmateo.org
Engineering Services and Staff Augmentation

City of Mountain House
Jodi Almassy
Deputy City Manager
251 E. Main Street
Mountain House, CA 95391
(209) 831-5637
mhbuilding@sjgov.org
Building Official, Building Plan Review/Inspection, Permit Technician
2024-Ongoing

Devon Crowe
Engineer V
251 E. Main Street
Mountain House, CA 95391
(209) 831-5642
dcrowe@sjgov.org
Land Development – Comprehensive and Client Management
2024-Ongoing

Appendix

SECTION 10

RESUMES

Resumes for key staff have been provided in ***Appendix A*** for the City's review. Additional resumes for any staff identified on the organizational chart can be readily provided upon request.

Appendix A

Team Resumes

CSG CONSULTANTS

Employee-Owned

Crickett **Brinkman**

Regional Operations Director

LICENSES & CERTIFICATIONS

EDUCATION

Business Degree
Santa Barbara Business College | Santa Barbara, CA

PROFESSIONAL AFFILIATIONS

ICC Yosemite Chapter Board of Directors

CBOAC Board of Directors & Treasurers

As CSG's Regional Operations Director for the Central Valley, Ms. Brinkman excels at planning, directing and coordinating nontechnical functions of local offices, with a primary objective of improving customer experience through operational efficiencies. She is responsible for ensuring and improving the performance, productivity, and efficiency of local office operations through the provision of effective methods and strategies.

CSG EXPERIENCE

Regional Operations Director | CSG Consultants, Inc.

Ms. Brinkman serves as the Regional Operations Director (Central Valley) for CSG, her duties include the following:

- ***Coordination & Supervision:*** Coordinates, manages and monitors the workings of various departments such as DRT, local HR, customer proposals, office administration and building department administration.
- ***Best Practices:*** Improves processes and policies. Formulates and implements policies and procedures. Monitors compliance with adopted policies and procedures.
- ***Human Resources:*** Participates in planning and coordinating staff resources. Organizes local recruiting and placement of required staff. Ensures performance of new employee onboarding process. Delegates tasks and accountabilities. Monitors and evaluates performance, creation of welcoming employees with new hire HR Boxes
- ***Production:*** Coordinates and monitors various departments. Monitors performance and implements improvements. Supervises staff, schedules employees and helps employees improve their performance. Ensures effective maintenance of office fixtures and equipment.
- ***Communication:*** Monitors, manages and improves the efficiency of local services such as IT, HR, DRT and BLD. Coordinates communications between functions.
- ***Sales, Marketing & Customer Service:*** Manages customer support and provides support to sales and marketing efforts as needed. Additional responsiblities include swag research/ordering, coordination of employee gifts/ ordering, shirt orders for marketing, brochures, marketing display development/ ordering, work marketing booth for sever events for building services, working with Foster City Marketing team for other events and career days.
- ***Strategic Input:*** Participates in management planning meetings and implements and manages operational plans.

Mike **Brinkman** CASp, CBO, MCP

Vice President of Building Services

LICENSES & CERTIFICATIONS

DSA Certified Access Specialist (CASp) 071
Master Code Professional
Certified Building Official
Building Plans Examiner
Residential Plans Examiner
Building Inspector, UBC
Plans Examiner, UBC
Plumbing Inspector, UPC
Mechanical Inspector UMC
Residential Electrical Inspector
Commercial Electrical Inspector
Combination Inspector Uniform Codes
Residential Energy Inspector
Plans Examination
Commercial Energy Plans Examination
Commercial Energy Inspector
Accessibility Inspector/ Plans Examiner
Building Inspector
Combination Inspector
Residential Combination Inspector
Fire Inspector 1
| ICC 5230795
Safety Assessment Program
| SAPC61387
FEMA IS-00700 National Incident Management Systems
IACET First Responder Awareness (Association of Bay Area Governments)
CA State Contractors License
| C-61D-28 688121
Structural Welder Certification Class
|E7018

EDUCATION

Associate of Arts Degree
General Education
Chabot College | Hayward, CA

PROFESSIONAL AFFILIATIONS

CALBO Member of the Board of Directors

Past President, ICC Yosemite Chapter
Education Chairman
ICC Yosemite Chapter

Member, IAEI Yosemite Division
Treasure, ICC Region 1

Founding Member, Certified Access Specialist Institute – CASI

Mr. Brinkman is highly certified in multiple disciplines as a DSA Certified Access Specialist, a Certified Building Official and Master Code Professional. He has demonstrated his dexterity in enforcing a full range of state codes as well as specifications and standards. As a Master Code Professional, Mr. Brinkman has attained the highest level for certification standards within the International Code Council (ICC).

His work as a CASp professional involves many years of ensuring compliance with accessibility requirements in the California Building Code Title 24 and Americans with Disabilities Act. Mr. Brinkman provides expertise to public agencies, homeowners, architects, developers and contractors in the development of plans, and reviews and comments on site-specific issues related to accessibility.

Mr. Brinkman is highly knowledgeable of complex residential and commercial buildings and structures and all stages of construction. As a project manager, he expertly advises all stakeholders on design, coordination and construction of projects, working with jurisdictional staff, engineers, architects, and homeowners to quickly move through the necessary processes and procedures to achieve successful completion. His extensive knowledge in enforcement of building, plumbing, electrical, mechanical and other codes as well as his keen understanding of necessary ordinances ensures proper construction and successful project delivery.

Mr. Brinkman is responsible for all building operations for many municipal building departments—planning, directing, supervising and coordinating all building department activities while maintaining customer service levels and positive public relations. He is active as a manager, trainer and instructor for personnel working in residential and commercial construction, plan reading and code interpretation.

RELEVANT CSG EXPERIENCE

Building Official/Building Inspector/Building Plan Check Engineer | Multiple Jurisdictions

Mr. Brinkman currently provides contract building official, building inspection, and plan check services for CSG to the following jurisdictions:

- *City of Patterson*
- *City of Gustine*
- *City of Hughson*
- *City of Firebaugh*
- *City of Los Banos*
- *City of Newman*
- *City of Escalon*
- *City of Mountain House*

NOTABLE PROJECTS

- *Hampton Inn (City of Patterson)*
- *Flying J Travel Center (City of Patterson)*

PRIOR EXPERIENCE

Building Official/Building Inspector/Building Plan Check Engineer | Multiple Jurisdictions

Prior to working with CSG, Mr. Brinkman provided contract building official, building inspection and plan check services for the following jurisdictions:

- *City of Hollister*
- *City of Watsonville*
- *City of Pacific Grove*
- *County of San Benito*

NOTABLE ACCOMPLISHEMENTS

- *Author of an ICC published book: Residential Building Inspection, A Step-by-Step Guide*
- *CALBO Director (2019-Present)*
- *CTI Course Development Award (2016-2017 CALBO ABM)*
- *Two-term past President and current Treasurer of the Yosemite Chapter of ICC*
- *Founding Treasurer of ICC Region I*
- *County Building Officials Association of CA (CBOAC) – Building Official of the Year (2018)*

John **LaTorra**

Regional Building & Life Safety Manager

EDUCATION

Bachelor of Science, Aeronautical Operations
San Jose State University | San Jose, CA

PROFESSIONAL AFFILIATIONS

ICC (Governmental & Honorary Memberships) California Building Officials | CALBO

International Association of Plumbing and Mechanical Officials | IAPMO

National Fire Protection Association | NFPA

International Association of Electrical Inspectors | IAEI

American Society of Plumbing Engineers | ASPE

Mr. LaTorra serves as a Regional Building & Life Safety Manager for CSG, managing multiple assignments while supervising contract inspectors in various jurisdictions and assisting clients with Building Department processes and administration. Mr. LaTorra has been instrumental in the creation of both ICBO (former agency prior to ICC) and IAPMO certification programs. With 49 years of municipal inspection experience, and 45 years of teaching experience, Mr. LaTorra is well versed and highly knowledgeable in building, energy, solar, mechanical, and plumbing codes and standards. Additionally, Mr. LaTorra has served on numerous code development, product evaluation, technical panels, and specialized committees, including the Drafting, Public Hearing and Code Development Committees for the development of the first International Plumbing and Building Codes. Mr. LaTorra served on the national Board of Directors for the IAPMO, ICBO, and ICC organizations.

As an Honorary Member of ICC and the Peninsula and Monterey Bay Chapters, a Lifetime Member of the Central Coast Chapter and IAPMO, Mr. LaTorra brings a wealth of building industry knowledge. His regulatory practice coupled with extensive local and national public service experience involves the presentation of building safety principles and application of regulatory practices.

Mr. LaTorra was named the Building Official of the Year by the County Building Officials Association of California as well as the Peninsula Builders Exchange, Educator of the Year by CALBO and inducted into the CALBO Hall of Fame in 2008.

RELEVANT EXPERIENCE

Building Inspection Manager | City of Redwood City, CA
As the Building Inspection Manager, Mr. LaTorra managed and supervised the inspection activities performed by both contract and City Staff. Mr. LaTorra assigned work, trained and evaluated personnel, oversaw the Building Division's budget, policies, and procedures, addressed customer service programs, and performed complex inspection assignments.

Building Official | City of Redwood City, CA
Mr. LaTorra served as the City's Building Official, providing overall guidance, direction, and management of the City's Building Division. He monitored, implemented, and enforced all rules and ordinances related to building codes and to any other general health or safety matters.

Instructor | College of San Mateo, San Jose State University, and multiple organizations
Mr. LaTorra has 45 years of teaching experience instructing students on the topics of building, energy, solar, plumbing, and mechanical.

NOTABLE PROJECT EXPERIENCE

Oracle Corporate Headquarters | City of Redwood City, CA
Mr. LaTorra served as the Building Official during the construction Oracle's Corporate Headquarters which included multiple high-rise office buildings. The project required that the entire development site be converted from a theme park to a space that could accommodate office buildings.

Steve Jobs' NeXT Corporate Headquarters and Manufacturing | City of Redwood City, CA
Mr. LaTorra served as the Building Official during the construction of a two-story office building.

Redwood City Fire Stations, Police Station, Library, City Hall | City of Redwood City, CA
Mr. LaTorra served as the Building Official during the construction of City of Redwood City Civic Center which included three fire stations, a police station, a library and a city hall.

Mark **McClain** CBO

Building Official
Senior Building Inspector

LICENSES & CERTIFICATIONS

Certified Building Official
Certified Building Plans Examiner
Certified Building Inspector
Certified Electrical Inspector
Certified Building Code Specialist
Certified Combination Inspector
Certified Plumbing Inspector
Certified Mechanical Inspector
Certified Combination Dwelling Inspector
| ICC 8001391

EDUCATION

Building Inspection, Technology
Butte College, Oroville, CA

PROFESSIONAL AFFILIATIONS

Class A Member of the International Code Council (ICC) and California Building Officials (CALBO)
| CALBO 2014 – 2016 Board of Directors

CALBO Outreach & Communications, Committee Chairperson

Monterey Bay Chapter of ICC (MBCICC) Current & Past President

MBCICC Education Committee Chair Tri Chapter Education Committee Member

MBCICC Building Official of the Year – 2009, 2011 & 2012

Mr. McClain brings over 30 years of building industry experience, providing extensive technical expertise to CSG and its clients. Mr. McClain has served as the Building Official for the City of Seaside for 9 years, providing Code Enforcement management and inspection services, department administration, supervision of employees, building inspections, plan checks, permit issuance, determination of required fees, fiscal budget preparation, meetings with contractors and the general public, and all aspects of managing the City's Building and Code Enforcement Division. Mr. McClain also previously served as the Building Official for the City of Greenfield, providing management of the day-to-day operations of the Public Works Department and in the absence of the Public Works Director. He has also previously served numerous municipalities as an independent contractor.

CSG EXPERIENCE

Building Official/Building Inspector | Multiple CSG Client Agencies

Mr. McClain provided contract staff support to various jurisdictions serving as the Building Official and/or as the Building Inspector for the following agencies/jurisdictions:

- *City of King City*
- *City of Soledad*

RELEVANT EXPERIENCE

Building Official | City of Seaside, CA

As Building Official, Mr. McClain provided Building Department and Code Enforcement management and inspection services to the City of Seaside, including department administration, supervision of employees, building inspections, plan checks, permit issuance, determination of required fees, fiscal budget preparation, meetings with contractors and the general public, and all aspects of managing the City's Building and Code Enforcement Division. He also served as a Board Member for the Oversight Board to the Successor Agency of the City of Seaside.

Building Official | City of Greenfield, CA

Mr. McClain provided Building Department management and inspection services to the City of Greenfield, including department administration, supervision of employees, building inspections, plan review, permit issuance, determination of required fees, fiscal budget preparation, meetings with contractors and the general public, and all aspects of managing the City's Building Department. He also conducted all private and publicly-funded public works inspections throughout the City. In the absence of the Public Works Director, he oversaw the day-to-day operations of the Public Works Department and provided inspections for public works projects.

Building Official/Assistant Planning Director | City of Greenfield, CA

Mr. McClain served as both the Building Official as well as the Assistant Planning Director for the City of Greenfield. He was secretary to the Greenfield Planning Commission, processing all development applications, zoning applications, use permit applications, design review, subdivision processing, fiscal budget preparation, preparation of agendas and staff reports, public noticing, zoning ordinance interpretation and enforcement, and counter operations. Mr. McClain also provided direction to staff and assisted with the City's 2005 General Plan Update, and management of the City's consultants regarding land use and environmental review projects.

Miroslav **Lhotsky** SE, CBO, MPA

Senior Plan Check Engineer

LICENSES & CERTIFICATIONS

Structural Engineer
State of California | SE 3572

Civil Engineer
State of California | PE 40880

Building Official Certificate |BO, 2014

Building Plans Examiner Certificate | B3, 2007

Commercial Building Inspector Certificate | B2, 2015

EDUCATION

MPA Degree, CSU Northridge (2015) | Northridge, CA

BS, Engineering, CSU Northridge (1982) | Northridge, CA

Certificate of Completion: Building Plan Review, Electrical Inspection, Mechanical Inspection |Orange Coast College/Coastline College

PROFESSIONAL AFFILIATIONS

Current Member of ICC and ICC Los Angeles Basin Chapter

SEAOSC Member of Board of Directors (2007/2008)

Member of SEAOSC Quality Assurance Committee (2007-2009)

Member of ICC Los Angeles Basin Structural Committee

SOFTWARE

CSI and EnerGov Permit Software

BlueBeam and Adobe PDF

MS Office, Risa, CMD 19, EnerCalc, RetainPro, Notability, Good Notes

Mr. Lhotsky brings expertise to CSG and its client agencies gained from more than 40 years of municipal building department and private sector experience. Most recently, Mr. Lhotsky served the City of Glendale Building and Safety division as Deputy Building Official, filling a crucial role after the unforeseen retirement of the existing Building Official during the COVID-19 pandemic. Other notable agency experience includes inspection and plan review services with the Cities of Newport Beach and Santa Clarita. In addition to his public agency experience, he has also been highly successful in the private sector, having launched a successful career in structural engineering and building code compliance.

NOTABLE PUBLIC AGENCY EXPERIENCE

Deputy Building Official | City of Glendale, CA

Under the direct supervision of Building Official, Mr. Lhotsky performed direct supervision and management of the plan check group that consisted of eight staff members. This included monitoring production, quality, and consistency of plan review—in addition to training, mentoring, and evaluating staff. In this role, Mr. Lhotsky's functions also included:

- *Complex code interpretations, review and approval of building code modifications.*
- *Assisting staff with challenging plan reviews, resolving conflicts between customers and City staff.*
- *Acted as a liaison regarding policies and requirements with other departments to maintain a smooth flow of Building & Safety operations*
- *Monitored the creation and development of new Building & Safety information bulletins, standard plan check lists, and policy memorandums.*

Acting Building Official | City of Glendale, CA

After an unforeseen retirement by the existing Building Official during the COVID-19 pandemic, Mr. Lhotsky assumed the role of Acting Building Official and was instrumental in maintaining division operations. Working under the direction of the division head and Permit Services Administrator, Mr. Lhotsky's duties included the following:

- *Directly supervised plan check group and indirectly supervised permit technician and inspection groups*
- *Assisted City Attorney's office with City code enforcement cases and represented the City at depositions and in court as an expert witness*
- *Assisted City Attorney's office and Planning Division with preparation of City ordinances for City Council's review and approved implementations of policies related to SB 9 (lot splits, ADU ordinances and approval process), EVCS policy on fast-track approval, and SB 13 requested delay in enforcement.*
- *Collaborated with Sustainability Commission and City Attorney's office to create the City's first reach code requirement for all new buildings (including all electrification, increase in EVCS facilities and required photovoltaic systems on all new commercial and multifamily buildings).*
- *Supervising participant in City's team for the implementation of a new land management software (EnterGov), and the integration of key City departments to establish the City's first virtual permit services center.*

Principal Building Code Specialist | City of Glendale, CA

In this role, Mr. Lhotsky served as plan check supervisor and was responsible for front counter plan check operations that included four staff members. He also assigned projects, mentored/trained staff, resolved conflicts/disagreements, and monitored production/quality of plan checks and staff interactions.

Assistant Plan Check Engineer | City of Santa Clarita

As Assistant Plan Check Engineer, Mr. Lhotsky was responsible for the review of fire and life safety, accessibility, energy, and structural design compliance to the 2007 California Title 24 Codes, City ordinances, and policies.

Ali **Annan** PE, CBO, CFM, CASp

Senior Plan Check Engineer

LICENSES/CERTIFICATIONS

California Licensed
Professional Engineer (PE)-Civil
Certified Building Official (CBO)
Certified Fire Marshal (CFM)
Certified Building Code Specialist
Certified Building Inspector
Certified Building Plans Examiner
Certified Access Specialist (CASp)

EDUCATION

Bachelor of Science Degree,
Civil Engineering
Cal State University, Los Angeles
Palomar College, San Diego
Associate in Arts Degree

PROFESSIONAL AFFILIATIONS

Certified Access Specialist Institute
Principal Director of County Building Officials Association of California
American Public Works Association (APWA): Past President and currently serving as an executive Board Member, Local Chapter

Mr. Annan's professional background consists of over 36 years of diversified experience in Building Department Services, Engineering, Code Compliance and Enforcement of California Code of Regulations, Title 24 (Building Codes). He was most recently serving as the Building Official for Kern County and Assistant Director of Public Works Department.

RELEVANT EXPERIENCE

COUNTY OF KERN, CA

Mr. Annan served in positions of increasing responsibility during his service to the County of Kern.

Chief Building Official and Assistant Director: Mr. Annan most recently served as Assistant Public Works Director and the Building Official for Kern County. This included overseeing/managing the operations of the Building and Code Division, which consists of the following Sections: Building Inspection and Plan Check, Code Enforcement, Flood Plain Management, Drainage, Grading, and County Service Areas. Mr. Annan also interpreted and enforced building codes, oversaw and provided guidance for building permits and field inspection activities, developed operating policies and procedures related to building and safety, provided timely response to complaints, and took necessary steps to resolve issues and code related violations. Additionally, he advised the public and designers on code related building and accessibility rules and regulations, attended Board of Supervisors hearings and other public meetings, conferred with Public Works Directors, members of the Board of Supervisors and others on issues relating to various code interpretation. Additional duties included participating in meetings with builders to gain feedback and provide information regarding plan review and code enforcement, issuing Certificates of Occupancy, as well as reviewing and updating the County's Code of Building Regulations.

Engineering Manager-for Public Works Department/Engineering, Building Inspection, Surveying and Permit Services: Mr. Annan served as an engineering manager in charge of day-to-day operations related to Building Inspection and Building Plan Check, Drainage & Grading Plan reviews, and Subdivision/Land Development Plan reviews.

Supervising Engineer for Engineering and Survey Services Department, Building Inspection Division: Mr. Annan served as a supervising engineer and the lead building plans examiner for residential, commercial and industrial buildings. In this role, he consulted with engineers, architects, inspectors, contractors, designers and the general public regarding matters such as design, engineering, codes, regulations, etc. Additionally, he also supervised Building Plans Examiners, Inspectors, and Building Plans Technicians, while providing training and building code interpretations to building inspectors and staff.

Engineer III-for Engineering and Survey Services Department: Mr. Annan served as the County Service Areas Engineer, managing the work of several engineering consultants for various engineering and environmental projects. He designed flood control facilities, supervised construction inspection of major projects, and formed numerous county service areas and assessment districts. Additionally, he checked subdivision improvement plans to ensure compliance with engineering principles and development standards/regulations.

Engineer II for the Planning and Development Services Department, Flood Plain Management Division: Mr. Annan performed land development improvement plans check and analysis. He checked drainage, flood and hydrology studies for land subdivisions, while participating in developing/updating hydrology and flood control standards. Additionally, he wrote technical reports and performed numerous drainage and flood control studies.

Engineer II for Public Works Department: Mr. Annan prepared construction contracts and specifications and interacted with local and state agencies concerning environmental matters. He also performed subdivision plan reviews to assure compliance with Land Development Standards and ordinances.

Randy **Brumley** PE

Senior Plan Check Engineer

LICENSES & CERTIFICATIONS

Professional Mechanical Engineer
State of California | #37959

ICC Certified Mechanical Plans Examiner

EDUCATION

Bachelor of Science, Mechanical and Aeronautical Engineering, University of California, Davis | Davis, CA

Mr. Brumley is a Senior Plan Check Engineer and will be providing mechanical, electrical, and plumbing plan review for CSG and its clients. He brings over 20 years of engineering experience. He is an innovative problem solver with extensive experience in complex industrial products, creative design, and development. To this role he brings expertise in design engineering and integration, and excellent interpersonal and communication skills.

CSG EXPERIENCE

Mr. Brumley has provided plan check reviews for the following agencies CSG serves:

- City of Sacramento
- City of Stockton
- City of South San Francisco
- City of Paso Robles
- County of Monterey

PRIOR EXPERIENCE

Mechanical Plans Examiner | Consulting Firm, Roseville, CA

As a Mechanical Plans Examiner, Mr. Brumley performed building plan examinations to ensure commercial and residential building projects complied with Federal, State, and local rules, laws, and regulations. He provided technical expertise for mechanical, plumbing, energy, and green codes. Mr. Brumley also acted as an instructor for building officials, plans examiners, and inspectors for local chapters and established positive relationships with local agencies, City staff, and the public.

Mechanical Engineer | California Energy Commission, Sacramento, CA

Mr. Brumley reviewed, evaluated, and verified Acceptance Test Technician Certification Provider (ATTCP) applications. He conducted oversight of approved ATTCPs and their programs to ensure continued compliance with Title 24 for the installation and maintenance of mechanical systems for nonresidential buildings. He also worked within a team to develop program requirements, refined acceptance test procedures and updated building energy efficiency standards.

Senior Engineer | Aerojet Rocketdyne, Rancho Cordova, CA

Mr. Brumley provided technical expertise for industrial product development. He managed project scope, schedule, and quality while concurrently controlling costs to meet budget requirements. He directed a multi-discipline team of engineers including mechanical, composite, electrical, manufacturing, systems, and testing.

Mr. Brumley also served as Lead Designer Engineer for warhead applications. He maintained design performance requirements and trained and mentored colleagues.

Project Engineer | Aerojet Rocketdyne, Rancho Cordova, CA

Mr. Brumley handled product design and user interfaces, analyzed components, reviewed design merits, and reverse-engineered componentry. He reviewed manufacturing assembly processes and coordinated with Quality Assurance and Production teams to ensure production requirements and standards were met. He successfully integrated newly acquired company product lines and reduced manufacturing costs by developing and testing joint bearing strength panels.

Composite/Design Engineer | Aerojet Rocketdyne, Rancho Cordova, CA

Mr. Brumley designed composite pressure vessels and containers for industrial and military use and worked with composite materials. He ensured on-time delivery of test hardware by providing versatile engineering support and reduced tool manufacturing costs. He also improved structural analysis efficiency and time savings by designing and developing graphic user interfaces in Excel.

Christine **Jansen** PE

Principal Plan Check Engineer

LICENSES & CERTIFICATIONS

California Professional Civil Engineer |License No. 79594

EDUCATION

M.S., Civil Engineering
California State University, Sacramento | Sacramento, CA

B.S., Civil Engineering
California State University, Sacramento | Sacramento, CA

PROFESSIONAL AFFILIATIONS

American Society of Civil Engineers: Member

SEAOCC: Member

Ms. Jansen is a Principal Plan Check Engineer with over 17 years of engineering experience. Ms. Jansen offers a wealth of California and Nevada Building Code knowledge and project management experience to CSG's clients. To this role, she brings leadership experience, and excellent communication, time management, and customer service skills.

RELEVANT EXPERIENCE

Consultant Plan Review Engineer / Plan Review Coordinator

Ms. Jansen reviewed building plans for compliance with the California building codes and City ordinances for both public and private commercial and residential structures for permit issuance. She also provided structural plan check for projects ranging from small non-habitable structures to complex multi-story commercial buildings. Additional responsibilities included structural plan review coordination and management throughout California and Nevada.

Associate Civil Engineer | City of Sacramento, CA

Ms. Jansen provided building and structural plan check for public and private commercial and residential structures. She also served as an intern supervisor and her responsibilities included processing expedited requests and application extensions, providing over the counter structural plan review, and assisting applicants with code questions.

Civil Engineer | Bureau of Reclamation, Sacramento, CA

Ms. Jansen prepared and reviewed designs and specifications for projects relating to dams and waterway infrastructure in the Central Valley federal waterways. She was also responsible for completing budgets, construction schedules, and inspections for the dams and infrastructures.

Temporary Project Engineer – Single Project | Syblon Reid Engineering Contractor

Ms. Jansen was responsible for general engineering, specification submittals, materials management, site management and oversight, sub-contractor organization, and payroll assistance for a 5-million-dollar project.

Assistant Engineer | Dokken Engineering, Inc., Folsom, CA

Ms. Jansen was responsible for the design, analysis, detailing, specifying, research, calculations, plan check, and planning studies of moderate to complex highway infrastructure assignments.

Intern Engineer | David Evans and Associates, Inc.

Ms. Jansen's responsibilities included roadway modeling, quantities, estimating, creating project reports, utility coordination, public infrastructure design, and the design and analysis of highways and highway interchanges.

Assistant Engineer | Wood Rogers, Inc.

Ms. Jansen's tasks included project coordination, assisting with project and construction management, drafting, submittal processing, and cost estimations for subdivisions, major roadways, and parks.

Intern Engineer | Frayji Design Group

Ms. Jansen's tasks included grading improvement plans, subdivision improvement plans, cost estimations, site design, project coordination and forward planning.

Jimmy **Le** PE

Associate Plan Check Engineer

LICENSES & CERTIFICATIONS

Mechanical PE

EDUCATION

MS. in Mechanical Engineering
California State Polytechnic University, Pomona

BS in Mechanical Engineering
University of California, Irvine

PROFESSIONAL AFFILIATIONS

The American Society of Mechanical Engineers (ASME)
Secretary

Mr. Le provides comprehensive mechanical and plumbing plan review and permit technician services on behalf of CSG and its clients. His role involves meticulously evaluating mechanical and plumbing system design to ensure they meet all codes and regulations. As a result-oriented and highly motivated professional, Mr. Le excels in managing complex projects, demonstrating exceptional skills in both independent and collaborative work environments. He effectively communicates with team members and clients ensuring clarity and efficiency throughout the project plan check cycle. His self-motivation and commitment to excellence enable him to deliver high-quality outcomes within strict deadlines, contributing significantly to the successful completion of projects.

RELEVANT EXPERIENCE

Building Plans Examiner | CSG Consultants, Inc.

Mr. Le performs mechanical and plumbing plan check across multiple jurisdictions to ensure compliance with California Mechanical and Plumbing Codes along with other codes and standards. His responsibilities include evaluating system layout. For mechanical systems, this includes evaluating HVAC layout, ductwork, equipment specifications, and energy efficiency. For plumbing systems, it involves checking pipe routing, fixture placements, water sizing calculations, and drainage. Some notable projects include plan check for the city of Santa Ana commercial cannabis businesses evaluating HVAC systems for climate control and odor management and assessing complex plumbing needs such as high-capacity system and secure water supply configurations. Reviewing multi-unit condominiums for the city of Fullerton and its multi-unit HVAC systems for efficient heating, cooling and ventilation as well as adequate water supply, waste management and integration with other residential systems across multiple dwellings. This ensures proper integration with other building systems such as electrical and HVAC, and verifies that all designs meet safety, performance, and regulatory requirements.

As an intern, one of Mr. Le's main responsibilities includes preparing plans and specifications to redesign an outdated Oil Dock facility at OCSD under supervision of Engineering Supervisor. Tasks include researching articles on storage methods and designing exhaust/HVAC system using AutoCAD. Another responsibility includes conducting fieldwork with Associate Engineers to collect and input data of specialized equipment onto Maximo. Mr. Le is collaborative individual working with Assistant and Associate Engineers as well as operators and contractors to improve capital assets.

Mechanical Engineering Intern | Orange County Sanitation District

As an intern, Mr. Lee would: collaborate with Assistant and Associate Engineers to prepare plans and specifications for minor engineering projects. Mr. Lee would also collect data, entry, tabulation and analysis for special projects and reports

Annette **Mayfield** EIT, CASp

Principal Plans Examiner

LICENSES/CERTIFICATIONS

ICC Plans Examiner
ICC # 8018477

Engineer-In-Training
State of California
EIT# 130173

Certified Access Specialist
CASp-538

EDUCATION

BS, Civil Engineering
California State University
Fresno, CA

Ms. Mayfield is a CASp Certified Principal Plans Examiner for CSG with more than 15 years of experience serving multiple jurisdictions throughout the State of California. She approaches plan review with unique knowledge while balancing the delivery of timely and accurate reviews and remaining responsive to and approachable by the public.

CSG EXPERIENCE

Principal Plans Examiner | CSG Consultants, Inc.

Ms. Mayfield has performs plan check services for various CSG clients, including, but not limited to the following:

- *City of Sunnyvale*
- *City of Mountain House*
- *City of Gilroy*
- *City of Newman*
- *City of Hughson*
- *City of Delano*
- *City of Sanger*
- *City of Sacramento*
- *City of Elk Grove*
- *City of Stockton*
- *City of Monterey*
- *City of Watsonville*
- *City of Paso Robles*
- *City of Arroyo Grande*
- *City of San Luis Obispo*

PRIOR EXPERIENCE

Plans Examiner | Interwest Consulting Group

As a Plans Examiner for Interwest Consulting Group, Ms. Mayfield's work included life safety reviews for high profile projects like the Sacramento Criminal Courthouse, Sacramento Republic Soccer Stadium, as well as the $1.3 billion-dollar 2020 UC Merced Campus Expansion.

Plans Examiner | NAFFA International

Ms. Mayfield has experience performing life-safety, architectural, mechanical, plumbing, electrical, accessibility and structural reviews in residential, multifamily, and commercial projects, including specialty reviews of OSHPD 3 licensed clinics, high-rise buildings, industrial facilities, hotel/motels and residential care facilities. This experience is also evident in working directly with applicants, designers, and jurisdictions, having successfully served numerous jurisdictions throughout the state of California.

Ivan **Ramirez**

Associate Plans Examiner

LICENSES & CERTIFICATIONS

Certified Plans Examiner
| ICC B3

EDUCATION

Bachelor of Science, Civil Engineering
California State University, Northridge
| Northridge, CA

Mr. Ramirez brings more than five years of plan review experience to CSG and its clients, having performed plan check in a variety of capacities. Through his experience with City Building Departments and civil engineering companies, Mr. Ramirez has developed an expertise in the plan review process and interpreting CA and international building, residential, mechanical, electrical, plumbing, energy, green building, and structural codes.

RELEVANT EXPERIENCE

California Code Check A Bureau Veritas Company – Plan Review Engineer | Thousand Oaks and Atascadero, CA

Mr. Ramirez reviewed and processed plan submittals from various jurisdictions ensuring that the proposed plans followed the most current and pertinent requirements, as set forth by the international and California building, residential, mechanical, electrical, plumbing , energy, green building and structural codes. He met with engineers, architects and developers with regards to structural, architectural and code compliant irregularities or inquiries to help mitigate and resolve building deficiencies. Onsite assignments with Jurisdictions included the Santa Rosa Fire Resilience Recovery Center where he distributed and delegated plan submittals to internal building department staff. He met with the Building Official and Various Council members on various matters ranging from Pre-Construction meetings with local professionals to forecasted projections of residential and commercial rebuilds. He established and maintained effective working relationships with property owners, architects, engineers, contractors, the general public, co-workers, other departments, supervisors and officials.

City of San Luis Obispo Building Department

Mr. Ramirez provided developmental plan review to determine compliance and efficacy of future subdivision and commercial projects. This included parcel map subdivision. He performed plan review of commercial, industrial and residential building construction projects to determine compliance with State and local building codes, laws, and ordinances. Established and maintained effective working relationships with property owners, architects, engineers, contractors, the general public, co-workers, other departments, and supervisors. He coordinated and monitored plan review accomplished by the City's consultants and other City departments. Mr. Ramirez also coordinated plan review by other departments to ensure transmittal of corrections in a complete and professional manner. He conducted training sessions as required for Division staff concerning code changes, code interpretations, compliance issues and procedural working methods. He maintained accurate records and prepared reports related to assignments. He also aided in the code enforcement function and supported the investigation of complaints of alleged code and ordinance violations and other unsafe conditions; provided technical guidance to identify and resolved building code violations.

California Code Check / Bureau Veritas Company Internship | Thousand Oaks, CA

Mr. Ramirez reviewed and processed plan submittals from various jurisdictions ensuring that the proposed plans followed the most current and pertinent requirements, as set plumbing, energy, green building and structural codes. He aided in the logging and approval process for permit completion.

Heery International | Sun Valley, CA

Mr. Ramirez assisted civil engineers, architects and construction managers with the renovations, rehabilitation and development of the Los Angeles Unified School District 8 facilities. He worked on plan development, excel spreadsheets and PowerPoint presentations for the Engineers and Architects within the office. He also observed site inspections for the current projects of the time and was given the opportunity to sit in on several meetings with the construction teams of various campuses.

Stuart **England** CASp

Senior Plans Examiner

LICENSES & CERTIFICATIONS

Certified Building Plan Examiner
Certified Commercial Building Inspector
|ICC 5087331

Certified Access Specialist | CASp - 872

EDUCATION

Extensive Code, Structural, and Accessibility training through ICC, CALBO, IAEI, NFPA, PSMJ, Access Services Plus, and Cal CASp, Inc.

AFFILIATIONS

International Code Council (ICC)

Member of National Fire Protection Association (NFPA)

International Association of Electrical Inspectors (IAEI)

PSMJ Resources, Inc. – Project Management

Mr. England serves as a Senior Plans Examiner in the Plan Review Division of CSG Consultants. He brings over 21 years of experience having served in various roles in the Building and Engineering Departments. With considerable experience as a designer, plan reviewer, and inspector, he has a broad and deep construction knowledge and is well-suited to adapt to the everchanging landscape of construction methods and technologies. To this role he brings great project management and customer service skills, and the ability to take on various tasks and responsibilities.

RELEVANT CSG EXPERIENCE

CSG Senior Plans Examiner | Multiple CSG Client Agencies

Mr. England performed residential, multi-family, commercial, medical, industrial, structural, and agricultural plan review for a variety of CSG client agencies throughout California including:

- *City of Elk Grove*
- *City of Lincoln*
- *City of Los Banos*
- *City of Merced*
- *City of Mountain View*
- *City of Patterson*
- *City of San Carlos*
- *County of Fresno*
- *County of San Joaquin*
- *County of Santa Cruz*
- *County of Tuolumne*

PRIOR EXPERIENCE

Project Manager | Consulting Firm, Merced, CA

Mr. England served as a project manager for commercial, multi-family, industrial, and agricultural projects. He performed quality control during the plan and construction phases. He coordinated and communicated with consultants, utility companies, contractors, and clients. Additional responsibilities included plan check and site inspections for commercial, multi-family, industrial, and agricultural projects.

Plans Examiner | City of Merced, CA

Mr. England performed plan review and inspection for complex commercial, industrial, OSHPD3, multi-family, and accessibility projects.

Engineering Technician IV | City of Merced, CA

Mr. England performed plan review and inspection for all utility encroachments, general encroachments, and treatment plants. He also provided multi-jurisdictional inspections and inspection services for capital improvement projects.

Ashkan **Arya** PE

Senior Plan Check Engineer

LICENSES/CERTIFICATIONS

CA Professional Civil Engineer
Approved by SE by CA Board for Professional Engineers
Licensed Engineer in Tehran, Iran

EDUCATION

B.S., Civil Engineering
Iran University of Science and Technology, Tehran, Iran

Mr. Arya brings more than 15 years of industry experience to CSG, which includes more than five years of experience providing plan reviews for commercial, residential and industrial projects. He has worked as both a Structural Plan Check Engineer and Structural Design Engineer, and is well versed in both preparing structural plans and performing plan review for structures and projects.

RELEVANT EXPERIENCE

Structural Design Engineer | Self Employed

Prepared structural plans and calculations for a variety of residential and commercial projects.

Structural Design Engineer | BHW Engineers

Mr. Arya prepared structural plans and calculations for new construction, including additions, remodels, seismic retrofits and retaining structures.

Structural Design Engineer | Tehran, Iran

In this role, Mr. Arya prepared structural plans and calculations for a variety of building structures—primarily concrete and steel residential projects, parking, and commercial (up to 13-story). These projects featured a variety of building structural systems, including concrete and steel moment frames, concrete shear walls, steel bracing frames and numerous foundation types.

Jared **Claypool**

Associate Plans Examiner

LICENSES & CERTIFICATIONS

California Residential Building Inspector
Residential Electrical Inspector
Residential Plans Examiner
Residential Energy Inspector/Plans Examiner
| ICC 8488488

EDUCATION

Building Inspection
Butte Community College | Chico, CA

Building Inspection on the Job Training
CSG Academy | Newman, CA

Mr. Claypool serves as an Associate Plans Examiner for CSG Consultants and its client agencies. Prior to his work as a plans examiner, Mr. Claypool also provided building inspections for CSG, which has translated to a understanding of both the plan check and inspection side of building department functions. He has a knowledge of the complete building process, which makes him an asset to any client agency CSG serves.

Prior to joining CSG, Mr. Claypool was a professional glazier. He is experienced at retrieving a regular stream of daily assignments from a central dispatch and ensuring early or on-time job completion. Responsibilities included inspecting machinery and understanding proper tool and equipment use required for task completion.

Mr. Claypool has strong leadership and excellent customer service skills. He regularly attends trade school to continue his training. His current trade certifications include OSHA 30, Boom Lift, Scissor Lift, Fork Lift, Grade ALL, First Aid, CPR, Hoisting and Rigging.

RELEVANT EXPERIENCE

Plan Review | Multiple Jurisdictions
Mr. Claypool performs plan review support for our plan check staff, reviewing over the counter solar plans, small additions and remodels for residential projects for numerous CSG client cities. A sampling of clients he provided services for include the City of Newman, City of Los Banos, City of Gustine and City of Patterson.

Building Inspector | Multiple Jurisdictions
Mr. Claypool has performed building inspections from the ground up for residential and light commercial projects throughout the CSG client cities. A sampling of clients he provided services for include the City of Newman, City of Patterson, City of Gustine, City of Los Banos and Stanislaus County.

Permit Technician | Multiple Jurisdictions
Mr. Claypool has performed building inspections from the ground up for residential and light commercial projects throughout the CSG client cities. These clients include the City of Newman, City of Los Banos, and City of Gustine.

CSG Academy Training | CSG Consultants—Central Valley, CA
As a trainee, Mr. Claypool has learned the sequence and procedure of building inspections, becoming familiar with the codes concentrating on Chapter 3 of the CBC. He has shadowed and mentored CSG inspectors to develop field techniques, becoming familiar with the layout of plans and documents including “approved” job site plans, and has a solid understanding of how building departments function. Additionally, he understands different city/ county ordinances and how they work with the codes. He is also able to issue permits through CSG’s GreenVue permitting system.

Christine A. **Uhalde**

Associate Plans Examiner

LICENSES & CERTIFICATIONS

Residential Plans Examiner (ICC)
CALGreen Inspector/Plans Examiner (ICC)
Certified Permit Technician (ICC)

EDUCATION

Bachelor of arts, Communication
California State University, Fresno | Fresno, CA

Ms. Uhalde is an Associate Plans Examiner for CSG and its clients. With her background, she uses her ability to multi-task, attention to detail, and efficient work ethic skills to provide the highest quality service to our clients.

RELEVANT EXPERIENCE

Associate Plans Examiner | CSG Consultants, Inc.

Ms. Uhalde has provided plan review services for multiple jurisdictions throughout California, including:

- *Town of San Anselmo*
- *City of Mountain House*
- *City of Santa Cruz*
- *City of Arroyo Grande*
- *City of Paso Robles*
- *City of Los Banos*
- *City of Grover Beach*
- *City of Fowler*

Permit Technician | CSG Consultants, Inc.

Ms. Uhalde provided permit technician services for multiple jurisdictions throughout California.

PRIOR EXPERIENCE

Fifth Grade Teaching Assistant | Lincoln Elementary School, Fresno, CA

Created and adapted lesson plans according to students' academic needs, including both individual and group work. Attended and actively participated in all meetings including PLCs, grade level meetings, and PD sessions. Helped facilitate a safe, supportive, and energetic community that welcomes the various needs and learning styles of children.

Household Manager | The Williams Family, Dallas, TX

Booked flights and domestic travel arrangements for the family to ensure all logistics were planned in advance. Coordinated schedules with cleaning services, yard services, tutors, contractors, and vendors. Maintained comprehensive household manuals, setting priorities for tasks on a daily, weekly, monthly, quarterly, and annual basis

Program Director | The First Tee of Northern Nevada, Reno, NV

Executed marketing strategies resulting in 45% growth of program participant base and attained the highest number of participants since the chapter's start. Built a network of new community partnerships with over 10 organizations including the Boys and Girls Club and Girl Scouts of America. Planned, coordinated, and executed varying types of internal and external meetings, annual fundraising events, volunteer trainings, and employee moral functions Developed annual budgets, project timelines, expense reports, and created a filing/recording system for donations and data entry

Joshua **Laupua** CBO

Supervising Building Inspector

LICENSES & CERTIFICATIONS

Certified Building Official (ICC)
California Residential Building Inspector
Residential Electrical Inspection
California Residential Plumbing Inspector
California Commercial Plumbing Inspector
California Residential Electrical Inspector
California Commercial Mechanical Inspector
California Residential Mechanical Inspector
California Residential Combination Inspector
Legal Module
Management Module
Permit Technician
| ICC 8488174

EDUCATION

General Education
Fresno State University | Fresno, CA

Building Inspection on the Job Training
CSG Academy | Newman, CA

Mr. Laupua serves as a Senior Building Inspector for CSG Consultants. He brings excellent customer service skills, coupled with strong organizational and prioritization skills. Mr. Laupua currently provides inspection services to multiple CSG client agencies throughout the Central Valley and beyond. He has extensive experience working within building departments and has developed the ability to adapt to specific agency processes. Mr. Laupua is also skilled at assisting customers over the counter, and/or on the phone, as well as issuing building permits and performing small over-the-counter plan reviews.

RELEVANT CSG EXPERIENCE

Senior Building Inspector | Multiple CSG Agencies

Mr. Laupua has performed building inspections from the ground up for residential and light commercial projects for a variety of agencies CSG serves:

- *County of San Joaquin*
- *City of Modesto*
- *City of Patterson*
- *City of Gustine*
- *City of Waterford*
- *City of Gilroy*
- *City of Coalinga*
- *City of Firebaugh*
- *County of Stanislaus*
- *City of Atwater*
- *City of Los Banos*
- *City of Oakdale*
- *City of Newman*
- *City of Manteca*
- *City of Dos Palos*
- *City of Escalon*

CSG Academy Training | CSG Consultants—Central Valley, CA

As a trainee, Mr. Laupua learned the sequence and procedures of building inspections and gained an important understanding of the building codes (concentrating on Chapter 3 of the CBC). He developed field techniques while shadowing and being mentored by CSG inspectors. He also became familiar with the layout of plans and documents including "approved" job site plans and developed a solid understanding of how building departments function. Additionally, his training included gaining familiarity with different city/county ordinances and their relationship to specific building codes. Mr. Laupua also received training on issuing permits through CSG's GreenVue permitting system.

NOTABLE CSG PROJECT EXPERIENCE

- *Great Wolf Lodge (City of Manteca)*
- *Hampton Inn (City of Patterson)*

PRIOR EXPERIENCE

Farm Facilities Maintenance | Central Valley, CA

Mr. Laupua performed a variety of farm facilities maintenance services for the following companies:

- *Highland Labradors Kennels*
- *Kegles Custom Farming*
- *Needmore Farms*

Kenneth **Cabral** CBO

Supervising Building Inspector

LICENSES & CERTIFICATIONS

Certified Building Official (ICC)
CA Commercial Combination Inspector
CA Residential Combination Inspector
CA Commercial Building Inspector
CA Commercial Electrical Inspector
CA Commercial Mechanical Inspector
CA Commercial Plumbing Inspector
CA Residential Building Inspector
CA Residential Plumbing Inspector
CA Residential Electrical Inspector
CA Residential Mechanical Inspector
CALGreen Inspector/Plans Examiner
Residential/Commercial Energy Inspector/Plans Examiner
Residential Plans Examiner
Permit Technician
California Combination Inspector
CA Public Accommodations Accessibility Inspector/Plans Examiner
Fire Plans Examiner
Legal Module
Fire Inspector I
Accessibility Inspector/Plans Examiner
Master Code Professional
Certified Sustainability Professinal

EDUCATION

Interdisciplinary Studies in Arts & Humanities | Canada College
Welding Certification Classes | Chabot College

Mr. Cabral serves as a Senior Building Inspector for CSG. His strengths as an inspector include excellent customer service, organizational and prioritization skills. Mr. Cabral currently provides inspection services to the City of Los Banos, with additional experience in the Cities of Mountain View and Brisbane. He has a complete understanding of the building department process and can assist customers in-person over the counter and on the phone. In addition, Mr. Cabral works well in the field with contractors and performs timely, consistent inspections.

RELEVANT CSG EXPERIENCE

Building Inspector | Various CSG Agencies

Mr. Cabral has performed building inspections from the ground up for residential projects and light commercial throughout the jurisdictions in which he works. These CSG clients include:

- *City of Mountain View*
- *City of Kerman*
- *City of Dos Palos*
- *City of Los Banos*
- *City of Brisbane*
- *City of Firebaugh*
- *County of Tuolumne*
- *City of Sanger*

CSG Academy Training | CSG Consultants—Central Valley, CA

As a trainee, Mr. Cabral learned the sequence and procedure of building inspections and became familiar with the codes, concentrating on Chapter 3 of the CBC. He has shadowed and mentored CSG inspectors to develop field techniques, become familiar with the layout of plans and documents including “approved” job site plans, and developed a solid understanding of how building departments function. Additionally, he understands different city/county ordinances and how they relate to specific codes.

PRIOR EXPERIENCE

Material Handler / Laborer | Quiet Rock by PABCO Gypsum, Newark, CA

Mr. Cabral’s responsibilities included assembly line operation, production line efficiency, basic equipment repair, safety standards, quality controls, forklift operator, raw material production, shipping/packaging, and inventory control.

Mason **Vandenberg**

Building Inspector Supervisor

LICENSES & CERTIFICATIONS

California Residential Mechanical Inspector

Residential Electrical Inspector

California Commercial Plumbing Inspector

California Residential Building Inspector

| ICC 00238620

EDUCATION

International Code Council, CA

High School Diploma
Los Banos High School
| Los Banos, CA

Mr. Vandenberg serves as building inspector for CSG and its clients. In addition to his inspection experience, he has experience working in construction and is knowledgeable of building structure types and the systems that operate within them, such as plumbing, electrical and HVAC.

RELEVANT EXPERIENCE

Housley Farms | Firebaugh, CA

Mr. Vandenberg's responsibilities included cleaning or preparing construction sites to eliminate possible hazards; reading plans, instructions, and specifications to determine work activities; controlling traffic passing near, in, and around work zones; signaling equipment operators to facilitate alignment, movement and adjustment of machinery, equipment and materials; digging ditches and trenches, backfill excavations, and compacting and leveling earth to grade specifications; lubricating, cleaning and repairing machinery and equipment; providing assistance to craft workers including carpenters, plasterers and masons; mopping, brushing, and spreading paints and cleaning solutions to clean and protect surfaces; and grinding, scraping sanding and polishing surfaces such as concrete, marble, terrazzo, or wood flooring.

Panoche Water District | Firebaugh, CA

Mr. Vandenberg performed routine preventive maintenance to ensure that water district machinery and building systems remained operational and efficient, and the physical condition of buildings did not deteriorate. He repaired or replaced defective equipment parts and laid brick to repair and maintain buildings, walls, arches and other structures. He planned and laid out his repair work using drawings, maintenance manuals, and schematic diagrams.

Craig **Weese**

Building Inspector II

LICENSES & CERTIFICATIONS

California Residential Building Inspector
|ICC 8712574
California Contractors License
| 603659
California Real Estate License
| 01239449

EDUCATION

Building Inspection on the Job Training
CSG Academy | Newman, CA

Mr. Weese has several years of experience in the building construction industry and serves as a Building Inspector for CSG Consultants. He performs field inspections of residential structures during various stages of construction and remodeling to ensure compliance with applicable codes and regulations. Mr. Weese is skilled at providing code interpretation to clients, building professionals and the public—as well as resolving code compliance challenges

RELEVANT EXPERIENCE

Building Inspector | Multiple CSG Client Agencies, including Cities of Newman, Gustine and Los Banos

Mr. Weese has performed field inspections of new and remodeled residential construction for multiple jurisdictions in the Central Valley.

CSG Academy Training | CSG Consultants- Central Valley, CA

As a trainee, Mr. Weese learned the sequence and procedure of building inspections, and studied the codes with an emphasis on Chapter 3. He shadowed and received mentoring from senior CSG inspection staff to learn field techniques and to familiarize himself with the layout of plans and documents including “approved” job site plans. Through his training, he gained a solid understanding of how a building department functions and understands different city/county ordinances and how they work with the codes.

Residential/Commercial Construction Foreman | RJL Construction

Mr. Weese performed networking, quotes and executed project management to complete escrow repairs. Managed execution of various projects with related contractor necessary to complete repairs in a time sensitive work environment. He interreacted with clients to implement basic remodeling and finish carpentry work. He performed installation of tile floors and counter tops, stair railings and handrails, cabinets, windows and pre-hung doors.

Property Management | Real Property Management – Central Valley, CA

Mr. Weese travels throughout the Central Valley to inspect, repair and prepare property for transitions. He managed various vendors necessary to complete projects of repair and maintenance. He communicated with property management staff and residents to complete project.

Alec **Campbell-Whitsitt**

Building Inspector

LICENSES & CERTIFICATIONS

CA Residential Building Inspector (ICC)
Residential Electrical Inspector

EDUCATION

Avionics Electrical Technician Training
U.S. Navy | Lemoore, CA

High School Diploma
Gustine High School | Gustine, CA

Mr. Campbell-Whitsitt brings more than eight years of experience in the building industry to CSG and its clients, having worked as an Assistant Superintendent for construction companies in California since 2015. During that time, he frequently performed walking inspections with City Inspectors and maintained a close, personal working relationship with Building Departments. Since joining CSG, Mr. Campbell-Whitsitt has provided building inspection services the following agencies:

- *City of Los Banos*
- *City of Patterson*
- *City of Newman*
- *City of Gustine*
- *City of Dos Palos*
- *City of Atwater*
- *City of Firebaugh*

PRIOR EXPERIENCE

Assistant Superintendent | Johnstone Moyer, Inc.

In this role, Mr. Campbell-Whitsitt gained experience with Garden Walk-up, Podium and Multi-Family building exposure. Responsibilities included maintaining accurate working schedules, coordinating owners project walks, supervising subcontractors and personnel, and allocating appropriate resources. Additionally, he was responsible for quality assurance of work performed—including preparing punch lists, maintaining picture logs, as well as compiling and recording related data.

Assistant Superintendent | SCM Construction Management

As Assistant Superintendent, Mr. Campbell-Whitsitt became well-versed in single and multi-family building history. In this role, he coordinated work schedules, performed project walks and was responsible for supervising subcontractors. Mr. Campbell-Whitsitt also maintained a strong working relationship with building departments on all inspections.

Avionics Electrical Technician | U.S. Navy

While stationed in Lemoore, CA, Mr. Campbell-Whitsitt served as an Avionics Electrical Technician for the U.S. Navy and was responsible for all aspects of aircraft carrier preservation. In this role, he ensured the security of $15 Million worth of highly sensitive aircraft equipment, installing and preserving security sensitive aircraft parts. Mr. Campbell-Whitsitt also created daily reports with findings related to diagnostics of the aircraft, analyzed data/schematics, and utilized that data to make informed decisions to help military personnel complete missions safely.

Aaron (A.J) **Ram**

Building Inspector I

LICENSES & CERTIFICATIONS

Residential Building Inspector
| ICC 10169032

EDUCATION

GED, Merced Adult School
| Merced, CA

General Education
Dos Palos High School | Dos Palos, CA

Mr. Ram serves as a Building Inspector for CSG Consultants. He performs field inspections of structures during various stages of construction and remodeling to ensure compliance with applicable codes and regulations. To this role, Mr. Ram brings excellent communication, organizational, and customer service skills.

RELEVANT EXPERIENCE

CSG Building Inspector | City of Los Banos, CA
Mr. Ram owned serves as a building inspector for the City of Los Banos.

Owner | Ram Building and Home Services, Merced, CA
Mr. Ram owned and operated his own business providing handyman and light construction services. He performed jobs including grounds maintenance and the installation, repair and replacement of plumbing fixtures, light fixtures, gates, fences, sprinklers, walls, and flooring. He was also responsible for administrative tasks such as scheduling appointments and preparing quotes and invoices.

Technician | AT&T/DirecTV, Merced, CA
Mr. Ram was responsible for all tasks associated with installing and programming DirecTV satellites for customers including organizing and maintaining equipment, performing site surveys and hazard assessments. He kept up to date with all applicable certifications and safety courses and helped and educated customers about the DirecTV system.

Carpenter | Kris Bruns Construction, Pacific Grove, CA
Mr. Ram's responsibilities included installation of shelves, doors, windows, baseboard, and trims. He also constructed and installed frameworks including walls, floors, and door frames.

Arturo **Macias**

Building Inspector

LICENSES & CERTIFICATIONS

CA Residential Building Inspector (ICC)

EDUCATION

Institute of Technology
Criminology and Medical Response |

Mr. Macias serves as a Building Inspector for CSG and its clients and ensures construction projects meet building codes and ordinances, zoning regulations and contract specifications. Since joining CSG, Mr. Macias has provided inspection services for the following agencies:

- *City of Patterson*
- *City of Gustine*
- *City of Firebaugh*
- *City of Greenfield*
- *City of Atwater*
- *City of Los Banos*
- *City of Newman*
- *City of Dos Palos*

PRIOR EXPERIENCE

Assistant | Titan/KB Homes

As an Assistant for Titan/KB Homes, Mr. Macias read floor plans and layouts and inspected homes from concrete forms up to drywall stages. He also communicated with Subcontractors, Fire and City Inspectors in this role.

Level 3 Supervisor | Tesla Motors Factory

In his role as Level 3 Supervisor for a Tesla Motors factory, Mr. Macias orchestrated special projects such as continuous improvements and safety protocol improvements. He was also responsible for shuttle services, supercharger management and yard management for logistics.

Supervisor | Classic Party Rentals

Mr. Macias served as a Supervisor for Classic Party Rentals, a role that required him to drive a 26-foot truck, load/unload equipment and operate heavy equipment and heating/cooling systems.

Alex **Garsia**

Building Inspector

LICENSES & CERTIFICATIONS

California Residential Building Inspector | ICC 9508837

EDUCATION

High School Diploma
Orestimba High School | Newman, CA

Building Inspection on the Job Training
CSG Academy | Newman, CA

Mr. Garsia serves as a Building Inspector for CSG Consultants. He performs field inspections of residential structures during various stages of construction and remodeling to ensure compliance with applicable codes and regulations. Mr. Garsia is skilled at providing code interpretation to clients, building professionals and the public—as well as resolving code compliance challenges.

RELEVANT EXPERIENCE

Building Inspector | Cities of Los Banos and Merced, CA

Mr. Garsia has served as a Residential Building Inspector for the City of Los Banos and currently serves the City of Merced. He has been responsible for all phases of residential inspections for his client agencies.

CSG Academy Training | CSG Consultants- Central Valley, CA

As a trainee, Mr. Garsia learned the sequence and procedure of building inspections and studied the codes with an emphasis on Chapter 3. He shadowed and received mentoring from senior CSG inspection staff to learn field techniques and to familiarize himself with the layout of plans and documents including “approved” job site plans. Through his training, he gained a solid understanding of how a building department functions and understands different city/county ordinances and how they work with the codes.

Warehouse Associate | Restoration Hardware Distribution Center and Grainger Distribution Center, Patterson, CA

As a Warehouse Associate, Mr. Garcia performed all functions required in tracking merchandise and evaluating quantity and quality of supplies and product inventory. Additionally, he acted as a safety representative and ensured warehouse accessibility and safety for customer traffic.

C.J. **Pulido Jr.**

Building Inspector

LICENSES & CERTIFICATIONS

CA Residential Building Inspector (ICC)

EDUCATION

High School Diploma | John H. Pitman HS, Turlock, CA

Mr. Pulido Jr. serves as a Building Inspector for CSG and its clients and ensures construction projects meet building codes and ordinances, zoning regulations and contract specifications. He possesses well refined time management skills, attention to detail, and excels in customer service roles. Since joining CSG, Mr. Pulido Jr. has provided inspection services for the following agencies CSG serves:

- *City of Patterson*
- *City of Gustine*
- *City of Firebaugh*
- *City of Livingston*
- *City of Atwater*
- *City of Los Banos*
- *City of Newman*
- *City of Dos Palos*

PRIOR EXPERIENCE

Visitation Specialist | Children's Crisis Center

Prior to joining CSG, Mr. Pulido Jr. served as a Visitation Specialist, assisting Child Protective Services. In this role, he assembled legal reports for court-ordered visits between parents and children. Mr. Pulido Jr. frequently utilized techniques that included crisis intervention, de-escalation, critical thinking, and customer service skills. Additionally, he gained experience with Microsoft Office, Excel, and Word.

Manager/Shift Lead | Planet Fitness

As a Manager and Shift Lead for Planet Fitness, Mr. Pulido Jr. was responsible for creating schedules for employees, placing orders, taking inventory, and generating sales via memberships and upselling techniques. He developed excellent time management skills in this role, and utilized his customer service experience to acquire and retain customers.

Mental Health Worker Manager | California Psychiatric Transitions

In this role, Mr. Pulido Jr. was responsible for charting and documenting client behavior, while balancing duties as a Manager. He created schedules for 90 staff members, and was a main point of contact for the 24-7 care facility—fielding calls from clients, conservators, County workers, etc. Mr. Pulido Jr. was also responsible for interviews, hiring/firing, and disciplinary action of employees.

George **Apple** CFM

Vice President of Fire Services

LICENSES & CERTIFICATIONS

CSFM Certified Fire Prevention Officer | #000122

CSFM Certified Fire Prevention Specialist | #260-2480

CSFM Certified Plans Examiner | 360-2480

CSFM Certified Fire Investigator I | #092708

CSFM Certified Fire Officer | #150-2180

CSFM Certified Fire Marshal | #460-2480

ICC Certified Fire Inspector II | 528431-67

EDUCATION

Bachelor of Science, Engineering Technology – Fire Protection and Safety
Oklahoma State University | Stillwater, OK

Mr. Apple has over 25 years of fire service experience from having served as a firefighter for the City of Isleton, CA to serving as Assistant Chief-Fire Marshal for the Cosumnes Fire Department and servicing the Cities of Elk Grove and Galt. Currently Mr. Apple serves as the Fire Services Manager for CSG Consultants. In this capacity, Mr. Apple oversees the Fire Services Division. The Fire Services Division is responsible for plan review and inspections of new residential and commercial projects as well as conducting annual inspections, and staff augmentation for various jurisdictions.

He has extensive experience providing plan reviews of architectural, civil, mechanical, and fire suppression and detection plans for new construction and building renovation projects. He has also been responsible for performing fire-related inspections in accordance with appropriate laws, codes, ordinances, regulations, and standards.

Mr. Apple has served on code development committees and is highly experienced with the code development process. He also serves as an adjunct instructor in Careers and Technology at Cosumnes River College, developing curricula and lecturing classes in Fire Prevention, Systems and Equipment; Fire Protection Organization; Tactics and Strategies; Fire Investigation; Combustion and Fire Chemistry; and Fire Law.

Mr. Apple has been conducting fire investigations in his role in the fire service for the past 20 years. He is a Certified Fire Investigator I in the State of California and has completed the Fire Investigation 2 series of instruction through the California State Fire Training System. Mr. Apple is also a Certified Post Blast Investigator through the Federal Bureau of Investigations. Additionally, Mr. Apple is a Peace Officer in accordance with Penal Code Section 830.37(a).

RELEVANT EXPERIENCE

Assistant Chief – Fire Marshal | Cosumnes CSD Fire Department, Elk Grove, CA
As an Assistant Chief - Fire Marshal, Mr. Apple was the Department Liaison with City of Galt and City of Elk Grove officials, and managed day-to-day activities of the Fire Prevention Bureau, including new construction, code enforcement, public education, fire investigations, and global information systems. He ensured that necessary training was provided to maintain proficiency of plan reviewers, inspectors, investigators and public education officers.

Assistant Fire Marshal | Elk Grove CSD Fire Department, Elk Grove, CA
Mr. Apple served in capacities of increasing responsibility within the Elk Grove CSD Fire Department including Fire Inspector II and Assistant Fire Marshal. Mr. Apple developed and managed the budget for the Fire Prevention Bureau as well as the Bureau's day-to-day activities, ensuring that all plan reviews and inspections were completed within the District's goals.

Fire Inspector II | Sacramento Metropolitan Fire District, Sacramento, CA

Fire Protection Engineer | Stanford University, Stanford, CA

Fire Protection Engineer | Mount Prospect Fire Department, Mount Prospect, IL

Fire Inspector/Plan Reviewer | Orland Fire Protection District, Orland Park, IL

Fire Fighter | Isleton Fire Department, Isleton, CA

Rick **Rodewald**

Fire Services Supervisor

LICENSES & CERTIFICATIONS

Chief Fire Officer Certification | 250-6532

Certified Fire Investigator II

Certified Fire Investigator I

EDUCATION

Associates of Science, Fire Science
Monterey Peninsula College | Monterey, CA

PROFESSIONAL AFFILIATIONS

California Fire Prevention Officers

California Fire Chief's Association

Monterey County Fire Prevention Officer's Association

California Fire Prevention Institute

Mr. Rodewald serves as a Fire Services Supervisor for CSG and its clients. He has over 40 years of experience in the fire services field including 29 years of fire suppression experience. He also has over 30 years of experience supervising Fire Inspectors and Fire Crews as the Division Chief/Fire Marshal and he is currently supervising fire personnel for CSG. Mr. Rodewald received the Charles H. Gray Memorial award in 2008, presented by the Northern California Fire Prevention Officers of the California Fire Chief's Association for outstanding service to the NorCal Fire Prevention Officers.

RELEVANT EXPERIENCE

Fire Services Supervisor| Multiple CSG Client Agencies

Mr. Rodewald has performed plan review services for a variety of agencies including:

- *Central County Fire Department (Cities/Town of Burlingame, Hillsborough, and Millbrae)*
- *North County Fire Authority (City of Pacifica)*
- *CAL FIRE (County of Santa Cruz, County of South Monterey Fire District, and Pajaro Valley)*
- *City of Gilroy*
- *City of Salinas*

Fire Chief / Lead Designated Campus Fire Marshal | University of California Santa Cruz & Santa Cruz City Fire Department, Santa Cruz, CA

Mr. Rodewald's responsibilities included performing fire prevention services, fire and life safety system testing, and fire and hazardous materials investigations. He performed construction and fire and life safety system plan review utilizing NFPA and California codes.

Interim Fire Marshal | Salinas Fire Department, Salinas, CA

Mr. Rodewald was responsible for managing the Department's Fire Prevention Division, which included supervising three fire inspectors. He also conducted and oversaw fire and arson investigations.

Division Chief / Fire Marshal / Fire Prevention Officer | Monterey Fire Department, Monterey, CA

Mr. Rodewald served in numerous positions during his 22-year tenure with the Monterey Fire Department ranging from Fire Prevention Officer to Division Chief. Some of his responsibilities included fire plan review and code enforcement, fire investigations, creation of public education programs and citywide disaster preparedness.

NOTABLE CSG PROJECT EXPERIENCE

Performance Food Group | City of Gilroy, CA

Mr. Rodewald Fire Inspector for the construction of a privately-owned, 348,000 square-foot food distribution facility.

James **Dias**

Fire Services Specialist/Plans Examiner

LICENSES & CERTIFICATIONS

CSFM Certified Chief Officer

CSFM Certified Fire Investigator I

CSFM Certified Fire Prevention Officer

CSFM Certified Fire Prevention Specialist

CSFM Certified Fire Plans Examiner

Post Incident Safety Assessment Evaluator

EDUCATION

Associates of Science in Fire Protection Technology, Cabrillo College | Aptos, CA

Mr. Dias has over 38 years of fire service experience having served as a firefighter, fire plan reviewer/inspector, and fire marshal for numerous districts within the Santa Cruz and Monterey Counties. His experience includes, but is not limited to, code development, plan review and inspections. He has also held leadership positions in the Santa Cruz County Fire Code Development Committee, the Santa Cruz County Fire Investigation Task Force, Santa Cruz County Wildland Urban Interface (WUI) Code Development Committee/Fire Committee, and in the San Mateo/Santa Cruz Fire Investigation Unit. He also aided in the development of the 2007 California Fire Code and the Santa Cruz County WUI property inspection program.

RELEVANT EXPERIENCE

Plans Examiner / Fire Safety Inspector | Various CSG Client Agencies/Districts

Mr. Dias has provided plan review and/or inspection services on a wide range of project types. Agencies/Districts for which Mr. Dias has performed fire services include the following:

- *City of Marina*
- *City of Watsonville*
- *Aptos/La Selva Fire Protection District*
- *Central Fire Protection District of Santa Cruz County*
- *City of Santa Cruz*
- *Branciforte Fire Protection District*
- *Scotts Valley Fire Protection District*
- *Zayante Fire Protection District*
- *Ben Lomond Fire Protection District*
- *Boulder Creek Fire Protection District*

Fire Marshal | Various CSG Client Agencies

Mr. Dias has provided Fire Marshal Services to various agencies including:

- *City of Greenfield*
- *City of Soledad*
- *Greenfield Fire Protection District*
- *Mission Soledad Fire Protection District*

Division Chief, Fire Marshal | Aptos/La Selva Fire Department

Mr. Dias oversaw all fire safety inspections in accordance with adopted codes and standards and was responsible for fire district water system evaluations, upgrades and fire hydrant installations.

Deputy Fire Marshal | Aptos/La Selva Fire Department

Mr. Dias was responsible for annual fire inspections and enforcement of California fire and building codes. He assisted with overseeing the operation of the fire prevention bureau, and was responsible for the Department's public education program.

Deputy County Fire Marshal/Pajaro Valley Fire Marshal | CAL FIRE

Mr. Dias was responsible for all aspects of fire prevention for the District under contract with CAL FIRE. This included plan checking and inspections of all new construction, and all aspects of fire prevention and pre-fire planning.

Battalion Chief/Fire Marshal | Pajaro Valley Fire Protection District

Mr. Dias began as Fire Apparatus Engineer, then held the rank of Fire Captain, and was later promoted to Battalion Chief. He was responsible for the development of the fire prevention bureau/inspection program, and of a public education program for local schools.

NOTABLE PROJECT EXPERIENCE

The Promontory | City of Marina

Mr. Dias provided fire plan review and inspection services for four dormitory buildings with 1-to-4-bedroom units per building. Fire pumps were included in this project to address poor water pressure and flow.

Carmyn **Priewe**

Fire Prevention Specialist

LICENSES & CERTIFICATIONS

Certified Fire & Explosion Investigator
National Association of Firefighters

Company Officer, Firefighter I & II
CA Office of the State Fire Marshal

EDUCATION

A.S., Fire Protection Technology
Monterey Peninsula College
Monterey, CA

Graduation Certificate, Fire Protection Engineering (Coursework Completed)
California Polytechnic State University
San Luis Obispo, CA

TRAINING

Fire Inspector I, Plans Examiner, Fire Marshal IC/IE coursework

(CA Office of the State Fire Marshal)

Ms. Priewe brings a diverse knowledgebase and unique skill set to CSG, developed over her 20+ years in fire prevention services. Prior to joining CSG, Ms. Priewe managed the fire prevention program for the City of Monterey Fire Department, serving as Deputy Fire Marshal and Fire Inspector during her tenure. In this role, she managed the fire prevention program for the City, which included inspection programs, plan reviews, public education, fire investigation, budgeting, and record-keeping. Through her experience, Ms. Priewe has developed fine-tuned skills related to a wide range of fire prevention services, public speaking engagements, and the development/implementation of training and educational programs.

RELEVANT EXPERIENCE

Deputy Fire Marshal/Fire Inspector| City of Monterey Fire Department - Monterey, CA

Ms. Priewe began her tenure with the City of Monterey Fire Department as a Fire Inspector and was promoted to Deputy Fire Marshal. Her duties included managing the fire prevention program for the City and its contracted agencies—including inspection programs, plan reviews, public education, fire investigation, budgeting, and record-keeping. In this role, Ms. Priewe was also responsible for the following:

- Providing Fire Code interpretations and input for proposed new projects and use permit requests
- Reviewing plans for residential and commercial buildings, fire protection and hood suppression systems
- Inspection and approval of fire sprinkler and fire alarm system installation for permitted construction
- Implementation of the Defensible Space Inspection program, including follow-up inspections, drafting violation letters, and providing homeowners and the general public with information about the program and applicable codes
- Implementation and staff training for First Due, a fire prevention and pre-plan database application for records
- Supervision of Fire Prevention Technician, Fire Inspector II, and part-time seasonal Fire Inspector positions

Fire Inspector (Seasonal) | Carmel Highlands Fire Protection District

As a seasonal Fire Inspector for the Carmel Highlands Fire Protection District, Ms. Priewe performed annual defensible space inspections of residential/commercial properties and vacant lots in State Responsibility Areas located within the Carmel Highlands, Cypress Fire Protection Districts, and/or Pebble Beach Community Services District. Additional duties and contributions to the Fire Protection District include the following:

- Developed abatement and compliance plans with property owners to mediate any violations or hazards, including property clearing and tree removal
- Acted as a sounding board and educational resource for homeowners and the general public, providing information about the inspection program and applicable codes
- Maintained inspection records, sent violation notices, responded to requests and complaints, and completed follow-up inspections to ensure compliance

Firefighter/Acting Engineer | City of Monterey Fire Department – Monterey, CA

Ms. Priewe spent more than 10 years as a Firefighter and Acting Engineer for the City of Monterey Fire Department. In this role, she provided emergency services to residents and surrounding communities that include the following:

- Responded to medical aid calls, structure fires, hazardous materials incidents, vehicle accidents, water rescues, wildland fires and various other service calls
- Rendered medical aid as an Emergency Medical Technician
- Drove, operated and maintained fire apparatus as an acting engineer to fill temporary position vacancies. Served as acting engineer for probationary testing process
- Performed state-mandated annual commercial/residential fire inspections/reports

J. Scott **Mitchell** PE

Fire Protection Engineer

LICENSES & CERTIFICATIONS

Fire Protection Engineer
State of California | FP-1559

Fire Protection Engineer
State of Texas | 98805

Fire Protection Engineer
State of Nevada | 018336

Fire Protection Engineer
State of Arizona | 47057

EDUCATION

Bachelor of Science, Engineering Technology/Fire Protection & Safety Technology
Oklahoma State University | Stillwater, OK

AFFILIATIONS

National Society of Fire Protection Engineers (SFPE)

National Fire Protection Association (NFPA)

American Society of Civil Engineers (ASCE)

Mr. Mitchell serves as a Fire Protection Engineer for CSG Consultants. He has over 20 years of engineering experience in the fire protection field. Experience gained through extensive work throughout the United States has prepared Mr. Mitchell to handle challenging and unique projects of all sizes.

Mr. Mitchell is also a Principal Member of the NFPA 13 Technical Committee on Hanging and Bracing of Water-Based Fire Protection Systems.

RELEVANT EXPERIENCE

Senior Fire Protection Project and Design Engineer | Consolidated Nuclear Security | Oak Ridge, TN & Amarillo, TX
As the Senior Fire Protection Project and Design Engineer, Mr. Mitchell's responsibilities included developing statements of work, specifications, drawings, Commercial Grade Dedication plans, and inspection/acceptance test procedures for design and construction contracts for the U.S. Nuclear Weapons Complex.

Principal Fire Suppression System Designer, Specifier, and Consultant | Protection Design and Consulting | San Diego, CA
Mr. Mitchell's services included the preparation of construction documents, quality assurance and contract administration for architectural contracts, construction management and dispute mediation for system installations and forensic consulting.

Fire Protection Engineer | American Fire Sprinkler Association | Dallas, TX
Mr. Mitchell provided informal interpretations of fire protection codes and standards, instructed fire sprinkler design classes, conducted research in technological development, and conducted fire modeling using computational fluid dynamics.

Fire Systems Review Specialist | McKinney Fire Department | McKinney, TX
Mr. Mitchell performed and reviewed calculations for fire protection systems, evaluated fire pump and water supply data, conducted fire systems field inspections and acceptance testing, and reviewed site and building plans for compliance.

Fire Protection Assistant | Dallas Building Inspection | Dallas, TX
Mr. Mitchell's responsibilities included reviewing fire protection system shop drawings and calculations, evaluating fire pump and water supply data, and overseeing fire systems inspections and acceptance tests.

KEY PROJECTS

High Pressure Fire Loop (HPFL) Replacement Project
Mr. Mitchell was the Project and Design Engineer for this construction project which encompassed replacing 18,000 linear feet of degraded ductile iron pipe with High Density Polyethylene (HDPE) pipe using open trench and Horizontal Directional Drilling (HDD) installation methods. The project also included two new water supply tank and pump facilities. HPFL Structures, Systems, and Components (SSC) are credited as Safety Class requiring the highest level of quality assurance as prescribed by ASME NQA-1, *Quality Assurance Requirements for Nuclear Facility Applications*. Mr. Mitchel also analyzed single-point failures and failure modes/effects for design input. The construction cost for this project was $50 million.

HPFL Fire Suppression System Lead-In Replacement Projects
Mr. Mitchell was the Project and Design Engineer for design and construction projects for more than 100 plant facilities. The work involved replacing degraded fire suppression system supply piping with HDPE using open trench and tunneling installation methods. The projects included reliability enhancement for critical facility deluge fire suppression systems. The design and construction quality adhered to ASME NQA-1 requirements. The project cost was $500,000 per facility.

Rodger **Maggio**

Building Official / Fire Marshal

LICENSES & CERTIFICATIONS

Fire Prevention Officer I, II, III | California Board of Fire Services

Firefighter I, II, III | California Board of Fire Services

Fire Investigator I, II | California Board of Fire Services

Fire Prevention Officer, Fire Prevention Specialist, Plans Examiner, Fire Marshal, Fire Officer | California Board of Fire Services

Fire Investigator | IAAI/CCAI

PC832/PC832-Firearms, Officer Safety and Field Tactics | P.O.S.T.

EDUCATION

B.S. (Forest Resources Management) Humboldt State University | Humboldt, CA

A.A. (Fire Technology) College of the Sequoias | Visalia, CA

PROFESSIONAL AFFILIATIONS

California Conference of Arson Investigators

NFPA

International Code Council

International Association of Fire Marshals

San Luis Obispo Fire Investigation Strike Team

International Association of Arson Investigators

California State Firefighter's Association

California Fire Chiefs Association (Fire Prevention Officers Section)

Mr. Maggio brings skills and expertise gained from more than 35 years in fire prevention services to CSG Consultants and its client agencies. His background includes more than 15 years of service as Fire Marshal and Chief Building Official for the City of San Luis Obispo, in addition to Fire Marshal roles with the County of Madera and City of Gilroy.

RELEVANT EXPERIENCE

Fire Marshal & Chief Building Official | City of San Luis Obispo, CA

Mr. Maggio served the City of San Luis Obispo as Fire Marshal for more than 15 years, which includes a five-year span where he performed duties of both Fire Marshal and Chief Building Official. During his tenure, Mr. Maggio planned, organized, assigned, and reviewed the work of a comprehensive Fire Prevention program and supervised staff to ensure compliance with fire and life safety standards. Additional duties and contributions included:

- Interpreted, enforced and explained fire and life safety codes.
- Represented fire department in meetings with commercial and industrial representatives to facilitate a consensus on fire prevention measures, permit processing, and customer service issues.
- Collaborated with CBO, Community Development staff, State Fire Marshal, and the community to assure thorough, organized and timely permit processing.
- Recommended selection of staff, provided training and professional development.
- Planned, developed and coordinated public education and information programs including media releases and Public Service Announcements.
- Developed the Fire Prevention Division budget and participated in forecasts.
- Created a division that recovered over 90% of costs through fees for service.
- Formulated and recommended changes to Fire Code and City ordinances.
- Oversaw and conducted investigations of fires to determine cause.

Fire Marshal & Director of Fire Prevention Department | County of Madera, CA

As Fire Marshal and Director of the Department of Fire Prevention for Land Development for the County of Madera, Mr. Maggio was instrumental in overseeing the daily administration, management, and operations of the department. In this role, he reviewed complex plans for new buildings and fire protection systems, conducting inspections of projects as necessary. Additional responsibilities included assisting in strategic planning and the development of the Resource Management Agency's master plan, preparing and administering a budget, developing fire loss risk management strategies, interpreting changes in code requirements, and conferring with property owners, contractors, engineers, and architects on fire protection requirements. He also initiated and coordinated joint fire prevention and CUPA inspections with the Environmental Health Department. In addition to these roles, Mr. Maggio also served in the capacity of the County Fire Warden.

Deputy Fire Marshal | City of Gilroy, CA

Mr. Maggio spent more than 10 years as the Deputy Fire Marshal for the City of Gilroy, where he assisted in the development and implementation of fire prevention programs, goals, objectives, policies and procedures. He enforced all applicable regulations, codes, and ordinances, in addition to reviewing plans for new construction and fire protection systems. Other duties included conducting inspections, investigating complaints, attending meetings/court proceedings, communicating program status, supported the Haz-mat/CUPA program, and providing training to department and/or City staff.

Fire Inspector/Investigator & Firefighter | Multiple Agencies, CA

Mr. Maggio began his career as a Firefighter for the Madera County Fire Department, later serving as Firefighter/Fire Inspector/Fire Investigator for the City of Visalia Fire Department. In these roles, he developed a diverse skill set related to fire prevention and gathering evidence related to fire investigations.

Earnest **Clark**

Fire Services Specialist

LICENSES & CERTIFICATIONS

Certified Fire Inspector | ICC

CA Specialized Training Institute: Hazardous Materials Specialist

PC832 Arrest and Firearms

CSFM Basic Firefighter Academy

CSFM Firefighter 1

CSFM Fire Investigator 1

CSFM Fire Prevention Officer

CSFM Fire Protection Specialist

CSFM Plans Examiner

CSFM Fire Marshal

CSFM Designated Campus Fire Marshal

CA State Fire Marshal; TV/ Motion Picture Fire Safety Officer

FBI Post Blast Investigator

EDUCATION

Bachelor of Science, Fire Protection and Safety Engineering Technology

AFFILIATIONS

Associate Fire Chaplain – Sacramento Area Fire Chaplaincy

STARS Tutoring Program

Mr. Clark, a Fire Services Specialist at CSG Consultants, has over 30 years of experience in fire protection and safety engineering technology. He reviews site development plans and specifications for new and existing structures, assessing fire modeling and engineering calculations—including time egress, fire development, smoke control, and exit enclosures—to ensure compliance and approval.

RELEVANT EXPERIENCE

Fire Inspector II/ Fire Investigator | Consumnes CSD Fire Department

As the Fire Inspector, Mr. Clark's responsibilities included:

- Review architectural, civil, hazmat, fire alarm and fire suppression system plans.
- Conduct new construction and code enforcement inspections for all occupancy types.
- Inspect and test fire alarm and fire sprinkler systems.
- Assigned all high hazard fire inspections in Elk Grove and Galt.
- Assigned Fire Prevention duties for Galt during and after the transition to Cosumnes Fire
- Investigated the cause and origin of structure, vehicle, and wildland fires.
- Provide plan review and code enforcement training to fire prevention bureau employees.
- Coordinate/facilitate monthly and weekly training for Fire Prevention Bureau employees.
- Created/presented a 2-hour community fire safety class which incorporated an actual case study of a residential structure fire in Elk Grove.
- Assigned short term assignment of Acting Assistant Fire Marshal.
- Coordinate the creation of internal policy memos to standardized code interpretation/ enforcement among FPB inspectors.
- Create handouts and checklists for architects, engineers and FPB staff to explain/simplify code requirements and District Standards.

Fire Inspector II/ Fire Investigator | Sacramento Metropolitan Fire District

As the Fire Inspector/Fire Investigator, Mr. Clark's responsibilities included:

- Reviewed architectural, civil, fire alarm and fire suppression system plans
- Conducted new construction and code enforcement fire inspections.
- Investigated the cause and origin of structure, vehicle, and wildland fires.
- Provided plan review and code enforcement training to fire prevention bureau employees.
- Acted as supervising inspector in absence of supervisor.
- Served on CA State Fire Marshal R-2 and Code Comparison Committees.

Deputy Fire Marshal II | University of California Los Angeles Campus Fire Department

As the Fire Marshall, Mr. Clark's responsibilities included:

- Reviewed architectural, civil, fire alarm and fire suppression system plan for dormitories, apartments, assemblies, research laboratories, high rises, the medical center, historic buildings, and parking structures as CSFM Designated Campus Fire Marshal.
- Performed construction and final occupancy inspections for new buildings/TI projects.
- Responded to campus fire and HazMat incidents as driver/operator of university's mini-pumper.
- Provided plan review, fire prevention, and safety training to faculty, staff and students.
- Performed TV/Motion Picture Fire Safety Officer duties for on-campus filming.
- Provided fire and building code interpretation to architects, engineers and project managers.

Fire & Life Safety Officer | State of California, Division of the State Architect

As the Fire & Life Safety Officer, Mr. Clark's responsibilities included:

- Reviewed architectural, fire alarm and sprinkler plan of public schools and community colleges.
- Provided fire and building code interpretation to architects, engineers and project managers.

Nasser **Fakih** PE

Principal Engineer

LICENSES & CERTIFICATIONS

Professional Civil Engineer
State of California | 46442

EDUCATION

Bachelor of Engineering,
Civil Engineering
Iowa State University | Ames, IA

PROFESSIONAL AFFILIATIONS

American Public Works Association
Silicon Valley Chapter

HONORS & AWARDS

2023 APWA Fair Oaks Avenue Overhead Bridge Rehabilitation Project of the Year

2019 APWA Honor Award for Environmental Recycled Water Hypochlorite Conversion Project

2019 APWA Project Award for Playground Equipment Replacement at Four Sunnyvale Parks

2017 APWA Award of Merit for e-Builder Cloud Based Project Management System Implementation

2001 Caltrans "Pioneer" Award for Workforce Development Training Efforts

Mr. Fakih has more than 30 years of professional experience in municipal capital improvement projects and Caltrans transportation projects in the planning, design, and construction phases. As a principal engineer, he is highly experienced with project planning, budgeting, scoping, design oversight, public outreach, bidding support, construction management, contract administration, project close out, and project management software such as e-Builder.

In his more than 20 years of work on the City of Sunnyvale's Capital Improvement Programs (CIP), Mr. Fakih managed projects including roadway rehabilitations, signal systems, pedestrian overcrossings, new bridges, bridge rehabilitations, parks, underground water, sewer, and storm drain projects, water tank rehabilitation, building rehabilitation, fire stations, pavement preservation, streetscapes, lifts stations, pumps stations, and solid waste and recycling processing facilities.

Mr. Fakih began his career with Caltrans District 4 where he served for 14 years as a Senior Construction Engineer and Resident Engineer, administrating the construction of numerous highway projects.

RELEVANT EXPERIENCE

Assistant City Engineer | City of Sunnyvale, CA

As an Assistant City Engineer for both the City's CIP Design and Construction Management sections, Mr. Fakih managed engineering and construction management teams that delivered the City's Capital Improvement Program. Duties included managing over 75 design and construction projects annually and monitoring their budgets and schedules from inception to construction closeout, managing design consultants, managing the operating budget, and collaborating with other City departments, public agencies, and project stakeholders to deliver projects on schedule and within budget. In this role, he also led and completed the implementation of e-Builder, a web-based project management software. In addition, Mr. Fakih served as Superintendent of Operations where he managed Facilities, Streets and Fleet at the corporation yard; and served as acting City Engineer. Notable project experience includes:

- Fair Oaks Bridge Rehabilitation, Sunnyvale, $21M (federally funded)
- Calabazas Creek Bridge at Sunnyvale/Old Mountain View Road Design (federally funded)
- Water Pollution Control Plant Digesters Upgrades, $5M
- Smart Station Processing Plant Upgrade, $13M
- Pavement Rehabilitation, $6M

Senior Construction Engineer | Caltrans District 4

As a Senior Construction Engineer, Mr. Fakih supervised a large team of engineers to administer numerous highway projects throughout the Counties of San Mateo, Santa Clara, and Contra Costa. Duties included day-to-day contract administration tasks such as submittal reviews, RFIs, RFQs, CCOs, progress payments, material control, schedule monitoring, correspondence, documentation, collaboration with agencies, customer support, partnering, claim negotiations, and construction closeout. Notable construction management project experience includes:

- Route 92 widening between Route 35 & Half Moon Bay, $21M
- San Francisco Airport Inbound/Outbound Access Project, $86M
- Interstate 680 Widening Project in Northern San Jose, $30M
- Route 1 at Devils Slide Emergency Installation of Dewatering Well

Mohamad **Zoobi**

Construction Inspector

EDUCATION

Bachelor of Science, Industrial Management
San Jose State University
| Santa Jose, CA

Mr. Zoobi has over 30 years of experience overseeing all phases of construction and infrastructure projects for government, commercial, educational, and private-sector clients. His experience includes construction inspection, contract negotiation and procurement, contract administration, project estimating, plan and impending design review, documentation preparation and control, and site management.

RELEVANT EXPERIENCE

Construction Inspector | City of Daly City, CA

Mr. Zoobi has been assisting the City with inspection of all utility permit work throughout the City. One component is multiple permits to install fiber optics lines at various locations within the City. A special attention to trench backfills, traffic control, scheduling and utility resolution conflict was given to these projects. Mr. Zoobi was instrumental in overseeing this work and helping resolve various conflicts that have risen during construction.

Construction Inspector | City of San Leandro, CA

Mr. Zoobi has been assisting the City with reviewing and issuing encroachment permits through Accela. In this role, Mr. Zoobi works closely with stakeholders including applicants, utility companies, and City staff. Projects included private developments as well as utility permits.

Construction Inspector | City of San Carlos, CA

For a three-year period, Mr. Zoobi served as the City's sole construction inspector. Throughout the duration of his assignment he has inspected a variety of federally funded projects as part of the City's Public Works Capital Improvement Program (CIP). Mr. Zoobi has been tasked with inspecting various encroachment permits, grading and stormwater drainage, sanitary sewer, roadway, sidewalk improvements, parks, and development projects.

Notable City projects Mr. Zoobi managed and/or provided inspection services for include:

- *Highlands Park Play Area Renovation CIP*
- *2017-2019 Pavement Rehabilitation Projects CIP*
- *2017-2019 Sewer Rehabilitation Projects CIP*
- *2017-2019 On-Call Sidewalk Repair Projects*
- *South Laurel Employee Parking Lot CIP*
- *Youth Center Renovation CIP*

Construction Inspector | City of Millbrae, CA

Mr. Zoobi served on assignment at the City in the capacity of construction inspector for over a year. He performed construction inspections for various CIP projects involving Federal Aid, including pavement rehabilitation, sewer, and water projects. Mr. Zoobi also performed the following duties for the City's Public Works Department:

- Reviewing applications, preparing estimates, and issuing encroachment permits
- Inspection of excavating and backfilling trenches, sanitary sewer improvements, pavement restoration, sidewalks and PUE areas in accordance with City Standards.
- Attending pre-construction meetings, scheduled job site meetings and walkthroughs on large projects.
- Inspection of temporary traffic control zones for compliance with approved TCP.
- Performing plan check for both Planning and Building Departments.
- Assisting the Building Official and Code Enforcement Officer in violations and required corrections.
- Responding to and addressing resident complaints and concerns.

Construction Inspector | City of Marina, CA

Mr. Zoobi served as a construction inspector for the City providing as needed construction inspection for various public works and development projects. Typical inspections include roadways, grading and drainage, and sidewalk improvements.

Some of the projects Mr. Zoobi has provided inspection services for include:

- 9th Street Improvements
- Veterans Affair/Department of Defense Clinic

Abdelkhalek **El Sayed**

Construction Inspector

LICENSES & CERTIFICATIONS

Completed Certificate of Training in MATLAB from (American Society of Mechanical Engineers)

Completed Certificate of Training in ETABS (Order of Engineering, Lebanon)

Complete Certificate of Training in GIS Geographic Information System (ASCE)

Completed Certificate of Training in Structural detailing (ASCE)

Advanced Project Management Certificates of Best Project Execution (RHU)

Completed Certificate in Fire Training (Danish Refugee Council)

Completed Certificate in Safety Training (Danish Refugee Council)

Certificate of Course Completion Understanding the Estimate and identifying Additional Damage

Certificate of Course Completion Introduction to MIG Brazing ICAR

EDUCATION

M.S., Civil and Environmental Engineering | Rafic Hariri University | Damour, Lebanon

B.S., Civil Engineering Rafic Hariri University | Damour, Lebanon

Mr. El Sayed has over 9 years of design and construction engineering experience. He has served as the construction inspector working on several projects in the cities of South San Francisco and Cupertino. Prior to working with CSG, Mr. El Sayed has served as an estimator, project manager and site engineer. He has experience performing safety inspections, assuring quality control, drafting technical drawings, preparing cost estimates, and inspecting construction sites.

RELEVANT EXPERIENCE

2024 Land Development Projects | City of Burlingame, CA

Mr. El Sayed served as Construction Inspector and assisted the Senior Public Works Inspector with field inspections on major land development projects for the City of Burlingame, including the 1699 Bayshore Highway research and development campus and the 8-story multifamily development at 1766 El Camino Real.

2024 Annual Surfacing Project | City of San Carlos, CA

Mr. El Sayed served as the Construction Inspector on this roadway improvement project, which included milling and paving 20 road segments and slurry sealing 30 segments. Additional work involved pavement crack sealing and base repairs as needed. Mr. El Sayed was responsible for inspecting traffic control measures, water pollution prevention, ADA ramp construction, storm inlet and pipe installation, utility cover adjustments, loop detector replacement, and pavement striping removal and replacement.

Construction Inspector | 2023 – 2024 Annual Surfacing Project | City of San Carlos

The scope included milling and paving 20 road segments and slurry sealing 30 road segments. Pavement crack sealing and base repairs were performed as necessary. Mr. Abdel's was responsible for inspecting traffic control, water pollution control, ADA ramp construction, storm inlet and pipe installation, utility cover lowering and restoring to grade, loop detector replacement, and striping removal & replacement.

Construction Inspector | 2023 Service Security Gate Paving Project | City of Cupertino

The scope included milling access areas and placing HMA. Mr. El Sayed conducted inspection activities, documented progress, ensured compliance with the contract documents and approved traffic control plans.

Construction Inspector | 2023 Street Surface Seal Project | City of South San Francisco

The project scope for this project included the replacement of sidewalk construction, curbs and gutters, valley gutters, driveway construction, crack seal, slurry seal, striping and signage.

Construction Inspector | 2023 Quick Strike Bus Improvement Project – TR2203 | City of South San Francisco – Federally Funded

The project scope included bus shelters, sidewalks, ramps, thermoplastic striping, markings, and signage installation. Mr. El Sayed conducted inspection activities, documented progress, ensured compliance with the contract documents and approved traffic control plans.

Construction Inspector | 2023 South Airport Blvd | City of South San Francisco

The scope included sidewalk construction, road striping and bike lane delineation at South Airport Blvd and Belle Aire Road public access improvement project. Mr. El Sayed inspected all work tasks and ensured compliance with the contract documents.

Ethan Edwards, AICP

VICE PRESIDENT OF PLANNING SERVICES

Mr. Edwards currently serves as the Vice President of Planning Services at CSG Consultants. In this role, he leverages over 25 years of progressively responsible experience in land use planning and management across Orange and Los Angeles Counties, Northern California, and Oregon. His expertise encompasses current and advanced planning, design review, coastal development review, CEQA compliance, project and staff management, and professional practice development. Before joining CSG, Mr. Edwards held planning positions in both the public and private sectors, including leadership roles as Community Development Director, Planning Manager, and Principal Planner.

Education

Bachelor of Science, Urban and Regional Planning
California State Polytechnic University
Pomona, California

Masters Coursework, Public Policy & Administration, California State University, Long Beach, California

Professional Affiliations

American Planning Association (APA)

- *Orange County Chapter*
- *Los Angeles Chapter*
- *Northern Chapter*
- *Central Chapter*

American Institute of Certified Planners (AICP)

International City/County Management Association

Association of Environmental Professionals (AEP)

CSG Relevant Experience

Acting Community Development Director/Planning Manager I City of Carson, CA. As Acting Planning Manager and Community Development Director for the City of Carson, Mr. Edwards oversaw the Planning Department, including CSG staff, and managed project scheduling, budgeting, and agenda preparation. He also participated in public hearings, managed the City's on-call environmental and design consultants, and provided strategic direction for the comprehensive General Plan Update.

Principal Planner I City of El Segundo, CA. In his role as a contract Principal Planner, Mr. Edwards managed complex discretionary and administrative permits, including Development Agreement negotiations and environmental impact report management. He also prepared agendas, reviewed and authored reports, and delivered presentations to elected officials, commissions, and community groups.

Relevant Previous Experience

Planner I City of Huntington Beach, CA. At the City of Huntington Beach, Mr. Edwards managed discretionary and administrative permits, mentored staff, prepared and reviewed agendas and reports, and interpreted zoning regulations as the Zoning Administrator Liaison. He also supervised environmental consultants and developed strategies for streamlining permit processing and enhancing customer service.

Planning Manager I Baysinger Partners Architecture, Portland, OR. As Planning Manager at Baysinger Partners Architecture, Mr. Edwards supervised the planning and entitlement division, managed staff priorities and the department budget, and handled public and private development project applications. He also provided contract Planning Director services, coordinated with consultants and provided project management and professional practice development.

Planner I City of Beaverton, OR. Mr. Edwards managed current planning projects, assisted with design review code revisions, and delivered presentations to elected officials, commissions, and community groups. He also served as the City staff liaison for an inter-jurisdictional commuter rail project and committee.

Associate Planner I City of Santa Monica, CA. While at the City of Santa Monica, Mr. Edwards presented to the zoning administrator, planning commission, and architectural review board. He also prepared reports for various entitlement projects and provided customer service assistance to the public.

Gina Paolini

PRINCIPAL PLANNER I

Ms. Paolini brings more than 30 years of planning experience to CSG, including expertise in CEQA review, current planning, permit center procedures and code enforcement. She also possesses a comprehensive knowledge of General Planning Law, The Subdivision Map Act, and other state and federal laws related to planning (SB330 and SB35). Ms. Paolini has spent 23 years alone managing public sector planning agencies.

Education

Bachelor of Science
City and Regional Planning
California Polytechnic State University,
San Luis Obispo, California

Professional Affiliations

Ongoing Training Through UC Extensions and San Francisco Bay Area Planning and Urban Research Association (SPUR)

Annual CEQA and Land Use Updates and Housing Law Updates

Relevant Experience

Senior Planner | CSG Consultants. As a contract planner, Ms. Paolini has provided staff augmentation to the following City's:

- City of Colma –Long-range and current planning assistance
- City of Malibu – Review of Coastal Development Projects and preparation of staff reports to the Planning Commission
- City of Gustine – Support City with Housing Element Update process and community engagement, prepared Environmental Justice Element

Principal Planner | City of Morgan Hill, CA. Ms. Paolini served as the Principal Planner for the City of Morgan Hill for a nine-year period. In this role, she was responsible for providing technical reviews of all staff reports and public hearing notices, while managing the publication of the Planning Commission agenda. Ms. Paolini also managed, coached and mentored planning and support staff, in addition to collaborating with clerical staff to update procedures manuals. Notable programs/projects she was directly involved with during her time with the City include:

- Principal-in-Charge of the City's Growth Control Program, known as the "Residential Development Control System."
- Principal-in-Charge of the development of the Objective Design Standards, as well as SB 330 and SB 35 residential development processes
- Processed more than 1,300 residential units after the adoption of the City's Object Design Standards
- Coordinated review of NEPA compliance and HUD funding documentation for 100% Affordable Housing developments

Management Specialist | County of Monterey, CA. As Management Specialist for the Code Enforcement Division, Ms. Paolini assisted the Chief Building Official with administrative oversight of staff—including planning, organizing, scheduling, assigning and managing the work of technical and support personnel. She was also responsible for analyzing and recommending improvements for the Code Enforcement Hearing Officer program, including new policies and procedures to facilitate success. Additional duties included providing land use expertise to Code Enforcement staff and acting as a liaison for the Planning Department to help clear cases.

Senior Planner/Principal Planner | County of El Dorado, CA. For a 12-year period, Ms. Paolini served as Senior Planner/Principal Planner for El Dorado County, managing the Planning Division for Development Services. In this role, she supervised staff planners and consultants in a variety of planning functions, including current planning, permit compliance, and permit center operations. Ms. Paolini also worked directly with the Deputy Director and fiscal unit to review monthly invoices, in addition to working with clerical staff to update Development Services applications.

Lorraine Weiss

PRINCIPAL PLANNER

Lorraine Weiss serves as a Principal Planner for CSG Consultants and provides planning assistance to our public agency clients using her knowledge of land use entitlements, development processes, CEQA, public engagement, and policy analysis for municipalities. Ms. Weiss is a land use planner with over 30 years of experience, has well-developed communication, organizational, and project management skills, and is passionate about contributing to creating a sense of place through community input and quality design.

Education

Bachelor of Science, Urban and Regional Planning, California Polytechnic State University, Pomona, California

UC Extension (Landscape Architecture Courses)

CEQA Update & Land Use Law Courses

Certificate in Urban Design, San Francisco Center for Architecture & Urban Studies

Professional Affiliations

American Planning Association (APA)

Association of Environmental Professionals (AEP)

Relevant Project Experience

Lorraine Weiss Design & Development Review | San Francisco Bay Area, CA. Ms. Weiss provided project management services for a variety of development and redevelopment projects (residential, multi-family residential, commercial office and retail, mixed-use, industrial, educational, and institutional) for private and public sectors in the San Francisco Bay Area. She was also responsible for entitlement processing, project management of entire project life cycles, management and preparation of environmental documents in accordance with CEQA, as well as a variety of municipal code amendments. She also:

- Conducted site analyses, design reviews, environmental reviews, regulatory reviews and analyses, and prepared recommendations on complex land use development projects, adhering to fiscal and timeline constraints.
- Performed ordinance and resolution preparation for a variety of zoning text modifications and special projects.

Ms. Weiss has provided planning consulting services to various Bay Area jurisdictions including: Town of Belvedere, Town of Corte Madera, City of Daly City, City of Larkspur, City of Menlo Park, City of Mill Valley, Town of Moraga, City of Mountain View, City of Palo Alto, City of Redwood City, Town of San Anselmo, City of San Mateo, City of San Rafael, City of Sausalito, and City of Walnut Creek.

Director of Planning & Building/Environmental Services Manager | Town of Corte Madera, CA. Ms. Weiss managed and supervised the activities, operations, and budget ($1 million) of the Planning and Building Divisions of the Environmental Services Department, a six-person team. She was responsible for developing strong cross-functional partnerships to support problem solving and collaboration among department managers to foster the goals and objectives of the Town. Ms. Weiss established strong working relationships with civic committees, residents, merchants, and shopping center management. She also:

- Organized, facilitated, and coordinated all activities of the 2008 General Plan Update
- Managed the Town's ADA Transition Plan and Self-Evaluation
- Served as liaison to the Town Center Shopping Center

Planner & Staff Liaison to the Architectural Review Board | City of Palo Alto, CA. Ms. Weiss managed major development projects along University Avenue, Stanford Shopping Center, Stanford Medical Center, Stanford Research Park, and Stanford University; prepared environmental documents; and presented cases to the Architectural Review Board, Historic Resources Board, Planning Commission, and City Council. Ms. Weiss also:

- Created project zoning tracking checklists
- Managed and created "Development Permit Guide for Multiple-Family Residential and Commercial Development"
- Improved processing time of planning applications through process improvement and created City department standard conditions of approval.

Bryan Ruben Albini

SENIOR PLANNER

Mr. Albini serves as a Senior Planner for CSG Consultants. Mr. Albini has comprehensive knowledge of land use planning, development principles, and regulatory procedures. He has experience and compliance with CEQA, Subdivision Map Act, CA housing legislation, and local land use laws. Mr. Albini has a thorough understanding of project management duties and time management. He is skilled in using communication and design software. Mr. Albini is capable of exercising independent judgment and handling confidential information discreetly. He has exceptional organizational and analytical skills, keen attention to detail and adaptability. Mr. Albini has a proven ability to collaborate effectively with clients, colleagues, and other professionals in a high-pressure environment. He is competent in working within multidisciplinary teams.

Previous Relevant Project Experience

Senior Planner |CSG Consultants

Mr. Albini will be managing policy planning projects and programs within various jurisdictions. He will also plan, manage, and participate in the preparation of advanced planning projects and complex current development projects and present planning projects to various planning advisory committees, Planning Commissions, City Councils and prepare for and present at public hearings.

Sustainability Specialist III |Home for All San Mateo County, CA

- Educated the community on producing new housing across the 21 jurisdictions in San Mateo County.
- Developed policy resources and communication tools to promote innovative housing solutions at the local level.
- Managed the Home for All website redesign and continual maintenance.
- Track housing production and RHNA cycle requirements for local jurisdiction.
- Provided technical assistance on planning and land use issues for religious organization seeking to build affordable housing under SB4 (Yes in God's Backyard).
- Built partnerships among stakeholders to produce and preserve housing at all income levels.

Planner II | County of San Mateo Planning Department, Redwood City, CA

- Processed multiple staff and public hearing level land use entitlements and conducted CEQA reviews for projects, including use permits, parking exceptions, lot-line adjustments, minor subdivisions, and design reviews.
- Prepared public hearing level reports and presentations to community councils, Zoning Hearing Officer, Planning Commission, and Board of Supervisors. Presented before community councils, Zoning Hearing Officer, and Planning Commission.
- Participated in and facilitated breakout sessions for the North Fair Oaks Community Plan public workshops.
- Conducted GIS analysis for Cycle 5 Housing Element, site inventory, and public meeting facilitation.
- Reviewed building permits for the General Plan, Local Coastal Program, Zoning Regulations, conditions of approval, and mitigation compliance.

Education

B.S., Urban & Regional Planning (Urban Design Emphasis), California State Polytechnic University, Pomona

Sustainable Landscape Maintenance Certificate

Santa Ana Botanic Garden/Thomas Payne Foundation

Emerging Leadership Fellow, Leadership Council of San Mateo County

Recognition

San Mateo County Board of Supervisors – Commendation

Academic Award – "Arcadia City Center, Reinventing Place" Los Angeles Section American Planning Association

Session Speaker, Poster Winner – "The Gold Line and Boyle Heights, Avanzando" American Planning Association – National Conference

Outstanding Student Poster Award – "The Gold Line – A Thread in the Urban Fabric" American Planning Association – California Conference

Academic Projects of Significance

"Building Alternatives in Materials and Design" – Analysis of Sustainable Buildings

"Earth-Sheltered Construction" – Use of Subterranean Architecture

"Pasadena Green City Research Guide" – Compilation of Greening Strategies

"USGBC LEED – ND" Research/Analysis of LEED Pilot Program

"Conservation Design Guidelines for Mid-Level Residential" – Senior Thesis

"Building Alternatives in Materials and Design" – Analysis of Sustainable Buildings

Senior Graphic Design Specialist | County of San Mateo Planning and Building Department, Redwood City, CA

- Developed and designed high-impact visual materials, including maps, infographics, and reports, to effectively communicate planning projects and data to stakeholders.
- Led the creation of comprehensive graphic design strategies for public outreach, ensuring consistency with departmental branding and messaging.
- Collaborated with planners, engineers, and public officials to translate complex data and planning concepts into clear, engaging visual formats.

Environmental Specialist I – Planner | TetraTech – Solid Waste West, Diamond Bar, CA

- Calculated GHG emissions from stationary sources for CARB (AB32) Mandatory Reporting compliance and developed Comprehensive Emission Inventory Reports (CEIR) for landfills.
- Coordinated C&D facility permitting and material handling expansion projects.
- Developed and evaluated Zero Waste Program strategies for various jurisdictions, including Bay Area Green Business certification and LEED AP training coordination.
- Conducted site surveys, developed plans, and analyzed site selection requirements for materials recovery facilities.
- Created and managed a Solid Waste Facility (GIS) database for geospatial analysis and business development opportunities.

Emma Goldsmith

ASSOCIATE PLANNER I

Ms. Goldsmith is an experienced Planner who is well-versed in current and advanced planning methods. Through her experience, Ms. Goldsmith has developed a deep knowledgebase surrounding city planning documents and procedures, from permit issuance to zoning code updates—while also gaining experience with regional planning documents, such as the Regional Transportation Plans (RTP) and the Regional Housing Needs Allocation (RHNA) process.

Education

Bachelor of Science,
Environmental Policy Analysis and Planning,
University of California, Davis,
Davis, California

CSG Relevant Experience

Assistant Planner | Town of Colma, CA. Ms. Goldsmith serves as a contract planner for the Town of Colma where she processes planning entitlements and provides front counter and plan check services. In Colma, Ms. Goldsmith gained experience with cemetery zoning procedures and provided support on lot line adjustments, Design Review Permits, Use Permits, and the Model Water Efficient Landscape Ordinance.

Assistant Planner | City of Pacifica, CA. Ms. Goldsmith processes tree permits for encroachment, pruning, and removal at the City of Pacifica. She is responsible for tree permit noticing; processing approvals, denials, and appeals; responding to public inquiries; and preparing permitting templates and handouts.

Assistant Planner | City of San Carlos, CA. Ms. Goldsmith serves as a contract planner for the City of San Carlos where she processes planning entitlements, provides front counter support, and plan check services. In San Carlos, Ms. Goldsmith gained experience reviewing single-family residential development under Objective Design Standards.

Assistant Planner and Permit Technician| City of Sonora, CA. Ms. Goldsmith worked directly with the Community Development Director to issue building permits and manage development projects. While at the City of Sonora, Ms. Goldsmith:

- Oversaw all aspects of Planning Commission including preparing agendas, minutes, staff reports, and public notices.
- Prepared the entitlements for a mixed-use 12-unit building. Over a year-long period, this included three staff report(s), presenting to the Planning Commission, and preparing appeal materials for City Council.
- Provided support on two code cases, one of which required a Site Plan and Design Review Permit. This included conducting site visits, coordinating with City departments to prepare a staff report, and acting as intermediary for the project applicant.
- Assisted with the Transient Use Permit code update by preparing new language, the staff report for City Council, and presenting to the City Council.

Other Relevant Experience

Associate Planner/Assistant Planner | Stanislaus Council of Governments. Ms. Goldsmith served the Stanislaus Council of Governments in Modesto, CA as both an Assistant Planner (2021-2022) and Associate Planner (2022-2023) prior to joining CSG Consultants. In these roles, she was responsible for monitoring state and federal regulations and programs to maintain regional compliance. Additional duties included:

- Providing project management support by leading project management meetings, reviewing consultant deliverables, and conducting in-person data gathering efforts such as site visits and public outreach

- Gathering, interpreting, and sharing regional data as the liaison between federal, state and local agencies
- Preparing and presenting monthly reports to seven advisory committees, while identifying recommendations for the Policy Board
- Coordinating with the public, community-based organizations, and local agencies to address questions on public planning processes

Research Assistant | UC Davis Institute of Transportation Studies. As a Research Assistant for the UC Davis Institute of Transportation Studies, Ms. Goldsmith conducted a qualitative analysis for a 230-page academic study of seven cities in California. She reviewed more than 50 documents related to local ordinances, policies, programs, and projects for transit-oriented development, transit, and active transportation.

Undergraduate Research Fellow | National Center for Sustainable Transportation. As an Undergraduate Research Fellow for the National Center for Sustainable Transportation in Davis, California, Ms. Goldsmith developed preliminary research finding for a 40-page report on transit-oriented development for the Cities of San Francisco, Oakland and San Jose. She synthesized and communicated the findings to these three central Bay Area cities in a 20-minute presentation.

Glenn Lajoie, AICP

PRINCIPAL, DIRECTOR OF ENVIRONMENTAL PLANNING

Mr. Lajoie has over 35 years of experience in the practice of CEQA/NEPA environmental review and Community Planning for clients and agencies throughout California. His range of environmental review studies has included policy, land development and infrastructure projects. Along with an extensive background in CEQA/NEPA, his practices have also encompassed policy planning programs, such as General Plans, Specific Plans, neighborhood studies and due diligence analysis. Mr. Lajoie's skill set includes project and budget management, quality assurance, meeting facilitation, agency staff service assistance, and third party/peer review verification of analysis and findings. His primary objective as a professional planner has always focused on assuring integrity, quality and legal defensibility of analysis and processes, culminating in win-win solutions for clients and communities.

Mr. Lajoie has an extensive background with local and regional agencies throughout California. The geographic context is wide ranging including: resort and destination projects in the Town of Mammoth Lakes; numerous infrastructure and water availability/desalination project reviews in the Community of Cambria; city center and neighborhood revitalization opportunities in Lancaster: over two million square feet of expansion for the Raytheon Corporate facility in El Segundo; Long Point (Terranea Resort) in Rancho Palos Verdes; downtown high rise and mixed-use proposals in Long Beach; The 2035 General Plan Update for Buena Park; buildout of the Cypress Business Park Master Plan in Cypress; campus modernization and enhancement projects at the University of California, Riverside and the master plan for beautification and growth at the Hotel Del Coronado.

Education

Master's Degree in Public Policy and Administration, California State University, Long Beach, California

Bachelor of Arts, Geography/ Urban Studies, California State University, Long Beach, California

Professional Affiliations

American Planning Association (APA)

Association of Environmental Professionals (AEP)

Relevant Project Experience

- Amazon Delivery Station IS/MND, West Covina
- Beverly Hills Gardens and Montage Hotel Mixed Use Project EIR
- Brookhurst/Adams Intersection Improvements EIR, Huntington Beach
- Dana Point Town Center IS/MND, Dana Point
- Department of Water and Power Specific Plan Amendment EIR, Seal Beach
- Downtown Fairfield Justice Center Campus IS/MND, Solano County
- Historic Downtown Upland Specific Plan/EIR, Upland
- Hyundai North American Corporate Campus EIR, Fountain Valley
- In-house CEQA Training, Laguna Beach
- Janss Marketplace Hotel EIR, Thousand Oaks
- Lincoln (Nelles) Specific Plan EIR, Whittier
- Mammoth Yosemite Airport Regional Air Service IS/MND, Mammoth Lakes
- Manteca Marketplace Section 15183 CEQA Consistency Checklist, Manteca
- Mission Viejo Medical Center Office Building EIR
- North Third Street Mixed Use IS/MND, Burbank
- Oasis Road Specific Plan Master EIR, Redding
- On-call Environmental Planning Service, Calaveras County
- On-call CEQA Review, Colma
- Palmdale Transit Village Specific Plan/EIR, Palmdale
- Piercy Road Industrial Warehouse IS/MND, San Jose
- Robinson Ranch North EIR, Yucaipa
- South Pasadena Downtown Revitalization Project EIR, South Pasadena
- South San Francisco 2040 General Plan Update EIR
- Southeast Development Area Specific Plan Program EIR, Fresno
- The Colonies at San Antonio Specific Plan EIR, Upland

Kelli Allen

ASSOCIATE ENVIRONMENTAL PLANNER

Kelli Allen serves as an Associate Environmental Planner for CSG Consultants and is currently providing staff support to CSG clients. Ms. Allen's background aligns well with her roles and growth as a contributor to the environmental practice and CEQA compliance study assignments at CSG. Ms. Allen is a recent graduate of UCLA, earning a Bachelor of Arts Degree in Geography, with a focus on Environmental Studies, and in Political Science. Her responsibilities with the project review will include research and background baseline information for various topical areas.

Education

Bachelor of Arts Degree, Geography/Environmental Studies and Political Science with International Relations Concentration.
University of California
Los Angeles

Minor in Global Studies
University of California
Los Angeles

Wildlands Studies Belize Program
Concentration in Environmental Conservation
Environmental Wildlands Studies
Environmental Field Survey
Wildlands Environment and Culture
Western Washington University

Professional Affiliations

Association of Environmental Professionals Member

Relevant Project Experience

Janss Marketplace Hotel EIR | City of Thousand Oaks, California. Ms. Allen assisted in the preparation of an environmental impact report to evaluate the potential environmental impacts of the development of a hotel at 225 North Moorpark Road in Thousand Oaks. The proposed project includes demolition of the current two-story retail building, to be replaced by a five-story dual hotel and retail pad, the creation of a map to designate airspace rights, and a zoning change to the footprint of the hotel to increase the building's height limitation. (2022-2023).

ARCO Commercial Center and Car Wash Project | Plymouth, California. Ms. Allen assisted in the preparation of an initial study/mitigated negative declaration to evaluate the potential environmental impacts of the development of a commercial store, gas station, and car wash at 18725 CA 49 in Plymouth. The proposed project includes development of the currently vegetated site to construct a fuel canopy, car wash, convenience store, and parking lot, a general plan amendment, and a zoning change to accommodate the high-traffic commercial use in the downtown area. (2023)

1890 South Coast Highway IS/MND | Laguna Beach, California. Ms. Allen is assisting in the preparation of an initial study/mitigated negative declaration to evaluate the potential environmental impacts of the development of a mixed-use retail and residential project at 1890 South Coast Highway in Laguna Beach. The proposed project involves the demolition of an existing car wash facility to be replaced by a mixed-use retail and residential complex with a subterranean garage and approximately 5,200 square feet of deck area. (2023-On-going)

Safety Element Update | Gustine, California. Ms. Allen is assisting in the preparation of a safety element update for the City of Gustine. The element evaluates the future hazard risks associated with fire, flood, dam inundation, seismic and geologic conditions, cybercrime, outdated emergency services infrastructure and staffing, and climate change in Gustine. (2023)

Sewer Line Reconstruction Project IS/MND | Millbrae, California. Ms. Allen is assisting in the preparation of an initial study/mitigated negative declaration to evaluate the potential environmental impacts of the development of upgraded sewer infrastructure in the City of Millbrae. (2023-On-going)

M&J Pallet Building IS/MND | San Bernardino, California. Ms. Allen assisted in the preparation of an initial study/mitigated negative declaration to evaluate the potential environmental impacts of the development of a pallet building warehouse the County of San Bernardino. The proposed project involves the demolition of all existing on-site improvements, to be replaced by an approximately 22,267 square foot commercial warehouse and parking and circulation system improvements. (2023)

Colby Gonzalez

ASSISTANT ENVIRONMENTAL PLANNER

Colby Gonzalez has 2 years of professional experience in working with environmental documents, including EIRs, IS/MNDs, Addenda, and Categorical Exemptions. He has worked as a paralegal on CEQA and NEPA lawsuits for mixed-use projects, housing projects, industrial manufacturing projects, and warehouse projects. He also has experience with Clean Water Act and the Montana Environmental Policy Act ("MEPA").

Education

Bachelor of Arts in Environmental Studies,

Graduated Magna Cum Laude
Montana State University,
Bozeman, Montana

CSG Relevant Experience

Pritchard Field Improvement Project Environmental Assessment | City of Bell, CA. Mr. Gonzalez is currently preparing the environmental assessment required by the National Environmental Policy Act for a community park project in the City of Bell which would include two new playgrounds, a dog park, and picnic area in a severely underserved community.

Janss Marketplace Specific Plan Project Environmental Documentation | City of Thousand Oaks, Ventura County, CA. Mr. Gonzalez is currently assisting with the preparation of the environmental documentation for the Janss Marketplace Specific Plan in the City of Thousand Oaks. This Specific Plan would create a detailed plan describing allowable future land uses, infrastructure, and implementation requirements for projects within the bounds of the Specific Plan area.

In-N-Out Burger Project | City of Bell, CA. Mr. Gonzalez assisted with the preparation of a 15183 Consistency Checklist for the development of an In-N-Out Burger fast food restaurant in the City of Bell.

Iron Planet Auction IS/MND Peer Review | San Bernardino County, CA. Mr. Gonzalez performed a peer review of the IS/MND prepared for a surplus military grade equipment auction project in Yermo and created a memorandum detailing suggestions and revisions to be incorporated in the final CEQA document. Mr. Gonzalez's peer review concluded that the project was located on a former leaking underground storage tank site which was not disclosed in the IS/MND.

Previous Relevant Experience

Pentair Warehouse Expansion Project | City of Moorpark, CA. Mr. Gonzalez prepared proof of service and filed a Notice of Intent to File Suit Under CEQA. Supporters Alliance for Environmental Responsibility alleged that an EIR was required due to a fair argument that the project may contain unmitigated environmental impacts.

1489 West Sunset Boulevard Mixed Use Residential Project | City of Los Angeles, CA. Mr. Gonzalez prepared an appeal of the Zoning Administrators approval of a categorical exemption from CEQA for the project due to air quality impacts and noise impacts which precluded the project from a Class 32 urban infill exemption.

1111 West Sunset Boulevard Mixed Use Project | City of Los Angeles, CA. Mr. Gonzalez prepared an appeal due to a significant health risk associated with unmitigated indoor air quality impacts. Experts found that wood products used in building materials and furnishings for the project would contain formaldehyde, a cancer-causing chemical which was not disclosed in the EIR prepared for the project.

Hatem **Ahmed** PE, PMP

Vice President / Senior Principal Engineer

LICENSES & CERTIFICATIONS

Professional Civil Engineer
State of California | 46995

Professional Project Manager
State of California | 195197

EDUCATION

Master of Science in Structural Engineering,
Washington University | St. Louis, MO

Bachelor of Science in Civil Engineering,
Washington University | St. Louis, MO

2003 | Project Management Certificate
San Jose State University, CA

PROFESSIONAL AFFILIATIONS

American Public Works Association

South Bay Transportation Officials Association

Project Management Institute

Mr. Ahmed began his career as a Transportation Engineer and Resident Engineer/Structural Representative with the California Department of Transportation (Caltrans) Districts 4 and 59. Since then, Mr. Ahmed amassed over 35 years of diverse experience in the transportation field, including planning and budgeting, design management, agency and stakeholder coordination, program management, and construction management. His vast experience ranges from delivering small projects to complex programs, valued at over $1 billion.

Prior to joining CSG, Mr. Ahmed served as the California High-Speed Rail (CAHSR) Program Oversight Project Manager for 400 miles of rail system in Northern California and the Central Valley. He also served as the Deputy Program Manager/Engineering Manager for the Santa Clara Valley Transportation Authority Highway Program, in charge of managing the design and construction of $800 million transportation improvements. Additionally, he was the Deputy Program Manager/Construction Manager for the $400 million San Francisco International Airport Expansion Program, responsible for the program and comprehensive construction management services for a series of projects.

SELECT CSG EXPERIENCE

Program and Project Manager | Measure D and Capital Improvements Projects Programs Santa Cruz County Regional Transportation Commission (SCCRTC)

Mr. Ahmed serves as CSG's Project Manager for the RTC's Measure D and other Capital Improvement Programs, assisting SCCRTC with delivery of these programs. Measure D is a source of funding for street and road maintenance, bicycle and pedestrian projects, safety projects, transit, and other essential transportation projects. As part of his role, he oversees CSG team efforts supporting SCCRTC with project management, construction management, environmental permitting, and public outreach assistance to aid in the planning and delivery of highway, neighborhood, rail, and active transportation projects.

Project Manager | Warm Springs BART West Access Overcrossing | City of Fremont, CA

Mr. Ahmed was the Project Manager for the independent bridge check and constructability review of the $45 million Warm Springs BART Pedestrian Overcrossing. This project created an iconic pedestrian overcrossing over UPRR tracks and connected the Warm Springs/South Fremont BART Station to the newly developed area on the west side of the tracks that includes the Tesla Training facility. The project involved the construction of a 147-foot-long truss span and a 102-foot-long iconic cable-stayed steel span, which also included a staircase, elevator, and escalator. CSG's scope of work included the review of the PS&E to ensure it met BART design standards. CSG also organized with multiple stakeholders (City staff, BART, and the design consultant) to resolve all comments.

Contract Manager | Engineering/Project Management Services | Town of Hillsborough, CA

As CSG's Contract Manager for the Town of Hillsborough (Town) Engineering and Project Management services, Mr. Ahmed oversaw CSG's design, land development review, project management, stormwater inspection, and construction management services. His responsibilities included coordinating with the Town's Public Works Department and administrative staff to facilitate our team in providing these services.

Principal in Charge | Ralston Corridor Improvements - Segment 3 | City of Belmont, CA

Mr. Ahmed served as the Principal-in-Charge and QA/QC Manager for the One Bay Area Grant 2 (OBAG 2) funded design of bicycle and pedestrian improvements along Ralston Avenue. Work included the construction of new curb ramps, high visibility and green bike crosswalks, bike sharrow striping, new Class III bike lanes, flashing LED signs, sidewalk reconstruction and rehabilitation, signage, green infrastructure curb, extensions to shorten crosswalk distances, and a traffic signal to improve traffic flow during commute hours. This project involved the City/County Associate of Government (C/CAG) participation and required CSG to follow all Local Assistance Procedure Manual documentation, as well as obtaining Caltrans authorization.

Sophie **Truong** PE, PLS

Contract Manager

LICENSES & CERTIFICATIONS

Professional Civil Engineer, State of California | 68110

Professional Land Surveyor, State of California | 8998

NASSCO PACP/MACP/LACP Certified | #U-1020-703010434

EDUCATION

Bachelor of Science, Civil Engineering
University of California Berkeley | Berkeley, CA

TRAINING

California Subdivision Map Act Annual Seminar

Bay Area Hydrology Model (BAHM)

Municipal Regional NPDES Permit Provision C.3 & C.6

Ms. Truong has 25 years of practice in Municipal Engineering. She has expertise in all facets of private land development projects, supporting municipalities from Project Entitlements through recommendations for issuance of building and construction permits. Her expertise is in reviewing projects for compliance with NPDES permit requirements, Local Ordinances, Project Conditions of Approval, CEQA mitigation measures, the State's Subdivision Map Act and Land Surveyor's Act, Coastal Development Permit conditions of approval, and any other permits or regulations enforced at the municipal, state, or federal level. Ms. Truong also reviews final and parcel maps, lot line adjustments and lot mergers, assists municipal staff with complex lot legality issues, and signs certificates and mylar prints as Acting or Contract City Surveyor.

As part of her management and development review functions, Ms. Truong manages incoming submittals and resources, ensures quality of deliverables, and regularly meets with project applicants and City staff to review difficult projects and discuss design issues. She has provided invaluable service and technical advice to our clients on hundreds of projects from small urban infill and rural developments to large, high-profile economic development projects throughout California. Ms. Truong's strengths lie in her ability to effectively manage teams and subconsultants, provide superior service, and deliver a thorough product on time and on budget. She takes pride in the on-going mentoring of staff and maintains a high level of productivity among her team members.

RELEVANT EXPERIENCE

Various Projects | City of Daly City, CA

Ms. Truong provided Engineering Plan review and NPDES post-construction treatment measure review, inspection, and Operation & Maintenance Agreement review services for multiple small to mid-size residential and commercial projects in the City of Daly City, including but limited to Dick's Sporting Goods within the Serramonte Shopping Center, the Annie St. 22-Lot Residential Subdivision, the Chinese Cemetery located at 4650 Callan Blvd, and the Garden Valley 50-Lot Subdivision.

The Dunes at Monterey Bay | City of Marina, CA

Ms. Truong reviewed all parcel and final maps associated with the residential and retail development of this 420-acre Specific Plan area located within in the former Fort Ord. This included phased parcel and final maps in commercially zoned areas, residential tract maps, and lot mergers. Ms. Truong met with City Planning and Engineering staff, and the Developer's team to review and discuss the City's specific plan requirements, the Disposition and Development Agreements, all existing easements, and access issues throughout the development.

General Vacation of Capitol Avenue & Lot Merger for the University Plaza Project | City of East Palo Alto, CA

Ms. Truong assisted the City Attorney and Engineering Staff with general procedures and document preparation, reviewed staff reports for Council Meetings and reviewed all survey and mapping work prepared by the project developer in conjunction with the vacation of a public street that was currently in use. She assisted the City with public notifications and notifications to public utilities for relocations of utilities located within the street to be vacated. She also reviewed all documents associated with the lot merger for the project.

Son **Hoang** PE, QSD/P

Senior Project Manager

LICENSES & CERTIFICATIONS

Professional Civil Engineer
State of California | 97167

Qualified SWPPP Developer/Practitioner (QSD/QSP) | State of California #83529

Caltrans Resident Engineer's Academy

NASSCO PACP Certified

EDUCATION

Bachelor of Science, Civil Engineering
San Jose State University | San Jose, CA

Mr. Hoang provides clients with experience in design and plan review. Since joining CSG, his primary focus has been in design. This work includes a variety of public works projects involving paving design, drainage systems, and topographic surveys. Along with the preparation of design plans for public works projects, he has also created complete PS&E packages including specifications and engineering cost estimates.

RELEVANT EXPERIENCE

2019 Pavement Rehab | City of San Ramon, CA

Millbrae Sewer Force Main Phase I | City of Millbrae, CA

Sewage Basin A & Various Location Sanitary Sewer Improvement Project| City of San Mateo, CA
As lead project engineer, Mr. Hoang was responsible for the condition assessment and design of improvement for the Basin A & Various Locations Sanitary Sewer Improvements Project. His responsibilities included evaluation of closed-circuit television (CCTV) inspection data for gravity sewer mains in Basin A and Basins C and D (Various Locations), prioritizing the repair of the defects noted in the videos and reports based on the urgency of repair, recommending repair extents and methods of repair, and preparing a condition assessment report summarizing the findings and recommendations. Based on recommendations presented in the report, Mr. Hoang was also responsible for the preparation of the accompanying PS&E package to address sanitary sewer main and manhole repairs.

Sewage Basin C – Sewer Repair Project| City of San Mateo, CA
Mr. Hoang assisted in the assessment and design of improvements for the City's Sewer Basin C project. The scope included an evaluation of closed circuit television (CCTV) inspection data for gravity sewer mains in Basin C, prioritizing the repair of the defects noted in the videos and reports based on the urgency of repair and available funding, recommending methods of repair, and preparing a condition assessment report documenting the findings and recommendations. Based on the findings and recommendations presented in the report, Son assisted in the preparation of the PS&E package to address the repairs.

Mission Road Bicycle and Pedestrian Improvement Project | Town of Colma, CA
Mr. Hoang served as the design engineer for the design of bicycle and pedestrian improvements in the Town of Colma. The project involves the planning, design and implementation of a number of safety related improvements for the pedestrians, bicyclists and vehicles along Mission Road between El Camino Real and Lawndale Boulevard. The anticipated improvements include addition of new sidewalk to provide continuous safe and accessible pedestrian route, extension of Class II bicycle lanes on northbound direction, construction of bulbouts and high visibility crosswalks with pedestrian flashing beacons, installation of energy efficient street lights, relocation and reconstruction of the existing curb, gutter, sidewalk and non-ADA compliant ramps and driveway approaches, and construction of landscape planters for drainage and stormwater treatment purposes.

2017 Measure J & L and Annual Pavement Rehabilitation | City of Orinda, CA
As the lead project engineer, Mr. Hoang was responsible for the design and preparation of the plans, specifications and estimates for the rehabilitation of multiple road segments along with storm drainage improvements at various locations through the City of Orinda. Additionally, Mr. Hoang was responsible for performing topographic surveys for ADA upgrades and for project coordination with the various utility companies and sub-consultants throughout the duration of the design period.

This scope of the project consisted of the rehabilitation of 62 Residential and Arterial roadways and approximately 10,000 linear feet of storm drain pipes at various locations throughout the City. Methods of roadway rehabilitation included full depth reclamation (FDR), slurry sealing, and mill and fill replacements.

Husam **Aburabi,** EIT

Associate Engineer

LICENSES & CERTIFICATIONS

Engineer in Training
| E104094

EDUCATION

Bachelors of Science, Civil Engineer
Israel Institute of Technology
| Haifa, Israel

Mr. Aburabi has over 15 years of varying municipal and civil engineering experience. He has been involved in the design, specifications, and preparation of estimates of public works projects including all types of road and light rail improvements. His experience includes the preparation of typical sections, layouts and profiles, super-elevations, pavement delineation, sign plans, erosion control, and water pollution control plans. As a Project Engineer, Mr. Aburabi has been involved in the management and coordination of engineering work, responding to RFI's, and replying to inquiries and feedback of clients and subconsultants. Additionally, his experience includes coordinating and obtaining project approvals from various public agencies including Caltrans, Valley Transportation Authority, and utility companies.

Mr. Aburabi has extensive experience with the preparation of Storm Water Data Reports (SWDR), drainage reports, and the production of comprehensive roadway layout, profile, detail, and quantity take off plans. He is an expert in the use of AutoCad Civil 3D, Softdesk, Autodesk Land Desktop, Microstation, and the Hydraflow Storm Sewers program.

As an Assistant Project Manager, Mr. Aburabi has been involved in the management and coordination of engineering work, responding to RFI's, and replying to inquiries and feedback of clients and subconsultants. Additionally, his experience includes coordinating and obtaining permits and project approvals from various public agencies including Caltrans, Valley Transportation Authority, and utility companies.

RELEVANT EXPERIENCE

Staff Augmentation -Capital Improvement Program | City of East Palo Alto, CA
Mr. Aburabi assisted the City with project and construction management for various capital improvements throughout the City. Duties include but were not limited to:

- Prepared award package to Caltrans for the Bay Road Project Phase II & III from Clarke Ave to Cooley Landing Park. The award package included Caltrans forms EX15M, EX15A, EX15B EX15cC, EX15D, EX15H, EX15G, EX03, EX15l, etc;
- Compiled an RFP for the project New 12" Emergency Watermain on University Ave;
- Executed a contract between the City and consultant for construction management services;
- Prepared grant progress status report for California Department of Parks and Recreation (Prop 84);
- Request reimbursement grant from Midpeninsula Regional Open Space District (MROSD)

Staff Augmentation -Capital Improvement Program | City of Gilroy, CA
Mr. Aburabi prepared and delivered Request for Proposals (RFP), Request for Qualifications (RFQ's), and managed and coordinated engineering work with consultants and sub-consultants related to CIP projects. His duties included:

- Preparing grant applications
- Conducting DBE analysis
- Preparing project schedules
- Overseeing project budgets
- Coordinating with various City departments.

Babak **Kaderi** CFM

Senior Project Manager

LICENSES & CERTIFICATIONS

Certified Floodplain Manager

FEMA Elevation and Floodplain Management Training

South Bay Water Recycling Site Supervisor Certificate

Traffic Control Technician and Traffic Control Flagger Certificate of Training

Certificate of Completions for SF Bay RWQCD Construction Site Compliance for Water Quality Protection

Access Management Traffic Manual Certificate

Autodesk Certificate of Completion 2007

EDUCATION

MS, Industrial Technology
Indiana State University
| Terre Haute, IN

BS, Manufacturing Technology
Indiana State University
| Terre Haute, IN

Mr. Kaderi has over 30 years of civil engineering, land development, and planning and development project management experience. His land development experience includes, but is not limited to plan checking, code compliance, and understanding of regional public agency regulations and requirements.

For CSG, Mr. Kaderi has provided development plan review for the Cities of Mountain View, Belmont and Dublin, as well as onsite review for the City of Hayward, Gilroy, and Monte Sereno. Prior to joining CSG, Mr. Kaderi served as an Assistant Civil Engineer to the City of Milpitas for 25 years. For Milpitas, Mr. Kaderi provided plan check of developments and served as the floodplain manager.

RELEVANT EXPERIENCE

Land Development Staff Augmentation | City of Gilroy, CA

Mr. Kaderi performs onsite land development review for the City's development projects. His general duties included providing Conditions of Approval for Planning projects and plan check review of all major and minor private development (residential and commercial) including but not limited to grading plans, public improvement plans, utility improvement plans, tenant improvement plans, and plot plans. Review and process Tentative Maps, Parcel Maps, and Final Maps. Mr. Kaderi has been involved in processing improvement agreements, writing staff report for project approval, processing reimbursement agreements, and notice of completions. Review and approve major tract on-site and off-site improvements. Notable projects Mr. Kaderi was involved in includeded:

- **Hoey North Tract Development** –80Unit hillside single family residential development with Glen Loma Ranch development area.
- **Town Center Development at Glen Loma Ranch** – Mixed development of affordable apartment, single family residential, fire station and community park.
- **Miller Avenue realignment** – Realignment of major collector and related utilities to accommodate Glen Loma Ranch development area.
- **Heartland Garden Tract Development** – Process development of single-family residential tracts within Hecker Pass development area.
- **Heartland Triangle** - Process development of a single-family residential tract within Hecker Pass development area.
- **Harvest Park Tract Development** - Process development of single-family residential tracts within Hecker Pass development area.
- **Hecker Pass Trail and Bike Staging Park** – Process development of the Hecker Pass bike trail along HWY-152 frontage and a community bike staging park.
- **NISSAN Dealership** – Process development of commercial parcel for Nissan dealership entailing vacation of public street and merging of the parcels to accommodate development.

Land Development Staff Augmentation | City of Hayward, CA

Mr. Kaderi performed on-site plan review for reviewing and approving site permits, building permits, and encroachment permits. His general duties included providing plan check and review of all major and minor private developments (residential, commercial, and industrial) including but not limited to tentative maps, tract maps, parcel maps, legal descriptions, grading plans, public improvement plans, on-site improvement plans, tenant improvement plans, and plot plans. Review and provide Engineering Conditions of Approvals for all development projects.

Mr. Kaderi also reviewed and approved pre-construction Storm Water Pollution Prevention Plan (SWPPP) and post-construction Storm Water Control Plans (C.3).

Tom **Walker** PE

Principal Engineer II

LICENSES & CERTIFICATIONS

Professional Civil Engineer
State of California
| C56247

California Office of Emergency Services,
Safety Assessment Volunteer

Certified Confined Space Authorized Entrant, Attendant, Supervisor/Cal-OSHA

EDUCATION

Bachelor of Science, Civil Engineering,
San Jose State University
| San Jose, CA

PROFESSIONAL AFFILIATIONS

APWA Silicon Valley Chapter: Member and Board Director (2014-2017)

ACEC/DES Structures Liaison Committee: District 4 Regular Member (2010-2014) and Committee Co-chair (2011)

Structural Engineers Association of Northern California (SEAONC)

American Society of Civil Engineers (ASCE)

Mr. Walker has a 27-year career dedicated to the development and delivery of transportation-related structure projects. Over the course of his career, he has specialized in the project management, planning and design of major transportation structures in the San Francisco Bay Area and throughout California. His projects encompass urban and interstate highways as well as local bridge projects, including Corridor Mobility Improvement Account (CMIA)-funded and Federally-funded Highway Bridge Program (HBP) projects.

His management and planning expertise includes preparing bridge advance planning studies, bridge type selection reports, bridge seismic evaluations, bridge design or check calculations, and preparation of full PS&E and construction support services for new bridges, bridge replacement and retrofit projects. Proven management skills include leading bridge and roadway design team efforts; client communications; coordination with agencies, Caltrans and subconsultants; and management of project schedules and budgets.

Mr. Walker has been a regular member and former chair of the ACEC/Caltrans DES Structures Liaison Committee, which is comprised of top consultant and Caltrans leaders who work together to improve design, process and construction of bridge projects in the State of California.

RELEVANT EXPERIENCE

City Place Slip Ramp Structures Review | City of Santa Clara

Project Manager responsible for performing the structural review of the first phase of the Santa Clara City Center development. Plans, calculations and specifications for four independent walls were reviewed for structural adequacy and compliance with California Building Code and Caltrans design standards. The review also included a complete review of the Basis of Design documents and the geotechnical report.

Bridge Preventive Maintenance Inspection and Planning| City of San Jose, CA

Project Manager responsible for performing inspections of San Jose's Non-NBI bridges and preparation of a Bridge Preventive Maintenance planning report. The project included over 90 bridges that are not listed in the National Bridge Inventory (NBI) or Caltrans Local Agency Bridge Inventory and are not eligible for federal funding for maintenance repairs under Caltrans Bridge Preventive Maintenance Plan (BPMP). **B**ridge structural deficiencies were identified and compiled in a report that summarizes and prioritizes recommended bridge repairs.

Bridge Preventive Maintenance Planning Report | City of San Jose, CA

Project manager for the review of over 80 bridge inspection reports for the City's bridge structures that are eligible for bridge repair funding under the BPMP program. All structures were screened for eligibility. Other tasks included preparation of a summary report and BPMP funding application in Caltrans format for the City's eligible bridge repair projects and identification of projects that are eligible for Bridge Investment Credit (BIC) to secure the funding and potential funding reimbursement.

Bridge Preventive Maintenance Planning Report | City of Union City, CA

Tom served as the Project Manager in charge of reviewing the City's bridge structures that were eligible for bridge repair funding under the federally funded BPMP program. All structures were screened for eligibility and field reviewed to confirm the scope of eligible repairs. Other tasks included preparation of a summary report and BPMP funding application in Caltrans format for the City's eligible bridge repair projects.

AGENDA ITEM NO. 4.

CITY OF SOLEDAD
STAFF REPORT

SUBJECT: **Resolution No. 6250, A Resolution of the City Council of the City of Soledad Approving the Memorandum of Understanding (MOU) with the Soledad Unified School District in Support of the Soledad Youth Safety Network (SYSN) in Substantial Form and Authorizing the City Manager to Execute Said MOU**

TO: **Honorable Mayor Anna Velazquez and City Council**

FROM: **Megan Hunter, City Manager**

THROUGH: **Megan Hunter, City Manager**

MEETING DATE: **June 18, 2025**

Recommendation

It is recommended that the City Council that the City Council consider and adopt Resolution No. 6250, A Resolution of the City Council of the City of Soledad "Approving the Memorandum of Understanding (MOU) with the Soledad Unified School District in Support of the Soledad Youth Safety Network (SYSN) in Substantial Form and Authorizing the City Manager to Execute Said MOU".

Executive Summary

The MOU represents a partnership between the City of Soledad Police Department and the Soledad Unified School District aimed at improving safety through violence prevention and intervention, through the Soledad Youth Safety Network (SYSN) funded by the U.S. Department of Justice. The SYSN will assist 300 students across Soledad High School, Pinnacles High School, and Main Street Middle School over three years. The MOU outlines roles for the Soledad Police Department (SPD) and SUSD in coordinating community safety, implementing a Co-Responder Model, and enhancing prevention programs. Implementation involves minimal fiscal impact, mainly staff time, supporting the Police Department's focus on community engagement and school safety.

Background

The Soledad Unified School District (SUSD) was awarded federal funding from the U.S. Department of Justice, Office of Juvenile Justice and Delinquency Prevention (OJJDP), under the FY24 Enhancing School Capacity to Address School Violence program. The initiative, known as the Soledad Youth Safety Network (SYSN), is intended to foster a multi-agency, community-based approach to violence prevention, positive school climate, youth engagement, and expanded access to mental health services for students.

Review & Analysis

The Memorandum of Understanding (MOU) formalizes a collaborative partnership between the Soledad Police Department (SPD) and the Soledad Unified School District (SUSD) as part of the Office of Juvenile Justice and Delinquency Prevention (OJJDP) Enhancing School Capacity to Address Youth Violence Program and the Soledad Youth Safety Network (SYSN). The SYSN builds on a strong foundation of cross-sector collaboration, data-informed planning, and a shared commitment to improving student safety, well-being, and success.

Many Soledad families face significant socioeconomic challenges that directly impact youth development and school safety. According to the U.S. Census Bureau, the city's median household income is $67,266—yet the living wage for a family with three children and two working adults is more than twice that amount. The per capita income is just $18,573, less than half the national average, and the local unemployment rate stands at 13.2% (April 2024), over double the county rate. These economic conditions create barriers to accessing essential supports and increase student vulnerability to school and community violence, making coordinated, preventive action an urgent priority.

Over the past four years, SUSD has implemented a districtwide Multi-Tiered System of Supports (MTSS), establishing leadership roles, resource-sharing infrastructure, and integrated community services. All schools in the district have been designated as Community Schools, aligned with the Four Pillars—integrated student supports, expanded learning time, family and community engagement, and collaborative leadership—and the Four Cornerstone Commitments, including racial equity, culturally responsive practices, and shared decision-making. These efforts have improved school climate and outcomes but have also revealed critical gaps in violence prevention, mental health response, and connection to coordinated support services following incidents.

Through federal support from the OJJDP program, the Soledad Youth Safety Network will directly serve 300 students over three years at Soledad High School, Pinnacles High School, and Main Street Middle School. The initiative is designed to:

- Prevent and reduce youth violence, bullying, and cyberbullying, with a particular focus on girls and other disproportionately impacted groups;
- Expand individualized Tier 2 and Tier 3 support for at-risk students;
- Improve perceptions of school safety and increase student engagement;
- Strengthen family capacity and elevate youth and parent voices in school and community decision-making.

Key Program Components
The SYSN aligns with SUSD's MTSS model and includes three core strategies:

- **Build and Expand a Coordinated Community Safety Network**
  Monthly convenings will bring together school staff, city departments, youth, and community-based partners. A youth advisory council will provide ongoing input, while parent empowerment and leadership development—delivered in partnership with Building Healthy Communities—will ensure family voices are part of the decision-making process.
- **Implement a Co-Responder Model for Crisis Intervention**. A licensed social worker will be hired through the grant and embedded in a co-responder team alongside SPD officers. This evidence-based model allows for a trauma-informed response to incidents involving violence, followed by individualized case management and service coordination through each school's Coordination of Services Team (COST). Students and families will receive strengths-based support and referrals to mental health, behavioral, and wraparound services.

- **Strengthen Whole-School Prevention and School Climate Programs**
  The initiative builds on existing Tier 1 efforts such as PBIS at Main Street Middle School and "Leader in Me" at the high schools. It will add a research-based bullying and cyberbullying prevention curriculum, with a focus on student-led efforts, restorative practices, and specialized supports for girls. Additional programming will be delivered by partner organizations including Girls Inc., Boys & Girls Club, Xinachtli, and others.

This MOU outlines the good-faith partnership between SUSD and SPD to improve student and community safety through communication, collaboration, and shared accountability. Key commitments include:

- SPD participation in the SUSD Safety Committee and joint school safety initiatives;
- Coordination and training between SPD officers and school staff to improve incident response;
- Implementation of a modified co-responder model for school-based violent incidents;
- SPD support in data sharing (as permitted), collaborative planning, and fulfilling grant reporting requirements;
- A shared commitment to trauma-informed, culturally responsive, and equitable engagement with Soledad's diverse community.
- SUSD will serve as the lead agency and fiscal agent for the grant. The district will employ and supervise the SYSN Program Coordinator, manage all project implementation, and ensure fidelity to grant goals and compliance requirements at Soledad High, Pinnacles High, and Main Street Middle School.

The MOU is non-binding and does not obligate the City of Soledad or SPD to financial expenditure. It will remain in effect unless terminated by either party with 30 days' written notice. The draft is in substantial form, but the City Attorney would like to include a mutual hold harmless clause. The City Manager and City Attorney will work with Superintendent Bangs to make minor changes to the MOU to include the hold harmless language.

Financial Considerations

This initiative may have a minor fiscal impact related to the time of police personnel. However, it aligns with the Soledad Police Department's commitment to community policing.

Alternatives

- Adopt the Resolution approving the MOU with the School District; or
- Do not adopt the Resolution and provide other direction to Staff.

Planning/CEQA

The approval of a MOU with the School District for youth programming is not considered a project for purposes of CEQA since it has no potential for resulting in either a direct or indirect impact to the environment. (See CEQA Guidelines Section 15378.)

Public Notice Requirements

Not required.

Attachment(s):
Resolution No. 6250
Exhibit A

RESOLUTION NO. 6250

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLEDAD APPROVING THE MEMORANDUM OF UNDERSTANDING (MOU) WITH THE SOLEDAD UNIFIED SCHOOL DISTRICT IN SUPPORT OF THE SOLEDAD YOUTH SAFETY NETWORK (SYSN) IN SUBSTANTIAL FORM AND AUTHORIZING THE CITY MANAGER TO EXECUTE SAID MOU

WHEREAS, the Soledad Unified School District (SUSD) has been awarded funding from the U.S. Department of Justice, Office of Juvenile Justice and Delinquency Prevention (OJJDP), under the FY24 *Enhancing School Capacity to Address Youth Violence* program; and

WHEREAS, the funded initiative, known as the Soledad Youth Safety Network (SYSN), seeks to strengthen school and community safety through coordinated violence prevention, crisis response, and mental health support for youth; and

WHEREAS, the Soledad Police Department (SPD) will partner with SUSD to implement the initiative across Soledad High School, Pinnacles High School, and Main Street Middle School, directly supporting approximately 300 students over a three-year period; and

WHEREAS, the SYSN includes three core strategies: (1) building a coordinated community safety network, (2) implementing a Co-Responder Model for school-based crisis response, and (3) strengthening whole-school prevention and climate programs; and

WHEREAS, this partnership reflects the City's commitment to trauma-informed, equitable, and collaborative approaches to youth development and public safety; and

WHEREAS, the Memorandum of Understanding (MOU) outlines roles and responsibilities for SPD and SUSD and facilitates ongoing coordination, training, data sharing (as permitted), and implementation support; and

WHEREAS, the MOU is non-binding and does not obligate the City or SPD to any financial expenditure, and may be terminated by either party with 30 days' written notice.

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

1. The City Council hereby approves the Memorandum of Understanding with the Soledad Unified School District to support the Soledad Youth Safety Network, a copy of which is attached hereto as **Exhibit A** and by this reference incorporated herein, in substantial form and content.

2. Upon completion of the final MOU to the satisfaction of the City Manager and City Attorney, including a mutual hold harmless provision, the Council authorizes and directs the City Manager to execute said MOU on behalf of the City of Soledad.

3. The City affirms its ongoing commitment to collaborative, community-based approaches that enhance youth well-being and public safety.

PASSED AND ADOPTED by the City Council of the City of Soledad at a regular meeting duly held on the 18th day of June 2025, by the following vote:

AYES, and in favor thereof, Councilmembers:

NOES, Councilmembers:

ABSENT, Councilmembers:

ABSTAIN, Councilmembers:

_____
ANNA M. VELAZQUEZ, Mayor

ATTEST:

_____
MEGAN HUNTER, City Clerk

EXHIBIT A

MEMORANDUM OF UNDERSTANDING BETWEEN THE SOLEDAD UNIFIED SCHOOL DISTRICT AND THE CITY OF SOLEDAD ON BEHALF OF THE SOLEDAD POLICE DEPARTMENT

This Memorandum of Understanding (MOU) is entered into on the *XXXX* day of *June* in *2025* (herein referred to as the "Effective Date") by and between:

Soledad Unified School District, 1261 Metz Road, Soledad, California 93960-2745, Randy Bangs, Superintendent (herein referred to as "SUSD") and

Soledad Police Department, 236 Main Street, Soledad, California 93960, Megan Hunter, City Manager (herein referred to as "SPD").

Parties may also be referenced individually as "Party" and collectively as "Parties."

PURPOSE

The purpose of this MOU is to document the ongoing good-faith foundation between the Parties supporting collaborative efforts related to violence prevention and school and community safety in Soledad, specifically related to SUSD's application to the U.S. Department of Justice, Office of Justice Programs, Office of Juvenile Justice and Delinquency Prevention for the OJJDP FY24 Enhancing School Capacity to Address School Violence, program to be known as *Soledad Youth Safety Network* (SYSN). The MOU also outlines the duties and responsibilities of each Party. The Parties agree to work together in a cooperative and coordinated manner to achieve each Party's individual goals and the collective goals of the partnership.

This MOU is designed to detail the specifics of the working relationship between the Parties to the mutual benefit of the parties and the community they serve. This MOU does not obligate the Parties to provide funds or payment. This MOU does not bind Parties to any legal obligations.

DURATION OF MOU

This MOU becomes effective on the date it is signed by both parties and remains in force unless explicitly terminated in writing by either party.

ROLES AND RESPONSIBILITIES

To achieve Parties' mutual goals, each party agrees to the following roles and responsibilities:
SUSD shall:

DRAFT

- Collaborate with SPD to improve school and community safety in Soledad and to support SPD's community policing efforts.
- Convene the SUSD Safety Committee, ensure diverse representation on the Committee, and document the work of the Committee and the results of the Committee's work.
- Convene a SYSN Executive Committee to support daily operations and continuous improvement.
- Facilitate communication between all project partners within and outside the school district.
- Serve as the lead agency for the SUSD Safety Committee and all collaborative grant programs funded with SUSD as the Lead Applicant.
- Use grant funding to support the goals and priorities of the Safety Committee and the purposes identified in related grant applications.
- Employ and supervise the SYSN Program Coordinator.
- Implement the program at Soledad High School, Pinnacles High School, and Main Street Middle School.
- Implement training for school and district staff, students, parents, school administrators, and staff from partner agencies to improve school climate and prevent violence, as described in the project plan.
- Engage youth and parents in a leadership capacity.
- Collaborate with SPD to implement a modified co-responder model for violence-related incidents on SUSD school campuses.
- Improve access to school-based mental health services.
- Continue collaborating with community agencies to improve student access to Tier I, II, and III interventions.
- Execute and monitor memoranda of understanding with other project partners and ensure that partner work is aligned with the stated goals and requirements of the program plan.
- Comply with all funder program implementation and reporting requirements.
- Serve as the fiscal agent for grant funds, completing all fiscal reporting requirements and complying with all state, federal, and SUSD procurement and fiscal management standards.
- Coordinate the work of the partnership with related programs in SUSD and the District's Local Area Control Plan (LCAP).
- Ensure that collaborative activities are implemented using a trauma-informed approach.
- Ensure that collaborative activities address the needs of the Soledad community, respecting the diversity of the community, and promoting inclusivity and equal and appropriate access to program activities, services, and equipment.
- Collect data necessary to document the effectiveness of the work of the partnership, including data required to meet funder reporting requirements and additional data to support local need.

DRAFT

- Provide training to SPD staff as described in the program plan to ensure close coordination between SUSD and SPD staff.
- Protect student and family privacy as indicated by FERPA and other relevant laws and regulations.

SPD shall:

- Continue its participation as an active member of the SUSD Safety Committee for the life of the agreement.
- Collaborate with SUSD on all SUSD and City school and community safety initiatives.
- Maintain communication with SUSD on all safety-related issues, including those funded through grant applications submitted by SUSD to fund the work of the Safety Committee.
- Ensure that SPD activities are carried out using a trauma-informed approach.
- Ensure that SPD activities address the needs of the Soledad community, respecting the community's diversity, and promoting inclusivity and equal and appropriate access to program activities, services, and equipment.
- Collaborate with SUSD to identify mutually acceptable times for training to coordinate school and community safety programs, SUSD safety policies and procedures, and the appropriate use of equipment and systems installed to promote the safety of Soledad schools;
- Make SPD staff available for the training and actively encourage staff participation.
- Coordinate the work of the partnership with related SPD programs.
- Comply with all relevant laws and regulations regarding student and parent privacy and confidentiality of records.
- Provide data as necessary to meet funder reporting requirements and support program improvement, as allowed by privacy laws and City regulations.

The Parties agree to uphold their roles and responsibilities in a committed, good-faith manner.

COMMUNICATION BETWEEN PARTIES

Communication between the Parties will occur through the most efficient and appropriate means, including regularly scheduled meetings, telephone, email, text, and any other means agreed upon by the Parties. The Parties agree to be diligent in their communication with each other.

AMENDMENTS

The terms of this MOU may be amended upon written approval by both Parties and their designated representatives.

TERM AND TERMINATION

DRAFT

This agreement becomes effective on the date it is signed by both parties. It remains in force unless explicitly terminated, in writing, by either party or parties.
Both Parties may terminate this MOU by signing a termination addendum upon 30 days' written notice to the other party or parties.

The undersigned Parties acknowledge and agree to this MOU:
SIGNATURES

FOR Soledad Unified School District

_____ _____, 2025
Randy Bangs, Superintendent (date)

FOR Soledad Police Department

_____ _____, 2025
Megan Hunter, City Manager (date)

DRAFT

AGENDA ITEM NO. 5.

CITY OF SOLEDAD
STAFF REPORT

SUBJECT: **Resolution No. 6251, A Resolution of the City Council of the City Of Soledad Authorizing the City Manager to Execute a No-Cost Memorandum of Understanding (MOU) with Monterey County, on Behalf of the Monterey County Health Department for the Installation of a Naloxone (Narcan) and Fentanyl Test Strip Kiosk at the Soledad Fire Station**

TO: **Honorable Mayor Anna Velazquez and City Council**

FROM: **Megan Hunter, City Manager**

THROUGH: **Megan Hunter, City Manager**

MEETING DATE: **June 18, 2025**

Recommendation

It is recommended that the City Council of the City of Soledad:

1. Approve and authorize the City Manager or designee to execute a no-cost Memorandum of Understanding (MOU) with the County of Monterey Health Department, authorizing the installation of a naloxone (Narcan) and fentanyl test strip kiosk at the City-owned Soledad Fire Station, located at 525 Monterey St, Soledad, CA 93960, for a term effective upon execution through October 31, 2026; and
2. Approve the recommendation to accept all non-standard provisions included in the agreement.

Executive Summary

In response to the continuing public health crisis caused by the rise in opioid and fentanyl-related overdoses, the County of Monterey Health Department is expanding its harm reduction strategy through the placement of free naloxone (Narcan) and fentanyl test strip vending machines throughout Monterey County.

As part of the countywide initiative, the City of Soledad has been identified as a strategic location for one of these kiosks in South Monterey County, with the Soledad Fire Station selected as the preferred installation site due to its accessibility and central location in the community. It is recommended that the City Council approve the MOU in substantial form and content and authorize the City Manager to execute the MOU. Following Council action, this item will be submitted to the Monterey County Board of Supervisors for approval.

Background

Overdose deaths related to synthetic opioids like fentanyl have reached alarming levels, both nationally and in Monterey County. Fentanyl's potency and prevalence have significantly increased the risk of unintentional overdoses. In response, the County has developed a multi-pronged approach to increase access to life-saving resources, including naloxone—a medication that can rapidly reverse opioid overdoses—and fentanyl test strips, which can help individuals detect the presence of fentanyl in substances before use.

The County of Monterey Health Department, through its 2025–2028 Strategic Plan, has prioritized increasing access to community-based, person-centered care. A key component of this strategy is linking people to essential health services when other access points may not be available. Mayor Velazquez learned about this opportunity and connected the City Manager with Health Department staff to discuss a potential partnership to house the kiosk. After an internal discussion with the Executive Team, it was decided that the Fire Station would be the best location.

Review & Analysis

Unfortunately, the City of Soledad has been affected by the opioid crisis, and increasingly, the Fire Department (CALFIRE) is called to administer Narcan and save lives. During emergency services, they encounter many families who need access to Narcan and can direct people to the Fire Department for this life-saving tool. Additionally, the Fire Station is one of the most visible and accessible locations in the Soledad community.

The Memorandum of Understanding (MOU) between the County of Monterey, on behalf of the County Health Department, and the City of Soledad establishes a collaborative partnership to install and maintain naloxone (Narcan) kiosks. These kiosks, which also dispense fentanyl test strips, are part of the County's harm reduction strategy aimed at combating the opioid crisis by expanding access to life-saving overdose reversal medication and drug testing tools.

The vending kiosk will:

- Dispense free Narcan and fentanyl test strips, no questions asked.
- Be monitored and restocked by the County Health Department.
- Operate at no cost to the City of Soledad.

This project will be carried out under a no-cost Memorandum of Understanding (MOU) effective until October 31, 2026. The County will coordinate the delivery and installation of the kiosk in Soledad and manage their operations, including remote monitoring and maintenance. The City of Soledad and the Fire Department (CALFIRE) will prepare the kiosk location, ensuring it meets power requirements. The City will cover site preparation costs and must inform the County of any issues within 24 hours, ensuring safe access for maintenance.

Both parties will keep the kiosks accessible 24/7 and communicate any temporary access restrictions. The MOU can be extended through mutual agreement, and either party may terminate it with a 15-day notice. notice, with the County responsible for kiosk removal. The MOU includes mutual indemnification and insurance requirements, with each party holding the other harmless for its own negligence and naming each other as additional insureds.

The City Manager and Fire Chief have identified several possible locations at the Fire Station site and need to coordinate with the Health Department to finalize an exact location based on their criteria for

public accessibility and power source availability. However, to move forward with this project, staff needs Council approval. This will also ensure that we secure a kiosk from the County.

This agreement reflects a shared commitment to public health and safety, ensuring vital overdose prevention resources are available in high-traffic community locations while clearly defining the roles, responsibilities, and expectations of both the County and the City of Soledad.

Financial Considerations

There may be minor electrical issues involved in installing the kiosk, but this would have a minimal financial impact on the budget and can be absorbed as a minor facility expense.

Alternatives

- Adopt the Resolution approving the MOU; or
- Do not adopt the Resolution and provide other direction to staff.

Planning/CEQA

The installation of a vending kiosk with minor electrical work would be categorically exempt pursuant to CEQA Guidelines Section 15303 (Class 3 New Construction or Conversion of Small Structures) involving the installation of small new equipment and facilities in small structures.

Public Notice Requirements

Not required.

Attachment(s):
Resolution No. 6251
Exhibit A - MOU with Health Department for Narcan Kiosk
Narcan Vending Kiosks

RESOLUTION NO. 6251

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLEDAD AUTHORIZING THE CITY MANAGER TO EXECUTE A NO-COST MEMORANDUM OF UNDERSTANDING (MOU) WITH MONTEREY COUNTY, ON BEHALF OF THE MONTEREY COUNTY HEALTH DEPARTMENT FOR THE INSTALLATION OF A NALOXONE (NARCAN) AND FENTANYL TEST STRIP KIOSK AT THE SOLEDAD FIRE STATION

WHEREAS, the opioid crisis continues to pose a significant threat to public health and safety, with fentanyl-related overdoses rising sharply in Monterey County and across the nation; and

WHEREAS, the County of Monterey Health Department has developed a harm reduction strategy to expand public access to life-saving overdose prevention tools, including naloxone (Narcan) and fentanyl test strips; and

WHEREAS, as part of this countywide initiative, the City of Soledad has been selected as a key location for a public-access kiosk dispensing free naloxone and fentanyl test strips, with the Soledad Fire Station identified as the most suitable site due to its visibility, accessibility, and central location within the community; and

WHEREAS, the installation and maintenance of the kiosk will be administered by the County of Monterey Health Department at no cost to the City of Soledad, with the City responsible only for preparing the installation site and providing access to power; and

WHEREAS, the Memorandum of Understanding (MOU) between the City of Soledad and the County of Monterey Health Department formalizes this partnership through October 31, 2026, with provisions for mutual indemnification, insurance, and non-financial obligations by the City; and

WHEREAS, the MOU promotes the City's public health and safety objectives by enhancing access to overdose prevention resources and providing community members with free, confidential access to Narcan and fentanyl test strips; and

WHEREAS, the City Manager and Fire Chief have reviewed potential kiosk locations at the Fire Station and will coordinate final placement with the County to meet site criteria and ensure public accessibility; and

WHEREAS, the installation of a vending kiosk with minor electrical work would be categorically exempt pursuant to CEQA Guidelines Section 15303 (Class 3 New Construction or Conversion of Small Structures) involving the installation of small new equipment and facilities in small structures.

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

1. The City Council hereby approves the Memorandum of Understanding between the City of Soledad and the County of Monterey Health Department (Exhibit A) for the installation of a naloxone and fentanyl test strip kiosk at the Soledad Fire Station, located at 525 Monterey Street, effective upon execution through October 31, 2026.
2. The City Council authorizes the City Manager, or their designee, to execute the MOU in substantial form and content, and to make any necessary administrative modifications in coordination with the Monterey County Health Department.
3. The City Council accepts and approves all non-standard provisions contained within the MOU, including mutual indemnification, insurance requirements, and operational responsibilities.
4. The City affirms its ongoing commitment to harm reduction, public health, and community safety through partnerships that increase access to critical life-saving tools and services.

PASSED AND ADOPTED by the City Council of the City of Soledad at a regular meeting duly held on the 18th day of June 2025, by the following vote:

AYES, and in favor thereof, Councilmembers:

NOES, Councilmembers:

ABSENT, Councilmembers:

ABSTAIN, Councilmembers:

_____
ANNA M. VELAZQUEZ, Mayor

ATTEST:

_____
MEGAN HUNTER, City Clerk

MEMORANDUM OF UNDERSTANDING
BETWEEN
THE COUNTY OF MONTEREY, ON BEHALF OF
THE COUNTY OF MONTEREY HEALTH DEPARTMENT
AND
THE CITY OF SOLEDAD

I. **Parties.** This Memorandum of Understanding (hereinafter referred to as "MOU") is made by and between the County of Monterey, a political subdivision of the State of California **(**hereinafter referred to as **"**COUNTY**")** and CITY OF SOLEDAD ("SOLEDAD") (collectively, the "Parties," and individually, a "Party"). The Parties hereby agree as follows:

II. **Purpose and Scope.** The purpose of this MOU is to establish the roles and responsibilities of the Parties regarding the provision of premises to be used for onsite Kiosk (automated vending machineS or self-service stations that provide an opioid overdose reversal medication).

III. **Responsibilities of County.**

A. **Delivery and Installation.** COUNTY shall work with Vendor to deliver and install Kiosks in accordance with a timeline mutually agreed upon by the Parties.

a. Identified location – **City of Soledad Fire Station**
525 Monterey Street, Soledad CA 93960

B. **Ongoing Support.** COUNTY shall manage services provided by Vendor including the following support and services on an ongoing basis during the term of the maintenance agreement:

1. Remotely monitor kiosks for internal temperature, potential issues, and item stock levels

C. **Maintenance & Repair.**

1. COUNTY shall undertake commercially reasonable efforts to keep the Kiosk in good working order and condition during the term of the agreement.
2. In the event of an equipment failure, COUNTY will respond to repair requests, contact the Vendor and attempt to resolve the issue remotely within seventy-two (72) hours.
3. In the event of an equipment failure, COUNTY shall contact and work with the Vendor who will make every available effort to attempt to repair onsite within ninety-six (96) hours. If unable to repair while onsite, COUNTY will make every available effort to repair onsite within ninety-six (96) hours of receipt of parts necessary to make the repair.
4. COUNTY shall have the exclusive oversight right to repair, maintain, or move Kiosks. Failure to follow this provision will void both the product warranty and the Vendor maintenance warranty for the work done by the State.
5. COUNTY shall ensure services are made on a quarterly basis and provide updates by email. Services that shall be conducted, remote and onsite, preventative maintenance activities on the Kiosk include:
   a. Inspect and clean the exterior and interior of the Kiosk
   b. Check the refrigeration unit and service as needed
   c. Check the locking mechanism and service as needed

d. Conduct necessary on-site software and firmware updates
e. Validate connectivity and make adjustments as needed
f. Test all sensors and service as needed
g. Check the dispense mechanism and service as needed
h. Conduct UPS power-down and recharge validation
i. Check all hardware accessed by users (retrieval bin, tablet, etc.) and service as needed
j. Level Kiosk as needed

IV. Responsibilities of SOLEDAD.

A. **Installation Preparation.** Prior to installation, SOLEDAD shall:
1. Have identified the exact location of the Kiosk at the Soledad Fire Station and shall provide an email to COUNTY representative with address and exact location of set up. Location must:
   a. Have a level, flat surface with a floor load capable of supporting at least 1,500 pounds
   b. Provide access to a dedicated 20A, 125-volt circuit
   c. Capable of supporting kiosk size of W: 38.25" x H:75.50" x D: 37.00"
   d. SOLEDAD shall be solely responsible for preparing the Site for Kiosk installation, including any mechanical, electrical, or construction costs

B. Repair & Maintenance.
1. SOLEDAD agrees to notify COUNTY within 24 hours of any need for repair or service, as well as any consumer complaints respecting the Kiosk
2. SOLEDAD agrees to fully cooperate with COUNTY in effecting any necessary repairs or service
3. SOLEDAD shall make all efforts and arrangements to ensure the safety and security of COUNTY employees and/or contractors at the Kiosk site

V. Mutual Responsibilities of the Parties.

A. Ongoing Support. Ensure that access to Kiosk is not blocked and testing can be provided 24/7. If access must be blocked for any extended period of time, SOLEDAD will notify COUNTY.

VI. General Provisions.

A. Term. This MOU is effective upon the day and date last signed and executed by the duly authorized representatives of the Parties to this MOU and shall remain in full force and effect until the End Date of Vendor (LTS) Agreement, October 31, 2026. This MOU may be extended for such time as mutually agreed to by the Parties in writing. Termination or expiration of this MOU shall not affect any obligations which by their nature survive termination or expiration.

B. Termination. This MOU may be terminated, without cause, by COUNTY or SOLEDAD upon fifteen (15) days' written notice, which notice shall be delivered by hand via email or by certified mail to the other Party's POC under this MOU or may be mutually terminated at any time upon mutual written agreement by the COUNTY or SOLEDAD.
1. **Duties upon Termination or Expiration.** Upon expiration or termination of this MOU, SOLEDAD shall surrender the Kiosk (Equipment) in the condition

in which it was received, subject only to reasonable wear and tear. The Parties shall coordinate regarding the removal of the equipment from the facility. All equipment brought to SOLEDAD by COUNTY shall be removed within fifteen (15) days of termination as the Parties may upon mutual written agreement amend the removal schedule to a suitable time frame, but in no event earlier than is reasonable and necessary to ensure there is no disruption of services and operations.

C. Amendments. Either Party may request changes to this MOU. Any changes, modifications, revisions, or amendments to this MOU which are mutually agreed upon by and between the Parties to this MOU shall be incorporated by written instrument, and approved by both Parties prior signing an Amendment to this MOU.

D. Mutual Indemnification.

1. SOLEDAD agrees to indemnify, defend, and hold harmless County, its officers, employees, and agents from and against any and all claims, demands, liabilities, damages, costs, and expenses (including reasonable attorneys' fees and court costs) to the extent caused by the negligence, recklessness, or willful misconduct of SOLEDAD, its officers, employees, agents, or contractors in connection with the performance of this Agreement.

2. County agrees to indemnify, defend, and hold harmless SOLEDAD, its officers, employees, and agents from and against any and all claims, demands, liabilities, damages, costs, and expenses (including reasonable attorneys' fees and court costs) to the extent caused by the negligence, recklessness, or willful misconduct of County, its officers, employees, agents, or contractors in connection with the performance of this Agreement.

3. Shared Liability: In the event that liability is attributable to the negligence, recklessness, or willful misconduct of both SOLEDAD and County, each Party shall bear responsibility for its proportionate share of the liability as determined by a court of competent jurisdiction or as mutually agreed by the Parties.

4. Nothing in this section shall be construed to waive any immunities or limitations on liability provided by applicable law, including but not limited to the California Government Claims Act (Government Code §§ 810 et seq.), which governs the liability and immunities of public entities and their employees.

5. Notice and Cooperation: The indemnified Party shall promptly notify the indemnifying Party of any claims or actions subject to indemnification under this Agreement and shall reasonably cooperate with the indemnifying Party in the defense and resolution of such claims or actions.

E. <u>Insurance.</u>

1. Each Party agrees to maintain, at its own expense, insurance coverage sufficient to cover its liabilities under this Agreement, including but not limited to the indemnity obligations set forth herein.
   a. General Liability Insurance: Comprehensive or commercial general liability insurance with limits of not less than $1,000,000 per occurrence and $2,000,000 aggregate for bodily injury, personal injury, and property damage.
   b. Automobile Liability Insurance: Coverage for all owned, hired, and non-owned vehicles with a combined single limit of not less than $1,000,000 per accident for bodily injury and property damage.
   c. Workers' Compensation and Employers' Liability Insurance: Coverage as required by law, including Employers' Liability limits of not less than $1,000,000 per accident.
   d. Professional Liability Insurance (if applicable): Coverage for errors and omissions with limits of not less than $1,000,000 per claim and $2,000,000 aggregate.

2. Upon request, each Party shall provide the other Party with a certificate of insurance or evidence of coverage demonstrating compliance with these requirements.

3. A Party may satisfy its insurance obligations through self-insurance, provided it maintains sufficient financial resources to meet or exceed the required coverage limits and provides written verification of such self-insurance upon request.

4. Maintenance of insurance or self-insurance by either Party shall not be construed as a limitation of liability or as a waiver of any immunities or limitations provided under applicable law.

5. Each Party agrees to name the other Party as an additional insured under its general liability policy, but only to the extent of liabilities arising out of the indemnifying Party's obligations under this Agreement.

F. <u>Applicable Law</u>. The construction, interpretation and enforcement of this MOU shall be governed by the laws of the State of California to the extent applicable to this MOU. The courts of the State of California shall have jurisdiction over any action arising out of this MOU and over the Parties, and venue shall be in the Superior Court of Monterey, California.

G. Compliance with the Law. Each Party agrees that it will comply with all federal, state, and local laws, rules, regulations now and hereafter in effect.

H. Points of Contacts (POCs). The Parties will each designate person for purposes of sending notices to the other Party and as their point of contact ("POC") who will be responsible for coordinating their respective activities under this MOU. Notices required by this MOU shall be send via facsimile or U.S. Mail. The POC designees are as follows:

City of Soledad
Attention: Megan Hunter, City Manager and Chief Jason Luckenbach
Address: 248 Main Street, Soledad CA 93960
Email: mhunter@cityofsoledad.gov ; JLuckenbach@cityofsoledad.gov
Ph: 831-223-5014

County of Monterey
Attention: Shiba Sumeshwar
Address: 1270 Natividad Road, Salinas, CA 93906
Email: sumeshwarsd@countyofmonterey.gov
Ph: 831-755-4018

I. Authority to Execute. By execution of this MOU as indicated below, each Party represents to the other that the person so executing on behalf of each Party has authority and power to execute this MOU on behalf of their respective party.

J. Entire Agreement; Waiver; Signature and Delivery. This MOU supersedes all prior agreements, both verbal and written, and any discussions and writings and constitutes the entire agreement between the Parties with respect to the specific subject matter hereof. No waiver or modification of this MOU will be binding upon either Party unless made in writing and signed by a duly authorized representative of such Party and no failure or delay in enforcing any right shall be deemed a waiver of such right. Execution and delivery of this MOU electronically is hereby deemed valid and effective, and a signed facsimile or electronic copy is hereby deemed an original for all purposes.

VII. Signatures. In witness whereof, the Parties to this MOU through their duly authorized representatives have executed this MOU on the days and dates set out below, and certify that they have read, understood, and agreed to the terms and conditions of this MOU as set forth herein.

The effective date of this MOU is the date of the signature last affixed to this page.

COUNTY OF MONTEREY

By: _____

Title: _____

Name: _____

Date: _____

CITY OF SOLEDAD

By: _____

Title: _____

Name: _____

Date: _____

City of Soledad
Term: Upon Execution – 10/31/2026
NTE: $0.00

Narcan/FTS Kiosks Info

testandgo™ self-service solution

No Staffing

No clinical/non-clinical staff needed

Multilingual Options

Kiosk display, user interface, IFUs

All Weather

For indoor or outdoor use

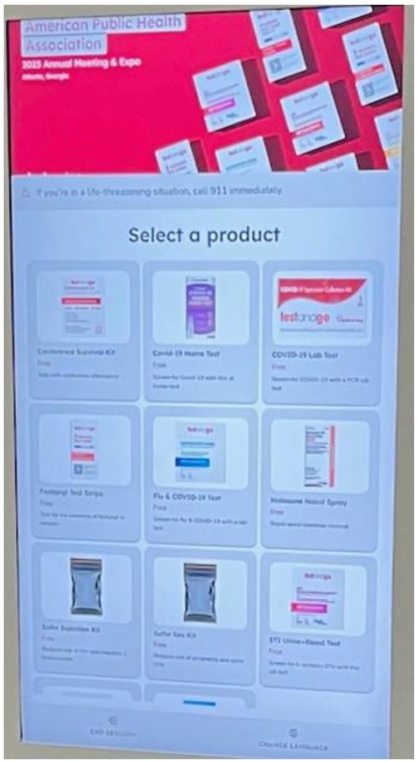
Convenient

24/7/365 patient access

testandgo

Monterey County Kiosks

Self-Service Solution



Self-Service Solution

Accessibility

24/7 patient access in patient-centric, easy to reach locations

Adaptability

Tackles issues patients face today while providing warm-base solution for tomorrow's public health needs

Anonymity

Address stigma, discrimination, distrust, and desire to keep one's health private

Reach

Extends the reach and capabilities of public health and healthcare providers without requiring additional resources

Readiness

Provides an economical and scalable solution for meeting the public where they live

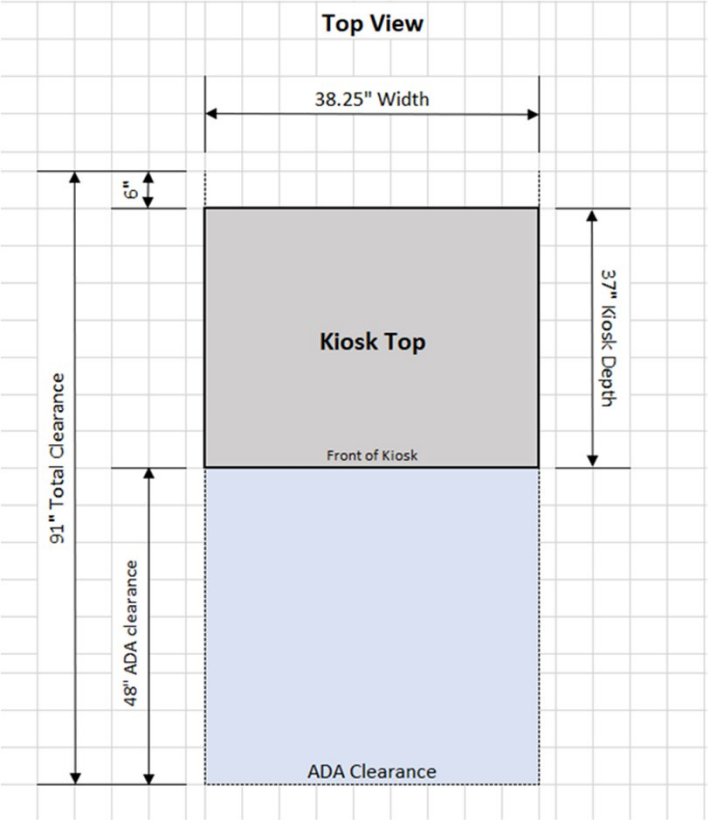
Reporting

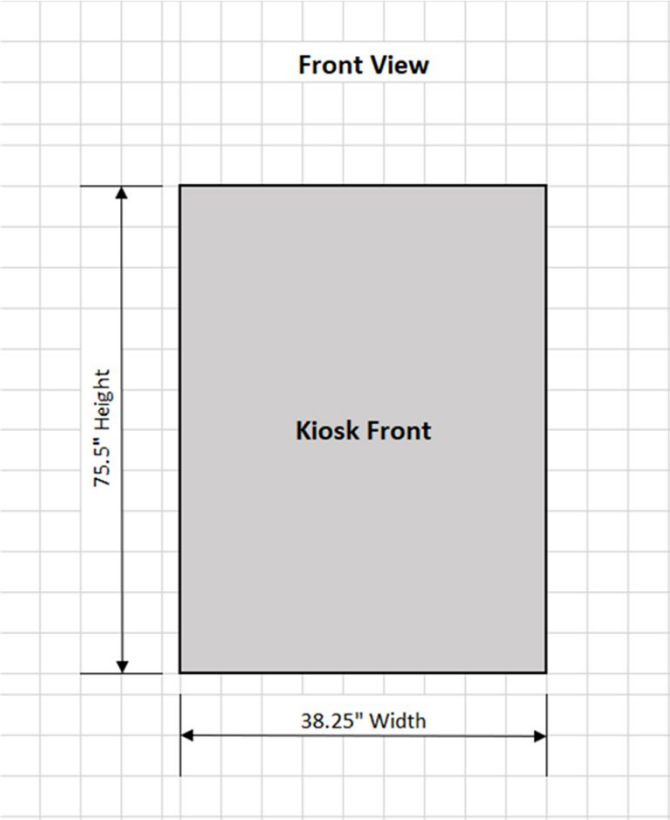
Provides patient-reported outcomes with federal/STLT integrations

Pre-Install Checklist

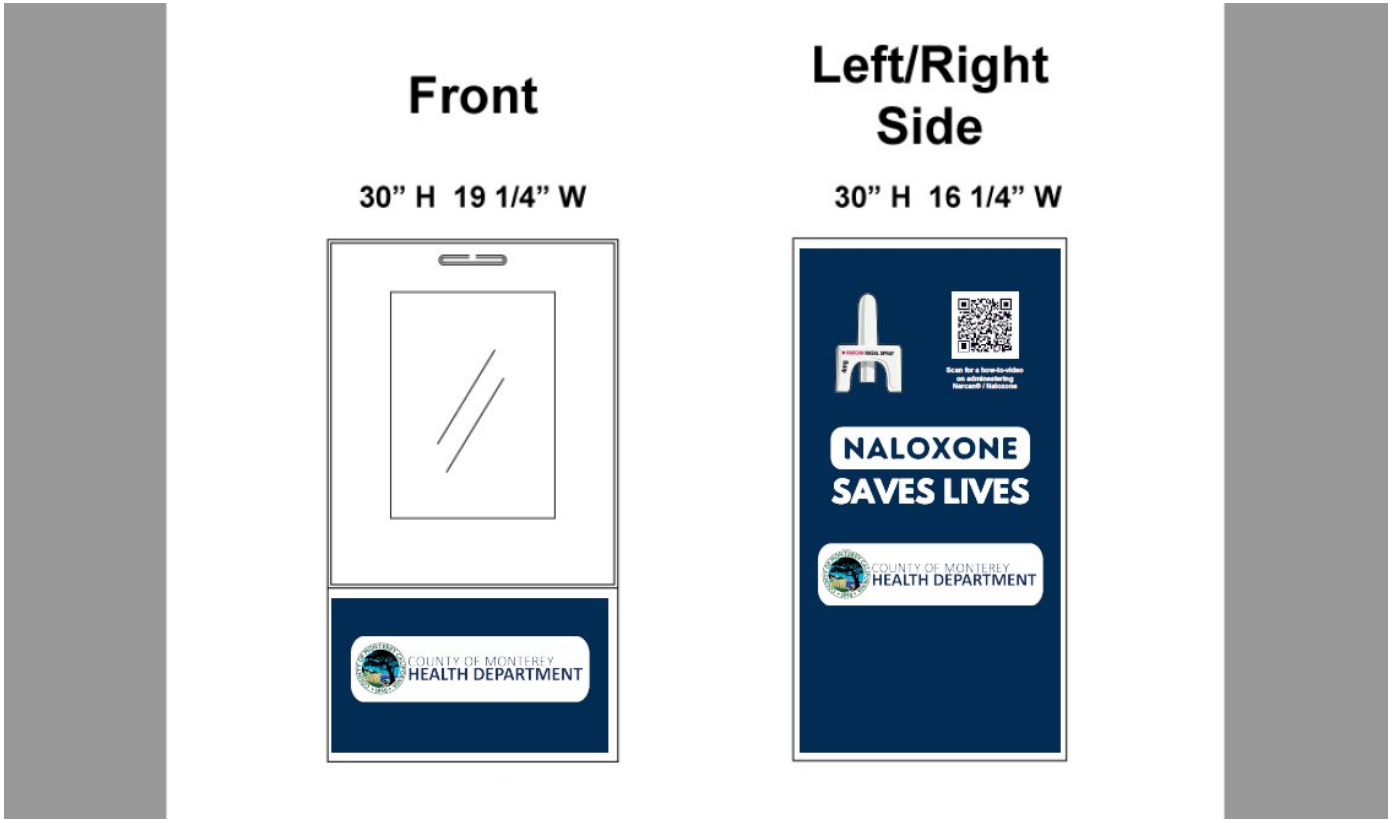
1. Nearby Access to Functional Electrical Outlet
2. Access to Parking
3. 24/7 Public Access
4. Will the kiosk be installed Indoor or Outdoor ?
5. Is kiosk able to be placed against a wall?
6. Is a level, foundational surface readily available for the kiosk (concrete pad, sidewalk, etc.)?
7. Is the facility/site able to accommodate a large delivery truck?
8. Is a pallet jack able to be used onsite and, if install warrants, are ramps available?
9. Are you able to provide pictures of the install site and/or are we able to send a team member out to inspect the install site?

Dimensions


Top View
38.25" Width
6"
91" Total Clearance
Kiosk Top
37" Kiosk Depth
Front of Kiosk
48" ADA clearance
ADA Clearance


Front View
75.5" Height
Kiosk Front
38.25" Width

Naloxone Boxes – Alternative Option



AGENDA ITEM NO. 6.

CITY OF SOLEDAD
STAFF REPORT

SUBJECT: **Resolution No. 6252, A Resolution Retroactively Extending the Employment Agreement Between the Soledad City Council/Successor Agency/Successor Housing Agency/Soledad Housing Authority and Megan Hunter**

TO: **Honorable Mayor Velazquez and City Council**

FROM: **Mike Rodriquez, City Attorney**

THROUGH: **Megan Hunter, City Manager**

MEETING DATE: **June 18, 2025**

Recommendation

It is recommended that "Resolution No. 6252, A Resolution Retroactively Extending the Employment Agreement Between the Soledad City Council/Successor Agency/Successor Housing Agency/Soledad Housing Authority and Megan Hunter" be approved.

Executive Summary

The City of Soledad, Soledad Successor Agency, Soledad Successor Housing Agency, and Soledad Housing Authority entered into an Employment Agreement for city manager and related services with Megan Hunter on May 15, 2023, which expired on May 16, 2025. The Council and related City entities desire to negotiate a new extension or agreement with Hunter, a process which when paired with Hunter's annual evaluation should take several months. As such, the Council/Agencies/Authority should consider approval of a "A Resolution Retroactively Extending the Employment Agreement Between the Soledad City Council/Successor Agency/Successor Housing Agency and Megan Hunter" extending her employment agreement through August 31, 2025.

Background

The City of Soledad, Soledad Successor Agency, Soledad Successor Housing Agency, and Soledad Housing Authority (hereafter collectively "the City") entered into an Employment Agreement (the "Agreement") for city manager and various director and executive director services with Megan Hunter (hereafter "Hunter") on May 15, 2023. The term of said agreement expired on May 16, 2025.

Review & Analysis

The City Council has expressed its desire to extend or restate and approve a new agreement with Hunter for the above-referenced services at the same time it performs her annual evaluation. In order to facilitate adequate time to complete the planned evaluation and negotiate, prepare and consider

approval of an extension or new Employment Agreement, the Council wishes to adopt a short-term interim extension of the Agreement. With the planned evaluation process having commenced on May 21, and taking into consideration the Council's meeting schedule and council vacations, Staff is recommending that Hunter's contract be retroactively extended to August 31, 2025. Such time should be more than sufficient to complete the evaluation and consider the terms of a subsequent employment extension or new agreement.

Financial Considerations

Adoption of the resolution should have no adverse impact on the budget. Funding for the City Manager/Executive Director/Director's compensation has been accounted for in the Fiscal Year 2025-2026 Budget.

Alternatives

None at this time.

Planning/CEQA

The proposed action of approving an extension of the Manager/Director's contract is not a project as defined in the California Environmental Quality Act (CEQA) per Guidelines Section 15378 and has no potential to cause any effect on the environment.

Public Notice Requirements

None required.

Attachment(s):
Resolution No. 6252

RESOLUTION NO. 6252

A JOINT RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLEDAD/SOLEDAD SUCCESSOR AGENCY/SOLEDAD SUCCESSOR HOUSING AGENCY/SOLEDAD HOUSING AUTHORITY EXTENDING AN EMPLOYMENT AGREEMENT WITH MEGAN HUNTER

WHEREAS, the City of Soledad, Soledad Successor Agency, Soledad Successor Housing Agency, and Soledad Housing Authority (hereafter collectively "the City") entered into an Employment Agreement (the "Agreement") for city manager and various director and executive director services with Megan Hunter (hereafter "Hunter") on May 15, 2023; and

WHEREAS, the term of said agreement expired on May 15, 2025; and

WHEREAS, the City Council has expressed its desire to extend or enter into a new agreement with Hunter for such services at the same time it performs her annual evaluation, and Hunter has continued to perform all duties pursuant to the Agreement since the expiration date; and

WHEREAS, in order to facilitate adequate time to complete the aforesaid evaluation and development of an Agreement extension or new Agreement, the Council desires to adopt a short-term interim extension of the Agreement until August 31, 2025.

NOW THEREFORE, BE IT HEREBY RESOLVED by the Soledad City Council/ City Council as Board of the Soledad Successor Agency/the Board of the Soledad Successor Housing Agency/the Board of the Soledad Housing Authority that the Employment Agreement between said parties and Megan Hunter is hereby retroactively extended, from May 7 through August 31 of 2025.

PASSED AND ADOPTED by the City Council/City Council Acting as Successor Agency Board of the Soledad Redevelopment Agency/ Board of the Soledad Successor Housing Agency/Board of Soledad Housing Authority at a regular meeting held on the 16th of June, 2025, by the following vote:

AYES, and in favor thereof, Council Members/Successor Agency Members/Successor Housing Agency Members/Housing Authority Members:

NOES, Council Members/Successor Agency Members/Successor Housing Agency Members/Housing Authority Members:

ABSTAIN, Council Members/Successor Agency Members/Successor Housing Agency Members/Housing Authority Members:

ABSENT, Council Members/Successor Agency Members/Successor Housing Agency Members/Housing Authority Members:

_____
ANNA M. VELAZQUEZ, MAYOR/CHAIRPERSON/
DIRECTOR/DIRECTOR

Attest:

_____
DARLENE NORIEGA, CITY/AGENCY/AGENCY/
AUTHORITY DEPUTY CLERK

AGENDA ITEM NO. 1.

CITY OF SOLEDAD
STAFF REPORT

SUBJECT: **Consideration of Public Hearing Regarding Vacancies and Recruitment and Retention Efforts**

TO: **Honorable Mayor Anna Velazquez and City Council**

FROM: **Francine Uy, Human Resources Manager**

THROUGH: **Megan Hunter, City Manager**

MEETING DATE: **June 18, 2025**

Recommendation

It is recommended the City Council: 1) receive a presentation from staff on City staffing vacancies and recruitment and retention efforts as set forth in Government Code Section 3502.3; 2) open the public hearing, allow for presentations by union representatives, allow for testimony by the public, and close the public hearing; and 3) provide any comments or direction to staff.

Executive Summary

AB 2561 is a law enacted to address job vacancies in local government and to improve public service and manage workloads. It requires public agencies to report vacancy status and recruitment efforts during a public hearing at least once per fiscal year, especially if vacancies exceed 20% of authorized positions. The City has 85.8 full-time equivalent and 40 part-time positions, with 8 total vacancies, including 4 Police Officer positions represented by the Soledad Police Officers Association (SPOA). This 23.5% vacancy rate allows SPOA to request detailed recruitment information. The City has proactively included recruitment details in the staff report due to tight implementation timelines. The Service Employees International Union (SEIU) has only one vacancy, resulting in a 2% rate that does not require additional reporting. Employment opportunities are advertised broadly, and the Police Department actively recruits from several academies. The average time to hire a Police Officer is about 45 days; last year, the City received 20 applications and hired 3 candidates. To improve retention, Soledad strives to hire locally and reduce overtime by increasing staff and utilizing reserve officers for events.

Background

AB 2561 was introduced to address the issue of job vacancies in local government, which adversely affects the delivery of public services and employee workload. Among other requirements, the bill mandates that public agencies present the status of vacancies and recruitment and retention efforts during a public hearing before the agency's governing body at least once per fiscal year. The bill was enacted into law and is codified as Government Code Section 3502.3. The new law became effective January 1, 2025. It requires that the public hearing be held prior to the adoption of the budget.

Other specific requirements of Government Code Section 3502.3 include the following:

- During the hearing, the public agency shall identify any necessary changes to policies, procedures, and recruitment activities that may lead to obstacles in the hiring process.
- The recognized employee organization for a bargaining unit shall be entitled to make a presentation at the public hearing at which the public agency presents the status of vacancies and recruitment and retention efforts for positions within that bargaining unit.
- If the number of job vacancies within a single bargaining unit meets or exceeds 20 percent of the total number of authorized full-time positions, the public agency shall, upon request of the recognized employee organization, include all of the following information during the public hearing:
- The total number of job vacancies within the bargaining unit.
- The total number of applicants for vacant positions within the bargaining unit.
- The average number of days to complete the hiring process from when a position is posted.
- Opportunities to improve compensation and other working conditions.

Representatives from each labor group were notified and invited to present at the public hearing. If vacancies exceed 20 percent of the authorized full-time positions, the union representative was instructed to provide the City with a minimum of 5 days' notice prior to the public hearing if requesting the additional information set forth under Government Code Section 3502.3. Due to the City's inability to provide each labor group with a reasonable timeframe to submit a request for the information, the information is incorporated in the staff report.

Review & Analysis

Staffing

The City is currently allocated 85.8 full-time equivalent positions. There are roughly an additional 40 part-time seasonal and temporary positions, which include the seasonal recreation employees.

Of the 85.8 full-time equivalent positions, 67 are represented by three union groups, which consist of the following:

- Soledad Police Officers Association ("SPOA")
- Service Employees International Union Local 521 ("SEIU") Mid-Management Unit
- Service Employees International Union Local 521 ("SEIU") General Unit

Full-time staffing is allocated as follows:

Administration	3.8
Community and Economic Development	6
Community Engagement	2
Finance	3
Information Technology	2
Police	27
Recreation	4
Public Works	38
Total	*85.8*

Vacancies

There are currently 8 vacancies, including the following positions:

Management Analyst (CED)	1
Community Engagement Manager	1
Director of Information Technology	1
Police Officer	4
Water Reclamation Shift Supervisor	1

One of the vacancies is represented by the SEIU Mid-Management Unit. Overall, SEIU represents a total of 50 positions, which results in a vacancy rate of 2% for their union. Four of the vacancies are represented by the SPOA. There are currently a total of 17 Police Officer and Police Sergeant positions, which results in a vacancy rate of 23.5%. Therefore, those vacancies trigger the SPOA's right to request the presentation of additional information about the recruitment process pursuant to AB 2561. Due to the constrained notice-and-request timeframe in this first year of implementation of AB 2561, the City has just assumed that the SPOA would desire enhanced recruitment information and has included the same in this staff report.

Recruitment Process

The City has established a recruitment process to fill its hiring needs. Recruitment begins once staff are notified of a resignation or other termination of employment. The recruitment process consists of the following:

- The Human Resources Manager and the hiring Department Director and/or City Manager collectively review the job description and identify any changes to the role and responsibilities of the vacant position. A timeline is created with dates for identifying panelists, projected panel interviews, and the Department Director's and/or City Manager's interviews.

- Once the needs are identified, the job opportunity is open and posted for the specified timeline (typically 30 days). Posting is placed on the City website and any other social platforms, depending on the hiring department. This could vary from any of the following: POST, Governmentjobs.com, through an executive search firm, local newspaper, City Instagram, and/or City Facebook page.

- Applications are collected during the posted timeframe. Candidates receive communication from Human Resources confirming the application has been received along with a timeline of an expected response update.

- At the end of the posting cycle, the position is closed from all posted platforms. Applications are reviewed and assessed based on qualifications for the position. A shortlist of selected candidates is created, thus moving to the next phase of the interview process. Human Resources begins scheduling interviews with an impartial panel.

- Once panel interviews have been completed, the panelists rank the candidates and recommend the final selection of the most suitable candidates to discuss with the Department Director and/or City Manager. These candidates move forward to the final interview with the Department Director and/or City Manager for the interview and final selection.

- The selected candidate for the position is extended a conditional offer of employment from the City Manager with the requirements to begin the required background process.

On average, it has taken 45 days from posting a police officer position to interviews, background checks, screening, and the final hire. However, this does not provide the entire picture regarding the time involved. The Police Academy then takes roughly an additional 5 months to complete before a hired police recruit can begin field training as an officer. In addition, the police recruit may sometimes need to wait several months before the next available Police Academy begins. The academy delay only occurs for new recruits and not for lateral transfers from other departments or for officers with prior experience.

Status of Recruitments

Recruitment is underway, and interviews have occurred for the police officer vacancies. In the last 12 months, the City received 20 applications, of which 3 candidates were hired, 7 did not move forward in the selection process, and 10 did not meet the minimum qualifications for the Police Officer position.

Recruitment and Retention Efforts

Salaries and Compensation:

The City primarily competes with other South Monterey County jurisdictions to hire employees, so the City Council has established those cities as its comparison cities in ongoing salary surveys. In September 2023, to ensure our salaries were competitive within South County, the City Council approved a 4.5% increase to Police Sergeant and Police Officer classifications. As a result, Soledad does not have the lowest salaries among the surveyed cities.

Police Recruit Position:

A few years ago, the police recruit position was established to expand the potential candidates for the police officer position. Under this program, the City can recruit and hire individuals with no police experience. The City then pays the recruit a salary and tuition to attend the police academy. Once the police academy is successfully completed, the recruit is promoted to police officer and begins his or her field training.

Recruitment of Local Candidates:

The City has established a targeted effort to recruit candidates who live in the local area for police officer vacancies. The intent is to increase retention by attracting officers who may be inclined to maintain employment for an extended period. This is more likely if new employees do not have to relocate. It also attracts officers who are knowledgeable of and committed to the community.

Police Academy Outreach:

Police staff have visited several police academies to make presentations and meet with potential recruit

candidates. The goal is to recruit candidates who have already committed to a law enforcement career and begun the police academy, so they will graduate and be able to begin employment sooner. Teams visiting the police academies have included the Police Officers who can share their perspective on the positive reasons to work for Soledad.

Training:
The City supports and has developed several opportunities for employee training and development in all areas of the organization.

Relationships with Allied Agencies:
The Police Department established relationships with staff from allied agencies who refer potential police recruits when they do not have a vacancy to fill. The abundance of cadets currently enrolled in the police academy is one such referral.

Process Improvements:
Staff have taken the following actions to improve the recruitment process:

- To improve recruitment efforts, staff ensure job descriptions are up to date to optimize postings. Staff are using more of the City's social media platforms to extend job postings, share employee benefits and attract candidates.

- During the recruitment phase, Human Resources communicates with candidates to ensure they remain interested and feel they are treated fairly and responsively.

- The City strives to retain existing staff by continuing to improve employee morale and engagement. While staying within budget constraints, staff develop ongoing opportunities to plan employee events and continue to enhance an appealing work environment.

- Staff have attempted to create opportunities for advancement and emphasize promoting from within when possible.

- The staff team encourages and promotes work-life balance.

<u>Future Efforts</u>

Reduction of Overtime:
One of the most significant issues in the Police Department impacting working conditions has been the amount of overtime required on an ongoing basis. It has resulted from several issues, including the following:

- Periodic staffing vacancies

- The number of activities and special events requiring special patrols and/or police presence, such as fireworks enforcement during July 4th, community events, reported threats, etc.

- Overtime needed to backfill employees on leave; workers' comp, sick, compensatory, and/or vacation

- Overtime needed to backfill employees sent for training; state-mandated and/or training identified as a departmental priority to maintain effective police services

- Overtime needed to backfill for officers transporting an arrestee to jail; usually a 4 to 6 hour process for transport and booking

- Small number of staff, which results in fewer officers to share overtime coverage needs

Some of the measures being worked on to address overtime include the following:

- Recruitment efforts to fill vacancies and increase retention as described above.

- Additional volunteers/Police Reserve Officers are being requested for many special events.

- Approval of special events will be more closely evaluated in the future.

- It may be required to reduce special enforcement activities to only those determined as essential.

- Public education may be necessary to address community expectations of service levels related to non-emergency activities.

Financial Considerations

There is no direct financial impact from the recommended action.

Alternatives

- Receive information and take no action;
- Provide direction regarding recruitment and retention efforts; or
- Provide other direction to staff.

Planning/CEQA

This agenda item is not considered a project for purposes of CEQA since it has no potential for resulting in either a direct or indirect impact to the environment. (See CEQA Guidelines Section 15378).

Public Notice Requirements

A public hearing has been scheduled in accordance with Government Code Section 3502.3 and representatives from each labor group were notified and invited to present at the public hearing.

Attachment(s):
AB 2561 Requirement - Notice of Public Hearing - SEIU
AB 2561 Requirement - Notice of Public Hearing - SPOA

Gateway to the Pinnacles

SOLEDAD CALIFORNIA

June 10, 2025

Jay Donato
Internal Organizer
SEIU Local 521
334 Monterey Street
Salinas, CA 93901

RE: AB 2561 Requirement

Dear Mr. Donato,

AB 2561 was recently adopted by the California State Legislature to address the issue of job vacancies in local government. Among other requirements, the bill mandates that public agencies present the status of vacancies and recruitment and retention efforts during a public hearing before the agency's governing body at least once per fiscal year. The bill was codified as Government Code Section 3502.3. The new law became effective January 1, 2025.

Government Code Section 3502.3 also allows recognized employee organizations for bargaining units in the City to make a presentation at the aforesaid public hearing. The City of Soledad's public hearing on vacancies has been scheduled at the following time and location:

June 18, 2025, at 6:00 P.M.
City Council Chambers
248 Main Street
Soledad, CA 93960

Meetings can also be accessed online at https://cityofsoledad.zoom.us/j/87980638244. Please notify me or Human Resources Manager Francine Uy by 5:00 P.M. on June 16, 2025, if you would like to speak at this hearing.

In addition, if the number of job vacancies within a single bargaining unit meets or exceeds 20 percent of the total number of authorized full-time positions, the public agency shall include additional information during the public hearing upon request of the recognized employee organization. The information consists of the total number of vacancies in the bargaining unit, the total number of applicants for vacant positions within the bargaining unit, the average number of days to complete the hiring process from when a position is posted, and opportunities to improve compensation and other working conditions. There is currently one (1) vacant position represented by SEIU, which does not exceed the 20% threshold. This information will be included in the City's report for the public hearing.

Please let me know if you have any questions. Thank you.

Sincerely,

Megan Hunter

Megan Hunter
City Manager

248 Main Street, P.O. Box 156, Soledad, CA 93960 • Phone: (831) 223-5000 • Fax: (831) 678-3965 • CityofSoledad.com

Gateway to the Pinnacles

SOLEDAD CALIFORNIA

June 10, 2025

Stacy McPherson
Mastagni Holstedt, A.P.C.
1912 I Street
Sacramento, CA 95811

RE: AB 2561 Requirement

Dear Ms. McPherson,

AB 2561 was recently adopted by the California State Legislature to address the issue of job vacancies in local government. Among other requirements, the bill mandates that public agencies present the status of vacancies and recruitment and retention efforts during a public hearing before the agency's governing body at least once per fiscal year. The bill was codified as Government Code Section 3502.3. The new law became effective January 1, 2025.

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In addition, if the number of job vacancies within a single bargaining unit meets or exceeds 20 percent of the total number of authorized full-time positions, the public agency shall include additional information during the public hearing upon request of the recognized employee organization. The information consists of the total number of vacancies in the bargaining unit, the total number of applicants for vacant positions within the bargaining unit, the average number of days to complete the hiring process from when a position is posted, and opportunities to improve compensation and other working conditions. There are currently 4 vacant positions represented by the SPOA, which exceeds the 20% threshold. This information will be included in the City's report for the public hearing.

Please let me know if you have any questions. Thank you.

Sincerely,

Megan Hunter

Megan Hunter
City Manager

AGENDA ITEM NO. 1.

CITY OF SOLEDAD
STAFF REPORT

SUBJECT: **Resolution No. 6248, a Resolution of the City Council of the City of Soledad Approving a New Franchise Agreement Between the Cities Of Gonzales, Soledad and Greenfield, and Tri-Cities Disposal and Recycling Services, Inc. From July 1, 2025 Through June 30, 2035 in Substantial form and Content and Authorizing the City Manager to Execute said Agreement on Behalf of City of Soledad and Approving the FY 2025-26 Garbage Collection and Disposal Rates**

TO: **Honorable Mayor Velazquez and City Council**

FROM: **Donald Wilcox, Public Works Director, Hilda Ramirez, Management Analyst**

THROUGH: **Megan Hunter, City Manager**

MEETING DATE: **June 18, 2025**

Recommendation

It is recommended that the City Council of the City of Soledad consider and adopt Resolution No. 6248, a "Resolution of the City Council of the City of Soledad Approving a New Franchise Agreement between the Cities of Gonzales, Soledad and Greenfield, and Tri-Cities Disposal and Recycling Services, Inc. from July 1, 2025 through June 30, 2035 in Substantial Form and Content and Authorizing the City Manager to Execute Said Agreement on Behalf of Soledad and Approving the FY 2025-26 Garbage Collection and Disposal Rates."

Executive Summary

The Cities of Gonzales, Soledad, and Greenfield jointly contracted for solid waste, recycling, and yard waste collection services through a Franchise with Tri-Cities Disposal and Recycling, Inc. in 2004, and the Agreement, which has been extended, revised, and restated during its term, will expire on June 30, 2025. After the solicitation and receipt of proposals for services in 2023, and a determination that the service costs of all proposing parties would result in significant increases to a variety of customer services rates, the cities and contract administrator, Salinas Valley Solid Waste Authority engaged in negotiations with Tri-Cities for a new Franchise Agreement. While the new Agreement proposes increased rates for Garbage Collection and Disposal Rates, City Staff and the Salinas Valley Solid Waste Authority have reviewed the proposed new Franchise Agreement and have determined that new terms and proposed service rates are reasonable and acceptable. The new agreement is before the Council this evening for approval as to substantial form and content.

Background

In 2004, the Cities of Gonzales, Soledad, and Greenfield entered into a Franchise Agreement with Tri-Cities Disposal and Recycling, Inc. (TCDR) to provide waste collection services. This agreement was later extended and then further Revised and Restated in 2017 and is set to expire June 30, 2025.

As the designated contract administrator, the Salinas Valley Solid Waste Authority (SVSWA) has been working with the four South Monterey County Cities to plan for a new service agreement. In June 2022, SVSWA solicited proposals from consultants to conduct the new franchise hauler procurement for the Cities. After no proposals were received, the cities authorized SVSWA to administer the procurement process. A Request for Proposals (RFP) for waste hauler services was released on March 17, 2023. On June 30, 2023, SVSWA received proposals from three companies (GreenWaste Recovery, LLC, Recology, Inc., and WM). The proposals were reviewed and analyzed by the RFP evaluation team (made up by Review and Analysis SVSWA and South County cities' staff).

The rates proposed were compared to the equivalent services at the current contract rates and found to be significantly higher. The proposal rates ranged from an average of 33% to 55% increase in certain customer service rates, with some services reaching almost 100% increase. As a result, in October 2023, all four cities rejected all proposals and directed SVSWA to enter into discussions with the two current South Monterey County franchise haulers for a potential contract extension, as the Cities concurred that TCDR services and costs have been effective and equitable. Based on the Cities' direction, SVSWA contacted TCDR about the possibility of a contract extension. TCDR was asked about the option to bring King City into its contract. TCDR's company owner declined due to the costs involved in expanding the operation. SVSWA has since been working with Tri-Cities and the Cities to finalize the proposed Agreement.

Review & Analysis

The proposed new Franchise Agreement (Agreement) is proposed to commence on July 1, 2025. The Agreement has been reformatted to include new regulatory language, especially pertaining to SB 1383, and maintains, in its majority, the current services with new provisions for to address issues such as container contamination and customer participation for compliance with State mandates.

The resolution approving the Agreement as to substantial form and content and authorizing the City Manager to execute the revised and restated franchise is part of this staff report. The new Agreement is included as Exhibit A. As with long agreements of this type, and particularly where three different cities, three City managers, and two attorneys are involved, there is the possibility that minor changes may be made to the Agreement before its final execution by all parties. As such, staff is asking that the Agreement be approved as to substantial form and content, a phrase that will allow for minor modifications to be made after the Council's approval. Any proposed significant change to the Agreement would require staff to bring the Agreement back to Council for further consideration.

During negotiations, current services and cost control were established as the highest priorities. Therefore, the proposed Franchise Agreement primarily revises language to address new state requirements and includes a minor change to an existing service, reducing the curbside Bulky Items Collections to four times per year instead of ten.

The proposed customer rates are composed of five contractual cost components (TCDR service and SVSWA disposal) and the City's franchise fee. Each year, these components are individually adjusted by their respective cost indicators.

The new Agreement proposes an average 12.9% increase to the current customer rates. Although this number is relatively high compared to increases in previous years, it is considerably lower than the proposals received in the original RFP, which increases ranged between 33% - 55%.

The 12.9% average increase to the customer rates consists of:

- An average 9.0% increase to TCDR service cost component, primarily due to increased labor costs from its most recent bargaining agreement,
- An average 1.8% increase to SVSWA pass-through disposal costs, mostly due to its recent increase to its AB 939 fees to cover compost/mulch procurement for the Cities to comply with SB 1383, and
- An average 2.1% consequential increase to the Cities franchise fees.

The Garbage Collection and Disposal Rates for FY 2025-26 (Attachment "A" to the resolution) reflect the aforementioned customer rate adjustments. The following table is a summary of the most common service level rates.

Weekly Service	Current Rate 7/01/2024	Proposed Rate 7/01/2025	Dollar Increase	Percent Increase
48-Gallon Cart	$36.12	$41.99	$5.87	16.3%
64-Gallon Cart	$56.52	$64.25	$7.73	13.7%
96-Gallon Cart	$77.01	$86.65	$9.64	12.5%
1cy - 1x/Week	$214.59	248.83	$34.24	16.0%
3cy - 1x/Week	$503.15	569.27	$66.12	13.1%

As provided in the Agreement, a CPI adjustment will be made annually, effective July 1st of each year.

Financial Considerations

The increase in collection rates will generate additional franchise fees for the City since the 20% franchise fee is charged on the total rates.

Alternatives

- Approve Resolution No. 6248.
- Do not approve the Agreement and instruct staff to request an extension to search for a new provider. Staff recommends against this option because the service has been effective and equitable and TCDR has worked cooperatively with the City and SVSWA over the years, providing stable services and meeting the areas' needs.
- Do not approve the Agreement and instruct staff to request a short extension to continue negotiating the Agreement with the other agencies and revise the current version of the revised document as desired. Staff recommends against this option because all three City Managers and TCDR with the assistance of SVSWA have worked hard to prepare the current version and all believe it is complete.
- Provide staff other direction.

Planning/CEQA

Approval of the Franchise Agreement is exempt from CEQA pursuant to CEQA Guidelines Section 15301- licensing of existing operations, involving negligible or no expansion of use. Alternatively, the

Council also finds that it can be seen with certainty that there is no possibility that approval of the Franchise Agreement may have a significant effect on the environment (CEQA Guidelines Section 15061 (b)(3).

Public Notice Requirements

A Public Notice was posted and published in the Salinas Valley Tribune June 4, 2025.

Attachment(s):
Resolution No. 6248
Exhibit A
Attachment A

RESOLUTION NO. 6248

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLEDAD APPROVING A NEW FRANCHISE AGREEMENT BETWEEN THE CITIES OF GONZALES, SOLEDAD AND GREENFIELD, AND TRI-CITIES DISPOSAL AND RECYCLING SERVICES, INC. FROM JULY 1, 2025 THROUGH JUNE 30, 2035 IN SUBSTANTIAL FORM AND CONTENT AND AUTHORIZING THE CITY MANAGER TO EXECUTE SAID AGREEMENT ON BEHALF OF CITY OF SOLEDAD AND APPROVING THE FY 2025-26 GARBAGE COLLECTION AND DISPOSAL RATES

WHEREAS, the Cities of Gonzales, Soledad, and Greenfield jointly contracted for solid waste, recycling, and yard waste collection services through a Franchise with Tri-Cities Disposal and Recycling, Inc. in 2004; and

WHEREAS, the current Franchise Agreement has been extended and further Revised and Restated through June 30, 2025; and

WHEREAS, the Cities are currently satisfied with Tri-Cities Disposal and Recycling, Inc.'s performance; and

WHEREAS, Tri-Cities Disposal and Recycling, Inc. is willing to provide similar services under a new Franchise Agreement; and

WHEREAS, Tri-Cities Disposal and Recycling, Inc. proposed new Franchise Agreement includes increased rates for Garbage Collection and Disposal Rates for services provided; and

WHEREAS, although the Franchise Agreement is being presented for Council approval, given the number of involved cities, managers and attorneys, there is some possibility that minor changes may be made to the Agreement before its final execution by all parties. As such, Staff is requesting that the Agreement be approved as to "substantial form and content" with execution conditioned upon a determination by the City Manager and legal counsel that none of the changes, if any, require further Council consideration and that the Agreement is in acceptable final form; and

WHEREAS, City Staff and the Salinas Valley Solid Waste Authority, as Contract Administrator, have reviewed the proposed new Franchise Agreement and the increases to the maximum corresponding Garbage Collection and Disposal Rates and found them to be reasonable and consistent with the terms of the agreement; and

WHEREAS, given that the proposed new Franchise Agreement will provide for the continued collection of solid waste in the service area in the same basic manner as it currently exists in the service area, the Council finds that the approval of the Franchise Agreement is exempt from CEQA pursuant to CEQA Guidelines Section 15301- licensing of existing operations, involving negligible or no expansion of use. Alternatively, the Council also finds that it can be seen with certainty that there is no possibility that approval of the Franchise Agreement may have a significant effect on the environment (CEQA Guidelines Section 15061 (b)(3).

NOW THEREFORE, BE IT HEREBY RESOLVED, by the City Council of the City of Soledad, that the Agreement between the City and Tri-Cities Disposal and Recycling Services, Inc., a copy of which is attached hereto as **"Exhibit A"** and by this reference incorporated herein, is hereby approved in substantial form and content, and the City Manager is authorized and directed to execute the same on behalf of the City upon confirmation by the City Manager and legal counsel that the Parties thereto have agreed upon the Agreement's final form and content and that further Council consideration is not warranted.

BE IT FURTHER RESOLVED that the proposed increases to the 2025-26 Garbage Collection and Disposal Rates, attached hereto as **Attachment "A,"** and by this reference incorporated herein, are hereby approved to become effective July 1, 2025.

PASSED AND ADOPTED by the City Council of the City of Soledad at a regular meeting duly held on the 18th day of June 2025, by the following vote:

AYES, and in favor thereof, Councilmembers:

NOES, Councilmembers:

ABSENT, Councilmembers:

ABSTAIN, Councilmembers:

_____
ANNA M. VELAZQUEZ, Mayor

ATTEST:

_____
MEGAN HUNTER, City Clerk

Exhibit – A
CC Approved 06/18/2025
Resolution 6248

EXCLUSIVE FRANCHISE AGREEMENT

FOR SOLID WASTE, RECYCLABLES, AND ORGANIC WASTE COLLECTION SERVICES

BETWEEN

THE CITIES OF
GONZALES, GREENFIELD AND SOLEDAD, CALIFORNIA

AND

TRI-CITIES DISPOSAL AND RECYCLING SERVICE, INC.

Effective: July 1, 2025

TABLE OF CONTENTS

RECITALS 5

ARTICLE I. DEFINITIONS **2**

ARTICLE II. REPRESENTATIONS AND WARRANTIES OF THE FRANCHISEE **15**

SECTION 2.01 CORPORATE STATUS 15

SECTION 2.02 CORPORATE AUTHORIZATION 15

SECTION 2.03 NO CONFLICT 15

SECTION 2.04 NO LITIGATION 16

SECTION 2.05 NO LEGAL PROHIBITION 16

SECTION 2.06 INFORMATION SUPPLIED BY THE FRANCHISEE 16

SECTION 2.07 WAIVER OF CERTAIN RIGHTS 16

SECTION 2.08 FREE MARKET DECISION 16

SECTION 2.09 FRANCHISEE INVESTIGATION 17

ARTICLE III. TERMS OF AGREEMENT **17**

SECTION 3.01 GRANT AND ACCEPTANCE OF FRANCHISE 17

SECTION 3.02 ASSIGNMENT AND TRANSFER OF FRANCHISE 18

SECTION 3.03 CHANGE IN FRANCHISEE OWNERSHIP OR CONTROL 19

SECTION 3.04 PAYMENT OF CERTAIN COSTS BY FRANCHISEE 19

SECTION 3.05 EFFECT ON PRIOR AGREEMENTS 19

SECTION 3.06 EFFECTIVE DATE AND TERM OF THIS AGREEMENT 20

SECTION 3.07 EXTENSION TERM 20

SECTION 3.08 NO GUARANTEES OF MATERIAL VOLUME OR COMPOSITION OF CUSTOMERS 20

ARTICLE IV. GENERAL AGREEMENT **21**

SECTION 4.01 GRANT OF AGREEMENT 21

SECTION 4.02 CITIES DESIGNATION OF FACILITIES 21

ARTICLE V. COLLECTION SERVICES **21**

SECTION 5.01 COLLECTION AND PROCESSING SERVICES 21

SECTION 5.02 RESIDENTIAL THREE CONTAINER SYSTEM 22

SECTION 5.03 MULTI-FAMILY DWELLING AND COMMERCIAL SERVICES 23

SECTION 5.04 DROP-BOX/ROLL-OFF AND COMPACTOR SERVICES 24
SECTION 5.05 CONSTRUCTION AND DEMOLITION (C&D) COLLECTION PROGRAM.....25
SECTION 5.06 COMMUNITY DROP-OFF EVENTS AND BULKY ITEMS PROGRAM.....25
SECTION 5.07 CITY SERVICES 26
SECTION 5.08 SPECIAL EVENTS AND SERVICES 26
SECTION 5.09 COLLECTION SERVICE OPERATING REQUIREMENTS 28
SECTION 5.10 COLLECTION LOCATIONS.....29
ARTICLE VI. OTHER RELATED SERVICES.....30
SECTION 6.01 TRANSFER, PROCESSING AND DISPOSAL.....30
SECTION 6.02 CONTAMINATION & OVERAGE MONITORING.....31
SECTION 6.03 PUBLIC OUTREACH AND EDUCATION.....33
SECTION 6.04 TECHNICAL ASSISTANCE PROGRAM.....34
SECTION 6.05 FOOD RECOVERY PROGRAM 34
SECTION 6.06 BILLING.....34
SECTION 6.07 GENERATOR WAIVER PROGRAM COORDINATION.....36
SECTION 6.08 INSPECTION AND ENFORCEMENT 37
SECTION 6.09 SERVICE COMPLAINTS 38
SECTION 6.10 REPORT OF ABANDONED MATERIALS.....40
SECTION 6.11 NON-DISCRIMINATION 40
SECTION 6.12 EMERGENCY CONTACT.....41
ARTICLE VII. STANDARDS OF PERFORMANCE.....41
SECTION 7.01 PROPERTIES, FACILITIES, AND EQUIPMENT.....41
SECTION 7.02 VEHICLES 41
SECTION 7.03 CONTAINERS 42
SECTION 7.04 DIVERSION REQUIREMENTS 43
ARTICLE VIII. RECORD KEEPING AND REPORTING.....43
SECTION 8.01 ACCOUNTING AND RECORDS 43
SECTION 8.02 MONITORING AND REPORTING.....44
SECTION 8.03 INSPECTION 45
SECTION 8.04 RESEARCH AND DEVELOPMENT 46
ARTICLE IX. CUSTOMER RATES AND SERVICE COSTS.....46

SECTION 9.01 CUSTOMER RATES 46
SECTION 9.02 ANNUAL CUSTOMER RATES AND SERVICE COSTS ADJUSTMENTS 46
SECTION 9.03 COST COMPONENTS AND RATE ADJUSTMENT INDEXES 46
SECTION 9.04 FRANCHISE FEE 49
SECTION 9.05 CHANGES IN APPLICABLE LAW OR MARKET CONDITIONS 49
SECTION 9.06 OTHER SERVICE FEE ADJUSTMENTS 49
ARTICLE X. INDEMNITY, INSURANCE AND PERFORMANCE BOND 50
SECTION 10.01 INDEMNIFICATION OF CITIES 50
SECTION 10.02 HAZARDOUS MATERIALS INDEMNIFICATION 51
SECTION 10.03 PERFORMANCE BOND 51
SECTION 10.04 FORFEITURE OF PERFORMANCE BOND 52
ARTICLE XI. DEFAULT AND REMEDIES 52
SECTION 11.01 REMEDIES FOR BREACH 52
SECTION 11.02 RIGHT OF THE CITIES TO PERFORM SERVICES IN CERTAIN CIRCUMSTANCES 52
SECTION 11.03 EVENTS OF DEFAULT OF FRANCHISEE 54
SECTION 11.04 EVENT OF DEFAULT BY THE CITIES 55
SECTION 11.05 NO WAIVERS 56
SECTION 11.06 NO CONSEQUENTIAL OR PUNITIVE DAMAGES 56
SECTION 11.07 FORUM FOR DISPUTE RESOLUTION 56
SECTION 11.08 ADMINISTRATIVE REVIEW OF DISPUTES 56
SECTION 11.09 CRIMINAL ACTIVITY OF THE FRANCHISEE 57
SECTION 11.10 RIGHT TO TERMINATE 57
ARTICLE XII. OTHER AGREEMENTS OF PARTIES 57
SECTION 12.01 RELATIONSHIP OF PARTIES 57
SECTION 12.02 COMPLIANCE WITH LAW 57
SECTION 12.03 GOVERNING LAW 58
SECTION 12.04 JURISDICTION 58
SECTION 12.05 BINDING ON SUCCESSORS 58
SECTION 12.06 PARTIES IN INTEREST 58
SECTION 12.07 FURTHER ASSURANCES 58

SECTION 12.08 FRANCHISEE'S INVESTIGATION 58
SECTION 12.09 NOTICES.....58
SECTION 12.10 NOTICES OF LITIGATION.....59
SECTION 12.11 ACTIONS OF THE CITY IN ITS GOVERNMENTAL CAPACITY.....59
SECTION 12.12 AMENDMENTS 59
SECTION 12.13 INTERPRETATION.....59

APPENDICES

Appendix A – Specifications for Containers and Vehicles

Appendix B – Customer Rate Cap Schedule

Appendix C – Public Containers and Cities Facility Locations

Appendix D – Public Outreach and Education Information and Requirements

Appendix E – Routing and Collection System

Appendix F – Required Insurance Scope and Limits

Appendix G – Form of Performance Bond

Appendix H - Reporting Requirements

Appendix I – Street Sweeping

EXCLUSIVE FRANCHISE AGREEMENT FOR SOLID WASTE, RECYCLABLES, AND ORGANIC WASTE COLLECTION SERVICES

This Exclusive Franchise Agreement for Solid Waste, Recyclables, and Organic Waste Collection Services ("Agreement") is made and entered into on this _____day of _____ 2025, (Agreement Date" or "Franchise Date") by and between the Cities of Gonzales, Greenfield and Soledad, each one a political subdivision of the State of California (hereinafter collectively "Cities" or singularly "City"), and Tri-Cities Disposal and Recycling Service, Inc., a California corporation (hereinafter "Franchisee") for the Collection and subsequent transfer, transportation, Recycling, processing and/or Disposal of certain Solid Waste, Recyclables, and Organic Waste and provision of other related services.

RECITALS

WHEREAS, the Legislature of the State of California, by enactment of the California Integrated Waste Management Act of 1989 ("AB 939") (California Public Rescources Code Section 40000, et seq.) has established a Solid Waste management process which requires local agencies to implement source reduction, Reuse and Recycling as integrated waste management practices; and

WHEREAS, the State of California has found and declared that the amount of waste materials generated in California, coupled with diminishing Disposal capacity, interest in minimizing potential environmental impacts from landfills, and the need to conserve natural resources have created an urgent need for State and local agencies to enact and implement an aggressive integrated waste management program. The State has through the enactment of AB 939 and subsequent related legislation including, but not limited to: the Jobs and Recycling Act of 2011 (AB 341), the Event and Venue Recycling Act of 2004 (AB 2176), the Mandatory Commercial Organics Recyling Act of 2014 (AB 1826), and the Short-Lived Climate Pollutants Bill of 2016 (SB 1383), directed the responsible State Agency, and all local agencies to promote a reduction in Landfill Disposal, maximize the use of waste reduction, Re-use, Recycling, and Composting options in order to reduce the amount of material that must be Disposed; and

WHEREAS, SB 1383 establishes regulatory requirements for jurisdictions, Generators, haulers, Solid Waste facilities, and other entities to support achievement of State-wide Organic Waste Disposal reduction targets and;

WHEREAS, pursuant to California Public Resources Code section 40059(a)(2) and each City's Solid Waste and Recycling related Code, the City Councils have determined that the public health, safety and well being require that an exclusive Franchise Agreement for Solid Waste, Recyclables, and Organic Waste Collection Services be awarded to a qualified company for the Collection and subsequent transfer, transportation, Recycling, processing and/or Disposal of Solid Waste, Recyclables, and Organic Waste; and

WHEREAS, the Cities of Gonzales, Soledad, and Greenfield in 1997 entered into a Franchise Agreement for Solid Waste, Recyclables, and Organic Waste Collection Services with Tri-Cities Disposal with term end June 30, 2004, and based on satisfactory reasonable cost services, in 2004 entered into a new Franchise Agreement for enhanced collection services through June 30, 2011, which was later extended and revised and restated with term end June 30, 2025; and,

WHEREAS, in 2022, the Cities began preparations for a Request for Proposals for such services, and after review of proposals received, rejected the submitted proposals due to significant high costs, and entered into negotiation with current incumbent Tri-Cities Disposal and Recycling; and

WHEREAS, the Franchisee has demonstrated to the Cities that it has the experience, responsibility, and qualifications to conduct the services detailed herein for the collection, safe transportation and processing or Disposal of Franchise Materials as described herein; and

WHEREAS, Franchisee desires to engage in the business of Collecting certain Solid Waste, Recyclables, and Organic Waste; and

WHEREAS, the Cities wish to continue utilizing the Franchisee's services to offer Solid Waste, Recyclables, and Organic Waste Collection Services to Residents, Multi-Family Dwellings and Commercial Properties. The Cities therefore grant the Franchisee the franchise described herein the terms and conditions established hereby.

AGREEMENT

NOW THEREFORE, in consideration of the promises above stated and the terms, conditions, covenants, and agreements contained herein, the Parties do hereby agree as follows:

Article I.
DEFINITIONS

For purposes of this Agreement, unless a different meaning is clearly required, the words and phrases in this Article shall have the following meanings ascribed to them by this Article and shall be capitalized throughout this Agreement. Where a definition is derived from a State or federal law or regulation, the definition shall be interpreted in accordance with the definition in the State or federal law or regulation as it currently exists or may subsequently be amended.

AB 341 means the Mandatory Commercial Recycling Law, signed into law January 2012 and as defined now and into the future under Division 30 of the Public Resources Code, requiring businesses and multi-family facilities of a certain size waste stream to conduct Recycling onsite through subscribed services or Self-Hauling to achieve an increase in Diversion from landfilling and reduce greenhouse gases.

AB 876 means the Assembly Bill approved by the Governor of the State of California on October 8, 2015, which added Section 418214 to the Public Resources Code, relating to Solid Waste as amended, supplemented, superseded, and replaced from time to time.

AB 901 means the Assembly Bill approved by the Governor of the State of California on October 10, 2015, which amended Section 41821.5 and added Section 41821.6, 41821.7 and 41821.8 to the Public Resources Code relating to Solid Waste, as amended, supplemented, superseded, and replaced from time to time.

AB 939 means the California Integrated Waste Management Act of 1989 (Division 30 of the California Public Resources Code), as amended, supplemented, superseded and replaced from time to time.

AB 1594 means the Assembly Bill approved by the Governor of the State of California on

September 28, 2014, which amended Sections 40507 and 41781.3 of the Public Resources Code, relating to Solid Waste, as amended, supplemented, superseded, and replaced from time to time.

AB 1826 means the Mandatory Commercial Organics Recycling Law, signed into law October 2014 and as defined now and in the future under Division 30 of the Public Resources Code, requiring businesses of a certain size waste stream and waste profile to Recycle their Organic Wastes.

Affiliate means all businesses (including corporations, limited and general partnerships and sole proprietorships) that are directly or indirectly related to Franchisee by virtue of direct or indirect ownership interest or common management. They shall be deemed to be "Affiliated with" Franchisee and included within the term "Affiliates" as used herein. An Affiliate shall include: (i) a business in which Franchisee has a direct or indirect ownership interest, (ii) a business that has a direct or indirect ownership interest in Franchisee and/or (iii) a business that is also owned, controlled or managed by any business or individual which has a direct or indirect ownership interest in Franchisee. For the purposes of this definition, "ownership" means ownership as defined in the constructive ownership provisions of Section 318(a) of the Internal Revenue Code of 1986, as in effect on the date here, provided that ten percent (10%) shall be substituted for fifty percent (50%) in Section 318(a)(2)(C) and in Section 318(a)(3)(C) thereof; and Section 318(a)(5)(C) shall be disregarded. For purposes of determining ownership under this paragraph and constructive or indirect ownership under Section 318(a), ownership interest of less than ten percent (10%) shall be disregarded, and percentage interests shall be determined on the basis of the percentage of voting interest of value that the ownership interest represents.

Agreement means this Exclusive Franchise Agreement for Solid Waste, Recyclables, and Organic Waste Collection Services between the Cities and Franchisee for the Collection and subsequent transfer, transportation, processing, and/or Disposal of Single-Family, Multi-Family Dwelling and Commercial Solid Waste, Recyclables, and Organic Waste and including all exhibits and attachments, and any amendments thereto.

Agreement or Franchise Date means the date that this Agreement was signed by all Parties.

Appendix means an Appendix to this Franchise Agreement, as the same may be amended or modified from time to time in accordance with the terms hereof.

Applicable Law means any law, rule, regulation, requirement, guideline, permit, action, determination or order of any Governmental Body having jurisdiction, applicable from time to time to the Franchise Services; the Franchise Operating Assets; the siting, design, acquisition, permitting, construction, equipping, financing, ownership, possession, shakedown, testing, operation or maintenance of any of the Franchise Operating Assets; or any other transaction or matter contemplated hereby (including any of the foregoing which concern health, safety, fire, environmental protection, labor relations, mitigation monitoring plans, building codes, non-discrimination and the payment of minimum wages, and further including the Monterey County Integrated Waste Management Plan).

Appropriate Level of Service means a level of Franchise Services (i.e., number of Containers, size of Containers, and frequency of Franchise Services) such that all Blue Container Waste, Gray/Black Container Waste, and Green Container Waste generated or coming to exist at a Premises is properly contained in a Container and Collected by Franchise, except as expressly provided in this Agreement.

Authority means the Salinas Valley Solid Waste Authority, a Joint Powers Authority consisting of the municipal corporations of the City of Salinas, City of Gonzales, City of Greenfield, City of King, City of Soledad, and the County of Monterey, a political subdivision of the State of California.

Back-Haul means generating and transporting Waste to a destination owned and operated by the Generator using the Generator's own employees and equipment or as otherwise defined in 14 CR Section 18982(a)(66)(A).

Bin means a metal or plastic container with hinged lid(s) and wheels, when applicable, serviced by a front-end loading Collection vehicle with an approximate contained capacity in accordance with Appendix A, including Bins with Compactors attached to increase the capacity of the Bin. Bins are also knowns as dumpsters.

Blue Container has the same meaning as in 14 CCR Section 18982.2(a)(5) and shall be used for the purpose of storage and Collection of Blue Container Waste.

Blue Container Waste means Recyclable Materials that are accepted by the applicable Designated Facility for processing, handling, and/or Recycling. Blue Container Waste shall not include Excluded Materials. For purposes of this Agreement, "Franchise Recyclable Materials" shall mean Blue Container Waste.

Bulky Items means large and small household appliances, furniture, carpets, mattresses and similar large items that require special collection due to their size or nature, but can be collected without the assistance of special loading equipment. Bulky Items do not include items herein defined as Exempt Waste or Construction and Demolition Debris. Any Bulky Items containing chloroflourocarbon (CFC) refrigerants shall be handled in accordance with Applicable law.

Business Day(s) means a day during which the City's offices are open to do business with the public.

California Code of Regulations (CCR) means the State of California Code of Regulations. For example, references to 14 CCR refer to Title 14 of the California Code of Regulations.

Cart means a plastic wheeled Container with a hinged lid and wheels serviced by automated or semi-automated Collection vehicles and with a Container capacity in accordance with Appendix A.

Change in Law means any of the following events or conditions that have a material and adverse effect on the performance by the Parties of their respective obligations under this Agreement:

1. The enactment, adoption, promulgation, issuance, modification, or written change in administrative or judicial interpretation of any Applicable Law on or after the Effective Date; or,

2. The order or judgment of any Governmental Body, on or after the Effective Date, to the extent such order or judgment is not the result of willful or negligent action, error or omission or lack of reasonable diligence of the Cities or of the Franchisee, whichever is asserting the occurrence of a Change in Law; provided, however, that the contesting in good faith or the failure in good faith to contest any such order or judgment shall not constitute or be construed as such a willful or negligent action,

error or omission or lack of reasonable diligence.

City or Cities means, individually or together, the City of Gonzales, the City of Soledad, and the City of Greenfield, each one a political subdivision of the State of California.

City Facility means any building, park, rights of way or other site owned, leased or used regularly and significantly by employees, citizens, or contractors of the City.

City Manager means the City Manager of the City or their designee.

Collect/Collection means the act of taking physical possession of Discarded Materials, whether by, manual, semi-automated or automated means, and transporting the Discarded Materials to an approved Designated Facility for processing, transfer, or Disposal.

Commercial means from or pertaining to a business, including but not limited to partnership, proprietorship, joint stock company, corporation or association that is organized as a for-profit, nonprofit entity, strip mall, industrial facility, Multiple-Family Dwelling Premises having five (5) or more distinctive living units and with communal Franchise Services (with one billing account), institutional facility, hospital facility, school, retail, office or other Commercial enterprise offering goods or services to the public excluding businesses conducted upon any Residential Premises, as defined in 14 CCR Section 18982(a)(6).

Commercial Customer means any person who subscribes to Commercial Franchise Services provided by the Franchisee pursuant to this Agreement.

Commercial Edible Food Generators includes Tier One Commercial Edible Food Generators and Tier Two Commerical Edible Food Generators, or as otherwise defined in 14 CCR Section 18982(a)(7). For purposes of this defintion, Food Recovery Organizations and Food Recovery Services are not Commercial Edible Food Generators, or as otherwise specified in 14 CCR Section 18982(a)(7).

Commercial Premises means any building or site in the Franchise Area, other than a Residential Premises where each living unit has individual Franchise Services and an individual account, from which any business, service, non-profit, governmental, institutional, Commercial or industrial activity is conducted, including without limitation motels, hotels, recreational vehicle parks, restaurants, professional offices, clubhouses, places of entertainment, manufacturing plants, and private schools.

Compactor means a machine or device, owned and maintained by the Customer, designed to compress, reduce, and compact a variety of materials through hydraulic, mechanical, or pneumatic force.

Composting means the controlled biological decomposition of Organic Wastes that are Source Separated from the municipal waste stream, or which are separated at a centralized facility.

Compostable Plastic means plastic materials that meet the ASTM D6400 standard for compostability, or otherwise described in 14 CCR Section 18984.1(a)(1)(A) or 18984.2(a)(1)(C).

Construction and Demolition Debris (C&D) means Recyclable and non-Recyclable waste building materials, packaging and rubble resulting from construction, remodeling, repair and

demolition operations on pavements, houses, Commercial buildings and other structures. (California Code of Regulations, Section 20150-20164. Article 1-2. Chapter 2. Title 27).

Containers mean a receptacle for temporary storage of Discarded Materials. Containers can include Bins, Carts, Drop-Box/Roll-Off Boxes, Compactors or other storage instruments for the use of Collection for Gray/Black Container Waste, Blue Container Waste, and/or Green Container Waste, as specified in Appendix A.

Cost Indicator means the consumer index or change in rate for services to process Franchise Materials used to adjust Rate Cost Components annually as defined in Article 9.

Cost Component(s) means individual fees from Franchisee, Authority, Designated Facilities, and Cities that make up the maximum Customer Rates as defined in Article 9.

Customer means any person or business to whom the Franchisee or City submits its billing invoice to and collects payment from for Collection services provided to the Premises. The Customer is not necessarily the owner of the Premises and may be either the person who occupies the Premises or the owner of the Premises.

Designated Facility(s) means any one of or any combination of the: Designated C&D Processing Facility; Designated Disposal Facility; Designated Organic Materials Processing Facility; Designated Recyclable Materials Processing Facility; and/or Designated Transfer Station.

> **Designated C&D Processing Facility** means the Johnson Canyon Landfill located at 31400 Johnson Canyon Road, Gonzales, CA.
>
> **Designated Disposal Facility** means the Johnson Canyon Landfill located at 31400 Johnson Canyon Road, Gonzales, CA.
>
> **Designated Organic Waste Processing Facility** means the Johnson Canyon Landfill's Composting Facility located at 31400 Johnson Canyon Road, Gonzales, CA.
>
> **Designated Recyclable Materials Processing Facility** means the Monterey Disposal Recovery Facility located at 10 Ryan Ranch Road, Monterey, CA.
>
> **Designated Transfer Station** means the Jolon Road Transfer Station located at 52654 Jolon Road, King City, CA.

Discarded Materials means Gray/Black Container Waste, Blue Container Waste, and/or Green Container Waste (except Edible Food that is recovered for human consumption and is not discarded in accordance with this Agreement). For the purposes of this Agreement, Discarded Materials also includes C&D once the materials have been placed in appropriate Containers for Collection.

Disposal means the ultimate disposition of unprocessed Discarded Material intended for Disposal and Residue.

Disposal Fees means the fees established by the Designated Facilities for the purpose of handling, processing and Disposal of Franchise Materials.

Divert/Diversion means to prevent Blue Container Waste and Green Container Waste from

Disposal at landfill through Source Reduction, reuse, Recycling, and Composting as provided in AB 939, as may hereafter be amended or superseded.

Drop-Box or Roll-off Box means an open or closed-top metal Container, roll-top Container, or closed Compactor Container serviced by a Roll-Off truck and with a Container capacity as specified in Appendix A.

Edibile Food means food intended for human consumption. For purposes of this Agreement, Edible Food is not waste if it is recovered and not discarded. Nothing in this Agreement requires or authorizes the recovery of Edible Food that does not meet the food safety requirements of the California Retail Food Code.

Effective Date means July 1, 2025, upon approval by all Parties as provided in Section 3.06.

Excluded Materials means any waste tires, radioactive, volatile, corrosive, flammable, explosive, biomedical, infectious, bio-hazardous, regulated medical or hazardous waste, toxic substance or material, as defined by, characterized, or listed under applicable federal, state, or local laws or regulations, including, without limitation: Hazardous Waste, Medical Waste, Qualified Household Hazardous Waste, Infectious Waste, toxic substances or material that Designated Facility operator reasonably believes the acceptance or handling of such waste to be in violation of state, local, or federal law, and corrosive or volatile waste. In addition, Excluded Materials shall include any materials containing information protected by federal, state or local privacy and security laws or regulations, waste that may damage Franchisee's equipment or facilities or present a substantial endangerment to the health or safety of the public or Franchisee's employees. Title to and liability for Excluded Materials shall remain with the Generator at all times.

Food Distributor means a company that distributes food to entities including, but not limited to, Supermarkets and grocery stores. Notwithstanding the foregoing, this term shall be defined as in 14 CCR Section 18982.

Food Recovery means actions to collect and distribute food for human consumption which otherwise would be Disposed, or as otherwise defined in 14 CCR Section 18982(a)(24).

Food Recovery Organization means an entity that primarily engages in the collection or receipt of Edible Food from Commercial Edible Food Generators and distributes that Edible Food to the public for Food Recovery either directly or through other entities, including, but not limited to:

1. A food bank as defined in Section 113783 of the Health and Safety Code;
2. A non profit charitable organization as defined in Section 113841 of the Health and Safety Code; and
3. A non profit charitable temporary food facility as defined in Section 113842 of the Health and Safety Code.

Food Recovery Service means a person or entity that collects and transports Edible Food from a Commercial Edible Food Generator to a Food Recovery Organization or other entities for Food Recovery.

Food Scraps means all food such as, but not limted to, fruits, vegetables, cooked meat, poultry, seafood, shellfish, bones, and rice, beans, pasta, bread, cheese and eggshells. Food Scraps excludes fats, oils, and grease when such materials are Source Separated from other Food Scraps.

Food Waste means all Source-Separated organic material originally acquired for animal or human consumption, including but not limited to: vegetable waste, fruit waste, grain waste, dairy waste, cooked meat waste and fish waste, and compostable paper.

Franchise Area shall be that geographic area comprising the city limits of City of Gonzales, City of Soledad and City Greenfield which may be periodically amended to reflect changes to the geographic limits of each City.

Franchise Fee(s) means the fee(s) paid to the Cities and/or collected by the Cities for the exclusive rights granted under this Franchise Agreement in accordance with Section 9.04.

Franchise Materials means materials generated in the Franchise Area, and shall include Gray/Black Container Waste, Blue Container Waste, Green Container Waste, C&D, and Bulky Items; provided, however, that Franchise Materials shall not include Excluded Materials.

Franchise Services means all of the duties and obligations of the Franchisee hereunder.

Franchise Year means the calendar year beginning on July 1 and ending on the following June 30. The first Franchise Year shall begin on July 1, 2025 and end on the following June 30. The last Franchise Year shall begin on the July 1 preceding the last day of theTerm of this Agreement and end on such last day of the Term.

Franchisee means Tri-Cities Disposal and Recycling Service, Inc., the party that executed this Exclusive Franchise Agreement and its Affiliates, DBAs and Sub-Franchisees that perform services on the Franchisee's behalf.

Franchisee Compensation means the monetary compensation received by the Franchisee in return for providing Collection services in accordance with this Agreement.

Franchisee Operating Assets means all real and personal property of any kind, which is owned, leased, managed or operated by or under contract to the Franchisee for providing the Franchise Services, including without limitation, Containers, vehicles, transfer stations, processing facilities, maintenance and storage facilities, administrative facilities, and other equipment, machinery, parts, supplies and tools.

Generator means any person or business whose act or process produces Discarded Materials as defined in the Public Resources Code, or whose act first causes any of these items to become subject to regulation.

Governmental Body means any federal, State, county, city, local or regional legislative, executive, judicial or other governmental board, agency, authority, commission, administration, court or other body, or any officer thereof acting within the scope of his or her authority.

Gray/Black Container has the same meaning as in 14 CCR Section 18982(a)(28) and shall be used for the purpose of storage and Collection of Gray/Black Container Waste.

Gray/Black Container Waste means Solid Waste that is accepted by the applicable Designated Facility for processing and/or Disposal. Gray/Black Container Waste shall not include Excluded Materials. For Purposes of this Agreement, "Franchise Solid Waste" shall mean Gray/Black Container Waste.

Green Container has the same meaning as in 14 CCR Section 18982(a)(29) and shall be used for the purpose of storage and Collection of Organic Waste (Yard Waste and Food Waste).

Green Container Waste means Organic Waste that is accepted by the applicable Designated Facility for processing and/or handling. Green Container Waste shall not include Excluded Materials. For purposes of this Agreement, "Franchise Organic Waste" shall mean Green Container Waste.

Habitual Contaminator means a Customer that has placed Prohibited Container Contaminants in a Container on at least three occasions.

Hazardous Substance means any substance by reason of its quality, concentration, composition or physical, chemical or infectious characteristics which may do either of the following: cause, or significantly contribute to, an increase in mortality or an increase in serious irreversible, or incapacitating reversible, illness, or pose a substantial threat or potential hazard to human health or the environment when improperly treated, stored, transported or disposed of or otherwise mismanaged, or (b) any waste which is defined or regulated as a Hazardous Waste, toxic substance, hazardous chemical substance or mixture, or asbestos under Applicable Law, as amended from time to time including, but not limited to:

1. Resource Conversation and Recovery Act and the regulations contained in 40 CFR Parts 260-281;
2. Toxic Substance Control Act (15 U.S.C. Section 2601 et seq.) and the regulations contained in 40 CFR Parts 761-766;
3. California Health and Safety Code, §§ 25115-25117;
4. California Public Resources Code, §40141;
5. Hazardous Materials Transportation Act;
6. Comprehensive Environmental Response, Compensation and Liability Act; and
7. Any future additional or substitute federal, state or local laws pertaining to the identification, treatment, storage or disposal of toxic substances or Hazardous Wastes; and (b) radioactive materials which are source, special nuclear or by-product material as defined by the Atomic Energy Act of 1954 (42 U.S.C. Section 2011 et al.) and the regulations contained in 10 CFR Part 40.

Hazardous Waste means any waste which meets the definitions set forth in 22 CCR Section 66261.3, et seq. and is required to be manned; or as otherwise defined in 14 CCR Section 17402(a)(7). Hazardous Waste includes hazardous Wood Waste, which means wood that falls within the definition of "treated wood' or "treated Wood Waste" in 22 CCR Section 67386.4, or as otherwise defined in 14 CCR Section 18982(a)(30.5).

Large Event means an event, including, but not limited to, a sporting event or a flea market, that charges an admission price, or is operated by a local agency, and served an average of more than 2,000 individuals per day of operation of the event, at a location that includes, but is not limited to, a public, nonprofit, or privately owned park, parking lot, golf course, street system or other open space when being used for an event.

Large Venue means a permanent venue facility that annually seats or serves an average of more than 2,000 individuals within the grounds of the facility per day of operation of the venue facility. For purposes of 14 CCR, Division 7, Chapter 12 and this Agreement, a venue facility includes, but is not limtied to, a public, nonprofit, or privately owned or operated stadium, amphitheater, arena, amusement park, conference or civil center, zoo, aquarium, airport, racetrack, horse track,

performing arts center, fairground, museum, theater, or other public attraction facility. For purposes of 14 CCR Division 7, Chapter 12 and this Agreement, a site under common ownership or control that includes mor than one Large Venue that is continguous with other Large Venues on the site, is a single Large Venue.

Legal Entitlement means all permits, licenses, approvals, authorizations, consents and entitlements of whatever kind and however described which are required under Applicable Law to be obtained or maintained by any person with respect to the Franchise Operating Assets or the performance of any obligation under this Agreement or the matters covered hereby.

Legal Proceeding means every action, suit, litigation, arbitration, administrative proceeding, and other legal or equitable proceeding having a bearing upon this Agreement.

Medical Waste means (a) any waste capable of producing an infection or pertaining to or characterized by the presence of pathogens, including without limitation certain wastes generated by medical practitioners, hospitals, nursing homes, medical testing labs, mortuaries, taxidermists, veterinarians, veterinary hospitals and medical testing labs and (b) any waste which includes animal wastes or parts from slaughterhouses or rendering plants.

Mulch means a layer of material applied on top soil, and, for the purposes of the Agreement, Mulch shall conform with the conditions specified in 14 CCR section 18993.1(f)(4):

1. Meets or exceeds the physical contamination, maximum metal concentration, and pathogen density standard for land application specified in 14 CCR Section 17852(a)(24.5)(A)(1) - (3).
2. Was produced at one or more of the following types of facilities:
    a. A compostable material handling operation or facility that is permitted or authorized under 14 CCR Division 7, other than a chipping and grinding operation or facility
    b. A transfer/processing facility or transfer/processing operation that is permitted or authorized under 14 CCR, Division 7; or
    c. A Solid Waste landfill as defined in PRC Section 40195.1 that is permitted under 27 CCR, Division 2.

Multi-Family Dwelling Customer means any person who subscribes to Multiple-Family Dwelling Franchise Services provided by the Franchisee pursuant to this Agreement.

Multi-Family Dwelling Premises means any building or structure, or portion thereof used for residential purposes, having five (5) or more distinct living units, and with communal Franchise Services (with billing under one account). Multi-Family Dwelling Premises does not include hotels, motels, or other transient occupancy facilities, which are considered Commercial businesses. Further Multi-Family Dwelling Premises does not include Premises where each living unit has individual Franchise Services and an individual account; such living units will be considered a Single-Family Dwelling and shall be provided Residential Customer Franchise Services.

Non-Compostable Paper means paper that is coated in a plastic material that will not breakdown in the Composting process.

Non-Organic Recyclables means non-putrescible and non-hazardous recyclables including, but not limited to bottles, cans, metals, plastics and glass. Non-Organic Recyclables are a subset of

Recyclable Materials.

Organic Waste means Discarded Materials containing material orginated from living organisms and their metabolic waste products including, but not limited to food, Yard Waste, organic textiles and carpets, lumber, wood, soiled Paper Products, manure, bisolids, digestate and sludges or otherwise defined under AB 1826 and SB 1383.

Overage means Gray/Black, Blue, or Green Container Waste exceeding its Container's intended capacity such that the lid is lifted, would be lifted if closed, waste placed on top of lid, or in the immediate vicinity of the Container. Overage does not include batteries placed on top of a Blue Container as provided in Section 6.02.E.

Paper Products include, but are not limited to, paper janitorial supplies, cartons, wrapping, packaging, file folders, hanging files, corrugated boxes, tissue and toweling or as otherwise defined in 14 CCR Section 18982(a)(51).

Party or Parties refers to the City (ies) and Franchisee, indivdually or together.

Premises means any Residential, Multiple-Family Dwelling, or Commercial Premises.

Prohibited Container Contaminents means the following (1) Discarded Materials placed in the Blue Container that are not identified as designated Blue Container Waste or that are not identified as acceptable materials for the City's Collection program; (2) Discarded Materials placed in the Green Container that are not identified as designated Green Container Waste or that are not identified as acceptable for the City's Collection program, and (3) Discarded Materials placed in the Gray/Black Container that are acceptable Blue Container Waste and/or acceptable Green Container Waste to be placed in collector's Blue and/or Green Containers; and (4) Excluded Materials placed in any container. For the purposes of this Agreement, "contamination" or "contaminated" means the presense of Prohibited Container Contaminants.

Public Containers means containers designated for the collection of Gray/Black Container Waste, Blue Container Waste, and Green Container Waste at City Facilities or public places as listed in Appendix C.

Putrescible Waste means wastes that are capable of being decomposed by microorganism with sufficient rapidity as to cause nuisances because of odors, gases, or other offensive conditions, and includes materials such as, but not limited to Food Waste, offal, and dead animals; or as otherwisedefined in 14 CCR 17402(a)(21).

Qualified Household Hazardous Waste means waste materials determined by the State Integrated Waste Management Board, the Departmetn of Health Services, the State Water Resources Control Board, or the Air Resources Board to be:

1. Of a nature that they must be listed as hazardous in State statues and regulations;
2. Toxic/ignitiable/corrosive/reactive; and
3. Carcinogenic/mutagenic/teratogenic;

which are discarded from households as opposed to busineses. Qualified Houshold Hazardous Waste shall not include Hazardous Waste.

Rate(s) or Customer Rate Caps means the maximum amount, approved by the Cities' City Council that the Franchisee or City may bill a Customer for providing specified services under this Agreement. A Rate has been established for each individual service level and the initial Rates for

Rate Year One are presented in Appendix B and are adjusted annually according to Section 9. The Rates approved are the maximum Rate that the Franchisee or Cities may charge a Customer for a particular service level and Franchisee/City may, in its sole discretion charge any amount up to and including the maximum Rate approved by the Cities.

Rate Year means the period from July 1 to June 30 of the following year during the term of this Agreement and the period for application of each annual Rate adjustment as defined in Article 9.

Recycle, Recycled or Recycling means the process of separating, collecting, sorting, cleaning, treating, reconstituting or otherwise processing materials that are or would otherwise be disposed of in a landfill and returning them to the economic mainstream in the form of raw material for new, reused or reconstituted products which meet the quality standards necessary to be used in the marketplace.

Recyclable Materials or Recyclables include, but are not limited to clean and dry mixed paper (newspapers, magazines, catalogues, office paper, junk mail, paper bags, envelopes, colored paper, printing and writing paper), cardboard (boxes, paper board, egg cartons, shoe boxes), milk and juice cartons, glass bottles and jars (including clear, brown and green glass), aluminum (beverage containers, clean foil and food containers), steel, tin cans, small scrap metal, plastics #1, #2, and #5 (no polystyrene), and any other materials mutually agreed by the Parties, accepted by the processing facility, or as required by law.

Residential Customer means any person who subscribes to Residential Premises Franchise Services provided by the Franchisee pursuant to this Agreement.

Residential Premises means any building in the City used for or designated as a Single or Multi-Family Dwelling Premises where each living unit has individual Franchise Services and an individual account. This excludes hotels, motels or other similar Premises.

Residue means materials which remain after processing Recyclable Materials or Organic Waste which cannot be recycled, marketed, or otherwise utilized, including but not limited to materials such as rocks, contaminated paper, Putrescible Waste, and other debris.

Reuse means the use, in the same, or similar, form as it was produced, of a material which might otherwise be discarded.

Salvageable Material (or Salvaged Material) means an object or material that can be reused again, either for its original purpose or for a similar purpose, without significantly altering the physical form of the object or material.

SB 1383 means Senate Bill 1383 approved by the Governor on September 19, 2016, which added Sections 39730.5, 39730.6, 39730.7 and 39730.8 to the Health and Safety Code, and added Chapter 13.1 (commencing with Section 42652) to Part 3 of Division 30 of the Public Resources Code, establishing methane emissions reduction targets in statewide efforts to reduce emissions of short-lived climate pollutants. For purposes of this Agreement, SB 1383 specifically refers to the Short-Lived Climate Pollutants: Organic Waste Reduction regulations developed by CalRecycle that created Chapter 12 of 14 CCR and amended portions of regulations of 14 CCR and 27 CCR.

Self-Haul means the infrequent transport of Solid Waste, C&D, Household Hazardous Waste, Recyclables, electronic waste, Organic Waste from a residence or Commercial or industrial business, where the waste is being generated, directly to an authorized landfill, transfer station or

processing facility. Transportation of materials must be accomplished by the resident, owner, or Commercial/industrial business entity that generates the waste.

Service Coordinator means City Manager or their designee.

Service Fee means a cost component of Franchisee Rate for providing Franchise Services under this Agreement, as specified in Section 9.03.A.1.

Single-Family or Single-Family Dwelling means any Residential Premises with less than five (5) units.

Solid Waste means all Putrescible and non-Putrescible Solid, and semisolid Wastes, including garbage, trash refuse, paper, rubbish, ashes, industrial wastes, Construction and Demolition Debris, abandoned materials and part thereof, discarded home and industrial appliances, dewatered, treated or chemically-fixed sewage sludge which is not Hazardous Waste, manure, vegetable or animal solid and semisolid waste, and other discarded Solid and semisolid Wastes. Solid Waste does not include any of the following wastes: Excluded Materials; Hazardous Wastes; radioactive waste, Medical Waste and infectious waste, and Recyclable Materials, Organic Waste, Construction and Demolition Debris, manure and/or Salvageable Materials if such materials have been Source Separated by the Generator for the purpose of Recycling, Composting, processing, salvage or Reuse.

Source Separated means materials that have been separated for the purpose of collection, such that Blue Container Waste, Green Container Waste, Construction and Demolition Debris, manure and/or Salvageable Materials are separated from Gray/Black Container Waste for the purposes of Collection, Recycling, salvage, Reuse and/or processing.

State means the State of California.

Supermarket means a full-line, self-service retail store with gross annual sales of two million dollars ($2,000,000), or more and which sells a line of dry grocery, canned goods or nonfood items and some perishable items as defined in 14 CCR Section 18982.

Term means the duration of the Agreement, including extension periods granted, as specified in Article III.

Tier One Commercial Edible Food Generators means a Commercial Edible Food Generator that is one of the following: (a) Supermarket; (b) grocery store with total facility size equal or greater than 10,000 square feet; (c) food service provider; (d) Food Distributor; and (e) wholesale food vendor.

Tier Two Commercial Edible Food Generators means a Commercial Edible Food Generator that is one of the following: (a) restaurant with 250 or more seats, or a total facility size equal to or greater than 5,000 square feet; (b) hotel with an on-site food facility and 200 or more rooms; (c) health facility with an on-site food facility and 100 or more beds; (d) Large Venue; (e) Large Event; (f) a State agency with a cafeteria with 250 or more seats or total cafeteria facility size equal to or greater than 5,000 square feet; (g) a local education agency with an on-site food facility.

Ton means a “short ton” equal to 2,000 pounds.

Uncontrollable Circumstance means only the following acts, events or conditions, whether

affecting the Franchisee Operating Assets, the Cities, or the Franchisee, to the extent that it materially and adversely affects the ability of either party to perform any obligation under the Agreement, if such act, event or condition is beyond the reasonable control and is not also the result of the willful or negligent act, error or omission or failure to exercise reasonable diligence on the part of the party relying thereon as justification for not performing an obligation or complying with any condition required of such party under this Agreement; provided, however, that the contesting in good faith or the failure in good faith to contest such action or inaction shall not be construed as willful or negligent action or a lack of reasonable diligence of either party:

1. An act of nature (but not including reasonably anticipated weather conditions for the geographic area of the facility), hurricane, landslide, lightning, earthquake, tsunami, fire, explosion, flood, epidemic, pandemic, quarantine, sabotage or similar occurrence, acts of a public enemy, extortion, war, blockade or insurrection, riot or civil disturbance;
2. A Change in Law;
3. The failure of any appropriate Governmental Body or private utility having operational jurisdiction in the area in which the Franchisee Operating Assets are located to provide and maintain utilities, services, water and sewer lines and power transmission lines to the Franchisee Operating Assets, which are required for the performance of the Franchise Services and which directly results in a delay or curtailment of the performance of the Franchise Services;
4. Pre-emption of materials or services by a Governmental Body in connection with a public emergency or any condemnation or other taking by eminent domain of any portion of the Franchisee Operating Assets; and
5. Strikes, work stoppages or other labor disputes or disturbances (collectively, "labor disturbances") occurring with respect to any activity performed or to be performed by the Franchisee or any of the Franchisee's sub-Franchisees or suppliers in connection with the Franchisee Operating Assets or the Franchise Services, to the extent labor disturbances do not exceed seven (7) days.
6.

It is specifically understood that none of the following acts or conditions shall constitute Uncontrollable Circumstances unless caused by an event described above:

1. General economic conditions, interest or inflation rates, or currency fluctuation or changes in the cost or availability of fuel, commodities, supplies or equipment
2. Changes in the financial condition of the City, the Franchisee or any of its Affiliates or any sub-Franchisee affecting their ability to perform their obligations;
3. The consequences of errors, neglect or omissions by the Franchisee, any of its Affiliates or any sub-Franchisee of any tier in the performance of the Franchise Services;
4. The failure of the Franchisee to secure patents or licenses in connection with the technology necessary to perform its obligations hereunder;
5. Union work rules, requirements or demands which have the effect of increasing the number of employees employed in connection with the Franchisee Operating Assets or otherwise increase the cost to the Franchisee of operating and maintaining the Franchisee Operating Assets or providing the Franchise Services;
6. Labor disturbances occurring with respect to any activity performed or to be performed by the Franchisee or any of the Franchisee's sub-Franchisees or suppliers in connection with the Franchisee Operating Assets or the Franchise Services, to the extent labor disturbances exceed seven (7) days;

7. Any failure of any sub-Franchisee or supplier to furnish labor, materials, service or equipment for any reason;
8. Equipment failure;
9. Any impact of prevailing wage law, customs or practices on the Franchisee's construction or operating costs; or
10. Any act, event or circumstance occurring outside of the State of California.

Wood Waste means dimensional lumber, post-consumer, and other wood products, pallets and tree trunks, all of which are without paint or chemical treatment of any kind. Wood Waste is a subset of Organic Waste.

Yard Waste means all tree and plant trimmings, grass cuttings, dead plants, weeds, leaves, branches, dead trees and similar materials and any other similar materials mutually agreed by the parties; provided, however, that the parties hereto may, from time to time, mutually agree to exclude certain materials from the definition. Yard Waste is a subset of Organic Waste. Yard Waste items must be less than 4 inches in diameter and 3 feet in length, and must fit within the Green Container, and the lid must completely close.

Article II.
REPRESENTATIONS AND WARRANTIES OF THE FRANCHISEE

The Franchisee, by acceptance of this Agreement, represents and warrants that:

SECTION 2.01 CORPORATE STATUS

The Franchisee is duly organized and validly existing as a corporation under the laws of the State of California, with full legal right, power and authority to enter into and perform its obligations under this Agreement.

SECTION 2.02 CORPORATE AUTHORIZATION

The Franchisee has the authority to enter into and perform its obligations under this Agreement. The board of directors of the Franchisee (or the owners/shareholders) have taken all actions required by law, its articles of incorporation, and bylaws to authorize the execution of this Agreement. This Agreement has been duly executed and delivered by the Franchisee and constitutes the legal, valid and binding obligation of the Franchisee, enforceable against the Franchisee. The Person(s) signing this Agreement on behalf of the Franchisee has the authority to do so.

SECTION 2.03 NO CONFLICT

Neither the execution nor the delivery by the Franchisee of this Agreement nor the performance by the Franchisee of its obligations hereunder:

1. Conflicts with, violates or results in a breach of any law or governmental regulations applicable to the Franchisee;

2. Conflicts with, violates or results in a breach of any term or condition of any judgment, decree, agreement (including, without limitation, the certificate of incorporation of the

Franchisee) or instrument to which the Franchisee is a party or by which the Franchisee or any of its properties or assets are bound, or constitutes a default under any such judgment, decree, agreement or instrument; or

3. Will result in the creation or imposition of any encumbrance of any nature whatsoever upon any of the properties or assets of the Franchisee.

SECTION 2.04 NO LITIGATION

There is no action, suit or other proceeding as of the Agreement Date, at law or in equity, before or by any court or governmental authority, pending or, to the Franchisee's best knowledge, threatened against the Franchisee which is likely to result in an unfavorable decision, ruling or finding which would materially and adversely affect the validity or enforceability of this Agreement or any such agreement or instrument entered into by the Franchisee in connection with the transactions contemplated hereby, or which would materially and adversely affect the performance by the Franchisee of its obligations hereunder or by the Franchisee under any such other agreement or instrument.

SECTION 2.05 NO LEGAL PROHIBITION

The Franchisee and Cities have no knowledge of any Applicable Law in effect on the Agreement Date which would prohibit the performance by the Franchisee of this Agreement and the transactions contemplated hereby.

SECTION 2.06 INFORMATION SUPPLIED BY THE FRANCHISEE

The information supplied by the Franchisee in all submittals made in connection with negotiation and execution of this Agreement is correct and complete in all material respects.

SECTION 2.07 WAIVER OF CERTAIN RIGHTS

The Franchisee hereby:

Waives any right it may possess to contest the legal right, power or authority of the Cities to enter into and perform this Agreement, including particularly the provisions thereof, providing for the payment of Franchise Fees, the delivery to the Designated Disposal Facility of Gray/Black Container Waste which are not diverted from landfill Disposal, and Green Container Waste to the Designated Processing Facility and agrees to cooperate with and assist the Cities in supporting the legal validity of and authorization for such provisions in the event of any legal challenge thereto brought or made in any manner by a third party; and

Agrees to observe and comply with the operating rules and regulations established by the Authority with respect to the Designated Disposal/Processing Facility, including without limitation those governing delivery procedures, receiving hours, vehicle and waste inspection, Hazardous Waste screening, litter control and safety measures.

SECTION 2.08 FREE MARKET DECISION

The Franchisee, without constraint and as a free-market business decision in accepting this Agreement, agrees to use the Designated Disposal Facility for Disposal of Gray/Black Container

Waste and the Designated Processing Facility for processing of Franchise Green Container Waste and such decision in no way constitutes a restraint of trade notwithstanding any Change in Law regarding flow control limitations or any definition thereof.

SECTION 2.09 FRANCHISEE INVESTIGATION

The Franchisee has made an independent investigation to its satisfaction of matters, conditions, and circumstances relating to its execution and delivery of this Agreement and its obligations hereunder, including the nature and amount of Franchise Materials generated within the Cities and the source reduction and Recycling programs now in effect or currently planned to be put into effect in the Cities. The Cities expressly disclaim any warranties, either express or implied, as to the accuracy or reliability for any particular purpose of any data supplied by the Cities.

Article III.
TERMS OF AGREEMENT

SECTION 3.01 GRANT AND ACCEPTANCE OF FRANCHISE

A. Franchise Service. Pursuant to Public Resource Code Section 40059, the Cities hereby grant an exclusive franchise, license, and privilege, on the terms and conditions set forth herein, to the Franchisee for the service in the Franchise Area of collecting, transporting, handling, processing and/or disposing of Franchise Materials. By its executed acceptance hereof the Franchisee accepts the franchise, license and privilege so granted by the Cities on and subject to the terms and conditions contained herein and agrees to perform all of the duties and obligations of a Franchisee thereunder. Specifically, the Franchisee agrees to provide Franchise Services to any person within the Franchise Area subject to the payment by such person of the Customer Rates no greater than those specified in this Agreement, Appendix B, as adjusted in accordance with Section 9.02. The Franchisee shall provide Residential and Commercial service in accordance with this Agreement, and Premises in the Cities shall be required to have an Appropriate Level of Service.

B. Franchise Area. The area with respect to which this Agreement is granted is the Franchise Area.

C. Exceptions to Franchise. The franchise, license, and privilege granted in Subsection 3.01.A hereof shall not give the Franchisee any right or responsibility with respect to Excluded Materials or to the materials described below. This Franchise shall not preclude the categories of materials described below from being delivered to and Collected and transported by others, provided that nothing in this Agreement is intended to or shall be construed to excuse any person from any authorization from the Cities which is otherwise required by law:

1. Materials which would otherwise constitute Blue Container Waste, but which are not deposited in Blue Containers provided by the Franchisee, and are:

(i) collected by youth, civic, or charitable organizations, and private recyclers without payment or compensation of any type by the Generator related to the Collection or processing of such materials by such collectors, and

(ii) comprised of loads at least 90% of each load of which are actually Recycled, and are not deposited in landfills for Disposal;

2. Materials which would otherwise constitute Franchise Materials removed from a Premises by a hired third-party contractor as an incidental part of a gardening, landscaping, tree trimming, cleaning, maintenance, construction or similar service offered by that contractor rather than as a hauling service;

3. Dead animals and animal waste and remains from slaughterhouses or butcher shops;

4. By-products of sewage treatment, including sludge, grit, and screenings;

5. Edible Food that is collected from a Generator by other person(s) such as a person from a Food Recovery Orgnization or Food Recovery Service for the purpose of Food Recovery, regardless of whether the Generator donates, sells or pays a fee to the other person to collect or receive the Edible Food from the Generator.

Further, the provisions of this Agreement shall not preclude or prohibit Cities, or any officer or employee thereof, or any employee of the State of California, or any governmental subdivision thereof, from Collecting, removing, and Disposing of Solid Waste from City or State facilities. In addition, the provisions of this Agreement shall not preclude or prohibit the owner or occupant of any Premises from personally (or by its employees, as applicable) Collecting, removing, and Disposing of Solid Waste, Recyclables, C&D materials or Organic Waste generated on such Premises, provided such self-hauling complies with the Cities' Municipal Code, self-haulers that are Commercial Customers (including Multi-Family Customers) shall provide certain information detailed therein upon request of the Cities. Upon request by Franchisee, Cities shall provide to Franchisee all such self-haul information and records of such Commercial and Multi-Family Customers.

D. Haulage by Third Parties. This Agreement shall not prohibit haulers of Discarded Materials that are not Franchise Materials.

E. Corporation Yard(s) and Customer Service Office (s). The Franchisee shall locate its' Customer Service Office(s) at a location within Monterey County. The Franchisee's Corporation Yard shall be located at 621 El Camino Real, Greenfield, CA, or may be relocated upon mutual agreement within the vicinity of the Franchise Service Area.

SECTION 3.02 ASSIGNMENT AND TRANSFER OF FRANCHISE

A. Consent of Cities Required. This Agreement shall not be transferred, sold, pledged, hypothecated, leased, or assigned, nor shall any of the rights or privileges herein be transferred, sold, pledged, hypothecated, leased or assigned, either in whole or in part, nor shall title hereto or thereto, either legal or equitable, or any right, interest, or property herein or therein, pass to or vest in any person, except the Franchisee, either by action or inaction of the Franchisee or by operation of law, without the prior written consent of the Cities, which may be withheld or delayed in its sole and absolute discretion with or without cause. Any attempt by the Franchisee to effectuate any of the foregoing without the consent of the Cities shall be null and void. The restrictions in this section shall not apply to transactions between Franchisee and a Franchisee Affiliate.

B. Imposition of Conditions. The Cities may impose conditions and restrictions on any approval it may elect to give of any transaction described in Sections 3.02.A and 3.03 hereof, including without limitation conditions relating to payment of all costs relating to such transfer

and an additional fee of $10,000.00 and requiring acceptance of amendments of this Franchise.

SECTION 3.03 CHANGE IN FRANCHISEE OWNERSHIP OR CONTROL

A. Current Ownership and Control. The Franchisee represents that, as of the Franchise Date, the voting stock of the Franchisee is owned solely by Tri-Cities Disposal and Recycling Service, Inc.

B. Maintenance of Corporate Existence. The Franchisee covenants that during the Term of this Franchise it will maintain its corporate existence, will not dissolve or otherwise dispose of all or substantially all of its assets, and will not take any other action which would materially impair the ability of the Franchisee to perform the Franchise Service.

C. Consolidation, Merger, Sale, Transfer and Change in Control. The Franchisee shall not, without the prior written consent of the Cities which may be withheld or delayed in its sole and absolute discretion, acquire any entity, consolidate with or merge with another entity, or permit one or more other entities to consolidate with or merge into it, which results in loss by the Franchisee of operational or voting control of Franchisee.

D. Transfer of Voting Stock. The Cities' prior written consent, which may be withheld or delayed in its sole and absolute discretion, shall be required for the sale or transfer by any means, whether by agreement or by operation of law (including transfers resulting from death, bankruptcy or divorce) of any of the voting stock of the Franchisee, which results in loss by the Franchisee of operational or voting control of Franchisee. The restrictions in this section, as well as Subsection C above shall not apply to transactions between Franchisee and a Franchisee Affiliate.

SECTION 3.04 PAYMENT OF CERTAIN COSTS BY FRANCHISEE

A. If the Franchisee requests the consent of the Cities for any transaction described in Section 3.02 or Section 3.03 hereof, the Franchisee shall reimburse the Cities for all costs and expenses incurred by the Cities in reviewing, examining, analyzing and acting on the request, including all direct and indirect administrative expenses of the Cities, consultants and attorney's fees and expenses. In addition, the Franchisee shall pay a transfer fee in the amount of $10,000.00 as described in Section 3.02.B. Bills shall be supported with evidence of the expense or cost incurred. The Franchisee shall pay such bills within thirty (30) days of receipt.

B. Reimbursement for Franchise Contract Administration. On behalf of each Party to this Agreement, the Franchisee shall reimburse the Authority or any designated successor Franchise Administrator(s) an annual sum of $20,000 per City, and each City $10,000. This fee is payable no later than August 31, 2025 and no later than August 31st of each succesive Term year of this Agreement. This rate is subject to annual cost adjustments in accordance with the Service Fee adjustment formula in Section 9.03.B.1.

SECTION 3.05 EFFECT ON PRIOR AGREEMENTS

The Parties acknowledge that, as of the Franchise Date, the following agreements are in effect between the Cities and the Franchisee:

- Revised and Restated Franchise Agreement Between the Cities of Gonzales, Greenfield and Soledad, California and Tri-Cities Disposal and Recycling Service, Inc. for Solid Waste, Recycling, and Organics Collection Services, Dated: January 1, 2017
- Side Letter Agreement No. 2019-01, Dated May 9, 2019 (Corporation Yard)
- Memorandum of Understanding in Regard to Negotiations for Amendments to Exclusive Solid Waste Handling, Recycling and Organics Collection Services Program Agreements, Approved March 2023 (SB 1383)

Such Agreements will continue in full force and effect through June 30, 2025. On July 1, 2025, which is the date on which the Franchisee is required to commence services pursuant to this Agreement, all such agreements will be superseded by this Agreement, and will be terminated except for indemnity provisions for any cause or event occurring in whole or in part prior to the termination date, the Franchisee's payment obligations to the Cities and any other obligations that have accrued under such agreements prior to the termination date, or any other provisions that the agreements state shall survive termination, all of which together shall survive such termination.

SECTION 3.06 EFFECTIVE DATE AND TERM OF THIS AGREEMENT

The Effective Date of this Agreement shall be July 1, 2025. The Term of this Agreement shall be ten (10) years beginning with the Effective Date.

SECTION 3.07 EXTENSION TERM

The Franchisee may request up to two (2) five (5) year term extensions to the Term of this Agreement at the Cities' sole discretion, for a total Term that does not exceed twenty (20) years. Any City may grant the Franchisees' request to extend the term, but under no circumstance is any City(s) required to extend the term. Franchisee must request each five (5) year extension in writing no later than three (3) years prior to the expiration of the then most current approved Term.

SECTION 3.08 NO GUARANTEES OF MATERIAL VOLUME OR COMPOSITION OF CUSTOMERS

The Cities do not guarantee the quantity or composition of Discarded Materials that may be available for Collection by the Franchisee for subsequent transfer, transport, Reuse, salvage, Recycle, process, and/or Disposal by the Franchisee during the Term of the Agreement. The Parties acknowlege that the quantity and composition of the Discarded Materials may be impacted during the Term of the Agreement based on a number of unpredictable factors such as, but not limited to, (1) state of the economy, (2) the number of residents and number of types of businesses, (3) participation level of residents and business in various Diversion programs, (4) rate-setting practices for services, (5) changes in technology, (6) Cities' ongoing effort to increase Diversion of Discarded Materials and Food Recovery, (7) impact of SB 1383 and programs implemented as a result of SB 1383 Regulations, (8) impact of new bans or policies on Disposal of materials established by each City and/or State.

Furthermore, each City does not guarantee the number or types of Customers that the Franchisee will have during the Term of the Agreement.

Article IV.
GENERAL AGREEMENT

SECTION 4.01 GRANT OF AGREEMENT

The Cities hereby grant to Franchisee an exclusive right to engage in the business of Collecting and subsequently transporting, transferring, Reuse, salvage, Recycling, processing and/or Disposing Discarded Materials accumulated or produced in each City and to use the public streets and right-of-ways for such purpose, subject to the limitations in this Agreement.

SECTION 4.02 CITIES DESIGNATION OF FACILITIES

The Franchisee, without constraint and as a free-market business decision in accepting this Agreement, agrees to use the Designated Facilities for the purposes of Disposal or processing of all Discarded Materials Collected by the Franchisee under the terms of this Agreement. Such decision by the Franchisee in no way constitutes a restraint of trade nothwithstanding any Change in Law regarding flow control limitations or any definition thereof.

Article V.
COLLECTION SERVICES

SECTION 5.01 COLLECTION AND PROCESSING SERVICES

A. Commencement of Service. Commencing on July 1, 2025, the Franchisee shall provide the Franchise Services, as more particularly described below.

B. Overall Performance Obligations. The work to be done by the Franchisee pursant to this Agreement shall include the furnishing of all labor, supervision, equipment, materials, supplies, and all other items necessary to perform all requirements of the Agreement. The enumeration of, and specification requirement, for particular items of labor or equipment shall not relieve the Franchisee of the duty to furnish all others, as may be required.

The scope of services to be performed by the Franchisee pursuant to this Agreement shall be accomplished in the manner so that the residents and businesses receiving services are provided reliable, courteous and high-quality services at all times. The enumeration of, and specification of requirements for, particular aspects of service quality, shall not relieve Franchisee of the duty of accomplishing all other aspects in the manner generally provided in this Article, whether such aspects are enumerated elsewhere in the Agreement or not.

Franchisee shall not knowingly Collect Blue, Green, or Gray/Black Containers that include observable Excluded Materials.

C. Requirements for Parent Company or Affiliates. Upon approval by the Cities, Franchisee, its parent company, and Affiliates operating under the terms of this Agreement are allowed, at their option, to use each entity's name to comply with the Collection vehicle and Container labeling requirements and may use each entity's name on any education and outreach materials.

D. Ownership of Discarded Materials. By operation of this Agreement, ownership and the right to possession of all Discarded Materials shall be transferred to the Franchisee from the person discarding the materials once such materials are placed in Containers and properly placed for Collection. If Excluded Materials are found in Containers set out for Collection, the materials shall be considered not properly placed for Collection, and Franchisee shall have the right to reject Collection of the contaminated Containers and the ownership of materials shall remain with the person discarding the materials. Nothing in this Agreement shall be construed to require Franchisee to take possession or ownership of Excluded Materials.

E. Compaction. Customers shall not permit Franchise Materials to be compacted in Franchisee-provided Containers, unless such compaction is provided by Franchisee using a Compactor under this Agreement.

SECTION 5.02 RESIDENTIAL THREE CONTAINER SYSTEM

A. General. Commencing on July 1, 2025, Franchisee shall provide a three-Container collection program for the separate Collection of Discarded Materials using Containers that comply with Appendix A.

B. Blue Container Waste Collection. Franchisee shall provide Blue Containers to Customers for Collection of Blue Container Waste and shall provide Blue Container Collection Services as provided in this Agreement. Francishee shall transport the Blue Container Waste to the Designated Recyclable Materials Processing Facility. The Parties agree Recyclable Materials accepted as Blue Container Waste may be revised from time to time by mutual consent, as required by law, or due to changes in processor acceptance. Franchisee shall not remove materials to or from the list without the written consent of the Cities or signed Amendment to this Agreement, and such approval shall not be unreasonably withheld.

C. Green Container Waste Collection. Franchisee shall provide Green Containers to Customers for Collection of Green Container Waste. Franchisee shall transport the Green Container Waste to the Designated Organic Waste Processing Facility or the Designated Transfer Facility for transfer and transport to Designated Organic Waste Processing Facility.

The Parties agree that Organic Waste accepted as Green Container Waste may be revised from time to time by mutual consent or as required by law. Franchisee shall not add or remove materials from the list without written consent of the Cities or a signed Amendment to this Agreement, and such approval shall not be unreasonably withheld.

The Franchisee shall Collect all Green Container Waste generated by Residential Customers and delivered for Collection not less than weekly. The Franchisee shall provide, industry standard Containers (as described in Appendix A). The Cities shall be responsible for the cost of processing Green Container Waste at the Designated Processing Facility, and any other applicable surcharges and fees.

D. Gray/Black Container Waste Collection. Franchisee shall provide Gray/Black Containers to Customers for Collection of Gray/Black Container Waste, and shall provide Gray/Black Container Waste Collection services as provided in this Agreement. Franchisee shall transport the Gray/Black Container Waste to the approved Designated Disposal Facility. Franchisee may allow certain organic material such as carpets and textiles to be placed in Gray/Black Containers.

The Franchisee shall Collect and deliver to the Designated Disposal Facility, all Gray/Black Container Waste generated by Residential Customers and placed curbside for Collection not less than once per week. Collection will be performed with collection vehicles (as described in Appendix A). The Franchisee shall provide industry standard Containers (as described in Appendix A) based on size and service level requested by such Residential Customer. The Cities shall be responsible for paying the direct Disposal costs for Gray/Black Container Waste at the Designated Disposal Facility, and any other applicable surcharges and fees.

E. Used Motor Oil and Filter Collection. Franchisee shall, without charge or additional fees, Collect used motor oil and filters in a sealed container set out curbside by Residential Customers on their normal Collection day. Franchisee shall use the containers and filter bags provided by the Monterey County Health Department's Used Motor Oil and Filter Recycling Program (Program). Franchisee shall use reasonable business efforts to Recycle used oil and filters collected, with State-authorized recyclers. Franchisee shall not knowingly Collect used oil and filters that are contaminated as they constitute Hazardous Waste. Franchisee shall tag any oil and/or filters that are determined to be contaminated, provide an explanation as to why the material(s) are considered contaminated, and provide Residential Customers with directions for the proper Disposal of such material(s). In the event existing State and Monterey County grant funding for this Program is eliminated, both parties agree to negotiate in good faith an adjustment to the Franchisee's Service Fees solely for the loss of this funding source.

F. Curbside Used Battery Collection. Franchisee shall, without charge or additional fees, Collect used household batteries in a sealed plastic bag set out curbside by Residential Customers and placed on top of the Blue Container. Franchisee shall provide Customers instructions on how to properly dispose of batteries. Franchisee shall deliver Collected batteries to the Authority to be properly recycled.

G. Special Services. The Franchisee shall provide, without charge or compensation, special manual carry-out services for those Residential Customers who provide proof of long term or permanent disability of each permanent household member over 12 years old (Customers to provide such information to the City, which will notify Franchisee if a Customer qualifies). Customers shall be required to store Containers in an easy-to-access and safe location as close as feasible to the curbside and not behind a locked door or gate on the property in order to facilitate qualifying manual carry-out services.

SECTION 5.03 MULTI-FAMILY DWELLING AND COMMERCIAL SERVICES

A. General. Franchisee shall assist its Multi-Family Dwelling and Commercial Customers in complying with Multi-Family Dwelling and Commercial Diversion service levels and State mandates through provision of educational information and technical assistance. For purposes of this Section, “non-compliant Customer” shall mean a Multi-Family Dwelling or Commercial Customer with a Diversion service level ratio that is not adequate to meet State mandates.

B. Gray/Black Container Waste Collection. The Franchisee shall provide the number and kind of industry standard Containers and Collect and deliver to the Designated Disposal Facility all Gray/Black Container Waste generated by Multi-Family Dwelling and Commercial Customers, as scheduled with such Customers, but not less than once per week or as required by Applicable Law. The Collection will be performed with collection vehicles using Containers provided by the Franchisee (as described in Appendix A). The Cities shall be responsible for paying the direct

Disposal costs for Gray/Black Container Waste at the Designated Disposal Facility, and any other applicable surcharges and fees.

C. Blue Container Waste Collection. The Franchisee shall provide the number and kind of industry standard Containers and Collect, process, and market Blue Container Waste generated by Multi-Family Dwelling and Commercial Customers, as scheduled with such Multi-Family Dwelling and Commercial Customers, but not less than once per week. Franchisee shall provide adequate Blue Container capacity to meet Customer's needs at no additional cost to Multi-Family and Commercial Customers.

The Franchisee shall be responsible for the cost of processing Blue Container Waste at the Designated Processing Facility, and any other applicable surcharges and fees.

D. Green Container Waste Collection. The Franchisee shall provide Green Container Waste Collection services to any Customers requesting such service to comply and in accordance with AB 1826 and SB 1383 according to the Rates in Apprendix B. The Franchisee shall Collect and deliver to the Designated Processing Facility all Commerical Green Container Waste generated by Multi-Family Dwelling and Commercial Customer at least once per week. The Collection will be performed with Collection vehicles using Containers provided by the Franchisee (as described in Appendix A). The Cities shall be responsible for paying the processing costs for processing Organic Waste at the Designated Processing Facility, and any other applicable surcharges and fees.

E. Waivers. The City Manager or their designated representative may waive the minimum Multi-Family Dwelling and Commercial service provision on a case-be-case basis due to unique Customer space limitations for Containers.

F. Outreach Assistance for Customers. Franchisee shall conduct assessments of and outreach to non-compliant Customers to assist such Customers in achieving compliance with the City's Multi-Family Dwelling and Commercial Diversion service level ratio requirements. Through its assessments and outreach, Franchisee shall document if the Customer is complying through activities conducted.

G. Push, Enclosure, and Long Walk Services. Upon receipt of a Multi-Family or Commercial Customer request for a roll-out Bin, the Franchisee shall provide push service (up to 15 feet on smooth level surface) for all Commercial Customers, who are required to roll out Containers (from one (1) cubic yard up to four (4) cubic yards) to a designated location for collection, such as but not limited to alley ways, narrow streets, etc. The Franchisee shall dismount vehicle, roll out Containers for Collection and then return Containers to secure enclosure location. The Franchisee shall provide enclosure service for those Customers, whose Containers must be removed and replaced in an enclosure not meeting the requirements of this agreement, in order to be serviced. The Franchisee shall provide long walk services, as determined by the Franchisee, where the Franchisee must travel in excess of 15 feet from the centerline of the vehicle on the road used by the collection vehicle in order to service the container. The Franchisee shall be entitled to charge additional fees in accordance with Appendix B for providing these services.

SECTION 5.04 DROP-BOX/ROLL-OFF AND COMPACTOR SERVICES

General. If requested by a Customer, the Franchisee shall provide short term, on-call, or weekly Drop-Box/Roll-Off or Compactor Collection service according to the Rates specified in Appendix B. The Collection will be performed with Collection vehicles using Containers provided

by the Franchisee (as described in Appendix A). The Franchisee shall bill the Customer directly for this service. The Franchisee shall be responsible for the cost of disposal and/or processing Gray/Black Container Waste, Blue Container Waste and Green Container Waste at the Designated Processing Facilities, and any other applicable surcharges and fees. Customers using Drop-Box/Roll-Off and/or Compactor service as their permanent service, will be considered Commercial or Multi-Family Customers and will refer to Section 5.03 for all other services and conditions as specified in that section.

SECTION 5.05 CONSTRUCTION AND DEMOLITION (C&D) COLLECTION PROGRAM

If requested by a Residential or Commercial Customer, the Franchisee shall provide Drop-off/Roll-off Containers for Collection of C&D according to the maximum Rates specified in Appendix B. Wherever feasible, the Franchisee shall provide Collection services for Source Separated Collection of C&D materials including but not limited to asphalt, concrete, masonry, wood waste and scrap metal. The Collection will be performed with Collection vehicles using Containers provided by the Franchisee (as described in Appendix A). The Franchisee shall bill the Customer directly for this service and shall include both the direct Disposal and or processing costs and applicable surcharges and fees on the entire bill. The Franchisee shall be responsible for paying the direct Disposal costs and surcharges for Drop-box/Roll-off service at the Designated Disposal Facility. The Franchisee shall be responsible for the cost of processing C&D that has been Source Separated from other Discarded Materials at the Designated Processing Facility, and any other applicable surcharges and fees.

SECTION 5.06 COMMUNITY DROP-OFF EVENTS AND BULKY ITEMS PROGRAM

Franchisee shall provide up to three (3), one-day "Community Drop-off Events" per Franchise Year to each City on the days agreed upon by Franchisee and the City Manager. For each event, Franchisee shall provide up to five (5) 40-cubic yard Collection Containers to be placed at a location or locations designated by each City Manager and agreed upon by Franchisee, for the collection of all Franchise Materials and Bulky Items from any Residential or Multi-Family Dwelling Customer. The Franchisee will work with each City Manager to coordinate the Drop-off Event day at least one month in advance, and will be responsible for advertising the event at least two weeks in advance, and will notify all Customers regarding the specific date for collection and allowable materials in accordance with Appendix D. The location will be monitored by Franchisee and each Container will be removed at the end of the event. All materials will be delivered to the Designated Disposal/Processing Facility.

In addition to the foregoing, the Franchisee shall work with each City Manager to assist in coordinating volunteers, provide Collection Containers and establish a time and coordinate community volunteer effort for the removal of litter and debris from designated public rights-of-way. This is to be done twice annually (one day for each event) for a maximum of two (2) miles of roadway per event.

The Franchisee shall also Collect up to five (5) Bulky Items four (4) times per year curbside at each Customer Premises from Residential, Multi-Family Dwelling, and Commercial Customers in accordance with this Section at the Rates specified in Appendix B. To arrange for a Bulky Item pickup, a Customer must call the Franchisee Monday through Friday between the hours of 8:00 a.m. and 5:00 p.m. to arrange for a mutually acceptable time and day for the Collection of said

material. The Franchisee shall then pick up the material at the agreed upon day and time. Unless otherwise agreed by the Customer, Franchisee shall strive to collect Bulky Items within the week following the date when the Customer first called for this service.

SECTION 5.07 CITY SERVICES

A. City Facilities. The Franchisee shall, without charge or compensation, collect Gray/Black Container Waste, Green Container Waste, and Blue Container Waste from all City Facilities located within the boundaries of the City and identified in Appendix C. Cities shall pay for cost of Disposal and processing of Franchise Materials. Wastewater treatment process sludges and materials are not included.

B. Public Containers for Discarded Materials. The Franchisee shall, without charge or compensation, collect Discarded Materials from public Gray/Black Containers, Green Containers, and Blue Containers from locations identified in Appendix C. Such locations and schedule may be modified from time to time by the City Manager, provided that Franchisee is compensated for its additional costs. Public Containers must be compatible with Franchisee's Collection processes.

C. Illegal Dumping Abatement. Upon request of the City Manager, the Franchisee shall within two (2) normal Business Days Collect and remove from City streets, alleys, parks and other public areas which are located within Franchise Area, Bulky Items and Solid Waste identified by the City Manager in any volume which has been unlawfully abandoned or discarded. For any such Collection the Franchisee shall receive compensation from the City on the basis of time and materials at rates as agreed upon by the City Manager and Franchisee. The Franchisee shall create a specific work order in response to each call received by the City Manager with a monthly "Summary of Unlawfully Discarded Solid Waste Work Order Completed." The summary shall include, but not be limited to, the date, time, hours spent, and type of unlawfully discarded Solid Waste Collected and disposed of.

SECTION 5.08 SPECIAL EVENTS AND SERVICES

A. General. The Franchisee shall provide adequately sized Containers for the Disposal of Gray/Black Container Waste, Blue Container Waste, and Green Container Waste at up to six (6) special events as identified and approved by the City at no additional charge to the event or City per year. The Franchisee may provide additional services for such events or provide service at additional special events at a mutually agreed rate. The Franchisee shall provide the special event services to the other events that are sponsored by the City upon thirty (30) calendar days' advance notice by the City Manager. The Franchisee shall deliver Containers to specified sites and then dispose of the Solid Waste and Organic Materials at the Designated Facilities and process and market the Franchise Recyclables. The Franchisee shall not be responsible for paying for the disposal costs relating to the Franchise Solid Waste or Organic Materials collected pursuant to this provision; provided, however, the Franchisee will bear the costs of processing and marketing the Franchise Recyclables.

B. Reporting. At the City Manager's request, Franchisee shall provide a report of Tonnage or volume of each material type Collected by the Franchisee, and a description of the public education provided at the event.

C. Coordination with Others. The Franchisee may, at its sole discretion and expense, coordinate with local youth, community or charitable organizations to provide some or all of the

required services. If Franchisee elects to use such an organization, Franchisee shall be responsible for ensuring that service is provided to the Customer in a professional and timely manner.

D. Service to Additional Special Events. For special events that are not identified or otherwise hosted or sponsored by the City, the Franchisee shall provide the above-described services at the request of the event organizer and may negotiate the charges for such services with the event organizer based on the specific needs of the event.

E. Annual Holiday Tree Recycling Collection. Annually, commencing on the regularly scheduled collection day during the first two weeks starting the week after New Year's Day, the Franchisee shall collect holiday trees from Residential Premises. Residential Customers are required to place the holiday trees curbside on the scheduled Collection Day for Solid Waste. Holiday trees placed for Collection after the Collection period will be collected in the Green Container. Trees must be cut to fit in the Green Container. Trees must be free of ornaments, garlands, tinsel and flocking, and stands must be removed. Multi-Family Dwelling Customers can request a Drop-Box container for placement of holiday trees for a cost in accordance with Appendix B.

Franchisee shall deliver the Collected holiday trees to an appropriate facility for processing. This annual service shall be provided at no additional charge. The Franchisee shall be responsible for individual Customer notification prior to the Collection program informing Residents of the dates of Collection.

F. Home Composting Bin Notification. Franchisee shall coordinate with the Authority and notify Residential Customers at least twice each Franchise Year, in accordance with Appendix D, of the availability of Composting bins for sale to Customers at a specified cost and location within the Cities.

G. Street Sweeping. The Cities may, at their discretion, instruct the Franchisee to provide street sweeping, in accordance with the provisions of this section and Appendix I. If any of the Cities determine that street sweeping is necessary to address litter abatement associated with the Collection of Discarded Waste, the Franchisee shall, without additional charge or compensation, provide weekly street sweeping services for each City no later than the first working day following each Residential Collection route. If additional street sweeping services are required by any of the Cities, each City may negotiate an independent contract to compensate the Franchisee. Cities are required to provide and pay for water used in street sweeping and pay for disposal of residues.

It is further agreed that upon request for street sweeping services, the Cities shall provide the Franchisee one-hundred twenty (120) days' written notice to allow the Franchisee adequate time to procure additional staffing and/or equipment, if necessary.

H. Additional Services. The Franchisee shall provide special services identified in the Customer Rate Schedule identified in Appendix B. Franchisee shall provide additional special services requested by any Customer which are directly related and ancillary to any of the other Franchise Services authorized hereunder, provided Franchisee provides such services in the area. Such special services may include, without limitation, cleaning or exchange of Containers, providing roll-off Containers to Customers for special events or other special Collection needs.

I. Service Coordinator. The City and the Franchisee each shall designate in writing on or immediately following the Franchise Date a person to transmit instructions, receive information

and otherwise coordinate service matters arising pursuant to this Agreement. The City Service Coordinator shall be the City Manager or designee. Either party may designate a successor or substitute Service Coordinator at any time by written notice to the other party.

J. Use of Plastic Bags. Franchisee shall allow Customers and Generators to place and collect bags of Gray/Black Container Waste in large plastic bags for placement in the Gray/Black Containers. No plastic bags are allowed inside the Blue Containers or Green Containers. Franchisee shall allow Compostable Plastic bags in the Green Container for selected Commercial businesses. If, at any time during the Term of the Agreement, the Designated Organic Waste Processing Facility can accept plastic bags or can no longer accept Compostable Plastic bags, Franchisee shall notify the Cities within forty-five 45 days of the Facility's ablity to accept plastic bags or inability to accept Compostable Plastic bags. The notification shall include a desccription of the reasons that the Facility can accept plastic bags or is no longer able to process the Compostable Plastic bags and the Franchisee's proposed plan to assist in the education and outreach to Customers.

SECTION 5.09 COLLECTION SERVICE OPERATING REQUIREMENTS

A. Collection Routes. The Franchisee shall establish and maintain Collection routes in such manner as to provide for the uniform and efficient Collection of Franchise Materials from all Residential Customers on a Monday-through-Friday basis and Multi-Family Dwelling and Commercial Customers on a Monday-through-Friday basis. The Franchisee shall not schedule Franchise Materials Collection on Saturdays and Sundays, except as authorized by the City Manager or unless a regular service day falls on a holiday and service is delayed, necessitating Saturday Collection. For all Commercial Customers who require more than one (1) Collection per week, the Franchisee shall schedule Collections at appropriately spaced intervals throughout the work week and shall charge additional service fees for the applicable service level.

B. Collection Schedule Revisions. The Franchisee may request the City to approve any revision to the Residential Collection schedule which the Franchisee may propose. City approval of any such request will not be unreasonably withheld or delayed. Upon such direction or approval by the City, the Franchisee shall notify all affected Customers at least seven (7) days prior to implementing the revision. Franchisee may revise Commercial Collection schedules without City approval.

C. Route Books and Maps. The Franchisee shall prepare route books and maps for each route, which outline specific routing information regarding the daily collection of Franchise Materials. Route information shall be kept current and made available to the City Manager or their Service Coordinator for inspection upon request, subject to Section 8.01.

D. Hours of Service. Except for special pickups, collecting missed pickups, or due to emergencies, the Franchisee shall schedule no Collections from any Customer earlier than 5:00 a.m., or later than 5:00 p.m. Monday through Friday and earlier than 8:00 a.m. or later than 5:00 p.m. on Saturdays (except during holiday Collection schedule, annual Community Drop-off Events, or special events). In addition, the Franchisee shall use reasonable efforts to revise Collection routes to address noise complaints.

E. Holidays. Collection of Franchise Materials shall not be required on the following legal holidays: New Year's Day, Independence Day, Thanksgiving Day and Christmas Day, except in case of emergency or as otherwise required by the City Manager. (The Franchisee acknowledges

that the Designated Disposal and Processing Facilities are not open on those days.) Whenever a regular Collection falls on such a holiday, the collection shall be made on the following working day, and Collections shall become current within one (1) week thereafter, with exception for Christmas Day and New Years Day.

SECTION 5.10 COLLECTION LOCATIONS

A. General. The Franchisee is responsible for the Collection of all Franchise Materials placed for Collection in a legal manner at the roadside, or in the event that physical conditions prohibit roadside placement, at a location within a reasonable distance of roadside, visible to the Franchisee. The Franchisee shall immediately notify the Service Coordinator of any condition at or near any Collection location which creates a safety hazard or accessibility problem. In such circumstances, upon authorization by the City Manager, the Franchisee shall arrange with the Customer for a temporary Collection location until the safety hazard or accessibility problem is corrected. The Franchisee shall, where necessary, traverse private roads in order to collect Containers deposited by Customers for Collection; provided, however, that the Franchisee shall not be required to utilize private roads if the owner of such road prohibits the use of such road by the Franchisee or if the owner does not execute a Franchisee-provided release form. The Franchisee shall also provide any other special services reasonably requested by a Customer; provided, however, that the Franchisee shall be entitled to reasonable compensation for providing such services, as specified in Appendix B.

B. Enclosures. Where the Collection location is within an enclosure constructed pursuant to the requirements of the City and the Franchisee, and upon the Customer's request, the Franchisee shall be responsible for the removal and replacement of all Containers placed therein. The Franchisee shall use sufficient care in the handling of such Containers so as to prevent any damage to the enclosure, the enclosure doors, and adjacent facilities or improvements. The Franchisee shall repair at its own expense and within thirty (30) working days after notification from the Service Coordinator or Customer any such enclosure or adjacent facilities or improvements damaged by it. Franchisee fees would apply to such enclosure services. Customer shall be responsible for normal wear and tear, keep enclosures in good working condition, and shall safely accommodate the size and weight of the Containers and Collection vehicles.

C. Improper Loading and Placement of Containers. All Containers are to be Collected at the curbside and dumped with a fully automated lifting mechanism. The Franchisee shall Collect any Franchise Material that is properly loaded into the correct container. When Franchisee encounters Containers that are over-loaded/over-filled (too heavy to safely lift or lid does not sit flush with Container body) that could result in spillage or damage, or any Container where Franchise Materials will, of its own weight, fall out when emptied, Franchisee may empty the Container and charge an Overage fee as set forth in Appendix B, or it may choose not to empty the Container and provide notification to the Customer. The Franchisee shall clean up any spillage as a result of emptying overloaded Containers and shall also report the Overage charges to the City or the Authority per Appendix H.

D. Authorized Non-Collection of Certain Waste. The Franchisee shall not be required to collect Excluded Materials.

E. Record of Non-Collection. When any Franchise Material deposited for Collection is not Collected by the Franchisee, the Franchisee shall notify the Customer indicating the reasons for such non-Collection and the toll-free phone number of the Franchisee at which the Customer can

inquire as to the circumstances relating to the non-collection. This information shall either be in writing or by means of a checkmark on a form tag notice. The Franchisee shall maintain, at its place of business, a log listing all such circumstances in which collection is denied. The log shall contain the names of the Premises involved, the date of such notification tagging, the reason for non-Collection, and the date and manner of disposition of each case. The log shall be kept so that it may be conveniently inspected by the Service Coordinator upon request. The log relating to any particular tagging shall be retained for a period of two (2) years following such tagging.

F. Fees and Gratuities. The Franchisee shall not, nor shall it permit any agent, employee or sub-Franchisee employed by it, to request, solicit, demand or accept, either directly or indirectly, any compensation or gratuity for the Collection of Franchise Materials or other Franchise Services, except such compensation as is specifically provided for herein.

Article VI.
OTHER RELATED SERVICES

SECTION 6.01 TRANSFER, PROCESSING AND DISPOSAL

A. Designation of Facilities. Franchisee shall transport all Discarded Materials Collected in accordance with this Agreement to the Designated Facilities appropriate for each type of Discarded Materials. Once Collected materials are deposited by Franchisee at the appropriate Designated Facilities(s) ownership of such materials shall transfer from the Franchisee to the owner of the Facility operator of the Designated Facility(s), subject to the provision/limitations of that Designated Facility or contract. The Franchisee is not responsible for providing transfer, processing, or Disposal services unless otherwise provided herein. The initial Designated Disposal and Organic Waste Processing Facility shall be the Johnson Canyon Landfill, or the Jolon Road Transfer Station owned by the Authority. The Cities shall notify the Franchisee in writing of any changes in or additions to the Designated Disposal and/or Processing Facilities. The Franchisee shall transport and Dispose of all Franchise Materials which it collects but does not Divert from landfill Disposal at the Designated Disposal Facility and shall transport and deliver all Franchise Organic Waste which it collects to the Designated Processing Facility in accordance with the requirements of Applicable Law, and shall comply with the requirements, rules and regulations of the owner or operator of the Designated Disposal and Processing Facilities. The Franchisee agrees that it shall not Dispose of Blue or Green Container Waste at any Disposal Facility, through any other type of Disposal or, in the case of Blue Container Waste, through incineration, except as may be required in emergencies resulting from Uncontrollable Circumstances with the prior written approval of the City Manager.

B. Use of Alternative Facilities. The Cities may designate an alternative facility for Franchisee's use for a short or extended period. Such a change shall be considered a jurisdictional directed change in scope and handled in accordance with such provisions in the Agreement. If a City-imposed change to the Disposal or processing location results in longer travel time and/or fuel usage by Franchisee, Service Fees shall be adjusted such that Franchisee will recover all its additional Franchisee expenses. Franchisee may request use of an alternate Recyclable Materials Processing Facility, either for a short or extended period; the City will not unreasonably withhold approval of such request.

C. Payment of Designated Facility Fees. Cities shall pay all tipping fees, Residue surcharges, Contamination Processing fees, and other costs charged by Facility operator(s) of

Designated Facility(s) for acceptance and transfer, processing, and/or Disposal of Blue Container Waste, Green Container Waste, and Gray/Black Container Waste collected in accordance with this Agreement. Franchisee shall receive compensation for transfer and processing costs in accordance with Article 9.

D. Disposal Records. The Franchisee shall keep and maintain such logs, records, manifest, bills of lading or other documents as the City Manager may deem to be necessary or appropriate to confirm compliance by the Franchisee with this Agreement and shall retain all weight slips or other call information provided to the Franchisee's drivers by the owner or operator of the Designated Facility for three (3) fiscal years.

E. Gray/Black Container Waste Origin and Weight Tracking. The Franchisee shall submit monthly tonnage reports which track both Disposal and Diversion Customer type. The Franchisee shall work cooperatively with the owner or operator of the Designated Disposal Facility to assure all incoming Gray/Black Container Waste is recorded and assigned to the Franchise Area or other jurisdiction. The Franchisee shall keep, maintain, and make available to the City Manager upon request a list of all collection vehicles operating within the Franchise Area.

F. Recyclables Processing and Marketing. The Franchisee shall be responsible for the following activities:

1. The receipt, storage, and processing of all Discarded Recyclable Materials Collected by the Franchisee;
2. The marketing of products recovered from the processing of Discarded Recyclable Materials in accordance with the marketing plan submitted by the Franchisee under this Agreement for approval by the City Managers.

G. Payment of Recyclables Processing, Marketing, and Residue Disposal Costs. The Franchisee shall be responsible for the payment of all costs and expenses associated with the transportation, processing and marketing of Blue Container Waste and other Recyclables collected or delivered under this Agreement. In addition, the Franchisee will bear the costs of, and is solely responsible for, the proper and lawful Disposal of all processing residues.

H. Franchisee Responsibility for Marketing. The Cities shall have no responsibility for the availability of markets for recycled products, nor shall they have any liability associated with or resulting from the markets for, or end-uses of, Recycled products, and the Franchisee shall indemnify and hold the Cities harmless from same. In the event that there is a severe reduction in the pricing or marketability of Recyclables that causes the Franchisee financial hardship, the Cities may, but are not required to, negotiate a supplemental Rate adjustment to temporarily compensate the Franchisee until the markets recover. If approved, the adjusted Rates will be added to Appendix B and when Recycling markets improve and the Franchisee is no longer experiencing financial hardship, the Rate adjustment will be reversed and removed from Appendix B.

I. Recycling Market Development Zone. The Franchisee shall make Recyclables available to remanufacturing businesses, identified by the City Managers, within the Central Coast Recycling Market Development Zone at the prevailing market prices for those Franchise Recyclable Materials, or at such other prices agreed to by the parties hereto.

SECTION 6.02 CONTAMINATION & OVERAGE MONITORING

A. General. Franchisee must comply with the following contamination and Overage monitoring requirements.

B. Contamination Inspection Methods. Container inspections shall be performed by Franchisee through visual inspection of the contents of the Containers. Franchisee's personnel shall lift the Container lid and observe the contents or observe the contents as the Container is being Collected. Upon finding Prohibited Container Contaminants in a Container, Franchisee shall follow the contamination noticing procedures and contaminated Container handling protocols set forth below. If Franchisee wants to perform the Collection route reviews using electronic inspection methods such as the use of artificial intelligent cameras or sensors, Franchisee shall seek approval of its proposed methods from the City Managers. Commencing on or before July 1, 2025, or the date specified by the City Manager, whichever date is later, vehicles with automated Collection service, the Collection vehicle hopper shall be equipped with a video camera or other monitoring system.

C. Contamination Handling. Where Franchisee finds Prohibited Container Contaminants in any Containers, the Franchisee shall take the following action:

1. If Franchisee observes Prohibited Container Contaminants in a collected Container. The Franchisee shall either leave a Contamination notice indicating a warning or, depending on the severity or frequency of the contamination, a Contamination notice indicating a charge. The Rates for Contamination are specified in Appendix B. In the event that the Franchisee observes frequent Contamination from a particular customer, the Franchisee shall refer the customer to the City. The City, at its sole discretion, may require the offending customer to increase service capacity or frequency to mitigate contamination. The Cities and/or the Franchisee can remove Contamination charges from Customers' accounts with mutual coordination.

2. If Franchisee observes Prohibited Container Contaminants in an uncollected Container, the Franchisee shall leave an instructive Contamination notice on the Customer's Container, gate, or door and/or mail or e-mail the notifications to the Customer indicating that Franchisee cannot Collect the Container as a result that it contains Prohibited Container Contaminants.

D. Contamination Violation Noticing. The format of the Contamination/Violation notice must be approved by the City Manager and at a minimum must include the following:

- Date of the offense;
- Description of the offense
- If available, a photograph or video (or link to the photograph or video);
- A website to obtain additional information and/or receive responses to questions the Customer may have.

E. Overage Occurrences. Where Franchisee documents that a Customer has overfilled a container (Overage), the Franchisee shall collect the offending Container, where it can be done safely and without causing material to fall out of the container during the process. If a customer has been deemed to frequently cause Overage, the Franchisee shall notify the City. The City at its discretion can require the customer to increase service to reduce Overage.

F. Notification to Multi-Family Dwelling and Commercial Customers. If Franchisee leaves physical contamination notices on three (3) occasions reporting identification of Prohibited

Container Contamination on a Multi-Family Dwelling or Commercial Container, gate, or door, Franchisee shall deliver notification by in-person visit, telephone call, mail or e-mail to the responsible party(ies).

SECTION 6.03 PUBLIC OUTREACH AND EDUCATION

A. General. In order to promote public education, Franchisee shall create all public education materials and conduct education programs and activities described in this Section at its expense.

B. Program Objectives. Franchisee's public outreach and education program strategy shall focus on improving Generators' understanding of the benefits of and opportunities for source reduction, Reuse, and landfill Disposal reduction. It should enhance program participation and maximize Diversion of Recyclables and Organic Waste.

C. Annual Education Plan. The Franchisee shall submit a public outreach and education plan for review and approval of the Cities sixty (60) days prior to the commencement of services under this Agreement. Annually, the Franchisee shall develop and submit a public education plan to promote the programs performed by the Franchisee. The Franchisee shall work with an appropriate contractor or designated staff trained in public relations to provide focused, quality public education and awareness efforts. At a minimum, the public outreach and education plan will include items defined in Appendix D. All public outreach and education materials produced by the Franchisee shall be bilingual in both English and Spanish and must be reviewed by the Cities in advance of distribution. The plans and budgets for each Franchise Year shall be submitted to the City Manager for approval prior to implementation of such plans, as further defined in Appendix D.

D. Annual Budget. Franchisee shall spend, for the public education and outreach services described in Section 6.03, not less than One Hundred Twenty Thousand Dollars ($120,000.00) per Franchise Year. The budget shall be adjusted annually thereafter by the same percentage used to adjust Service Fees pursuant to Article 9.03.B.1 The Franchisee shall annually provide a detailed description of how such budget will be spent as part of the annual public education plan to be developed. Any unused funds shall be carried forward and added to the following year's budget Franchisee will regularly participate in Central Coast Recycling Media Coalition (CCRMC) activities, including the following: attending meetings, helping develop media campaigns, contributing to subcommittee activities, and making an annual financial contribution of at least Three Thousand Dollars ($3,000).

E. Implementation of On-Going Education Requirement. At a minimum, Franchisee shall provide and perform the activities as outlined in Appendix D and shall perform these services in a manner that complies with requirements of this Section 6.03 and 14 CCR Division 7, Chapter 12, Article 4.

F. Minimum Language Requirements. Franchisee shall comply with the requirements of 14 CCR Section 18985.1 when preparing and distributing education information required by this Section, and shall include providing the education information in English and Spanish. Franchisee shall comply with the requirements in this section on or before July 1, 2025, or the date specified in 14 CCR Section 18985.1, whichever is later.

G. Minimum Website Requirements. Franchisee shall develop and maintain a website that is specifically dedicated to providing Customers with detailed service information. Franchisee

shall make the instructional service guides, mailers, newsletters and other outreach materials required above available for viewing and downloading through the Franchisee's website. In addition to service information, the Franchisee shall include information on the City's programs, including a link to the City's Food Recovery program webpage.

H. Records & Reporting. Franchisee shall track and document all education and outreach activities in the County-wide reporting system (currently Recyclist), or an equivalent on-line, cloud-based system. Franchisee shall provide quarterly updates to Recyclist of customer lists and service levels for reporting purposes. Franchisee shall contribute to each Cities annual subscription costs for the online system which is subject to annual adjustment.

I. Minimum Recycled-Content Requirements. Franchisee shall provide all printed outreach and education materials, on a minimum of 30% post-consumer Recycled content paper when available. Franchisee shall provide all promotional items made from Recycled material including but not limited to recycled plastic, metal, paper, etc., when available.

SECTION 6.04 TECHNICAL ASSISTANCE PROGRAM

A. General. No later than thirty (30) days following the Effective Date of this Agreement, Franchisee shall designate a Recycling Technical Assistance Point of Contact (POC) to its Customers and provide such contact information to the Cities. If the Franchisee changes the POC, Franchisee shall provide the Cities notification of the change in POC within thirty (30) days of the change.

B. Technical Assistance Requirements. The POC shall provide technical assistance to Franchisee's Commercial and Multi-Family Dwelling Customers to support Customer compliance with Blue and Green Container Waste Diversion requirements. POC shall provide waste reduction assistance to Commercial and Multi-Family Dwelling Customers. POC shall contact Multi-Family Dwelling and Commercial Customers and provide site visits for the purpose of assessing how much Blue and Green Container Waste is being disposed.

SECTION 6.05 FOOD RECOVERY PROGRAM

A. General. Franchisee shall cooperate with and shall not impede, interfere, or attempt to impede or interfere with the implementation, expansion or operation of Food Recovery efforts in the Cities.

B. Tier One and Tier Two Commercial Edible Food Generators. Franchisee shall assist the Cities with identfiying Tier One and Tier Two Commercial Edible Food Generators for the purpose of the Food Recovery program. Franchisee shall provide the Cities with a list of Commercial Customers that qualify or appear to qualify as Tier One or Tier Two Commercial Edible Food Generators, as defined by this Agreement.

C. Website Content. No later than July 1, 2025, Franchisee shall include Food Recovery program information on the Franchisee's web site.

SECTION 6.06 BILLING

A. Franchisee Responsible.

1. Franchisee Billing Statements. For each month the Franchisee shall prepare and provide to the Service Coordinator on behalf of the Cities, a statement (a "Billing Statement") by the 15th day of the following month, which Billing Statement shall set forth a calculation of the monthly Service Fee, in accordance with Appendix B. An additional statement shall be provided to reflect the Customer Rates paid directly to the Franchisee for the provision of Franchise Services during such month.

2. Billing Statement Estimates and Adjustments. To the extent that the actual value of charge, credit, index value or any other item in any Billing Statement cannot be accurately determined at the Billing Statement date, such item shall be billed on a good faith estimated basis reflecting actual operating experience and reasonable projections for the balance of the Franchise Year, and an adjustment shall be made to reflect the difference between such estimated amount and the actual amount of such item on the Billing Statement next following the date on which the Franchisee learns the exact amount of such item.

3. Annual Estimates. Upon request, the Franchisee shall provide to the Cities a written statement setting forth its reasonable estimate of the aggregate Customer Rate for the next year, which statement shall not be binding on the Franchisee. The Franchisee shall also estimate the number of Customers it expects the following year, as well as the type and level of service which it expects those Customers to subscribe to. The annual estimate prepared by the Franchisee shall be considered by the Cities in the Cities' ratification of Franchisee's recommended Customer Rates for such year.

4. Monthly Reconciliation. Upon Request, within fourteen (14) days of the close of each month, the Franchisee shall deliver to the Cities a monthly settlement statement (the "Monthly Settlement Statement") setting forth the aggregate monthly Service Fees payable with respect to such Franchise Year and a reconciliation of such amount with the Customer Revenues for such month. In the event that the aggregated monthly Service Fees for such month exceed the amount of Customer Revenues for such month, the Customer Rates shall be increased so as to generate sufficient additional Customer Revenues to make up such shortfall. If any amount is then in dispute, the Monthly Settlement Statement shall set forth the Franchisee's estimate of such amount and a final reconciliation of such amount shall be made in the Billing Statement for the Billing Period immediately following the resolution of such dispute.

B. Cities Responsible.

1. Billing by the Cities. The Cities shall bill Customers and be solely responsible for collecting payment from Customers and paying all applicable fees, excluding Drop-Box/Roll-off services. The Franchisee will specify the amount to be billed to each Customer for Franchise Services based on the classification of service which the Customer receives, and any additional services provided to the Customer, such as ancillary services or the collection of contamination and/or overage charges. Such amounts in addition to the Disposal, AB 939 fees, administrative and other costs borne by each City shall constitute Customer Rates and shall be established, calculated and proposed by the Franchisee and ratified by the Councils in accordance with Article 9. Other than the bills rendered to the Cities described above in Section 6.06.A, the Franchisee shall have no right to, and shall not, impose any fee or charge on any Customer or other person for Franchise Services except as provided in Appendix B.

2. Receipt of Payments. The Cities shall deposit all amounts received from Customers related to Franchise Services into a special account to be established by the Cities entitled the "Customer Revenue Account" or a title that clearly isolates this revenue. Such amounts shall

constitute Customer revenues. Such Customer Revenues shall constitute the property of each City, subject to the reconciliation of such Customer Revenues with the aggregate Customer Rates described in Appendix B. The Cities shall reconcile payments made by Customers to amounts billed to such Customers and shall send up to two (2) delinquency notices to Customers which do not make timely payment of amounts billed. The Cities shall, by the 25th day of each month, provide the Franchisee with a report detailing delinquent accounts. The Cities and Franchisee shall mutually develop a process for timely notification of all delinquent accounts and timelines for termination of Franchise Waste collection service at Cities' request. Under no circumstances shall the Franchisee be entitled to Service Fees for Customers until and unless any delinquencies relating to such Customers' accounts are paid in full.

3. Setting of Customer Rates. The Customer Rates contained in Appendix B as proposed by Franchisee, will be ratified by resolution of the Councils. The Franchisee shall bill the Cities in accordance with the Rates set forth in Appendix B and pursuant to Article 9. The Rates will be established in such a manner as to ensure that the Franchisee receives the specified Service Fee for each account or special service for which the Cities collect payment. The Rates set forth in Appendix B are subject to annual adjustment by resolution of the Councils.

4. City Surcharges. Each City may, at its sole and absolute discretion, include in its bills to Customers any applicable fees or surcharges in the manner authorized by law, whether related to managing wastes or not, as may be imposed by each individual City Council, including but not limited to Recycling Fees, Landfill Disposal Fees, Waste Transfer Fees, Organic Waste processing Fees or AB 939 Program Fees.

C. Disputes. If the Franchisee disputes any amount billed by the Cities in any Billing Statement, the Franchisee shall provide the Cities with written objection within fifteen (15) days of the receipt of such Billing Statement indicating the portion of the billed amount that is being disputed and providing all reasons then known to the Franchisee for its objection to or disagreement with such amount. If the Cities and the Franchisee are not able to resolve such dispute within thirty (30) days after the Franchisee's objection, either party may refer such dispute to review pursuant to Section 11.08 hereof. Nothing contained in this Subsection shall limit the authority of any authorized officer of the Cities or any other governmental agency to raise a further objection to any amount billed by the Cities pursuant to an audit conducted pursuant to Applicable Law.

D. Transition Plan. The Parties hereto agree that the Cities interested in exploring the concept of transferring all billing responsibilities directly to Franchisee, shall inform the Franchisee by December 31, 2025, so Franchise has sufficient time to prepare a report by December 31, 2026, detailing the process that would be used in transferring billing responsibilities from the Cities to the Franchisee, including a detailed description of billing procedures that would be used by Franchisee and an estimate of both the initial costs for the transfer and all associated billing costs thereafter. The Cities and the Franchisee agree that thereafter, the Parties will reopen this Agreement, upon the Cities' request, solely for the purpose of establishing appropriate terms and conditions for future billing services to be performed by Franchisee.

SECTION 6.07 GENERATOR WAIVER PROGRAM COORDINATION

A. General. The Cities may grant waivers described in this Section to Generators that impact the scope of Franchisee's provisions of service for those Generators. Waivers issued shall be subject to compliance with 14 CCR Section 18984.11 or other requirements specified by the City

Manager.

B. Franchisee Waiver Request on Behalf of Customer. Upon reasonable belief that a Customer may qualify for a wavier allowed by the Cities pursuant to each City's Code, the Franchisee may submit a requeset for the City to grant a waiver to the Customer in accordance with the City's preapproved application process. The Franchisee shall obtain each Customer's consent to the waiver application. City will review and approve or deny the waiver request. Upon City's request, Franchisee may be required to upload each waiver application to a City designated web based software system.

C. Franchisee Review of Customer Waiver Request. Generators may submit requests for de minimus waivers or physical space waivers to the City. Upon City request, the Franchisee shall within fifteen (15) days review the waiver application of a Generator if the Generator is a Customer of the Franchisee and, in such a case, shall inspect the Customer(s)' Premises to verify the accuracy of the application.

D. Franchisee Change in Customer Service Levels. If the City grants a waiver to one of the Franchisee's Customers, the City shall notify the Franchisee within seven (7) days of the waiver approval with information on the Customer and any changes to service level or service requirements. Franchisee shall have seven (7) days to modify the Customer's service level and billing statements, as needed.

E. Verification and Record Keeping. City or their designee shall verify that Customers that have been granted waivers are in compliance with such waivers within five (5) years of waiver approval. Franchisee and City will be responsible for maintaing records of all Customers granted waivers pursuant to this Section.

SECTION 6.08 INSPECTION AND ENFORCEMENT

A. Annual Compliance Reviews.

1. General. Franchisee shall perform compliance reviews described in this Section commencing January 1, 2026, and at least annually thereafter, unless otherwise noted.

2. Commercial Generator Service Compliance Reviews. The Franchisee shall complete a service compliance review of all Multi-Family Dwelling and Commercial Customers that generate two (2) cubic yards or more per week of Gray/Black Container Waste, including Green Container Waste, to determine their participation compliance with (1) Generator requirements under the City's Gray/Black Container Waste, Blue Container Waste, and Green Container Waste Collection programs; and (2) if applicable for the Generator, Self-Hauling requirements pursuant to 14 CCR Section 18988.3 and each City's Code, including whether a Multi-Family Dwelling or Commercial business is complying through Back-Hauling, Green Container and/or Blue Container Waste. The compliance review shall mean a "desk" review of records to determine Customers' compliance with the above requirements and does not necessarily require an on-site observation of services. However, the City may request that the Franchisee perform an on-site observation of service in addition to or in lieu of the desk review if needed to obtain the required information.

3. Annual Hauler Route Review. Franchisee shall conduct annual hauler route reviews of Commercial, Multi-Family Dwelling and Residential Generators for compliance with the City's

Gray/Black Container Waste, and Blue Container Waste, Green Container Waste Collection program. These hauler route reviews may be performed concurrently with contamination monitoring, provided that the Franchisee documents a reasonable sampling of Generators for which compliance with the City's Collection program during the hauler route review was assessed.

B. Generator Waiver Assessments. Franchisee shall assist the Cities in verifying Multi-Family Dwelling and Commercial Generator de minimis and physical space constraint waivers, if requested via "desk" review or on-site audit, as applicable.

C. Compliance and Route Review Process.

1. Number of Reviews. The Franchisee shall conduct a sufficient number of route reviews to adequately determine Customers' compliance with SB 1383 regulations, AB 1826, AB 341 and each City's Code. The number of route reviews and timeframe of such reviews shall be decided by the Franchisee, provided that the route reviews comply with 14 CCR Section 18984.5(b). The City reserves the right to require additional inspections, if the City determines that the number of inspections conducted by the Franchisee is insufficient. The City may require the Franchisee to prioritize inspections of entities that the City determines are more likely to be out of compliance.

2. Non-Compliant Entities. When compliance reviews are performed by the Franchisee pursuant to Section 6.08.A, the Franchisee shall provide educational materials in response to violations. Franchisee shall provide these educational materials to the non-compliant Customers and Generators within twenty (20) days of determination of non-compliance or immediately upon determination of non-compliance, if such non-compliance is determined during an inspection or hauler route review. Franchisee shall document the non-compliant Customers and Generators, and the date and type of education materials provided and shall report such information to the City. Beginning January 1, 2026, the Franchisee shall, in addition to providing the education materials described in this Subsection, document non-compliant Customers and Generators determined through the Franchisee's compliance reviews pursuant to 6.08.A and shall report all Customers and Generators with violations of SB 1383 regulations to the City. The City shall be responsible for subsequent enforcement action against the Generators.

3. Documentation of Inspection. The Franchisee shall generate a written and/or electronic record and maintain documentation of each inspection, hauler route reviews and compliance review, as applicable.

SECTION 6.09 SERVICE COMPLAINTS

A. General. The Franchisee shall maintain a written log of all oral and written service complaints registered with the Franchisee from Customers. The Franchisee during office hours shall have a complaint service and a telephone answering system having an answering capacity satisfactory to the City Manager. The Franchisee shall provide bilingual, English and Spanish speaking customer service representatives. Copies of all complaints shall be given to the City Manager as required by the reporting requirements established in Appendix H. The Franchisee shall record all complaints, including date and time, complainant name and address, and nature and date and time of resolution of complaint, in a computer-based log. This log shall be available to the City.

B. Required Response to Complaints. The Franchisee has until 4:00 p.m. of the next

Business Day after its receipt of notice from a Customer, or the City Manager, to respond to a reported failure to provide Franchise Service as required by the terms of this Agreement. Missed pick-ups shall be picked up no later than 4:00 p.m. the following normal business day, provided materials are placed in appropriate Containers and left in approved Collection locations.

C. SB 1383 Related Complaints. If Franchisee receives a complaint in which a person reports an activity that may be in violation of SB 1383 regulatory requirements, Franchisee shall document the information and notify the City for enforcement. Franchisee shall provide this information in a brief complaint report to the City for each SB 1383 non-compliance complaint within seven (7) days of receipt of such complaint and shall provide a quarterly summary report of SB 1383 non-compliance complaints. Upon request, Franchisee shall provide the Cities with documentation or information related to such complaints from records it is required to maintain under this Agreement.

D. Annual Review of Performance and Quality of Service. At the Cities' sole option, with thirty (30) days' written notification to the Franchisee, it may conduct a public hearing at which the Franchisee will be present and will participate, to review the Franchisee's performance and quality of service and provide for evaluation of technological and regulatory changes. The reports required by the Agreement regarding Customer complaints may be utilized as a basis for review. Performance and service quality review hearings may be scheduled by any of the Cities at its discretion throughout the Term of this Agreement. Within thirty (30) days after the conclusion of the public hearing, the City will issue a report on the adequacy of performance and quality of service. If any noncompliance with this Agreement is found, the City may direct the Franchisee to correct the inadequacies in accordance with the terms of this Agreement.

E. Liquidated Damages for Failure to Meet Requirements of Franchise. The City Manager may assess liquidated damages in the amounts listed below for Franchisee's failure to meet the requirements of this Agreement. The City Manager's decision to assess such liquidated damages shall not be deemed an election of remedies but shall be cumulative with any other remedies provided for in this Agreement or in Applicable Law. The City Manager may impose the fines listed below for the corresponding deficiency in performance by the Franchisee as its sole remedy for Franchisee's breaches under this Section:

1. Failure to correct a missed service by 4:00 p.m. of the next Business Day of notice of the missed service: $100 per occurrence;

2. Failure to provide Containers to Residential Customers within seven (7) days of initial subscription to service or request for replacement of Container: $100 per day;

3. Failure to repair or replace any Container by 4:00 p.m. of the seventh (7th) day after notification by City or the Customer of the necessity thereof: $50 per occurrence;

4. Undertaking Collection operations earlier than 5:00 a.m. or later than 5:00 p.m.[1]: $100 per day (not per Customer);

5. Failure to maintain Collection vehicles in neat and orderly manner, after notice by the City Manager and reasonable time to cure: $100 per day;

[1] If a collection vehicle experiences a breakdown, it may run until 7:00 p.m. to finish a route.

6. Failure to document a response to a Customer complaint or request within 48 hours of resolution: $100 per occurrence;

7. Franchisee imposes a special service not in accordance with Agreement or not requested by the Customer: $100 per occurrence;

8. Failure to clean up spillage or litter during Collection activity created by driver or truck: $100 per occurrence;

9. Failure to remit any fees due to City by the 25th of the month: $100 per occurrence;

10. Penalty assessed for each day (after the 5th notice day) Franchisee does not provide required reports, provided City had provided five days' written notice to Franchisee of a report being past due: $100 per day;

11. Failure to resolve a billing complaint within 30 working days from the complaint: $50 per occurrence; each additional day problem not resolved: $50;

12. Assessment when Franchisee receives more than 25 service-related complaints in one month, excluding those where Franchisee has determined the complaint to be without merit and those types of complaints that are addressed in other liquidated damage items in this section: $500;

13. Failure to tag with a contamination notice those materials not collected due to contamination or inappropriately prepared: $100 per occurrence.

City must make a claim for liquidated damages within 90 days of the underlying event. Any damages due under this section shall be compensated to the City(s). The parties agree that the City's actual damages upon the Franchisee's breach of any of the above described requirements of this Agreement would be difficult or impossible to ascertain, and that the liquidated damages provided for above represent the reasonable endeavor of the parties to agree on the amount of such damages, and such liquidated damages are intended to place the City in an economic position equivalent to that which it would have been if the described breach had not occurred, and that such liquidated damages are not a penalty, and shall constitute the only damages payable by the Franchisee to the City for each such singular breach event. The obligation to pay such liquidated damages shall not impair or limit the obligation of the Franchisee to the City under any other provision of this Franchise.

SECTION 6.10 REPORT OF ABANDONED MATERIALS

Franchisee shall report to the City locations where Franchisee vehicle drivers or other personnel observed accumulations of abandoned material. Such reporting shall occur within twenty-four (24) hours of observation and shall be in the form of an email to the City Manager or their designee identifying the address of the abandoned materials, a general description of the items abandoned, estimated quantity, and if available, a photo of the materials. If the Franchisee removes and Collects such materials in accordance with Section 5.07.C, Franchisee shall document and maintain a record of the Tons of materials removed from each site.

SECTION 6.11 NON-DISCRIMINATION

Franchisee shall not discriminate in the provision of service or the employment of persons engaged in performance of this Agreement on account of race, religious creed, color, national origin, ancestry, physical handicap, medical condition, marital status, or sex of such persons or as otherwise prohibited by law or regulation. The Franchisee's Rates, fees, or charges for all services rendered pursuant to this Agreement shall be non-discriminatory and uniform for equal services rendered.

SECTION 6.12 EMERGENCY CONTACT

The Franchisee shall provide the City Manager with an emergency phone number where the Franchisee can be reached in person, not by voicemail, at all times, twenty-four (24) hours per day.

Article VII.
STANDARDS OF PERFORMANCE

SECTION 7.01 PROPERTIES, FACILITIES, AND EQUIPMENT

A. General. Franchisee shall acquire and maintain at its own cost and expense Franchisee Operating Assets which in number, nature, and capacity, shall be sufficient to enable the Franchisee to provide Franchise Services in accordance with the terms hereof. Franchisee shall maintain all its properties, facilities and equipment used in providing service under this Agreement in a safe, neat and clean and operable condition at all times.

B. Insurance. The Franchisee shall at all times during the Term of this Agreement, at its own cost and expense, obtain and maintain insurance in accordance with Appendix F.

SECTION 7.02 VEHICLES

A. General. All vehicles used by the Franchisee in providing Collection services shall be registered with the California Department of Motor Vehicles and inspected by the California Highway Patrol at frequency required by the state, and shall meet or exceed all legal standards including, but not limited to, 14 CCR Section 17341 et. seq. Vehicles shall be operated in compliance with the California Vehicle Code, 14 CCR, Division 7, Chapters 3, Article 5. Franchisee agrees to operate and maintain all its vehicles in compliance with the provisions of Applicable Law and regulations, including but not limited to, California Vehicle Code. All vehicles shall comply with the specification requirements in accordance with Appendix A.

B. Inventory. Franchisee shall furnish sufficient equipment to provide all services required under this Agreement, including backup Collection vehicles. Franchisee shall furnish the Cities a written inventory of all vehicles, including Collection vehicles, used in providing service, upon request. The inventory shall list all vehicles by manufacturer, Franchisee identification number, Authority tare weight number, if applicable, date of acquisition, depreciated life, type, and capacity.

C. Storage. Franchisee shall arrange to store all vehicles and other equipment in safe and secure location(s) in accordance with Cities' applicable zoning regulations.

D. Access to Private Property. Franchisee shall close all gates after making Collections and shall avoid crossing private or public planting areas and grounds or jumping over hedges and

fences.

E. Vehicle Backing. Franchisee shall use all reasonable means to minimize any backing of Collection vehicles on public streets.

F. Spills and Leaks Prevention. Each Collection vehicle shall be designed so that Discarded Materials will not blow, fall or leak out of truck on the street. All Discarded Materials shall be transported by means of vehicles equipped with leak-resistant bodies fitted with close fitting covers. Vehicles shall be equipped with a mechanical cover or tarp, that is adequate to cover and prevent Discarded Materials from blowing out of the vehicle. In the event that a spill or leak of Franchise Materials occurs during the Collection process, Franchisee shall immediately, upon the occurrence, clean up the spill or leak.

G. Load Limits. Franchisee shall not load vehicles in excess of the manufacture's recommendations or limitations imposed by State or local weight restrictions on vehicles.

H. Vehicle Inspection by Cities. All trucks used in the Collection and transportation of Discarded Materials may be inspected at such time and place as designated by the City Manager. The City Manager may schedule an annual inspection for randomly selected trucks operated by Franchisee. The City Manager may revoke the use of any truck that fails to meet the requirements of this Agreement, and such truck shall not be used for the Collection or transportation of Discarded Materials until the issue has been corrected to the satisfaction of the City Manager. Revocation of the right to use a truck shall not excuse the Franchisee from performing any of its obligations under this Agreement.

SECTION 7.03 CONTAINERS

A. General. Franchisee shall provide industry standard Containers used for storage of Discarded Materials to all Customers. Containers shall meet all applicable federal regulations on Solid Waste generation safety and shall comply with the specification requirements in accordance with Appendix A.

B. Maintenance and Repair Requirements. The Franchisee shall provide Containers to Customers as designated in Appendix A. Franchisee shall be responsible for the general maintenance and repair of Containers provided to Customers. The Franchisee shall repair or replace at its own expense, any Container provided by the Franchisee which becomes unusable by any reason of normal wear and tear or is damaged by the Collection operations. The Franchisee shall charge the Customer the Container replacement charge designated in Appendix B for replacement or repair of Containers which are stolen or damaged by an event not caused by the Franchisee. Such repair, replacement, or a temporary service solution shall occur within five (5) Business Days following notification to the Franchisee of the need for a new Container. Once annually, Franchisee shall provide bin cleaning for Customer requesting such service at no additional cost. Cart Customers can request such service at a Rate specified in Appendix B.

C. Containers after Termination. At the end of the Term or earlier termination of the Franchise, the City shall have the right to purchase all or none of the Containers owned and utilized by the Franchisee to provide services under this Agreement. In the event that the City elects to exercise such option to purchase, the purchase price payable by the City with respect to each Container that it elects to purchase shall be the then-current book value of such Container, plus Franchisee's removal and delivery fees.

The Franchisee shall be responsible, at its own cost and expense, for the removal of any Containers which the City does not elect to purchase.

SECTION 7.04 DIVERSION REQUIREMENTS

A. Diversion Goal. In the event that CalRecycle determines that the any of the Cities have failed to meet the City's applicable annual Diversion goal(s), and such failure resulted from Franchisee's breach of this Agreement, Franchisee shall submit a plan to the City no later than two (2) months after the City provides notice of CalRecycle's determination of non-compliance which details additional steps and/or programs the Franchisee shall implement to assist the City with achieving the City's Diversion requirements, as well as the increased costs for which the Franchisee would be reimbursed. The plan shall include:

1. A summary of additional Diversion improvement activities that the Franchisee can implement within its current programs without additional cost to the Customers (i.e., changes to public outreach messages, City Code changes, improved enforcement of Habitual Contaminators); and

2. A summary of new or enhanced infrastructure or other Diversion improving activities or programs that could achieve the goal but would potentially require an increase to Customer Service Fees, and estimated Rate impacts to Customers for each option.

Franchisee, City Manager and the City's contract administrator shall meet to discuss the plan, and the City Manager shall decide the most appropriate option to implement to increase Customer Diversion levels.

B. Diversion Credit, Not Disposal. Diverted Tonnage shall be Tonnage Collected and taken to a permitted transfer/processing facility for recovery, permitted composting facility, or other permitted recovery facility. Diversion achieved by transformation (conversion to energy) shall be credited toward reaching the Cities Diversion goals only to the extent that the State grants Diversion credit to the Cities.

Article VIII.
RECORD KEEPING AND REPORTING

SECTION 8.01 ACCOUNTING AND RECORDS

Franchisee shall compile and maintain records related to its performance under this Agreement as necessary to develop the reports required by this Agreement. Franchisee agrees to conduct data collection, information and record keeping, and reporting activities needed to comply with and to meet the reporting and Discarded Materials program management needs of the Cities, AB 939, AB 341, SB 1383, other Applicable Laws, and the requirements of this Agreement.

Record keeping and reporting requirements specified in this Agreement shall not be considered limiting or necessarily complete. In particular, it is intended to highlight the general nature of records and reports and their minimum content and is not meant to comprehensively define the scope and content of the records and reports. Upon written direction or approval of Cities, the records and reports required by Franchisee in accordance with this and other Articles of the

Agreement shall be adjusted in number, format, or frequency. Franchisee shall maintain all records necessary to allow the Cities to determine Franchisee's compliance with the terms of the Agreement and compliance with the performance standards presented in this Agreement. The records shall be maintained in a manner that allows for easy verification of Franchisee's performance.

A. Maintenance and Audit of Records. The Franchisee shall maintain in its principal office full and complete financial and accounting records prepared on an accrual basis in accordance with generally accepted accounting principles. To the extent such records are necessary for the Cities to verify Franchise compliance with this Agreement, such records shall be subject to audit and inspection by the Cities and its authorized officers, agents or employees, at any reasonable time at the Franchisee's principal office; provided, however, that nothing in this Agreement shall require Franchisee to permit City or its authorized officers, agents or employees to copy or otherwise take possession in any manner of any of Franchisee's confidential information, proprietary information, trade secrets, or any other protected intellectual property of Franchisee ("Franchisee Intellectual Property"). In the event that the City utilizes any third party that is not an officer or employee of the City in such audit or inspection, such third party shall execute a reasonable non-disclosure agreement to protect Franchise Intellectual Property prior to any such audit or inspection. The gross receipts derived from the Franchise Services under this Franchise, whether such services are performed by the Franchisee or by a subcontractor or sub-contractors, shall be recorded as revenues in the accounts of the Franchisee. The Franchisee shall maintain and preserve all Disposal records for a period of not less than three (3) years following the expiration or termination of the Franchise.

B. Delivery of Financial Reports to Cities. At the request of any of the Cities' City Manager, the Franchisee shall furnish, by April 15 of each year, at Franchisee's sole cost and expense, complete annual financial statements of the Franchisee and/or the Franchisee's corporate parent to the City Manager.

C. Customer Information Database. The Franchisee shall maintain a database which specifies the service address of each Customer within the Franchise Area, the service classification applicable to each Premise, and any special services provided to such Premises. The Franchisee shall provide the following information upon request:

1. The complaint/resolution log required to be maintained by the Franchisee,
2. Record of missed pickups,
3. Records of Container delivery,
4. Route identification,
5. Container servicing, and
6. Tagging notices for contamination, placement, or other reasons.

SECTION 8.02 MONITORING AND REPORTING

A. Records. The Franchisee shall maintain in its local office records for the City which reflect records required to conduct its operations, to support requests it may make to City, and to respond to requests from City. It is necessary for Franchisee to maintain accurate, detailed financial and operational information in a consistent format and to make such information available to the City at a reasonable time, and in accordance with reporting requirements specified in this Article. Some necessary records are as follows:

1. Gray/Black Container Waste collected and disposed under the terms of this Franchise;

2. Blue Container Waste Collected and, if available from the processor, Blue Container Waste purchased, processed, sold, donated or given for no compensation, and Residue disposed; and

3. Green Container Waste, Wood Waste and/or Food Waste materials Collected and, if available from the processor, Green Container Waste received, purchased, processed, sold, donated, or given for no compensation, and Residue disposed.

Quantities by type of Blue Container Waste collected by Franchisee may be determined by estimates based on load sampling to characterize the contents of each commingled material load, using a sample protocol established by mutual agreement of Cities and Franchisee. Said records shall be subject to the inspection provisions described in Section 8.03.

B. Waste Disposal and Characterization Studies. The Franchisee shall cooperate with and assist the Cities in the performance of annual waste Disposal and characterization studies.

C. Collection Monitoring. The Franchisee shall monitor its Collection of Gray/Black Container Waste, Blue Container Waste, and Green Container Waste to assist in identifying occurrences of and reducing contamination of Blue Container Waste and Green Container Waste, the latter in particular for plastic and other inorganics. Up to twice per year, the Franchisee shall allow a person designated by the City Manager to ride with the Franchisee Collection vehicles on any route or routes. The City Manager will inform the Franchisee at least one (1) week in advance prior to date of route monitoring.

D. Reporting. The Franchisee shall submit all reports to the City Manager in accordance with Appendix H, Reporting Requirements:

1. Monthly Report Submittals: Monthly reports shall be submitted no later than the 25th of the month following the reporting period.

2. Quarterly Report Submittals: Quarterly reports shall be submitted no later than the 25th of the month following the end of the quarter.

3. Additional Reports: The Franchisee shall furnish the Cities with financial reports pursuant to Section 8.01 and any additional monthly or annual reports as may be required to set forth all information required under SB 1383. Said reports shall be in the form required by the Cities and shall categorize Recycling and Diversion activity in the manner required by the Cities.

SECTION 8.03 INSPECTION

The Cities shall have the right to inspect or review Franchisee's service levels and Disposal records, payroll tax reports, specific documents required specifically or by inference pursuant to this Agreement. The Franchisee shall make them available at the Franchisee's local office at any time during regular business hours for inspection and audit by any or all of the Cities during the Term of this Franchise and for a period of three (3) years following the expiration or termination of the Franchise.

Franchisee agrees that the records of any and all companies conducting operations addressed in the Agreement shall be provided or made available to Cities and its official representatives for review. The Cities, its auditors and other agents selected by the Cities, shall have the right, during regular business hours, to schedule on-site inspections and review of the records that Franchisee is required to maintain under this Agreement.

SECTION 8.04 RESEARCH AND DEVELOPMENT

Franchisee agrees to take a proactive approach on its own initiative and, in addition, to cooperate with the Cities and the Authority in pursuing new technologies, management techniques and markets through pilot programs or other similar activities to improve cost efficiencies and product quality and to increase material recovery from the Collection and processing services described herein. The Franchisee and the Cities, by mutual agreement, will determine the scope of work, timing, costs, and reimbursement, if any, due to Franchisee to accomplish the purposes of this paragraph. The Franchisee shall provide the Cities, on request, with a written summary report identifying the results and conclusions of such research or pilot programs. If Franchisee deems such information proprietary or containing trade secret information, the Cities shall keep it confidential. In the context of the objectives of this paragraph, the Franchisee will meet with the Cities, as requested, to evaluate the performance of the Franchise Services and to examine new market opportunities for the processed materials produced by the Franchise Services.

Article IX.
CUSTOMER RATES AND SERVICE COSTS

SECTION 9.01 CUSTOMER RATES

Cities shall be responsible for ratifying the Rate caps proposed by the Franchisee set forth in Appendix B (the "Customer Rates" or "Rates"). The Rates that the Cities may bill Customers through the Rate Year ending June 30, 2026, shall not exceed the maximum amounts set forth in Appendix B, as they may be adjusted hereunder.

SECTION 9.02 ANNUAL CUSTOMER RATES AND SERVICE COSTS ADJUSTMENTS

The Customer Rate for each type of service defined under Section 5 shall be composed of "Cost Components" 1-6 listed under Section 9.03 below.

Beginning the Rate Year starting July 1, 2026, and on the same date annually thereafter (the "Adjustment Date"), the individual Cost Components shall be adjusted as provided in Section 9.03.B. The Franchisee shall submit its maximum "Rate Adjustment" request in writing directly to Cities on or before April 1st of each succeeding year for review and is subject to ratification by each of the City Councils by resolution. Failure to submit a written request by April 1st of each year shall result in the Franchisee waiving the right to request such an increase for the subsequent Rate Year. Missed Rate Adjustments shall not be added to Rate Adjustment applications in ensuing years. The maximum Rates shall account for decreases in Cost Components.

SECTION 9.03 COST COMPONENTS AND RATE ADJUSTMENT INDEXES

The approved maximum Customer Rates consist of base Rates and ancillary Rates, as they are

identified in Appendix B. The approved base Rates consist of the following Cost Components, followed by the initial weightings of each component. Each Cost Component may be adjusted by the change in the corresponding index as provided by law. All such adjustments are subject to ratification by each City Council by resolution.

A. Base Rate Cost Components. The base Rates are comprised of six (6) Cost Components as follows: (1) Service Fee, (2) Disposal Fee, (3) AB 939 Program Fee, (4) Organic Waste Processing Fee, (5) Recyclables Processing Fee (for third party processors), and (6) Franchise Fee. The initial amount of each Cost Component for each base Rate is set forth below.

Franchisee has designated certain costs that are closely related to the Cost Components. Such Cost Components are provided below:

Franchisee's Fees

1. Service Fee:
   a. All labor and labor related costs
   b. All primary and secondary fixed equipment costs
   c. All primary and secondary variable costs
   d. Operations support costs, such as sales, general and administrative costs, allocation of costs charged from other entities working for Franchisee related to this Agreement and profit.
   e. Transportation costs to and from collection routes to Designated Disposal or Processing Facilities.

Pass-Through Fees

2. Disposal Fee: Tip fees and other applicable surcharges and fees at the Designated Transfer and Disposal Facilities for the Disposal Franchise Solid Waste
3. AB 939 Program Fee: Fees imposed by the Authority and other governmental authorities, other than the Disposal Fees and Organic Waste Processing Fee
4. Organic Waste Processing Fee: Tip fees and other applicable surcharges and fees at the Designated Transfer and Processing Facilities for Franchise Organic Waste
5. Recyclables Processing Fee: Tipping fees and related charges for processing of mixed Residential and Commercial curbside Recycling performed by Franchisee.
6. Franchise Fee: The Franchise Fee percentage, set forth in Section 9.04, on the fees in 1-5 above.

B. Annual Adjustments for Cost Components

1. Service Fee. The Cost Indicator of this Cost Component is the Consumer Price Index for All Urban Consumers: Garbage and Trash Collection Services, Series ID CUSR0000SEHG02 ("CPI"), as published by the Bureau of Labor Statistics. The Franchisee will calculate the annual adjustment based upon the percentage increase for the previous twelve months using the February index, with fee adjustments taking effect on July 1 of each year. The CPI percentage increase will then be multiplied by the current year's approved Service Fee. Each time the fees are modified, the revised fee becomes the basis for subsequent CPI adjustments. Notwithstanding anything contrary set forth in these terms, the service fee shall never be less than the service fee for the year prior, and the February index that last resulted in an increase will be used as the starting point for future calculations.

If the Franchisee seeks an increase in the CPI variable unit price exceeding five percent (5%), based on the criteria above, the Franchisee will provide financial information demonstrating that the variable costs have exceeded the CPI percentage. In the event the Franchisee is unable to demonstrate, the Cities reserve the right to withhold a portion of the CPI adjustment above 5%.

If the CPI is discontinued or revised during the Term by the United States Department of Labor, such other government index or computation with which it is replaced shall be used in order to obtain substantially the same result as would be obtained if the CPI had not been discontinued or revised.

2. Disposal Fee. The Cost Indicator for this Cost Component are the actual published landfill tip fees for the effective year and other applicable surcharges and fees at the Designated Transfer and Disposal Facilities to dispose of Franchise Solid Waste. Therefore, by April 30 of each year, Franchisee will determine its projected Disposal Tip Fees for the Agreement year ending the upcoming June 30 as well as the projected Disposal Tip Fees for the Agreement year ending the next upcoming June 30. The year-over-year percentage increase from the current year to the next will be the annual percentage change. The percentage will then be multiplied by the current year's approved Disposal Fee. Each time the fees are modified, the revised fee becomes the basis for subsequent adjustments.

3. AB 939 Program Fee. The Cost Indicator for this Cost Component are the actual fees imposed by the Authority and other governmental authorities, other than the Disposal Tip Fees and Organic Waste processing fees, regarding the Franchise Services (the "Governmental Fees"). Therefore, by April of each year, Franchisee will determine its projected Governmental Fees for the Agreement year ending the upcoming June 30 as well as the projected Governmental Fees for the Agreement year ending the next upcoming June 30. The year-over-year percentage increase from the current year to the next will be the annual percentage change. The percentage will then be multiplied by the current year's approved AB 939 Program Fee. Each time the fees are modified, the revised fee becomes the basis for subsequent adjustments.

4. Organic Waste Processing Fee. The Cost Indicator for this Cost Component are the actual tip fees and other applicable surcharges and fees at the Designated Transfer and Processing Facilities to receive and process of Franchise Organic Waste ("Organics Tip Fees"). Therefore, by April of each year, Franchisee will determine its projected Organics Tip Fees for the Agreement year ending the upcoming June 30 as well as the projected Organics Tip Fees for the Agreement year ending the next upcoming June 30. The year-over-year percentage increase from the current year to the next will be the annual percentage change. The percentage will then be multiplied by the current year's approved Organic Waste Processing Fee. Each time the fees are modified, the revised fee becomes the basis for subsequent adjustments.

5. Recyclables Processing Fee. The Cost Indicator for this Cost Component are the actual tip fees and other applicable surcharges and fees at the Designated Recyclables Processing Facilities to receive and process Franchisee collected Recyclables ("Recyclables Processing Tip Fees"). Therefore, by April of each year, Franchisee will determine its projected Recyclables Processing Tip Fees for the Agreement year ending the upcoming June 30 as well as the projected Recyclables Processing Tip Fees for the Agreement year ending the next upcoming June 30. The year-over-year percentage increase from the current year to the next will be the annual percentage change. The percentage will then be multiplied by the current year's approved Recyclables Processing Fee. Each time the fees are modified, the revised fee becomes the basis for subsequent adjustments.

6. Franchise Fee. The Franchise Fee set forth in Section 9.04 may be modified by the Cities, at their sole and absolute discretion. Franchise Fees shall be retained by the Cities from Customer payments made to the Cities.

SECTION 9.04 FRANCHISE FEE

The Franchisee shall pay each Party to this Agreement a Franchise Fee equal to twenty percent (20%) of the gross amount of base Rate payments received from Customers.

Franchise Fees will be paid monthly, by the last day of the month following. The Cities may, at their sole discretion, seek to modify the Franchise Fee percentage; however, the Franchise Fee percentage shall only be increased upon written agreement of the Parties. In the event the Franchise Fee or any other Cities fees is determined by a court to be invalid or unenforceable, then Franchisee shall not be obligated to remit such invalidated Franchise Fee or other fee to the Cities. Cities and Franchisee will, as promptly as reasonably practicable following such court decision meet and confer to negotiate in good faith and using reasonable efforts to agree upon on adjustments to each of the Rates, which adjustments shall in the aggregate, as applied to Collection services, equal the amount of the Cities fees determined to be invalid or unenforceable. To the extent the Customers are entitled to a reimbursement of any invalid or unenforceable Cities fees, Cities will directly reimburse such Customers such Cities fees to the extent the same have been paid by such Customers either directly or indirectly (through Franchisee) to the Cities.

SECTION 9.05 CHANGES IN APPLICABLE LAW OR MARKET CONDITIONS

In the event that a change in Applicable Law or change in market conditions occurs, including but not limited to lack of commercially reasonable market availability for a type of processed Franchise Recyclable Material, changes in market specifications affecting the salability of a type of processed Franchise Recyclable Material, or changes affecting the recyclability or marketability of a type of processed Franchised Recyclable Material (each a "Material Change"), this Agreement shall be modified or suspended as may be necessary to comply with, ameliorate, or prevent the detrimental effects on the Agreement of such Material Change. A party detrimentally affected by a Material Change shall so notify the other party and request amendment to this Agreement accordingly, and the parties shall engage in good faith negotiations regarding such amendments of this Agreement that reflect the extent to which the provisions hereof have been, or should be, so modified or suspended. If a Material Change precludes or reduces any of the Service Fees or other revenues, then the parties shall modify this Agreement in accordance with this provision in order that Franchisee can achieve, on an ongoing basis, profits that existed immediately prior to the Material Change.

SECTION 9.06 OTHER SERVICE FEE ADJUSTMENTS

The Service Fees shall, upon written request of Franchisee, be further adjusted on an interim basis for increased expenses or reduced revenue associated with performance of the services hereunder due to any one or more of the following causes:

1. Franchisee determines in good faith that the new or modified programs or processes are necessary to achieve improved Diversion;

2. Material changes in Franchisee's costs resulting from an Uncontrollable Circumstance (excluding Labor Disturbances);

3. Changes in the scope or method of services provided by Franchisee or changes in other fees required, initiated, or approved by the Cities;

4. Any change in Applicable Law that becomes effective after the date this Agreement is signed by a party; or

5. New or increased taxes, fees, charges, or surcharges of any kind or nature applicable to the services provided under this Agreement imposed by a governmental entity (excluding income taxes).

If Franchisee requests an adjustment due to a circumstance set forth above, Franchisee shall prepare a Rate adjustment request setting forth its calculation of the increased costs or reduced revenue and accompanying Rate adjustment necessary to offset such increased costs or reduced revenue. The Cities may request any and all documentation and data reasonably necessary to evaluate such request by Franchisee, and may retain, at its own expense, an independent third party to audit and review such documentation and such request. If such third party is retained, the Cities shall take reasonable steps, consistent with state law, to protect the confidential or proprietary nature of any data or information supplied by Franchisee. The Cities shall act within ninety (90) days of receipt of the request from Franchisee but shall approve the request if reasonably sufficient supporting information is provided.

Article X.
INDEMNITY, INSURANCE AND PERFORMANCE BOND

SECTION 10.01 INDEMNIFICATION OF CITIES

Franchisee agrees to and shall indemnify, defend, with counsel acceptable to the Cities, and hold harmless Cities, their officers, officials, employees, volunteers, agents and assigns (indemnitees) from and against any and all damages (whether special, general or punitive), loss, liability, fines, penalties, forfeitures, claims, demands, actions, proceedings or suits (whether administrative or judicial), in law or in equity, of every kind and description, (including, but not limited to, injury to and death of any person and damage to property, strict liability, product liability, or for contribution or indemnity claimed by third parties) (collectively, "Claims") arising or resulting from or in any way connected with: (i) the willful misconduct or negligence of Franchisee, its agents, employees, and/or sub-Franchisees, in performing or failing to perform under this Agreement; (ii) the failure of the Franchisee, its agents, employees, and/or sub Franchisees to comply in all respects with Applicable Laws, ordinances and regulations, and/or applicable permits and licenses; (iii) the acts of Franchisee, its officers, employees, agents, and/or sub Franchisees in performing services under this Agreement for which strict liability is imposed by law; (iv) any action taken by the Cities upon a failure to Collect, transport, process or Dispose of Franchise Materials.

The foregoing indemnity shall apply regardless of whether such loss, liability, penalty, forfeiture, claim, demand, action, proceeding, suit, injury, death, or damage is also caused in part by any of the indemnitees' negligence. However, the foregoing Franchisee obligations shall not apply to the extent Claims arise or are the result from an indemnitee's negligence, willful misconduct or breach of this Agreement.

A. AB 939 Indemnification of the City. Franchisee agrees to and shall indemnify to the extent permissible by law, defend, with counsel acceptable to the Cities, and hold harmless Cities, their officers, officials, employees, volunteers, agents and assigns (indemnitees) from and against any and all damage (whether special, general or punitive), loss, liability, fines, penalties, forfeitures, claims, demands, actions, proceedings or suits (whether administrative or judicial), in law or in equity, of every kind and description, (including, but not limited to, injury to and death of any person and damage to property, strict liability, or for contribution or indemnity claimed by third parties) arising or resulting from the failure of Cities to comply with the California Integrated Waste Management Act of 1989 (Division 30 of the California Public Resources Code), as amended, supplemented, superseded and replaced from time to time (AB 939); provided, however, the foregoing obligations shall only apply to the extent the City's failure to comply with AB 939 was caused by a Franchisee breach of this Agreement.

SECTION 10.02 HAZARDOUS MATERIALS INDEMNIFICATION

Franchisee shall indemnify, defend with counsel reasonably acceptable to the Cities, protect and hold harmless the Cities, their officers, officials, employees, agents, assigns and any successor or successors to the Cities' interest from and against all claims, damages (including but not limited to special, consequential, natural resources and punitive damages) injuries, response mediation and removal costs, losses, demands, debts, liens, liabilities, causes of action, suits, legal or administrative proceedings, interest, fines, charges, penalties attorney's fees for the adverse party and expenses (including but not limited to attorney's and expert witness fees and costs incurred in connection with defending against any of the forgoing or in enforcing this indemnity) of any kind whatsoever paid, incurred or suffered by, or asserted against, the Cities or their officers, officials, employees, agents, assigns, or Franchisees arising from or attributable to acts or omissions including but not limited to any repair, cleanup, disposal or detoxification, or preparation and implementation of any removal, remedial, response, closure or other plan (regardless of whether undertaken due to governmental action) concerning any Hazardous Substance or Hazardous Wastes at any place where the Franchisee transports, stores or disposes of Gray/Black Container Waste pursuant to this Agreement. The foregoing indemnity is also intended to operate as an agreement pursuant to Section 107(e) of CERCLA, 42 U.S.C. Section 9607(c) and California Health and Safety Code Section 25364, to defend, insure, protect, hold harmless and indemnify the City from liability. The foregoing indemnity shall not apply with respect to: (1) any Hazardous Waste or Hazardous Substance generated by the Cities or its agents and delivered by the Cities or its agents; (2) any materials delivered by Franchisee to a disposal facility or processing facility designated by the Cities that is not owned or operated by Franchisee, or (3) the disposal or release of Hazardous Substances or Hazardous Waste, which disposal or release has resulted from the negligence or willful misconduct of the Cities or its agents.

SECTION 10.03 PERFORMANCE BOND

Within ten (10) calendar days from the date the City Council of each City approves this Agreement, the Franchisee shall furnish to each City, and keep current throughout the term of this Agreement, a performance bond in a form substantially similar as set forth in the Appendix G which is included in and attached to this Agreement, for the faithful performance of this Agreement and all obligations arising hereunder in an amount as follows:

1. Franchisee shall maintain a performance bond throughout the Term of this Agreement in the amount of Two Million Dollars ($2,000,000).

2. The performance bond shall be executed by a surety company licensed to do business in the State of California, having an, A:VII or better rating, and approved by the Cities; and included on the list of surety companies approved by the Treasurer of the United States.

SECTION 10.04 FORFEITURE OF PERFORMANCE BOND

In the event Franchisee shall for any reason become unable to, or fail in any way to, perform as required by this Agreement, and after the opportunity to cure has passed, Cities may declare a portion or all of the performance bond which is necessary to recompense and make whole the Cities forfeited to the Cities. Upon partial or full forfeiture of the performance bond, Collector shall restore the performance bond equivalent to the forfeiture amount within thirty (30) days of the Cities' declaration. Failure to maintain the performance bond at the required amount noted in Section 10.03 shall be a material breach of this Agreement.

Article XI.
DEFAULT AND REMEDIES

SECTION 11.01 REMEDIES FOR BREACH

The parties agree that, in the event that either party breached any obligation under this Agreement or any representation made by either party hereunder is untrue in any material respect, the other party shall have the right to take any action and seek any remedy at law or in equity it may have to enforce the payment of any damages for the performance of such other obligation hereunder. The Franchisee acknowledges that the Cities intend to rely on the Franchisee to provide Franchise Materials Collection, transportation to the Designated Disposal Facility and/or Designated Processing Facility, Recycling and other services hereunder for the protection of the public health, safety and welfare, and that therefore the Cities may enforce any action for specific performance of the Franchisee's obligations hereunder to provide the Franchise Services on the terms and conditions provided herein. Neither party shall have the right to terminate this Franchise for cause except after an Event of Default determined in accordance with the provisions of this Article shall have occurred and be continuing or unremedied.

SECTION 11.02 RIGHT OF THE CITIES TO PERFORM SERVICES IN CERTAIN CIRCUMSTANCES

A. Franchisee Failure to Collect for any Reason. Should the Franchisee, for any reason whatsoever except an Uncontrollable Circumstance, fail, refuse or be unable to Collect, transport and Dispose of any or all Franchise Materials which it is herein obligated to Collect, transport and Dispose of in the time and manner and as herein in this Franchise provided, for a period of more than seventy-two (72) hours, or if in any lesser time period Franchise Materials should accumulate in the Cities to such an extent, in such manner, or for such time that the City Manager or City Council should find that such accumulation endangers or menaces the public health, safety or welfare, then, in any of those events, the Cities shall have the right, upon notice to the Franchisee, during such period, to take temporary possession of any or all of the Franchise Operating Assets necessary in the Collection, transportation, processing and Disposal of the Franchise Materials produced, kept or accumulated in the Cities, and to use such property to Collect, transport and dispose of any or all Franchise Materials which the Franchisee would otherwise be obligated to Collect, transport and dispose of pursuant to this Franchise. The Franchisee agrees that in such

event it will fully cooperate with Cities to affect such a transfer of possession of the Franchise Operating Assets for Cities use of the same for the Collection, transportation and Disposal of Franchise Materials. The Franchisee agrees that in such event, the Cities may take possession of and use all of the Franchise Operating Assets for the above-mentioned purposes except those which Franchisee utilizes for customers outside the Cities without paying the Franchisee or any other person any rental or any other charges or compensation whatsoever for such possession and use. The Cities may, in such circumstances, operate the Franchise Operating Assets with its employees or cause the Franchise Operating Assets to be operated by subcontractors to the Cities, or in the alternative, the Cities may arrange for a third-party contractor to provide the service that Franchisee fails or refuses to perform. Upon such time as Franchisee is able to resume the service, Franchisee shall notify the Cities and shall resume providing such service in accordance with the terms of this Agreement.

B. Franchisee Repair. The Franchisee further agrees that, in the circumstances described in Subsection A above, the Franchisee shall, if the Cities so request, keep in good repair and condition all of the Operating Assets, service all motor vehicles necessary for continued operations with gasoline, oil and other necessary service, and provide such other service as may be necessary to render the Operating Assets operational and ready for use in collecting and transporting and disposing of Franchise Materials, all free of any and all costs or expenses to the Cities.

C. Franchisee Resumption of Service. It is further agreed that the Cities, upon seven (7) days written notice, may at any time, at their discretion, relinquish possession of any or all of the Operating Assets to the Franchisee and thereupon demand that the Franchisee resume the Collection, transportation and Disposal of Franchise Materials as provided in this Agreement, whereupon the Franchisee shall be bound to resume the same.

D. City Performance Not a Taking. It is specifically understood and agreed that the Cities' exercise of its rights under this Section:

1. Does not constitute a taking of private property for which payment must be made;
2. Shall not create any liability on the part of the Cities to the Franchisee; and
3. That the indemnity provisions of Section 10.01 of this Agreement are meant to include circumstances arising under this Section. However, (i) the Cities will be responsible for any damage to Franchisee Operating Assets while in the Cities' possession or while being used by Cities, and will promptly make necessary repairs or replacement, and (ii) Cities will indemnify, defend and hold harmless Franchisee with respect to Claims arising from or related to Cities' possession or operation of Franchisee Operating Assets.

E. Duration of City's Rights. The Cities' right hereof to retain temporary possession of the Operating Assets and to render Collection, transportation and Disposal services shall terminate at the earlier of:

1. The time when such services can, in the reasonable judgment of the Cities, be resumed by the Franchisee, or (if earlier),
2. The time when the Cities no longer reasonably require such Operating Assets, as determined by the Cities, or
3. The expiration of twelve (12) months from the date the Cities took possession, or
4. The Franchise can be re-let if, in the sole determination of the City, the Franchisee is no longer able to perform.

F. Security for City's Rights. Franchisee is required to provide a performance bond in order to secure the Cities' rights under this Section. The Cities may (but shall not be required to) cure any default of Franchise in the manner described in Subsections A and B above and may then look to Franchisee or Franchisee's performance bond for repayment.

SECTION 11.03 EVENTS OF DEFAULT OF FRANCHISEE

Events of default under this Agreement are set forth in paragraphs A through L below:

A. Failure to Peform. Franchisee fails or refuses to perform any term, covenant, obligaion or condition contained in this Agreement (except for those obligations for which liquidated damages may be assessed by the City in accordance with Section 6.09, for which assessment of liquidated damages shall be the City's sole remedy). Additionally, Franchisee fails or refuses to perform in accordance with the Cities' Codes or any of its material obligations under this Agreement, as it may be amended from time to time. Franchisee may refuse to provide service to Customers where, due to topography, geographical isolation, and/or access limitations or other conditions, reasonably determines that it would pose a risk of injury to employees or damage equipment.

B. Failure to Implement Collection Program. Franchisee fails to implement a Collection program that complies with the requirements of this Agreement.

C. Failure to Provide Processing Capacity and/or Achieve Processing Standards. Franchisee fails to provide adequate processing capacity and/or achieve processing standards in accordance with this Agreement.

D. Failure to Comply with Other Requirements. Franchisee fails to comply with other requriements of the Agreement, incuding public education, reporting, contamination, monitoring, recordkeeping, or other obligation of this Agreement.

E. Misrepresentation. Any statement, representation, or disclosure made to the Cities by Franchisee in this Agreement or any future amendment to this Agreement, which proves to be false or misleading in any material respect.

F. Seizure or Attachment. A seizure or attachment (other than prejudgment attachment) or levy affecting possession on, the operating equipment and facilities of such corporation as to substantially impair the Franchisee's ability to perform under this Agreement and which cannot be released, bonded or otherwise lifted within seventy-two (72) hours, excluding weekends and holidays.

G. Financial Insolvency. Franchisee files a voluntary petition for debt relief under any applicable bankruptcy, insolvency, debt relief, or other similar law or regulation now or herafter in affect, or consents to the appointment of or taking of possession by a receiver, liquidator, assignee, trustee, custodian, sequester for any part of the Franchisee's Operating Assets or any substantial part of Franchisee's creditors, or shall fail generally to pay Franchisee's debts as they become due or shall take any action in furtherance of any of the foregoing.

H. Court Decisions. Any court having jurisdiction shall enter a decree or order appointing a receiver, liquidator, assignee, custodian, trustee, or sequestrator of the Franchisee or for any part of the Franchisee's operating equipment or assets, or order the winding up or liquidation of the affairs of Franchisee.

I. Fraud or Deceit. If Franchisee practices, or attempts to practice, any fraud or deceit upon Cities.

J. Failure to Maintain Coverage. If Franchisee fails to provide or maintain in full force and effect the insurance coverage requried by this Agreement.

K. Violation of Regulation. If Franchisee violates any permits, orders, or filing of any regulatory body having jurisdiction over Franchisee, which violation or non-compliance materially affects the Franchisee's ability to perform under this Agreement, provided that Franchisee may contest any such orders or findings by appropriate proceedings conducted in good faith, in which case no breach of the Agreement shall be deemed to have occurred during the pendency of the contestation or appeal, to the extent Franchisee is able to adequately perform during that period.

L. Acts or Omissions. Any other act or omission by Franchisee which materially violate the terms, conditions, or requirements of this Agreement, AB 939, AB 341, AB 1826, AB 876, AB 901, and SB 1383, as it may be amended from time to time, or any order, directive, rule or regulation issued thereunder and which is not corrected or remedied within the time set in the written notice of the violation.

M. Opportunity to Cure. Cites shall give Franchisee written notice of any alleged breach and Franchisee shall then have thirty (30) days after receiving such notice to cure, provided that where such breach cannot be cured within such thirty (30) day period, Franchisee shall not be in default of this Agreement if the Franchisee shall have commenced such action required to cure the particular default within ten (10) days after such notice, and it continues such performance diligently until completed within a reasonable time.

N. Enforcement Costs. The Franchisee agrees to pay to the Cities all fees and expenses incurred by or on behalf of the Cities and the Service Coordinator in enforcing payment or performance of the Franchisee's obligations hereunder if such non-performance results in a judicially determined Event of Default by the Franchisee.

SECTION 11.04 EVENT OF DEFAULT BY THE CITIES

Each of the following shall constitute an Event of Default on the part of the Cities:

A. Failure to Pay. The failure of the Cities to pay undisputed amounts due and owing to the Franchisee under this Agreement within forty-five (45) days following receipt of a Franchisee invoice, therefore.

B. Other Failure to Perform. Failure or refusal of the Cities to perform any term, covenant, obligation or condition contained in this Agreement, except that no such failure or refusal shall give the Franchisee the right to terminate this Franchise under this Section unless:

1. The Franchisee has given prior written notice to the Cities, stating that a specific failure or refusal to perform exists which will, unless corrected, constitute a material breach of this Agreement on the part of the Cities and which will, in its opinion, give the Franchisee a right to terminate this Franchise for cause under this Section unless such default is corrected within fifteen (15) days; and

2. The City has neither challenged in an appropriate forum the Franchisee's conclusion that such failure or refusal to perform has occurred or constitutes a material breach of this Franchise nor corrected or diligently taken steps to correct such default within such fifteen (15) day period from receipt of the notice given pursuant to the clause (a) of this Subsection (but if the Cities shall have diligently taken steps to correct such default within a reasonable period of time, the same shall not constitute an Event of Default for as long as the Cities are continuing to take such steps to correct such default).

C. Enforcement Costs. The Cities agree to pay to the Franchisee all fees and expenses incurred by or on behalf of the Franchisee in enforcing payment or performance of the Cities' obligations hereunder if such non-performance results in a judicially determined Event of Default by the Franchisee.

SECTION 11.05 NO WAIVERS

No action of the Cities or Franchisee pursuant to this Agreement (including, but not limited to, any investigation or payment), and no failure to act, shall constitute a waiver by either party of the other party's compliance with any term or provision of this Agreement. No course of dealing or delay by the Cities or Franchisee in exercising any right, power or remedy under this Agreement shall operate as a waiver thereof or otherwise prejudice such party's rights, powers and remedies. No single or partial exercise of (or failure to exercise) any right, power or remedy of the Cities of the Franchisee under this Agreement shall preclude any other or further exercise thereof or the exercise of any other right, power or remedy.

SECTION 11.06 NO CONSEQUENTIAL OR PUNITIVE DAMAGES

In no event shall either party hereto be liable to the other or obligated in any manner to pay to the other any special, incidental, consequential, punitive or similar damages based upon claims arising out of or in connection with the performance or non-performance of its obligations or otherwise under this Agreement, or the material inaccuracy of any representation made in this Agreement, whether such claims are based upon contract, tort, negligence, warranty or other legal theory.

SECTION 11.07 FORUM FOR DISPUTE RESOLUTION

It is the express intention of the parties that all legal actions and proceedings related to this Agreement or to the Franchise Services or to any rights or any relationship between the parties arising there from shall be solely and exclusively initiated and maintained in courts of the State of California in Monterey County or the United States of America having appropriate jurisdiction.

SECTION 11.08 ADMINISTRATIVE REVIEW OF DISPUTES

Either party hereto may give the other party written notice of any dispute with respect to this Agreement. Such notice shall specify a date and location for a meeting of the parties hereto at which such parties shall attempt to resolve such dispute. The Service Coordinator shall keep a record of the proceedings conducted and information presented during such meeting. In the event that such dispute cannot be resolved by the parties hereto within thirty (30) days or seven (7) days if it involves a dispute under Section 11.02 above, the matter may be referred by either party to Legal Proceedings. In the event either party has referred a dispute to any such proceeding, the Cities may not act to terminate this Agreement for cause except at the conclusion of the meeting of the parties held pursuant to this Section.

SECTION 11.09 CRIMINAL ACTIVITY OF THE FRANCHISEE

Should the Franchisee or any of its officers or directors be "found guilty" of felonious conduct relating to the Franchise Services, or other felonious conduct involving: (1) a price fixing conspiracy in connection with Franchise Services, (2) intentional and illegal transport or Disposal of hazardous or toxic materials generated within the Cities, or (3) bribery of public officials, the Cities reserve the right:

1. To unilaterally terminate this Agreement; or

2. Exercise all other remedies available to the Cities as if Franchisee default had occurred; or

3. To impose such other sanctions (which may include financial sanctions, or any other condition deemed appropriate short of termination) as the Cities and Franchisee shall mutually agree. Such action shall be taken after the Franchisee has been given notice and an opportunity to present evidence in mitigation. The term "found guilty" shall be deemed to include any judicial determination that the Franchisee or any of its officers, directors or employees is guilty, and any admission of guilt by the Franchisee, or any of its officers, directors, or employees including, but not limited to, the pleas of "guilty", "nolo contendere", "no contest" or "guilty of a lesser felony" entered as part of any plea bargain. Notwithstanding the foregoing, if such officers, directors or employees are acting in their own behalf in their individual capacities as officers, directors or employees, the Franchisee shall dismiss or remove such officers, directors or employees and take all action necessary, and appropriate; in such event, the Franchisee will not be deemed in breach of this Agreement.

SECTION 11.10 RIGHT TO TERMINATE

Upon default by Franchisee under Section 11.03 and after any expired cure period in which the Franchisee has not cured the default, the Cities shall have the right to terminate this Agreement without need for any additional hearing, suit or legal action.

Article XII.
OTHER AGREEMENTS OF PARTIES

SECTION 12.01 RELATIONSHIP OF PARTIES

Neither party to this Agreement shall have any responsibility whatsoever with respect to services provided or contractual obligations or liabilities assumed by the other party hereto, whether accrued, absolute; contingent or otherwise, or whether due or to become due. The Franchisee is an independent Franchisee and franchise holder and nothing in this Agreement shall be deemed to constitute either party a partner, agent or legal representative of the other party or to create any fiduciary relationship between the parties.

SECTION 12.02 COMPLIANCE WITH LAW

The Franchisee shall comply with the rules and regulations governing the operation, use and services of the Designated Disposal Facility, and shall observe and perform all of the terms and

conditions contained in the State law, the Cities Municipal Codes and all other Applicable Law, shall obtain and maintain all Legal Entitlements required for the Operating Assets and the Franchise Services, and shall comply with all valid acts, rules, regulations, order and directions of any governmental body applicable to the Operating Assets and the Franchise Services provided hereunder.

SECTION 12.03 GOVERNING LAW

This Agreement shall be governed by, and construed and enforced in accordance with, the laws of the State of California without giving effect to its conflict of law principles, and the United States of America.

SECTION 12.04 JURISDICTION

Any lawsuits between the Parties arising out of this Agreement shall be brought and concluded in the courts of the State of California, which shall have exclusive jurisdiction over such lawsuits. With respect to venue, the Parties agree for purposes of both State and federal court action that this Agreement is made in and will be performed in the County of Monterey, State of California.

SECTION 12.05 BINDING ON SUCCESSORS

The provisions of this Agreement shall inure to the benefit to and be binding on the successors and permitted assigns of the Parties.

SECTION 12.06 PARTIES IN INTEREST

Nothing in this Agreement, whether expressed or implied, is intended to confer any rights on any Persons other than the Parties to it and their representatives, successors, and permitted assigns.

SECTION 12.07 FURTHER ASSURANCES

Each Party agrees to execute and deliver any instruments and to perform any acts as may be necessary or reasonably requested by the other in order to give full effect to this Agreement. The Parties agree to act reasonably in exercising any action, discretion, judgment, approval or extension of time that may be required to affect the purpose and intent of this Agreement. Whenever the approval or consent of a Party is required under this Agreement such consent shall not be unreasonably withheld or delayed.

SECTION 12.08 FRANCHISEE'S INVESTIGATION

Franchisee has made an independent investigation, satisfactory to it, of the condition and circumstances surrounding the Agreement and the work to be performed.

SECTION 12.09 NOTICES

All notices, demands, requests, proposals, approvals, consents, and other communications which this Agreement require, authorize or contemplate, shall, except as otherwise specifically provided, be in writing, including electronic mail, at the address below, or deposited in the United States mail, first class postage prepaid, addressed to:

City Manager City of Gonzales P.O. Box 647 147 Fourth Street Gonzales, CA 93926	City Manager City of Greenfield 599 El Camino Real P.O. Box 127 Greenfield, CA 93927	City Manager City of Soledad 248 Main Street Soledad, CA 93960

Any notices or communications required or permitted hereunder to be given to the Franchisee shall be in writing, including electronic mail at:

Tom Parola, President
Tri-Cities Disposal and Recycling Services, Inc.
10 Ryan Ranch Road
Monterey, CA 93940
Tom@Tri-citiesdisposal.com

Changes in the respective addresses to which such notices may be directed may be made from time to time by any Party by written or electronic notice to the other Party. Notices and communications given by postal mail hereunder shall be deemed to have been given five (5) days after the date of dispatch; all other notices shall be deemed to have been given upon receipt.

SECTION 12.10 NOTICES OF LITIGATION

Each Party shall deliver written notice to the other of any Legal Proceeding to which it is a Party and which questions the validity or enforceability of this Agreement or any other related agreement executed by the Cities or the Franchisee or any Legal Entitlement issued in connection herewith.

SECTION 12.11 ACTIONS OF THE CITY IN ITS GOVERNMENTAL CAPACITY

Nothing in this Agreement shall be interpreted as limiting the rights and obligations of the Cities in its governmental or regulatory capacity, or as limiting the right of the Franchisee to bring any legal action against the Cities, not based on this Agreement, arising out of any act or omission of the Cities in its governmental or regulatory capacity.

SECTION 12.12 AMENDMENTS

Neither this Agreement nor any provision hereof may be changed, modified, amended or waived except by written agreement duly executed by all Parties.

SECTION 12.13 INTERPRETATION

In this Agreement, unless the context otherwise requires:

A. Gender and Plurality. Words of the masculine gender mean and include correlative words of the feminine and neuter genders and words importing the singular number mean and include the plural number and vice versa.

B. Headings. The table of contents and any headings preceding the text of the Articles, Sections, and Subsections of this Agreement shall be solely for convenience of reference and shall not constitute a part of this Franchise, nor shall they affect its meaning, construction, or effect.

C. Reference to Days. All references to days herein are to calendar days, including Saturdays, Sundays and holidays, except as otherwise specifically provided.

D. Entire Franchise. This Agreement contains the entire agreement between the Parties hereto with respect to the transactions contemplated by this Franchise and nothing in this Franchise is intended to confer on any person other than the Parties hereto and their respective permitted successors and assigns hereunder any rights or remedies under or by reason of this Franchise.

E. Counterparts. This Agreement may be executed in any number of original counterparts. All such counterparts shall constitute but one and the same Agreement.

F. Severability. If any clause, provision, Subsection, Section or Article of this Agreement shall be determined to be invalid by any court of competent jurisdiction, then the Parties hereto shall:

Promptly meet and negotiate a substitute for such clause, provision, section or Article which shall, to the greatest extent legally permissible, effect the intent of the Parties therein;

If necessary, the Parties shall negotiate changes in, substitutions for or additions to the remaining provisions of this Franchise as may be necessary to give effect to the intent of the Parties in the invalid provision.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement on the dates indicated below.

FRANCHISEE

_____	_____
[Signature must be notarized]	Name [printed]
_____	
Title of Signatory	

CITY OF SOLEDAD	**CITY OF GONZALES**
_____	_____
Mayor, Anna Velazquez	Mayor, Jose Rios
ATTEST:	ATTEST:
_____	_____
City Clerk	City Clerk

APPROVED AS TO FORM

_____
City Attorney

Dated: _____

APPROVED AS TO FORM

_____
City Attorney

Dated: _____

CITY OF GREENFIELD

_____
Mayor, Robert White

ATTEST:

_____
City Clerk

APPROVED AS TO FORM

_____
City Attorney

Dated: _____

APPENDIX A
SPECIFICATIONS FOR CONTAINERS AND VEHICLES

A. COLLECTION CONTAINERS

1. General. The Franchisee shall provide industry standard Containers for the storage of Source Separated Discarded Material from Customers, which shall be leak resistant and have fitted plastic lids (excluding Drop-Boxes). All Container size and volumes detailed or identified in this Agreement are approximations and may vary depending on the manufacturer of the Container. Containers shall comply with all Applicable Law.

2. Container types and sizes.

   a. Bins
   Capacity: 1, 2, 3, 4, and 6 cubic yards

   b. Drop-Boxes/Roll-off Boxes
   Capacity: 20, 30, and 40 cubic yards

   c. Carts – Collection type and capacity:
   Gray/Black Container Waste:32, 48, 64, and 96 gallons
   Blue Container Waste: 64 and 96 gallons
   Green Container Waste: 96 gallons
   Food Waste only: 32 gallons and 64 gallons

3. Containers for Customer types.

   a. Commercial and applicable Multi-Family Dwelling Customers. The Franchisee shall provide Bin, Drop-Box, or Cart Containers to Commercial and applicable Multi-Family Dwelling Customers at the Rates specified in Appendix B.

   b. Residential Customers. The Franchisee shall provide three-Cart Container services to Residential Customers at the Gray/Black Container Waste Rate specified in Appendix B, with no additional cost for one (1) Blue and one (1) Green Container Waste Collection services.

4. Container Labeling. Containers shall be clearly labeled to instruct the acceptable material to be placed in Containers in accordance with this Agreement. Carts, Bins, and Roll-Off Containers, excluding Roll-off Containers provided for temporary services, provided by the Franchisee to Customers to store Discarded Materials pending Collection shall be clearly identified as Gray/Black Container Waste, Blue Container Waste, Green Container Waste, Construction and Demolition Debris or Food Waste, as applicable. All Containers shall also contain the Franchisee's name on the exterior of the Container to be visible when the Container is placed for use.

5. Cart Colors. Carts shall be of a different color for each type of usage in accordance with SB 1383 and may not be changed without the prior written approval of the City Manager.

6. The Franchisee shall not be required to collect Franchise Materials from Containers which do not conform to the requirements under this Agreement.

7. The Franchisee shall distribute the Containers on a schedule determined by the

Cities and the Franchisee.

B. COLLECTION VEHICLES

1. General. Franchisee shall provide a fleet of industry-standard Collection vehicles sufficient in number and capacity to efficiently perform the work required by the Agreement in strict accordance with its terms. The Franchisee agrees to maintain each piece of equipment used by it in the performance of this Agreement in good order and repair. Franchisee shall have available on service days sufficient backup vehicles and qualified operators to respond to complaints and emergencies.

2. Vehicle Identification. The Franchisee's name, local or toll-free phone number, and unique vehicle identification number designed by Franchisee for each vehicle shall be visibly displayed on all four sides of each vehicle in letters and figures no less than three (3) inches tall.

3. Cleaning and Maintenance. Franchisee shall maintain all of its properties, facilities, and equipment used in providing service under this Agreement in a safe, neat, clean and operable condition at all times, and shall keep its equipment well and uniformly painted, to the satisfaction of the Cities. Vehicles shall be maintained in such a manner that no leakage of fluids from the collected materials occurs.

A. Cleaning: Vehicles used in the Collection shall be thoroughly washed as provided in this Agreement and thoroughly steam cleaned on a regular basis so as to present a clean appearance and minimize odors. All vehicles shall be painted on a regular schedule to maintain a clean, professional appearance. The vehicles shall be painted in a uniform manner; although Solid Waste, Recycling, and Organic Waste vehicles may have different painting schemes. All graffiti shall be removed immediately. The Cities may inspect vehicles during normal business hours to determine compliance with sanitation requirements. Franchisee shall make vehicles available to the County Health Department for inspection at any frequency it requests.

B. Maintenance: Franchisee shall, prior to use, inspect each vehicle to ensure that all equipment is operating properly, and perform all scheduled maintenance functions in accordance with the manufacturer's specifications and schedule. Vehicles which are not operating properly shall be taken out of service until they are repaired and do operate properly. Franchisee shall keep accurate records of all vehicle maintenance, recorded according to date and mileage, and shall make such records available to the Cities upon request.

C. Repairs: Franchisee shall repair, or arrange for the repair of, all of its vehicles and equipment, including major dents, leaks, and other body damage, for which repairs are needed because of accident, breakdown or any other cause so as to maintain all equipment in a neat, safe and operable conditions. Franchisee shall maintain accurate records of repair, which shall include date/mileage, nature of repair and the signature of a maintenance supervisor that the repair has been properly performed.

APPENDIX B - CUSTOMER RATES CAP SCHEDULE

All Cities 2025-26 Garbage Collection and Disposal Rates - Effective July 1, 2025 to June 30th, 2026 Description of Service	2025-26 TCDR Service Fee	2025-26 MRF Processing ($45/ton)	2025-26 TCDR Total Fee	2025-26 Franchise Fee (City) 20.00%	2025-26 Total Collection Fee	2025-26 Trash Disposal	2025-26 Organics Disposal	2025-26 AB939 Fee	2025-26 Total Landfill Fees	2025-26 Disposal Franchise Fee (City) 20.00%	2025-26 Total Disposal Fees	2025-26 Total Customer Rate Cap
Residential Weekly Cart Service												
32 Gallon Cart	$ 18.92	$ 1.38	$ 20.30	$ 4.06	**$ 24.36**	$ 4.49	$ 2.47	$ 2.60	$ 9.56	$ 1.91	**$ 11.47**	**$ 35.83**
48 Gallon Cart	$ 20.48	$ 1.38	$ 21.86	$ 4.37	**$ 26.23**	$ 6.74	$ 2.47	$ 3.92	$ 13.13	$ 2.63	**$ 15.76**	**$ 41.99**
64 Gallon Cart	$ 26.65	$ 1.38	$ 28.03	$ 5.61	**$ 33.64**	$ 14.59	$ 2.47	$ 8.45	$ 25.51	$ 5.10	**$ 30.61**	**$ 64.25**
96 Gallon Cart	$ 32.91	$ 1.38	$ 34.29	$ 6.86	**$ 41.15**	$ 22.44	$ 2.47	$ 13.01	$ 37.92	$ 7.58	**$ 45.50**	**$ 86.65**
Residential or Commecial Cart Service -Additional Charges												
Call Back (per trip)	$ 10.39		$ 10.39	$ 2.08	**$ 12.47**							**$ 12.47**
Overloaded Cart	$ 10.39		$ 10.39	$ 2.08	**$ 12.47**							**$ 12.47**
Extra Can or Bag (each)	$ 20.87		$ 20.87	$ 4.17	**$ 25.04**	$ 1.22		$ 0.69	$ 1.91	$ 0.38	**$ 2.29**	**$ 27.33**
Cart Replacement (each)	$ 41.69		$ 41.69	$ 8.34	**$ 50.03**							**$ 50.03**
Cart Cleaning	$ 24.75		$ 24.75	$ 4.95	**$ 29.70**							**$ 29.70**
Commercial & Multiple Dwelling Weekly Cart Service (3)												
48 Gallon Cart	$ 19.15	$ 1.84	$ 20.99	$ 4.20	**$ 25.19**	$ 6.74		$ 3.92	$ 10.66	$ 2.13	**$ 12.79**	**$ 37.98**
64 Gallon Cart	$ 24.71	$ 1.84	$ 26.55	$ 5.31	**$ 31.86**	$ 14.59		$ 8.45	$ 23.04	$ 4.61	**$ 27.65**	**$ 59.51**
96 Gallon Cart	$ 30.38	$ 1.84	$ 32.22	$ 6.44	**$ 38.66**	$ 22.44		$ 13.01	$ 35.45	$ 7.09	**$ 42.54**	**$ 81.20**
Commercial Cart Service -Additional Charges												
Long Walk Service (4)	$ 26.46		$ 26.46	$ 5.29	**$ 31.75**							**$ 31.75**
Enclosure or Key/Lock Charge	$ 21.49		$ 21.49	$ 4.30	**$ 25.79**							**$ 25.79**
Commercial & Multiple Dwelling Bin Service (5)												
One Cubic Yard Bin												
1 Pickup Per Week (1cy)	$ 139.19	$ 6.20	$ 145.39	$ 29.08	**$ 174.47**	$ 39.26		$ 22.71	$ 61.97	$ 12.39	**$ 74.36**	**$ 248.83**
2 Pickup Per Week (1cy)	$ 264.12	$ 6.20	$ 270.32	$ 54.06	**$ 324.38**	$ 78.55		$ 45.43	$ 123.98	$ 24.80	**$ 148.78**	**$ 473.16**
3 Pickup Per Week (1cy)	$ 376.82	$ 6.20	$ 383.02	$ 76.60	**$ 459.62**	$ 117.81		$ 68.12	$ 185.93	$ 37.19	**$ 223.12**	**$ 682.74**
4 Pickup Per Week (1cy)	$ 489.52	$ 6.20	$ 495.72	$ 99.14	**$ 594.86**	$ 157.07		$ 90.83	$ 247.90	$ 49.58	**$ 297.48**	**$ 892.34**
Extra Pick-Up (1cy) (each)	$ 36.51		$ 36.51	$ 7.30	**$ 43.81**	$ 9.04		$ 5.22	$ 14.26	$ 2.85	**$ 17.11**	**$ 60.92**
Two Cubic Yard Bin												
1 Pickup Per Week (2cy)	$ 199.45	$ 6.20	$ 205.65	$ 41.13	**$ 246.78**	$ 78.55		$ 45.43	$ 123.98	$ 24.80	**$ 148.78**	**$ 395.56**
2 Pickup Per Week (2cy)	$ 380.28	$ 6.20	$ 386.48	$ 77.30	**$ 463.78**	$ 157.10		$ 90.85	$ 247.95	$ 49.59	**$ 297.54**	**$ 761.32**
3 Pickup Per Week (2cy)	$ 543.28	$ 6.20	$ 549.48	$ 109.90	**$ 659.38**	$ 235.65		$ 136.22	$ 371.87	$ 74.37	**$ 446.24**	**$ 1,105.62**
4 Pickup Per Week (2cy)	$ 706.28	$ 6.20	$ 712.48	$ 142.50	**$ 854.98**	$ 314.20		$ 181.65	$ 495.85	$ 99.17	**$ 595.02**	**$ 1,450.00**
Extra Pick-Up (2cy) (each)	$ 52.24		$ 52.24	$ 10.45	**$ 62.69**	$ 18.12		$ 10.50	$ 28.62	$ 5.72	**$ 34.34**	**$ 97.03**
Three Cubic Yard Bin												
1 Pickup Per Week (3cy)	$ 282.26	$ 6.20	$ 288.46	$ 57.69	**$ 346.15**	$ 117.81		$ 68.12	$ 185.93	$ 37.19	**$ 223.12**	**$ 569.27**
2 Pickup Per Week (3cy)	$ 537.62	$ 6.20	$ 543.82	$ 108.76	**$ 652.58**	$ 235.65		$ 136.22	$ 371.87	$ 74.37	**$ 446.24**	**$ 1,098.82**
3 Pickup Per Week (3cy)	$ 768.29	$ 6.20	$ 774.49	$ 154.90	**$ 929.39**	$ 353.48		$ 204.38	$ 557.86	$ 111.57	**$ 669.43**	**$ 1,598.82**
4 Pickup Per Week (3cy)	$ 998.96	$ 6.20	$ 1,005.16	$ 201.03	**$ 1,206.19**	$ 471.29		$ 272.50	$ 743.79	$ 148.76	**$ 892.55**	**$ 2,098.74**
Extra Pick-Up (3cy) (each)	$ 73.58		$ 73.58	$ 14.72	**$ 88.30**	$ 27.17		$ 15.71	$ 42.88	$ 8.58	**$ 51.46**	**$ 139.76**
Four Cubic Yard Bin												
1 Pickup Per Week (4cy)	$ 362.35	$ 6.20	$ 368.55	$ 73.71	**$ 442.26**	$ 157.10		$ 90.85	$ 247.95	$ 49.59	**$ 297.54**	**$ 739.80**
2 Pickup Per Week (4cy)	$ 689.49	$ 6.20	$ 695.69	$ 139.14	**$ 834.83**	$ 314.20		$ 181.68	$ 495.88	$ 99.18	**$ 595.06**	**$ 1,429.89**
3 Pickup Per Week (4cy)	$ 988.68	$ 6.20	$ 994.88	$ 198.98	**$ 1,193.86**	$ 471.28		$ 272.49	$ 743.77	$ 148.75	**$ 892.52**	**$ 2,086.38**
4 Pickup Per Week (4cy)	$ 1,287.87	$ 6.20	$ 1,294.07	$ 258.81	**$ 1,552.88**	$ 628.38		$ 363.34	$ 991.72	$ 198.34	**$ 1,190.06**	**$ 2,742.94**
Extra Pick-Up (4cy) (each)	$ 94.82		$ 94.82	$ 18.96	**$ 113.78**	$ 36.27		$ 20.98	$ 57.25	$ 11.45	**$ 68.70**	**$ 182.48**
Six Cubic Yard Bin												
1 Pickup Per Week (6cy)	$ 491.76	$ 6.20	$ 497.96	$ 99.59	**$ 597.55**	$ 235.65		$ 136.22	$ 371.87	$ 74.37	**$ 446.24**	**$ 1,043.79**
2 Pickup Per Week (6cy)	$ 938.88	$ 6.20	$ 945.08	$ 189.02	**$ 1,134.10**	$ 471.28		$ 272.49	$ 743.77	$ 148.75	**$ 892.52**	**$ 2,026.62**
3 Pickup Per Week (6cy)	$ 1,342.46	$ 6.20	$ 1,348.66	$ 269.73	**$ 1,618.39**	$ 706.95		$ 408.75	$ 1,115.70	$ 223.14	**$ 1,338.84**	**$ 2,957.23**
4 Pickup Per Week (6cy)	$ 1,746.04	$ 6.20	$ 1,752.24	$ 350.45	**$ 2,102.69**	$ 942.60		$ 544.97	$ 1,487.57	$ 297.51	**$ 1,785.08**	**$ 3,887.77**
Extra Pick-Up (6cy) (each)	$ 117.13		$ 117.13	$ 23.43	**$ 140.56**	$ 54.38		$ 31.44	$ 85.82	$ 17.16	**$ 102.98**	**$ 243.54**
Commercial Bin Service -Additional Charges												
96 Gal. Weekly Mixed Organics (each) (2)	$ 25.92		$ 25.92	$ 5.18	**$ 31.10**		$ 2.47		$ 2.47	$ 0.49	**$ 2.96**	**$ 34.06**
Long Walk Service (4)	$ 26.46		$ 26.46	$ 5.29	**$ 31.75**							**$ 31.75**
Key/Lock Charge	$ 21.49		$ 21.49	$ 4.30	**$ 25.79**							**$ 25.79**
Call Back (Bin Service)(per trip)	$ 31.24		$ 31.24	$ 6.25	**$ 37.49**							**$ 37.49**
Commercial Organic Weekly Cart Service												
32 Gallon Food Scrap Cart Service	$ 17.46		$ 17.46	$ 3.49	**$ 20.95**		$ 7.29		$ 7.29	$ 1.46	**$ 8.75**	**$ 29.70**
64 Gallon Food Scrap Cart Service	$ 20.22		$ 20.22	$ 4.04	**$ 24.26**		$ 14.56		$ 14.56	$ 2.91	**$ 17.47**	**$ 41.73**
Contamination Charges (Based on Container size)												
64 Gallon Cart (each)	$ 8.65		$ 8.65	$ 1.73	**$ 10.38**	$ 3.93		$ 2.25	$ 6.18	$ 1.24	**$ 7.42**	**$ 17.80**
96 Gallon Cart (each)	$ 10.74		$ 10.74	$ 2.15	**$ 12.89**	$ 5.89		$ 3.43	$ 9.32	$ 1.86	**$ 11.18**	**$ 24.07**
200 Gallon Barrel (each)	$ 22.34		$ 22.34	$ 4.47	**$ 26.81**	$ 8.96		$ 5.20	$ 14.16	$ 2.83	**$ 16.99**	**$ 43.80**
350 Gallon Barrel (each)	$ 39.08		$ 39.08	$ 7.82	**$ 46.90**	$ 15.65		$ 9.06	$ 24.71	$ 4.94	**$ 29.65**	**$ 76.55**
450 Gallon Barrel (each)	$ 50.26		$ 50.26	$ 10.05	**$ 60.31**	$ 20.18		$ 11.68	$ 31.86	$ 6.37	**$ 38.23**	**$ 98.54**
1 Cubic Yard Container (each)	$ 43.98		$ 43.98	$ 8.80	**$ 52.78**	$ 9.04		$ 5.22	$ 14.26	$ 2.85	**$ 17.11**	**$ 69.89**
2 Cubic Yard Container (each)	$ 63.11		$ 63.11	$ 12.62	**$ 75.73**	$ 18.12		$ 10.50	$ 28.62	$ 5.72	**$ 34.34**	**$ 110.07**
3 Cubic Yard Container (each)	$ 89.40		$ 89.40	$ 17.88	**$ 107.28**	$ 27.17		$ 15.71	$ 42.88	$ 8.58	**$ 51.46**	**$ 158.74**
4 Cubic Yard Container (each)	$ 114.81		$ 114.81	$ 22.96	**$ 137.77**	$ 36.27		$ 20.98	$ 57.25	$ 11.45	**$ 68.70**	**$ 206.47**
6 Cubic Yard Container (each)	$ 163.65		$ 163.65	$ 32.73	**$ 196.38**	$ 54.38		$ 31.44	$ 85.82	$ 17.16	**$ 102.98**	**$ 299.36**

Compactor Service and Drop Box Services (1)										
Compactor Services										
20 Cubic Yard Compactor	$ 257.25	$ 6.20	$ 263.45	$ 52.69	**$ 316.14**	TBD		20%	**TBD**	**TBD**
30 Cubic Yard Compactor	$ 308.70	$ 7.20	$ 315.90	$ 63.18	**$ 379.08**	TBD		20%	**TBD**	**TBD**
40 Cubic Yard Compactor	$ 360.14	$ 8.20	$ 368.34	$ 73.67	**$ 442.01**	TBD		20%	**TBD**	**TBD**
Drop Box/Roll Off Service										
20 Cubic Yard Drop Box	$ 233.90		$ 233.90	$ 46.78	**$ 280.68**	TBD		20%	**TBD**	**TBD**
30 Cubic Yard Drop Box	$ 280.65		$ 280.65	$ 56.13	**$ 336.78**	TBD		20%	**TBD**	**TBD**
40 Cubic Yard Drop Box	$ 327.43		$ 327.43	$ 65.49	**$ 392.92**	TBD		20%	**TBD**	**TBD**
Extra Day	$ 11.54		$ 11.54	$ 2.31	**$ 13.85**					**$ 13.85**
Call/Move Charge/Call Back	$ 57.70		$ 57.70	$ 11.54	**$ 69.24**					**$ 69.24**
Saturday Surcharge	30% of TCDR Collection Fee									

(1) Service billed to customer directly by Tri-Cities Disposal and Recycling, Customer is billed the actual disposal fee plus franchise fees.
(2) Mixed Organics service is not intended for use by restaurants or other food service establishments.
(3) Commercial/Multi-family cart customers that request Franchise Mixed Organics service will be billed at the Residential Rate
(4) For Distance greater 15' monthly additional for each 25'
(5) Enclosure service included for 1-4cy bins

APPENDIX C – PUBLIC CONTAINERS & CITY FACILITY LOCATIONS

	Location	Site Address	Qty	Size/Service	Frequency
GREENFIELD	CITY YARD	920 WALNUT AVE	2	SW 4CY	2 times per week
	CITY YARD	920 WALNUT AVE	1	SW 20CY	On-Call
	CITY YARD	920 WALNUT AVE	1	REC 2CY	Weekly
	CITY YARD	920 WALNUT AVE	1	ORG 30CY	On-Call
	CIVIC CENTER	599 EL CAMINO REAL	1	SW 4CY	Weekly
	CIVIC CENTER	599 EL CAMINO REAL	1	SW 3CY	Weekly
	CIVIC CENTER	599 EL CAMINO REAL	6	REC 96G	Weekly
	CIVIC CENTER	599 EL CAMINO REAL	1	REC 2CY	Weekly
	CIVIC CENTER	599 EL CAMINO REAL	1	ORG 64G	Weekly
	COMMUNITY CENTER	1351 OAK AVE	1	SW 3CY	Weekly
	COMMUNITY CENTER	1351 OAK AVE	1	REC 2CY	Weekly
	MEMORIAL HALL	615 EL CAMINO REAL	1	SW 3CY	2 times per week
	MEMORIAL HALL	615 EL CAMINO REAL	1	REC 2CY	Weekly
	MEMORIAL HALL	615 EL CAMINO REAL	1	ORG 96G	Weekly
	PATRIOT PARK & CHILD DEVEL	1351 OAK AVE	1	SW 2CY	2 times per week
	PATRIOT PARK & CHILD DEVEL	1351 OAK AVE	8	REC 96G	Weekly
	PATRIOT PARK & CHILD DEVEL	1351 OAK AVE	1	ORG 64G	Weekly
	WATER TREATMENT PLANT	41901 WALNUT AVE	1	SW 2CY	Weekly
GONZALES	CENTENNIAL PARK	250 FIRST ST	1	SW 3CY	Weekly
	CITY HALL	147 FOURTH ST	1	SW 2CY	Weekly
	CITY HALL	147 FOURTH ST	4	REC 96G	Weekly
	CITY HALL	147 FOURTH ST	1	REC 300G	Weekly
	CITY HALL	147 FOURTH ST	1	REC 2CY	Weekly
	CITY HALL	147 FOURTH ST	1	ORG 64G	Weekly
	CITY YARD	201 C ST	1	SW 20CY	Weekly
	CITY YARD	201 C ST	1	REC 300G	Weekly
	CITY YARD	201 C ST	1	ORG 20CY	Weekly
	FIRE DEPT	325 CENTER	1	SW 96G	Weekly
	FIRE DEPT	325 CENTER	1	REC 96G	Weekly
	FIRE DEPT	325 CENTER	1	ORG 64G	Weekly
	POLICE DEPT	109 FOURTH ST	1	SW 2CY	Weekly
	POLICE DEPT	109 FOURTH ST	1	ORG 64G	Weekly
	PUBLIC POOL	205 ELKO ST	3	SW 64G	Weekly
	PUBLIC POOL	205 ELKO ST	3	REC 64G	Weekly
	PUBLIC POOL	205 ELKO ST	2	ORG 96G	Weekly
	VOSTI CENTER	107 CENTENNIAL DR	1	SW 4CY	Weekly
	VOSTI CENTER	107 CENTENNIAL DR	2	REC 96G	Weekly
	VOSTI CENTER	107 CENTENNIAL DR	1	ORG 64G	Weekly
SOLEDAD	CITY YARD	1060 STATE ST	2	SW 4CY	2 times per week
	CITY YARD	1060 STATE ST	1	SW 20CY	Weekly
	CITY YARD	1060 STATE ST	1	REC 2CY	Weekly
	CITY YARD	1060 STATE ST	2	REC 200G	Weekly
	CITY YARD	1060 STATE ST	1	ORG 30CY	Weekly
	COMMUNITY CENTER	560 WALKER DR	2	SW 4CY	2 times per week
	COMMUNITY CENTER	560 WALKER DR	4	REC 96G	Weekly
	COMMUNITY CENTER	560 WALKER DR	1	REC 2CY	Weekly
	COMMUNITY CENTER	560 WALKER DR	1	ORG 96G	Weekly
	FIRE DEPT	525 MONTEREY ST	1	SW 96G	Weekly
	FIRE DEPT	525 MONTEREY ST	1	REC 96G	Weekly
	FIRE DEPT	525 MONTEREY ST	1	ORG 96G	Weekly
	POLICE DEPT	248 MAIN ST	1	SW 2CY	2 times per week
	POLICE DEPT	248 MAIN ST	3	REC 96G	Weekly
	POLICE DEPT	248 MAIN ST	1	REC 2CY	Weekly
	POLICE DEPT	248 MAIN ST	1	ORG 64G	Weekly
	SWIMMING POOL	570 WALKER DR	1	SW 2CY	Weekly
	SWIMMING POOL	570 WALKER DR	1	REC 96G	Weekly
	WATER TREATMENT PLANT	34520 MOROSOLLI RD	3	SW 2CY	2 times per week
	WATER TREATMENT PLANT	34520 MOROSOLLI RD	2	REC 96G	2 times per week

APPENDIX D
PUBLIC OUTREACH AND EDUCATION INFORMATION AND REQUIREMENTS

Public Education Workplan: Before July 1, 2025, Franchisee shall provide the Cities with an initial Public Education Plan for the period of July 1 through December 31, 2025, for Cities approval designed to inform all current and potential Customers of new programs available under this Agreement, implementation schedule and other related information necessary to assure a smooth transition to the services include hereunder.

Franchisee and the Cities shall meet annually prior to the beginning of the next Calendar Year to develop the public education workplan for the upcoming Calendar Year. The workplan shall detail interactions with public schools, Multi-Family Dwelling units, businesses, and special events, including identification of additional services, for that year. Information produced herein will be made available in both English and Spanish as appropriate to the target audience. Each of the resulting work products shall be subject to review and approval by the Cities. Each annual workplan shall not result in materially higher costs to Franchisee, as compared to the initial annual workplan.

At a minimum, Franchisee's Annual Public Education Plan shall include the following activities:

1. Instruction Service Guide. Franchisee shall prepare bilingual instructional service guides that describe available services, how to place Containers for Collection, and which materials should be placed in each Container, and that provides Collection holidays and a Customer service phone number and digital contact. The service guides shall be printed and delivered with each set of Containers distributed to a new Customer and shall be printed and mailed annually to all Customers, including Multi-Family Dwelling/Commercial Customers. The instructional service guides for Multi-Family Dwelling/Commercial Customers shall include information outlining State manadates AB 341, AB 1826 and SB 1383, how Customers can ensure compliance, and available assistance. Franchisee shall also make the instructional service guides available to Customers in electronic format through its website and/or electronic mail.

2. Commercial/Multi-Family Dwelling Education Materials. A Commercial or Multi-Family Dwelling Customer may request these education materials more frequently than stated above to comply with 14 CCR Section 18984.10 requirements for Commercial Businesses and Multi-Family Dwelling property owners to provide education information to new tenants and employees before or within 45 days of occupation of the Premises.

3. Billing Inserts/Newsletters. Franchisee agrees to annually insert a minimim of four (4) bilingual newsletters or inserts, or other information developed by the Cities into Customer invoices at no additional charge to the Cities. Franchisee shall be responsible for printing the bill inserts Franchisee shall develop materials, articles, and graphics for the newsletters relating to change in schedules, services offered or new services added, including but not limited to; holiday schedules, food waste collection program, announcements of Community Drop-off Events, holiday tree recycling, home compost bins for purchase, Composting workshops or compost giveaways, used motor oil and filter Collection, proper Household Hazardous Waste Dispsoal, City and State requirements to properly separate Discarded Materials, waste prevention on Premises, benefits of reducing landfill Disposal, Edible Food Recovery requirements, or methods of Organic Waste recovery used by the Franchisee. Franchisee shall fund and arrange for the design of the newsletters and printing and mailing services for distribution of the newsletter to all residents

and businesses.

4. Multi-Family and Commercial Customer Signage. Franchisee shall provide all Multi-Family and Commercial Customers with Blue Container, Green Container and Gray/Black Container Waste program guidelines, including Container labels to be placed on Collection Containers where Discarded Materials are stored. Labels shall indicate types of allowed materials and be updated when substantial changes to accepted or not accepted materials occurs. Franchisee shall be responsible for prinitng the labels, ensuring they are placed on Containers, and delivering them to the Customers upon request.

5. Educational Materials for Property Owners or Managers, Business Owners, and Tenants. Franchisee shall annually provide property owners and Commercial business owners with public education materials for their distribution to all employees, contractors, tenants and Customers of the properties and businesses. The Franchisee's public education materials shall include, at a minimum, information about Organic Waste recovery requirements and proper sorting of Discarded Materials.

6. Commercial Edible Food Generator Outreach. Franchisee shall distribute education materials related to the City's Edible Food recovery programs.

7. School Outreach. Franchisee shall provide Recycling and other waste management services for schools and shall fund and provide at least two (2) waste reduction and Recycling presentations per Franchise Year at schools mutually agreed upon between Franchisee and the schools. The presentations shall contain specific age-appropriate curriculum consistent with Authority education programs or literature from a credible publisher such as CalRecycle, the California Resource Recovery Association, or similar agency approved by the Cities.

8. Outreach & Events. Franchisee shall fund and provide staff for community events, booths, and/or information tables at Cities' sponsored events. Franchisee shall provide adequate quantities of educational materials for each event. Franchisee shall provide Recycling and other waste management services for schools, Multiple-Family Dwelling Customers, businesses, and special event activities. Franchisee shall retain qualified staff dedicated to public education. Staff that is bilingual, in English and Spanish, is preferred. Franchisee staff shall work in conjunction with the Cities to perform and conduct waste assessments, outreach activities, and implement waste reduction and Recycling programs in accordance with the public education workplan.

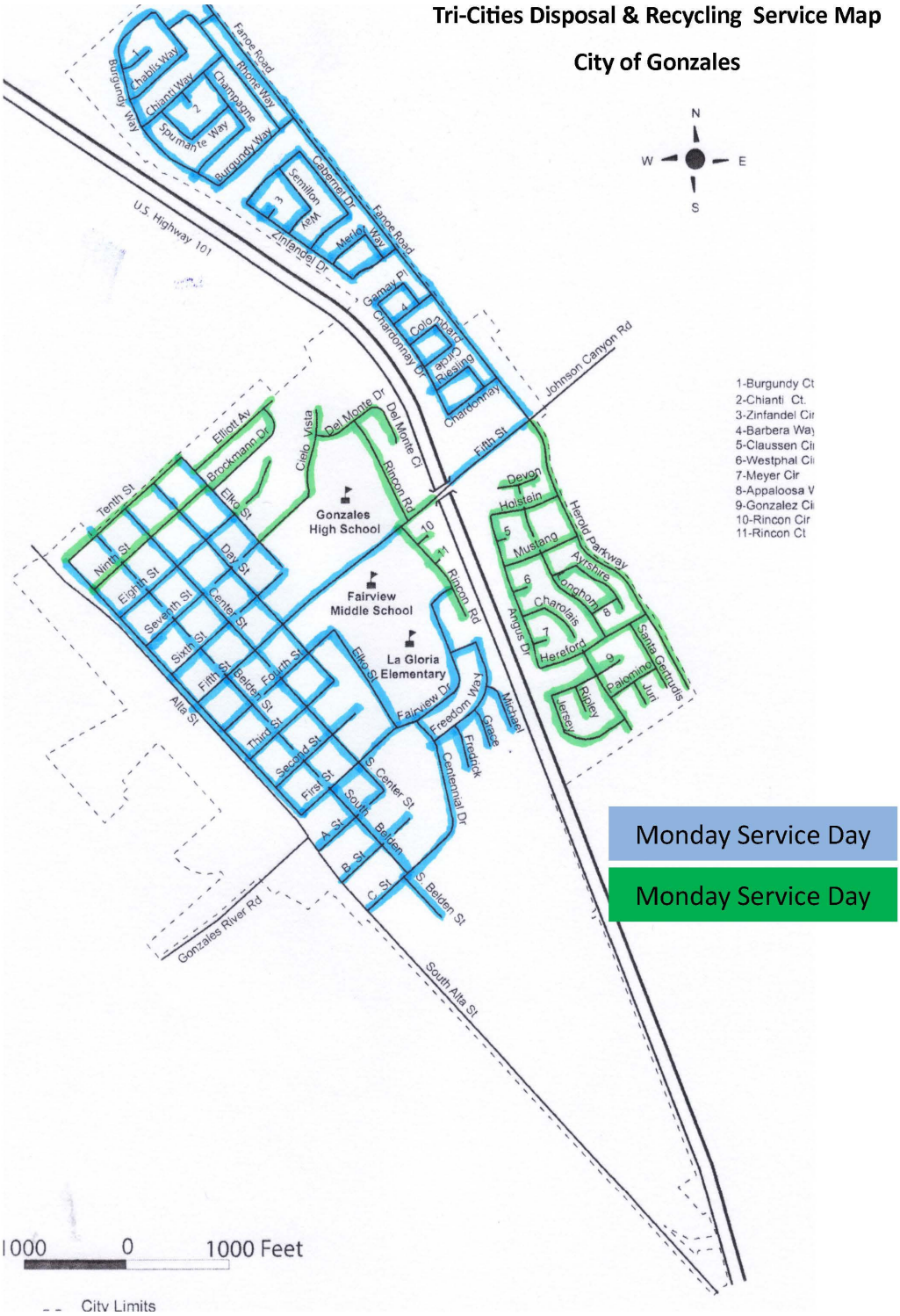
9. Audits. The Franchisee shall conduct audits to identify residents and businesses not using mandatory Franchise Services, a minimum of once per year. The audit results shall be submitted to the Cities for review.

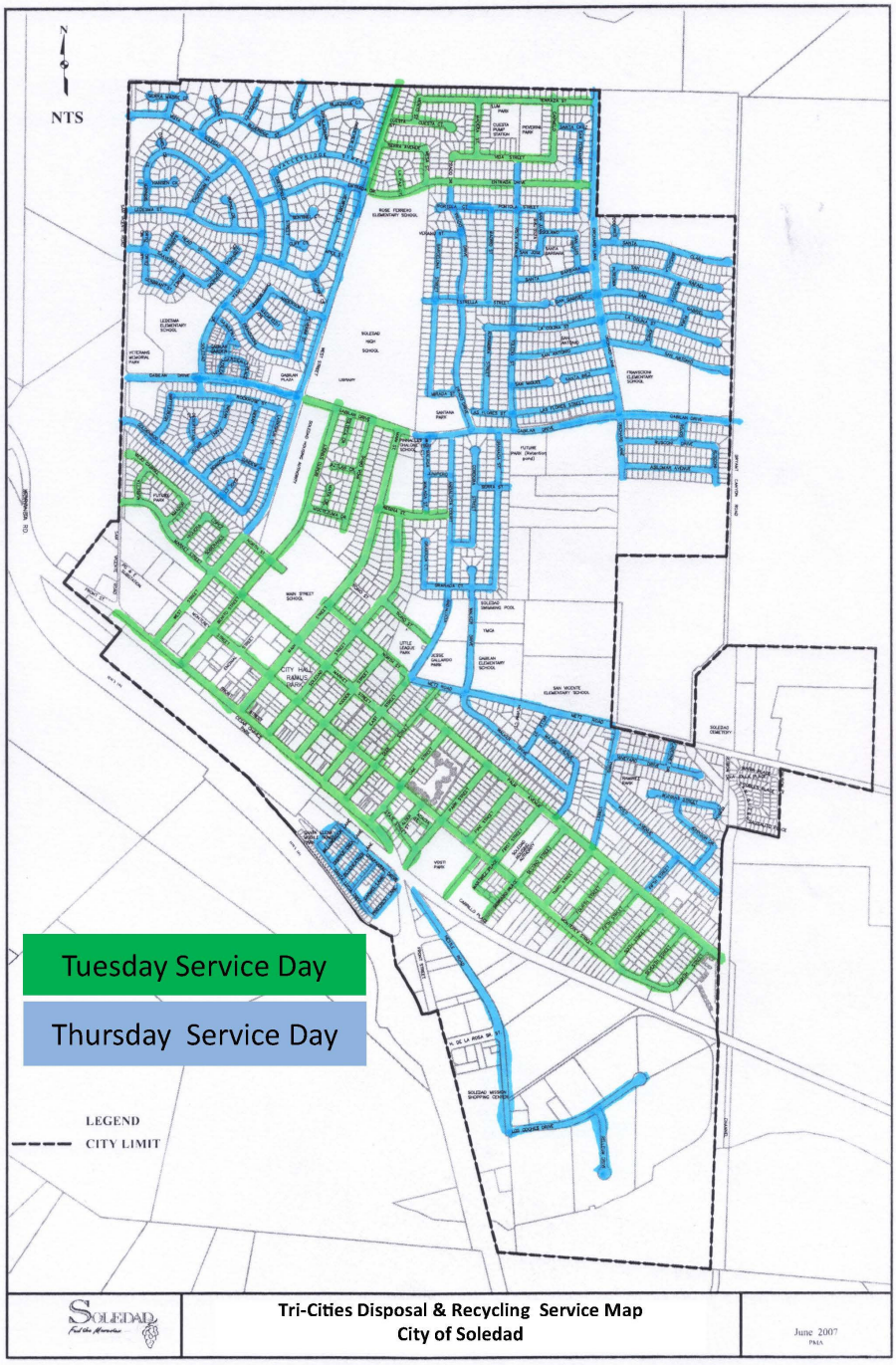
10. Customer Survey. Franchisee shall distribute a digital survey to Customers with an active email address on file, at minimum of every two (2) years, or less frequently as determined by the Cities., The survey shall focus on core questions related to Customer's overall relationship with the Franchisee, and then expand into targeted questions regarding Customer's service experience with the Franchisee, and Customer's knowledge of Franchisee's waste Diversion services and programs.

The content of all outreach and educational information referenced in this Agreement shall be submitted to the Cities for advanced approval prior to preparation of final copy-ready master documents.

Franchisee's Annual Public Education Plan may also include activities not outlined within this Agreement or Appendix D but are approved by the Cities.

APPENDIX E
ROUTING & COLLECTION SYSTEM




N
NTS
Tuesday Service Day
Thursday Service Day
LEGEND
CITY LIMIT
SOLEDAD
Tri-Cities Disposal & Recycling Service Map
City of Soledad
June 2007

Tri-Cities Disposal & Recycling Service Map

City of Greenfield

Wednesday Service Day

Friday Service Day

APPENDIX F
REQUIRED INSURANCE SCOPE AND LIMITS

Franchisee shall procure and maintain for the duration of the Agreement insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by Franchisee, its agents, representatives, employees, or sub-Franchisees. With respect to General Liability, and Pollution and/or Environmental Impairment Liability coverage should be maintained for a minimum of five (5) years after contract completion. The maintenance of claims made against any insurance required of Franchisee shall not be considered a waiver by the City of any claim or liabilities it may have against Franchisee.

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

1. Insurance Services Office form number GO 0002 (Ed. 1/73) covering comprehensive General Liability and Insurance Services Office form number GO 0404 covering Broad Form Comprehensive General Liability; or Insurance Services Office Commercial General Liability coverage ("Occurrence" form CG 0001.).
2. Insurance Services Office form number, covering Automobile Liability, code 1 (any auto).
3. Worker's Compensation Insurance as required by the State of California and Employer's Liability Insurance.
4. Pollution and/or Environmental Impairment Liability.

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

1. General Liability: $5,000,000 combined single limit per occurrence for bodily injury, personal injury, and property damage. If Commercial General Liability Insurance or other form with a general aggregate limit is used.
2. Automobile Liability: $5,000,000 combined single limit per accident for bodily injury and property damage.
3. Worker's Compensation and Employer's Liability: $1,000,000 each accident, $1,000,000 policy limit bodily injury or disease, $1,000,000 each employee bodily injury by disease.
4. Pollution and/or Environmental Impairment Liability: $5,000,000 each occurrence/$5,000,000 policy aggregate covering liability arising from the release of waste materials and/or irritants, contaminants or pollutants. The policy shall stipulate this insurance is primary and no other insurance carried by the City will be called upon to contribute to a loss suffered by Franchisee hereunder and waive subrogation against the City and other additional insureds.

C. Deductible and Self-Insured Retentions: Any deductibles or self-insured retentions shall be for the account of the Franchisee and paid entirely by Franchisee without contribution from the City.

D. Other Insurance Provisions:

1. The policies are to contain, or be endorsed to contain, the following provisions:

   a. The City, their officers, officials, employees and volunteers are to be covered as additional insureds with respect to liability arising out of automobiles owned, leased, hired or borrowed by or on behalf of Franchisee; and with respect to liability arising out of work or operations performed by or on behalf of Franchisee including materials, parts or equipment furnished in connection with such work or operations.
   b. Franchisee's insurance coverage shall be primary insurance as respects the City, their officers, officials, employees, agents, and volunteers. Any insurance or self-insurance maintained by the City, their officers, officials, employees, agents, or volunteers shall be excess of Franchisee's insurance and shall not contribute with it but only as respects the services provided by Franchisee under this Agreement.
   c. Each insurance policy required by this clause shall be occurrence-based, except for Pollution/Environmental Impairment which may be written on a claim-made basis and shall be endorsed to state that coverage shall not be canceled by the Insurer except after thirty (30) days prior written notice has been given to the City.
   d. Franchisee's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.
   e. The Automobile Liability policy shall be endorsed to delete the Pollution and/or the Asbestos exclusion.
   f. Worker's Compensation and Employers Liability Coverage. The insurer shall agree to waive all rights of subrogation against the City, their officers, officials, employees, and volunteers for losses arising from work performed by the Franchisee for the City.

E. Acceptability of Insurers: Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A:VII, if admitted. If Pollution and/or Environmental Impairment coverages are not available from an "Admitted" insurer, a Non-Admitted insurance company may write the coverage. A Non-Admitted company should have an A.M. Best's rating of A:X or higher.

F. Verification of Coverage: Franchisee shall furnish the City with certificate of insurance and the required endorsements evidencing coverage required by this clause. The certificates/endorsements are to be signed by a person authorized by that Insurer to evidence coverage on its behalf. All certificates/endorsements are to be received and approved by the City before work commences.

G. Sub-Franchisees: Franchisee shall include all sub-Franchisees as insureds under its policies or shall furnish separate certificates and endorsements for each sub-Franchisee. All coverages for sub-Franchisees shall be subject to all the requirements stated herein.

H. Other Provisions:

1. Franchisee shall comply with reporting and other provisions of the policies so that coverage afforded to the City, their officers, officials, agents, employees and volunteers are not affected.
2. The City, their officers, officials, agents, employees, and volunteers shall be named as additional insureds on all policies except Workers' Compensation/Employers Liability.

A copy of all relevant insurance certificates shall be attached hereto.

APPENDIX G
FORM OF PERFORMANCE BOND

COMPANY (Name and Address):

SURETY (Name and Principal Place of Business):

CITY (Name and Address): City of _____, California

OPERATION CONTRACT (Franchise Agreement)
Date:
Amount:
Description (Name and Location):

BOND
Effective Date: July 1, 2025
Amount: $2,000,000.00
Expiration Date: June 30, 2035, renewed annually at the discretion of the surety via continuation certificate throughout the term of the Franchise Agreement. Surety's liability under the Bond, and any and all Continuation Certificates, shall not be cumulative and shall in no event exceed the amount of the Bond, as herein set forth, regardless of the number of periods the Bond is extended.
Franchise Agreement Expiration Date: June 30, 2035
Modifications to this Bond: See below

COMPANY AS PRINCIPAL	SURETY
Name:_____	Name:_____
(Corporate Seal)	(Corporate Seal)
Signature:_____	Signature:_____
Name:_____	Name:_____
Title:_____	Title:_____

(Any additional signatures and addresses appear on attached page(s))_____

(FOR INFORMATION ONLY - Name, Address and Telephone)
AGENT or BROKER: CITY'S REPRESENTATIVE

(Architect, Engineer or other party):_____

1. The Company and the Surety, jointly and severally, bind themselves, their heirs, executors, administrators, successors and assigns to the City for the performance of the Operation Contract, which is incorporated herein by reference.

2. If the Company timely and completely performs the Operation Contract, the Surety and the Company shall have no obligation under this Bond, except to participate in conferences as provided in subparagraph 3.1.

3. If there is no City Default, the Surety's obligation under this Bond shall arise after:

3.1. The City has notified the Company and the Surety at its address described in Paragraph 10 below that the City is considering declaring a Company Default and requested a conference with the Company and the Surety to discuss the performance of the Operation Contract; and

3.2. The City has declared a Company Default and sent a notice to the Company and the Surety formally electing to terminate the Company's right to complete the performance of the work under the Operation Contract; and

3.3. The City has agreed (subject to Paragraph 5 hereof) to pay the Balance of the Contract price to the Surety in accordance with the terms of the Operation Contract or to a Franchisee selected to perform the remaining work under the Operation Contract in accordance with the terms of the Operation Contract with the City.

4. When the City has satisfied the conditions of Paragraph 3, the Surety shall promptly and at the Surety's expense take one of the following actions:

4.1. Arrange for the Company, with the consent of the City, to perform and complete the Operation Contract; or

4.2. Undertake to perform and complete the Operation Contract itself, through its agents or through qualified independent Franchisees; or

4.3. Obtain bids or negotiated proposals from qualified Franchisees acceptable to the City for a contract for performance and completion of the Operation Contract, arrange for a contract to be prepared for execution by the City and the Franchisee selected with the City's concurrence, to be secured with performance bonds executed by a qualified surety equivalent to the bonds issued on the Operation Contract, and pay to the City the amount of damages as described in Paragraph 6 in excess of the Balance of the Contract Price incurred by the City resulting from the Company's default; or

4.4. Waive the right to perform and complete, arrange for completion, or obtain a new Franchisee and with reasonable promptness under the circumstances:

(1) After investigation, determine the amount for which it may be liable to the

City and, as soon as practicable after the amount is determined, tender payment therefore to the City; or

(2) Deny liability in whole or in part and notify the City citing reasons therefore

5. If the Surety does not proceed as provided in Paragraph 4 with reasonable promptness (and in any event within the 45-day period commencing on the receipt by the Surety of the notice referred to in subparagraph 3.2 hereof), the Surety shall be deemed to be in default on this Bond and without further notice the City shall be entitled to enforce any remedy available to the City, including without limitation arranging for the work under the Operation Contract to be completed by a qualified Franchisee or Franchisees selected by the City and seeking compensatory damages from the Surety. If the Surety proceeds as provided in subparagraph 4.4, and the City refuses the payment tendered or the Surety has denied liability, in whole or in part, without further notice the City shall be entitled to enforce any remedy available to the City, including without limitation arranging for the work under the Operation Contract to be completed by a qualified Franchisee or Franchisees selected by the City and seeking compensatory damages from the Surety.

6. After the City has terminated the Company's right to complete the Operation Contract, and if the Surety elects to act under Subparagraph 4.1, 4.2, or 4.3 above, then the responsibilities of the Surety to the City shall not be greater than those of the Company under the Operation Contract, and the responsibilities of the City to the Surety shall not be greater than those of the City under the Operation Contract. To the limit of the amount of this Bond, but subject to commitment by the City of the Balance of the Contract Price to mitigation of costs and damages on the Operation Contract, the Surety is obligated without duplication for:

6.1. The responsibilities of the Company for the collection of Franchise Materials in accordance with the Operation Contract;

6.2. Additional legal, design, professional, and delay costs resulting from the Company Default, and resulting from the actions or failure to act of the Surety under Paragraph 4; and

6.3. Liquidated damages, or if no liquidated damages are specified in the Operation Contract, actual damages caused by delayed performance or nonperformance of the Company.

7. The Surety shall not be liable to the Company or others for obligations of the Company that are unrelated to the Operation Contract, and the Balance of the Contract Price shall not be reduced or set off on account of any such unrelated obligations. No right of action shall accrue on this Bond to any person or entity other than the City or its heirs, executors, administrators or successors.

8. The Surety hereby waives notice of any change, including changes of time, to the operation Contract or to related subcontracts, purchase orders and other obligations.

9. Any proceeding, legal or equitable, under this Bond may be instituted in any court of

competent jurisdiction in the location in which the work or part of the work is located and shall be instituted within two years after Company Default or within two years after the Company ceased working or within two years after the Surety refuses or fails to perform its obligations under this Bond, whichever occurs first. If the provisions of this Paragraph are void or prohibited by law, the minimum period of limitation available to sureties as a defense in the jurisdiction of the suit shall be applicable.

10. Notice to the Surety, the City, or the Company shall be mailed or delivered to the address shown on the signature page.

11. When this Bond has been furnished to comply with a statutory or other legal requirement in the location where the Agreement is to be performed, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted here from and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein.

12. DEFINITIONS

12.1. Balance of the Contract Price: The total amount due and payable by the City to the Company under the Operation Contract after all proper adjustments have been made, including allowance to the Company of any amounts received or to be received by the City in settlement of insurance or other claims for damages to which the Company is entitled, reduced by all valid and proper payments made to or on behalf of the Company under the Operation Contract.

12.2. Operation Contract: The Franchise Services Agreement between the Company and the City, effective July1, 2025.

12.3. Company Default: Failure of the Company, which has neither been remedied nor waived, to perform or otherwise to comply with the terms of the Operation Contract, including, without.

12.4. City Default: Failure of the City, which has neither been remedied nor waived, to pay the Company as required by the Operation Contract to perform and complete or comply with the other terms thereof, which failure must be sufficiently serious to justify a termination of the Operation Contract, including, without limitation, an Event of Default of the City, as defined in the Co-Operation Agreement.

MODIFICATIONS TO THIS BOND ARE AS FOLLOWS:

This Bond has been entered into to bind the Surety and the Company, as principal, unto City of Greenfield, City of Gonzales, and City of Soledad, it successors and assigns, in the penal sum of TWO MILLION DOLLARS ($2,000,000), lawful money of the United States of America, for the payment of which said sum of money well and truly to be made, the Surety and the Company bind themselves, their successors and assigns in such sum "jointly and severally" and well as "severally only" for the purpose of allowing a joint action or actions against any or all of them and for all other purposes, each binds itself, its successors and assigns, jointly and severally to the City, its successors and assigns for the payment of such sums as to which the Company or the Surety may become obligated to pay under this Performance Bond.

(Space is provided below for additional signatures or added parties, other than those appearing on the cover page.)

COMPANY AS PRINCIPAL	SURETY
Name:_____	Name:_____
(Corporate Seal)	(Corporate Seal)
Signature:_____	Signature:_____
Name: _____	Name: _____
Title:_____	Title:_____

APPENDIX H
Reporting Requirements

The Franchisee shall comply with the following reporting requirements for the duration of the Franchise Term.

- Prior to the initial preparation of the reports required by this Agreement Franchisee shall consult with the City to establish the format and data definitions for each report that best meets the City's needs.
- All reports shall be submitted electronically unless otherwise specified.
- Electronic reports shall be in a PC-based Excel, or Excel-compatible format or any other mutually agreed upon format.
- Reports shall be submitted by the 25th of each month following the reporting period unless otherwise specified.
- Franchisee shall provide the City with upon-request reports within thirty (30) working days of request; provided such reports do not result in additional costs to Franchisee.
- All reports shall be based on a Calendar Year (January 1 – December 31).

A. Monthly Reports

Total tons Collected and delivered to Designated Facilities for all Collection services. Monthly tonnage reports shall be separated by Customer type and Collection service types and should include calculated recovery rates, including residuals, if provided by processor, and an overall recovery rate of services.

1. Tonnage by Customer type
   a. Residential/Commercial/Multi-Family Dwellings (Cart Customers)
   b. Commercial/Multi-Family Dwellings (Bin Customers)
   c. Drop Box/Roll-off Customer

2. Tonnage By Collection service
   a. Grey/Black Container Waste
   b. Blue Container Waste
   c. Green Container Waste
   d. Other Collection service agreed upon by the City and Franchisee

B. Quarterly Reports

1. Participation rates for all Commercial, Multi-Family Dwelling and Drop-box/Roll-off accounts to track Customer compliance with AB 341, AB 1826 and SB 1383

2. Public Education and Information
   a. Summary description of public education and information activities undertaken
   b. Distribution of Customer literature, community information and events, tours and other activities as identified in Appendix D of this Agreement, and
   c. Description of any perceived needs for publicity or public education.

3. Problems and Actions Taken
   a. Significant changes in operation, market factors, and
   b. Description of processed material loads rejected for sale, reason for rejection and disposition of load after rejection, if available from processor.

C. Annual Report

Annual reports shall be submitted no later than ninety (90) days following the end of the Franchise Year and should include the following:

1. Summarizes the numerical information contained in the monthly and/or quarterly reports,

2. Discuss public awareness activities and their impact on Blue Container and Green Container Waste participation and recovered amounts,

3. Summarize Customer complaints or comments to convey any trends or developing situations.

D. Upon Request

1. By route: number of daily setouts
2. By route: Tons Collected and delivered to Designated Facilities,
3. Truck identification number for each daily route,
4. By route: number of service accounts by material type, size & frequency
5. By route: weekly participation Rates in terms of weekly set out counts, and
6. Number of Collection Containers in inventory and distributed by size and Customer type,
7. Overage fees charged to Customers per Section 5.10.C,
8. Number of Bulky item pickups, and
9. Analysis of Collection, processing and marketing problems or conditions (participation, set outs, contamination, market trends, etc.) and possible solutions, if applicable.
10. Summary of service tickets, praises, complaints
11. Total number of service accounts by Customer and Container type and size
12. Type and number of Contamination and Overage notices sent to Customers,
13. City services (City facilities/public containers) by size and location

E. Additional Reports

1. Financial reports pursuant to Article 8. Franchisee may also supply any other information readily available to Franchisee from records it is required to maintain under this Agreement that may be reasonably requested by the City to meet State or Federal regulatory requirements, as those requirements may be amended from time to time.

2. Recycling processing and marketing services, if provided by processor.
   a. By material type (and grade where appropriate): monthly totals of quantities

processed,

b. By material type (and grade where appropriate): monthly totals of quantities sold; specify purchaser name and location, price received per ton and total payment,
c. By material type: quantities donated or otherwise disbursed without compensation,
d. Monthly quantity of processing Residue, and,
e. Characterize, describe and quantify any contamination problems, reject loads, etc.

In the event the City requests additional information or new or modified reporting, Franchisee shall be entitled to a rate adjustment to compensate it for its costs in such additional reporting obligations. Said reports shall be in the form required by the City and shall categorize Recycling and Diversion activity in the manner required by the City.

APPENDIX I

STREET SWEEPING

In accordance with Section 5.08.G, it is the responsibility of the Franchisee to provide street sweeping services to the Cities upon request. If street sweeping is provided to the Cities by the Franchisee, the Cities will provide a dedicated water supply, sufficient space for Drop-Box storage and payment of all fees for disposal of debris produced by street sweeping activities. Accordingly, the following minimum requirements must be met by the Franchisee:

1. **Equipment:**
   a. Street Sweeping service shall be provided by Franchisee with Franchisee equipment and personnel. The Franchisee shall have the right to subcontract this service with the approval by the City Manager(s) or their designee(s).
   b. Water from the sweeper's water system shall be used during all sweeping to provide dust suppression and prevent unnecessary wear to moving parts or vacuum apparatus.
   c. Street Sweepers used as part of this Franchise must meet California Air Resources Board requirements, as well as compliance with Article 7 of this Franchise.

2. **Operations:**
   a. Establish and maintain a continuous level of cleanliness of Cities' streets in order to assure protection of the health, safety and welfare of the community.
   b. Clean Cities' streets in a systematic and coordinated manner that complements solid waste collection and other Cities' services, by use of a routing system that provides high-level street cleaning practices while maintaining acceptable costs. Routes shall be agreed upon and change as growth occurs. Appendix E shall include the residential, Commercial and industrial routes for each City. All Parties agree to work in good faith on changes to routes.
   c. All streets shall be swept along paved surfaces for the full length and width of the shoulder where there is either a raised curb or gutter, median or median barrier to the end of the pavement.
   d. Streets shall be maintained clean and free of debris commensurate with the number of parked cars and access to the curb and gutter for cleaning. This may require two passes of an area at the discretion of the operator if sufficient time is available for completion of the sweeping route.
   e. When feasible, leave routes to sweep around schools and neighborhood areas where sweeping cannot be accomplished after school begins.
   f. Emergency response (accidents/spills).

g. Additional limited sweeping support of facility parking lots upon request for parks/community center/libraries.
h. Disposal of debris from street sweeping shall be the responsibility of the Franchisee. Franchisee agrees to work with Cities for sampling the material removed from streets if required or desired.
i. Cities may determine that some areas in their community should be swept more frequently in exchange for less frequently in another area. If the areas are approximately equal in, there shall be no changes for this exchange of frequency.
j. The Cities may order the suspension of sweeping/cleaning operations whenever, in their judgment, current or impending weather conditions are such that sweeping/cleaning cannot be carried out in a safe and/or effective manner.

3. **Schedule:** The schedule shall be as follows, unless changes agreed upon by Franchisee and City Manager:

   a. Residential streets shall be swept once every week between the hours of 5:00 a.m. and 5:00 p.m. on the day of or the first Business Day after Solid Waste collection.
   b. Commercial streets shall be swept once every week between the hours of 5:00 a.m. and 5:00 p.m.

4. **Records:**

   a. Records shall be maintained recording the cubic yards or Tons of debris Collected from each street sweeper.
   b. Records shall be maintained recording the number of estimated curb miles swept.

5. **Customer Service:**

   a. The Franchisee maintains a 24-hour phone number to accept residential concerns or complaints regarding the street sweeping program.
   b. Response to resident complaints or concerns shall, whenever possible, occur the same day.

6. **Fees**

   The Franchisee shall, without charge or compensation, provide weekly street sweeping services to each City on the day of or the first working day following each Residential Collection route. If additional street sweeping services are required by any of the Cities, each City may negotiate an independent contract to compensate the Franchisee.

All Cities 2025-26 Garbage Collection and Disposal Rates - Effective July 1, 2025 to June 30th, 2026 Description of Service	2025-26 TCDR Service Fee	2025-26 MRF Processing ($45/ton)	2025-26 TCDR Total Fee	2025-26 Franchise Fee (City) 20.00%	2025-26 Total Collection Fee	2025-26 Trash Disposal	2025-26 Organics Disposal	2025-26 AB939 Fee	2025-26 Total Landfill Fees	2025-26 Disposal Franchise Fee (City) 20.00%	2025-26 Total Disposal Fees	2025-26 Total Customer Rate Cap
Residential Weekly Cart Service												
32 Gallon Cart	$ 18.92	$ 1.38	$ 20.30	$ 4.06	**$ 24.36**	$ 4.49	$ 2.47	$ 2.60	$ 9.56	$ 1.91	**$ 11.47**	**$ 35.83**
48 Gallon Cart	$ 20.48	$ 1.38	$ 21.86	$ 4.37	**$ 26.23**	$ 6.74	$ 2.47	$ 3.92	$ 13.13	$ 2.63	**$ 15.76**	**$ 41.99**
64 Gallon Cart	$ 26.65	$ 1.38	$ 28.03	$ 5.61	**$ 33.64**	$ 14.59	$ 2.47	$ 8.45	$ 25.51	$ 5.10	**$ 30.61**	**$ 64.25**
96 Gallon Cart	$ 32.91	$ 1.38	$ 34.29	$ 6.86	**$ 41.15**	$ 22.44	$ 2.47	$ 13.01	$ 37.92	$ 7.58	**$ 45.50**	**$ 86.65**
Residential or Commecial Cart Service -Additional Charges												
Call Back (per trip)	$ 10.39		$ 10.39	$ 2.08	**$ 12.47**							**$ 12.47**
Overloaded Cart	$ 10.39		$ 10.39	$ 2.08	**$ 12.47**							**$ 12.47**
Extra Can or Bag (each)	$ 20.87		$ 20.87	$ 4.17	**$ 25.04**	$ 1.22		$ 0.69	$ 1.91	$ 0.38	**$ 2.29**	**$ 27.33**
Cart Replacement (each)	$ 41.69		$ 41.69	$ 8.34	**$ 50.03**							**$ 50.03**
Cart Cleaning	$ 24.75		$ 24.75	$ 4.95	**$ 29.70**							**$ 29.70**
Commercial & Multiple Dwelling Weekly Cart Service (3)												
48 Gallon Cart	$ 19.15	$ 1.84	$ 20.99	$ 4.20	**$ 25.19**	$ 6.74		$ 3.92	$ 10.66	$ 2.13	**$ 12.79**	**$ 37.98**
64 Gallon Cart	$ 24.71	$ 1.84	$ 26.55	$ 5.31	**$ 31.86**	$ 14.59		$ 8.45	$ 23.04	$ 4.61	**$ 27.65**	**$ 59.51**
96 Gallon Cart	$ 30.38	$ 1.84	$ 32.22	$ 6.44	**$ 38.66**	$ 22.44		$ 13.01	$ 35.45	$ 7.09	**$ 42.54**	**$ 81.20**
Commercial Cart Service -Additional Charges												
Long Walk Service (4)	$ 26.46		$ 26.46	$ 5.29	**$ 31.75**							**$ 31.75**
Enclosure or Key/Lock Charge	$ 21.49		$ 21.49	$ 4.30	**$ 25.79**							**$ 25.79**
Commercial & Multiple Dwelling Bin Service (5)												
One Cubic Yard Bin												
1 Pickup Per Week (1cy)	$ 139.19	$ 6.20	$ 145.39	$ 29.08	**$ 174.47**	$ 39.26		$ 22.71	$ 61.97	$ 12.39	**$ 74.36**	**$ 248.83**
2 Pickup Per Week (1cy)	$ 264.12	$ 6.20	$ 270.32	$ 54.06	**$ 324.38**	$ 78.55		$ 45.43	$ 123.98	$ 24.80	**$ 148.78**	**$ 473.16**
3 Pickup Per Week (1cy)	$ 376.82	$ 6.20	$ 383.02	$ 76.60	**$ 459.62**	$ 117.81		$ 68.12	$ 185.93	$ 37.19	**$ 223.12**	**$ 682.74**
4 Pickup Per Week (1cy)	$ 489.52	$ 6.20	$ 495.72	$ 99.14	**$ 594.86**	$ 157.07		$ 90.83	$ 247.90	$ 49.58	**$ 297.48**	**$ 892.34**
Extra Pick-Up (1cy) (each)	$ 36.51		$ 36.51	$ 7.30	**$ 43.81**	$ 9.04		$ 5.22	$ 14.26	$ 2.85	**$ 17.11**	**$ 60.92**
Two Cubic Yard Bin												
1 Pickup Per Week (2cy)	$ 199.45	$ 6.20	$ 205.65	$ 41.13	**$ 246.78**	$ 78.55		$ 45.43	$ 123.98	$ 24.80	**$ 148.78**	**$ 395.56**
2 Pickup Per Week (2cy)	$ 380.28	$ 6.20	$ 386.48	$ 77.30	**$ 463.78**	$ 157.10		$ 90.85	$ 247.95	$ 49.59	**$ 297.54**	**$ 761.32**
3 Pickup Per Week (2cy)	$ 543.28	$ 6.20	$ 549.48	$ 109.90	**$ 659.38**	$ 235.65		$ 136.22	$ 371.87	$ 74.37	**$ 446.24**	**$ 1,105.62**
4 Pickup Per Week (2cy)	$ 706.28	$ 6.20	$ 712.48	$ 142.50	**$ 854.98**	$ 314.20		$ 181.65	$ 495.85	$ 99.17	**$ 595.02**	**$ 1,450.00**
Extra Pick-Up (2cy) (each)	$ 52.24		$ 52.24	$ 10.45	**$ 62.69**	$ 18.12		$ 10.50	$ 28.62	$ 5.72	**$ 34.34**	**$ 97.03**
Three Cubic Yard Bin												
1 Pickup Per Week (3cy)	$ 282.26	$ 6.20	$ 288.46	$ 57.69	**$ 346.15**	$ 117.81		$ 68.12	$ 185.93	$ 37.19	**$ 223.12**	**$ 569.27**
2 Pickup Per Week (3cy)	$ 537.62	$ 6.20	$ 543.82	$ 108.76	**$ 652.58**	$ 235.65		$ 136.22	$ 371.87	$ 74.37	**$ 446.24**	**$ 1,098.82**
3 Pickup Per Week (3cy)	$ 768.29	$ 6.20	$ 774.49	$ 154.90	**$ 929.39**	$ 353.48		$ 204.38	$ 557.86	$ 111.57	**$ 669.43**	**$ 1,598.82**
4 Pickup Per Week (3cy)	$ 998.96	$ 6.20	$ 1,005.16	$ 201.03	**$ 1,206.19**	$ 471.29		$ 272.50	$ 743.79	$ 148.76	**$ 892.55**	**$ 2,098.74**
Extra Pick-Up (3cy) (each)	$ 73.58		$ 73.58	$ 14.72	**$ 88.30**	$ 27.17		$ 15.71	$ 42.88	$ 8.58	**$ 51.46**	**$ 139.76**
Four Cubic Yard Bin												
1 Pickup Per Week (4cy)	$ 362.35	$ 6.20	$ 368.55	$ 73.71	**$ 442.26**	$ 157.10		$ 90.85	$ 247.95	$ 49.59	**$ 297.54**	**$ 739.80**
2 Pickup Per Week (4cy)	$ 689.49	$ 6.20	$ 695.69	$ 139.14	**$ 834.83**	$ 314.20		$ 181.68	$ 495.88	$ 99.18	**$ 595.06**	**$ 1,429.89**
3 Pickup Per Week (4cy)	$ 988.68	$ 6.20	$ 994.88	$ 198.98	**$ 1,193.86**	$ 471.28		$ 272.49	$ 743.77	$ 148.75	**$ 892.52**	**$ 2,086.38**
4 Pickup Per Week (4cy)	$ 1,287.87	$ 6.20	$ 1,294.07	$ 258.81	**$ 1,552.88**	$ 628.38		$ 363.34	$ 991.72	$ 198.34	**$ 1,190.06**	**$ 2,742.94**
Extra Pick-Up (4cy) (each)	$ 94.82		$ 94.82	$ 18.96	**$ 113.78**	$ 36.27		$ 20.98	$ 57.25	$ 11.45	**$ 68.70**	**$ 182.48**
Six Cubic Yard Bin												
1 Pickup Per Week (6cy)	$ 491.76	$ 6.20	$ 497.96	$ 99.59	**$ 597.55**	$ 235.65		$ 136.22	$ 371.87	$ 74.37	**$ 446.24**	**$ 1,043.79**
2 Pickup Per Week (6cy)	$ 938.88	$ 6.20	$ 945.08	$ 189.02	**$ 1,134.10**	$ 471.28		$ 272.49	$ 743.77	$ 148.75	**$ 892.52**	**$ 2,026.62**
3 Pickup Per Week (6cy)	$ 1,342.46	$ 6.20	$ 1,348.66	$ 269.73	**$ 1,618.39**	$ 706.95		$ 408.75	$ 1,115.70	$ 223.14	**$ 1,338.84**	**$ 2,957.23**
4 Pickup Per Week (6cy)	$ 1,746.04	$ 6.20	$ 1,752.24	$ 350.45	**$ 2,102.69**	$ 942.60		$ 544.97	$ 1,487.57	$ 297.51	**$ 1,785.08**	**$ 3,887.77**
Extra Pick-Up (6cy) (each)	$ 117.13		$ 117.13	$ 23.43	**$ 140.56**	$ 54.38		$ 31.44	$ 85.82	$ 17.16	**$ 102.98**	**$ 243.54**
Commercial Bin Service -Additional Charges												
96 Gal. Weekly Mixed Organics (each) (2)	$ 25.92		$ 25.92	$ 5.18	**$ 31.10**		$ 2.47		$ 2.47	$ 0.49	**$ 2.96**	**$ 34.06**
Long Walk Service (4)	$ 26.46		$ 26.46	$ 5.29	**$ 31.75**							**$ 31.75**
Key/Lock Charge	$ 21.49		$ 21.49	$ 4.30	**$ 25.79**							**$ 25.79**
Call Back (Bin Service)(per trip)	$ 31.24		$ 31.24	$ 6.25	**$ 37.49**							**$ 37.49**
Commercial Organic Weekly Cart Service												
32 Gallon Food Scrap Cart Service	$ 17.46		$ 17.46	$ 3.49	**$ 20.95**		$ 7.29		$ 7.29	$ 1.46	**$ 8.75**	**$ 29.70**
64 Gallon Food Scrap Cart Service	$ 20.22		$ 20.22	$ 4.04	**$ 24.26**		$ 14.56		$ 14.56	$ 2.91	**$ 17.47**	**$ 41.73**

Contamination Charges (Based on Container size)														
64 Gallon Cart (each)	$ 8.65		$ 8.65	$ 1.73	**$ 10.38**	$ 3.93		$ 2.25	$ 6.18	$ 1.24	**$ 7.42**	**$ 17.80**
96 Gallon Cart (each)	$ 10.74		$ 10.74	$ 2.15	**$ 12.89**	$ 5.89		$ 3.43	$ 9.32	$ 1.86	**$ 11.18**	**$ 24.07**
200 Gallon Barrel (each)	$ 22.34		$ 22.34	$ 4.47	**$ 26.81**	$ 8.96		$ 5.20	$ 14.16	$ 2.83	**$ 16.99**	**$ 43.80**
350 Gallon Barrel (each)	$ 39.08		$ 39.08	$ 7.82	**$ 46.90**	$ 15.65		$ 9.06	$ 24.71	$ 4.94	**$ 29.65**	**$ 76.55**
450 Gallon Barrel (each)	$ 50.26		$ 50.26	$ 10.05	**$ 60.31**	$ 20.18		$ 11.68	$ 31.86	$ 6.37	**$ 38.23**	**$ 98.54**
1 Cubic Yard Container (each)	$ 43.98		$ 43.98	$ 8.80	**$ 52.78**	$ 9.04		$ 5.22	$ 14.26	$ 2.85	**$ 17.11**	**$ 69.89**
2 Cubic Yard Container (each)	$ 63.11		$ 63.11	$ 12.62	**$ 75.73**	$ 18.12		$ 10.50	$ 28.62	$ 5.72	**$ 34.34**	**$ 110.07**
3 Cubic Yard Container (each)	$ 89.40		$ 89.40	$ 17.88	**$ 107.28**	$ 27.17		$ 15.71	$ 42.88	$ 8.58	**$ 51.46**	**$ 158.74**
4 Cubic Yard Container (each)	$ 114.81		$ 114.81	$ 22.96	**$ 137.77**	$ 36.27		$ 20.98	$ 57.25	$ 11.45	**$ 68.70**	**$ 206.47**
6 Cubic Yard Container (each)	$ 163.65		$ 163.65	$ 32.73	**$ 196.38**	$ 54.38		$ 31.44	$ 85.82	$ 17.16	**$ 102.98**	**$ 299.36**
Compactor Service and Drop Box Services (1)												
Compactor Services												
20 Cubic Yard Compactor	$ 257.25	$ 6.20	$ 263.45	$ 52.69	**$ 316.14**	TBD				20%	**TBD**	**TBD**
30 Cubic Yard Compactor	$ 308.70	$ 7.20	$ 315.90	$ 63.18	**$ 379.08**	TBD				20%	**TBD**	**TBD**
40 Cubic Yard Compactor	$ 360.14	$ 8.20	$ 368.34	$ 73.67	**$ 442.01**	TBD				20%	**TBD**	**TBD**
Drop Box/Roll Off Service												
20 Cubic Yard Drop Box	$ 233.90		$ 233.90	$ 46.78	**$ 280.68**	TBD				20%	**TBD**	**TBD**
30 Cubic Yard Drop Box	$ 280.65		$ 280.65	$ 56.13	**$ 336.78**	TBD				20%	**TBD**	**TBD**
40 Cubic Yard Drop Box	$ 327.43		$ 327.43	$ 65.49	**$ 392.92**	TBD				20%	**TBD**	**TBD**
Extra Day	$ 11.54		$ 11.54	$ 2.31	**$ 13.85**							**$ 13.85**
Call/Move Charge/Call Back	$ 57.70		$ 57.70	$ 11.54	**$ 69.24**							**$ 69.24**
Saturday Surcharge	30% of TCDR Collection Fee											

(1) Service billed to customer directly by Tri-Cities Disposal and Recycling, Customer is billed the actual disposal fee plus franchise fees.
(2) Mixed Organics service is not intended for use by restaurants or other food service establishments.
(3) Commercial/Multi-family cart customers that request Franchise Mixed Organics service will be billed at the Residential Rate
(4) For Distance greater 15' monthly additional for each 25'
(5) Enclosure service included for 1-4cy bins

AGENDA ITEM NO. 1.

CITY OF SOLEDAD
STAFF REPORT

SUBJECT: **Resolution No. 6245/SA-2025-01, A Joint Resolution of the City Council of the City of Soledad and the Successor Agency of the Soledad Redevelopment Agency Approving the 2025-2026 Fiscal Year Budget (Exhibit A) and Approving and/or Directing Implementation of Other Budget Related Actions**

TO: **Honorable Mayor Anna Velazquez and City Council**

FROM: **Mike Howard, Finance Director**

THROUGH: **Megan Hunter, City Manager**

MEETING DATE: **June 18, 2025**

Recommendation

It is recommended that the City Council of the City of Soledad consider and adopt Resolution No. 6245/SA-2025-01, a Joint Resolution of the City Council of the City of Soledad and the Successor Agency of the Soledad Redevelopment Agency "Approving the 2025-2026 Fiscal Year Budget (Exhibit A) and Approving and/or Directing Implementation of Other Budget Related Actions" including:

1. Authorizing the City Manager and Finance Director to Realign the Budget for Fiscal Year 2024-2025 to reflect the Estimated Actual Revenues and Expenditures for the 2024-2025 Fiscal Year; and
2. Approving a Transfer in the Fiscal Year 2024-2025 Budget of $132,715 from the General Fund to a new Housing Trust Fund, which represents the City proceeds from the sale of the parcels to the Soledad School District; and
3. Approving the Position Allocation for FY 2025-2026 (Exhibit B); and
4. Approving the Salary Schedule of the City's Classification & Compensation Plan for FY 2025-2026, including the compensation for City Council, Planning Commissioners, and City of Soledad Transactions and Use Oversight Committee Members (Exhibit C); and
5. Affirming the City of Soledad's Emergency Contingency Reserve Policy (Fund Balances); and
6. Establishing the Proposition 4 General Fund Appropriations Limitation for Fiscal Year 2025-2026 (Exhibit D).

Executive Summary

On an annual basis, Staff prepares a citywide operating budget for adoption by the City Council. For the fiscal year 2025-2026, Staff are generally presenting a "Status Quo" budget, meaning there are no significant changes from the previous year. Despite adhering to budget discipline, costs are projected to exceed expected revenue, mainly due to required staffing for the Fire Department. While potential

revenue sources are on the horizon, this year, $510,541 in General Fund Operating Reserves will be utilized to balance the budget.

The budget includes two reclassified positions that will enhance the efficiency of the permitting process and one reclassification in Public Works to support construction management with minimal associated costs. In addition to the General Fund, the budget consists of Enterprise and Special Revenue Funds, which are restricted and must be used for their intended purposes. Expenditures for the Water and Wastewater (Sewer) Enterprise Funds are specifically allocated according to the 2021 Water and Sewer Rate Study Plan.

The City is fortunate to currently possess healthy reserves in both the General Fund Operating Reserve and the General Fund Capital Reserve Fund. While challenges lie ahead, the Staff is confident that by collaborating with the City Council on future decisions to secure new revenue sources, we will navigate these obstacles successfully.

Background

Preparing a program and financial plan to guide the City organization into the future is both a professional challenge and an honor that comes around once a year and then again for a mid-year review, especially when revenue sources are declining. City staff has dedicated significant time to developing the proposed city-wide operating budget for fiscal year 2025-2026. The much-anticipated recession did not happen as most economists projected; however, staff believes that the most prudent action is to present a "Status Quo" budget for fiscal year 2025-2026, since some of the city's key revenue sources, such as sales tax, are projected to remain unchanged in FY 2025-2026. The General Fund is balanced using $510,541 from the General Fund operating reserve for the fiscal year; the Enterprise Funds are balanced and submitted for City Council consideration, acceptance, and approval. The operating budget also encompasses the budget for fiscal year 2025-2026 for the Successor Agency to the Soledad Redevelopment Agency, which reflects the approved California Department of Finance Recognized Obligation Payment Schedule for fiscal year 2025-2026.

During the fiscal year 2024-2025, the City completed the sale of three parcels to the Soledad School District for future teacher housing development. The sale included two parcels owned by the Successor Agency and one parcel owned by the City. The City realized proceeds of $132,715 from the transaction. Staff recommends that the City Council approve a transfer of the sale proceeds to a new Housing Trust Fund, which will be used for future low-income housing projects. Once the funds are moved to the Housing Trust Fund, they will become low and moderate-income housing funds and cannot be transferred back to the General Fund.

Review & Analysis

This budget is presented as a status quo budget due to the current economic climate and its potential impact on some City revenue sources. While the budget reflects this status quo at present, the Staff hopes that we can reevaluate the actual financial implications of the economy and make adjustments during the mid-year review.

Some of the ongoing challenges we continue to face will require the City's continued diligence in managing service demands while developing revenue enhancement strategies.

- The rate of increase in revenues is not keeping up with increasing expenditures. The City remains challenged by uncontrollable expenses such as cost-of-living increases, fire staffing, workers' compensation, liability insurance, 911 costs, and PERS increases.

- The City will need to secure a new revenue source to support the required staffing levels of the Fire Department starting in FY 2026-2027 and beyond. The current estimate is that the City needs to generate at least $1.0 million in new revenue to support this transition. Staff has already begun exploring a Parcel Tax for fire services.
- A significant ongoing challenge facing the City is the rising cost of maintaining its infrastructure. Many of our facilities and buildings are in need of additional maintenance and improvements.

What is included in the proposed budget

As mentioned, the budget is presented as a status quo budget. This means staff is maintaining current service levels as they are, with two position reclassifications. All associated costs are included in the proposed budget for FY 2025-2026. The budget includes the reclassification of the Community Development Administrative Assistant and the Building Permit Technician to a Development Permit Technician. This change will enhance coverage for the intake of routine building permits and free up time for the Senior Planner to focus on more complex projects. All costs related to the reclassifications are incorporated into the FY 2025-2026 budget. Additionally, the Assistant Engineer position will be reclassified as a Construction/Project Manager. The title is still to be determined, but this change allows for both a supervisory role and increased responsibilities in construction management to reduce costs associated with outsourcing these duties to consultants.

General Fund

The FY 2025-2026 General Fund budget is presented as deficit spending by **$510,541** and uses **$200,000** of the General Fund Capital Reserve interest earnings to fund capital projects. Revenues are projected at **$15,093,821**; expenditures at **$15,604,362**. If the FY 2024-2025 closes as planned, the general fund and Fund Balance operating reserve should be approximately **$3,651,194** after the $2,000,000 Emergency Reserve set by the Council. The City still faces several economic challenges, as our current percentage increase in expenditures exceeds the expected percentage of revenue growth. The presented budget maintains essential services while also preserving all current staff positions and scheduled salary increases outlined in existing Memorandums of Understanding.

The City continues to have a General Fund Capital Reserve for future city capital needs, such as new facilities for public safety and city employees. The balance of that fund at the end of FY 2025-2026 is estimated to be **$7,345,000**.

Measure Y

Measure Y, the temporary emergency one percent sales tax measure placed on the June 2012 election ballot, became effective in October 2012. The 5-year emergency measure was set to sunset in October 2017; however, following voter approval of Measure I in November 2014, it will be extended for an additional 15 years through 2032.

Proceeds from Measure Y remain vital for maintaining City services, accounting for approximately 16% of the General Fund revenue.

In accordance with the Ordinance that enacted the temporary sales tax measure, the City Council established a 7-member City of Soledad Transactions and Use Tax Oversight Committee.

Staff projects **$2,399,000** in revenues for FY 2025-2026. Unfortunately, the City of Soledad Transactions and Use Tax Oversight Committee could not meet this year due to a lack of members for a quorum. The proposed budget was developed based on the previously committed allocations for public safety personnel and the increases in the CAL FIRE contract.

	Measure Y - FY 2025-2026
Proceeds (Estimate)	$2,399,000
Administration	1%
Police	56%
Fire	43%

The budget document for the fiscal year 2025-2026 outlines how the Measure Y funds are allocated based on previously approved ongoing costs presented to the City Council.

Measure S

Measure S, a one-half percent sales tax measure placed on the November 2020 election ballot, became effective in April 2021. The measure funds quality of life services for the community and does not have an expiration date. Proceeds from Measure S continue to be essential for preserving City services, representing about 8% of the General Fund revenue.

In accordance with the Ordinance that established the sales tax measure, the City Council formed a joint 7-member City of Soledad Transactions and Use Tax Oversight Committee, which has not been able to meet due to a lack of members for a quorum. Recruitment has continued and it is expected there will be members soon to reach a quorum, but not before adoption of the FY 25/26 budget.

Staff projects **$1,200,000** in revenue for FY 2025-2026. The following departments are partially funded by Measure S funds. Measure S funds approximately 54% of these services.

Parks	$ 887,517
Recreation	$ 995,435
Animals	$ 142,905
Community Engagement	$ 172,826
Admin Costs (CDTFA)	$ 12,000
Total	$ 2,210,683

General Fund Revenues

General Fund Revenues are projected to be **$526,840**, an increase from the previous year. Most of this rise is attributed to higher property tax-related revenues. Additional increases are expected in projected Utility User Tax revenues.

General Fund Expenditures

General Fund expenditures are budgeted at **$480,590**, which is higher than the previous year's budget. The primary reasons for this increase include higher costs in the CAL FIRE contract, as well as benefits and liability insurance.

Other increases in the General Fund are due to normal operating cost increases for supplies, in addition to staff cost of living adjustments.

The Water Fund

For the FY 2025-2026 budget, the Water Enterprise Fund is expected to incur a deficit of approximately **$246,503** in the Fiscal Year. However, the expenditures include $1,579,081 for Capital Projects, with $467,511 of that amount being Grant Funded. The planned Capital Projects align with the Water and

Sewer Rate Study conducted in 2021.

Wastewater Operating Fund

The Wastewater Operating Enterprise Fund is projected to operate with a deficit of **$3,414,876** for the fiscal year. Capital projects are budgeted at **$3,080,778** for the fiscal year, financed through enterprise reserves. Some of these projects carry over from the previous fiscal year and were not completed.

Solid Waste Fund

The Solid Waste Fund is shown as balanced. As noted in the General Fund section, Franchise Fee residual is transferred to the General Fund each year.

Successor Agency

The Successor Agency (Former RDA) Fund is a Private Purpose Trust Fund, meaning that the City of Soledad acts as an agent for the State of California regarding these funds. The only expenditures are debt service payments and administrative costs associated with the bonds.

Conclusion

As stated earlier, this budget is presented as a "Status Quo" budget. Several issues are on the horizon that will require strategic attention as the City continues to grow and pursue its vision statement and its goal of fiscal stability. One of the issues we continue to monitor closely is the increase coming from PERS, which is affecting all jurisdictions. The City will need to engage in negotiations again for a CAL FIRE contract in FY 2025-2026 due to having only agreed to a one-year contract while we continue to look for ongoing funding for fire department staffing.

I would like to thank the City Council, City Manager, and City Staff for their continued partnership that has allowed us to effectively meet the challenges we face and seize new opportunities as we move forward.

Financial Considerations

As indicated in the attached budget documents, the General Fund, as presented in the proposed budget, is balanced for FY 2025-2026.

Alternatives

- Adopt the proposed Resolution.
- Modify the Proposed Budget.

Planning/CEQA

Adoption of the FY 2025-2026 Budget is not considered a project for the purposes of CEQA since it has no potential for resulting in either a direct or indirect impact to the environment. (See CEQA Guidelines Section 15378.)

Attachments:

- Resolution No. 6245/SA-2025-01
- Exhibit A: Proposed FY 2025/2026 Budget
- Exhibit B: Position Allocation - FY 2025/2026
- Exhibit C: Summary of Job Classifications and Salary Schedule
- Exhibit D: Proposition 4 General Fund Appropriations Limitations for FY 2025/2026

Public Notice Requirements

None.

Attachment(s):
Budget Presentation
Resolution No. 6245/SA-2025-01
Exhibit A - Fiscal Year 2025-26 Proposed Budget and Capital Improvement Program
Exhibit B
Exhibit C
Exhibit D

FY 2025-2026 Budget Presentation

Megan Hunter, City Manager

Mike Howard, Finance Director

City Council

Wednesday, June 18, 2025

Budget Presentation

- A lot continues to Happen in Soledad!
- $60,507,045 Operating Budget
- Alignment of the 2024 Budget Public Survey Responses and draft City Council Strategic Goals

Budget Message

- Economic uncertainty persists
- Modest increase in property tax with continued slowing in sales tax and development
- Budget pressure as costs continue to increase faster than revenue in the long term
- Increased staffing and capital costs
- Capital needs for Soledad are significant for General Fund facilities
- CAL FIRE contract for fire protection services becomes challenging beginning in FY 25-26 and beyond

Budget Message

New or expanded businesses in Soledad

- Ace Hardware
- Dutch Bros
- Panda Express
- Davita Dialysis Center - near completion
- Tractor Supply - under construction
- Reel Rock Brewpub
- Holiday Inn – approved entitlement
- Quick Quack – currently in entitlement process
- Truck Stop - currently in entitlement process

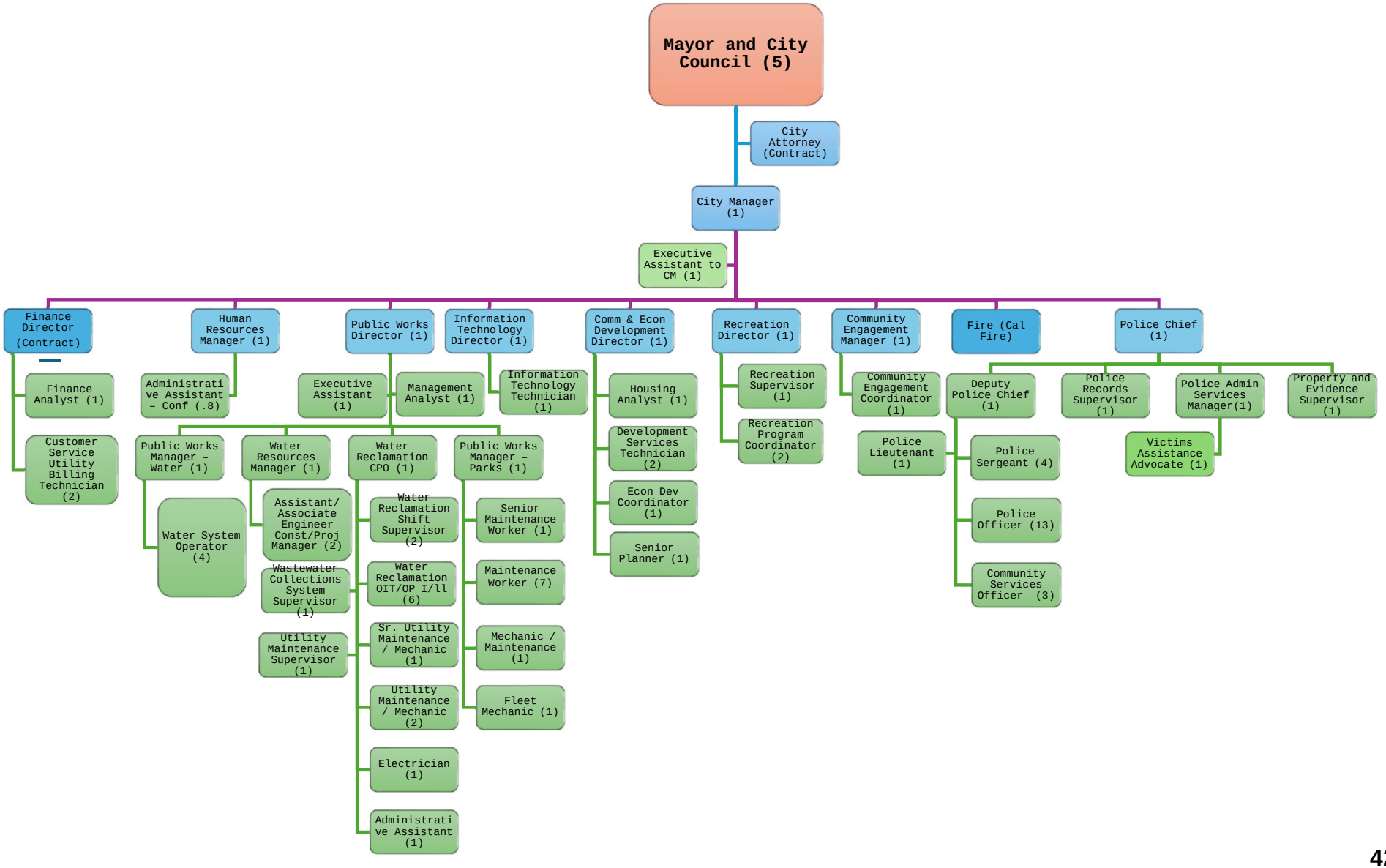
Future Budget Risks and Opportunities

- Expiration of Measure Y in 2032 – 16% of the General Fund
- Decreasing population due to changes in prisons that impact certain revenues, such as gas tax and vehicle license fee (VLF)
- CAL FIRE and increased staffing requirements in FY 25-26 and beyond
- Escalating staff and construction costs that are outpacing fees
- Potential growth of new retail development in the Soledad Marketplace and downtown
- Affordable housing development
- Vacant industrial land for potential development
- Development of Miramonte to add nearly 2,400 houses and neighborhood service commercial projects

Building for the Future

- General Capital Improvement Fund
  - Current balance is projected to be $7.3 million at the end of FY 25-26
  - Support projects not eligible for utility revenues, grants, or impact fees
- 5-Year Capital Improvement Program
  - Ensures the City is able to match expenditures with funding sources
- Future impact fee studies and cost allocation plan
- Water and Sewer Rate Study to ensure rates cover operating and infrastructure maintenance
- TOT Audit to ensure operators are knowledgeable of the city ordinance

Organizational Chart



Budget Preparation

The City fiscal year budget is prepared using several sources

- 2024 Community Budget Survey Results
- City Council Strategic Goals
- 5-year Capital Improvement Plan
  - Master Plans such as Parks, Water, Sewer
- Water and Sewer Rate Plan
- Staff Input with historical data
- State and County estimates

2024 Budget Survey Results

- Housing
  - Construction of affordable housing
  - Tenant and landlord education and support
  - Incentivize and facilitate housing production (ADU’s)
- Public Safety
  - Police patrol and traffic enforcement
  - Community engagement and violence prevention
- Retail Opportunities
  - Job Creation and attraction of more stores/businesses
  - Image, beautification efforts and tourism
- Streets and Roads
  - Street repairs and improvements
  - Sidewalk Repairs and Improvements

City Council Strategic Goals

- Economic Development
- Housing
- Mobility & Infrastructure
- Safety & Emergency Preparedness
- Youth & Education
- Health
- Governance

Budget Capital Projects

Some of the significant capital projects in the budget are:

- City Hall and Police Department Roof Repairs
- Reclaimed Water Project
- Water Meter Replacement Project
- Well Rehabilitation and Upgrades
- Water Tank Rehabilitation
- Slurry Seal Project
- Pedestrian Safety Enhancements
- Manhole Replacement
- West Street Complete Street Project

Staffing

No new positions, three reclassifications

Community and Economic Development Department

- Community Development Administrative Assistant reclassified to Development Permit Technician
- Building Permit Technician reclassified to Development Permit Technician *(Update job description and name change – no change in salary)*

Police Department

- One (1) Sergeant reclassified to a Lieutenant *(Already approved in FY 24-25, but carried over in the new fiscal year)*

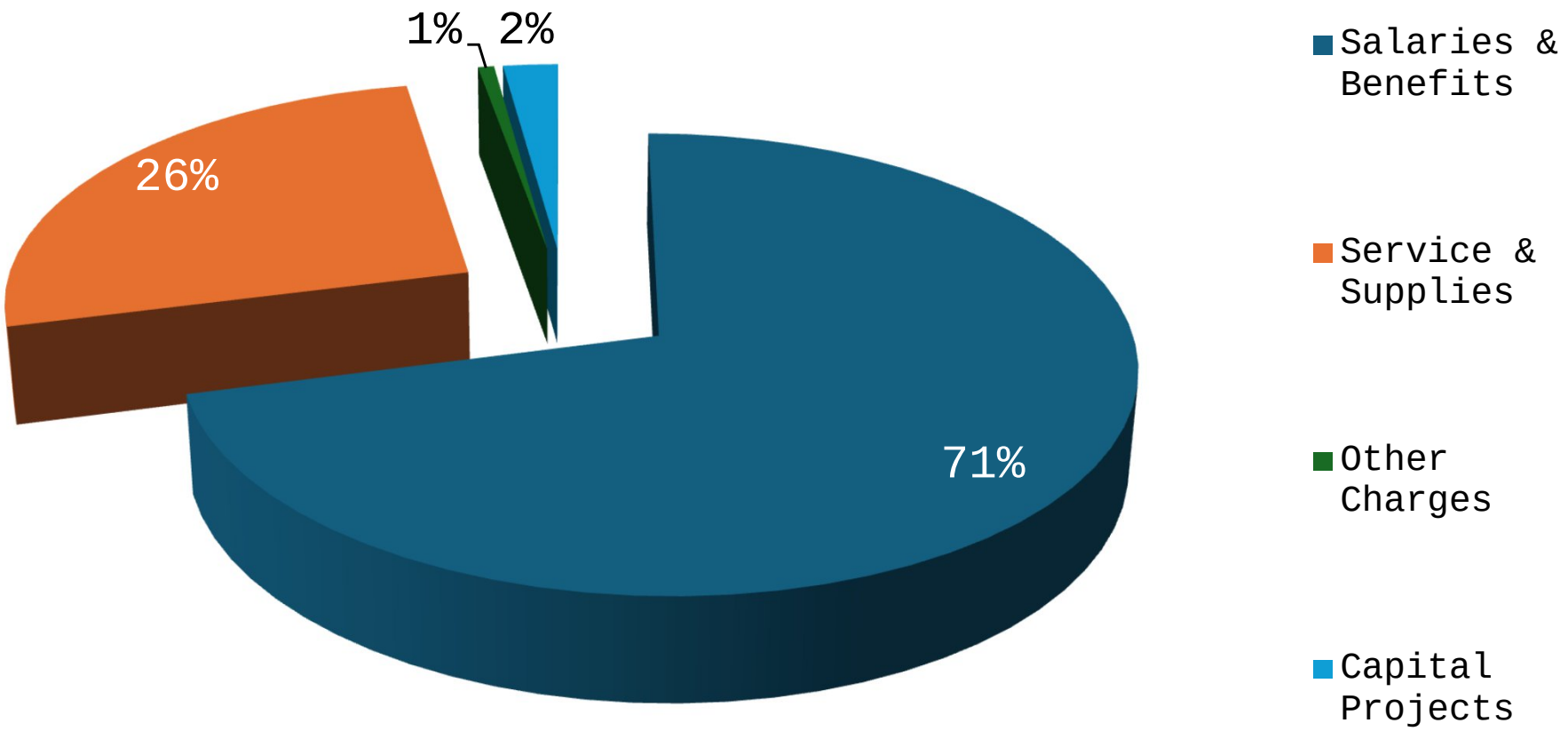
Public Works (No change in Positions, Flexible Staffing for Engineers)

- *Assistant Engineer reclassified to Construction/Project Manager (Title TBD)*

General Fund

FY 2025/26

General Fund Allocations - $15,604,362



Review and Analysis

Ongoing challenges:

- Normal revenue increases are not keeping pace with day-to-day expense increases, such as PERS and salary and benefits
- City infrastructure is aged and in need of maintenance
- Current ongoing General Fund expenses do not allow for reserve set aside
- CAL FIRE increase to 3-0 staffing
- Sunset of Measure Y is approaching (2032)

General Fund

- In June 2022 the City Council amended Administrative Policy/Procedure No 4000-16, to increase the established General Fund Reserve to $2,000,000

- In June 2022 the City Council established a General Fund Capital Projects Fund. Projected balance at the end of FY 25-26 is $7.3 million

General Fund

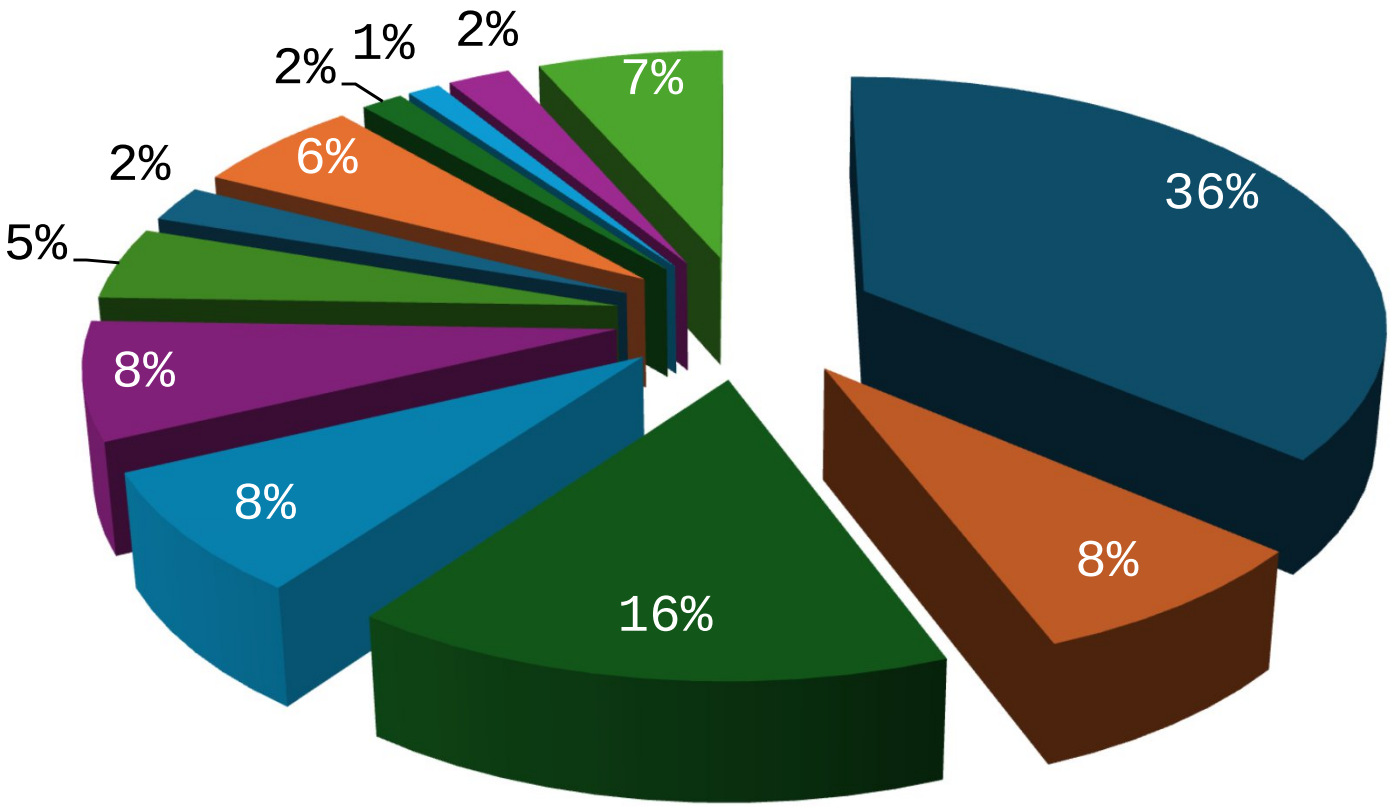
- The FY 25-26 General Fund budget is presented as balanced, using **$510,541** from operating reserves.

- If FY 24-25 closes as planned and FY 25-26 goes as anticipated, the General Fund should be approximately **$5,351,194** minus the $2,000,000 Emergency Reserve allocated by the Council, leaving a total of **$3,651,194**.

General Fund

FY 2025/26

General Fund Revenues - $15,093,821

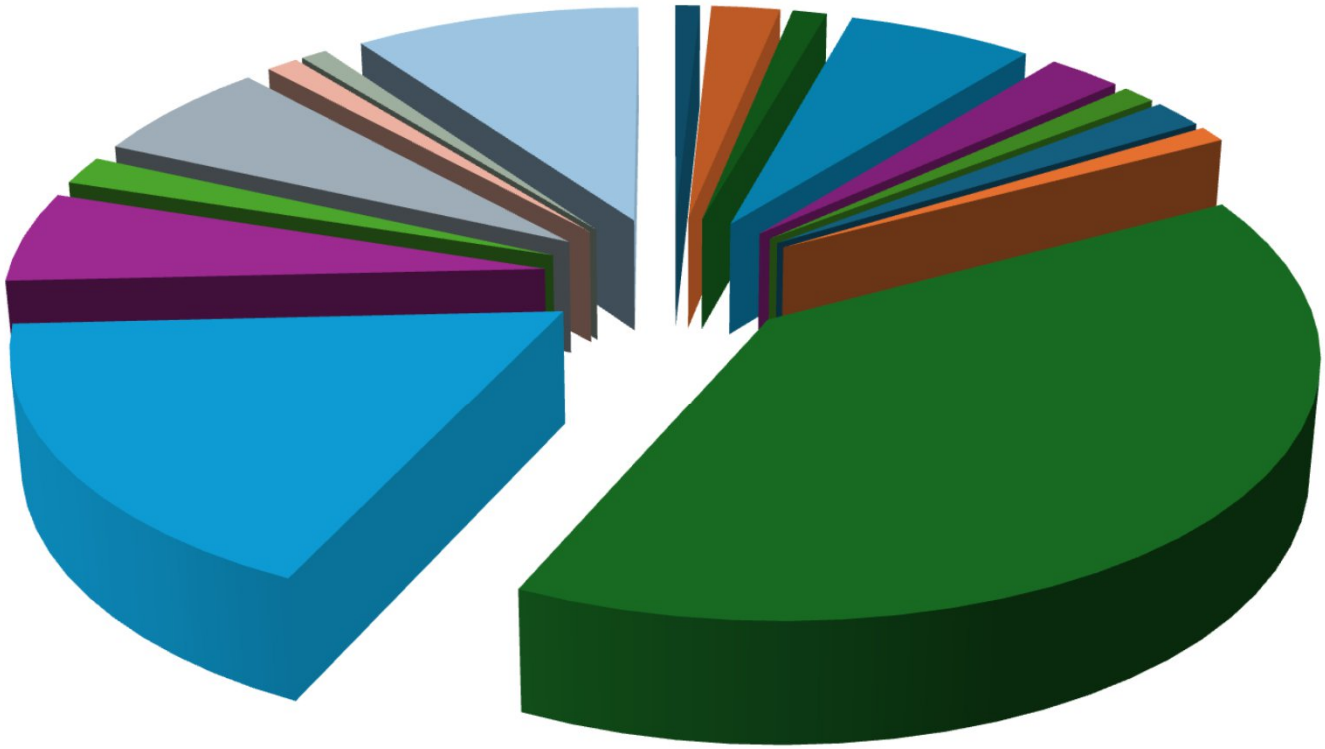


- Property Taxes
- Sales Taxes
- Measure Y
- Measure S
- Other Taxes
- Licenses & Permits
- Other Agents
- Franchise Fees
- Charges for Services
- Grants
- Use of Money
- Other

General Fund

FY 2025/26

General Fund Appropriations - $15,604,362



- City Council - 1%
- City Manager - 1%
- City Attorney - 1%
- Planning - 7%
- Building - 3%
- Human Resources - 1%
- Information Tech - 1%
- Finance - 1%
- Police - 42%
- Fire - 12%
- Parks - 6%
- Public Works - 1%

Measure Y

- Measure Y, the temporary emergency one percent sales tax measure that was placed on the June 2012 election ballot, became effective in October 2012.
  - The 5-year emergency measure was set to sunset in October 2017; however, following voter approval of Measure I in November 2014, it will be extended for an additional 15 years through 2032.
  - Proceeds from Measure Y continue to be essential in preserving City services. It represents about 16% of the General Fund revenue.

- Consistent with the Ordinance that enacted the temporary sales tax measure, the City Council established a 7-member City of Soledad Transaction and Use Tax Oversight Committee.

- Staff's projection for FY 25-26 is **$2,399,000.**

Measure Y Recommendations

Police:

- Existing positions, overtime, and other items previously committed for funding
- Purchase of Equipment
- Continued funding for police vehicles
- Total recommended allocation **$1,349,809**

Fire:

- Existing items previously committed for funding
- Total recommended allocation **$1,025,201**

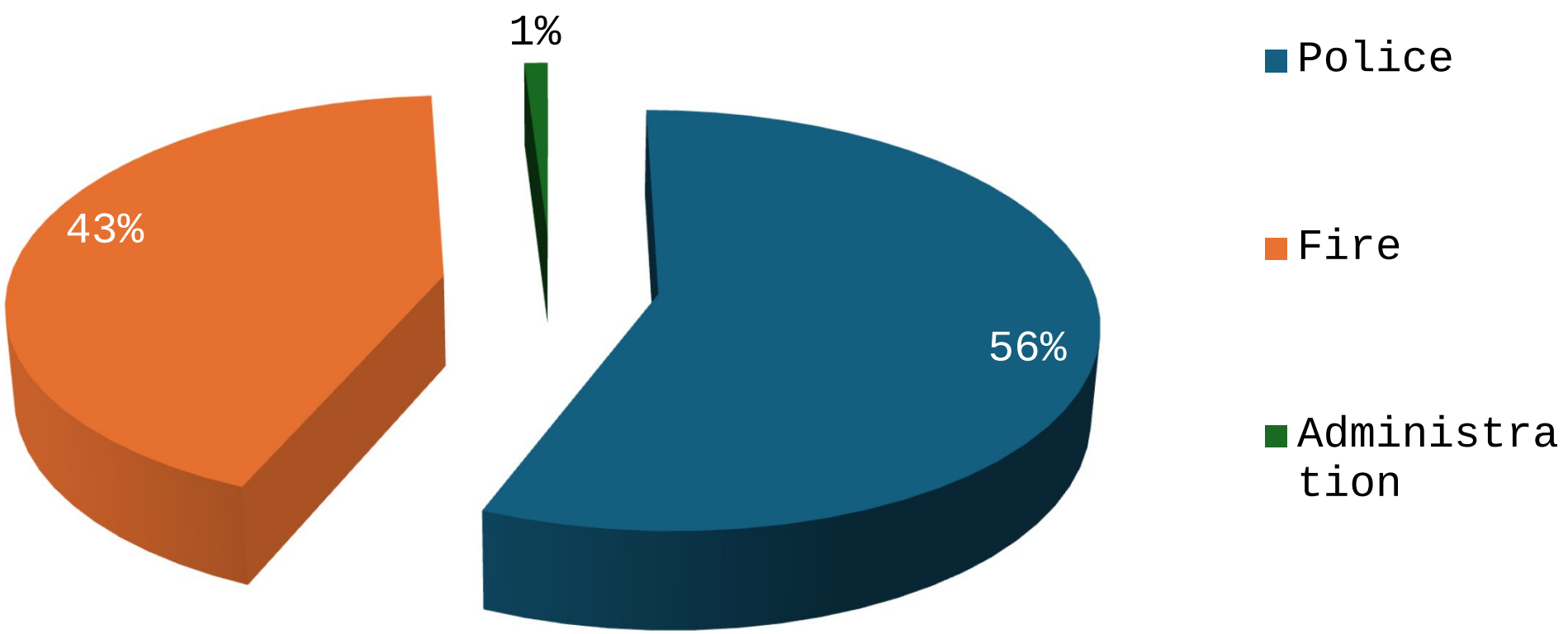
Administration:

- CDTFA Administration Costs
- Total recommended allocation **$23,990**

Measure Y

FY 2025/26

Measure Y Appropriations - $2,399,000



Measure S

- Measure S, the one-half percent sales tax that was placed on the November 2020 election ballot, became effective in April 2021.
  - *The measure to fund quality-of-life services for the community is considered a permanent tax.*

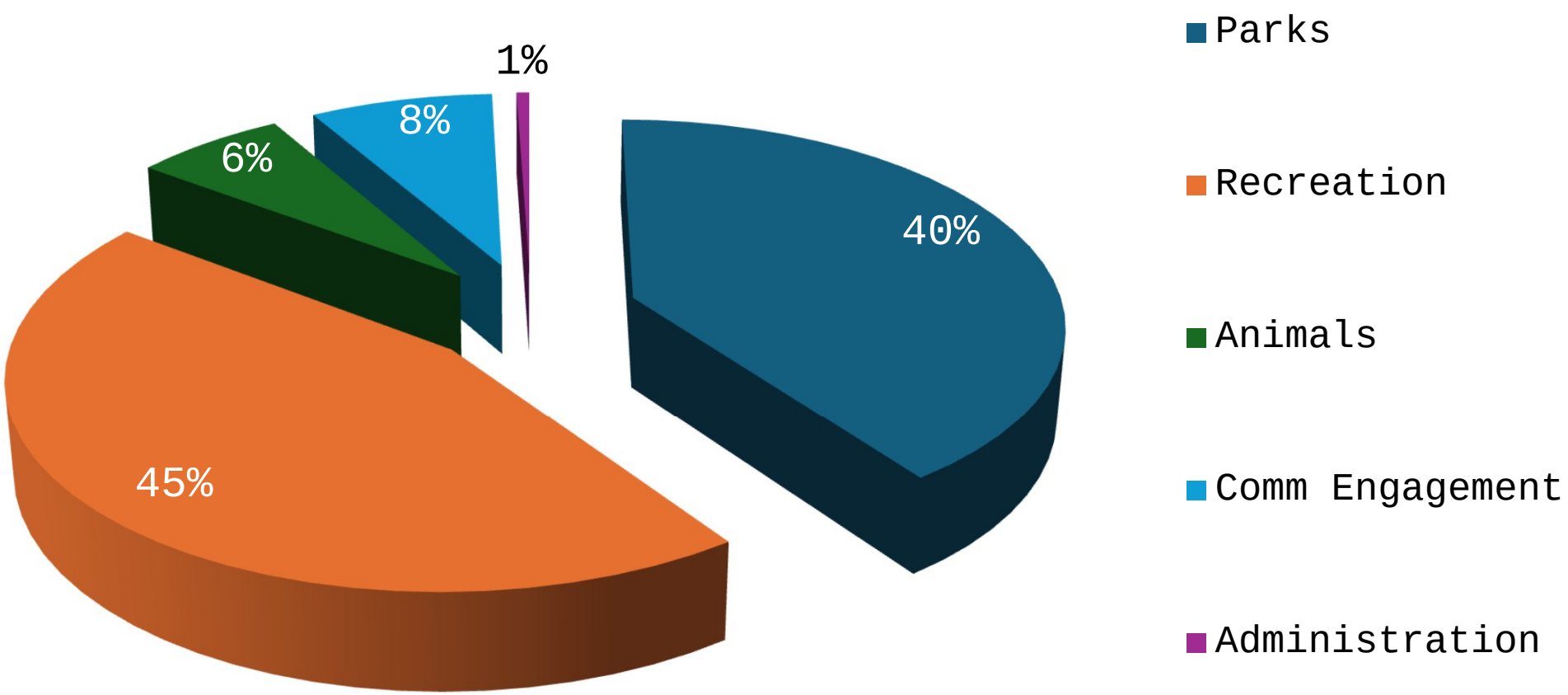
- The centerpiece of the Measure is the creation of our own Parks & Recreation Department.

- Total cost of all Measure S related activities is **$820,683**, net of Recreation and Measure S Revenue.

Measure S

FY 2025/26

Measure S Appropriations - $2,210,683



Enterprise Funds

- The City has four Enterprise Funds:
  - Water
  - Wastewater *(Sewer)*
  - Solid Waste
  - Sanitation

- FY 25-26 will be the fifth year of the adopted Water and Sewer Rate Study in 2021

- New Water and Sewer Rate Study will be done in FY 25-26

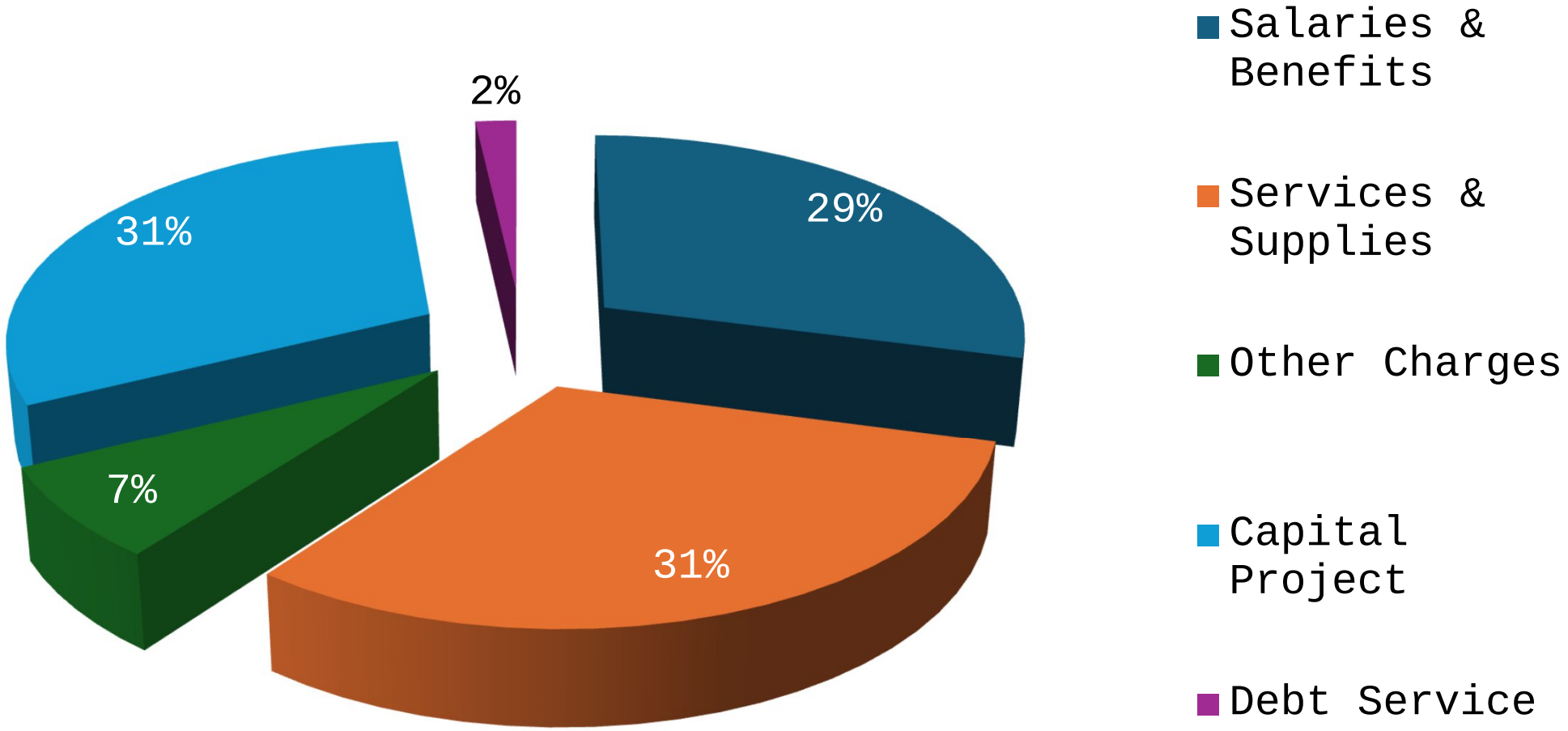
Enterprise Funds - Water

- The Water Fund projected revenues for FY 25-26 are **$4,994,756** with projected expenditures at **$5,241,259**
- Of the total expenditures, **$1,601,581** is related to capital expenditures
- Without the capital expenditures, the fund would have a surplus of **$1,355,078**
- The Water Fund has one remaining debt service loan:
  - 2021 Water System Improvements Note Payable
    - Matures in FY 33-34
    - Remaining principal balance - **$756,720**

Enterprise Funds - Water

FY 2025/26

Water Enterprise Appropriations - $5,241,259



Enterprise Funds - Wastewater

- The Wastewater Fund projected revenues for FY 25-26 are **$8,289,863**, with projected expenditures at **$11,328,811**

- The budget includes capital project spending of **$2,727,350**

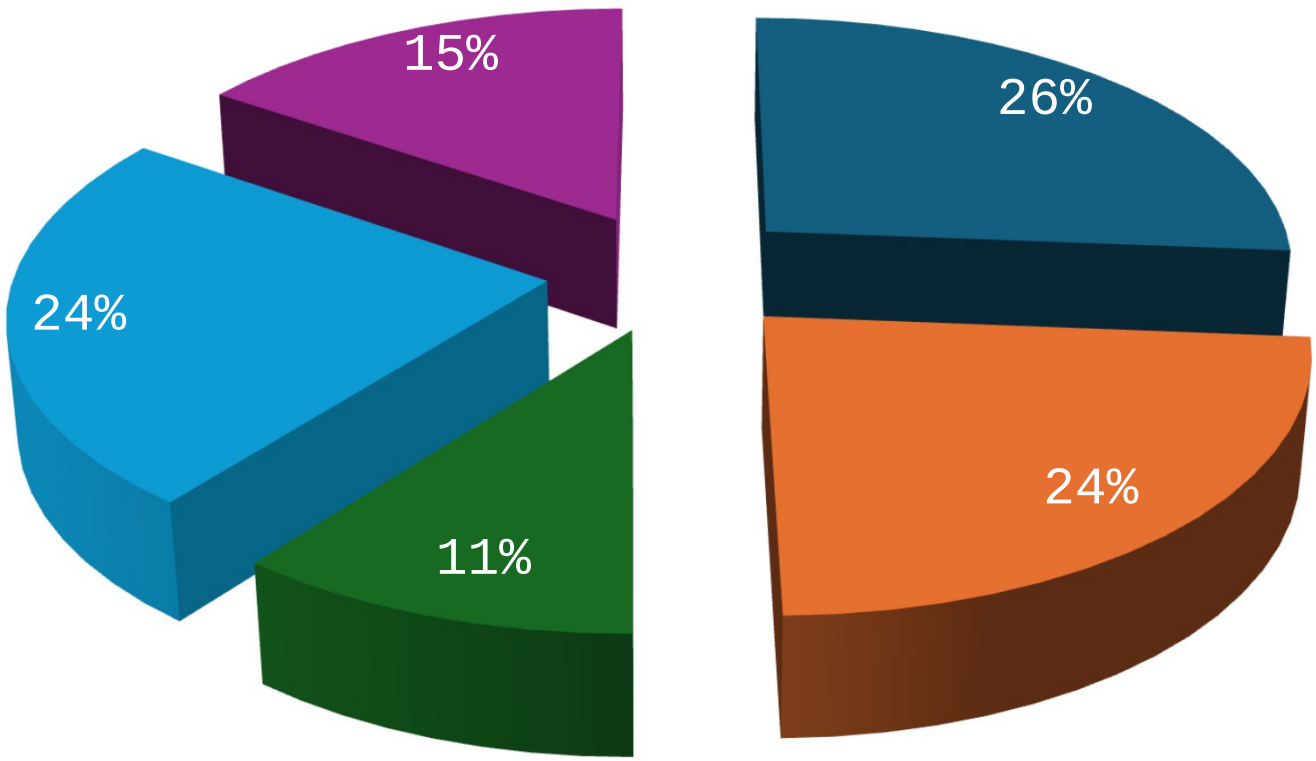
- The largest single expenditure item in the Wastewater Fund is the State loan debt service payment of **$1,542,438** annually

- The Wastewater Fund has one remaining debt service loan:
  - 2008 Clean Water State Revolving Fund
    - Matures in FY 39-40
    - Remaining principal balance - **$23,136,572**
    - Annual payment $1,542,438

Enterprise Funds - Wastewater

FY 2025/26

Wastewater Enterprise Appropriations - $11,328,811



- Salaries & Benefits
- Services & Supplies
- Other Charges
- Capital Project
- Debt Service

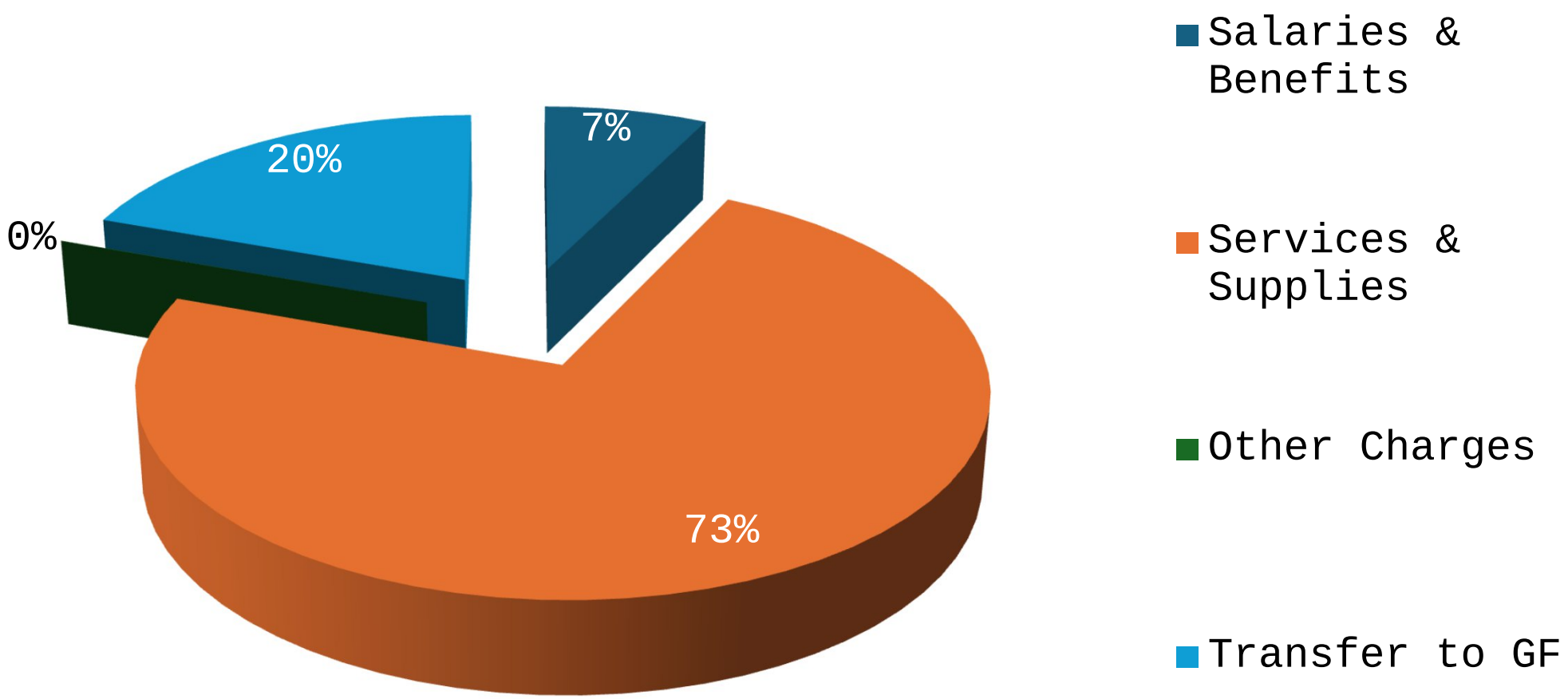
Enterprise Funds – Solid Waste

- The Solid Waste Fund projected revenues for FY 25-26 are **$3,592,700**, with projected expenditures and transfers at **$3,590,873**
- At the end of the FY, excess funds are transferred to the General Fund which represents our “Franchise Fee”
- Rates are set by Tri Cities and adopted by City Council annually

Enterprise Funds – Solid Waste

FY 2025/26

Solid Waste Enterprise Appropriations - $3,590,873



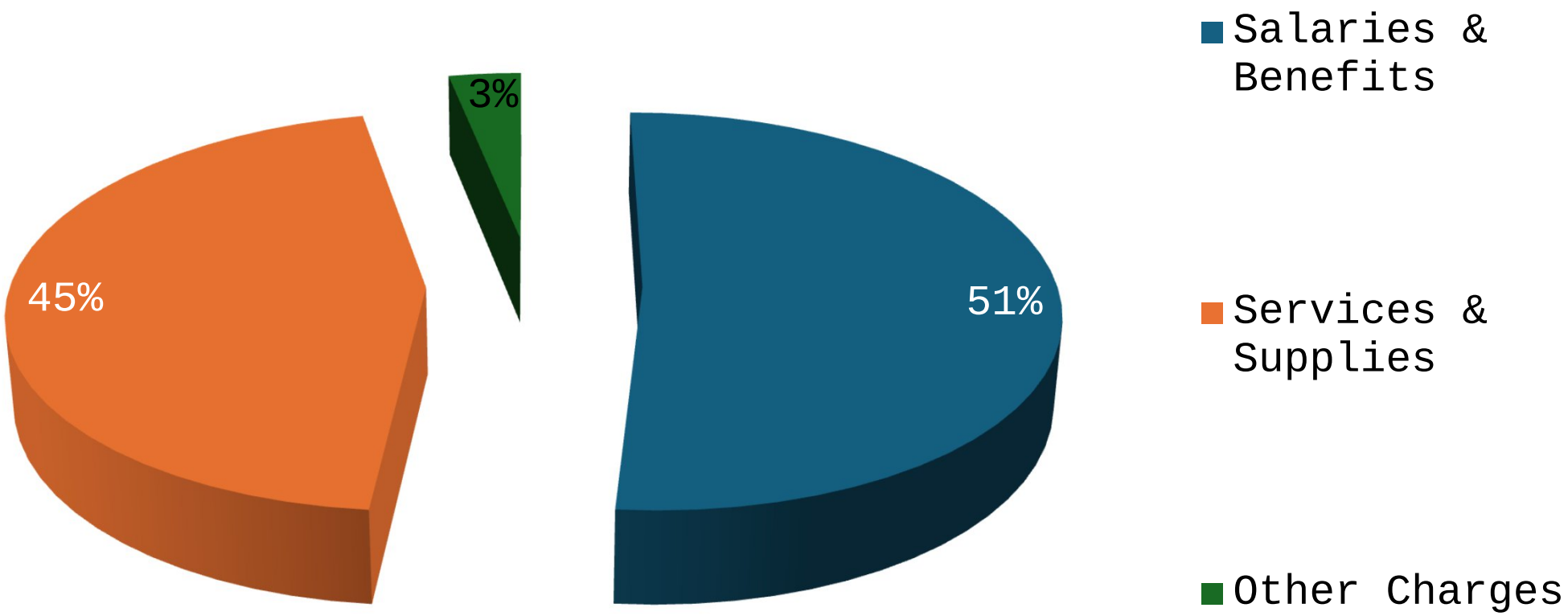
Enterprise Funds - Sanitation

- The Sanitation Fund projected revenues for FY 25-26 are **$358,500** with projected expenditures at **$358,500**
- Current sanitation fee is $6 per month which has been in place since 1993
- Sanitation Fund uses are for graffiti removal, animal control, litter maintenance, and environmental sanitation services

Enterprise Funds - Sanitation

FY 2025/26

Sanitation Enterprise Appropriations - $358,500



Special Revenue Funds

Special Revenue Funds are funds that can only be used for a specific purpose. They are not General Fund dollars.

The City of Soledad has six classifications of Special Revenue Funds:

- Streets and Transportation
- Community Development
- Public Safety
- Special Assessment Districts
- Impact Fees

Special Revenue Funds

Street and Transportation Funds consist of:

- ***Gas Tax***
  - Used for street maintenance and construction
- ***Gas Tax – SB1***
  - Used for specific projects as indicated annually by the City and sent to the State
- ***Measure X*** *(TAMC Sales Tax Measure)*
  - Used for street maintenance and street projects within the City of Soledad

Special Revenue Funds

Community Development Funds consist of:

- ***Program Income – Home and CDBG***
  - Funds used for future housing/business projects
- ***CDBG Grants***
  - Funds used for the specific purpose of the grant
- ***REAP/LEAP Grants***
  - Funds to be used for the General Plan Update

Special Revenue Funds

Public Safety Funds consist of:

- ***Traffic Safety Fund*** *(Proposition 172)*
  - Funds used for Public Safety
  - Vehicles are being acquired from these funds
- ***Asset Forfeitures – Police***
  - When released the county funds can only be used for police expenditures
- ***Vehicle Abatement***
  - Used for Code Enforcement expenditures
- ***Fire Training***
  - Used for training
- ***Fire EMS (CSA 74)***
  - Used for equipment and supplies

Special Revenue Funds

Special Assessment District Funds consist of:

- The Vineyards
- Rancho San Vicente
- Diamond Ridge
- Miravale / Orchard

- Special Assessments are used for park maintenance, regular maintenance and debt service for infrastructure.
- Rates are set and adopted by City Council annually.

Special Revenue Funds – Impact Fees

- Impact Fee Funds consist of:
  - Park
  - Police (Legacy)
  - Fire (Legacy)
  - General Government
  - Transportation
  - Storm Drain
  - Public Safety (New combined Police & Fire)
  - Water
  - Wastewater

- Impact Fees provide insight into the “growth” of the City, as developers pay these fees to enable the City to expand the necessary infrastructure resulting from that growth.
- Expenditures are categorized as Capital Projects and may only be utilized for the development of new or enhanced services. They cannot be used for the maintenance of existing infrastructure.
- Projects in the proposed FY budget are in the Parks Impact Fund

Successor Agency Funds

- In 2011, the Governor of California dissolved Redevelopment Agencies. Since then, we have been winding down the activities of the Former Soledad Redevelopment Agency.

- The Successor Agency to the former RDA is now a Private Purpose Trust.
  - Primary activities are the development of the former RDA and Debt Service payments.

- The Successor Housing Fund is a City Fund.
  - Funds can be used for future low-income housing projects.

- A “Last and Final” ROPS was submitted and approved by the Department of Finance

Successor Agency Funds

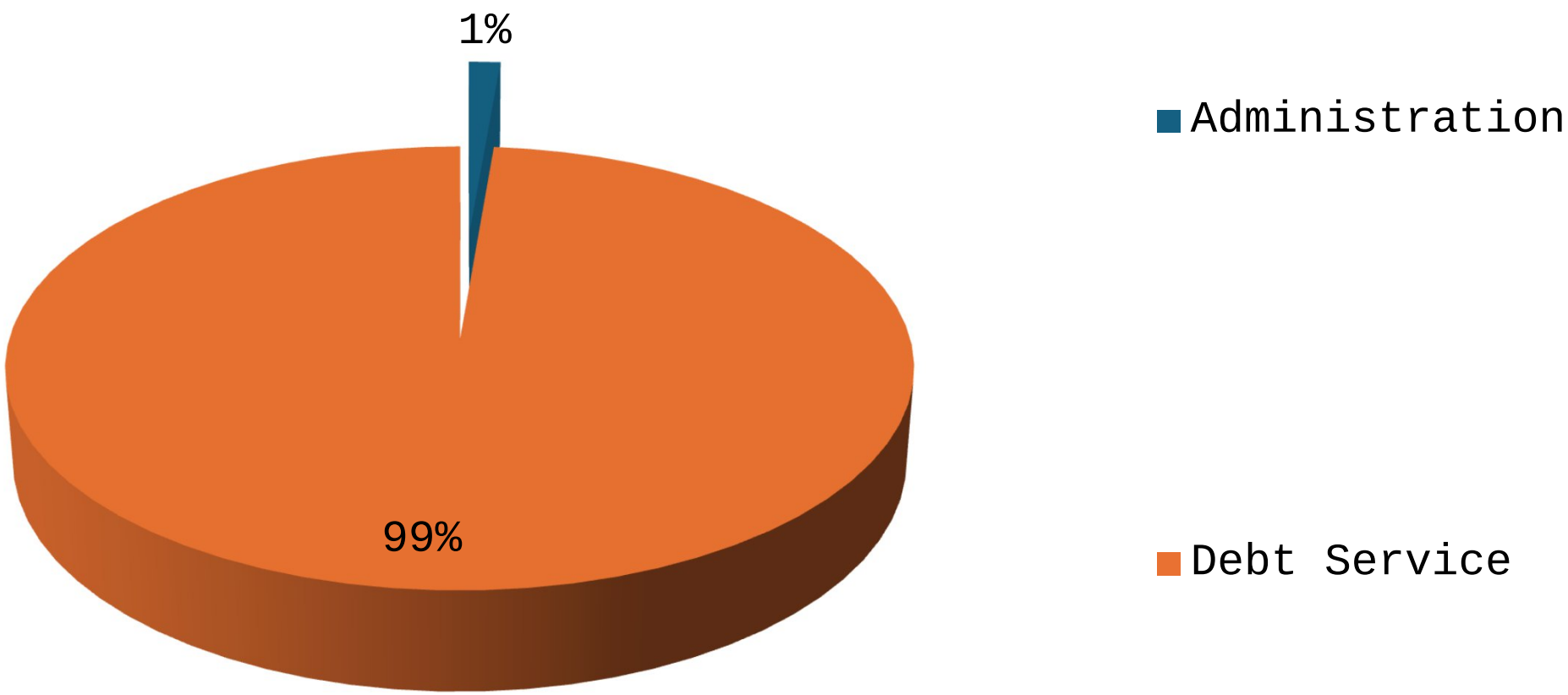
The Successor Agency to the former RDA has two current outstanding debt service bonds. These bonds were refunded in 2016 and resulted in savings in excess of **$4 million**

- 2016A TARB – Matures in FY 2028-2029
  - Current outstanding principal - **$1,540,000**
- 2016B TARB – Matures in FY 2032-2033
  - Current outstanding principal - **$6,355,000**

Successor Agency Funds

FY 2025/26

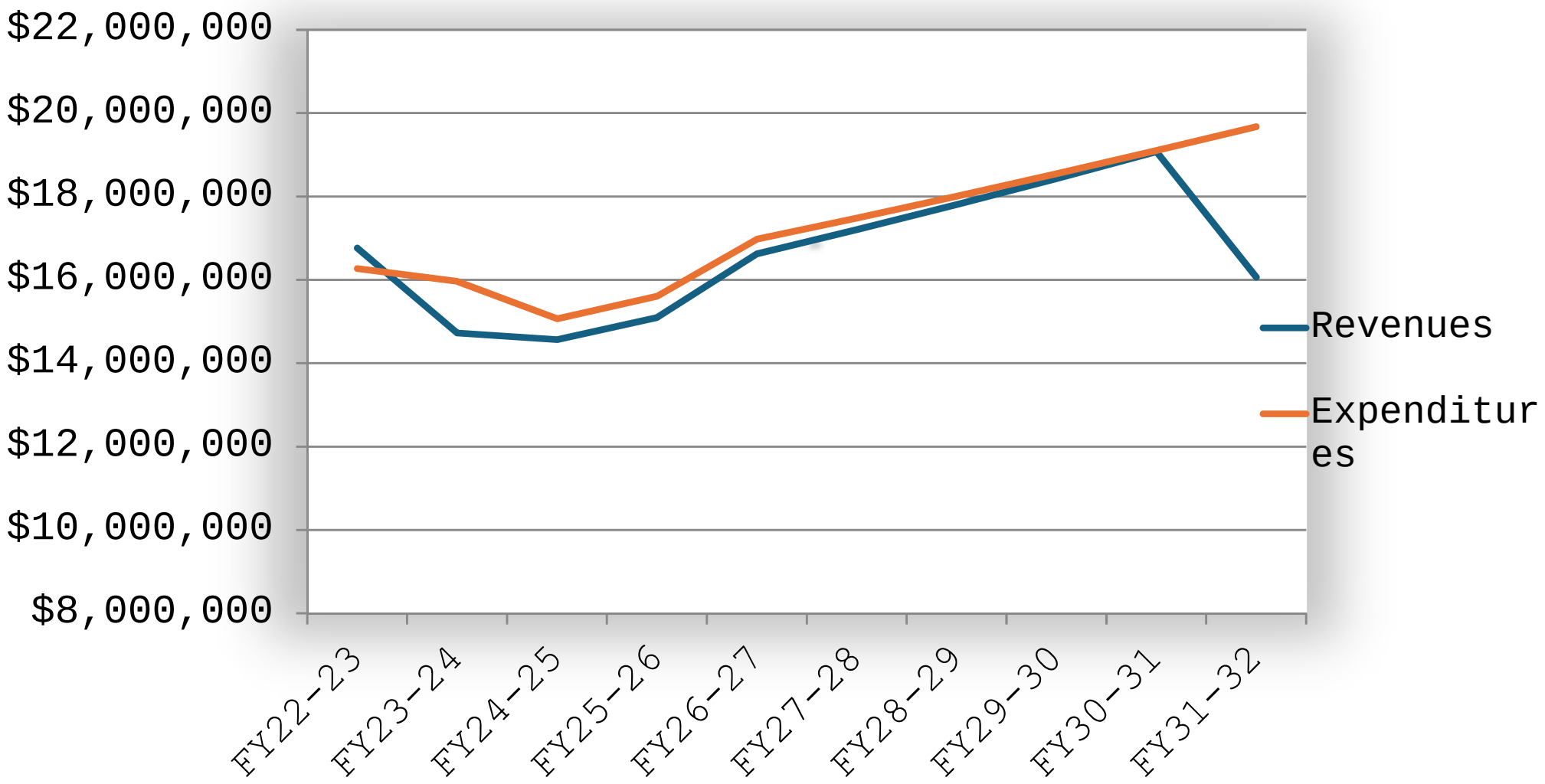
Successor Agency Appropriations - $1,235,000



Future Items on the Horizon

- PERS costs are continuing to increase for all jurisdictions.
- Deferred maintenance on the City’s existing infrastructure is mounting
- The expiration of Measure Y Funds in 2032 is a significant threat to the financial stability of the City
- CAL FIRE staffing to 3-0 industry standard

General Fund Financial Forecast



Council Action for June 18, 2025

Consideration and Adoption of Joint Resolution:

1. Accepting and Approving the 2025-2026 Fiscal Year Proposed Budget;
2. Authorizing the City Manager and Finance Director to realign the Budget for Fiscal Year 2024-2025 to reflect the estimated actual revenues and expenditures for the 2023-2024 Fiscal Year;
3. Approving a transfer in the FY 2024-2025 budget of $132,715 from the General Fund to a new Housing Trust Fund, which represents the City proceeds from the sale of parcels to the Soledad School District
4. Approving the Position Allocation for FY 2025-2026;
5. Approving the Salary Schedule of the City’s Classification & Compensation Plan for FY 2025-2026, including the compensation for City Council, Planning Commissioners, and City of Soledad Transactions and Use Oversight Committee;
6. Reaffirming the City of Soledad’s Emergency Contingency Reserve Policy (Fund Balances); and

Conclusion

Thank you *for the City Council's ongoing support as we strive to provide excellent services while ensuring our expenditures align with our revenues.*

- The recommended budget presents a balanced budget using **$510,541** of the General Fund operating reserve
- The City is positioned to weather an economic slowdown
- The City is exploring a Parcel Tax for fire services to offset the cost of CAL FIRE staffing requirements
- The City should continue seeking sources of funds for capital growth projects to accommodate the needs of our community
- City Council should be commended for building a healthy reserve well in excess of its original goal

RESOLUTION NO. 6245/SA-2025-01

A JOINT RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLEDAD AND THE SUCCESSOR AGENCY OF THE SOLEDAD REDEVELOPMENT AGENCY ACCEPTING AND APPROVING THE 2025-2026 FISCAL YEAR PROPOSED BUDGET AND APPROVING AND/OR DIRECTING IMPLEMENTATION OF OTHER BUDGET RELATED ACTIONS

WHEREAS, the City Manager has considered estimates of revenue from all sources, and estimates of expenditures required for the proper conduct of the activities of the City of Soledad for Fiscal Year 2025-2026, and

WHEREAS, the City has developed the proposed annual budget for Fiscal Year 2025-2026; and

WHEREAS, the Proposed Fiscal Year 2024-2025 budget reflects a General Fund budget which is balanced; and

WHEREAS, the Proposed Fiscal Year 2024-2025 budget, as prepared, also includes the fiscal year budget for the Successor Agency of the Soledad Redevelopment Agency; and

WHEREAS, the City Council and the Successor Agency Board of Directors hereby find that the foregoing recitals are true and correct.

NOW THEREFORE, BE IT HEREBY JOINTLY RESOLVED by the City Council of the City of Soledad and the Successor Agency Board of Directors that the Fiscal Year 2025-2026 Proposed Budget, attached hereto, a copy of which is attached hereto as **Exhibit A** and by this reference incorporated herein, is hereby approved to become effective July 1, 2025; and

BE IT FURTHER RESOLVED by the City Council of the City of Soledad, that City Manager and the Finance Director are authorized to realign the 2024-2025 Budget to reflect the Estimated Actual Revenues and Expenditures for the 2024-2025 Fiscal Year and approve the transfer of $132,715 from the General Fund to a new Housing Trust Fund, which represents the proceeds from the sale of the parcels to the Soledad School District, and

BE IT FURTHER RESOLVED by the City Council of the City of Soledad, that the Position Allocation attached, a copy of which is attached hereto as **Exhibit B** and by this reference incorporated herein, is hereby approved to become effective July 1, 2025; and

BE IT FURTHER RESOLVED by the City Council of the City of Soledad, that the Salary Schedule of the City's Classification & Compensation Plan, including the compensation of elected council members, appointed commissioners, and appointed City of Soledad Transactions and Use Tax Oversight Committee members, which is attached hereto as **Exhibit C** by this reference by this reference incorporated herein, is hereby approved to become effective July 5, 2025; and

BE IT FURTHER RESOLVED by the City Council of the City of Soledad that the Contingency Reserves/Fund Balance policy adopted on June 1, 2022 and set forth below is hereby affirmed.

General Fund	$ 2,000,000
Wastewater Enterprise	$ 1,500,000
Water Enterprise	$ 500,000
Street Fund	$ 500,000

BE IT FURTHER RESOLVED by the City Council of the City of Soledad, that the Proposition 4 General Fund Appropriations Limitations for Fiscal Year 2025-2026, attached hereto, a copy of which is attached hereto as **Exhibit D** and by this reference incorporated herein, is hereby approved.

PASSED AND ADOPTED by the City Council of the City of Soledad and the Board of Directors of the Successor Agency of the Soledad Redevelopment Agency at a regular meeting duly held on the 18th day of June, 2025, by the following vote:

AYES, and in favor thereof, Councilmembers/Board members:

NOES, Councilmembers/Board members:

ABSENT, Councilmembers/Board members:

ABSTAIN, Councilmembers/Board members:

_____
ANNA M. VELAZQUEZ, Mayor/Chariman

ATTEST:

_____
MEGAN HUNTER, City Clerk/Agency Secretary

CITY OF SOLEDAD FISCAL YEAR 2025-2026 BUDGET AND CAPITAL IMPROVEMENT PROGRAM

City Manager's Budget Message
Fiscal Year 2025-2026

Honorable Mayor and City Councilmembers,

On behalf of the Soledad Team, I am privileged to present to you and the community our Recommended Operating and Capital Improvement Program Budget for Fiscal Year 25-26.

Although the Strategic Plan has not yet been finalized, the Executive Team and City Council have dedicated over 16 hours to developing goals, objectives, and actions, creating 114 pages of content. While the City continues to refine the final plan, multiple priorities have been identified by reviewing prior community input and existing planning efforts to help shape the FY 2025–2026 budget.

At the forefront of developing the budget is the City's vision: *Serving as the gateway to Pinnacles National Park, Soledad is a small town with big ideas that celebrates our rich cultural heritage and diversity. We are a welcoming and inclusive community, committed to advancing equity, sustainable growth, and environmental stewardship—improving quality of life, supporting businesses, and being a safe and healthy city where everyone thrives.*

The FY 2025–2026 Budget reflects conservative fiscal planning in response to projected stagnation in key revenues, including sales tax. Total General Fund revenues are projected at **$15,093,821**, while expenditures total **$15,604,362**, resulting in a projected **deficit of $510,541**. The deficit will be covered through the use of the City's General Fund operating reserves, with an additional **$200,000** from General Fund Capital Reserve interest earnings allocated to capital projects.

Despite these challenges, the City remains in a stable financial position thanks to prudent reserves and careful budget management. Two staff position reclassifications are included and fully funded. Enterprise Funds are budgeted in accordance with the 2021 Water and Sewer Rate Study, and Special Revenue Funds are allocated for their intended purposes.

This budget document represents a collaborative effort across all City departments, each of which maintained flat budgets in response to softening revenues. Guided by the Finance Department, the team worked diligently to produce a balanced, transparent, and accountable fiscal plan that reflects both Council priorities and community values.

I am proud to lead a team of dedicated professionals who embody the values of teamwork, customer service, and innovation—ensuring that *"It's happening in Soledad!"*

Fiscal Year 2024-2025 in Review

City staff were highly productive during FY 2024–2025, successfully advancing a number of major capital projects and community initiatives. A key driver of this progress was the City's strategic use of over **$6 million in American Rescue Plan Act (ARPA) funds**, part of a historic federal investment in local infrastructure signed into law by President Biden in 2021. This one-time funding enabled the City to make long-overdue improvements, including upgrades to the Community Center, installation of public art murals, construction of a new fire truck apparatus bay, and site preparation for the future Container Village project. These projects were completed during the fiscal year and will not be supported by similar ARPA funding in FY 2025–2026.

To ensure the budget reflected community needs, the City conducted a citywide survey and hosted two public budget workshops to gather input from residents and stakeholders. With 591 survey responses, the primary community priorities identified included affordable housing, public safety, retail development, safe roads and sidewalks, and youth programming and parks. City staff aligned budget decisions and project planning with these priorities, leading to various impactful accomplishments.

Key Accomplishments in FY 2024–2025

- Facilitated the development of **82 new housing units**, including **14 affordable for-sale units**.
- Purchased **4.6 acres** for future **affordable housing development**.
- Sold **three city-owned parcels** to facilitate the development of the 20-unit **Soledad Unified Workforce Housing Project** and purchased a condo unit to launch the city's workforce housing program.
- Advanced construction at **Soledad Marketplace**, featuring a new **Dutch Bros** and the groundbreaking of a **Tractor Supply Co.**
- Supported the development of a new **Panda Express**.
- Completed significant **roadway and sidewalk improvements along Front Street**.
- Finalized **major upgrades to the Community Center**, including a renovated kitchen.
- Installed **murals at Cesar Chavez Park** to celebrate local culture and identity.
- Purchased a **new fire ladder truck** and completed construction of its **apparatus bay**.
- Secured funding for **homeless services**, helping resolve the **Salinas Riverbed encampment**.
- Installed **eight Flock Safety cameras** to enhance public safety at City entrances.
- Renovated the **City Council Chambers** to improve public meeting accessibility and function.
- Completed the 10-month **conversion of our financial system** to a modern platform to improve process automation and provide departments with quick, real-time access to data for informed decision-making.

These achievements demonstrate a strong commitment to addressing community needs and developing long-term infrastructure. If FY 2024–2025 concludes as anticipated, the General Fund balance is projected to be around $4.16 million, after allocations to the $2 million Emergency Reserve and the General Fund Capital Reserve Fund.

Budget Overview

For the fiscal year 2025–2026, City staff have developed a comprehensive operating budget that reflects current economic realities and the community's needs. While a widely anticipated national recession did not occur as many economists had predicted, economic indicators and uncertainty over tariffs still suggest caution, particularly concerning local government revenues, such as sales tax, which is projected to remain flat in the upcoming year.

Given the uncertain and slow-growth economic environment, the City is presenting a "Status Quo" budget for FY 2025–2026. This means there are no significant expansions in service levels or programs, and departments have been asked to maintain flat budgets to address softening revenues and rising operational costs. The General Fund is balanced by using $510,541 from the City's operating reserves. While this approach is sustainable in the short term, it emphasizes the need for new, long-term revenue solutions.

Despite these fiscal challenges, the City remains financially sound, with balanced Enterprise Funds and healthy reserves in both the General Fund Operating Reserve and Capital Reserve Fund. The FY 2025–2026 budget also includes the required budget for the Successor Agency to the Soledad Redevelopment Agency, aligned with the State of California's Department of Finance Recognized Obligation Payment Schedule (ROPS).

Goals FY 2025-2026

As economic uncertainty persists, this budget prioritizes stability, essential services, and community-driven goals. It provides a strong foundation to assess mid-year financial trends and make adjustments if the economic outlook improves or declines further. Below are some of the goals for the fiscal year.

Goals FY 2025 - 2026	
Economic Development	Encourage the growth of new businesses and the expansion of existing retail to diversify and broaden products and services.
	Create a comprehensive tourism plan focused on Pinnacles National Park.
	Launch a temporary food truck pod at the Container Village site.
Housing	Identify a developer to build 100 units of affordable housing at 540 Gabilan.
	Start a first-time homebuyer program for moderate-income households.
	Construct a tiny village with 16 beds for former encampment occupants.
	Complete Development Agreement for Miramonte, a 30-year phased development with 2,400 units, retail, parks, schools, and public facilities.

Mobility & Infrastructure	Finalize plans and initiate construction for the West Street Complete Street Project, including a bike path.
	Complete critical water and sewer improvements and update the water and sewer rate study to fund operations and maintenance adequately.
	Initiate construction of the Recycled Water Conveyance Project to provide recycled water to parks and schools while conserving water.
Safety & Emergency Preparedness	Collaborate with the School District to improve pedestrian safety around schools.
	Secure additional funding to support increased fire staffing consistent with national standards; Explore a parcel tax for fire services.
	Fill vacant police officer positions and increase code, traffic, and DUI enforcement.
	Expand Emergency preparedness training for the community.
Youth & Education	Implement youth life skills training and career pathways programming.
	Support the expansion of Hartnell College and the introduction of additional vocational programs and training.
	Create a conceptual plan for a future park at Toledo Basin.
	Devise a plan and seek funding for the repurposing of the old skate park at Chester Aaroe.
Health	Expand healthy eating and fitness programming.
	Incorporate health policies/programs in the General Plan Update.
Governance	Complete the City's strategic plan.
	Update the personnel manual and evaluate incentives for employee recruitment and retention.
	Update the city's development impact and service fees to ensure quality services and promote long-term financial sustainability.
	Conduct a hotel Transient Occupancy Tax (TOT) audit to inform hotel operators about requirements and ensure the correct amount of revenue is collected.

Future Challenges

The City of Soledad continues to face significant fiscal challenges that will require careful planning, disciplined spending, and the development of new revenue strategies to sustain essential services and infrastructure.

- The growth in City revenues is not keeping pace with the rising cost of service delivery. Uncontrollable expenditures—including cost-of-living adjustments, fire staffing, workers' compensation, liability insurance, 911 dispatch services, and PERS obligations—continue to strain the City's operating budget.
- A major financial challenge on the horizon is the need to secure sustainable funding for fire services. Beginning in FY 2026–2027, the City must identify at least $1.0 million in new revenue to maintain required staffing levels for the Fire Department. To address this, the staff has initiated the process of exploring a potential Parcel Tax.
- The City must also address the increasing costs of maintaining aging infrastructure and public facilities. Continued investment is needed to ensure safe, functional, and accessible public assets for the community.
- In addition, the City must prepare for the future expiration of **Measure Y**, the one-cent sales tax measure that currently accounts for approximately 16% of General Fund revenues and is vital to supporting public safety. Measure Y is set to sunset in 2032, and its eventual expiration will have a substantial impact on the City's ability to sustain essential services unless replaced with a new revenue source.
- Lastly, updating the City's **Development Impact Fees** and revisiting the **Water and Sewer Rate Study** will be necessary to ensure these funding mechanisms continue to reflect current costs and support long-term infrastructure and utility needs.

Addressing these challenges will require the City's continued diligence, strategic planning, and collaboration with the community and Council to protect and advance Soledad's financial health.

Opportunities for the Future

While the City of Soledad faces notable fiscal and operational challenges, there are also significant opportunities on the horizon that position the community for long-term growth, economic vitality, and quality of life improvements.

Private investment continues to grow in Soledad, particularly in projects that create jobs and generate tax revenue. The Soledad Marketplace is actively expanding, with a new Dutch Bros now open, the DaVita Dialysis Center set to open soon, and the Tractor Supply Store expected to debut in the next fiscal year, along with a new Quick Quack currently in the entitlement process. The parcel adjacent to the shopping center features a new Panda Express, and the City anticipates new plans for a Holiday Inn, further signaling business confidence in Soledad's growth potential.

The City is also advancing ambitious plans to revitalize and develop Front Street, including the innovative Shipping Container Village. This project aims to introduce new retail services and entrepreneurial opportunities to the heart of downtown, promote small business growth, diversify retail offerings, and enhance the pedestrian experience.

Despite higher interest rates, housing activity remains robust. There is renewed interest in infill development on vacant lots. The City is expected to issue permits for Parcel E (Santa Clara) for 104 small-lot single-family homes and a 40-unit affordable housing project in the upcoming fiscal year. Construction will continue this year on the Soledad Unified School District's housing project near downtown. These initiatives support the City's goals of increasing housing availability and promoting walkable, vibrant neighborhoods.

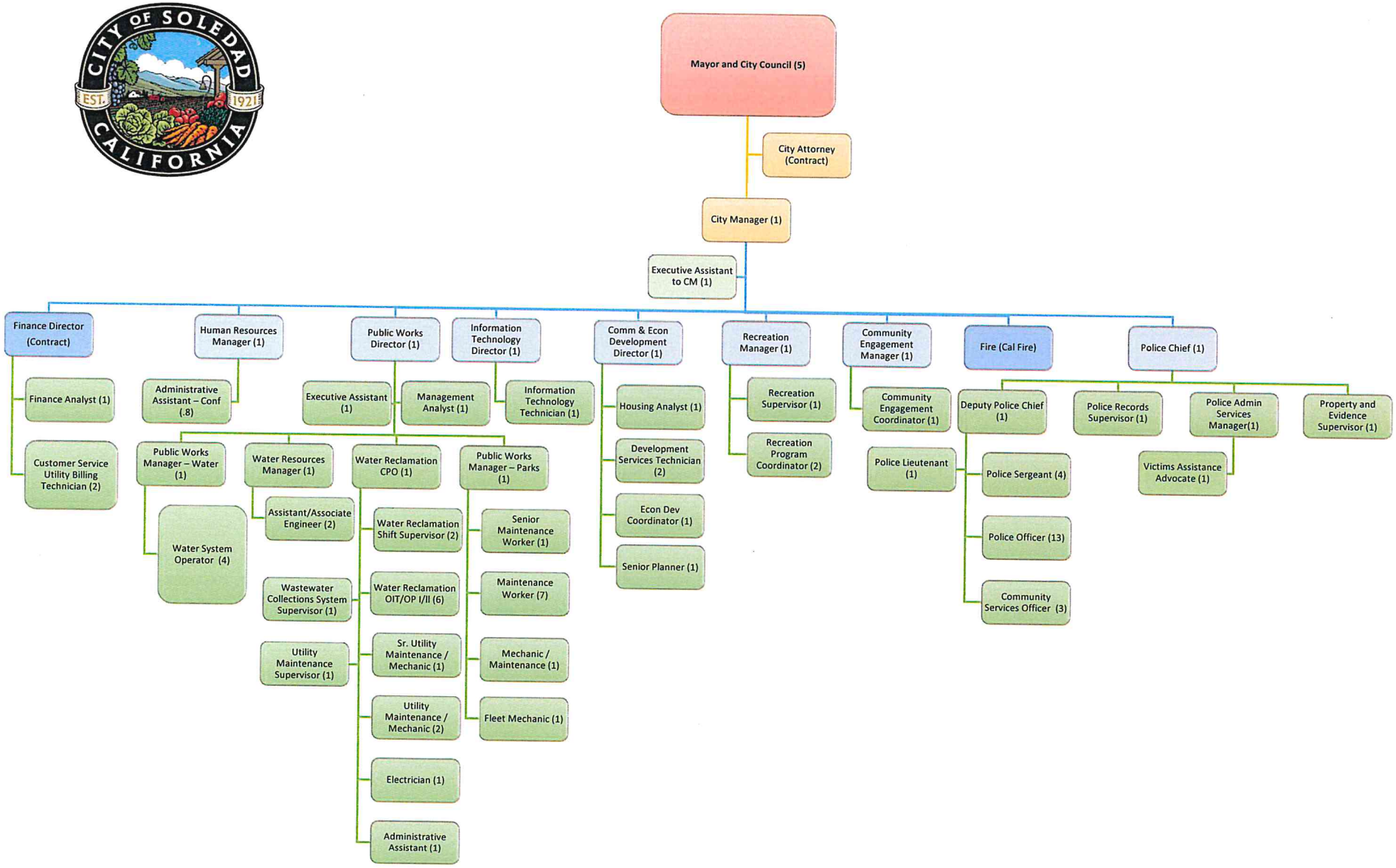
Looking further ahead, the City is working with developers on a Development Agreement for the Miramonte project—an expansive, phased community that will ultimately feature up to 2,392 residential units of varying densities and affordability. The plan also encompasses parks, schools, open spaces, and neighborhood-serving commercial development. This project has the potential to create a net fiscal benefit for the City. Future infrastructure costs will be managed by the developers and homebuyers, while the establishment of assessment districts will ensure that essential city services are sustainably funded.

Together, these initiatives reflect Soledad's proactive approach to smart growth and economic development. By leveraging private investment, strategic planning, and community partnerships, the City is well-positioned to create a more vibrant, resilient, and prosperous future for all its residents.

I wish to extend my sincere gratitude to the City Council for its leadership, and to our City departments for their diligence and commitment throughout this process. We look forward to continuing our work together in support of a safe, sustainable, and thriving Soledad.

Respectfully Submitted,

Megan Hunter, City Manager


Mayor and City Council (5)
City Attorney (Contract)
City Manager (1)
Executive Assistant to CM (1)
Finance Director (Contract)
Finance Analyst (1)
Customer Service Utility Billing Technician (2)
Human Resources Manager (1)
Administrative Assistant – Conf (.8)
Public Works Director (1)
Executive Assistant (1)
Management Analyst (1)
Information Technology Director (1)
Information Technology Technician (1)
Comm & Econ Development Director (1)
Housing Analyst (1)
Development Services Technician (2)
Econ Dev Coordinator (1)
Senior Planner (1)
Recreation Manager (1)
Recreation Supervisor (1)
Recreation Program Coordinator (2)
Community Engagement Manager (1)
Community Engagement Coordinator (1)
Fire (Cal Fire)
Police Chief (1)
Deputy Police Chief (1)
Police Lieutenant (1)
Police Sergeant (4)
Police Officer (13)
Community Services Officer (3)
Police Records Supervisor (1)
Police Admin Services Manager(1)
Victims Assistance Advocate (1)
Property and Evidence Supervisor (1)
Public Works Manager – Water (1)
Water System Operator (4)
Water Resources Manager (1)
Assistant/Associate Engineer (2)
Wastewater Collections System Supervisor (1)
Utility Maintenance Supervisor (1)
Water Reclamation CPO (1)
Water Reclamation Shift Supervisor (2)
Water Reclamation OIT/OP I/II (6)
Sr. Utility Maintenance / Mechanic (1)
Utility Maintenance / Mechanic (2)
Electrician (1)
Administrative Assistant (1)
Public Works Manager – Parks (1)
Senior Maintenance Worker (1)
Maintenance Worker (7)
Mechanic / Maintenance (1)
Fleet Mechanic (1)

FUND BALANCE SUMMARY

ALL CITY FUNDS

FISCAL YEAR 2025-26 Budget

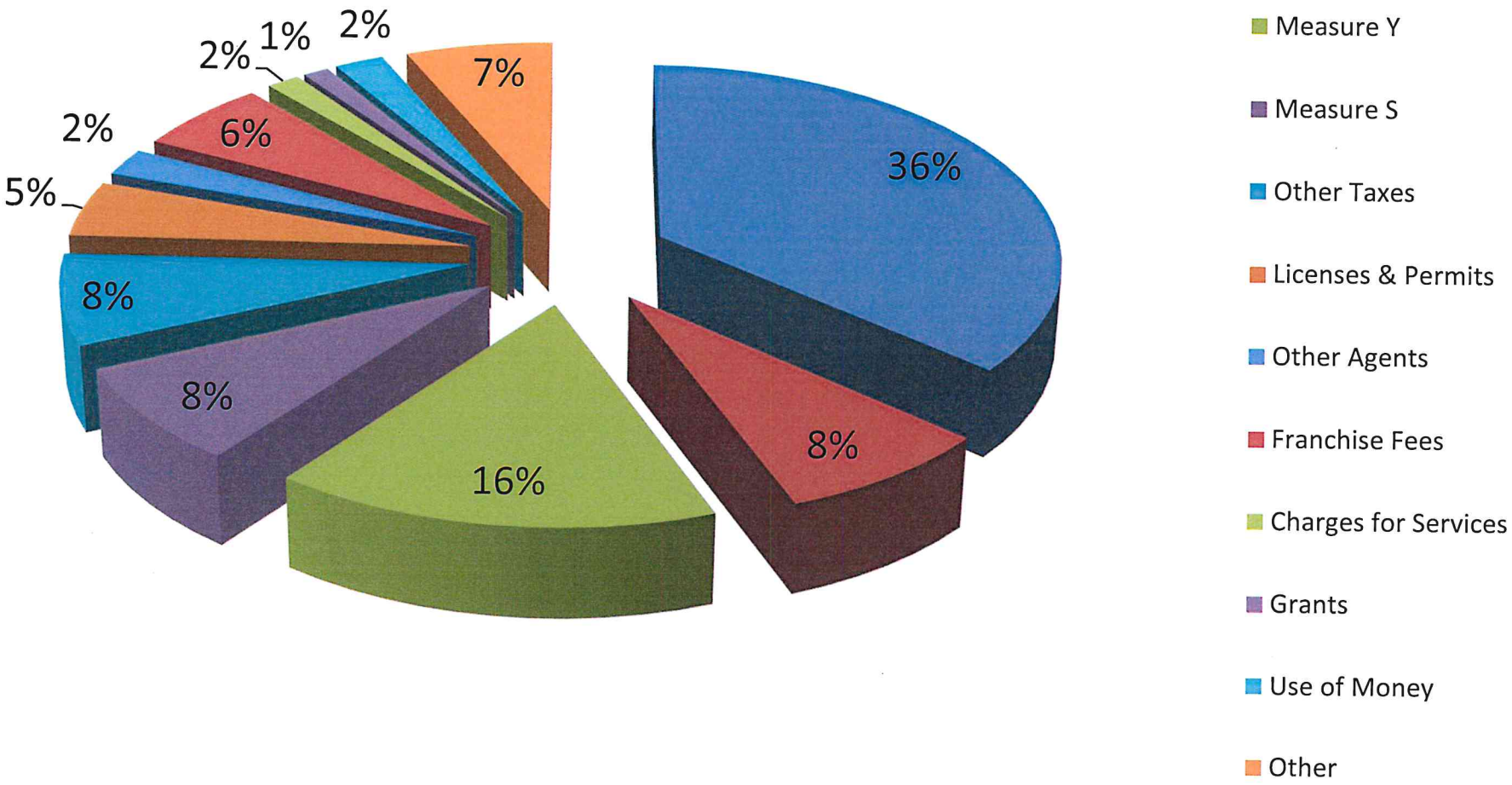
July 1, 2025

Fund #	Fund Name	Estimated Beginning Fund Balance 06/30/25	FY 2025-26 Budgeted Revenues	FY 2025-26 Budgeted Expenditures	Fund Balance Transfers	Reserves	Estimated Ending Fund Balance 06/30/26
100	General Fund	$ 6,161,735	$ 13,891,304	$ 15,504,362	$ 1,102,517	$ 2,000,000	$ 3,651,194
121	Grants - State	$ 1,851,904	$ 7,500	$ 1,859,404	$ -	$ -	$ -
200	Home Program Income	$ 411,400	$ 16,000	$ 2,500	$ (25,000)	$ -	$ 399,900
201	CDBG Program Income	$ 244,980	$ 58,500	$ 2,500	$ (25,000)	$ -	$ 275,980
210	CDBG (20-CDBG-12084)	$ 119,400	$ -	$ -	$ -	$ -	$ 119,400
212	CDBG CV2/CV3 Bus Loan	$ 14,700	$ -	$ -	$ -	$ -	$ 14,700
213	UCDR Grant	$ -	$ 14,350,000	$ 14,315,000	$ (35,000)	$ -	$ -
309	Water Operations Enterprise **	$ 805,000	$ 4,994,756	$ 5,241,259	$ -	$ 500,000	$ 58,497
310	Wastewater Operations Enterprise **	$ 12,809,280	$ 8,289,863	$ 11,704,739		$ 1,500,000	$ 7,894,404
311	Solid Waste Enterprise	$ 118,005	$ 3,592,700	$ 2,892,295	$ (698,578)	$ -	$ 119,832
312	Sanitation Enterprise	$ 12,600	$ 358,500	$ 358,500		$ -	$ 12,600
410	Gas Tax	$ -	$ 3,529,395	$ 3,524,176		$ -	$ 5,219
411	Gas Tax SB2	$ 2,014,391	$ 772,823	$ 735,000		$ -	$ 2,052,214
412	Measure X	$ 1,187,336	$ 1,690,240	$ 1,390,600		$ -	$ 1,486,976
415	Traffic Safety	$ 757,600	$ 84,732	$ 100,000		$ -	$ 742,332
417	Police Assets Forfeitures	$ 6,230	$ 2,550	$ 2,550		$ -	$ 6,230
418	Vehicle Abatement Fund	$ 65,400	$ 8,000	$ 8,000		$ -	$ 65,400
431	Fire EMS (CSA 74)	$ 90,800	$ 19,500	$ 48,000		$ -	$ 62,300
516	Successor Agency Trust **	$ 517,369	$ 1,235,000	$ 1,218,500	$ (16,500)	$ -	$ 517,369
531	Successor Housing Fund	$ 290,000	$ 575,000	$ 7,500		$ -	$ 857,500
646	Vineyards Assessment District	$ 288,600	$ 272,544	$ 256,684	$ (4,610)	$ -	$ 299,850
647	Rancho San Vicente-CHISPA	$ 479,700	$ 123,130	$ 94,735	$ (30,774)	$ -	$ 477,321
648	Diamond Ridge Assessment District	$ 1,000,000	$ 340,684	$ 306,074	$ (7,457)	$ -	$ 1,027,153
649	Diamond Ridge PH-1	$ 600,000	$ 118,464	$ 110,702	$ (27,621)	$ -	$ 580,141
650	Diamond Ridge Parks	$ 495,700	$ 176,966	$ 43,159	$ (28,492)	$ -	$ 601,015
651	Miravale/Orchard Landscape	$ 1,363,800	$ 396,709	$ 362,135	$ (30,074)	$ -	$ 1,368,300
652	Miravale/Orchard Benefit	$ 875,000	$ 193,400	$ 33,596	$ (29,866)	$ -	$ 1,004,938
770	Park Impact	$ 343,500	$ 210,000	$ 505,000	$ (6,000)	$ -	$ 42,500
771	Police Impact	$ 31,200	$ 7,250	$ -	$ (195)	$ -	$ 38,255
772	Fire Impact	$ 257,000	$ 52,000	$ 125,000	$ (1,200)	$ -	$ 182,800
773	General Gov Impact	$ 568,000	$ 215,000	$ -	$ (6,000)	$ -	$ 777,000
774	Transportation Impact	$ 1,368,500	$ 335,000	$ 175,000	$ (9,000)	$ -	$ 1,519,500
775	Storm Drain Impact	$ 1,620	$ 173,500	$ -	$ (4,950)	$ -	$ 170,170
776	Public Safety Impact	$ 139,160	$ 74,000	$ -	$ (2,100)	$ -	$ 211,060
779	Water Impact	$ 2,817,100	$ 310,000	$ -	$ (6,750)	$ -	$ 3,120,350
780	Wastewater Impact	$ 495,770	$ 257,500	$ -	$ (7,350)	$ -	$ 745,920
800	General Fund Capital	$ 7,195,000	$ 250,000	$ -	$ (100,000)	$ -	$ 7,345,000
						$ -	$ -
							$ -
Totals		$ 45,797,780	$ 56,982,510	$ 60,926,970	$ -	$ 4,000,000	$ 37,853,320

** Fund Balance has been reduced by the Restricted portion, such as Investment in Fixed Assets or Debt Service.

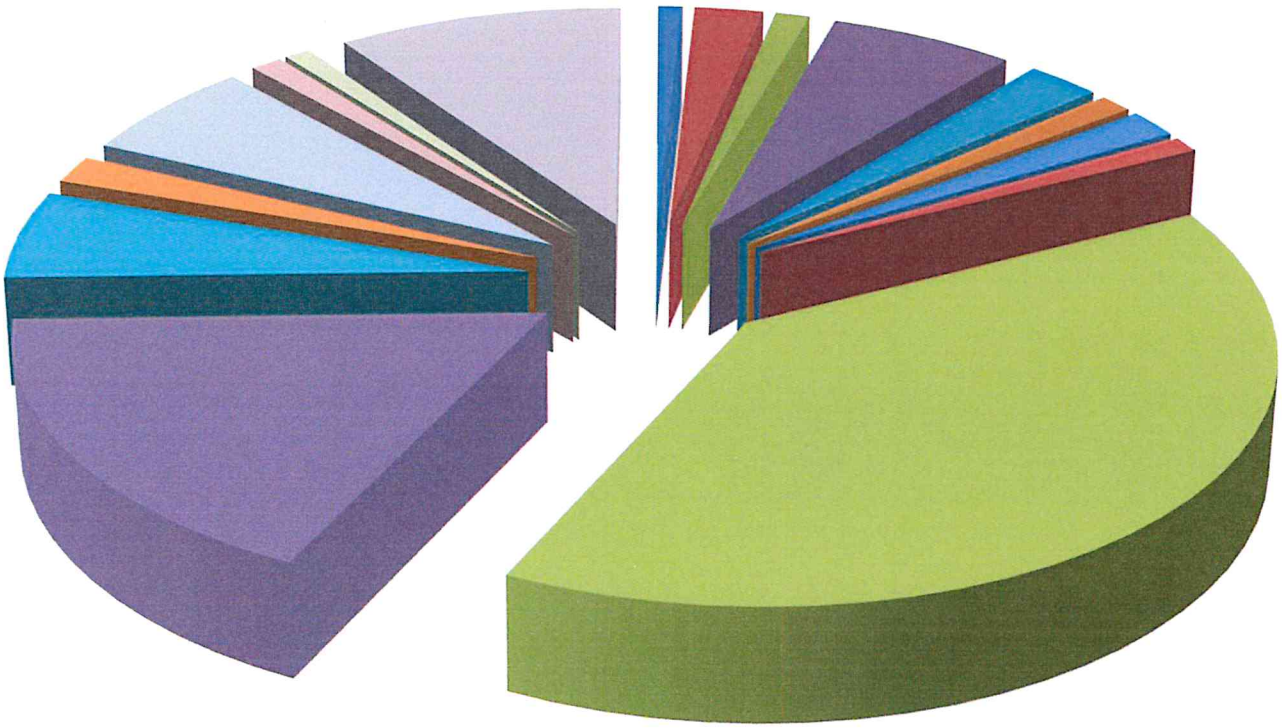
FY 2025/26

General Fund Revenues - $15,093,821



FY 2025/26

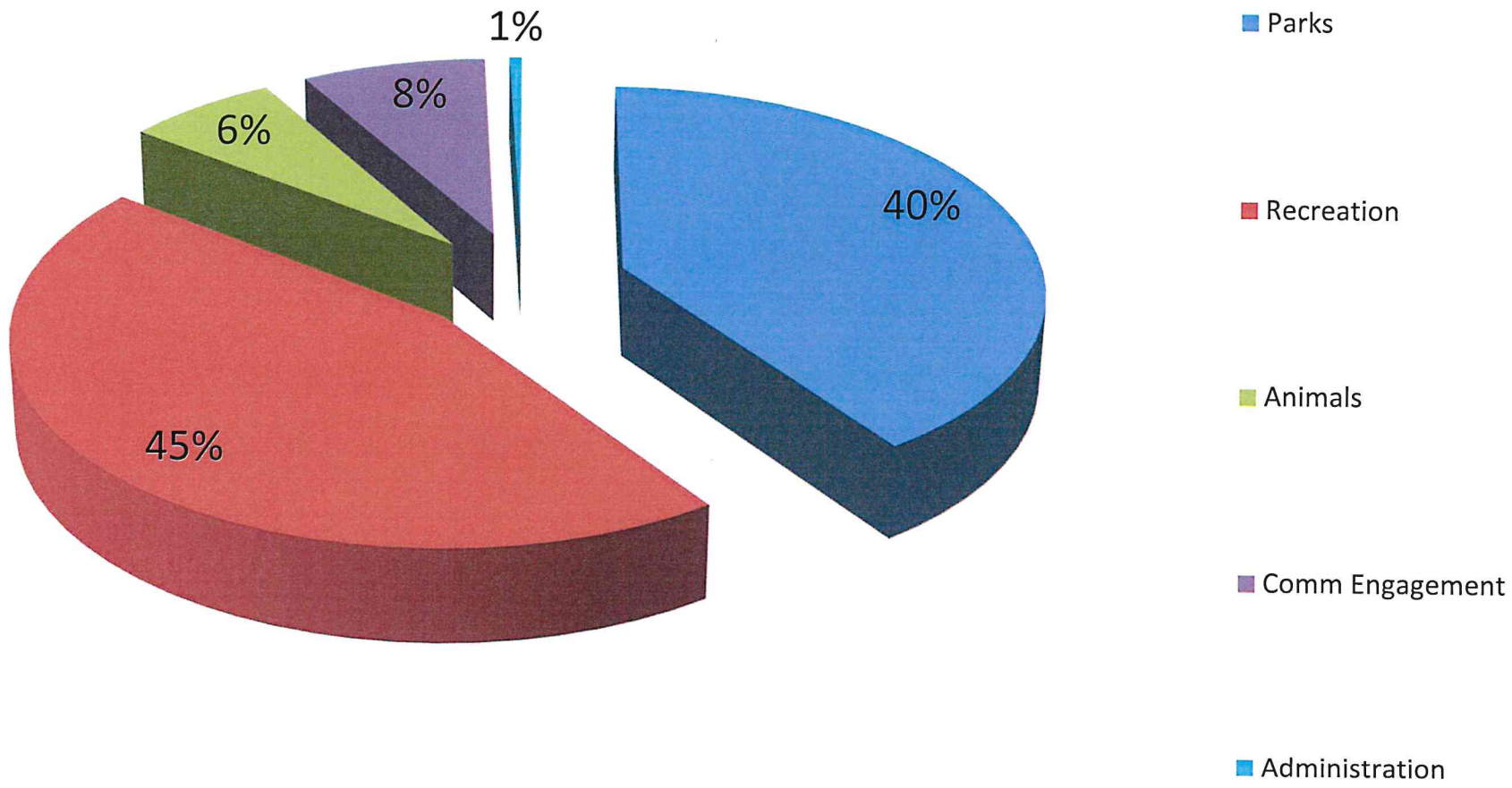
General Fund Appropriations - $15,604,362



- City Council - 1%
- City Manager - 1%
- City Attorney - 1%
- Planning - 7%
- Building - 3%
- Human Resources - 1%
- Information Tech - 1%
- Finance - 1%
- Police - 42%
- Fire - 12%
- Parks - 6%
- Public Works - 1%
- Recreation - 8%
- Comm Engagement - 2%
- Animals - 1%
- Non-Departmental - 9%

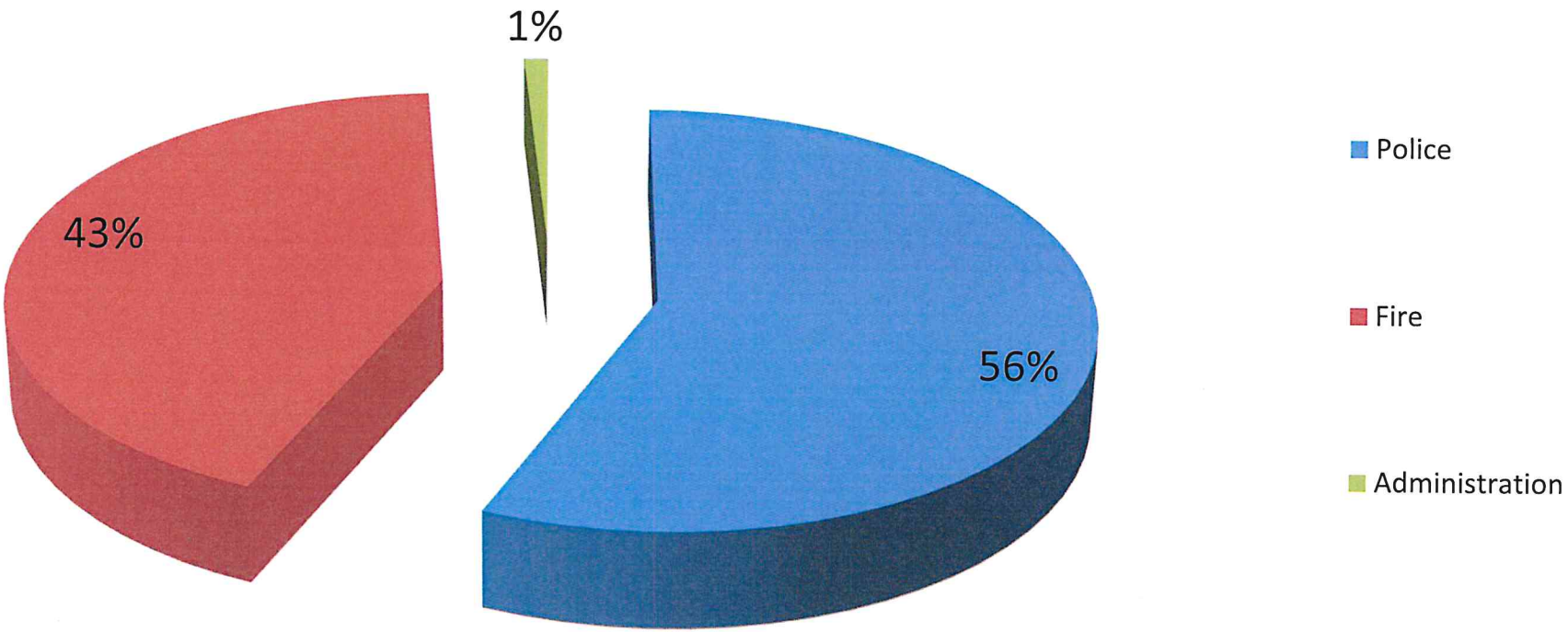
FY 2025/26

Measure S Appropriations - $2,210,683



FY 2025/26

Measure Y Appropriations - $2,399,000



FY 24-25 BUDGET NARRATIVE

Name of Activity: City Council

Account #100-1000

Funding Source: General Fund

Budget Overview

The Soledad City Council serves as the City's primary policy-making and legislative body, responsible for setting strategic direction, adopting ordinances, approving budgets, and guiding long-term community planning. The Mayor is elected citywide to serve a two-year term, while City Councilmembers are elected by district and serve four-year terms, providing continuity and leadership for the City's evolving needs. In carrying out its responsibilities, the City Council actively seeks community input and values resident engagement in shaping Soledad's future.

To promote transparency and informed decision-making, the Council has established a variety of **boards, commissions, and committees**. These advisory bodies conduct reviews of specific issues and provide recommendations that support the Council's deliberations on policies, programs, and initiatives that affect the community.

This budget accounts for most of the salary and benefit costs for City Councilmembers, with a smaller portion allocated to the Enterprise Funds for water, sewer, and solid waste services.
The **recommended budget for FY 2025–2026 is $131,635** and includes:

- **Membership dues** for participation in regional and statewide organizations, based on the most current cost projections.
- **Travel and meeting expenses** for Councilmembers attending conferences, training, and official City business.
- **Outreach and events** to enable Councilmembers to further engage residents, particularly as we have transitioned to district representation, and to ensure geographic participation.

Certain expenditures—such as City-wide initiatives (e.g., legislative advocacy and grant writing)—have been reassigned to the appropriate operating departments for more accurate accounting and management.

FY24-25 Budget Accomplishments

- Partnered with **Townsend Public Affairs** to issue **18 advocacy letters** on behalf of the City, advancing Soledad's legislative interests.
- Established a **Legislative Standing Committee** and an **Ad Hoc Immigration Committee** to focus on key policy issues.

- Expanded **community outreach** by promoting and participating in major civic events, such as Hot Summer Days Festival, the General Plan Workshop, Día de los Muertos Celebration, State of the City Address, Know Your Rights Workshop, and Traffic Safety Workshop.
- **Provided decisive leadership** by offering clear direction and taking action on approximately **150 City items**, including the approval of **121 resolutions** related to contracts, strategic plans, board and commission appointments, and **Memoranda of Understanding (MOUs)**—all in support of advancing the City's priorities.
- **Adopted three key ordinances** aimed at:
    - Streamlining the City's purchasing procedures
    - Modernizing Council compensation to reflect current standards
    - Supporting essential City operations and infrastructure development

Performance Objectives/Projects to be Delivered in FY 24-25

The City Council is expected to adopt the **Strategic Plan** in **August 2025**, which will formalize a clear set of priorities and policy direction for the upcoming fiscal year. Because Councilmembers provided significant input during the development of the draft plan over the last four months, many of the initial strategic goals are helping shape the FY 2025–2026 budget.

The Council will play a central role in advancing key initiatives and policy decisions that support Soledad's growth, quality of life, and long-term sustainability. Among the top priorities for FY 2025–2026 are:

- Conduct a comprehensive review of fire service needs and **consider placing a parcel tax measure** on the ballot to fund fire protection and emergency response.
- Support the **capital campaign** for needed improvements to the **Community Center**, promoting fundraising efforts and engaging with community stakeholders and donors.
- Guide **facility upgrades** to improve safety, functionality, and accessibility across various City-owned buildings and infrastructure.
- **Collaborate with the Soledad Unified School District** to improve **pedestrian safety** around local schools, including crosswalk improvements, signage, and traffic calming.
- Adopt **a Parks and Recreation Master Plan** to establish standards for park development and maintenance and offer policy recommendations for equitable access, recreation programming, and future park expansion.
- **Review and approve a Development Agreement** for the **Miramonte Specific Plan**, including:
    - Establishment of **impact fees** to support infrastructure and services
    - Formation of **assessment and special taxing districts**
    - Development and implementation of an **Affordable Housing Plan** to meet local housing needs at all income levels.

Soledad, CA

Budget Worksheet

Account Summary

For Fiscal: 2025-2026 Period Ending: 05/31/2026

		2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
Fund: 100 - GENERAL FUND								
Expense								
Department: 1000 - CITY COUNCIL								
ExpCategory: 51 - Salaries & Benefits								
100-1000-51100	SALARIES	14,937.00	12,822.31	22,219.00	21,624.52	0.00	0.00	26,189.97
100-1000-51200	SOCIAL SECURITY / MEDICARE	1,143.00	984.69	1,700.00	1,670.98	0.00	0.00	2,003.53
100-1000-51310	WORKERS COMP	24.00	53.63	24.00	605.63	0.00	0.00	771.00
	ExpCategory: 51 - Salaries & Benefits Total:	**16,104.00**	**13,860.63**	**23,943.00**	**23,901.13**	**0.00**	**0.00**	**28,964.50**
ExpCategory: 52 - Services & Supplies								
100-1000-52010	MEMBERSHIP DUES	53,200.00	46,993.88	48,421.00	39,321.54	0.00	0.00	47,471.00
100-1000-52040	OFFICE SUPPLIES	2,500.00	1,729.24	2,500.00	781.39	0.00	0.00	2,500.00
100-1000-52070	FOOD SERVICES	1,000.00	449.91	1,000.00	1,217.39	0.00	0.00	1,000.00
100-1000-52091	TRAVEL, MEETINGS & TRAININ	10,000.00	4,981.85	10,000.00	17,528.75	0.00	0.00	10,000.00
100-1000-52105	SPECIAL EVENTS	0.00	0.00	0.00	0.00	0.00	0.00	10,000.00
100-1000-52115	SUNDRY	200.00	0.00	200.00	0.00	0.00	0.00	200.00
100-1000-52125	COUNCIL GRANTS	37,000.00	18,417.59	27,000.00	11,100.00	0.00	0.00	5,000.00
100-1000-52200	PROFESSIONAL SERVICES/FEES	10,000.00	21,280.44	30,000.00	6,549.00	0.00	0.00	25,000.00
100-1000-52415	CELLULAR PHONE	0.00	841.60	1,500.00	3,610.94	0.00	0.00	1,500.00
	ExpCategory: 52 - Services & Supplies Total:	**113,900.00**	**94,694.51**	**120,621.00**	**80,109.01**	**0.00**	**0.00**	**102,671.00**
ExpCategory: 57 - Capital Outlay								
100-1000-57000	CAPITAL OUTLAY - IMPROVEME	0.00	617.06	0.00	0.00	0.00	0.00	0.00
100-1000-57100	CAPITAL OUTLAY - COMPUTER	0.00	6,965.72	0.00	0.00	0.00	0.00	0.00
	ExpCategory: 57 - Capital Outlay Total:	**0.00**	**7,582.78**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**
	Department: 1000 - CITY COUNCIL Total:	**130,004.00**	**116,137.92**	**144,564.00**	**104,010.14**	**0.00**	**0.00**	**131,635.50**
	Expense Total:	**130,004.00**	**116,137.92**	**144,564.00**	**104,010.14**	**0.00**	**0.00**	**131,635.50**
	Fund: 100 - GENERAL FUND Total:	**130,004.00**	**116,137.92**	**144,564.00**	**104,010.14**	**0.00**	**0.00**	**131,635.50**
	Report Total:	**130,004.00**	**116,137.92**	**144,564.00**	**104,010.14**	**0.00**	**0.00**	**131,635.50**

For Fiscal: 2025-2026 Period Ending: 05/31/2026

Fund Summary

Fund	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
100 - GENERAL FUND	130,004.00	116,137.92	144,564.00	104,010.14	0.00	0.00	131,635.50
Report Total:	**130,004.00**	**116,137.92**	**144,564.00**	**104,010.14**	**0.00**	**0.00**	**131,635.50**

FY 24-25 BUDGET NARRATIVE

Name of Activity: City Manager/City Clerk

Account # 100-1100

Funding Source: General Fund

Budget Overview

The City Manager serves as the Chief Executive Officer for the City of Soledad and as Executive Director of the Soledad Successor Agency to the Former Redevelopment Agency. Appointed by the City Council, the City Manager is responsible for effectively administrating all City departments, enforcing municipal ordinances and applicable state and federal laws, and delivering high-quality public services to the community.

The City Manager also oversees Human Resources and City Clerk functions and serves as the City Clerk, supported by the Deputy City Clerk/Executive Assistant. In addition, the City Manager leads the preparation of the annual municipal budget and is accountable for its administration once adopted by the Council.

The City Manager's Office budget for FY 2025–2026 is $379,034 and includes salaries and benefits for the City Manager and Deputy City Clerk/Executive Assistant. It also funds election costs, public notices, ordinance publication, translation services for City Council meetings, and support for citywide events.

FY24-25 Budget Accomplishments (City Manager and Deputy Clerk/Executive Assistant)

- Conducted a **transparent and successful election** under new district-based voting rules and helped onboard two newly elected Councilmembers.
- Led a highly successful **Christmas Parade and Festivities**, drawing several thousand participants and deepening community engagement.
- Partnered with the **SPCA** to organize **six spay and neuter clinics**, enhancing animal welfare services in Soledad.
- Supported the **adoption and certification** of the City's **Housing Element**, ensuring compliance with state housing laws.
- Coordinated facility improvement efforts across departments, including work on the **Soledad Community Center** and construction of the new **Fire Apparatus Bay**.
- Collaborated with Human Resources to support the hiring of **more than 42 new staff members**, strengthening City operations.
- Oversaw the **IT transition** following the departure of the IT Director, leading to critical **system security improvements**.

- Monitored department budgets and enforced fiscal discipline, resulting in **cost savings** contributing to the City's year-end **General Fund carryover**.

Performance Objectives/Projects to be Delivered in FY 25-26

- Conduct a **fair and transparent 2026 election** in accordance with all legal and ethical standards.
- Enhance public access to records and improve participation in City Council meetings through continued investment in **audiovisual upgrades** and **real-time translation services**.
- Continue to prepare and submit the **FY 2026–2027 municipal budget** on or before June 30, 2026, in alignment with strategic goals.
- Complete the **Strategic Plan** by **August 2025**, in collaboration with the City Council and with substantial input and buy-in from department directors and staff.
- Support the **successful onboarding of the new Police Chief**, ensuring continued implementation of a community policing model that builds public trust and safety.
- Advance key **economic development initiatives**, including the development of a new hotel project and continued expansion of retail opportunities.
- Lead efforts to **negotiate and finalize the Development Agreement** for the **Miramonte project**, including impact fees and affordable housing provisions.
- Assist the Council in evaluating and potentially placing **a parcel tax for fire services** on the ballot to enhance emergency response capacity.
- Collaborate with staff and partners to **accelerate the development of affordable housing** and ensure progress toward the City's RHNA (Regional Housing Needs Allocation) goals.
- Expand the City's ability to implement Council priorities by securing **additional grants**, leveraging **alternative financing tools**, and pursuing **public-private partnerships**.

Soledad, CA

Budget Worksheet

Account Summary

For Fiscal: 2025-2026 Period Ending: 05/31/2026

		2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
Fund: 100 - GENERAL FUND								
Expense								
Department: 1100 - CITY MANAGER								
ExpCategory: 51 - Salaries & Benefits								
100-1100-51100	SALARIES	108,870.00	160,990.03	168,320.00	152,076.87	0.00	0.00	172,853.72
100-1100-51130	OVERTIME	0.00	4,750.05	0.00	6,114.19	0.00	0.00	5,000.00
100-1100-51140	CERTIFICATES	3,995.00	1,151.05	3,995.00	1,081.76	0.00	0.00	4,509.82
100-1100-51150	CAR ALLOWANCE	0.00	6,000.02	0.00	5,423.09	0.00	0.00	0.00
100-1100-51200	SOCIAL SECURITY / MEDICARE	8,383.00	12,505.60	13,182.00	10,223.27	0.00	0.00	13,568.31
100-1100-51210	PERS-PENSION	21,916.00	16,452.48	34,463.00	19,979.95	0.00	0.00	35,472.71
100-1100-51220	BENEFITS	0.00	917.93	0.00	6,933.12	0.00	0.00	0.00
100-1100-51230	INSURANCE-MED,DEN,VISION	19,777.00	18,899.37	18,729.00	17,509.69	0.00	0.00	18,744.00
100-1100-51265	LTD & AD&D	602.00	0.00	908.00	0.00	0.00	0.00	936.26
100-1100-51310	WORKERS COMP	220.00	491.64	0.00	109.85	0.00	0.00	0.00
	ExpCategory: 51 - Salaries & Benefits Total:	**163,763.00**	**222,158.17**	**239,597.00**	**219,451.79**	**0.00**	**0.00**	**251,084.82**
ExpCategory: 52 - Services & Supplies								
100-1100-52010	MEMBERSHIP DUES	1,400.00	0.00	1,400.00	18,912.03	0.00	0.00	1,600.00
100-1100-52015	SUBSCRIPTIONS	1,750.00	569.70	1,750.00	937.75	0.00	0.00	1,750.00
100-1100-52020	MUNICIPAL CODE UPDATES	1,500.00	0.00	1,500.00	0.00	0.00	0.00	1,500.00
100-1100-52030	ORDINANCE & PUBLISHINGS	5,000.00	10,645.55	10,000.00	5,534.07	0.00	0.00	7,500.00
100-1100-52040	OFFICE SUPPLIES	3,000.00	2,073.30	3,000.00	2,698.11	0.00	0.00	3,000.00
100-1100-52070	FOOD SERVICES	1,300.00	445.74	1,300.00	1,905.47	0.00	0.00	1,300.00
100-1100-52085	FUEL	0.00	186.98	0.00	0.00	0.00	0.00	0.00
100-1100-52091	TRAVEL, MEETINGS & TRAININ	6,000.00	5,737.96	7,000.00	14,490.13	0.00	0.00	9,800.00
100-1100-52115	SUNDRY	1,000.00	66.74	1,000.00	690.64	0.00	0.00	1,000.00
100-1100-52200	PROFESSIONAL SERVICES/FEES	10,000.00	77,377.28	10,000.00	106,415.33	0.00	0.00	10,000.00
100-1100-52220	ELECTION SERVICES	0.00	77,049.15	80,000.00	28,857.36	0.00	0.00	80,000.00

		2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
100-1100-52240	IT SERVICES	2,000.00	0.00	2,000.00	0.00	0.00	0.00	0.00
100-1100-52415	CELLULAR PHONE	750.00	2,563.41	1,500.00	1,094.88	0.00	0.00	1,500.00
	ExpCategory: 52 - Services & Supplies Total:	**33,700.00**	**176,715.81**	**120,450.00**	**181,535.77**	**0.00**	**0.00**	**118,950.00**
ExpCategory: 57 - Capital Outlay								
100-1100-57100	CAPITAL OUTLAY - COMPUTER	1,500.00	1,163.28	1,500.00	278.00	0.00	0.00	0.00
	ExpCategory: 57 - Capital Outlay Total:	**1,500.00**	**1,163.28**	**1,500.00**	**278.00**	**0.00**	**0.00**	**0.00**
	Department: 1100 - CITY MANAGER Total:	**198,963.00**	**400,037.26**	**361,547.00**	**401,265.56**	**0.00**	**0.00**	**370,034.82**
	Expense Total:	**198,963.00**	**400,037.26**	**361,547.00**	**401,265.56**	**0.00**	**0.00**	**370,034.82**
	Fund: 100 - GENERAL FUND Total:	**198,963.00**	**400,037.26**	**361,547.00**	**401,265.56**	**0.00**	**0.00**	**370,034.82**
	Report Total:	**198,963.00**	**400,037.26**	**361,547.00**	**401,265.56**	**0.00**	**0.00**	**370,034.82**

Fund Summary

Fund	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
100 - GENERAL FUND	198,963.00	400,037.26	361,547.00	401,265.56	0.00	0.00	370,034.82
Report Total:	**198,963.00**	**400,037.26**	**361,547.00**	**401,265.56**	**0.00**	**0.00**	**370,034.82**

FY 24-25 BUDGET NARRATIVE

Name of Activity: City Attorney

Account # 100-1150

Funding Source: General Fund

Budget Overview

The City contracts for legal services through an appointed City Attorney, who provides legal counsel to the City Council, boards, commissions, and staff. The attorney's responsibilities include drafting and reviewing ordinances, resolutions, contracts, and policies, advising on legal matters, responding to claims, and representing the City in legal or administrative proceedings.

This budget primarily funds the City Attorney's contract, with some legal service costs allocated to Enterprise Funds or developer-funded accounts for services related to specific development projects. The City Attorney's budget for FY 2025–2026 remains unchanged from FY 2024–2025, as City staff have worked collaboratively with the City Manager to optimize use of legal services and manage costs effectively.

FY24-25 Budget Accomplishments

- Guided the modernization of the City's **purchasing regulations** and internal administrative policies and procedures.
- Developed **standardized templates** for facility use agreements and community event sponsorships to ensure consistency and legal compliance.
- Provided legal guidance on the **sale and acquisition** of key properties, including the School District Workforce Housing Project and the purchase of 540 Gabilan Street.
- Assisted staff in negotiating contracts with **Monterey County** to implement the **Encampment Resolution Funding Program**.

Performance Objectives/Projects to be Delivered in FY 25-26

- Continue to support the City in negotiating a **Development Agreement** to implement the **Miramonte Specific Plan**. Costs for this legal work will be covered by the project developer.
- Assist the **City Council** in reviewing and updating **Council Rules and Procedures** to ensure clarity, efficiency, and alignment with best practices.
- Collaborate with the City Manager and Human Resources Manager to finalize the comprehensive update of the **Personnel Rules and Regulations Manual**, ensuring alignment with current laws, best practices, and organizational needs.

Soledad, CA

Budget Worksheet

Account Summary

For Fiscal: 2025-2026 Period Ending: 05/31/2026

	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
Fund: 100 - GENERAL FUND							
Expense							
Department: 1150 - CITY ATTORNEY							
ExpCategory: 52 - Services & Supplies							
100-1150-52215 ATTORNEY SERVICES	185,000.00	162,697.80	185,000.00	102,946.00	0.00	0.00	185,000.00
ExpCategory: 52 - Services & Supplies Total:	**185,000.00**	**162,697.80**	**185,000.00**	**102,946.00**	**0.00**	**0.00**	**185,000.00**
Department: 1150 - CITY ATTORNEY Total:	**185,000.00**	**162,697.80**	**185,000.00**	**102,946.00**	**0.00**	**0.00**	**185,000.00**
Expense Total:	**185,000.00**	**162,697.80**	**185,000.00**	**102,946.00**	**0.00**	**0.00**	**185,000.00**
Fund: 100 - GENERAL FUND Total:	**185,000.00**	**162,697.80**	**185,000.00**	**102,946.00**	**0.00**	**0.00**	**185,000.00**
Report Total:	**185,000.00**	**162,697.80**	**185,000.00**	**102,946.00**	**0.00**	**0.00**	**185,000.00**

For Fiscal: 2025-2026 Period Ending: 05/31/2026

Fund Summary

Fund	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
100 - GENERAL FUND	185,000.00	162,697.80	185,000.00	102,946.00	0.00	0.00	185,000.00
Report Total:	**185,000.00**	**162,697.80**	**185,000.00**	**102,946.00**	**0.00**	**0.00**	**185,000.00**

FY 25-26 BUDGET NARRATIVE

Name of Activity: Community and Economic Development/Planning
Account # 100-1200
Funding Source: General Fund
The functions of the "building division" are budgeted in a separate unit (5160).

FY 24-25 Budget Highlights

The **Community and Economic Development Department (CEDD)** is dedicated to fostering inclusive growth, enhancing quality of life, and advancing sustainable prosperity across the City. Through strategic planning, collaborative partnerships, and forward-thinking initiatives, the department empowers residents, businesses, and organizations to thrive—building a vibrant, resilient local economy.
CEDD is responsible for the City's **planning and zoning, housing,** and **economic development** functions. The department is organized into the following core divisions:

- Planning
- Building
- Economic Development
- Housing

The Community & Economic Development Department (CEDD) is staffed by six full-time employees and one part-time employee. The department generates revenue primarily through planning entitlement and permitting fees, which help offset operational and staffing costs—particularly within the Building Division. In addition to fee-based revenue, CEDD actively secures and manages grant funding, including the administration of the Community Development Block Grant (CDBG) Program and a variety of housing assistance programs, which support the City's affordable housing and community development goals. This budget also provides funding for the Planning Commission, which is composed of five appointed members, and includes support for stipends and ongoing training to ensure effective and informed decision-making.

Over the past year, the Community and Economic Development Department achieved several important milestones, including: adoption of the **Housing Element**, acquisition of property at **540 Gabilan** to support the development of affordable housing, business support and retention efforts including assistance for **Ace Hardware**, installation of **three pubic art mur**als at Cesar Chavez Park, and a **partnership with Monterey County to address homelessness** through the resolution of the Salinas Riverbed Encampment near Nestles Road.

The recommended budget for the department is $1,020,000, maintaining a baseline consistent with the prior year. This year's budget reflects strategic cost savings through reductions in software and consultant expenditures, while continuing to support core operations and priority initiatives.

Performance Objectives & Key Projects for FY 2025–26

The Community & Economic Development Department will focus on the following strategic objectives and projects in the upcoming fiscal year:

- Complete the General Plan Updates to align long-term planning efforts with community priorities and state requirements.
- Conduct a Nexus Study to support the implementation of a new General Plan Maintenance Fee, ensuring sustained funding for future updates.
- Advance the "Container Village" Project and facilitate continued build-out of the Soledad Marketplace, supporting local economic growth and small business development.
- Resolve the Salinas Riverbed Encampment by identifying and developing an interim housing site, in partnership with local agencies and stakeholders.
- Coordinate City Review of the Miramonte Development, ensuring effective implementation following the recent annexation.
- Update Impact and Permit Fees to ensure they reflect true cost recovery and support ongoing city services.
- Re-establish the First-Time Homebuyer Program to expand access to homeownership for local residents.

Soledad, CA

Budget Worksheet

Account Summary

For Fiscal: 2025-2026 Period Ending: 05/31/2026

		2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
Fund: 100 - GENERAL FUND								
Expense								
Department: 1200 - PLANNING/COMM DEVELO								
ExpCategory: 51 - Salaries & Benefits								
100-1200-51100	SALARIES	262,328.00	303,348.23	521,835.00	344,089.54	0.00	0.00	473,059.00
100-1200-51120	PLANNING COMMISION	9,000.00	4,800.00	9,000.00	750.00	0.00	0.00	6,750.00
100-1200-51130	OVERTIME	1,000.00	1,679.45	0.00	2,741.45	0.00	0.00	0.00
100-1200-51140	CERTIFICATES	0.00	2,331.57	0.00	1,887.63	0.00	0.00	0.00
100-1200-51200	SOCIAL SECURITY / MEDICARE	20,300.00	22,755.55	39,920.00	25,686.09	0.00	0.00	39,207.00
100-1200-51210	PERS-PENSION	53,073.00	40,388.43	104,367.00	62,953.50	0.00	0.00	102,501.00
100-1200-51220	BENEFITS	0.00	1,817.35	0.00	2,006.86	0.00	0.00	0.00
100-1200-51230	INSURANCE-MED,DEN,VISION	39,438.00	29,461.86	46,002.00	28,462.50	0.00	0.00	42,722.00
100-1200-51265	LTD & AD&D	1,862.00	0.00	3,225.00	0.00	0.00	0.00	3,150.00
100-1200-51310	WORKERS COMP	1,085.00	2,424.66	1,085.00	1,674.04	0.00	0.00	1,803.00
	ExpCategory: 51 - Salaries & Benefits Total:	**388,086.00**	**409,007.10**	**725,434.00**	**470,251.61**	**0.00**	**0.00**	**669,192.00**
ExpCategory: 52 - Services & Supplies								
100-1200-52010	MEMBERSHIP DUES	6,955.00	6,225.50	7,248.00	4,975.00	0.00	0.00	16,248.00
100-1200-52030	ORDINANCE & PUBLISHINGS	2,000.00	8,305.66	3,100.00	3,419.26	0.00	0.00	3,100.00
100-1200-52040	OFFICE SUPPLIES	2,500.00	1,805.38	2,500.00	1,110.60	0.00	0.00	2,500.00
100-1200-52041	OPERATIONAL SUPPLIES	0.00	0.00	0.00	2,169.43	0.00	0.00	0.00
100-1200-52042	POSTAGE, SHIPPING & FREIGH	100.00	61.41	100.00	79.08	0.00	0.00	100.00
100-1200-52052	SAFETY EQUIPMENT	300.00	349.26	350.00	0.00	0.00	0.00	350.00
100-1200-52091	TRAVEL, MEETINGS & TRAININ	18,000.00	6,775.08	11,625.00	9,902.97	0.00	0.00	7,125.00
100-1200-52105	SPECIAL EVENTS	1,000.00	3,077.32	15,000.00	11,941.47	0.00	0.00	10,000.00
100-1200-52200	PROFESSIONAL SERVICES/FEES	532,500.00	319,894.45	395,000.00	231,975.30	0.00	0.00	270,000.00
100-1200-52240	IT SERVICES	0.00	0.00	0.00	1,019.17	0.00	0.00	0.00
100-1200-52400	UTILITIES	10,000.00	11,311.06	11,000.00	12,675.89	0.00	0.00	11,000.00

		2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
100-1200-52415	CELLULAR PHONE	1,600.00	3,463.53	3,000.00	4,601.76	0.00	0.00	3,000.00
100-1200-52518	FACILITIES EXPENSE	4,000.00	15,934.50	4,000.00	4,534.66	0.00	0.00	4,000.00
100-1200-52520	MAINTENANCE AGREEMENTS	14,000.00	11,785.00	10,000.00	5,666.03	0.00	0.00	400.00
100-1200-52525	REPAIRS & MAINTENANCE SUP	2,000.00	1,359.43	2,000.00	559.76	0.00	0.00	2,000.00
	ExpCategory: 52 - Services & Supplies Total:	**594,955.00**	**390,347.58**	**464,923.00**	**294,630.38**	**0.00**	**0.00**	**329,823.00**
ExpCategory: 57 - Capital Outlay								
100-1200-57100	CAPITAL OUTLAY - COMPUTER	0.00	4,302.34	0.00	3,208.54	0.00	0.00	0.00
	ExpCategory: 57 - Capital Outlay Total:	**0.00**	**4,302.34**	**0.00**	**3,208.54**	**0.00**	**0.00**	**0.00**
	Department: 1200 - PLANNING/COMM DEVELO Total:	**983,041.00**	**803,657.02**	**1,190,357.00**	**768,090.53**	**0.00**	**0.00**	**999,015.00**
	Expense Total:	**983,041.00**	**803,657.02**	**1,190,357.00**	**768,090.53**	**0.00**	**0.00**	**999,015.00**
	Fund: 100 - GENERAL FUND Total:	**983,041.00**	**803,657.02**	**1,190,357.00**	**768,090.53**	**0.00**	**0.00**	**999,015.00**
	Report Total:	**983,041.00**	**803,657.02**	**1,190,357.00**	**768,090.53**	**0.00**	**0.00**	**999,015.00**

Fund Summary

Fund	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
100 - GENERAL FUND	983,041.00	803,657.02	1,190,357.00	768,090.53	0.00	0.00	999,015.00
Report Total:	**983,041.00**	**803,657.02**	**1,190,357.00**	**768,090.53**	**0.00**	**0.00**	**999,015.00**

FY 25-26 BUDGET NARRATIVE

Name of Activity: Building/Development Services

Account # 100-1250

Funding Source: General Fund

Budget Overview

The Building Division operates under the Community and Economic Development Department and is responsible for reviewing construction plans, issuing building permits, conducting inspections, and ensuring compliance with the California Building Code. Building Official services are provided through a contract with CSG Consultants, a private firm specializing in municipal building services.

Division staffing includes a full-time Building Permit Technician and a part-time clerical assistant. The budget also funds **SmartGov**, the City's permit tracking system, which improves efficiency, enhances transparency, and supports digital access to permits and records.

Project applicants are required to pay direct service fees, including those for plan reviews and inspections. As part of the City's commitment to financial sustainability, building permit and impact fees are currently under review for FY 2025–2026 to ensure full cost recovery for services provided.

The recommended baseline budget for the Building Division in FY 2025–2026 is **$355,000**, consistent with the prior fiscal year. The budget includes reclassification of the Permit Technician and Administrative Assistant to Development Technician to bring more cross-trained staff to the building/planning counter to help streamline the permitting process.

FY24-25 Budget Accomplishments

Throughout the year, the Building Division supported the successful delivery of numerous marquee development projects.

- **Commercial Development:** Issued permits and completed inspections for the successful openings of **Dutch Bros** and **Panda Express**.
- **Retail Expansion:** Issued permits and began inspections for the upcoming **Tractor Supply** store.
- **Residential Growth:**
  - Issued **41 permits for Accessory Dwelling Units (ADUs)**.
  - Finalized construction and occupancy of **82 new housing units**.

Performance Objectives/Projects to be Delivered in FY 25-26

Projected Permit Activity:

- **Single-Family Dwellings:** 200
- **Multi-Family Units:** 52
- **Solar and Over-the-Counter Permits:** 250
- **Commercial Projects:** 7
- **Estimated Total Inspections:** 1,500

Strategic Objectives:

- Maintain and enhance the **SmartGov online database**, ensuring reliable document storage, tracking, and management.
- Develop a more **streamlined permit processing system**, both internally and externally, to reduce turnaround times and improve customer service.
- **Update building permit and impact fees** to ensure full cost recovery and alignment with current market conditions and service delivery costs.

Soledad, CA

Budget Worksheet

Account Summary

For Fiscal: 2025-2026 Period Ending: 05/31/2026

		2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
Fund: 100 - GENERAL FUND								
Expense								
Department: 1250 - BUILDING/DEVELOPMENT								
ExpCategory: 51 - Salaries & Benefits								
100-1250-51100	SALARIES	158,415.00	93,848.91	100,359.00	89,309.39	0.00	0.00	134,088.37
100-1250-51130	OVERTIME	0.00	154.99	0.00	430.13	0.00	0.00	0.00
100-1250-51200	SOCIAL SECURITY / MEDICARE	12,093.00	6,861.88	7,678.00	6,718.12	0.00	0.00	10,257.76
100-1250-51210	PERS-PENSION	31,614.00	16,636.99	20,072.00	14,224.25	0.00	0.00	26,817.67
100-1250-51220	BENEFITS	0.00	517.40	0.00	472.27	0.00	0.00	0.00
100-1250-51230	INSURANCE-MED,DEN,VISION	25,834.00	9,016.80	9,017.00	8,255.13	0.00	0.00	11,820.00
100-1250-51265	LTD & AD&D	867.00	0.00	517.00	0.00	0.00	0.00	736.76
100-1250-51300	UNEMPLOYMENT INSURANCE	0.00	0.00	0.00	475.11	0.00	0.00	0.00
100-1250-51310	WORKERS COMP	145.00	324.03	145.00	2,271.74	0.00	0.00	145.00
	ExpCategory: 51 - Salaries & Benefits Total:	**228,968.00**	**127,361.00**	**137,788.00**	**122,156.14**	**0.00**	**0.00**	**183,865.56**
ExpCategory: 52 - Services & Supplies								
100-1250-52010	MEMBERSHIP DUES	0.00	0.00	360.00	0.00	0.00	0.00	360.00
100-1250-52025	BUILDING CODES UPDATES	2,000.00	0.00	1,500.00	0.00	0.00	0.00	1,500.00
100-1250-52040	OFFICE SUPPLIES	1,000.00	1,366.48	1,000.00	1,140.11	0.00	0.00	1,000.00
100-1250-52051	TOOLS & MINOR EQUIPMENT	300.00	0.00	100.00	0.00	0.00	0.00	100.00
100-1250-52091	TRAVEL, MEETINGS & TRAININ	1,500.00	309.00	400.00	439.06	0.00	0.00	400.00
100-1250-52115	SUNDRY	300.00	60.00	0.00	0.00	0.00	0.00	0.00
100-1250-52200	PROFESSIONAL SERVICES/FEES	149,500.00	189,245.96	210,000.00	128,487.36	0.00	0.00	210,000.00
100-1250-52310	LIABILITY INSURANCE	0.00	0.00	0.00	888.12	0.00	0.00	0.00
100-1250-52415	CELLULAR PHONE	350.00	0.00	350.00	0.00	0.00	0.00	350.00
100-1250-52518	FACILITIES EXPENSES	0.00	4,000.00	3,000.00	0.00	0.00	0.00	3,000.00
	ExpCategory: 52 - Services & Supplies Total:	**154,950.00**	**194,981.44**	**216,710.00**	**130,954.65**	**0.00**	**0.00**	**216,710.00**

		2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
ExpCategory: 57 - Capital Outlay								
100-1250-57100	CAPITAL OUTLAY - COMPUTER	0.00	0.00	500.00	0.00	0.00	0.00	0.00
	ExpCategory: 57 - Capital Outlay Total:	**0.00**	**0.00**	**500.00**	**0.00**	**0.00**	**0.00**	**0.00**
	Department: 1250 - BUILDING/DEVELOPMENT Total:	**383,918.00**	**322,342.44**	**354,998.00**	**253,110.79**	**0.00**	**0.00**	**400,575.56**
	Expense Total:	**383,918.00**	**322,342.44**	**354,998.00**	**253,110.79**	**0.00**	**0.00**	**400,575.56**
	Fund: 100 - GENERAL FUND Total:	**383,918.00**	**322,342.44**	**354,998.00**	**253,110.79**	**0.00**	**0.00**	**400,575.56**
	Report Total:	**383,918.00**	**322,342.44**	**354,998.00**	**253,110.79**	**0.00**	**0.00**	**400,575.56**

For Fiscal: 2025-2026 Period Ending: 05/31/2026

Fund Summary

Fund		2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
100 - GENERAL FUND		383,918.00	322,342.44	354,998.00	253,110.79	0.00	0.00	400,575.56
	Report Total:	**383,918.00**	**322,342.44**	**354,998.00**	**253,110.79**	**0.00**	**0.00**	**400,575.56**

FY 25-26 BUDGET NARRATIVE

Name of Activity: Human Resources

Account # 100-1310

Funding Source: General Fund

Budget Overview

The Human Resources Department is staffed by a Human Resources Manager and a part-time Office Assistant (0.80 FTE). Some personnel costs are allocated to the City's Enterprise Funds. The Department handles a wide array of employee services, including recruitment and selection, performance evaluations, compensation and wage administration, benefits, health and wellness programs, mandated training, and employee recognition. The HR Manager also serves as the City's Risk Manager and represents the City on the Monterey Bay Area Self Insurance Agency (MBASIA).

FY24-25 Budget Accomplishments

- Successfully adopted the City's **Injury and Illness Prevention Program (IIPP)**.
- Implemented the **Workplace Violence Prevention Plan (WVPP)** to enhance employee safety and compliance.
- Digitized all employee personnel files and transitioned them into the new Incode 10 system, improving access and document management.
- Supported the rollout of the **Incode 10 System**, including the Human Resources and Employee Self-Service modules, enabling employees to view and manage their employment information in real time.

Performance Objectives/Projects to be Delivered in FY 25-26

- Continue a comprehensive review and update of the City's **Personnel Rules and Regulations Manual** to ensure compliance and clarity.
- Provide ongoing training and education for staff on the **Injury and Illness Prevention Program (IIPP)** and **Workplace Violence Prevention Plan (WVPP)**.
- Develop and implement a **comprehensive employee safety program** to promote a culture of workplace safety.
- Redesign the **employee performance evaluation system** to enhance effectiveness and employee engagement.
- Maintain robust **recruitment efforts** to attract and retain qualified personnel for vacant positions.

Soledad, CA

Budget Worksheet

Account Summary

For Fiscal: 2025-2026 Period Ending: 05/31/2026

		2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
Fund: 100 - GENERAL FUND								
Expense								
Department: 1310 - HUMAN RESOURCES								
ExpCategory: 51 - Salaries & Benefits								
100-1310-51100	SALARIES	82,936.00	75,761.09	84,014.00	79,884.01	0.00	0.00	86,185.93
100-1310-51200	SOCIAL SECURITY / MEDICARE	6,345.00	5,233.90	6,427.00	5,492.45	0.00	0.00	6,593.22
100-1310-51210	PERS-PENSION	16,587.00	11,933.79	16,803.00	13,663.59	0.00	0.00	17,237.19
100-1310-51220	BENEFITS	0.00	397.02	0.00	521.83	0.00	0.00	0.00
100-1310-51230	INSURANCE-MED,DEN,VISION	20,250.00	9,402.73	9,476.00	15,637.53	0.00	0.00	19,000.00
100-1310-51265	LTD & AD&D	681.00	0.00	400.00	0.00	0.00	0.00	603.72
100-1310-51300	UNEMPLOYMENT INSURANCE	0.00	0.00	0.00	237.57	0.00	0.00	0.00
100-1310-51310	WORKERS COMP	93.00	207.83	93.00	1,593.00	0.00	0.00	493.00
	ExpCategory: 51 - Salaries & Benefits Total:	**126,892.00**	**102,936.36**	**117,213.00**	**117,029.98**	**0.00**	**0.00**	**130,113.06**
ExpCategory: 52 - Services & Supplies								
100-1310-52010	MEMBERSHIP DUES	1,580.00	120.00	1,580.00	0.00	0.00	0.00	1,580.00
100-1310-52040	OFFICE SUPPLIES	500.00	1,200.64	500.00	277.17	0.00	0.00	500.00
100-1310-52075	IRS 941 TAXES	0.00	183.00	0.00	0.00	0.00	0.00	0.00
100-1310-52091	TRAVEL, MEETINGS & TRAININ	1,500.00	6,077.27	1,500.00	1,291.62	0.00	0.00	1,500.00
100-1310-52100	EMPLOYEE FUNCTIONS	5,000.00	5,863.57	5,000.00	2,746.19	0.00	0.00	5,000.00
100-1310-52110	RECRUITMENT & ADVERTISEM	5,000.00	3,430.51	5,000.00	1,697.00	0.00	0.00	5,000.00
100-1310-52200	PROFESSIONAL SERVICES/FEES	54,500.00	40,287.58	54,500.00	40,720.88	0.00	0.00	37,500.00
100-1310-52230	LEASE CONTRACTS	2,000.00	1,100.00	2,000.00	990.00	0.00	0.00	2,000.00
100-1310-52310	LIABILITY INSURANCE	0.00	0.00	0.00	444.01	0.00	0.00	0.00
	ExpCategory: 52 - Services & Supplies Total:	**70,080.00**	**58,262.57**	**70,080.00**	**48,166.87**	**0.00**	**0.00**	**53,080.00**

		2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
ExpCategory: 57 - Capital Outlay								
100-1310-57100	CAPITAL OUTLAY - COMPUTER	0.00	42.47	0.00	0.00	0.00	0.00	0.00
	ExpCategory: 57 - Capital Outlay Total:	**0.00**	**42.47**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**
	Department: 1310 - HUMAN RESOURCES Total:	**196,972.00**	**161,241.40**	**187,293.00**	**165,196.85**	**0.00**	**0.00**	**183,193.06**
	Expense Total:	**196,972.00**	**161,241.40**	**187,293.00**	**165,196.85**	**0.00**	**0.00**	**183,193.06**
	Fund: 100 - GENERAL FUND Total:	**196,972.00**	**161,241.40**	**187,293.00**	**165,196.85**	**0.00**	**0.00**	**183,193.06**
	Report Total:	**196,972.00**	**161,241.40**	**187,293.00**	**165,196.85**	**0.00**	**0.00**	**183,193.06**

For Fiscal: 2025-2026 Period Ending: 05/31/2026

Fund Summary

Fund	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
100 - GENERAL FUND	196,972.00	161,241.40	187,293.00	165,196.85	0.00	0.00	183,193.06
Report Total:	**196,972.00**	**161,241.40**	**187,293.00**	**165,196.85**	**0.00**	**0.00**	**183,193.06**

FY 25-26 BUDGET NARRATIVE

Name of Activity: Information Technology

Account # 100-1320

Funding Source: General Fund

Budget Overview

The Information Technology (IT) Department consists of one full-time IT Technician and one full-time IT Manager (currently vacant), with a portion of personnel costs allocated to the City's Enterprise Funds. This Department is responsible for acquiring, maintaining, and supporting network infrastructure, workstation hardware and software, and the City's telecommunications systems. It also manages and updates the City's websites, provides technical assistance to all departments through help desk services, and supports cybersecurity efforts across the organization.

Additionally, the IT Department works with the City Manager to provide technical guidance on projects focused on expanding high-speed internet access for Soledad residents. This involves assisting with grant applications and project planning to improve local broadband infrastructure.

FY24-25 Budget Accomplishments

- Implemented a comprehensive backup storage solution for all City computers.
- Enhanced cybersecurity through automated email threat detection and filtering.
- Installed the computer network and IT infrastructure at the new Corporation Yard building.
- Supported audio system upgrades in the City Council Chambers.
- Assisted the Police Department with the rollout of body-worn cameras.

Performance Objectives/Projects to be Delivered in FY 25-26

- Install and configure four new servers—two for City Hall and two for the Police Department.
- Deploy new SCADA servers at the Water Treatment Facility.
- Design, launch, and provide ongoing support for a redesigned City of Soledad website.
- Upgrade the camera system in the City Council Chambers.
- Implement TeamViewer as a new remote assistance tool to improve IT support efficiency.
- Establish a wireless point-to-point Wi-Fi connection at Little League Park.
- Provide technical support to the South Valley Broadband Authority in designing a high-speed fiber network and applying for state broadband infrastructure grant funding.

Soledad, CA

Budget Worksheet

Account Summary

For Fiscal: 2025-2026 Period Ending: 05/31/2026

		2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
Fund: 100 - GENERAL FUND								
Expense								
Department: 1320 - INFORMATION TECHNOLO								
ExpCategory: 51 - Salaries & Benefits								
100-1320-51100	SALARIES	84,709.00	87,611.40	92,382.00	51,896.50	0.00	0.00	92,975.70
100-1320-51130	OVERTIME	0.00	565.15	0.00	434.76	0.00	0.00	0.00
100-1320-51140	CERTIFICATES	0.00	0.00	0.00	354.56	0.00	0.00	0.00
100-1320-51200	FICA	0.00	0.00	0.00	1,266.35	0.00	0.00	0.00
100-1320-51203	SOCIAL SECURITY / MEDICARE	6,480.00	6,551.18	7,067.00	2,797.76	0.00	0.00	7,112.64
100-1320-51210	PERS-PENSION	16,942.00	11,728.86	18,476.00	9,618.12	0.00	0.00	18,595.14
100-1320-51220	BENEFITS	0.00	553.86	0.00	259.29	0.00	0.00	0.00
100-1320-51230	INSURANCE-MED,DEN,VISION	7,776.00	7,213.33	7,213.00	3,600.12	0.00	0.00	7,206.00
100-1320-51267	LTD & AD&D	503.00	0.00	554.00	0.00	0.00	0.00	581.15
100-1320-51310	WORKERS COMP	143.00	319.57	143.00	0.00	0.00	0.00	143.00
	ExpCategory: 51 - Salaries & Benefits Total:	**116,553.00**	**114,543.35**	**125,835.00**	**70,227.46**	**0.00**	**0.00**	**126,613.63**
ExpCategory: 52 - Services & Supplies								
100-1320-52040	OFFICE SUPPLIES	1,000.00	388.96	1,000.00	153.35	0.00	0.00	1,000.00
100-1320-52051	TOOLS & MINOR EQUIPMENT	1,250.00	2,161.01	1,250.00	7,042.00	0.00	0.00	1,250.00
100-1320-52091	TRAVEL, MEETINGS & TRAININ	2,145.00	1,332.78	2,145.00	484.89	0.00	0.00	2,145.00
100-1320-52115	SUNDRY	0.00	372.13	0.00	0.00	0.00	0.00	0.00
100-1320-52200	PROFESSIONAL SERVICES/FEES	0.00	7,363.37	0.00	64,821.56	0.00	0.00	0.00
100-1320-52415	CELLULAR PHONE	150.00	1,804.69	150.00	490.78	0.00	0.00	150.00
100-1320-52520	MAINTENANCE AGREEMENTS	21,150.00	58,890.31	21,150.00	92,920.42	0.00	0.00	75,000.00
	ExpCategory: 52 - Services & Supplies Total:	**25,695.00**	**72,313.25**	**25,695.00**	**165,913.00**	**0.00**	**0.00**	**79,545.00**

		2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
ExpCategory: 57 - Capital Outlay								
100-1320-57100	CAPITAL OUTLAY - COMPUTER	45,500.00	18,987.38	35,500.00	50,110.81	0.00	0.00	72,500.00
	ExpCategory: 57 - Capital Outlay Total:	**45,500.00**	**18,987.38**	**35,500.00**	**50,110.81**	**0.00**	**0.00**	**72,500.00**
	Department: 1320 - INFORMATION TECHNOLO Total:	**187,748.00**	**205,843.98**	**187,030.00**	**286,251.27**	**0.00**	**0.00**	**278,658.63**
	Expense Total:	**187,748.00**	**205,843.98**	**187,030.00**	**286,251.27**	**0.00**	**0.00**	**278,658.63**
	Fund: 100 - GENERAL FUND Total:	**187,748.00**	**205,843.98**	**187,030.00**	**286,251.27**	**0.00**	**0.00**	**278,658.63**
	Report Total:	**187,748.00**	**205,843.98**	**187,030.00**	**286,251.27**	**0.00**	**0.00**	**278,658.63**

Fund Summary

Fund	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
100 - GENERAL FUND	187,748.00	205,843.98	187,030.00	286,251.27	0.00	0.00	278,658.63
Report Total:	**187,748.00**	**205,843.98**	**187,030.00**	**286,251.27**	**0.00**	**0.00**	**278,658.63**

FY 25-26 BUDGET NARRATIVE

Name of Activity: Finance Department

Account #100-1300

Funding Source: General Fund

Budget Overview

The total budget for the Finance Department for FY 2024–2025 is **$158,729**. The Department is staffed by a Contract Finance Director, a Management Analyst, and two Customer Service Utility Billing Technicians, with portions of personnel costs allocated to other City funds.

The Finance Department is charged with safeguarding City assets and maintaining accurate financial records in compliance with Generally Accepted Accounting Principles (GAAP). Responsibilities include the accounting of all City funds, including grant funds, and oversight of the **annual audit** conducted by independent auditors, in accordance with California State law.

FY24-25 Budget Accomplishments

- Completed the successful transition from Incode 9 to **Incode 10**, including implementation of enhanced modules such as Project Accounting.
- **Generated over $2 million** in interest earnings across City funds, strengthening the City's financial position.
- **Streamlined the Business License renewal process**, making it more efficient and user-friendly for local businesses.
- Implemented new procedures for managing utility accounts receivable, improving the collection of delinquent accounts.
- Rolled out Tyler Payments, enabling **online payment of Business Licenses** and **Accounts Receivable** through the City's website.

Performance Objectives/Projects to be Delivered in FY 25-26

- Lead a **comprehensive Water and Sewer Rate Study** to establish new rates for the next five years.
- Conduct **Transient Occupancy Tax (TOT) audits** of all hotels within the City to promote compliance and provide education on regulatory requirements.
- Oversee a **Fees for Services Study** to ensure full cost recovery for City-provided services.
- Continue staff training and development on the use of the **Incode 10 financial system** to maximize functionality and efficiency.
- Complete the **annual financial audit by December**, in alignment with State deadlines.

Soledad, CA

Budget Worksheet

Account Summary

For Fiscal: 2025-2026 Period Ending: 05/31/2026

		2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
Fund: 100 - GENERAL FUND								
Expense								
Department: 1300 - FINANCE DEPARTMENT								
ExpCategory: 51 - Salaries & Benefits								
100-1300-51100	SALARIES	40,643.00	39,866.06	46,583.00	45,781.73	0.00	0.00	49,277.49
100-1300-51130	OVERTIME	0.00	117.67	0.00	57.39	0.00	0.00	0.00
100-1300-51140	CERTIFICATES	144.00	141.96	144.00	130.19	0.00	0.00	144.00
100-1300-51165	WORKERS COMP	298.00	665.94	298.00	66.90	0.00	0.00	0.00
100-1300-51200	SOCIAL SECURITY / MEDICARE	3,120.00	2,795.35	3,575.00	3,361.79	0.00	0.00	3,780.74
100-1300-51210	PERS-PENSION	8,157.00	5,422.75	9,345.00	6,846.91	0.00	0.00	9,884.30
100-1300-51220	BENEFITS	0.00	281.42	0.00	316.72	0.00	0.00	0.00
100-1300-51230	INSURANCE-MED,DEN,VISION	10,021.00	6,674.52	5,594.00	5,548.21	0.00	0.00	5,628.00
100-1300-51265	LTD & AD&D	298.00	0.00	314.00	0.00	0.00	0.00	335.24
100-1300-51310	WORKERS COMP (NON TAX)	0.00	0.00	0.00	368.81	0.00	0.00	469.00
	ExpCategory: 51 - Salaries & Benefits Total:	**62,681.00**	**55,965.67**	**65,853.00**	**62,478.65**	**0.00**	**0.00**	**69,518.77**
ExpCategory: 52 - Services & Supplies								
100-1300-52010	MEMBERSHIP DUES	110.00	0.00	110.00	0.00	0.00	0.00	110.00
100-1300-52040	OFFICE SUPPLIES	1,600.00	3,348.31	1,600.00	2,362.90	0.00	0.00	1,600.00
100-1300-52067	BANK FEES	15,000.00	20,221.99	15,000.00	16,455.00	0.00	0.00	15,000.00
100-1300-52091	TRAVEL, MEETINGS & TRAININ	0.00	0.00	0.00	91.35	0.00	0.00	0.00
100-1300-52200	PROFESSIONAL SERVICES/FEES	45,000.00	41,192.35	52,000.00	22,245.28	0.00	0.00	52,000.00
100-1300-52225	AUDITING SERVICES	20,500.00	24,012.00	20,500.00	0.00	0.00	0.00	20,500.00
	ExpCategory: 52 - Services & Supplies Total:	**82,210.00**	**88,774.65**	**89,210.00**	**41,154.53**	**0.00**	**0.00**	**89,210.00**

		2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
ExpCategory: 57 - Capital Outlay								
100-1300-57100	CAPITAL OUTLAY - COMPUTER	0.00	205.55	0.00	0.00	0.00	0.00	0.00
	ExpCategory: 57 - Capital Outlay Total:	**0.00**	**205.55**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**
	Department: 1300 - FINANCE DEPARTMENT Total:	**144,891.00**	**144,945.87**	**155,063.00**	**103,633.18**	**0.00**	**0.00**	**158,728.77**
	Expense Total:	**144,891.00**	**144,945.87**	**155,063.00**	**103,633.18**	**0.00**	**0.00**	**158,728.77**
	Fund: 100 - GENERAL FUND Total:	**144,891.00**	**144,945.87**	**155,063.00**	**103,633.18**	**0.00**	**0.00**	**158,728.77**
	Report Total:	**144,891.00**	**144,945.87**	**155,063.00**	**103,633.18**	**0.00**	**0.00**	**158,728.77**

For Fiscal: 2025-2026 Period Ending: 05/31/2026

Fund Summary

Fund	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
100 - GENERAL FUND	144,891.00	144,945.87	155,063.00	103,633.18	0.00	0.00	158,728.77
Report Total:	**144,891.00**	**144,945.87**	**155,063.00**	**103,633.18**	**0.00**	**0.00**	**158,728.77**

FY 25-26 BUDGET NARRATIVE

Name of Activity: Police Department

Account #100-1400 and 100-3100

Funding Source: General Fund and Measure Y

Budget Overview

The total budget for the Soledad Police Department in FY 2025–2026 is **$5,767,012**, consisting of **$4,462,083** from the General Fund and **$1,304,929** from the Measure Y Fund. In addition, the Animal Control/Code Enforcement Officer, who reports to the Police Chief, is partially funded (50%) through Measure S under account 100-5620.

The Department is authorized to have **22 sworn officers**, including the Police Chief and Deputy Chief. As of the current budget cycle, four sworn positions remain vacant. A new Chief is anticipated to start early in the upcoming fiscal year. The Department is also supported by a team of civilian staff who play a vital role in administrative operations and public service delivery. State mandates and reduced support from the Sheriff's office are increasing administrative staff responsibilities. Based on the evaluation of the incoming Chief, a request to reclassify a sworn position for an administrative position may be presented to the Council for consideration at mid-year.

A significant portion of the Police Department's budget is allocated to contracted services provided by external agencies. For example, **Monterey County Dispatch services**—a critical component of public safety communications—are projected to cost **nearly $500,000** in FY 2025–2026.

Like many households and businesses in Soledad, the Department continues to face rising costs for fuel, equipment, and essential supplies, all of which are required to maintain a reliable 24/7 public safety operation.

FY24-25 Budget Accomplishments

- **Upgraded Body-Worn Cameras:** Replaced all legacy body-worn cameras with new, state-of-the-art models to enhance officer accountability and evidence collection.
- **Surveillance Grid Enhancements:** Upgraded **24 surveillance cameras** across the City as part of the ongoing Surveillance Grid modernization initiative, improving public safety monitoring and investigative capabilities.
- **Flock Safety Camera Installation:** Installed **eight Flock license plate recognition cameras** at key entry points to the City of Soledad, enhancing the department's ability to monitor vehicle activity and support regional crime prevention efforts.

- **Community Engagement – Cops Giving Tree:** Reached **80 families** through the annual *Cops Giving Tree* program, providing holiday support for those in need and strengthening positive relationships between law enforcement and the community.

Performance Objectives/Projects to be Delivered in FY 25-26

The Soledad Police Department will welcome a **new Police Chief in early July 2025**. Department leadership and staff are committed to ensuring a smooth and effective transition, with continued focus on operational stability, community trust, and strategic planning.

The Department will also maintain its involvement in state-funded Tobacco and Cannabis grant programs, which support both education and enforcement efforts focused on reducing youth access while promoting public health.

As part of its commitment to school safety and youth engagement, the Department will remain an active member of the Soledad Unified School District's School Safety Committee and will strengthen existing partnerships with local schools to support a safe and supportive learning environment for students.

Soledad, CA

Budget Worksheet

Account Summary

For Fiscal: 2025-2026 Period Ending: 05/31/2026

		2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
Fund: 100 - GENERAL FUND								
Expense								
Department: 1400 - POLICE DEPARTMENT								
ExpCategory: 51 - Salaries & Benefits								
100-1400-51100	SALARIES	2,131,051.00	1,747,202.72	2,152,992.00	1,681,507.59	0.00	0.00	2,295,998.84
100-1400-51130	OVERTIME	100,000.00	252,350.83	100,000.00	331,473.06	0.00	0.00	100,000.00
100-1400-51140	CERTIFICATES	17,809.00	13,019.33	5,047.00	22,071.95	0.00	0.00	11,642.14
100-1400-51155	UNIFORM MAINTENANCE	13,020.00	10,257.00	17,514.00	12,334.28	0.00	0.00	17,557.91
100-1400-51160	SALARY - 4850 PAY	0.00	5,862.10	0.00	2,497.39	0.00	0.00	0.00
100-1400-51200	SOCIAL SECURITY / MEDICARE	175,081.00	144,638.03	174,080.00	191,150.07	0.00	0.00	183,615.21
100-1400-51210	PERS-PENSION	494,976.00	390,029.63	499,085.00	402,798.64	0.00	0.00	527,014.32
100-1400-51220	BENEFITS	0.00	12,685.45	0.00	14,206.56	0.00	0.00	0.00
100-1400-51230	INSURANCE-MED,DEN,VISION	296,199.00	174,378.58	237,568.00	175,467.20	0.00	0.00	238,863.00
100-1400-51265	LTD & AD&D	11,828.00	0.00	12,859.00	0.00	0.00	0.00	13,417.55
100-1400-51300	UNEMPLOYMENT INSURANCE	0.00	0.00	0.00	4,319.02	0.00	0.00	0.00
100-1400-51310	WORKERS COMP	290,396.00	65,691.46	290,396.00	402,390.91	0.00	0.00	411,168.00
	ExpCategory: 51 - Salaries & Benefits Total:	**3,530,360.00**	**2,816,115.13**	**3,489,541.00**	**3,240,216.67**	**0.00**	**0.00**	**3,799,276.97**
ExpCategory: 52 - Services & Supplies								
100-1400-52010	MEMBERSHIP DUES	4,000.00	2,105.00	4,000.00	2,428.69	0.00	0.00	4,000.00
100-1400-52015	SUBSCRIPTIONS	8,000.00	8,847.38	8,000.00	2,219.57	0.00	0.00	8,000.00
100-1400-52040	OFFICE SUPPLIES	13,500.00	8,073.49	13,500.00	8,418.22	0.00	0.00	9,000.00
100-1400-52042	POSTAGE, SHIPPING & FREIGH	0.00	25.00	0.00	199.96	0.00	0.00	0.00
100-1400-52043	AMMUNITION/WEAPON SUPP	8,500.00	27,282.84	30,000.00	12,047.41	0.00	0.00	30,000.00
100-1400-52048	UNIFORM PURCHASE	25,000.00	35,255.04	15,000.00	28,651.04	0.00	0.00	15,000.00
100-1400-52050	PROPERTY EVIDENCE ROOM M	22,000.00	15,074.86	22,000.00	17,560.74	0.00	0.00	20,000.00
100-1400-52051	TOOLS & MINOR EQUIPMENT	6,000.00	9,482.21	6,000.00	4,699.74	0.00	0.00	6,000.00
100-1400-52052	SAFETY EQUIPMENT	500.00	0.00	500.00	809.00	0.00	0.00	500.00

		2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
100-1400-52065	911 DISPATCH FEES	555,000.00	407,553.13	460,742.00	459,332.00	0.00	0.00	485,016.00
100-1400-52070	FOOD SERVICES	2,000.00	3,237.40	2,000.00	2,806.29	0.00	0.00	2,000.00
100-1400-52080	FLEET SERVICES	65,000.00	114,090.11	65,000.00	85,383.48	0.00	0.00	65,000.00
100-1400-52085	FUEL	85,000.00	72,738.87	85,000.00	68,424.67	0.00	0.00	85,000.00
100-1400-52091	TRAVEL, MEETINGS & TRAININ	40,000.00	90,090.43	50,000.00	81,376.63	0.00	0.00	50,000.00
100-1400-52115	SUNDRY	1,000.00	8,530.00	5,000.00	177.23	0.00	0.00	0.00
100-1400-52135	CRIME PREVENTION	10,000.00	2,774.46	10,000.00	4,399.71	0.00	0.00	5,000.00
100-1400-52200	PROFESSIONAL SERVICES/FEES	43,000.00	71,266.36	55,000.00	55,286.96	0.00	0.00	45,000.00
100-1400-52230	LEASE CONTRACTS	3,000.00	2,169.47	3,000.00	12,987.27	0.00	0.00	3,000.00
100-1400-52310	LIABILITY INSURANCE	0.00	0.00	0.00	8,068.61	0.00	0.00	0.00
100-1400-52400	UTILITIES	9,000.00	14,126.54	9,000.00	14,526.37	0.00	0.00	9,000.00
100-1400-52410	TELEPHONE/DATA/PAGER	7,000.00	13,017.93	10,000.00	16,705.69	0.00	0.00	10,000.00
100-1400-52415	CELLULAR PHONE	800.00	2,581.00	800.00	6,488.87	0.00	0.00	800.00
100-1400-52518	FACILITIES EXPENSE	20,000.00	70,482.17	20,000.00	52,772.92	0.00	0.00	20,000.00
100-1400-52520	MAINTENANCE AGREEMENTS	97,000.00	197,367.74	97,000.00	170,851.09	0.00	0.00	143,550.00
100-1400-52525	REPAIRS & MAINTENANCE SUP	1,000.00	1,325.94	1,000.00	4,914.29	0.00	0.00	1,000.00
	ExpCategory: 52 - Services & Supplies Total:	**1,026,300.00**	**1,177,497.37**	**972,542.00**	**1,121,536.45**	**0.00**	**0.00**	**1,016,866.00**
ExpCategory: 57 - Capital Outlay								
100-1400-57100	CAPITAL OUTLAY - COMPUTER	0.00	41,770.27	0.00	24,551.33	0.00	0.00	0.00
100-1400-57200	CAPITAL OUTLAY - EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	10,000.00
	ExpCategory: 57 - Capital Outlay Total:	**0.00**	**41,770.27**	**0.00**	**24,551.33**	**0.00**	**0.00**	**10,000.00**
	Department: 1400 - POLICE DEPARTMENT Total:	**4,556,660.00**	**4,035,382.77**	**4,462,083.00**	**4,386,304.45**	**0.00**	**0.00**	**4,826,142.97**
	Expense Total:	**4,556,660.00**	**4,035,382.77**	**4,462,083.00**	**4,386,304.45**	**0.00**	**0.00**	**4,826,142.97**
	Fund: 100 - GENERAL FUND Total:	**4,556,660.00**	**4,035,382.77**	**4,462,083.00**	**4,386,304.45**	**0.00**	**0.00**	**4,826,142.97**
	Report Total:	**4,556,660.00**	**4,035,382.77**	**4,462,083.00**	**4,386,304.45**	**0.00**	**0.00**	**4,826,142.97**

For Fiscal: 2025-2026 Period Ending: 05/31/2026

Fund Summary

Fund	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
100 - GENERAL FUND	4,556,660.00	4,035,382.77	4,462,083.00	4,386,304.45	0.00	0.00	4,826,142.97
Report Total:	**4,556,660.00**	**4,035,382.77**	**4,462,083.00**	**4,386,304.45**	**0.00**	**0.00**	**4,826,142.97**

FY 25-26 BUDGET NARRATIVE

Name of Activity: Fire Department

Account # 100-1450 and 100-3200 and 431-0000

Funding Source:

Budget Overview

The City of Soledad has contracted with CALFIRE since January 2012 to provide full-time professional fire service to the city and the Mission-Soledad Fire Protection District through the Soledad Fire Department (SFD). SFD protects approximately 34,000 residents within its 97-square-mile response area, handling an average of 1,756 calls for service from 2022 to 2024, 69% of which are rescue or medical calls. SFD operates from a single station (Station 37) with a crew of only seven full-time firefighters, with two firefighters on duty daily on a three-shift, 24-hour on/48-hour off rotation.

The estimated contract cost for CALFIRE in FY 25-26 is $2,637,549, reflecting a 22% increase from the previous year. This increase aims to bring us closer to compliance with industry standards, enabling the addition of a Fire Captain this fiscal year. The base portion is budgeted in 100-1450-52200, while the remaining amount is allocated in the Measure Y budget 100-3200-52051. The City also receives its share of a countywide special tax designated for providing emergency medical services and communication equipment. The proposed budget of $60,000 will assist the Department in upgrading its radio and medical equipment, which will be placed on all apparatuses. The budget also includes funding for the replacement of personal protective equipment, ensuring that the fire department remains compliant with gear requirements.

FY24-25 Budget Accomplishments

The SFD recently acquired its new aerial apparatus, made possible through funding secured with the support of Senator Anna Caballero's Office. In tandem, the Department has completed construction of a dedicated apparatus bay to house and protect the new vehicle from the elements, ensuring its longevity and readiness.

This aerial apparatus represents a significant advancement in the City's emergency response capabilities. It is specifically designed to support the City's ongoing vertical development, offering specialized fire suppression and rescue services for multi-story commercial and residential structures. Equipped with state-of-the-art lifesaving tools and technology, the apparatus not only

enhances public safety for city residents but also serves as a critical regional asset. Through established mutual aid agreements, the apparatus can be deployed to support emergency response efforts across the county when needed.

Performance Objectives/Projects to be Delivered in FY 25-26

In FY 2025–2026, the SFD will prioritize critical initiatives designed to enhance operational readiness, staffing capacity, and compliance with national safety standards.

1. **Grant Applications for Equipment and Staffing Support:**
   The Department intends to apply for the Assistance to Firefighters Grant (AFG) to replace the large-diameter supply hose currently in use. The existing hose inventory is nearing the end of its service life, and replacement is necessary to maintain firefighting efficiency and safety.

   Furthermore, the City will pursue funding through the FEMA Staffing for Adequate Fire and Emergency Response (SAFER) Grant. This grant is aimed at securing financial support for future staffing needs, in line with the Department's ongoing effort to meet increasing service demands and improve response capabilities. More detailed information regarding these and other potential grants is available in the Special Analysis section of the FY 2025–2026 Budget.

2. **Exploration of a Parcel Tax to Support Fire Services:**
   To address rising operational costs and the growing need to maintain a three-person minimum staffing level per shift—consistent with National Fire Protection Association (NFPA) standards—the City is exploring the implementation of a parcel tax dedicated to supporting the SFD. This funding mechanism would help ensure sustainable fire service delivery as community needs expand.

3. **Operationalization of the New Ladder Truck:**
   Another key objective for the fiscal year is to ensure that all staff are fully trained on, and the Department is ready to operationalize, the new ladder truck. This will enhance the Department's capacity to respond to complex incidents, particularly in multi-story structures or high-risk environments.

These initiatives reflect the department's ongoing commitment to safety, operational excellence, and strategic growth.

Soledad, CA

Budget Worksheet

Account Summary

For Fiscal: 2025-2026 Period Ending: 05/31/2026

		2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
Fund: 100 - GENERAL FUND								
Expense								
Department: 1450 - FIRE DEPARTMENT								
ExpCategory: 52 - Services & Supplies								
100-1450-52040	OFFICE SUPPLIES	1,500.00	1,444.50	1,500.00	1,577.47	0.00	0.00	1,500.00
100-1450-52041	OPERATIONAL SUPPLIES	4,000.00	3,744.55	4,000.00	2,907.50	0.00	0.00	4,000.00
100-1450-52042	POSTAGE, SHIPPING & FREIGH	0.00	82.65	0.00	0.00	0.00	0.00	0.00
100-1450-52045	FIRE PREVENTION	5,000.00	1,304.60	5,000.00	4,833.52	0.00	0.00	2,000.00
100-1450-52051	TOOLS & MINOR EQUIPMENT	3,500.00	2,272.66	3,500.00	1,706.06	0.00	0.00	6,500.00
100-1450-52080	FLEET SERVICES	0.00	60.00	0.00	0.00	0.00	0.00	0.00
100-1450-52085	FUEL	11,500.00	13,643.92	11,500.00	14,261.20	0.00	0.00	11,500.00
100-1450-52091	TRAVEL, MEETINGS & TRAININ	500.00	239.56	500.00	323.75	0.00	0.00	500.00
100-1450-52200	PROFESSIONAL SERVICES/FEES	1,100,000.00	1,627,708.00	1,272,989.00	1,612,390.74	0.00	0.00	1,612,348.00
100-1450-52400	UTILITIES	15,000.00	18,731.74	14,000.00	18,209.72	0.00	0.00	18,000.00
100-1450-52410	TELEPHONE/DATA/PAGER	1,300.00	2,046.06	1,300.00	800.20	0.00	0.00	1,300.00
100-1450-52518	FACILITIES EXPENSE	12,000.00	48,357.28	12,000.00	14,516.91	0.00	0.00	12,000.00
100-1450-52520	MAINTENANCE AGREEMENTS	4,000.00	2,256.98	4,000.00	3,565.87	0.00	0.00	4,000.00
100-1450-52525	REPAIRS & MAINTENANCE SUP	5,000.00	5,494.63	5,000.00	4,898.48	0.00	0.00	5,000.00
	ExpCategory: 52 - Services & Supplies Total:	**1,163,300.00**	**1,727,387.13**	**1,335,289.00**	**1,679,991.42**	**0.00**	**0.00**	**1,678,648.00**
ExpCategory: 57 - Capital Outlay								
100-1450-57000	CAPITAL OUTLAY - IMPROVEME	0.00	51,884.49	0.00	280,478.95	0.00	0.00	0.00
100-1450-57100	CAPITAL OUTLAY - COMPUTER	0.00	429.00	0.00	0.00	0.00	0.00	0.00
	ExpCategory: 57 - Capital Outlay Total:	**0.00**	**52,313.49**	**0.00**	**280,478.95**	**0.00**	**0.00**	**0.00**
	Department: 1450 - FIRE DEPARTMENT Total:	**1,163,300.00**	**1,779,700.62**	**1,335,289.00**	**1,960,470.37**	**0.00**	**0.00**	**1,678,648.00**
	Expense Total:	**1,163,300.00**	**1,779,700.62**	**1,335,289.00**	**1,960,470.37**	**0.00**	**0.00**	**1,678,648.00**
	Fund: 100 - GENERAL FUND Total:	**1,163,300.00**	**1,779,700.62**	**1,335,289.00**	**1,960,470.37**	**0.00**	**0.00**	**1,678,648.00**
	Report Total:	**1,163,300.00**	**1,779,700.62**	**1,335,289.00**	**1,960,470.37**	**0.00**	**0.00**	**1,678,648.00**

Fund Summary

Fund	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
100 - GENERAL FUND	1,163,300.00	1,779,700.62	1,335,289.00	1,960,470.37	0.00	0.00	1,678,648.00
Report Total:	**1,163,300.00**	**1,779,700.62**	**1,335,289.00**	**1,960,470.37**	**0.00**	**0.00**	**1,678,648.00**

Soledad, CA

Budget Worksheet

Account Summary

For Fiscal: 2025-2026 Period Ending: 05/31/2026

		2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
Fund: 100 - GENERAL FUND								
Expense								
Department: 1500 - PUBLIC WORKS ADMIN								
ExpCategory: 51 - Salaries & Benefits								
100-1500-51100	SALARIES	117,380.00	100,241.81	186,939.00	108,557.66	0.00	0.00	191,679.02
100-1500-51130	OVERTIME	1,000.00	1,678.95	1,300.00	2,362.98	0.00	0.00	1,300.00
100-1500-51140	CERTIFICATES	2,245.00	2,375.58	2,847.00	2,462.13	0.00	0.00	3,165.25
100-1500-51155	UNIFORM MAINTENANCE	0.00	0.00	133.00	73.75	0.00	0.00	787.84
100-1500-51200	SOCIAL SECURITY / MEDICARE	9,244.00	7,327.28	14,628.00	8,198.39	0.00	0.00	15,065.31
100-1500-51210	PERS-PENSION	23,967.00	16,807.15	37,984.00	24,090.13	0.00	0.00	39,126.43
100-1500-51220	BENEFITS	0.00	578.40	0.00	656.80	0.00	0.00	0.00
100-1500-51230	INSURANCE-MED,DEN,VISION	15,588.00	11,760.97	21,430.00	13,629.07	0.00	0.00	20,740.00
100-1500-51267	LTD & AD&D	408.00	0.00	1,097.00	0.00	0.00	0.00	1,185.63
100-1500-51300	UNEMPLOYMENT INSURANCE	0.00	956.00	0.00	139.99	0.00	0.00	0.00
100-1500-51310	WORKERS COMP	433.00	967.63	433.00	669.47	0.00	0.00	433.00
	ExpCategory: 51 - Salaries & Benefits Total:	**170,265.00**	**142,693.77**	**266,791.00**	**160,840.37**	**0.00**	**0.00**	**273,482.48**
ExpCategory: 52 - Services & Supplies								
100-1500-52040	OFFICE SUPPLIES	500.00	105.25	500.00	608.56	0.00	0.00	500.00
100-1500-52051	TOOLS & MINOR EQUIPMENT	1,000.00	2,430.89	500.00	2,050.25	0.00	0.00	500.00
100-1500-52085	FUEL	0.00	65.52	0.00	0.00	0.00	0.00	0.00
100-1500-52091	TRAVEL, MEETINGS & TRAININ	8,000.00	838.88	8,000.00	1,078.14	0.00	0.00	4,000.00
100-1500-52200	PROFESSIONAL SERVICES/FEES	0.00	8,948.54	0.00	4,202.52	0.00	0.00	0.00
100-1500-52310	LIABILITY INSURANCE	0.00	0.00	0.00	261.71	0.00	0.00	0.00
100-1500-52415	CELLULAR PHONE	0.00	0.00	0.00	300.33	0.00	0.00	0.00
100-1500-52518	FACILITIES EXPENSE	0.00	128.51	500.00	3,381.37	0.00	0.00	500.00
100-1500-52520	MAINTENANCE AGREEMENTS	0.00	4.03	0.00	254.45	0.00	0.00	0.00

		2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
100-1500-52525	REPAIRS & MAINTENANCE SUP	1,000.00	38.87	1,000.00	1,510.77	0.00	0.00	1,000.00
	ExpCategory: 52 - Services & Supplies Total:	**10,500.00**	**12,560.49**	**10,500.00**	**13,648.10**	**0.00**	**0.00**	**6,500.00**
ExpCategory: 57 - Capital Outlay								
100-1500-57100	CAPITAL OUTLAY - COMPUTER	0.00	14,381.10	0.00	8,954.00	0.00	0.00	0.00
	ExpCategory: 57 - Capital Outlay Total:	**0.00**	**14,381.10**	**0.00**	**8,954.00**	**0.00**	**0.00**	**0.00**
	Department: 1500 - PUBLIC WORKS ADMIN Total:	**180,765.00**	**169,635.36**	**277,291.00**	**183,442.47**	**0.00**	**0.00**	**279,982.48**
	Expense Total:	**180,765.00**	**169,635.36**	**277,291.00**	**183,442.47**	**0.00**	**0.00**	**279,982.48**
	Fund: 100 - GENERAL FUND Total:	**180,765.00**	**169,635.36**	**277,291.00**	**183,442.47**	**0.00**	**0.00**	**279,982.48**
	Report Total:	**180,765.00**	**169,635.36**	**277,291.00**	**183,442.47**	**0.00**	**0.00**	**279,982.48**

For Fiscal: 2025-2026 Period Ending: 05/31/2026

Fund Summary

Fund	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
100 - GENERAL FUND	180,765.00	169,635.36	277,291.00	183,442.47	0.00	0.00	279,982.48
Report Total:	**180,765.00**	**169,635.36**	**277,291.00**	**183,442.47**	**0.00**	**0.00**	**279,982.48**

Soledad, CA

Budget Worksheet

Account Summary

For Fiscal: 2025-2026 Period Ending: 05/31/2026

		2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
Fund: 100 - GENERAL FUND								
Expense								
Department: 2000 - MEAS. S - ADMIN.								
ExpCategory: 52 - Services & Supplies								
100-2000-52200	PROFESSIONAL SERVICES/FEES	11,560.00	8,870.00	11,960.00	4,085.46	0.00	0.00	12,000.00
	ExpCategory: 52 - Services & Supplies Total:	**11,560.00**	**8,870.00**	**11,960.00**	**4,085.46**	**0.00**	**0.00**	**12,000.00**
	Department: 2000 - MEAS. S - ADMIN. Total:	**11,560.00**	**8,870.00**	**11,960.00**	**4,085.46**	**0.00**	**0.00**	**12,000.00**
	Expense Total:	**11,560.00**	**8,870.00**	**11,960.00**	**4,085.46**	**0.00**	**0.00**	**12,000.00**
	Fund: 100 - GENERAL FUND Total:	**11,560.00**	**8,870.00**	**11,960.00**	**4,085.46**	**0.00**	**0.00**	**12,000.00**
	Report Total:	**11,560.00**	**8,870.00**	**11,960.00**	**4,085.46**	**0.00**	**0.00**	**12,000.00**

Fund Summary

Fund	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
100 - GENERAL FUND	11,560.00	8,870.00	11,960.00	4,085.46	0.00	0.00	12,000.00
Report Total:	**11,560.00**	**8,870.00**	**11,960.00**	**4,085.46**	**0.00**	**0.00**	**12,000.00**

FY 25-26 BUDGET NARRATIVE

Name of Activity: Parks

Account #100-2100

Funding Source: General Fund and Measure S

Budget Overview

The Public Works Parks and Facility Maintenance Budget supports the maintenance and minor improvements of City parks, restrooms, ball fields, and public green spaces, funded through the General Fund. Costs for field crew and supervisory staff are distributed across multiple divisions, with the General Fund portion shown here. For parks situated within Assessment Districts (ADs), staff time is allocated to each respective district, with related reimbursements recorded as revenue in this General Fund unit.

This team not only handles park maintenance but also provides landscape and facility upkeep for major City-owned properties, including the Corporation Yard, City Hall, Police Department, and the Gateway Center.

Parks Maintained by Public Works Staff:

- ***Cesar Chavez Park*** – 0.5 acres + adjacent 0.5-acre parcel
- ***Bill Ramus Park*** – 0.45 acres
- ***Ramirez Park*** – 1.25 acres
- ***Lum Memorial Park*** – 2.64 acres
- ***Chester Aaroe*** *(Little League)* ***Park*** – 2.9 acres, including restrooms
- ***Jesse Gallardo Park*** – 4.0 acres
- ***Veterans Park*** – 4.0 acres, including restrooms
- ***Blas Santana Park*** – 4.23 acres, including restrooms
- ***Vosti Park*** – 6.44 acres, including restrooms
- ***Los Coches Adobe Site*** (Richardson) – 10.33 acres
- ***Soledad Landfill*** – 139.74 acres
- ***Landscape Areas*** – Along San Vicente Road, Gabilan Road, and Orchard Lane

FY24-25 Budget Accomplishments

- Completed **major netting repairs** at Gallardo Park and Chester Aaroe (Little League) Park to enhance field safety and usability.
- Successfully **abandoned the well** at Los Coches Adobe in compliance with Monterey County environmental regulations.
- Executed a **citywide tree trimming project**, improving safety and aesthetics across all park sites (funded by ARPA).

Performance Objectives/Projects to be Delivered in FY 25-26

In FY 2025–2026, the Parks Maintenance Division will continue to provide reliable, high-quality maintenance services to ensure that all City parks are clean, safe, and welcoming for residents and visitors. In addition to routine maintenance, the division will support capital improvements and facility upgrades aimed at enhancing community recreation and event spaces.

Key Initiatives for FY 25–26:

- Implement park improvement projects across multiple locations to enhance landscaping, infrastructure, and public amenities.
- Collaborate with the Community Engagement Division to educate the public about reporting graffiti and the importance of resident involvement in maintaining parks.
- Participate in the conceptual design process for Toledo Basin Park (Gabilan Pond Park) to improve accessibility and recreational value.
- Support expansion projects at Chester Aaroe (Little League) Park and Vosti Park to accommodate the growing community use and athletic programming.

These efforts demonstrate the City's continued dedication to upholding high standards of care for public spaces while meeting the recreational needs of a growing population.

Soledad, CA

Budget Worksheet

Account Summary

For Fiscal: 2025-2026 Period Ending: 05/31/2026

		2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
Fund: 100 - GENERAL FUND								
Expense								
Department: 2100 - PW-PARKS								
ExpCategory: 51 - Salaries & Benefits								
100-2100-51100	SALARIES	368,817.00	341,929.22	413,454.00	346,488.85	0.00	0.00	389,095.08
100-2100-51130	OVERTIME	4,000.00	2,897.01	4,000.00	2,971.98	0.00	0.00	4,000.00
100-2100-51140	CERTIFICATES	1,663.00	2,544.22	3,193.00	2,483.51	0.00	0.00	1,061.91
100-2100-51145	ON CALL	0.00	0.00	7,300.00	0.00	0.00	0.00	7,300.00
100-2100-51155	UNIFORM MAINTENANCE	60.00	4,950.66	0.00	1,194.39	0.00	0.00	0.00
100-2100-51160	SALARY - 4850 PAY	0.00	0.00	0.00	7,229.71	0.00	0.00	0.00
100-2100-51200	SOCIAL SECURITY / MEDICARE	29,281.00	25,687.90	32,738.00	25,539.39	0.00	0.00	30,711.46
100-2100-51210	PERS-PENSION	75,752.00	50,788.38	84,790.00	59,866.97	0.00	0.00	76,053.52
100-2100-51220	BENEFITS	0.00	10,783.86	0.00	6,715.73	0.00	0.00	0.00
100-2100-51230	INSURANCE-MED,DEN,VISION	64,046.00	44,501.69	61,204.00	54,603.04	0.00	0.00	61,981.00
100-2100-51265	LTD & AD&D	2,316.00	0.00	2,650.00	0.00	0.00	0.00	2,519.00
100-2100-51300	UNEMPLOYMENT INSURANCE	0.00	0.00	0.00	13,386.19	0.00	0.00	0.00
100-2100-51310	WORKERS COMP	3,605.00	8,056.12	3,605.00	23,128.12	0.00	0.00	35,895.00
	ExpCategory: 51 - Salaries & Benefits Total:	**549,540.00**	**492,139.06**	**612,934.00**	**543,607.88**	**0.00**	**0.00**	**608,616.97**
ExpCategory: 52 - Services & Supplies								
100-2100-52010	MEMBERSHIP DUES	150.00	625.00	100.00	325.00	0.00	0.00	100.00
100-2100-52040	OFFICE SUPPLIES	500.00	165.94	500.00	1,052.99	0.00	0.00	500.00
100-2100-52044	CHEMICAL	7,500.00	10,199.78	7,500.00	305.81	0.00	0.00	7,500.00
100-2100-52048	UNIFORM PURCHASE	1,200.00	590.58	1,200.00	1,335.58	0.00	0.00	1,200.00
100-2100-52051	TOOLS & MINOR EQUIPMENT	2,000.00	4,442.54	2,000.00	1,695.75	0.00	0.00	2,000.00
100-2100-52052	SAFETY EQUIPMENT	5,000.00	6,034.81	5,000.00	1,758.09	0.00	0.00	5,000.00
100-2100-52066	AGENCY FEES	5,500.00	4,782.27	5,500.00	7,735.52	0.00	0.00	5,500.00
100-2100-52080	FLEET SERVICES	18,500.00	31,633.54	28,500.00	16,116.52	0.00	0.00	28,500.00

		2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
100-2100-52085	FUEL	6,000.00	6,750.23	6,000.00	14,209.57	0.00	0.00	6,000.00
100-2100-52090	TRAINING - SAFETY	2,500.00	0.00	2,500.00	604.38	0.00	0.00	2,500.00
100-2100-52091	TRAVEL, MEETINGS & TRAININ	2,500.00	2,028.40	2,500.00	1,550.63	0.00	0.00	2,500.00
100-2100-52115	SUNDRY	0.00	2,911.51	0.00	0.00	0.00	0.00	0.00
100-2100-52200	PROFESSIONAL SERVICES/FEES	21,700.00	37,475.29	23,000.00	17,021.33	0.00	0.00	23,000.00
100-2100-52310	LIABILITY INSURANCE	0.00	0.00	0.00	527.57	0.00	0.00	0.00
100-2100-52400	UTILITIES	90,000.00	150,872.15	134,000.00	130,045.26	0.00	0.00	134,000.00
100-2100-52410	TELEPHONE/DATA/PAGER	600.00	549.72	600.00	1,463.78	0.00	0.00	600.00
100-2100-52415	CELLULAR PHONE	500.00	1,035.84	500.00	1,962.45	0.00	0.00	500.00
100-2100-52518	FACILITIES EXPENSE	40,000.00	38,137.54	30,000.00	26,719.29	0.00	0.00	30,000.00
100-2100-52520	MAINTENANCE AGREEMENTS	9,500.00	7,242.93	9,500.00	6,869.74	0.00	0.00	9,500.00
100-2100-52525	REPAIRS & MAINTENANCE SUP	27,000.00	23,782.66	40,000.00	27,967.99	0.00	0.00	20,000.00
	ExpCategory: 52 - Services & Supplies Total:	**240,650.00**	**329,260.73**	**298,900.00**	**259,267.25**	**0.00**	**0.00**	**278,900.00**
ExpCategory: 57 - Capital Outlay								
100-2100-57000	CAPITAL OUTLAY - IMPROVEME	0.00	680.00	0.00	0.00	0.00	0.00	0.00
100-2100-57100	CAPITAL OUTLAY - COMPUTER	0.00	59.99	0.00	0.00	0.00	0.00	0.00
100-2100-57220	CAPITAL OUTLAY - VEHICLE	45,000.00	31,768.51	0.00	0.00	0.00	0.00	0.00
	ExpCategory: 57 - Capital Outlay Total:	**45,000.00**	**32,508.50**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**
	Department: 2100 - PW-PARKS Total:	**835,190.00**	**853,908.29**	**911,834.00**	**802,875.13**	**0.00**	**0.00**	**887,516.97**
	Expense Total:	**835,190.00**	**853,908.29**	**911,834.00**	**802,875.13**	**0.00**	**0.00**	**887,516.97**
	Fund: 100 - GENERAL FUND Total:	**835,190.00**	**853,908.29**	**911,834.00**	**802,875.13**	**0.00**	**0.00**	**887,516.97**
	Report Total:	**835,190.00**	**853,908.29**	**911,834.00**	**802,875.13**	**0.00**	**0.00**	**887,516.97**

For Fiscal: 2025-2026 Period Ending: 05/31/2026

Fund Summary

Fund	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
100 - GENERAL FUND	835,190.00	853,908.29	911,834.00	802,875.13	0.00	0.00	887,516.97
Report Total:	**835,190.00**	**853,908.29**	**911,834.00**	**802,875.13**	**0.00**	**0.00**	**887,516.97**

FY 25-26 BUDGET NARRATIVE

Name of Activity: Recreation/Community Center

Account # 100-2200

Funding Source: General Fund/Measure S

Budget Overview

Since its establishment in 2021, the Parks and Recreation Department has significantly expanded its services, improved accessibility, and strengthened community engagement through year-round programming, special events, and facility operations. The Department oversees the Soledad Community Center and the City's park system, offering a variety of recreational opportunities for residents of all ages—including organized sports, community events, and private gatherings.

The Department is staffed by a full-time Director, three additional full-time employees, and a dedicated team of seasonal recreation leaders and instructors. Its program offerings cover a wide range of focus areas, including health and wellness, cultural enrichment, youth development, and community celebrations.

Approximately 26% of departmental expenses are offset by revenue from program fees, memberships, and facility rentals. The City is committed to keeping programs affordable and accessible while moving toward long-term financial sustainability.

Although the citizens oversight committee meeting did not take place prior to the FY 2025–2026 budget submittal, the Department remains committed to transparency and to ensuring that Measure S funding is used to maximize public benefit.

The FY 2025–2026 budget supports modest programmatic growth while preserving core services for youth, families, and seniors. However, broader fiscal constraints across the City continue to limit the Department's ability to expand into new service areas such as childcare or animal services. Our ongoing focus is on delivering high-quality, equitable programming while serving as responsible stewards of public resources.

FY24-25 Budget Accomplishments

ARPA-funded upgrades to the Soledad Community Center are nearing completion, with significant improvements including a kitchen remodel, gym and stage enhancements, and ADA accessibility upgrades. Approximately $1.8 million in renovations remain to fully realize the project's vision. To support final-phase fundraising, we are collaborating with a public relations firm to develop a capital campaign and a comprehensive communications toolkit.

- **Community Engagement:** Successfully hosted signature annual events such as the Summer Kick-Off, Superhero Fall Festival, National Night Out, Día de Los Muertos, and Cookies with Santa—strengthening community bonds and promoting inclusivity.
- **Youth Programs:** Achieved a 16% increase in overall youth program participation, driven by a 37% growth in organized sports and a 26% rise in attendance at seasonal break camps.
- **Adult and Family Programs:** Significantly expanded offerings in adult and family recreation, resulting in a 94% increase in participation.

These achievements reflect the Department's ongoing commitment to community enrichment, accessibility, and program excellence.

Performance Objectives/Projects to be Delivered in FY 25-26

- **Program Growth & Inclusion:** Continue to expand access to youth sports, enrichment classes, break camps, fitness, and cultural programs.
- **Community Partnerships:** Strengthen collaboration with groups like Special Kids Connect, Meals on Wheels, and The Blue Zones Project.
- **Capital Campaign:** Launch a targeted fundraising effort to complete the remaining $1.8 million in Community Center renovations.
- **Facility & Park Utilization:** Maximize use of upgraded indoor spaces and outdoor parks for rentals, sports, and public events.
- **Public Events & Outreach:** Lead inclusive events and resource fairs that build community connection and civic pride.

The Community Center and city parks continue to serve as inclusive, safe, and welcoming spaces for health, learning, and connection. With continued investment and collaboration, Parks and Recreation will remain a cornerstone of opportunity and quality of life in Soledad.

Soledad, CA

Budget Worksheet

Account Summary

For Fiscal: 2025-2026 Period Ending: 05/31/2026

		2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
Fund: 100 - GENERAL FUND								
Expense								
Department: 2200 - RECREATION/COMMUNITY								
ExpCategory: 51 - Salaries & Benefits								
100-2200-51100	SALARIES	489,649.00	234,757.10	341,608.00	316,207.19	0.00	0.00	416,746.57
100-2200-51110	SALARIES - PART TIME	205,000.00	171,658.50	205,000.00	176,392.05	0.00	0.00	200,000.00
100-2200-51130	OVERTIME	0.00	0.00	0.00	19.13	0.00	0.00	0.00
100-2200-51200	SOCIAL SECURITY / MEDICARE	37,458.00	30,451.82	41,815.00	37,957.75	0.00	0.00	45,421.61
100-2200-51210	PERS - PENSION	56,930.00	46,365.88	68,322.00	62,406.37	0.00	0.00	77,749.32
100-2200-51220	BENEFITS	0.00	1,540.63	0.00	2,025.22	0.00	0.00	0.00
100-2200-51230	INSURANCE-MED,DEN,VISION	25,463.00	14,912.40	27,050.00	24,925.68	0.00	0.00	3,353.00
100-2200-51260	LIFE INSURANCE	459.00	0.00	0.00	0.00	0.00	0.00	0.00
100-2200-51267	LTD & AD&D	911.00	0.00	2,137.00	0.00	0.00	0.00	2,488.20
100-2200-51300	UNEMPLOYMENT INSURANCE	0.00	4,232.00	0.00	108.00	0.00	0.00	0.00
100-2200-51310	WORKERS COMP	4,176.00	9,332.14	4,176.00	0.00	0.00	0.00	4,176.00
	ExpCategory: 51 - Salaries & Benefits Total:	**820,046.00**	**513,250.47**	**690,108.00**	**620,041.39**	**0.00**	**0.00**	**749,934.70**
ExpCategory: 52 - Services & Supplies								
100-2200-52010	MEMBERSHIP DUES	750.00	895.00	1,400.00	840.00	0.00	0.00	1,000.00
100-2200-52031	PROGRAM SUPPLIES	18,000.00	21,997.02	18,000.00	21,261.49	0.00	0.00	18,000.00
100-2200-52040	OFFICE SUPPLIES	4,000.00	2,559.84	3,000.00	2,732.95	0.00	0.00	3,000.00
100-2200-52047	SPORTS EQUIPMENT	2,500.00	2,230.04	3,000.00	891.47	0.00	0.00	3,000.00
100-2200-52048	UNIFORM PURCHASE	2,000.00	1,464.03	1,500.00	687.80	0.00	0.00	1,000.00
100-2200-52049	PRINTING & ADVERTISING	3,000.00	2,751.87	3,000.00	2,437.75	0.00	0.00	2,000.00
100-2200-52051	TOOLS & MINOR EQUIPMENT	1,000.00	147.35	1,000.00	377.51	0.00	0.00	500.00
100-2200-52052	SAFETY EQUIPMENT	50.00	0.00	50.00	0.00	0.00	0.00	50.00
100-2200-52066	AGENCY FEES	0.00	565.36	750.00	578.92	0.00	0.00	750.00
100-2200-52080	FLEET SERVICES	2,000.00	72.31	1,000.00	338.00	0.00	0.00	500.00

		2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
100-2200-52085	FUEL	2,000.00	76.23	1,000.00	282.29	0.00	0.00	1,000.00
100-2200-52090	TRAINING - SAFETY	600.00	280.31	300.00	27.16	0.00	0.00	300.00
100-2200-52091	TRAVEL, MEETINGS & TRAININ	10,500.00	6,499.34	14,000.00	7,943.49	0.00	0.00	6,500.00
100-2200-52105	SPECIAL EVENTS	6,500.00	4,584.64	6,000.00	9,399.58	0.00	0.00	6,000.00
100-2200-52110	RECRUITMENT & ADVERTISEM	300.00	0.00	0.00	0.00	0.00	0.00	0.00
100-2200-52115	SUNDRY	2,000.00	300.87	1,000.00	626.80	0.00	0.00	6,000.00
100-2200-52200	PROFESSIONAL SERVICES/FEES	67,500.00	48,143.53	75,000.00	54,182.62	0.00	0.00	45,000.00
100-2200-52230	LEASE CONTRACTS	15,400.00	16,158.86	15,000.00	13,608.55	0.00	0.00	15,000.00
100-2200-52400	UTILITIES	60,000.00	77,869.99	67,000.00	67,164.72	0.00	0.00	67,000.00
100-2200-52415	CELLULAR PHONE	1,675.00	1,635.38	1,900.00	1,593.21	0.00	0.00	1,900.00
100-2200-52518	FACILITIES EXPENSE	60,000.00	62,529.33	60,000.00	56,116.89	0.00	0.00	60,000.00
100-2200-52520	MAINTENANCE AGREEMENTS	3,500.00	4,427.34	6,000.00	6,381.77	0.00	0.00	6,000.00
100-2200-52525	REPAIRS & MAINTENANCE SUP	2,000.00	679.41	1,000.00	779.09	0.00	0.00	1,000.00
	ExpCategory: 52 - Services & Supplies Total:	**265,275.00**	**255,868.05**	**280,900.00**	**248,252.06**	**0.00**	**0.00**	**245,500.00**
ExpCategory: 57 - Capital Outlay								
100-2200-57000	CAPITAL OUTLAY - IMPROVEME	0.00	-5,380.03	0.00	0.00	0.00	0.00	0.00
100-2200-57100	CAPITAL OUTLAY - COMPUTER	0.00	584.85	0.00	0.00	0.00	0.00	0.00
	ExpCategory: 57 - Capital Outlay Total:	**0.00**	**-4,795.18**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**
	Department: 2200 - RECREATION/COMMUNITY Total:	**1,085,321.00**	**764,323.34**	**971,008.00**	**868,293.45**	**0.00**	**0.00**	**995,434.70**
	Expense Total:	**1,085,321.00**	**764,323.34**	**971,008.00**	**868,293.45**	**0.00**	**0.00**	**995,434.70**
	Fund: 100 - GENERAL FUND Total:	**1,085,321.00**	**764,323.34**	**971,008.00**	**868,293.45**	**0.00**	**0.00**	**995,434.70**
	Report Total:	**1,085,321.00**	**764,323.34**	**971,008.00**	**868,293.45**	**0.00**	**0.00**	**995,434.70**

For Fiscal: 2025-2026 Period Ending: 05/31/2026

Fund Summary

Fund	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
100 - GENERAL FUND	1,085,321.00	764,323.34	971,008.00	868,293.45	0.00	0.00	995,434.70
Report Total:	**1,085,321.00**	**764,323.34**	**971,008.00**	**868,293.45**	**0.00**	**0.00**	**995,434.70**

Soledad, CA

Budget Worksheet

Account Summary

For Fiscal: 2025-2026 Period Ending: 05/31/2026

		2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
Fund: 100 - GENERAL FUND								
Expense								
Department: 2300 - ANIMAL CONTROL								
ExpCategory: 51 - Salaries & Benefits								
100-2300-51100	SALARIES	102,015.00	104,050.79	106,222.00	92,346.22	0.00	0.00	77,127.18
100-2300-51130	OVERTIME	5,000.00	22,702.35	0.00	24,581.41	0.00	0.00	0.00
100-2300-51155	UNIFORM MAINTENANCE	750.00	999.96	750.00	749.97	0.00	0.00	500.00
100-2300-51200	SOCIAL SECURITY / MEDICARE	7,835.00	9,268.50	8,183.00	8,589.43	0.00	0.00	5,938.48
100-2300-51210	PERS - PENSION	20,484.00	14,072.90	21,394.00	14,697.02	0.00	0.00	15,525.44
100-2300-51220	BENEFITS	0.00	728.70	0.00	635.71	0.00	0.00	0.00
100-2300-51230	INSURANCE-MED,DEN,VISION	14,451.00	13,853.81	13,525.00	19,749.84	0.00	0.00	18,461.00
100-2300-51267	LTD & AD&D	699.00	0.00	713.00	0.00	0.00	0.00	544.96
100-2300-51310	WORKERS COMP	14,808.00	33,091.55	14,808.00	0.00	0.00	0.00	14,808.00
	ExpCategory: 51 - Salaries & Benefits Total:	**166,042.00**	**198,768.56**	**165,595.00**	**161,349.60**	**0.00**	**0.00**	**132,905.06**
ExpCategory: 52 - Services & Supplies								
100-2300-52090	TRAINING - SAFETY	500.00	0.00	0.00	0.00	0.00	0.00	0.00
100-2300-52091	TRAVEL, MEETINGS & TRAININ	2,000.00	0.00	0.00	0.00	0.00	0.00	0.00
100-2300-52200	PROFESSIONAL SERVICES/FEES	15,000.00	0.00	15,000.00	500.00	0.00	0.00	10,000.00
100-2300-52410	TELEPHONE/DATA/PAGER	1,000.00	0.00	0.00	0.00	0.00	0.00	0.00
100-2300-52415	CELLULAR PHONE	1,000.00	0.00	0.00	0.00	0.00	0.00	0.00
	ExpCategory: 52 - Services & Supplies Total:	**19,500.00**	**0.00**	**15,000.00**	**500.00**	**0.00**	**0.00**	**10,000.00**
	Department: 2300 - ANIMAL CONTROL Total:	**185,542.00**	**198,768.56**	**180,595.00**	**161,849.60**	**0.00**	**0.00**	**142,905.06**
	Expense Total:	**185,542.00**	**198,768.56**	**180,595.00**	**161,849.60**	**0.00**	**0.00**	**142,905.06**
	Fund: 100 - GENERAL FUND Total:	**185,542.00**	**198,768.56**	**180,595.00**	**161,849.60**	**0.00**	**0.00**	**142,905.06**
	Report Total:	**185,542.00**	**198,768.56**	**180,595.00**	**161,849.60**	**0.00**	**0.00**	**142,905.06**

For Fiscal: 2025-2026 Period Ending: 05/31/2026

Fund Summary

Fund	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
100 - GENERAL FUND	185,542.00	198,768.56	180,595.00	161,849.60	0.00	0.00	142,905.06
Report Total:	**185,542.00**	**198,768.56**	**180,595.00**	**161,849.60**	**0.00**	**0.00**	**142,905.06**

FY 24-25 BUDGET NARRATIVE

Name of Activity: Community Engagement

Account # 100-2400

Funding Source: General Fund

Budget Overview

The Office of Community Engagement spearheads the City's initiatives in public information, civic engagement, website and digital communications management, and legislative advocacy. The Office's primary mission is to enhance public awareness of City programs and initiatives, encourage meaningful community participation in local government, and nurture the next generation of civic leaders.

The Office is staffed by one Community Engagement Coordinator and one Community Engagement Manager (currently vacant). The proposed FY 2025–2026 budget is funded through Measure S, the voter-approved local sales tax, and supports staffing, professional development, outreach, events, the Civics Academy, and the contract with Townsend and the Civics Academy.

Although the overall budget remains the same as the previous fiscal year, funding for youth internships has been transferred to the Parks and Recreation Department, which now oversees the Youth Council.

FY24-25 Budget Accomplishments

- Elevated youth participation by appointing **three** new **Youth Commissioners**, supporting the **Youth Council**, and introducing youth-led research practices.
- **Engaged over 50 residents** through the **Civics Academy** and other community initiatives.
- **Expanded digital reach**, growing engagement across platforms—including over **52,000 people** reached on Facebook—and increasing newsletter subscriptions, survey participation, and website traffic.
- Successfully organized the **annual State of the City event** and led outreach for the **Know Your Rights Workshop**, which drew over **150 attendees**.

Performance Objectives/Projects to be Delivered in FY 25-26

- Provide consistent, up-to-date communication across City platforms, including the **website**, **email newsletters**, and **social media**, through the creation and curation of original and partner content.
- Support City departments in promoting events, programs, and initiatives to ensure cohesive outreach and community awareness.

- Launch a new **Civics Academy cohort** for up to 25 adult residents, offering hands-on learning about local governance and encouraging civic participation.
- Enhance public involvement in the **General Plan update process** and help **fill vacancies** on City boards and commissions through targeted outreach.
- **Advocate** for Soledad's **legislative priorities** in alignment with the City's adopted Legislative Platform.
- Support the **Community Center Capital Campaign** and assist in seeking funding from private foundations and philanthropic partners to advance additional community projects.

Soledad, CA

Budget Worksheet

Account Summary

For Fiscal: 2025-2026 Period Ending: 05/31/2026

		2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
Fund: 100 - GENERAL FUND								
Expense								
Department: 2400 - COMMUNITY ENGAGEMENT								
ExpCategory: 51 - Salaries & Benefits								
100-2400-51100	SALARIES	88,058.00	114,048.27	98,325.00	110,526.71	0.00	0.00	86,903.00
100-2400-51140	CERTIFICATES	0.00	0.00	0.00	111.99	0.00	0.00	0.00
100-2400-51200	SOCIAL SECURITY / MEDICARE	6,736.00	8,400.78	7,522.00	8,546.85	0.00	0.00	7,749.88
100-2400-51210	PERS- PENSION	17,612.00	10,832.29	19,665.00	13,593.64	0.00	0.00	20,261.14
100-2400-51220	BENEFITS	0.00	495.78	0.00	571.53	0.00	0.00	0.00
100-2400-51230	INSURANCE-MED,DEN,VISION	15,005.00	6,332.26	9,093.00	4,281.82	0.00	0.00	9,068.00
100-2400-51267	LTD & AD&D	558.00	0.00	670.00	0.00	0.00	0.00	674.83
100-2400-51310	WORKERS COMP	669.00	1,495.02	669.00	0.00	0.00	0.00	669.00
	ExpCategory: 51 - Salaries & Benefits Total:	**128,638.00**	**141,604.40**	**135,944.00**	**137,632.54**	**0.00**	**0.00**	**125,325.85**
ExpCategory: 52 - Services & Supplies								
100-2400-52040	OFFICE SUPPLIES	3,000.00	129.32	6,000.00	475.34	0.00	0.00	6,000.00
100-2400-52091	TRAVEL, MEETINGS & TRAININ	6,000.00	6,565.58	5,000.00	6,629.47	0.00	0.00	5,000.00
100-2400-52115	SUNDRY	15,000.00	1,734.91	5,000.00	1,077.04	0.00	0.00	0.00
100-2400-52200	PROFESSIONAL SERVICES/FEES	100,000.00	45,264.18	98,000.00	67,340.27	0.00	0.00	35,000.00
100-2400-52415	CELLULAR PHONE	1,500.00	921.35	1,500.00	723.60	0.00	0.00	1,500.00
	ExpCategory: 52 - Services & Supplies Total:	**125,500.00**	**54,615.34**	**115,500.00**	**76,245.72**	**0.00**	**0.00**	**47,500.00**
ExpCategory: 57 - Capital Outlay								
100-2400-57100	CAPITAL OUTLAY - COMPUTER	0.00	7,535.75	2,000.00	93.99	0.00	0.00	0.00
	ExpCategory: 57 - Capital Outlay Total:	**0.00**	**7,535.75**	**2,000.00**	**93.99**	**0.00**	**0.00**	**0.00**
	Department: 2400 - COMMUNITY ENGAGEMENT Total:	**254,138.00**	**203,755.49**	**253,444.00**	**213,972.25**	**0.00**	**0.00**	**172,825.85**
	Expense Total:	**254,138.00**	**203,755.49**	**253,444.00**	**213,972.25**	**0.00**	**0.00**	**172,825.85**
	Fund: 100 - GENERAL FUND Total:	**254,138.00**	**203,755.49**	**253,444.00**	**213,972.25**	**0.00**	**0.00**	**172,825.85**
	Report Total:	**254,138.00**	**203,755.49**	**253,444.00**	**213,972.25**	**0.00**	**0.00**	**172,825.85**

For Fiscal: 2025-2026 Period Ending: 05/31/2026

Fund Summary

Fund	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
100 - GENERAL FUND	254,138.00	203,755.49	253,444.00	213,972.25	0.00	0.00	172,825.85
Report Total:	**254,138.00**	**203,755.49**	**253,444.00**	**213,972.25**	**0.00**	**0.00**	**172,825.85**

Soledad, CA

Budget Worksheet

Account Summary

For Fiscal: 2025-2026 Period Ending: 05/31/2026

		2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
Fund: 100 - GENERAL FUND								
Expense								
Department: 3000 - Measure Y Admin								
ExpCategory: 52 - Services & Supplies								
100-3000-52115	SUNDRY	144,078.00	0.00	0.00	0.00	0.00	0.00	0.00
100-3000-52200	PROFESSIONAL SERVICES/FEES	23,110.00	56,649.11	23,920.00	4,150.00	0.00	0.00	23,990.00
	ExpCategory: 52 - Services & Supplies Total:	**167,188.00**	**56,649.11**	**23,920.00**	**4,150.00**	**0.00**	**0.00**	**23,990.00**
ExpCategory: 57 - Capital Outlay								
100-3000-57000	CAPITAL OUTLAY - IMPROVEME	438,050.00	127,436.62	370,000.00	196,412.49	0.00	0.00	0.00
100-3000-57100	CAPITAL OUTLAY - COMPUTER	45,000.00	45,093.13	0.00	0.00	0.00	0.00	0.00
	ExpCategory: 57 - Capital Outlay Total:	**483,050.00**	**172,529.75**	**370,000.00**	**196,412.49**	**0.00**	**0.00**	**0.00**
	Department: 3000 - Measure Y Admin Total:	**650,238.00**	**229,178.86**	**393,920.00**	**200,562.49**	**0.00**	**0.00**	**23,990.00**
	Expense Total:	**650,238.00**	**229,178.86**	**393,920.00**	**200,562.49**	**0.00**	**0.00**	**23,990.00**
	Fund: 100 - GENERAL FUND Total:	**650,238.00**	**229,178.86**	**393,920.00**	**200,562.49**	**0.00**	**0.00**	**23,990.00**
	Report Total:	**650,238.00**	**229,178.86**	**393,920.00**	**200,562.49**	**0.00**	**0.00**	**23,990.00**

For Fiscal: 2025-2026 Period Ending: 05/31/2026

Fund Summary

Fund	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
100 - GENERAL FUND	650,238.00	229,178.86	393,920.00	200,562.49	0.00	0.00	23,990.00
Report Total:	**650,238.00**	**229,178.86**	**393,920.00**	**200,562.49**	**0.00**	**0.00**	**23,990.00**

Soledad, CA

Budget Worksheet

Account Summary

For Fiscal: 2025-2026 Period Ending: 05/31/2026

		2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
Fund: 100 - GENERAL FUND								
Expense								
Department: 3100 - Measure Y Police								
ExpCategory: 51 - Salaries & Benefits								
100-3100-51100	SALARIES	572,399.00	478,280.64	655,886.00	432,854.46	0.00	0.00	733,756.96
100-3100-51130	OVERTIME	185,000.00	149,873.46	185,000.00	96,847.38	0.00	0.00	185,000.00
100-3100-51140	CERTIFICATES	1,702.00	4,088.56	0.00	4,648.53	0.00	0.00	9,813.70
100-3100-51155	UNIFORM MAINTENANCE	3,130.00	1,505.64	4,250.00	4,969.92	0.00	0.00	4,500.00
100-3100-51200	SOCIAL SECURITY / MEDICARE	58,180.00	44,493.10	64,653.00	37,985.06	0.00	0.00	71,379.91
100-3100-51210	PERS-PENSION	127,774.00	109,828.13	148,895.00	128,850.29	0.00	0.00	167,441.34
100-3100-51220	BENEFITS	0.00	3,198.36	0.00	3,973.36	0.00	0.00	0.00
100-3100-51230	INSURANCE-MED,DEN,VISION	104,612.00	73,323.09	96,381.00	48,348.27	0.00	0.00	82,975.00
100-3100-51267	LTD & AD&D	3,393.00	0.00	3,524.00	0.00	0.00	0.00	4,189.64
100-3100-51300	UNEMPLOYMENT INSURANCE	0.00	0.00	0.00	449.13	0.00	0.00	0.00
100-3100-51310	WORKERS COMP	97,723.00	218,382.35	97,723.00	35,954.78	0.00	0.00	33,961.00
	ExpCategory: 51 - Salaries & Benefits Total:	**1,153,913.00**	**1,082,973.33**	**1,256,312.00**	**794,881.18**	**0.00**	**0.00**	**1,293,017.55**
ExpCategory: 52 - Services & Supplies								
100-3100-52051	TOOLS & MINOR EQUIPMENT	12,550.00	689.85	0.00	0.00	0.00	0.00	0.00
100-3100-52200	PROFESSIONAL SERVICES/FEES	0.00	84,795.85	0.00	31,307.35	0.00	0.00	0.00
100-3100-52310	LIABILITY INSURANCE	0.00	0.00	0.00	1,729.35	0.00	0.00	0.00
	ExpCategory: 52 - Services & Supplies Total:	**12,550.00**	**85,485.70**	**0.00**	**33,036.70**	**0.00**	**0.00**	**0.00**
ExpCategory: 57 - Capital Outlay								
100-3100-57220	CAPITAL OUTLAY - VEHICLE	48,617.00	100,800.32	48,617.00	100,213.02	0.00	0.00	56,791.00
	ExpCategory: 57 - Capital Outlay Total:	**48,617.00**	**100,800.32**	**48,617.00**	**100,213.02**	**0.00**	**0.00**	**56,791.00**
	Department: 3100 - Measure Y Police Total:	**1,215,080.00**	**1,269,259.35**	**1,304,929.00**	**928,130.90**	**0.00**	**0.00**	**1,349,808.55**
	Expense Total:	**1,215,080.00**	**1,269,259.35**	**1,304,929.00**	**928,130.90**	**0.00**	**0.00**	**1,349,808.55**
	Fund: 100 - GENERAL FUND Total:	**1,215,080.00**	**1,269,259.35**	**1,304,929.00**	**928,130.90**	**0.00**	**0.00**	**1,349,808.55**
	Report Total:	**1,215,080.00**	**1,269,259.35**	**1,304,929.00**	**928,130.90**	**0.00**	**0.00**	**1,349,808.55**

Fund Summary

Fund	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
100 - GENERAL FUND	1,215,080.00	1,269,259.35	1,304,929.00	928,130.90	0.00	0.00	1,349,808.55
Report Total:	**1,215,080.00**	**1,269,259.35**	**1,304,929.00**	**928,130.90**	**0.00**	**0.00**	**1,349,808.55**

Soledad, CA

Budget Worksheet

Account Summary

For Fiscal: 2025-2026 Period Ending: 05/31/2026

		2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
Fund: 100 - GENERAL FUND								
Expense								
Department: 3200 - Measure Y Fire								
ExpCategory: 52 - Services & Supplies								
100-3200-52051	TOOLS & MINOR EQUIPMENT	14,000.00	22,191.97	0.00	4,243.29	0.00	0.00	0.00
100-3200-52200	PROFESSIONAL SERVICES/FEES	431,682.00	0.00	893,151.00	0.00	0.00	0.00	1,025,201.00
	ExpCategory: 52 - Services & Supplies Total:	**445,682.00**	**22,191.97**	**893,151.00**	**4,243.29**	**0.00**	**0.00**	**1,025,201.00**
	Department: 3200 - Measure Y Fire Total:	**445,682.00**	**22,191.97**	**893,151.00**	**4,243.29**	**0.00**	**0.00**	**1,025,201.00**
	Expense Total:	**445,682.00**	**22,191.97**	**893,151.00**	**4,243.29**	**0.00**	**0.00**	**1,025,201.00**
	Fund: 100 - GENERAL FUND Total:	**445,682.00**	**22,191.97**	**893,151.00**	**4,243.29**	**0.00**	**0.00**	**1,025,201.00**
	Report Total:	**445,682.00**	**22,191.97**	**893,151.00**	**4,243.29**	**0.00**	**0.00**	**1,025,201.00**

For Fiscal: 2025-2026 Period Ending: 05/31/2026

Fund Summary

Fund	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
100 - GENERAL FUND	445,682.00	22,191.97	893,151.00	4,243.29	0.00	0.00	1,025,201.00
Report Total:	**445,682.00**	**22,191.97**	**893,151.00**	**4,243.29**	**0.00**	**0.00**	**1,025,201.00**

Soledad, CA

Budget Worksheet

Account Summary

For Fiscal: 2025-2026 Period Ending: 05/31/2026

		2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
Fund: 100 - GENERAL FUND								
Expense								
Department: 8000 - NON-DEPARTMENT								
ExpCategory: 52 - Services & Supplies								
100-8000-52040	OFFICE SUPPLIES	9,000.00	9,564.52	9,000.00	5,525.38	0.00	0.00	9,000.00
100-8000-52042	POSTAGE, SHIPPING & FREIGH	6,000.00	9,382.84	6,000.00	6,447.55	0.00	0.00	6,000.00
100-8000-52051	TOOLS & MINOR EQUIPMENT	0.00	11.45	0.00	0.00	0.00	0.00	0.00
100-8000-52066	AGENCY FEES	1,500.00	1,109.30	1,500.00	5,737.58	0.00	0.00	1,500.00
100-8000-52080	FLEET SERVICES	5,000.00	10,992.90	10,000.00	9,548.09	0.00	0.00	10,000.00
100-8000-52090	TRAINING - SAFETY	0.00	0.00	0.00	543,377.36	0.00	0.00	0.00
100-8000-52091	TRAVEL, MEETINGS & TRAININ	0.00	180.15	0.00	4,649.13	0.00	0.00	0.00
100-8000-52115	SUNDRY	0.00	78,210.80	2,000.00	20,760.68	0.00	0.00	2,000.00
100-8000-52138	PROPERTY TAX ADMIN COSTS	5,300.00	4,679.00	5,300.00	0.00	0.00	0.00	5,300.00
100-8000-52180	MOTOR VEHICLE TO GONZALES	200,000.00	218,907.20	220,000.00	240,838.66	0.00	0.00	220,000.00
100-8000-52200	PROFESSIONAL SERVICES/FEES	35,000.00	90,997.83	35,000.00	21,254.82	0.00	0.00	35,000.00
100-8000-52230	LEASE CONTRACTS	16,750.00	15,635.50	16,750.00	12,146.64	0.00	0.00	16,750.00
100-8000-52240	IT SERVICES	0.00	2,701.56	0.00	0.00	0.00	0.00	0.00
100-8000-52310	LIABILITY INSURANCE	250,000.00	816,373.42	478,965.00	351,694.94	0.00	0.00	376,405.00
100-8000-52320	VEHICLE INSURANCE	10,500.00	36,760.00	20,000.00	3,300.00	0.00	0.00	20,000.00
100-8000-52400	UTILITIES	45,000.00	64,637.48	50,000.00	81,296.13	0.00	0.00	50,000.00
100-8000-52410	TELEPHONE/DATA/PAGER	70,000.00	78,974.23	70,000.00	66,534.83	0.00	0.00	70,000.00
100-8000-52518	FACILITIES EXPENSE	30,000.00	57,885.97	350,000.00	38,670.02	0.00	0.00	350,000.00
100-8000-52520	MAINTENANCE AGREEMENTS	30,110.00	66,926.69	30,110.00	18,171.52	0.00	0.00	30,110.00
100-8000-52525	REPAIRS & MAINTENANCE SUP	0.00	2,228.36	1,000.00	919.04	0.00	0.00	1,000.00
	ExpCategory: 52 - Services & Supplies Total:	**714,160.00**	**1,566,159.20**	**1,305,625.00**	**1,430,872.37**	**0.00**	**0.00**	**1,203,065.00**

		2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
ExpCategory: 55 - Other Charges								
100-8000-55120	BAD DEBT EXPENSE	1,000.00	195.55	0.00	0.00	0.00	0.00	0.00
	ExpCategory: 55 - Other Charges Total:	**1,000.00**	**195.55**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**
ExpCategory: 57 - Capital Outlay								
100-8000-57000	CAPITAL OUTLAY - IMPROVEME	0.00	20,383.96	0.00	342,841.84	0.00	0.00	200,000.00
100-8000-57100	CAPITAL OUTLAY - COMPUTER	0.00	4,000.00	0.00	0.00	0.00	0.00	0.00
	ExpCategory: 57 - Capital Outlay Total:	**0.00**	**24,383.96**	**0.00**	**342,841.84**	**0.00**	**0.00**	**200,000.00**
ExpCategory: 59 - Transfers Out								
100-8000-59000	TRANSFER OUT	0.00	2,519,708.86	0.00	0.00	0.00	0.00	100,000.00
	ExpCategory: 59 - Transfers Out Total:	**0.00**	**2,519,708.86**	**0.00**	**0.00**	**0.00**	**0.00**	**100,000.00**
	Department: 8000 - NON-DEPARTMENT Total:	**715,160.00**	**4,110,447.57**	**1,305,625.00**	**1,773,714.21**	**0.00**	**0.00**	**1,503,065.00**
	Expense Total:	**715,160.00**	**4,110,447.57**	**1,305,625.00**	**1,773,714.21**	**0.00**	**0.00**	**1,503,065.00**
	Fund: 100 - GENERAL FUND Total:	**715,160.00**	**4,110,447.57**	**1,305,625.00**	**1,773,714.21**	**0.00**	**0.00**	**1,503,065.00**
	Report Total:	**715,160.00**	**4,110,447.57**	**1,305,625.00**	**1,773,714.21**	**0.00**	**0.00**	**1,503,065.00**

For Fiscal: 2025-2026 Period Ending: 05/31/2026

Fund Summary

Fund	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
100 - GENERAL FUND	715,160.00	4,110,447.57	1,305,625.00	1,773,714.21	0.00	0.00	1,503,065.00
Report Total:	**715,160.00**	**4,110,447.57**	**1,305,625.00**	**1,773,714.21**	**0.00**	**0.00**	**1,503,065.00**

Soledad, CA

Budget Worksheet

Account Summary

For Fiscal: 2025-2026 Period Ending: 05/31/2026

		2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
Fund: 100 - GENERAL FUND								
Revenue								
Department: 0000 - 0000								
RevCategory: 40 - Property Taxes								
100-0000-40100	PROPERTY TAX - SECURED	530,000.00	517,206.83	532,000.00	531,655.27	0.00	0.00	553,280.00
100-0000-40110	PROPERTY TAX - UNSECURED	25,000.00	24,988.49	24,500.00	27,431.50	0.00	0.00	27,500.00
100-0000-40120	PROPERTY TAX - SEPPLEMENTA	30,000.00	31,616.47	30,000.00	20,931.73	0.00	0.00	30,000.00
100-0000-40140	PROPERTY TAX - PRIOR YEAR S	5,000.00	8,853.51	6,000.00	4,685.40	0.00	0.00	6,000.00
100-0000-40145	PROPERTY TAX - UNITARY	42,000.00	40,448.39	41,000.00	41,353.70	0.00	0.00	41,000.00
100-0000-40150	PROPERTY TAX - HOPTR	2,000.00	1,897.20	1,800.00	929.96	0.00	0.00	1,800.00
100-0000-40160	PROPERTY TAX - VLF	20,000.00	34,094.53	4,050,000.00	4,188,301.29	0.00	0.00	4,355,833.00
100-0000-40170	PROPERTY TAX - TRANSFER TAX	30,000.00	59,695.97	40,000.00	44,297.17	0.00	0.00	40,000.00
100-0000-40180	PROPERTY TAX - RPTTF	275,000.00	480,183.46	375,000.00	368,710.59	0.00	0.00	375,000.00
100-0000-44130	MVLF EXCESS	3,600,000.00	3,858,897.00	35,000.00	0.00	0.00	0.00	35,000.00
	RevCategory: 40 - Property Taxes Total:	**4,559,000.00**	**5,057,881.85**	**5,135,300.00**	**5,228,296.61**	**0.00**	**0.00**	**5,465,413.00**
RevCategory: 41 - Other Taxes								
100-0000-41100	SALES TAX - BRADLEY BURNS	1,199,664.00	1,189,994.15	1,191,000.00	800,787.57	0.00	0.00	1,241,391.00
100-0000-41101	SALES TAX - MEASURE S	1,156,000.00	1,210,317.72	1,196,000.00	735,544.56	0.00	0.00	1,200,000.00
100-0000-41103	SALES TAX - MEASURE Y	2,311,000.00	2,423,508.95	2,392,000.00	1,540,007.93	0.00	0.00	2,399,000.00
100-0000-41130	TRANSIENT OCCUPANCY TAX	150,000.00	247,092.80	190,000.00	174,329.01	0.00	0.00	190,000.00
100-0000-41140	UTILITY USER TAX	780,000.00	1,005,992.44	820,000.00	929,577.07	0.00	0.00	950,000.00
	RevCategory: 41 - Other Taxes Total:	**5,596,664.00**	**6,076,906.06**	**5,789,000.00**	**4,180,246.14**	**0.00**	**0.00**	**5,980,391.00**
RevCategory: 42 - License & Permits								
100-0000-42010	BUSINESS LICENSE	80,000.00	101,434.75	80,000.00	80,922.75	0.00	0.00	100,000.00
100-0000-42100	ANIMAL LICENSES	2,000.00	2,488.00	2,000.00	587.00	0.00	0.00	2,000.00
100-0000-42300	BUILDING PERMITS	580,000.00	353,432.34	400,000.00	174,591.26	0.00	0.00	400,000.00
100-0000-42320	BUILDING PERMIT (PLAN CHEC	100,000.00	139,181.71	200,000.00	90,869.56	0.00	0.00	200,000.00
	RevCategory: 42 - License & Permits Total:	**762,000.00**	**596,536.80**	**682,000.00**	**346,970.57**	**0.00**	**0.00**	**702,000.00**

		2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
RevCategory: 43 - Fines & Penalties								
100-0000-43100	CITATION SIGN-OFF REVENUE	2,000.00	5,295.06	5,000.00	3,731.00	0.00	0.00	5,000.00
100-0000-43110	COURT FINES	30,000.00	27,181.75	30,000.00	17,550.27	0.00	0.00	30,000.00
	RevCategory: 43 - Fines & Penalties Total:	**32,000.00**	**32,476.81**	**35,000.00**	**21,281.27**	**0.00**	**0.00**	**35,000.00**
RevCategory: 44 - Revenue from Other Agencies								
100-0000-44110	FIRE DISTRICT MISSION COLLEC	258,750.00	291,709.23	300,000.00	169,983.25	0.00	0.00	330,000.00
100-0000-44140	SB 90 CLAIMS	10,000.00	47,353.00	20,000.00	161.00	0.00	0.00	20,000.00
	RevCategory: 44 - Revenue from Other Agencies Total:	**268,750.00**	**339,062.23**	**320,000.00**	**170,144.25**	**0.00**	**0.00**	**350,000.00**
RevCategory: 45 - Franchise Fees								
100-0000-45000	PG&E FRANCHISE	155,400.00	166,285.15	170,000.00	186,571.36	0.00	0.00	185,000.00
100-0000-45110	CABLE TV FRANCHISE	25,000.00	34,673.60	20,000.00	15,106.46	0.00	0.00	30,000.00
100-0000-45200	GARBAGE FRANCHISE	1,090,000.00	1,090,000.00	1,100,000.00	0.00	0.00	0.00	698,578.00
	RevCategory: 45 - Franchise Fees Total:	**1,270,400.00**	**1,290,958.75**	**1,290,000.00**	**201,677.82**	**0.00**	**0.00**	**913,578.00**
RevCategory: 46 - Charges for Current Services								
100-0000-42330	ADMINISTRATION FEES	1,000.00	1,613.75	1,000.00	3,065.82	0.00	0.00	1,000.00
100-0000-46100	CERTIFICATE OF OCCUPANCY I	1,500.00	1,000.00	1,500.00	2,438.00	0.00	0.00	1,500.00
100-0000-46110	CONDITIONAL USE PERMIT	0.00	1,289.00	2,500.00	5,409.13	0.00	0.00	2,500.00
100-0000-46115	BUILDING DEPARTMENT AUTO	7,500.00	4,761.60	7,000.00	2,789.86	0.00	0.00	7,000.00
100-0000-46120	BUILDING DEPT. TRAINING/ED	15,000.00	9,555.58	15,000.00	5,537.89	0.00	0.00	15,000.00
100-0000-46125	BUILDING DOCUMENT STORA	5,000.00	3,515.27	5,000.00	2,042.26	0.00	0.00	5,000.00
100-0000-46130	PLANNING FEE	20,000.00	20,604.59	30,000.00	33,541.57	0.00	0.00	30,000.00
100-0000-46140	FIRE ALARM PLAN REVIEW & I	2,500.00	7,396.21	5,000.00	1,188.00	0.00	0.00	5,000.00
100-0000-46145	FIRE INSPECTION FEE	15,000.00	7,017.50	15,000.00	5,561.50	0.00	0.00	10,000.00
100-0000-46150	FIRE PLAN CHECK FEE	25,000.00	11,705.88	25,000.00	10,961.33	0.00	0.00	25,000.00
100-0000-46308	ABANDONED PROPERTY	1,000.00	150.00	500.00	0.00	0.00	0.00	500.00
100-0000-46310	ABANDONED VEHICLE AUTHO	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-0000-46330	CODE ENFORCEMENT FEE	0.00	0.00	0.00	2.90	0.00	0.00	0.00
100-0000-46340	LIVESCAN PROCESSING FEE	6,000.00	0.00	0.00	15.50	0.00	0.00	0.00
100-0000-46345	POLICE SERVICES	15,000.00	20,861.19	20,000.00	13,010.15	0.00	0.00	20,000.00
100-0000-46350	POST REIMBURSEMENT TRAINI	19,000.00	9,223.01	19,000.00	23,055.15	0.00	0.00	19,000.00
100-0000-46365	VEHICLE IMPOUND/RELEASE F	50,000.00	36,621.77	50,000.00	30,646.11	0.00	0.00	50,000.00
	RevCategory: 46 - Charges for Current Services Total:	**183,500.00**	**135,315.35**	**196,500.00**	**139,265.17**	**0.00**	**0.00**	**191,500.00**

		2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
RevCategory: 47 - Grants								
100-0000-47100	COPS GRANT (SLEFS)	150,000.00	177,825.63	165,000.00	177,996.80	0.00	0.00	170,000.00
100-0000-47130	SOAR GRANTS	0.00	8,333.33	0.00	10,000.00	0.00	0.00	0.00
100-0000-47140	GRANT REVENUE	7,500.00	58,300.00	7,500.00	0.00	0.00	0.00	5,500.00
	RevCategory: 47 - Grants Total:	**157,500.00**	**244,458.96**	**172,500.00**	**187,996.80**	**0.00**	**0.00**	**175,500.00**
RevCategory: 48 - Other Revenue								
100-0000-42325	MISCELLANEOUS PERMITS	5,000.00	8,497.16	7,000.00	6,642.95	0.00	0.00	7,000.00
100-0000-48012	CONTRIBUTIONS	0.00	8,510.00	103,500.00	990.00	0.00	0.00	103,500.00
100-0000-48013	EVENT CONTRIBUTIONS	0.00	1,000.00	0.00	0.00	0.00	0.00	0.00
100-0000-48022	SCHOOL RESOURCES	0.00	15.00	0.00	31.00	0.00	0.00	0.00
100-0000-48026	MISCELLANEOUS REVENUE	60,000.00	397,257.01	100,000.00	91,220.20	0.00	0.00	100,000.00
100-0000-48050	SALE OF PROPERTY	0.00	0.00	0.00	101,374.29	0.00	0.00	25,000.00
100-0000-48410	INTEREST REVENUE	150,000.00	301,956.83	250,000.00	194,756.64	0.00	0.00	250,000.00
100-0000-48420	RENTS	10,000.00	18,734.68	55,000.00	16,507.96	0.00	0.00	85,000.00
100-0000-48510	BANK FEES REIMBURSEMENT	2,000.00	2,456.50	3,000.00	2,871.40	0.00	0.00	3,000.00
100-0000-48516	CREDIT CARD REBATES	0.00	3,739.98	2,000.00	3,999.17	0.00	0.00	4,000.00
100-0000-48517	CREDIT CARD FEES	5,000.00	6,562.16	5,500.00	5,506.05	0.00	0.00	5,500.00
100-0000-48520	NOTARY FEES	0.00	3,429.71	6,000.00	0.00	0.00	0.00	3,500.00
100-0000-48525	PRODUCT SALES	1,500.00	767.10	0.00	25.00	0.00	0.00	0.00
100-0000-48610	RECREATION RENTAL REVENUE	78,750.00	27,738.50	20,000.00	0.00	0.00	0.00	20,000.00
100-0000-48615	RECREATION REVENUE	115,500.00	172,375.27	160,000.00	163,012.73	0.00	0.00	170,000.00
	RevCategory: 48 - Other Revenue Total:	**427,750.00**	**953,039.90**	**712,000.00**	**586,937.39**	**0.00**	**0.00**	**776,500.00**
RevCategory: 49 - Transfers In								
100-0000-49000	TRANSFER IN	207,135.00	0.00	234,681.00	0.00	0.00	0.00	503,939.00
	RevCategory: 49 - Transfers In Total:	**207,135.00**	**0.00**	**234,681.00**	**0.00**	**0.00**	**0.00**	**503,939.00**
	Department: 0000 - 0000 Total:	**13,464,699.00**	**14,726,636.71**	**14,566,981.00**	**11,062,816.02**	**0.00**	**0.00**	**15,093,821.00**
	Revenue Total:	**13,464,699.00**	**14,726,636.71**	**14,566,981.00**	**11,062,816.02**	**0.00**	**0.00**	**15,093,821.00**
	Fund: 100 - GENERAL FUND Total:	**13,464,699.00**	**14,726,636.71**	**14,566,981.00**	**11,062,816.02**	**0.00**	**0.00**	**15,093,821.00**
	Report Total:	**13,464,699.00**	**14,726,636.71**	**14,566,981.00**	**11,062,816.02**	**0.00**	**0.00**	**15,093,821.00**

Fund Summary

Fund	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
100 - GENERAL FUND	13,464,699.00	14,726,636.71	14,566,981.00	11,062,816.02	0.00	0.00	15,093,821.00
Report Total:	**13,464,699.00**	**14,726,636.71**	**14,566,981.00**	**11,062,816.02**	**0.00**	**0.00**	**15,093,821.00**

FY 25-26 BUDGET NARRATIVE

Name of Activity: Water Operations

Account #309-0000

Funding Source: Water Fund

Budget Overview

This budget supports all activities related to the **production, treatment, and distribution** of water to City of Soledad customers. Unlike many other municipalities that rely on private contractors, Soledad's Water Division staff perform all operational functions in-house, ensuring greater local control, accountability, and responsiveness.

For FY 2025–2026, the Water Division is supported by **an operating budget of approximately $3.6 million** and a **capital improvement budget of roughly $1.6 million**. Both are funded through existing water rates and available fund balance designated for capital projects. The budget plan aligns with the most recent water rate study and supports ongoing investments in infrastructure and service reliability.

The City is scheduled to conduct a new rate study in FY 2025–2026 to evaluate whether current rates are sufficient to meet operational and capital needs—especially in light of increasing water conservation efforts, which reduce consumption and, in turn, revenue. This review is critical to ensuring the long-term financial sustainability of the water system, given that many operational costs are fixed.

While individual capital projects may shift based on current assessments and system conditions, the overall funding strategy will remain consistent with the adopted rate structure and long-term capital planning goals.

Key Cost Drivers:

- **Labor and Overhead:** Includes personnel costs for operations, supervision, and management, as well as City Council allocations.
- **Energy Costs:** The **largest single line item** in the operational budget is **PG&E electricity**, budgeted at **$560,000** to power wells and booster pumps throughout the water distribution system.

FY24-25 Budget Accomplishments

- **Completed Major Water Valve Repairs:** Repaired and replaced critical water valves in older sections of the City to improve system reliability, reduce service interruptions, and support future infrastructure upgrades.
- **La Cuesta Reservoir Maintenance:** Successfully completed the cleaning and maintenance of the **La Cuesta water reservoir**, ensuring continued water quality and operational efficiency.
- **Upgraded SCADA System:** Modernized the **Supervisory Control and Data Acquisition (SCADA) system**, enhancing real-time monitoring and control of the City's water infrastructure for improved operational responsiveness and system performance.
- **Strengthened Regulatory Compliance:** Hired a **Water Resources Manager** to support the City's ability to meet increasingly complex state and federal water regulations, improve reporting, and lead sustainability initiatives.

Performance Objectives/Projects to be Delivered in FY 25-26

A comprehensive **Water System Assessment** is nearing completion and will serve as the foundation for an updated **Capital Improvement Plan (CIP)**. This assessment addresses key infrastructure priorities, including:

- Ongoing **water system maintenance**
- **Abandonment of decommissioned wells**
- Evaluation and potential removal of the **decommissioned Vosti water tower**
- **Citywide water meter replacements** to improve accuracy and support conservation

In alignment with City Council priorities, a major departmental goal is to **increase proactive maintenance of water wells**—particularly ahead of the high-demand summer months—to prevent equipment failures and reduce the need for costly emergency repairs.

The **FY 2025–2026 budget** includes funding for a **comprehensive consultant-led study** to assess the long-term capital needs of the water system. This study will provide essential data and recommendations to guide the development of a **five-year Capital Improvement Program**, ensuring the City can plan and invest strategically in critical water infrastructure.

Alongside this long-range planning effort, the budget supports several high-priority capital projects designed to maintain system reliability, enhance operational efficiency, and meet evolving regulatory requirements.

Soledad, CA

Budget Worksheet

Account Summary

For Fiscal: 2025-2026 Period Ending: 05/31/2026

		2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
Fund: 309 - WATER OPERATIONS								
Revenue								
Department: 0000 - 0000								
RevCategory: 00 - 00								
309-0000-46200	UTILITY REVENUE	3,582,808.00	3,434,071.82	4,141,561.00	3,266,263.95	0.00	0.00	4,334,745.00
309-0000-46210	RECONNECTION FEE	20,000.00	23,591.67	25,000.00	25,890.70	0.00	0.00	25,000.00
309-0000-46215	PENALTY FEE	50,000.00	70,775.83	50,000.00	80,119.69	0.00	0.00	50,000.00
309-0000-46220	HOOK UP FEE	100,000.00	57,143.89	100,000.00	33,347.77	0.00	0.00	100,000.00
309-0000-47140	GRANT REVENUE	0.00	0.00	0.00	0.00	0.00	0.00	467,511.00
309-0000-48025	MISCELLANEOUS REVENUE	10,000.00	3,506.59	5,000.00	15,431.40	0.00	0.00	7,500.00
	RevCategory: 00 - 00 Total:	**3,762,808.00**	**3,589,089.80**	**4,321,561.00**	**3,421,053.51**	**0.00**	**0.00**	**4,984,756.00**
RevCategory: 48 - Other Revenue								
309-0000-48410	INTEREST REVENUE	10,000.00	17,704.65	17,000.00	11,966.02	0.00	0.00	10,000.00
	RevCategory: 48 - Other Revenue Total:	**10,000.00**	**17,704.65**	**17,000.00**	**11,966.02**	**0.00**	**0.00**	**10,000.00**
	Department: 0000 - 0000 Total:	**3,772,808.00**	**3,606,794.45**	**4,338,561.00**	**3,433,019.53**	**0.00**	**0.00**	**4,994,756.00**
	Revenue Total:	**3,772,808.00**	**3,606,794.45**	**4,338,561.00**	**3,433,019.53**	**0.00**	**0.00**	**4,994,756.00**
Expense								
Department: 0000 - 0000								
ExpCategory: 51 - Salaries & Benefits								
309-0000-51100	SALARIES	900,705.00	749,832.99	965,653.00	662,864.79	0.00	0.00	1,054,358.29
309-0000-51130	OVERTIME	13,000.00	13,150.29	13,000.00	15,289.05	0.00	0.00	13,000.00
309-0000-51140	CERTIFICATES	9,873.00	5,970.72	10,973.00	5,125.98	0.00	0.00	10,536.75
309-0000-51145	ON CALL	15,000.00	15,540.00	15,000.00	30,120.00	0.00	0.00	15,000.00
309-0000-51155	UNIFORM MAINTENANCE	0.00	0.00	900.00	0.00	0.00	0.00	895.60
309-0000-51200	SOCIAL SECURITY / MEDICARE	71,801.00	53,636.75	76,923.00	50,839.95	0.00	0.00	83,674.98
309-0000-51210	PERS-PENSION	183,794.00	117,477.23	196,530.00	131,040.46	0.00	0.00	175,000.00
309-0000-51220	BENEFITS	0.00	4,498.33	0.00	6,637.28	0.00	0.00	0.00
309-0000-51230	INSURANCE-MED,DEN,VISION	155,252.00	94,417.43	128,821.00	89,934.36	0.00	0.00	130,850.00

		2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
309-0000-51267	LTD & AD&D	5,657.00	0.00	5,849.00	0.00	0.00	0.00	6,273.92
309-0000-51300	UNEMPLOYMENT INSURANCE	0.00	0.00	0.00	3,727.42	0.00	0.00	0.00
309-0000-51310	WORKERS COMP	43,669.00	97,587.45	43,669.00	39,522.73	0.00	0.00	34,959.00
309-0000-51312	WORKERS COMP (NON TAX)	0.00	82.74	0.00	0.00	0.00	0.00	0.00
	ExpCategory: 51 - Salaries & Benefits Total:	**1,398,751.00**	**1,152,193.93**	**1,457,318.00**	**1,035,102.02**	**0.00**	**0.00**	**1,524,548.54**
ExpCategory: 52 - Services & Supplies								
309-0000-52010	MEMBERSHIP DUES	3,960.00	4,421.85	4,465.00	5,251.50	0.00	0.00	4,465.00
309-0000-52030	ORDINANCE & PUBLISHINGS	8,000.00	501.36	8,000.00	291.81	0.00	0.00	8,000.00
309-0000-52040	OFFICE SUPPLIES	2,000.00	1,308.17	2,000.00	2,987.70	0.00	0.00	2,000.00
309-0000-52042	POSTAGE, SHIPPING & FREIGH	8,000.00	10,606.26	8,000.00	9,451.07	0.00	0.00	8,000.00
309-0000-52044	CHEMICAL	45,000.00	55,681.05	45,000.00	49,435.38	0.00	0.00	45,000.00
309-0000-52048	UNIFORM PURCHASE	2,000.00	2,212.73	2,000.00	1,474.48	0.00	0.00	2,000.00
309-0000-52051	TOOLS & MINOR EQUIPMENT	50,000.00	107,928.58	60,000.00	59,737.56	0.00	0.00	60,000.00
309-0000-52052	SAFETY EQUIPMENT	5,000.00	18,747.15	5,000.00	2,396.78	0.00	0.00	5,000.00
309-0000-52053	LAB ANALYSIS & TESTING	25,000.00	28,680.30	25,000.00	23,901.00	0.00	0.00	25,000.00
309-0000-52066	AGENCY FEES	40,500.00	38,838.10	40,500.00	43,752.70	0.00	0.00	40,500.00
309-0000-52067	BANK FEES	10,000.00	0.00	10,000.00	0.00	0.00	0.00	0.00
309-0000-52072	WEB INCODE FEES	63,000.00	38,107.62	72,000.00	111,848.78	0.00	0.00	100,000.00
309-0000-52080	FLEET SERVICES	17,000.00	7,080.75	17,000.00	11,639.00	0.00	0.00	17,000.00
309-0000-52085	FUEL	22,000.00	25,471.61	22,000.00	18,935.71	0.00	0.00	22,000.00
309-0000-52090	TRAINING - SAFETY	3,000.00	0.00	3,000.00	2,250.97	0.00	0.00	3,000.00
309-0000-52091	TRAVEL, MEETINGS & TRAININ	15,000.00	11,203.48	15,000.00	10,590.48	0.00	0.00	10,000.00
309-0000-52200	PROFESSIONAL SERVICES/FEES	200,000.00	186,427.27	201,200.00	84,112.34	0.00	0.00	101,200.00
309-0000-52225	AUDITING SERVICES	4,750.00	5,644.00	4,750.00	0.00	0.00	0.00	4,750.00
309-0000-52230	LEASE CONTRACTS	25,000.00	34,371.55	25,000.00	26,548.93	0.00	0.00	25,000.00
309-0000-52310	LIABILITY INSURANCE	67,000.00	82,003.42	67,000.00	117,484.21	0.00	0.00	138,016.00
309-0000-52400	UTILITIES	425,000.00	532,600.93	510,000.00	559,635.54	0.00	0.00	510,000.00
309-0000-52410	TELEPHONE/DATA/PAGER	6,000.00	1,035.18	1,200.00	0.00	0.00	0.00	1,200.00
309-0000-52415	CELLULAR PHONE	3,500.00	3,068.32	3,500.00	3,314.55	0.00	0.00	3,500.00
309-0000-52515	HYDRANT/VALVE REPAIR/REPL	30,000.00	97,067.15	20,000.00	221,902.93	0.00	0.00	20,000.00
309-0000-52518	FACILITIES EXPENSE	15,000.00	7,522.95	15,000.00	3,980.02	0.00	0.00	15,000.00

		2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
309-0000-52520	MAINTENANCE AGREEMENTS	48,725.00	46,709.90	56,390.00	28,564.31	0.00	0.00	56,390.00
309-0000-52521	METER REPAIR/REPLACEMENT	170,000.00	143,088.76	115,000.00	122,089.06	0.00	0.00	115,000.00
309-0000-52525	REPAIRS & MAINTENANCE SUP	230,000.00	246,807.32	230,000.00	220,820.20	0.00	0.00	230,000.00
309-0000-52533	WELL MAINTENANCE PROGRA	50,000.00	243,398.21	65,000.00	62,735.40	0.00	0.00	65,000.00
	ExpCategory: 52 - Services & Supplies Total:	**1,594,435.00**	**1,980,533.97**	**1,653,005.00**	**1,805,132.41**	**0.00**	**0.00**	**1,637,021.00**
ExpCategory: 55 - Other Charges								
309-0000-55100	DEPRECIATION EXPENSE	0.00	0.00	385,000.00	0.00	0.00	0.00	385,000.00
309-0000-55120	BAD DEBT EXPENSE	0.00	-182.75	0.00	-44.71	0.00	0.00	0.00
	ExpCategory: 55 - Other Charges Total:	**0.00**	**-182.75**	**385,000.00**	**-44.71**	**0.00**	**0.00**	**385,000.00**
ExpCategory: 57 - Capital Outlay								
309-0000-57000	CAPITAL OUTLAY - IMPROVEME	1,320,000.00	525,248.43	987,002.00	388,579.30	0.00	0.00	1,579,081.00
309-0000-57100	CAPITAL OUTLAY - COMPUTER	5,000.00	1,592.47	5,000.00	1,058.03	0.00	0.00	22,500.00
	ExpCategory: 57 - Capital Outlay Total:	**1,325,000.00**	**526,840.90**	**992,002.00**	**389,637.33**	**0.00**	**0.00**	**1,601,581.00**
ExpCategory: 58 - Debt Service								
309-0000-58140	INTEREST (WATER NOTE PAYAB	18,514.00	16,226.20	16,992.00	16,992.38	0.00	0.00	15,438.00
309-0000-58145	INTEREST (08 ENERGY RETROFI	1,248.00	1,248.12	0.00	0.00	0.00	0.00	0.00
309-0000-58240	PRINCIPAL (WATER NOTE PAYA	74,600.00	0.00	76,180.00	76,180.00	0.00	0.00	77,670.00
309-0000-58245	PRINCIPAL(08 ENERGY RETROFI	76,192.00	76,191.72	0.00	0.00	0.00	0.00	0.00
	ExpCategory: 58 - Debt Service Total:	**170,554.00**	**93,666.04**	**93,172.00**	**93,172.38**	**0.00**	**0.00**	**93,108.00**
	Department: 0000 - 0000 Total:	**4,488,740.00**	**3,753,052.09**	**4,580,497.00**	**3,322,999.43**	**0.00**	**0.00**	**5,241,258.54**
	Expense Total:	**4,488,740.00**	**3,753,052.09**	**4,580,497.00**	**3,322,999.43**	**0.00**	**0.00**	**5,241,258.54**
	Fund: 309 - WATER OPERATIONS Surplus (Deficit):	**-715,932.00**	**-146,257.64**	**-241,936.00**	**110,020.10**	**0.00**	**0.00**	**-246,502.54**
	Report Surplus (Deficit):	**-715,932.00**	**-146,257.64**	**-241,936.00**	**110,020.10**	**0.00**	**0.00**	**-246,502.54**

Fund Summary

Fund	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
309 - WATER OPERATIONS	-715,932.00	-146,257.64	-241,936.00	110,020.10	0.00	0.00	-246,502.54
Report Surplus (Deficit):	**-715,932.00**	**-146,257.64**	**-241,936.00**	**110,020.10**	**0.00**	**0.00**	**-246,502.54**

FY 23-24 BUDGET NARRATIVE

Name of Activity: Wastewater Operations

Account #310-0000

Funding Source: Sewer Fund

Budget Overview

This budget supports the collection and treatment of **wastewater and stormwater** throughout the City of Soledad. It includes allocations for staff, supervision, management, and a portion of City Council support costs.

For FY 2025–2026, the **total recommended budget** for the Wastewater Division includes:

- **$6.8 million** in operating expenses
- **$2.7 million** in capital expenditures
- **$1.7 million** in annual debt service for the **State Revolving Fund loan**, used to finance construction of the City's wastewater treatment plant

This financial plan aligns with the **2021 wastewater rate study**, which established a rate structure designed to fully fund operating costs and capital projects for the repair, rehabilitation, and modernization of the wastewater collection system and treatment facility. Projects aimed at expanding treatment capacity to accommodate future growth are separately funded through the Development Impact Fee Fund.

Key Operational Changes and Priorities

A major operational change for FY 2025–2026 is the implementation of a new state-mandated sludge transport requirement, which will require all biosolids generated at the treatment facility to be hauled off-site. This represents a significant shift in both process and cost structure. Adequate budget allocation for this change is essential to maintain uninterrupted service and remain in compliance with updated environmental regulations.

Stormwater Management Responsibilities

This budget also now includes funding for stormwater regulatory compliance and system maintenance, previously covered under the sanitation fund. The change is a response to new, unfunded mandates from the State, which significantly expand the City's responsibilities in this area.

Ongoing stormwater responsibilities include:

- Maintenance and inspection of all **stormwater piping, inlets, and catch basins**
- Oversight of **stormwater outfalls to the Salinas River**
- Maintenance of **retention ponds** at key locations:
  - Wastewater Reclamation Facility (WRF)
  - Gabilan Street
  - Veterans Park
  - Pond located between Front Street and U.S. Highway 101, near the UPRR property

Looking Ahead

The wastewater fund is **due for an updated rate study**, which will be necessary to ensure that revenues remain aligned with growing operational costs, new environmental compliance mandates, and future capital needs.

FY24-25 Budget Accomplishments

- **Completed Levee Repairs at the Water Reclamation Facility (WRF):** Strengthened and stabilized levees surrounding the WRF to improve flood protection and ensure regulatory compliance.
- **Conducted WRF Condition Assessment:** Completed a comprehensive assessment of the Water Reclamation Facility to evaluate infrastructure condition, identify capital needs, and prioritize future investments.
- **Executed Regional Recharge Basin Maintenance Project:** Performed essential maintenance to restore the functionality of regional groundwater recharge basins, supporting long-term water sustainability and regulatory requirements.
- **Constructed Metal Equipment Storage Building:** Built a new metal storage facility to house critical equipment and materials, improving operational efficiency and protecting assets from weather-related damage.
- **Advanced Main Street Sewer Line Replacement Design:** Completed the design phase for the replacement of a key sewer line along Main Street, paving the way for future construction and system upgrades.
- **Repaired Access Roads to Rapid Infiltration Basins:** Improved access roads to enhance serviceability and support ongoing operation and maintenance of the City's rapid infiltration systems.
- **Developed Design for Recycled Water Conveyance Project:** Completed design work for a new recycled water conveyance system, supporting the City's long-term strategy for water reuse and resource conservation.

Performance Objectives/Projects to be Delivered in FY 25-26

A comprehensive **Sewer System Assessment** is nearing completion and will serve as the foundation for an updated **Capital Improvement Program (CIP)**. This plan will address critical system-wide maintenance requirements and a major improvement project for the **Water Reclamation Facility (WRF)**.

Commissioned in 2010, the WRF is now overdue for substantial maintenance, particularly for key treatment components such as the **headworks** and **aeration system**. Deferred maintenance has led to inefficient operations, resulting in excessive energy consumption and higher electricity costs.

To address these challenges, the FY 2025–26 budget includes funding for a **comprehensive consultant-led study** to evaluate the WRF's ongoing capital needs. The study will provide essential guidance for developing a strategic **five-year Capital Improvement Plan**, ensuring efficient operation, regulatory compliance, and long-term system reliability.

Soledad, CA

Budget Worksheet

Account Summary

For Fiscal: 2025-2026 Period Ending: 05/31/2026

		2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
Fund: 310 - WASTEWATER OPERATIONS								
Revenue								
Department: 0000 - 0000								
RevCategory: 00 - 00								
310-0000-46200	UTILITY REVENUE	3,500,000.00	3,791,533.91	4,072,627.00	3,652,540.80	0.00	0.00	4,469,517.00
310-0000-46215	PENALTY FEE	75,000.00	83,392.76	70,000.00	92,318.66	0.00	0.00	70,000.00
310-0000-46220	HOOK UP FEE	17,000.00	6,846.60	15,000.00	350.00	0.00	0.00	15,000.00
310-0000-46225	INDUSTRIAL - CDCR & WINERY	3,100,000.00	2,949,568.12	3,034,120.00	2,211,687.50	0.00	0.00	2,925,346.00
310-0000-46230	COMMERCIAL-DOLE	60,000.00	60,096.00	60,000.00	45,072.00	0.00	0.00	60,000.00
310-0000-48025	MISCELLANEOUS REVENUE	525,000.00	388,039.36	350,000.00	717,372.24	0.00	0.00	350,000.00
	RevCategory: 00 - 00 Total:	**7,277,000.00**	**7,279,476.75**	**7,601,747.00**	**6,719,341.20**	**0.00**	**0.00**	**7,889,863.00**
RevCategory: 48 - Other Revenue								
310-0000-48410	INTEREST REVENUE	50,000.00	540,508.24	300,000.00	468,115.08	0.00	0.00	400,000.00
	RevCategory: 48 - Other Revenue Total:	**50,000.00**	**540,508.24**	**300,000.00**	**468,115.08**	**0.00**	**0.00**	**400,000.00**
	Department: 0000 - 0000 Total:	**7,327,000.00**	**7,819,984.99**	**7,901,747.00**	**7,187,456.28**	**0.00**	**0.00**	**8,289,863.00**
	Revenue Total:	**7,327,000.00**	**7,819,984.99**	**7,901,747.00**	**7,187,456.28**	**0.00**	**0.00**	**8,289,863.00**
Expense								
Department: 0000 - 0000								
ExpCategory: 51 - Salaries & Benefits								
310-0000-51100	SALARIES	1,567,128.00	1,723,150.22	1,813,000.00	1,709,935.49	0.00	0.00	1,976,111.99
310-0000-51130	OVERTIME	60,000.00	46,502.07	50,000.00	43,938.51	0.00	0.00	50,000.00
310-0000-51140	CERTIFICATES	15,341.00	17,595.46	16,009.00	13,826.82	0.00	0.00	15,141.21
310-0000-51145	ON CALL	30,000.00	28,120.00	15,000.00	9,560.00	0.00	0.00	15,000.00
310-0000-51155	UNIFORM MAINTENANCE	0.00	0.00	900.00	0.00	0.00	0.00	1,792.67
310-0000-51165	SALARY - WORKERS' COMP	0.00	248.22	0.00	0.00	0.00	0.00	0.00
310-0000-51200	SOCIAL SECURITY / MEDICARE	127,944.00	130,088.11	144,960.00	128,835.99	0.00	0.00	157,440.51
310-0000-51210	PERS-PENSION	307,895.00	224,311.23	353,120.00	266,337.88	0.00	0.00	370,110.32
310-0000-51220	BENEFITS	0.00	10,377.86	0.00	12,786.20	0.00	0.00	0.00

		2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
310-0000-51230	INSURANCE-MED,DEN,VISION	222,949.00	202,356.36	205,273.00	222,352.90	0.00	0.00	249,888.00
310-0000-51267	LTD & AD&D	9,005.00	0.00	10,996.00	0.00	0.00	0.00	11,341.74
310-0000-51300	UNEMPLOYMENT INSURANCE	0.00	0.00	0.00	838.35	0.00	0.00	0.00
310-0000-51310	WORKERS COMP	101,312.00	226,402.71	101,312.00	119,186.41	0.00	0.00	126,231.00
	ExpCategory: 51 - Salaries & Benefits Total:	**2,441,574.00**	**2,609,152.24**	**2,710,570.00**	**2,527,598.55**	**0.00**	**0.00**	**2,973,057.44**
ExpCategory: 52 - Services & Supplies								
310-0000-52010	MEMBERSHIP DUES	2,310.00	1,748.84	2,310.00	3,058.90	0.00	0.00	2,310.00
310-0000-52030	ORDINANCE & PUBLISHINGS	1,500.00	1,079.27	1,500.00	288.97	0.00	0.00	1,500.00
310-0000-52040	OFFICE SUPPLIES	5,500.00	5,979.86	5,500.00	4,771.20	0.00	0.00	5,500.00
310-0000-52042	POSTAGE, SHIPPING & FREIGH	8,700.00	13,424.58	8,700.00	13,383.18	0.00	0.00	8,700.00
310-0000-52044	CHEMICAL	270,000.00	156,492.12	270,000.00	147,134.92	0.00	0.00	270,000.00
310-0000-52048	UNIFORM PURCHASE	3,000.00	2,539.36	3,000.00	2,792.43	0.00	0.00	3,000.00
310-0000-52051	TOOLS & MINOR EQUIPMENT	70,000.00	28,300.81	70,000.00	37,193.83	0.00	0.00	70,000.00
310-0000-52052	SAFETY EQUIPMENT	28,000.00	21,790.71	28,000.00	25,686.79	0.00	0.00	28,000.00
310-0000-52053	LAB ANALYSIS & TESTING	90,000.00	97,149.15	85,000.00	87,120.97	0.00	0.00	85,000.00
310-0000-52066	AGENCY FEES	35,000.00	39,788.06	40,600.00	52,399.46	0.00	0.00	40,600.00
310-0000-52067	BANK FEES	10,000.00	0.00	10,000.00	0.00	0.00	0.00	0.00
310-0000-52072	WEB INCODE FEES	0.00	28,050.79	15,250.00	45,599.39	0.00	0.00	45,000.00
310-0000-52080	FLEET SERVICES	44,000.00	48,032.76	40,000.00	18,653.99	0.00	0.00	40,000.00
310-0000-52085	FUEL	40,000.00	38,276.28	40,000.00	33,072.28	0.00	0.00	40,000.00
310-0000-52090	TRAINING - SAFETY	2,500.00	0.00	5,000.00	2,330.97	0.00	0.00	5,000.00
310-0000-52091	TRAVEL, MEETINGS & TRAININ	28,000.00	33,205.07	28,000.00	25,657.26	0.00	0.00	28,000.00
310-0000-52134	COLLECTION SYSTEM MAINT/E	75,000.00	79,395.22	150,000.00	114,658.16	0.00	0.00	150,000.00
310-0000-52136	FACILITIES MASTER PLAN	175,000.00	6,908.25	0.00	0.00	0.00	0.00	0.00
310-0000-52170	PROGRAM COST	35,000.00	15,443.43	35,000.00	52,123.04	0.00	0.00	35,000.00
310-0000-52200	PROFESSIONAL SERVICES/FEES	220,000.00	278,884.36	326,300.00	131,360.79	0.00	0.00	326,300.00
310-0000-52225	AUDITING SERVICES	4,500.00	5,644.00	4,500.00	0.00	0.00	0.00	4,500.00
310-0000-52230	LEASE CONTRACTS	1,500.00	1,137.30	1,500.00	1,026.08	0.00	0.00	1,500.00
310-0000-52240	IT SERVICES	5,000.00	0.00	5,000.00	0.00	0.00	0.00	0.00
310-0000-52310	LIABILITY INSURANCE	40,000.00	48,957.26	40,000.00	115,138.62	0.00	0.00	136,379.00
310-0000-52400	UTILITIES	600,000.00	763,556.60	628,000.00	713,525.01	0.00	0.00	628,000.00

		2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
310-0000-52410	TELEPHONE/DATA/PAGER	6,500.00	15,737.08	13,720.00	15,043.87	0.00	0.00	13,720.00
310-0000-52415	CELLULAR PHONE	7,000.00	8,659.14	7,000.00	7,055.78	0.00	0.00	7,000.00
310-0000-52518	FACILITIES EXPENSE	24,000.00	36,076.10	24,000.00	25,457.93	0.00	0.00	24,000.00
310-0000-52520	MAINTENANCE AGREEMENTS	115,125.00	139,017.74	112,290.00	63,517.33	0.00	0.00	112,290.00
310-0000-52525	REPAIRS & MAINTENANCE SUP	550,000.00	554,779.29	430,000.00	383,811.81	0.00	0.00	430,000.00
310-0000-52526	SLUDGE DISPOSAL	105,000.00	109,747.77	131,250.00	242,046.04	0.00	0.00	131,250.00
	ExpCategory: 52 - Services & Supplies Total:	**2,602,135.00**	**2,579,801.20**	**2,561,420.00**	**2,363,909.00**	**0.00**	**0.00**	**2,672,549.00**
ExpCategory: 55 - Other Charges								
310-0000-55100	DEPRECIATION EXPENSE	1,200,000.00	0.00	1,200,000.00	0.00	0.00	0.00	1,200,000.00
310-0000-55120	BAD DEBT EXPENSE	5,000.00	-292.72	5,000.00	-53.55	0.00	0.00	5,000.00
	ExpCategory: 55 - Other Charges Total:	**1,205,000.00**	**-292.72**	**1,205,000.00**	**-53.55**	**0.00**	**0.00**	**1,205,000.00**
ExpCategory: 57 - Capital Outlay								
310-0000-57000	CAPITAL OUTLAY - IMPROVEME	515,000.00	356,959.25	5,185,485.00	1,776,919.19	0.00	0.00	2,704,850.00
310-0000-57100	CAPITAL OUTLAY - COMPUTER	24,000.00	2,025.25	24,000.00	3,176.25	0.00	0.00	22,500.00
310-0000-57220	CAPITAL OUTLAY - VEHICLE	110,000.00	74,040.44	104,000.00	0.00	0.00	0.00	0.00
	ExpCategory: 57 - Capital Outlay Total:	**649,000.00**	**433,024.94**	**5,313,485.00**	**1,780,095.44**	**0.00**	**0.00**	**2,727,350.00**
ExpCategory: 58 - Debt Service								
310-0000-58130	INTEREST (SRF)	0.00	234,864.30	221,707.00	0.00	0.00	0.00	208,417.00
310-0000-58230	PRINCIPAL (SRF)	1,542,438.00	0.00	1,542,438.00	1,542,438.11	0.00	0.00	1,542,438.00
	ExpCategory: 58 - Debt Service Total:	**1,542,438.00**	**234,864.30**	**1,764,145.00**	**1,542,438.11**	**0.00**	**0.00**	**1,750,855.00**
	Department: 0000 - 0000 Total:	**8,440,147.00**	**5,856,549.96**	**13,554,620.00**	**8,213,987.55**	**0.00**	**0.00**	**11,328,811.44**
	Expense Total:	**8,440,147.00**	**5,856,549.96**	**13,554,620.00**	**8,213,987.55**	**0.00**	**0.00**	**11,328,811.44**
	Fund: 310 - WASTEWATER OPERATIONS Surplus (Deficit):	**-1,113,147.00**	**1,963,435.03**	**-5,652,873.00**	**-1,026,531.27**	**0.00**	**0.00**	**-3,038,948.44**
	Report Surplus (Deficit):	**-1,113,147.00**	**1,963,435.03**	**-5,652,873.00**	**-1,026,531.27**	**0.00**	**0.00**	**-3,038,948.44**

For Fiscal: 2025-2026 Period Ending: 05/31/2026

Fund Summary

Fund	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
310 - WASTEWATER OPERATIONS	-1,113,147.00	1,963,435.03	-5,652,873.00	-1,026,531.27	0.00	0.00	-3,038,948.44
Report Surplus (Deficit):	**-1,113,147.00**	**1,963,435.03**	**-5,652,873.00**	**-1,026,531.27**	**0.00**	**0.00**	**-3,038,948.44**

FY 25-26 BUDGET NARRATIVE

Name of Activity: Solid Waste

Account #311-0000

Funding Source: Garbage User Fees

Budget Overview

Tri-Cities Disposal and Recycling provides solid waste collection and disposal services, including organic waste collection, under a franchise agreement with the City of Soledad. The City handles customer billing, collects revenues, and forwards payments to the franchisee. Disposal costs are paid to the Salinas Valley Solid Waste Authority (dba Salinas Valley Recycles) for landfill operations. The franchise agreement includes a **20% franchise fee**, which is integrated into customer billing.

All revenues and expenses related to solid waste services are recorded within an enterprise fund under this budget unit. After covering operational expenses, any remaining funds are transferred to the General Fund to help support ongoing City services.

FY24-25 Budget Accomplishments

- Collaborated with the three other South County cities to jointly solicit proposals for a new multi-year solid waste franchise agreement.
- Successfully negotiated and renewed the franchise agreement with **Tri-Cities Disposal**, ensuring continued solid waste services for the City of Soledad.

Performance Objectives/Projects to be Delivered in FY25-26

- **Monitor Franchisee Performance and Compliance:** Oversee the implementation of the new franchise agreement, with an emphasis on maintaining high service quality, ensuring timely reporting from the franchisee, and enforcing compliance with state mandates such as **SB 1383** organics recycling requirements.
- **Financial Oversight:** Track revenues and expenditures closely, including landfill disposal fees and franchise fee revenues, to ensure accurate calculation of net revenues transferred to the General Fund and alignment with service levels.

- **Community Communication:** Keep residents and businesses informed about service changes resulting from the new franchise agreement, including updates on billing, collection schedules, and recycling programs to promote compliance and satisfaction.

Soledad, CA

Budget Worksheet

Account Summary

For Fiscal: 2025-2026 Period Ending: 05/31/2026

		2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
Fund: 311 - SOLID WASTE								
Revenue								
Department: 0000 - 0000								
RevCategory: 00 - 00								
311-0000-45200	GARBAGE FRANCHISE	350,000.00	356,511.75	358,000.00	185,452.93	0.00	0.00	358,000.00
311-0000-45210	LANDFILL JPA FRANCHISE FEE	250,000.00	277,660.43	256,000.00	150,284.15	0.00	0.00	256,000.00
311-0000-46200	UTILITY REVENUE	2,758,340.00	3,242,992.86	2,823,700.00	3,282,604.25	0.00	0.00	2,823,700.00
311-0000-46215	PENALTY FEE	45,000.00	73,436.55	60,000.00	82,669.12	0.00	0.00	60,000.00
311-0000-48025	MISCELLANEOUS REVENUE	55,000.00	29,448.09	25,000.00	16,577.22	0.00	0.00	25,000.00
	RevCategory: 00 - 00 Total:	**3,458,340.00**	**3,980,049.68**	**3,522,700.00**	**3,717,587.67**	**0.00**	**0.00**	**3,522,700.00**
RevCategory: 48 - Other Revenue								
311-0000-48410	INTEREST REVENUE	5,000.00	87,758.44	65,000.00	70,576.04	0.00	0.00	70,000.00
	RevCategory: 48 - Other Revenue Total:	**5,000.00**	**87,758.44**	**65,000.00**	**70,576.04**	**0.00**	**0.00**	**70,000.00**
	Department: 0000 - 0000 Total:	**3,463,340.00**	**4,067,808.12**	**3,587,700.00**	**3,788,163.71**	**0.00**	**0.00**	**3,592,700.00**
	Revenue Total:	**3,463,340.00**	**4,067,808.12**	**3,587,700.00**	**3,788,163.71**	**0.00**	**0.00**	**3,592,700.00**
Expense								
Department: 0000 - 0000								
ExpCategory: 51 - Salaries & Benefits								
311-0000-51100	SALARIES	172,426.00	181,063.95	179,808.00	176,637.50	0.00	0.00	181,567.31
311-0000-51130	OVERTIME	0.00	1,344.27	1,000.00	1,467.42	0.00	0.00	1,000.00
311-0000-51140	CERTIFICATES	1,883.00	1,343.14	1,948.00	1,412.53	0.00	0.00	2,456.91
311-0000-51155	UNIFORM MAINTENANCE	0.00	0.00	45.00	0.00	0.00	0.00	156.03
311-0000-51200	SOCIAL SECURITY / MEDICARE	13,335.00	12,813.30	13,984.00	12,729.05	0.00	0.00	14,166.29
311-0000-51210	PERS-PENSION	34,865.00	24,550.37	36,360.00	26,729.13	0.00	0.00	36,836.05
311-0000-51220	BENEFITS	0.00	1,106.81	0.00	2,214.63	0.00	0.00	0.00
311-0000-51230	INSURANCE-MED,DEN,VISION	29,306.00	21,232.19	19,498.00	17,690.77	0.00	0.00	18,585.00
311-0000-51267	LTD & AD&D	1,081.00	0.00	1,116.00	0.00	0.00	0.00	1,134.38
311-0000-51300	UNEMPLOYMENT INSURANCE	0.00	0.00	0.00	94.77	0.00	0.00	0.00

		2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
311-0000-51310	WORKERS COMP	1,255.00	2,804.56	1,255.00	6,388.43	0.00	0.00	6,393.00
	ExpCategory: 51 - Salaries & Benefits Total:	**254,151.00**	**246,258.59**	**255,014.00**	**245,364.23**	**0.00**	**0.00**	**262,294.97**
ExpCategory: 52 - Services & Supplies								
311-0000-52040	OFFICE SUPPLIES	500.00	0.00	500.00	511.98	0.00	0.00	500.00
311-0000-52042	POSTAGE, SHIPPING & FREIGH	8,500.00	9,639.45	8,500.00	9,205.50	0.00	0.00	8,500.00
311-0000-52066	AGENCY FEES	500.00	14,250.22	400.00	410.02	0.00	0.00	400.00
311-0000-52067	BANK FEES	9,000.00	0.00	9,000.00	0.00	0.00	0.00	0.00
311-0000-52072	WEB INCODE FEES	0.00	28,050.81	0.00	45,599.38	0.00	0.00	45,000.00
311-0000-52080	FLEET SERVICES	1,000.00	0.00	1,000.00	0.00	0.00	0.00	1,000.00
311-0000-52085	FUEL	500.00	256.86	500.00	233.99	0.00	0.00	500.00
311-0000-52090	TRAINING - SAFETY	0.00	730.00	0.00	0.00	0.00	0.00	0.00
311-0000-52132	CITY OVERHEAD COST ALLOCAT	9,521.00	0.00	0.00	0.00	0.00	0.00	0.00
311-0000-52200	PROFESSIONAL SERVICES/FEES	21,000.00	80,217.72	50,000.00	48,558.61	0.00	0.00	50,000.00
311-0000-52225	AUDITING SERVICES	4,500.00	5,644.00	4,500.00	0.00	0.00	0.00	4,500.00
311-0000-52230	LEASE CONTRACTS	2,430,000.00	2,661,697.99	2,430,000.00	2,319,989.58	0.00	0.00	2,502,900.00
311-0000-52240	IT SERVICES	1,000.00	0.00	0.00	0.00	0.00	0.00	0.00
311-0000-52310	LIABILITY INSURANCE	0.00	0.00	0.00	177.18	0.00	0.00	0.00
311-0000-52410	TELEPHONE/DATA/PAGER	100.00	0.00	100.00	0.00	0.00	0.00	100.00
311-0000-52415	CELLULAR PHONE	100.00	70.33	100.00	88.65	0.00	0.00	100.00
311-0000-52518	FACILITIES EXPENSE	500.00	0.00	500.00	0.00	0.00	0.00	500.00
311-0000-52520	MAINTENANCE AGREEMENTS	4,000.00	12,913.00	5,000.00	63.86	0.00	0.00	5,000.00
311-0000-52525	REPAIRS & MAINTENANCE SUP	0.00	2,087.55	0.00	0.00	0.00	0.00	0.00
	ExpCategory: 52 - Services & Supplies Total:	**2,490,721.00**	**2,815,557.93**	**2,510,100.00**	**2,424,838.75**	**0.00**	**0.00**	**2,619,000.00**
ExpCategory: 55 - Other Charges								
311-0000-55120	BAD DEBT EXPENSE	10,000.00	-269.08	10,000.00	-44.57	0.00	0.00	10,000.00
	ExpCategory: 55 - Other Charges Total:	**10,000.00**	**-269.08**	**10,000.00**	**-44.57**	**0.00**	**0.00**	**10,000.00**
ExpCategory: 57 - Capital Outlay								
311-0000-57100	CAPITAL OUTLAY - COMPUTER	1,000.00	0.00	1,000.00	0.00	0.00	0.00	1,000.00
	ExpCategory: 57 - Capital Outlay Total:	**1,000.00**	**0.00**	**1,000.00**	**0.00**	**0.00**	**0.00**	**1,000.00**

		2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
ExpCategory: 59 - Transfers Out								
311-0000-59000	TRANSFER OUT	1,090,000.00	1,090,000.00	1,000,000.00	0.00	0.00	0.00	698,578.00
	ExpCategory: 59 - Transfers Out Total:	**1,090,000.00**	**1,090,000.00**	**1,000,000.00**	**0.00**	**0.00**	**0.00**	**698,578.00**
	Department: 0000 - 0000 Total:	**3,845,872.00**	**4,151,547.44**	**3,776,114.00**	**2,670,158.41**	**0.00**	**0.00**	**3,590,872.97**
	Expense Total:	**3,845,872.00**	**4,151,547.44**	**3,776,114.00**	**2,670,158.41**	**0.00**	**0.00**	**3,590,872.97**
	Fund: 311 - SOLID WASTE Surplus (Deficit):	**-382,532.00**	**-83,739.32**	**-188,414.00**	**1,118,005.30**	**0.00**	**0.00**	**1,827.03**
	Report Surplus (Deficit):	**-382,532.00**	**-83,739.32**	**-188,414.00**	**1,118,005.30**	**0.00**	**0.00**	**1,827.03**

For Fiscal: 2025-2026 Period Ending: 05/31/2026

Fund Summary

Fund	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
311 - SOLID WASTE	-382,532.00	-83,739.32	-188,414.00	1,118,005.30	0.00	0.00	1,827.03
Report Surplus (Deficit):	**-382,532.00**	**-83,739.32**	**-188,414.00**	**1,118,005.30**	**0.00**	**0.00**	**1,827.03**

FY 25-26 BUDGET NARRATIVE

Name of Activity: Sanitation

Account #312-0000

Funding Source: Sanitation Fund

Budget Overview

In 1993, the City Council established this **enterprise fund** to support a range of environmental sanitation services, including:

- Street sweeping
- Graffiti removal
- Sidewalk cleaning
- Animal control
- Weed abatement
- Litter collection
- Other related sanitation efforts

These services are funded by a **$6 monthly fee** charged to each residential and non-residential premises within the city.

Animal control services are a key component of this budget unit and include both staff time and the costs associated with transporting injured, abandoned, or stray animals to a local animal hospital or the SPCA in Salinas.

FY24-25 Budget Accomplishments

- Hosted **six (6) successful spay and neuter clinics** in Soledad in partnership with the **SPCA of Monterey County**, providing low-cost services to help reduce the local stray animal population.

Performance Objectives/Projects to be Delivered in FY25-26

- **Collaborate with South County Cities** to explore the development of a shared **animal shelter or holding facility** to better serve the region's stray and abandoned animals.
- **Expand access to spay and neuter services** by increasing the number of community clinics offered throughout the year.
- **Launch a community cat program** in partnership with local non-profit organizations to humanely manage the population of free-roaming or feral cats through targeted spay and neuter initiatives.

Soledad, CA

Budget Worksheet

Account Summary

For Fiscal: 2025-2026 Period Ending: 05/31/2026

		2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
Fund: 312 - SANITATION								
Revenue								
Department: 0000 - 0000								
RevCategory: 00 - 00								
312-0000-46200	UTILITY REVENUE	350,000.00	371,286.65	350,000.00	328,075.68	0.00	0.00	350,000.00
312-0000-46215	PENALTY FEE	7,500.00	8,166.61	7,500.00	8,296.85	0.00	0.00	7,500.00
312-0000-46315	ANIMAL CONTROL REIMB.	0.00	22.50	0.00	6.00	0.00	0.00	0.00
312-0000-48021	REIMBURSEMENT	0.00	99.38	0.00	0.00	0.00	0.00	0.00
312-0000-48025	MISCELLANEOUS REVENUE	0.00	141.70	0.00	0.00	0.00	0.00	0.00
	RevCategory: 00 - 00 Total:	**357,500.00**	**379,716.84**	**357,500.00**	**336,378.53**	**0.00**	**0.00**	**357,500.00**
RevCategory: 48 - Other Revenue								
312-0000-48410	INTEREST REVENUE	0.00	164.18	100.00	1,041.29	0.00	0.00	1,000.00
	RevCategory: 48 - Other Revenue Total:	**0.00**	**164.18**	**100.00**	**1,041.29**	**0.00**	**0.00**	**1,000.00**
	Department: 0000 - 0000 Total:	**357,500.00**	**379,881.02**	**357,600.00**	**337,419.82**	**0.00**	**0.00**	**358,500.00**
	Revenue Total:	**357,500.00**	**379,881.02**	**357,600.00**	**337,419.82**	**0.00**	**0.00**	**358,500.00**
Expense								
Department: 0000 - 0000								
ExpCategory: 51 - Salaries & Benefits								
312-0000-51100	SALARIES	125,526.00	130,154.90	136,330.00	121,448.36	0.00	0.00	113,506.90
312-0000-51130	OVERTIME	0.00	693.55	1,000.00	599.36	0.00	0.00	1,000.00
312-0000-51140	CERTIFICATES	812.00	908.58	1,133.00	894.10	0.00	0.00	903.47
312-0000-51155	UNIFORM MAINTENANCE	0.00	0.00	135.00	0.00	0.00	0.00	357.07
312-0000-51160	SALARY - 4850 PAY	0.00	0.00	0.00	1,538.23	0.00	0.00	0.00
312-0000-51200	SOCIAL SECURITY / MEDICARE	9,665.00	9,193.30	10,603.00	8,818.75	0.00	0.00	8,856.21
312-0000-51210	PERS-PENSION	25,268.00	18,851.45	27,519.00	21,185.82	0.00	0.00	22,953.48
312-0000-51220	BENEFITS	0.00	836.78	0.00	794.56	0.00	0.00	0.00
312-0000-51230	INSURANCE-MED,DEN,VISION	21,465.00	17,276.88	17,735.00	17,482.31	0.00	0.00	16,296.60
312-0000-51267	LTD & AD&D	750.00	0.00	847.00	0.00	0.00	0.00	740.30

		2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
312-0000-51300	UNEMPLOYMENT INSURANCE	0.00	0.00	0.00	238.05	0.00	0.00	0.00
312-0000-51310	WORKERS COMP	3,124.00	6,981.22	3,124.00	19,514.47	0.00	0.00	19,794.00
	ExpCategory: 51 - Salaries & Benefits Total:	**186,610.00**	**184,896.66**	**198,426.00**	**192,514.01**	**0.00**	**0.00**	**184,408.03**
ExpCategory: 52 - Services & Supplies								
312-0000-52015	SUBSCRIPTIONS	2,250.00	0.00	2,250.00	0.00	0.00	0.00	0.00
312-0000-52051	TOOLS & MINOR EQUIPMENT	7,500.00	16.25	1,000.00	0.00	0.00	0.00	750.00
312-0000-52066	AGENCY FEES	11,000.00	15,058.80	11,000.00	15,633.95	0.00	0.00	11,000.00
312-0000-52080	FLEET SERVICES	3,500.00	1,504.94	3,500.00	0.00	0.00	0.00	3,500.00
312-0000-52085	FUEL	5,000.00	6,077.72	5,000.00	6,687.39	0.00	0.00	5,000.00
312-0000-52091	TRAVEL, MEETINGS & TRAININ	1,500.00	3,423.75	3,500.00	0.00	0.00	0.00	3,500.00
312-0000-52200	PROFESSIONAL SERVICES/FEES	12,000.00	34,101.89	35,000.00	24,400.00	0.00	0.00	34,437.00
312-0000-52235	ANIMAL SERVICES	135,000.00	103,664.91	135,000.00	80,335.11	0.00	0.00	100,000.00
312-0000-52240	IT SERVICES	300.00	0.00	0.00	0.00	0.00	0.00	0.00
312-0000-52310	LIABILITY INSURANCE	350.00	428.40	350.00	1,237.17	0.00	0.00	955.00
312-0000-52410	TELEPHONE/DATA/PAGER	250.00	0.00	0.00	0.00	0.00	0.00	0.00
312-0000-52415	CELLULAR PHONE	300.00	225.06	300.00	341.53	0.00	0.00	300.00
312-0000-52518	FACILITIES EXPENSE	700.00	6.57	500.00	33.49	0.00	0.00	500.00
312-0000-52520	MAINTENANCE AGREEMENTS	600.00	3,425.79	650.00	1,187.35	0.00	0.00	650.00
312-0000-52525	REPAIRS & MAINTENANCE SUP	5,000.00	1,688.25	2,000.00	2,414.05	0.00	0.00	2,000.00
	ExpCategory: 52 - Services & Supplies Total:	**185,250.00**	**169,622.33**	**200,050.00**	**132,270.04**	**0.00**	**0.00**	**162,592.00**
ExpCategory: 55 - Other Charges								
312-0000-55100	DEPRECIATION EXPENSE	11,000.00	0.00	11,000.00	0.00	0.00	0.00	11,000.00
312-0000-55120	BAD DEBT EXPENSE	500.00	-37.69	500.00	-6.89	0.00	0.00	500.00
	ExpCategory: 55 - Other Charges Total:	**11,500.00**	**-37.69**	**11,500.00**	**-6.89**	**0.00**	**0.00**	**11,500.00**
	Department: 0000 - 0000 Total:	**383,360.00**	**354,481.30**	**409,976.00**	**324,777.16**	**0.00**	**0.00**	**358,500.03**
	Expense Total:	**383,360.00**	**354,481.30**	**409,976.00**	**324,777.16**	**0.00**	**0.00**	**358,500.03**
	Fund: 312 - SANITATION Surplus (Deficit):	**-25,860.00**	**25,399.72**	**-52,376.00**	**12,642.66**	**0.00**	**0.00**	**-0.03**
	Report Surplus (Deficit):	**-25,860.00**	**25,399.72**	**-52,376.00**	**12,642.66**	**0.00**	**0.00**	**-0.03**

For Fiscal: 2025-2026 Period Ending: 05/31/2026

Fund Summary

Fund	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
312 - SANITATION	-25,860.00	25,399.72	-52,376.00	12,642.66	0.00	0.00	-0.03
Report Surplus (Deficit):	**-25,860.00**	**25,399.72**	**-52,376.00**	**12,642.66**	**0.00**	**0.00**	**-0.03**

FY 25-26 BUDGET NARRATIVE

Name of Activity: Gas Tax, Measure X Fund, SB1

Account #410-0000, 411-0000 and 412-0000

Funding Source: State Gas Tax, TAMC Measure X

Budget Overview

The Streets Program is funded primarily through a combination of **State Gas Tax revenues, TAMC Measure X funds**, and **SB 1 allocations**. These funds support the full scope of maintenance and operational activities necessary to keep Soledad's streets safe, clean, and functional.

Gas Tax revenues are used to cover the cost of labor, equipment, and materials for:

- Street maintenance and repairs (pavement, potholes, striping, crosswalks, centerlines, lane markings)
- Operation and maintenance of **traffic signals and streetlights**
- Installation and upkeep of **regulatory signage** (e.g., stop signs, speed limits, street name signs)
- **Street sweeping**
- Maintenance of **stormwater infrastructure** such as catch basins and curb inlets
- Tree trimming and care for **street trees**
- Maintenance of landscaped areas, including **medians and parkways**

Measure X is a countywide sales tax administered by the Transportation Agency for Monterey County (TAMC). A portion of these funds is distributed directly to cities for street maintenance. Soledad's anticipated Measure X allocation for **FY 2025–26 is $903,001**.

SB 1 (Road Repair and Accountability Act) funding is also dedicated to the Local Streets and Roads Program, supporting essential street maintenance, safety improvements, and pothole repairs.

FY24-25 Budget Accomplishments

- Completed the **Front Street Maintenance Project**, which involved repairing the sidewalks, extending the pavement life of the roadway, enhancing lighting, updating landscaping, and beautifying the downtown core.

- Delivered a **citywide Crack Seal Project** to preserve pavement and reduce future repair costs
- Refreshed roadway safety with **updated striping** and traffic markings
- Enhanced aesthetics and visibility through a **Front Street landscaping refresh**
- Finalized design for the **West Street Road Diet Project** to improve multimodal safety and connectivity

Performance Objectives/Projects to be Delivered in FY 25-26

- Implement **citywide street resurfacing** through slurry seal treatments to extend pavement life and improve drivability.
- Launch **landscape upgrades** in key corridors to support beautification and safety.
- Expand participation in the **Sidewalk Cost Share Program**, assisting property owners with sidewalk repairs and improvements.
- Complete construction of the **West Street Road Diet Project**, made possible by a **competitive grant from TAMC**, enhancing safety for pedestrians, cyclists, and drivers alike.

Soledad, CA

Budget Worksheet

Account Summary

For Fiscal: 2025-2026 Period Ending: 05/31/2026

		2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
Fund: 410 - GAS TAX								
Revenue								
Department: 0000 - 0000								
RevCategory: 00 - 00								
410-0000-47140	GRANT REVENUE	42,200.00	215,796.50	2,203,640.00	177,351.25	0.00	0.00	2,758,000.00
410-0000-48025	MISCELLANEOUS REVENUE	0.00	30,079.33	20,000.00	41,466.73	0.00	0.00	20,000.00
	RevCategory: 00 - 00 Total:	**42,200.00**	**245,875.83**	**2,223,640.00**	**218,817.98**	**0.00**	**0.00**	**2,778,000.00**
RevCategory: 41 - Other Taxes								
410-0000-41155	GAS TAX 2103	273,517.00	251,085.21	260,397.00	208,533.61	0.00	0.00	250,714.00
410-0000-41156	GAS TAX 2105	181,124.00	167,446.31	174,231.00	131,329.80	0.00	0.00	175,379.00
410-0000-41157	GAS TAX 2106	82,601.00	77,146.10	79,443.00	61,100.48	0.00	0.00	79,950.00
410-0000-41158	GAS TAX 2107	217,554.00	226,653.12	237,605.00	171,584.85	0.00	0.00	239,352.00
410-0000-41159	GAS TAX 2107.5	6,000.00	6,000.00	6,000.00	6,000.00	0.00	0.00	6,000.00
	RevCategory: 41 - Other Taxes Total:	**760,796.00**	**728,330.74**	**757,676.00**	**578,548.74**	**0.00**	**0.00**	**751,395.00**
	Department: 0000 - 0000 Total:	**802,996.00**	**974,206.57**	**2,981,316.00**	**797,366.72**	**0.00**	**0.00**	**3,529,395.00**
	Revenue Total:	**802,996.00**	**974,206.57**	**2,981,316.00**	**797,366.72**	**0.00**	**0.00**	**3,529,395.00**
Expense								
Department: 0000 - 0000								
ExpCategory: 51 - Salaries & Benefits								
410-0000-51100	SALARIES	383,401.00	378,151.53	288,518.00	405,262.58	0.00	0.00	352,815.35
410-0000-51130	OVERTIME	2,000.00	3,892.35	2,000.00	4,131.56	0.00	0.00	2,000.00
410-0000-51140	CERTIFICATES	1,702.00	2,000.40	2,604.00	1,906.78	0.00	0.00	2,237.49
410-0000-51145	ON CALL	0.00	0.00	7,300.00	0.00	0.00	0.00	7,300.00
410-0000-51155	UNIFORM MAINTENANCE	0.00	0.00	396.00	0.00	0.00	0.00	695.79
410-0000-51160	SALARY - 4850 PAY	0.00	0.00	0.00	6,614.33	0.00	0.00	0.00
410-0000-51200	SOCIAL SECURITY / MEDICARE	30,165.00	27,907.76	23,013.00	29,723.25	0.00	0.00	27,926.22
410-0000-51210	PERS-PENSION	78,463.00	55,234.14	59,764.00	54,206.89	0.00	0.00	64,588.01
410-0000-51220	BENEFITS	0.00	2,530.29	0.00	2,544.53	0.00	0.00	0.00

		2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
410-0000-51230	INSURANCE-MED,DEN,VISION	40,000.00	48,529.02	31,604.00	55,004.81	0.00	0.00	34,400.00
410-0000-51267	LTD & AD&D	2,366.00	0.00	1,779.00	0.00	0.00	0.00	2,043.75
410-0000-51300	UNEMPLOYMENT INSURANCE	0.00	0.00	0.00	496.65	0.00	0.00	0.00
410-0000-51310	WORKERS COMP	3,990.00	8,916.49	3,990.00	29,831.22	0.00	0.00	29,569.00
	ExpCategory: 51 - Salaries & Benefits Total:	**542,087.00**	**527,161.98**	**420,968.00**	**589,722.60**	**0.00**	**0.00**	**523,575.61**
ExpCategory: 52 - Services & Supplies								
410-0000-52010	MEMBERSHIP DUES	1,700.00	2,625.00	2,600.00	2,950.00	0.00	0.00	2,600.00
410-0000-52040	OFFICE SUPPLIES	200.00	0.00	0.00	24.74	0.00	0.00	0.00
410-0000-52080	FLEET SERVICES	7,500.00	1,251.81	1,500.00	0.00	0.00	0.00	1,500.00
410-0000-52085	FUEL	6,000.00	7,173.31	6,000.00	6,606.00	0.00	0.00	6,000.00
410-0000-52091	TRAVEL, MEETINGS & TRAININ	2,500.00	737.50	1,000.00	24.75	0.00	0.00	1,000.00
410-0000-52139	STRIPING AND SIGNS	10,000.00	3,357.31	0.00	4,769.15	0.00	0.00	10,000.00
410-0000-52170	PROGRAM COST	10,000.00	2,567.24	10,000.00	392.25	0.00	0.00	0.00
410-0000-52200	PROFESSIONAL SERVICES/FEES	10,000.00	74,392.77	20,000.00	19,984.00	0.00	0.00	20,000.00
410-0000-52225	AUDITING SERVICES	3,700.00	4,556.00	3,700.00	0.00	0.00	0.00	3,700.00
410-0000-52310	LIABILITY INSURANCE	0.00	0.00	0.00	929.55	0.00	0.00	0.00
410-0000-52400	UTILITIES	135,000.00	178,052.42	150,000.00	179,376.56	0.00	0.00	150,000.00
410-0000-52410	TELEPHONE/DATA/PAGER	1,000.00	0.00	0.00	0.00	0.00	0.00	0.00
410-0000-52415	CELLULAR PHONE	800.00	1,504.07	800.00	1,107.25	0.00	0.00	800.00
410-0000-52518	FACILITIES EXPENSE	3,000.00	29.57	1,000.00	230.70	0.00	0.00	1,000.00
410-0000-52520	MAINTENANCE AGREEMENTS	6,000.00	9,333.28	6,000.00	4,467.74	0.00	0.00	6,000.00
410-0000-52525	REPAIRS & MAINTENANCE SUP	5,000.00	1,561.73	5,000.00	111.29	0.00	0.00	5,000.00
410-0000-52531	STREET MAINTENANCE	13,000.00	68,344.59	23,000.00	42,222.79	0.00	0.00	23,000.00
	ExpCategory: 52 - Services & Supplies Total:	**215,400.00**	**355,486.60**	**230,600.00**	**263,196.77**	**0.00**	**0.00**	**230,600.00**
ExpCategory: 57 - Capital Outlay								
410-0000-57000	CAPITAL OUTLAY - IMPROVEME	0.00	5,525.00	2,253,640.00	406,268.80	0.00	0.00	2,758,000.00
410-0000-57032	SIGNAL MAINTENANCE	12,000.00	6,092.44	12,000.00	11,041.71	0.00	0.00	12,000.00
410-0000-57100	CAPITAL OUTLAY - COMPUTER	1,000.00	0.00	0.00	0.00	0.00	0.00	0.00

		2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
410-0000-57220	CAPITAL OUTLAY - VEHICLE	32,500.00	0.00	45,000.00	0.00	0.00	0.00	0.00
	ExpCategory: 57 - Capital Outlay Total:	**45,500.00**	**11,617.44**	**2,310,640.00**	**417,310.51**	**0.00**	**0.00**	**2,770,000.00**
	Department: 0000 - 0000 Total:	**802,987.00**	**894,266.02**	**2,962,208.00**	**1,270,229.88**	**0.00**	**0.00**	**3,524,175.61**
	Expense Total:	**802,987.00**	**894,266.02**	**2,962,208.00**	**1,270,229.88**	**0.00**	**0.00**	**3,524,175.61**
	Fund: 410 - GAS TAX Surplus (Deficit):	**9.00**	**79,940.55**	**19,108.00**	**-472,863.16**	**0.00**	**0.00**	**5,219.39**
	Report Surplus (Deficit):	**9.00**	**79,940.55**	**19,108.00**	**-472,863.16**	**0.00**	**0.00**	**5,219.39**

For Fiscal: 2025-2026 Period Ending: 05/31/2026

Fund Summary

Fund	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
410 - GAS TAX	9.00	79,940.55	19,108.00	-472,863.16	0.00	0.00	5,219.39
Report Surplus (Deficit):	**9.00**	**79,940.55**	**19,108.00**	**-472,863.16**	**0.00**	**0.00**	**5,219.39**

Soledad, CA

Budget Worksheet

Account Summary

For Fiscal: 2025-2026 Period Ending: 05/31/2026

		2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
Fund: 411 - GAS TAX SB1								
Revenue								
Department: 0000 - 0000								
RevCategory: 41 - Other Taxes								
411-0000-41160	GAS TAX SB1	682,328.00	712,298.64	714,879.00	496,476.93	0.00	0.00	722,823.00
	RevCategory: 41 - Other Taxes Total:	**682,328.00**	**712,298.64**	**714,879.00**	**496,476.93**	**0.00**	**0.00**	**722,823.00**
RevCategory: 48 - Other Revenue								
411-0000-48410	INTEREST REVENUE	0.00	84,070.86	25,000.00	87,273.56	0.00	0.00	50,000.00
	RevCategory: 48 - Other Revenue Total:	**0.00**	**84,070.86**	**25,000.00**	**87,273.56**	**0.00**	**0.00**	**50,000.00**
	Department: 0000 - 0000 Total:	**682,328.00**	**796,369.50**	**739,879.00**	**583,750.49**	**0.00**	**0.00**	**772,823.00**
	Revenue Total:	**682,328.00**	**796,369.50**	**739,879.00**	**583,750.49**	**0.00**	**0.00**	**772,823.00**
Expense								
Department: 0000 - 0000								
ExpCategory: 52 - Services & Supplies								
411-0000-52531	STREET MAINTENANCE	560,000.00	6,910.00	15,000.00	0.00	0.00	0.00	15,000.00
	ExpCategory: 52 - Services & Supplies Total:	**560,000.00**	**6,910.00**	**15,000.00**	**0.00**	**0.00**	**0.00**	**15,000.00**
ExpCategory: 57 - Capital Outlay								
411-0000-57000	CAPITAL OUTLAY - IMPROVEME	0.00	862.06	1,073,688.00	313,715.57	0.00	0.00	720,000.00
	ExpCategory: 57 - Capital Outlay Total:	**0.00**	**862.06**	**1,073,688.00**	**313,715.57**	**0.00**	**0.00**	**720,000.00**
	Department: 0000 - 0000 Total:	**560,000.00**	**7,772.06**	**1,088,688.00**	**313,715.57**	**0.00**	**0.00**	**735,000.00**
	Expense Total:	**560,000.00**	**7,772.06**	**1,088,688.00**	**313,715.57**	**0.00**	**0.00**	**735,000.00**
	Fund: 411 - GAS TAX SB1 Surplus (Deficit):	**122,328.00**	**788,597.44**	**-348,809.00**	**270,034.92**	**0.00**	**0.00**	**37,823.00**
	Report Surplus (Deficit):	**122,328.00**	**788,597.44**	**-348,809.00**	**270,034.92**	**0.00**	**0.00**	**37,823.00**

For Fiscal: 2025-2026 Period Ending: 05/31/2026

Fund Summary

Fund	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
411 - GAS TAX SB1	122,328.00	788,597.44	-348,809.00	270,034.92	0.00	0.00	37,823.00
Report Surplus (Deficit):	**122,328.00**	**788,597.44**	**-348,809.00**	**270,034.92**	**0.00**	**0.00**	**37,823.00**

Soledad, CA

Budget Worksheet

Account Summary

For Fiscal: 2025-2026 Period Ending: 05/31/2026

		2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
Fund: 412 - MEASURE X FUND								
Revenue								
Department: 0000 - 0000								
RevCategory: 00 - 00								
412-0000-47140	GRANT REVENUE	0.00	330,593.00	0.00	68,335.76	0.00	0.00	777,240.00
	RevCategory: 00 - 00 Total:	**0.00**	**330,593.00**	**0.00**	**68,335.76**	**0.00**	**0.00**	**777,240.00**
RevCategory: 41 - Other Taxes								
412-0000-41102	SALES TAX - MEASURE X	850,000.00	842,929.57	850,000.00	504,435.42	0.00	0.00	903,000.00
	RevCategory: 41 - Other Taxes Total:	**850,000.00**	**842,929.57**	**850,000.00**	**504,435.42**	**0.00**	**0.00**	**903,000.00**
RevCategory: 48 - Other Revenue								
412-0000-48410	INTEREST REVENUE	5,000.00	180,059.52	100,000.00	147,215.30	0.00	0.00	10,000.00
	RevCategory: 48 - Other Revenue Total:	**5,000.00**	**180,059.52**	**100,000.00**	**147,215.30**	**0.00**	**0.00**	**10,000.00**
	Department: 0000 - 0000 Total:	**855,000.00**	**1,353,582.09**	**950,000.00**	**719,986.48**	**0.00**	**0.00**	**1,690,240.00**
	Revenue Total:	**855,000.00**	**1,353,582.09**	**950,000.00**	**719,986.48**	**0.00**	**0.00**	**1,690,240.00**
Expense								
Department: 0000 - 0000								
ExpCategory: 52 - Services & Supplies								
412-0000-52139	STRIPING AND SIGNS	0.00	8,050.81	0.00	0.00	0.00	0.00	0.00
412-0000-52200	PROFESSIONAL SERVICES/FEES	25,000.00	54,859.72	50,000.00	29,261.18	0.00	0.00	50,000.00
412-0000-52525	SIGNAL MAINTENANCE	0.00	9,179.27	0.00	0.00	0.00	0.00	0.00
412-0000-52531	STREET MAINTENANCE	0.00	11,510.00	0.00	60,058.69	0.00	0.00	0.00
	ExpCategory: 52 - Services & Supplies Total:	**25,000.00**	**83,599.80**	**50,000.00**	**89,319.87**	**0.00**	**0.00**	**50,000.00**
ExpCategory: 57 - Capital Outlay								
412-0000-57000	CAPITAL OUTLAY - IMPROVEME	4,275,000.00	389,143.24	4,576,005.00	3,510,225.63	0.00	0.00	1,340,600.00
	ExpCategory: 57 - Capital Outlay Total:	**4,275,000.00**	**389,143.24**	**4,576,005.00**	**3,510,225.63**	**0.00**	**0.00**	**1,340,600.00**
	Department: 0000 - 0000 Total:	**4,300,000.00**	**472,743.04**	**4,626,005.00**	**3,599,545.50**	**0.00**	**0.00**	**1,390,600.00**
	Expense Total:	**4,300,000.00**	**472,743.04**	**4,626,005.00**	**3,599,545.50**	**0.00**	**0.00**	**1,390,600.00**
	Fund: 412 - MEASURE X FUND Surplus (Deficit):	**-3,445,000.00**	**880,839.05**	**-3,676,005.00**	**-2,879,559.02**	**0.00**	**0.00**	**299,640.00**
	Report Surplus (Deficit):	**-3,445,000.00**	**880,839.05**	**-3,676,005.00**	**-2,879,559.02**	**0.00**	**0.00**	**299,640.00**

For Fiscal: 2025-2026 Period Ending: 05/31/2026

Fund Summary

Fund	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
412 - MEASURE X FUND	-3,445,000.00	880,839.05	-3,676,005.00	-2,879,559.02	0.00	0.00	299,640.00
Report Surplus (Deficit):	**-3,445,000.00**	**880,839.05**	**-3,676,005.00**	**-2,879,559.02**	**0.00**	**0.00**	**299,640.00**

Soledad, CA

Budget Worksheet

Account Summary

For Fiscal: 2025-2026 Period Ending: 05/31/2026

		Total Budget	Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
Fund: 121 - Grants - State								
Revenue								
Department: 0000 - 0000								
RevCategory: 00 - 00								
121-0000-47110	FEDERAL GRANTS	0.00	0.00	0.00	2,242,296.72	0.00	0.00	0.00
	RevCategory: 00 - 00 Total:	**0.00**	**0.00**	**0.00**	**2,242,296.72**	**0.00**	**0.00**	**0.00**
RevCategory: 48 - Other Revenue								
121-0000-48410	INTEREST REVENUE	0.00	0.00	0.00	14,308.91	0.00	0.00	7,500.00
	RevCategory: 48 - Other Revenue Total:	**0.00**	**0.00**	**0.00**	**14,308.91**	**0.00**	**0.00**	**7,500.00**
	Department: 0000 - 0000 Total:	**0.00**	**0.00**	**0.00**	**2,256,605.63**	**0.00**	**0.00**	**7,500.00**
	Revenue Total:	**0.00**	**0.00**	**0.00**	**2,256,605.63**	**0.00**	**0.00**	**7,500.00**
Expense								
Department: 0000 - 0000								
ExpCategory: 51 - Salaries & Benefits								
121-0000-51100	SALARIES	0.00	0.00	0.00	20,941.86	0.00	0.00	84,245.00
121-0000-51200	SOCIAL SECURITY / MEDICARE	0.00	0.00	0.00	1,538.58	0.00	0.00	6,445.00
121-0000-51210	PERS-PENSION	0.00	0.00	0.00	1,648.15	0.00	0.00	16,849.00
121-0000-51220	BENEFITS	0.00	0.00	0.00	158.91	0.00	0.00	545.00
121-0000-51230	INSURANCE-MED,DEN,VISION	0.00	0.00	0.00	2,340.58	0.00	0.00	8,999.00
	ExpCategory: 51 - Salaries & Benefits Total:	**0.00**	**0.00**	**0.00**	**26,628.08**	**0.00**	**0.00**	**117,083.00**
ExpCategory: 52 - Services & Supplies								
121-0000-52190	RENT/UTILITY ASSISTANCE	0.00	0.00	0.00	62,716.00	0.00	0.00	0.00
121-0000-52200	PROFESSIONAL SERVICES/FEES	0.00	0.00	0.00	217,527.80	0.00	0.00	1,742,321.00
121-0000-52525	REPAIRS & MAINTENANCE SUP	0.00	0.00	0.00	89,130.61	0.00	0.00	0.00
	ExpCategory: 52 - Services & Supplies Total:	**0.00**	**0.00**	**0.00**	**369,374.41**	**0.00**	**0.00**	**1,742,321.00**

		Total Budget	Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
ExpCategory: 57 - Capital Outlay								
121-0000-57100	CAPITAL OUTLAY - COMPUTER	0.00	0.00	0.00	1,198.79	0.00	0.00	0.00
	ExpCategory: 57 - Capital Outlay Total:	**0.00**	**0.00**	**0.00**	**1,198.79**	**0.00**	**0.00**	**0.00**
	Department: 0000 - 0000 Total:	**0.00**	**0.00**	**0.00**	**397,201.28**	**0.00**	**0.00**	**1,859,404.00**
	Expense Total:	**0.00**	**0.00**	**0.00**	**397,201.28**	**0.00**	**0.00**	**1,859,404.00**
	Fund: 121 - Grants - State Surplus (Deficit):	**0.00**	**0.00**	**0.00**	**1,859,404.35**	**0.00**	**0.00**	**-1,851,904.00**
	Report Surplus (Deficit):	**0.00**	**0.00**	**0.00**	**1,859,404.35**	**0.00**	**0.00**	**-1,851,904.00**

For Fiscal: 2025-2026 Period Ending: 05/31/2026

Fund Summary

Fund	Total Budget	Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
121 - Grants - State	0.00	0.00	0.00	1,859,404.35	0.00	0.00	-1,851,904.00
Report Surplus (Deficit):	**0.00**	**0.00**	**0.00**	**1,859,404.35**	**0.00**	**0.00**	**-1,851,904.00**

Soledad, CA

Budget Worksheet

Account Summary

For Fiscal: 2025-2026 Period Ending: 05/31/2026

		2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
Fund: 200 - HOME PROGRAM INCOME								
Revenue								
Department: 0000 - 0000								
RevCategory: 00 - 00								
200-0000-47120	PROGRAM INCOME	0.00	6,000.00	6,000.00	141,663.28	0.00	0.00	6,000.00
	RevCategory: 00 - 00 Total:	**0.00**	**6,000.00**	**6,000.00**	**141,663.28**	**0.00**	**0.00**	**6,000.00**
RevCategory: 48 - Other Revenue								
200-0000-48410	INTEREST REVENUE	0.00	11,364.15	7,500.00	12,737.51	0.00	0.00	10,000.00
	RevCategory: 48 - Other Revenue Total:	**0.00**	**11,364.15**	**7,500.00**	**12,737.51**	**0.00**	**0.00**	**10,000.00**
	Department: 0000 - 0000 Total:	**0.00**	**17,364.15**	**13,500.00**	**154,400.79**	**0.00**	**0.00**	**16,000.00**
	Revenue Total:	**0.00**	**17,364.15**	**13,500.00**	**154,400.79**	**0.00**	**0.00**	**16,000.00**
Expense								
Department: 0000 - 0000								
ExpCategory: 52 - Services & Supplies								
200-0000-52200	PROFESSIONAL SERVICES/FEES	0.00	10,421.32	0.00	7,475.20	0.00	0.00	2,500.00
	ExpCategory: 52 - Services & Supplies Total:	**0.00**	**10,421.32**	**0.00**	**7,475.20**	**0.00**	**0.00**	**2,500.00**
ExpCategory: 59 - Transfers Out								
200-0000-59000	TRANSFER OUT	0.00	0.00	0.00	0.00	0.00	0.00	25,000.00
	ExpCategory: 59 - Transfers Out Total:	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**25,000.00**
	Department: 0000 - 0000 Total:	**0.00**	**10,421.32**	**0.00**	**7,475.20**	**0.00**	**0.00**	**27,500.00**
	Expense Total:	**0.00**	**10,421.32**	**0.00**	**7,475.20**	**0.00**	**0.00**	**27,500.00**
	Fund: 200 - HOME PROGRAM INCOME Surplus (Deficit):	**0.00**	**6,942.83**	**13,500.00**	**146,925.59**	**0.00**	**0.00**	**-11,500.00**
	Report Surplus (Deficit):	**0.00**	**6,942.83**	**13,500.00**	**146,925.59**	**0.00**	**0.00**	**-11,500.00**

For Fiscal: 2025-2026 Period Ending: 05/31/2026

Fund Summary

Fund	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
200 - HOME PROGRAM INCOME	0.00	6,942.83	13,500.00	146,925.59	0.00	0.00	-11,500.00
Report Surplus (Deficit):	**0.00**	**6,942.83**	**13,500.00**	**146,925.59**	**0.00**	**0.00**	**-11,500.00**

Soledad, CA

Budget Worksheet

Account Summary

For Fiscal: 2025-2026 Period Ending: 05/31/2026

		2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
Fund: 201 - CDBG PROGRAM INCOME								
Revenue								
Department: 0000 - 0000								
RevCategory: 00 - 00								
201-0000-47120	PROGRAM INCOME	0.00	56,089.48	50,000.00	7,869.26	0.00	0.00	50,000.00
	RevCategory: 00 - 00 Total:	**0.00**	**56,089.48**	**50,000.00**	**7,869.26**	**0.00**	**0.00**	**50,000.00**
RevCategory: 48 - Other Revenue								
201-0000-48410	INTEREST REVENUE	0.00	8,863.50	6,000.00	9,308.22	0.00	0.00	8,500.00
	RevCategory: 48 - Other Revenue Total:	**0.00**	**8,863.50**	**6,000.00**	**9,308.22**	**0.00**	**0.00**	**8,500.00**
	Department: 0000 - 0000 Total:	**0.00**	**64,952.98**	**56,000.00**	**17,177.48**	**0.00**	**0.00**	**58,500.00**
	Revenue Total:	**0.00**	**64,952.98**	**56,000.00**	**17,177.48**	**0.00**	**0.00**	**58,500.00**
Expense								
Department: 0000 - 0000								
ExpCategory: 52 - Services & Supplies								
201-0000-52200	PROFESSIONAL SERVICES/FEES	2,500.00	31,116.91	2,500.00	0.00	0.00	0.00	2,500.00
	ExpCategory: 52 - Services & Supplies Total:	**2,500.00**	**31,116.91**	**2,500.00**	**0.00**	**0.00**	**0.00**	**2,500.00**
ExpCategory: 59 - Transfers Out								
201-0000-59000	TRANSFER OUT	0.00	0.00	0.00	0.00	0.00	0.00	25,000.00
	ExpCategory: 59 - Transfers Out Total:	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**25,000.00**
	Department: 0000 - 0000 Total:	**2,500.00**	**31,116.91**	**2,500.00**	**0.00**	**0.00**	**0.00**	**27,500.00**
	Expense Total:	**2,500.00**	**31,116.91**	**2,500.00**	**0.00**	**0.00**	**0.00**	**27,500.00**
	Fund: 201 - CDBG PROGRAM INCOME Surplus (Deficit):	**-2,500.00**	**33,836.07**	**53,500.00**	**17,177.48**	**0.00**	**0.00**	**31,000.00**
	Report Surplus (Deficit):	**-2,500.00**	**33,836.07**	**53,500.00**	**17,177.48**	**0.00**	**0.00**	**31,000.00**

For Fiscal: 2025-2026 Period Ending: 05/31/2026

Fund Summary

Fund	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
201 - CDBG PROGRAM INCOME	-2,500.00	33,836.07	53,500.00	17,177.48	0.00	0.00	31,000.00
Report Surplus (Deficit):	**-2,500.00**	**33,836.07**	**53,500.00**	**17,177.48**	**0.00**	**0.00**	**31,000.00**

Soledad, CA

Budget Worksheet

Account Summary

For Fiscal: 2025-2026 Period Ending: 05/31/2026

		2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
Fund: 213 - UCDR GRANT								
Revenue								
Department: 0000 - 0000								
RevCategory: 00 - 00								
213-0000-47140	GRANT REVENUE	0.00	648,870.13	0.00	1,170,453.80	0.00	0.00	14,350,000.00
	RevCategory: 00 - 00 Total:	**0.00**	**648,870.13**	**0.00**	**1,170,453.80**	**0.00**	**0.00**	**14,350,000.00**
	Department: 0000 - 0000 Total:	**0.00**	**648,870.13**	**0.00**	**1,170,453.80**	**0.00**	**0.00**	**14,350,000.00**
	Revenue Total:	**0.00**	**648,870.13**	**0.00**	**1,170,453.80**	**0.00**	**0.00**	**14,350,000.00**
Expense								
Department: 0000 - 0000								
ExpCategory: 52 - Services & Supplies								
213-0000-52200	PROFESSIONAL SERVICES/FEES	0.00	707,735.77	0.00	1,570,578.95	0.00	0.00	0.00
	ExpCategory: 52 - Services & Supplies Total:	**0.00**	**707,735.77**	**0.00**	**1,570,578.95**	**0.00**	**0.00**	**0.00**
ExpCategory: 57 - Capital Outlay								
213-0000-57000	CAPITAL OUTLAY - IMPROVEME	0.00	0.00	0.00	0.00	0.00	0.00	14,315,000.00
	ExpCategory: 57 - Capital Outlay Total:	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**14,315,000.00**
ExpCategory: 59 - Transfers Out								
213-0000-59000	TRANSFER OUT	0.00	0.00	0.00	0.00	0.00	0.00	35,000.00
	ExpCategory: 59 - Transfers Out Total:	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**35,000.00**
	Department: 0000 - 0000 Total:	**0.00**	**707,735.77**	**0.00**	**1,570,578.95**	**0.00**	**0.00**	**14,350,000.00**
	Expense Total:	**0.00**	**707,735.77**	**0.00**	**1,570,578.95**	**0.00**	**0.00**	**14,350,000.00**
	Fund: 213 - UCDR GRANT Surplus (Deficit):	**0.00**	**-58,865.64**	**0.00**	**-400,125.15**	**0.00**	**0.00**	**0.00**
	Report Surplus (Deficit):	**0.00**	**-58,865.64**	**0.00**	**-400,125.15**	**0.00**	**0.00**	**0.00**

For Fiscal: 2025-2026 Period Ending: 05/31/2026

Fund Summary

Fund	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
213 - UCDR GRANT	0.00	-58,865.64	0.00	-400,125.15	0.00	0.00	0.00
Report Surplus (Deficit):	**0.00**	**-58,865.64**	**0.00**	**-400,125.15**	**0.00**	**0.00**	**0.00**

Soledad, CA

Budget Worksheet

Account Summary

For Fiscal: 2025-2026 Period Ending: 05/31/2026

		2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
Fund: 415 - TRAFFIC SAFETY								
Revenue								
Department: 0000 - 0000								
RevCategory: 41 - Other Taxes								
415-0000-41104	PROP 172 1/2% SALES TAX PUB	60,384.00	57,277.56	59,899.00	45,789.24	0.00	0.00	59,732.00
	RevCategory: 41 - Other Taxes Total:	**60,384.00**	**57,277.56**	**59,899.00**	**45,789.24**	**0.00**	**0.00**	**59,732.00**
RevCategory: 48 - Other Revenue								
415-0000-48410	INTEREST REVENUE	2,500.00	32,026.40	20,000.00	28,267.42	0.00	0.00	25,000.00
	RevCategory: 48 - Other Revenue Total:	**2,500.00**	**32,026.40**	**20,000.00**	**28,267.42**	**0.00**	**0.00**	**25,000.00**
	Department: 0000 - 0000 Total:	**62,884.00**	**89,303.96**	**79,899.00**	**74,056.66**	**0.00**	**0.00**	**84,732.00**
	Revenue Total:	**62,884.00**	**89,303.96**	**79,899.00**	**74,056.66**	**0.00**	**0.00**	**84,732.00**
Expense								
Department: 0000 - 0000								
ExpCategory: 57 - Capital Outlay								
415-0000-57200	CAPITAL OUTLAY - EQUIPMENT	50,000.00	2,299.37	50,000.00	96,775.99	0.00	0.00	50,000.00
415-0000-57220	CAPITAL OUTLAY - VEHICLE	50,000.00	0.00	50,000.00	0.00	0.00	0.00	50,000.00
	ExpCategory: 57 - Capital Outlay Total:	**100,000.00**	**2,299.37**	**100,000.00**	**96,775.99**	**0.00**	**0.00**	**100,000.00**
	Department: 0000 - 0000 Total:	**100,000.00**	**2,299.37**	**100,000.00**	**96,775.99**	**0.00**	**0.00**	**100,000.00**
	Expense Total:	**100,000.00**	**2,299.37**	**100,000.00**	**96,775.99**	**0.00**	**0.00**	**100,000.00**
	Fund: 415 - TRAFFIC SAFETY Surplus (Deficit):	**-37,116.00**	**87,004.59**	**-20,101.00**	**-22,719.33**	**0.00**	**0.00**	**-15,268.00**
	Report Surplus (Deficit):	**-37,116.00**	**87,004.59**	**-20,101.00**	**-22,719.33**	**0.00**	**0.00**	**-15,268.00**

For Fiscal: 2025-2026 Period Ending: 05/31/2026

Fund Summary

Fund	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
415 - TRAFFIC SAFETY	-37,116.00	87,004.59	-20,101.00	-22,719.33	0.00	0.00	-15,268.00
Report Surplus (Deficit):	**-37,116.00**	**87,004.59**	**-20,101.00**	**-22,719.33**	**0.00**	**0.00**	**-15,268.00**

Soledad, CA

Budget Worksheet

Account Summary

For Fiscal: 2025-2026 Period Ending: 05/31/2026

		2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
Fund: 417 - POLICE ASSETS FORFEITURES								
Revenue								
Department: 0000 - 0000								
RevCategory: 00 - 00								
417-0000-46320	ASSET FORFEITURE	5,000.00	0.00	2,500.00	-1,500.00	0.00	0.00	2,500.00
	RevCategory: 00 - 00 Total:	**5,000.00**	**0.00**	**2,500.00**	**-1,500.00**	**0.00**	**0.00**	**2,500.00**
RevCategory: 48 - Other Revenue								
417-0000-48410	INTEREST REVENUE	50.00	611.05	50.00	484.25	0.00	0.00	50.00
	RevCategory: 48 - Other Revenue Total:	**50.00**	**611.05**	**50.00**	**484.25**	**0.00**	**0.00**	**50.00**
	Department: 0000 - 0000 Total:	**5,050.00**	**611.05**	**2,550.00**	**-1,015.75**	**0.00**	**0.00**	**2,550.00**
	Revenue Total:	**5,050.00**	**611.05**	**2,550.00**	**-1,015.75**	**0.00**	**0.00**	**2,550.00**
Expense								
Department: 0000 - 0000								
ExpCategory: 52 - Services & Supplies								
417-0000-52130	ASSET FORFEITURE - RETURNE	4,000.00	0.00	2,550.00	0.00	0.00	0.00	2,550.00
	ExpCategory: 52 - Services & Supplies Total:	**4,000.00**	**0.00**	**2,550.00**	**0.00**	**0.00**	**0.00**	**2,550.00**
	Department: 0000 - 0000 Total:	**4,000.00**	**0.00**	**2,550.00**	**0.00**	**0.00**	**0.00**	**2,550.00**
	Expense Total:	**4,000.00**	**0.00**	**2,550.00**	**0.00**	**0.00**	**0.00**	**2,550.00**
	Fund: 417 - POLICE ASSETS FORFEITURES Surplus (Deficit):	**1,050.00**	**611.05**	**0.00**	**-1,015.75**	**0.00**	**0.00**	**0.00**
	Report Surplus (Deficit):	**1,050.00**	**611.05**	**0.00**	**-1,015.75**	**0.00**	**0.00**	**0.00**

For Fiscal: 2025-2026 Period Ending: 05/31/2026

Fund Summary

Fund	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
417 - POLICE ASSETS FORFEITURES	1,050.00	611.05	0.00	-1,015.75	0.00	0.00	0.00
Report Surplus (Deficit):	**1,050.00**	**611.05**	**0.00**	**-1,015.75**	**0.00**	**0.00**	**0.00**

Soledad, CA

Budget Worksheet

Account Summary

For Fiscal: 2025-2026 Period Ending: 05/31/2026

		2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
Fund: 418 - VEHICLE ABATEMENT FUND								
Revenue								
Department: 0000 - 0000								
RevCategory: 00 - 00								
418-0000-46360	VEHICLE ABATEMENT REVENU	6,000.00	23,798.07	6,000.00	6,424.52	0.00	0.00	6,000.00
	RevCategory: 00 - 00 Total:	**6,000.00**	**23,798.07**	**6,000.00**	**6,424.52**	**0.00**	**0.00**	**6,000.00**
RevCategory: 48 - Other Revenue								
418-0000-48410	INTEREST REVENUE	40.00	2,406.46	2,000.00	2,288.07	0.00	0.00	2,000.00
	RevCategory: 48 - Other Revenue Total:	**40.00**	**2,406.46**	**2,000.00**	**2,288.07**	**0.00**	**0.00**	**2,000.00**
	Department: 0000 - 0000 Total:	**6,040.00**	**26,204.53**	**8,000.00**	**8,712.59**	**0.00**	**0.00**	**8,000.00**
	Revenue Total:	**6,040.00**	**26,204.53**	**8,000.00**	**8,712.59**	**0.00**	**0.00**	**8,000.00**
Expense								
Department: 0000 - 0000								
ExpCategory: 52 - Services & Supplies								
418-0000-52015	SUBSCRIPTIONS	7,500.00	1,877.00	7,800.00	21,838.74	0.00	0.00	7,800.00
418-0000-52040	OFFICE SUPPLIES	0.00	196.62	200.00	0.00	0.00	0.00	200.00
	ExpCategory: 52 - Services & Supplies Total:	**7,500.00**	**2,073.62**	**8,000.00**	**21,838.74**	**0.00**	**0.00**	**8,000.00**
	Department: 0000 - 0000 Total:	**7,500.00**	**2,073.62**	**8,000.00**	**21,838.74**	**0.00**	**0.00**	**8,000.00**
	Expense Total:	**7,500.00**	**2,073.62**	**8,000.00**	**21,838.74**	**0.00**	**0.00**	**8,000.00**
	Fund: 418 - VEHICLE ABATEMENT FUND Surplus (Deficit):	**-1,460.00**	**24,130.91**	**0.00**	**-13,126.15**	**0.00**	**0.00**	**0.00**
	Report Surplus (Deficit):	**-1,460.00**	**24,130.91**	**0.00**	**-13,126.15**	**0.00**	**0.00**	**0.00**

For Fiscal: 2025-2026 Period Ending: 05/31/2026

Fund Summary

Fund	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
418 - VEHICLE ABATEMENT FUND	-1,460.00	24,130.91	0.00	-13,126.15	0.00	0.00	0.00
Report Surplus (Deficit):	**-1,460.00**	**24,130.91**	**0.00**	**-13,126.15**	**0.00**	**0.00**	**0.00**

Soledad, CA

Budget Worksheet

Account Summary

For Fiscal: 2025-2026 Period Ending: 05/31/2026

		2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
Fund: 431 - FIRE EMS (CSA 74)								
Revenue								
Department: 0000 - 0000								
RevCategory: 00 - 00								
431-0000-44120	FIRE EMS PROP 1A DEFERRED	20,000.00	17,402.98	17,500.00	17,513.89	0.00	0.00	17,500.00
	RevCategory: 00 - 00 Total:	**20,000.00**	**17,402.98**	**17,500.00**	**17,513.89**	**0.00**	**0.00**	**17,500.00**
RevCategory: 48 - Other Revenue								
431-0000-48410	INTEREST REVENUE	300.00	3,613.87	1,000.00	3,257.07	0.00	0.00	2,000.00
	RevCategory: 48 - Other Revenue Total:	**300.00**	**3,613.87**	**1,000.00**	**3,257.07**	**0.00**	**0.00**	**2,000.00**
	Department: 0000 - 0000 Total:	**20,300.00**	**21,016.85**	**18,500.00**	**20,770.96**	**0.00**	**0.00**	**19,500.00**
	Revenue Total:	**20,300.00**	**21,016.85**	**18,500.00**	**20,770.96**	**0.00**	**0.00**	**19,500.00**
Expense								
Department: 0000 - 0000								
ExpCategory: 52 - Services & Supplies								
431-0000-52041	OPERATIONAL SUPPLIES	35,000.00	6,748.89	30,000.00	18,566.68	0.00	0.00	25,000.00
	ExpCategory: 52 - Services & Supplies Total:	**35,000.00**	**6,748.89**	**30,000.00**	**18,566.68**	**0.00**	**0.00**	**25,000.00**
ExpCategory: 57 - Capital Outlay								
431-0000-57200	CAPITAL OUTLAY - EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	23,000.00
	ExpCategory: 57 - Capital Outlay Total:	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**23,000.00**
	Department: 0000 - 0000 Total:	**35,000.00**	**6,748.89**	**30,000.00**	**18,566.68**	**0.00**	**0.00**	**48,000.00**
	Expense Total:	**35,000.00**	**6,748.89**	**30,000.00**	**18,566.68**	**0.00**	**0.00**	**48,000.00**
	Fund: 431 - FIRE EMS (CSA 74) Surplus (Deficit):	**-14,700.00**	**14,267.96**	**-11,500.00**	**2,204.28**	**0.00**	**0.00**	**-28,500.00**
	Report Surplus (Deficit):	**-14,700.00**	**14,267.96**	**-11,500.00**	**2,204.28**	**0.00**	**0.00**	**-28,500.00**

For Fiscal: 2025-2026 Period Ending: 05/31/2026

Fund Summary

Fund	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
431 - FIRE EMS (CSA 74)	-14,700.00	14,267.96	-11,500.00	2,204.28	0.00	0.00	-28,500.00
Report Surplus (Deficit):	**-14,700.00**	**14,267.96**	**-11,500.00**	**2,204.28**	**0.00**	**0.00**	**-28,500.00**

FY 25-26 BUDGET NARRATIVE

Name of Activity: Assessment Districts

Account #646-0000 to 652-0000

Funding Source: Special Assessments

Budget Overview

The Special Maintenance and Benefit Assessment Districts (MAD/BAD) are responsible for maintaining public infrastructure and amenities within designated residential and commercial areas. These operations are funded through assessment revenues collected from property owners within the respective districts.

Services provided under this budget include:

- Street maintenance and storm drain system upkeep
- Utility services (water and electricity for streetlights and landscaped areas)
- Street sweeping, mowing, and irrigation system repairs
- Restroom cleaning and general park maintenance
- Vandalism and graffiti abatement
- Equipment and infrastructure repairs
- Tree trimming and general landscaping

Maintenance activities cover all MAD/BAD streets, open spaces, and the following **park facilities**:

- ***San Antonio Park*** *(0.46 acres)*
- ***Joe O. Ledesma Park*** *(0.6 acres)*
- ***Peverini Park*** *(2.9 acres) – includes public restrooms*
- ***Santa Barbara Park*** *(1.08 acres)*
- ***Gabilan Pond Park*** *(Miravale I stormwater detention basin – 3.8 acres)*
- ***Orchard Lane Park*** *(3.7 acres) – includes a splash pad and restrooms*
- ***Parcel E Park*** *(Vintage Estates Subdivision – 0.57 acres)*

FY24-25 Budget Accomplishments

- Completed a **citywide Crack Seal Project** to preserve pavement integrity and extend the lifespan of streets within the assessment districts.

Performance Objectives/Projects to be Delivered in FY 25-26

In addition to routine maintenance and operations, FY 2025–26 will include:

- A **street slurry seal project** within designated MAD/BAD areas to maintain road surfaces and improve safety.
- Installation of **new playground equipment at Diamond Ridge parks**, enhancing recreational opportunities in neighborhoods currently lacking play structures.

Soledad, CA

Budget Worksheet

Account Summary

For Fiscal: 2025-2026 Period Ending: 05/31/2026

		2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
Fund: 646 - VINEYARDS ASSMNT DIST								
Revenue								
Department: 0000 - 0000								
RevCategory: 40 - Property Taxes								
646-0000-40100	PROPERTY TAX - SECURED	263,000.00	266,119.39	265,000.00	265,855.10	0.00	0.00	262,544.00
	RevCategory: 40 - Property Taxes Total:	**263,000.00**	**266,119.39**	**265,000.00**	**265,855.10**	**0.00**	**0.00**	**262,544.00**
RevCategory: 48 - Other Revenue								
646-0000-48410	INTEREST REVENUE	400.00	14,226.96	10,000.00	11,093.76	0.00	0.00	10,000.00
	RevCategory: 48 - Other Revenue Total:	**400.00**	**14,226.96**	**10,000.00**	**11,093.76**	**0.00**	**0.00**	**10,000.00**
	Department: 0000 - 0000 Total:	**263,400.00**	**280,346.35**	**275,000.00**	**276,948.86**	**0.00**	**0.00**	**272,544.00**
	Revenue Total:	**263,400.00**	**280,346.35**	**275,000.00**	**276,948.86**	**0.00**	**0.00**	**272,544.00**
Expense								
Department: 0000 - 0000								
ExpCategory: 52 - Services & Supplies								
646-0000-52200	PROFESSIONAL SERVICES/FEES	6,000.00	2,075.00	3,000.00	6,075.00	0.00	0.00	8,734.00
	ExpCategory: 52 - Services & Supplies Total:	**6,000.00**	**2,075.00**	**3,000.00**	**6,075.00**	**0.00**	**0.00**	**8,734.00**
ExpCategory: 58 - Debt Service								
646-0000-58125	INTEREST (VINEYARD)	62,093.76	62,093.76	55,234.00	55,234.38	0.00	0.00	47,950.00
646-0000-58225	PRINCIPAL (VINEYARD)	190,000.00	190,000.00	195,000.00	195,000.00	0.00	0.00	200,000.00
	ExpCategory: 58 - Debt Service Total:	**252,093.76**	**252,093.76**	**250,234.00**	**250,234.38**	**0.00**	**0.00**	**247,950.00**
ExpCategory: 59 - Transfers Out								
646-0000-59000	TRANSFER OUT	0.00	0.00	0.00	0.00	0.00	0.00	4,610.00
	ExpCategory: 59 - Transfers Out Total:	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**4,610.00**
	Department: 0000 - 0000 Total:	**258,093.76**	**254,168.76**	**253,234.00**	**256,309.38**	**0.00**	**0.00**	**261,294.00**
	Expense Total:	**258,093.76**	**254,168.76**	**253,234.00**	**256,309.38**	**0.00**	**0.00**	**261,294.00**
	Fund: 646 - VINEYARDS ASSMNT DIST Surplus (Deficit):	**5,306.24**	**26,177.59**	**21,766.00**	**20,639.48**	**0.00**	**0.00**	**11,250.00**
	Report Surplus (Deficit):	**5,306.24**	**26,177.59**	**21,766.00**	**20,639.48**	**0.00**	**0.00**	**11,250.00**

For Fiscal: 2025-2026 Period Ending: 05/31/2026

Fund Summary

Fund	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
646 - VINEYARDS ASSMNT DIST	5,306.24	26,177.59	21,766.00	20,639.48	0.00	0.00	11,250.00
Report Surplus (Deficit):	**5,306.24**	**26,177.59**	**21,766.00**	**20,639.48**	**0.00**	**0.00**	**11,250.00**

Soledad, CA

Budget Worksheet

Account Summary

For Fiscal: 2025-2026 Period Ending: 05/31/2026

		2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
Fund: 647 - RANCHO SAN VICENTE-CHISPA								
Revenue								
Department: 0000 - 0000								
RevCategory: 40 - Property Taxes								
647-0000-40100	PROPERTY TAX - SECURED	106,635.00	106,368.42	109,834.00	109,151.04	0.00	0.00	113,130.00
	RevCategory: 40 - Property Taxes Total:	**106,635.00**	**106,368.42**	**109,834.00**	**109,151.04**	**0.00**	**0.00**	**113,130.00**
RevCategory: 48 - Other Revenue								
647-0000-48410	INTEREST REVENUE	2,000.00	16,193.14	2,000.00	15,438.59	0.00	0.00	10,000.00
	RevCategory: 48 - Other Revenue Total:	**2,000.00**	**16,193.14**	**2,000.00**	**15,438.59**	**0.00**	**0.00**	**10,000.00**
	Department: 0000 - 0000 Total:	**108,635.00**	**122,561.56**	**111,834.00**	**124,589.63**	**0.00**	**0.00**	**123,130.00**
	Revenue Total:	**108,635.00**	**122,561.56**	**111,834.00**	**124,589.63**	**0.00**	**0.00**	**123,130.00**
Expense								
Department: 0000 - 0000								
ExpCategory: 51 - Salaries & Benefits								
647-0000-51100	SALARIES	0.00	920.41	0.00	0.00	0.00	0.00	0.00
647-0000-51130	OVERTIME	0.00	0.88	0.00	0.00	0.00	0.00	0.00
647-0000-51140	CERTIFICATES	0.00	4.45	0.00	0.00	0.00	0.00	0.00
647-0000-51200	SOCIAL SECURITY / MEDICARE	0.00	134.30	0.00	0.00	0.00	0.00	0.00
647-0000-51210	PERS-PENSION	0.00	153.71	0.00	0.00	0.00	0.00	0.00
647-0000-51220	BENEFITS	0.00	13.79	0.00	0.00	0.00	0.00	0.00
647-0000-51230	INSURANCE-MED,DEN,VISION	0.00	289.92	0.00	0.00	0.00	0.00	0.00
647-0000-51310	WORKERS COMP	0.00	0.00	0.00	2,996.08	0.00	0.00	0.00
	ExpCategory: 51 - Salaries & Benefits Total:	**0.00**	**1,517.46**	**0.00**	**2,996.08**	**0.00**	**0.00**	**0.00**
ExpCategory: 52 - Services & Supplies								
647-0000-52049	PRINTING & ADVERTISING	500.00	0.00	500.00	0.00	0.00	0.00	500.00
647-0000-52060	CITY ADMINISTRATION	29,007.58	0.00	29,878.00	0.00	0.00	0.00	30,774.00
647-0000-52069	COUNTY COLLECTION FEE	1,305.00	0.00	1,305.00	0.00	0.00	0.00	1,305.00
647-0000-52070	DISTRICT ADMINISTRATION	5,000.00	0.00	5,000.00	2,000.00	0.00	0.00	5,000.00

		2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
647-0000-52080	FLEET SERVICES	0.00	166.42	0.00	0.00	0.00	0.00	0.00
647-0000-52085	FUEL	0.00	1,593.00	0.00	116.54	0.00	0.00	0.00
647-0000-52091	TRAVEL, MEETINGS & TRAININ	0.00	2.50	0.00	0.00	0.00	0.00	0.00
647-0000-52200	PROFESSIONAL SERVICES/FEES	0.00	4,660.14	0.00	0.00	0.00	0.00	0.00
647-0000-52415	CELLULAR PHONE	0.00	402.04	0.00	0.00	0.00	0.00	0.00
647-0000-52420	PARK ELECTRICAL CHARGES	1,329.35	0.00	1,369.00	0.00	0.00	0.00	1,410.00
647-0000-52422	STREET LIGHTING	2,708.61	718.09	2,790.00	87.11	0.00	0.00	2,874.00
647-0000-52430	PARK WATER CHARGES	3,323.36	4,645.30	3,423.00	3,104.84	0.00	0.00	3,526.00
647-0000-52431	PARKWAY WATER CHARGES	23,948.93	4,855.51	24,667.00	5,439.91	0.00	0.00	25,407.00
647-0000-52518	FACILITIES EXPENSE	0.00	2.63	0.00	0.00	0.00	0.00	0.00
647-0000-52520	MAINTENANCE AGREEMENTS	0.00	654.04	0.00	11.02	0.00	0.00	0.00
647-0000-52522	PARK MAINTENANCE	26,582.07	2,070.32	27,380.00	620.16	0.00	0.00	28,201.00
647-0000-52525	REPAIRS & MAINTENANCE SUP	0.00	157.47	0.00	1,141.54	0.00	0.00	0.00
647-0000-52527	SOUND WALL MAINTENANCE	5,053.22	0.00	5,205.00	0.00	0.00	0.00	5,361.00
647-0000-52530	STREET LANDSCAPING	19,936.55	33,050.00	20,535.00	27,700.00	0.00	0.00	21,151.00
647-0000-52532	STREET SWEEPING	0.00	8,648.01	0.00	8,634.00	0.00	0.00	0.00
	ExpCategory: 52 - Services & Supplies Total:	**118,694.67**	**61,625.47**	**122,052.00**	**48,855.12**	**0.00**	**0.00**	**125,509.00**
	Department: 0000 - 0000 Total:	**118,694.67**	**63,142.93**	**122,052.00**	**51,851.20**	**0.00**	**0.00**	**125,509.00**
	Expense Total:	**118,694.67**	**63,142.93**	**122,052.00**	**51,851.20**	**0.00**	**0.00**	**125,509.00**
	Fund: 647 - RANCHO SAN VICENTE-CHISPA Surplus (Deficit):	**-10,059.67**	**59,418.63**	**-10,218.00**	**72,738.43**	**0.00**	**0.00**	**-2,379.00**
	Report Surplus (Deficit):	**-10,059.67**	**59,418.63**	**-10,218.00**	**72,738.43**	**0.00**	**0.00**	**-2,379.00**

For Fiscal: 2025-2026 Period Ending: 05/31/2026

Fund Summary

Fund	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
647 - RANCHO SAN VICENTE-CHISPA	-10,059.67	59,418.63	-10,218.00	72,738.43	0.00	0.00	-2,379.00
Report Surplus (Deficit):	**-10,059.67**	**59,418.63**	**-10,218.00**	**72,738.43**	**0.00**	**0.00**	**-2,379.00**

Soledad, CA

Budget Worksheet

Account Summary

For Fiscal: 2025-2026 Period Ending: 05/31/2026

		2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
Fund: 648 - DIAMOND RIDGE ASSMENT DIS								
Revenue								
Department: 0000 - 0000								
RevCategory: 40 - Property Taxes								
648-0000-40100	PROPERTY TAX - SECURED	315,000.00	319,947.81	317,000.00	310,648.14	0.00	0.00	320,684.00
	RevCategory: 40 - Property Taxes Total:	**315,000.00**	**319,947.81**	**317,000.00**	**310,648.14**	**0.00**	**0.00**	**320,684.00**
RevCategory: 48 - Other Revenue								
648-0000-48410	INTEREST REVENUE	2,000.00	35,363.26	20,000.00	22,742.37	0.00	0.00	20,000.00
	RevCategory: 48 - Other Revenue Total:	**2,000.00**	**35,363.26**	**20,000.00**	**22,742.37**	**0.00**	**0.00**	**20,000.00**
	Department: 0000 - 0000 Total:	**317,000.00**	**355,311.07**	**337,000.00**	**333,390.51**	**0.00**	**0.00**	**340,684.00**
	Revenue Total:	**317,000.00**	**355,311.07**	**337,000.00**	**333,390.51**	**0.00**	**0.00**	**340,684.00**
Expense								
Department: 0000 - 0000								
ExpCategory: 52 - Services & Supplies								
648-0000-52200	PROFESSIONAL SERVICES/FEES	7,000.00	5,075.00	6,000.00	3,075.00	0.00	0.00	9,182.00
	ExpCategory: 52 - Services & Supplies Total:	**7,000.00**	**5,075.00**	**6,000.00**	**3,075.00**	**0.00**	**0.00**	**9,182.00**
ExpCategory: 58 - Debt Service								
648-0000-58120	INTEREST (DIAMOND RIDGE)	124,325.00	136,567.75	124,325.00	65,879.00	0.00	0.00	116,892.00
648-0000-58220	PRINCIPAL (DIAMOND RIDGE)	175,000.00	165,000.00	175,000.00	170,000.00	0.00	0.00	180,000.00
	ExpCategory: 58 - Debt Service Total:	**299,325.00**	**301,567.75**	**299,325.00**	**235,879.00**	**0.00**	**0.00**	**296,892.00**
ExpCategory: 59 - Transfers Out								
648-0000-59000	TRANSFER OUT	0.00	0.00	0.00	0.00	0.00	0.00	7,457.00
	ExpCategory: 59 - Transfers Out Total:	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**7,457.00**
	Department: 0000 - 0000 Total:	**306,325.00**	**306,642.75**	**305,325.00**	**238,954.00**	**0.00**	**0.00**	**313,531.00**
	Expense Total:	**306,325.00**	**306,642.75**	**305,325.00**	**238,954.00**	**0.00**	**0.00**	**313,531.00**
	Fund: 648 - DIAMOND RIDGE ASSMENT DIS Surplus (Deficit):	**10,675.00**	**48,668.32**	**31,675.00**	**94,436.51**	**0.00**	**0.00**	**27,153.00**
	Report Surplus (Deficit):	**10,675.00**	**48,668.32**	**31,675.00**	**94,436.51**	**0.00**	**0.00**	**27,153.00**

For Fiscal: 2025-2026 Period Ending: 05/31/2026

Fund Summary

Fund	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
648 - DIAMOND RIDGE ASSMENT DIS	10,675.00	48,668.32	31,675.00	94,436.51	0.00	0.00	27,153.00
Report Surplus (Deficit):	**10,675.00**	**48,668.32**	**31,675.00**	**94,436.51**	**0.00**	**0.00**	**27,153.00**

Soledad, CA

Budget Worksheet

Account Summary

For Fiscal: 2025-2026 Period Ending: 05/31/2026

		2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
Fund: 649 - DIAMOND RIDGE BAD-PH 1								
Revenue								
Department: 0000 - 0000								
RevCategory: 40 - Property Taxes								
649-0000-40100	PROPERTY TAX - SECURED	85,955.00	84,592.38	88,176.00	87,600.23	0.00	0.00	103,464.00
	RevCategory: 40 - Property Taxes Total:	**85,955.00**	**84,592.38**	**88,176.00**	**87,600.23**	**0.00**	**0.00**	**103,464.00**
RevCategory: 48 - Other Revenue								
649-0000-48410	INTEREST REVENUE	2,000.00	24,203.61	2,000.00	20,528.34	0.00	0.00	15,000.00
	RevCategory: 48 - Other Revenue Total:	**2,000.00**	**24,203.61**	**2,000.00**	**20,528.34**	**0.00**	**0.00**	**15,000.00**
	Department: 0000 - 0000 Total:	**87,955.00**	**108,795.99**	**90,176.00**	**108,128.57**	**0.00**	**0.00**	**118,464.00**
	Revenue Total:	**87,955.00**	**108,795.99**	**90,176.00**	**108,128.57**	**0.00**	**0.00**	**118,464.00**
Expense								
Department: 0000 - 0000								
ExpCategory: 51 - Salaries & Benefits								
649-0000-51100	SALARIES	0.00	620.72	0.00	0.00	0.00	0.00	0.00
649-0000-51130	OVERTIME	0.00	0.35	0.00	0.00	0.00	0.00	0.00
649-0000-51140	CERTIFICATES	0.00	3.34	0.00	0.00	0.00	0.00	0.00
649-0000-51200	SOCIAL SECURITY / MEDICARE	0.00	91.76	0.00	0.00	0.00	0.00	0.00
649-0000-51210	PERS-PENSION	0.00	109.20	0.00	0.00	0.00	0.00	0.00
649-0000-51220	BENEFITS	0.00	9.02	0.00	0.00	0.00	0.00	0.00
649-0000-51230	INSURANCE-MED,DEN,VISION	0.00	159.39	0.00	0.00	0.00	0.00	0.00
649-0000-51310	WORKERS COMP	0.00	0.00	0.00	1,730.23	0.00	0.00	0.00
	ExpCategory: 51 - Salaries & Benefits Total:	**0.00**	**993.78**	**0.00**	**1,730.23**	**0.00**	**0.00**	**0.00**
ExpCategory: 52 - Services & Supplies								
649-0000-52049	PRINTING & ADVERTISING	1,284.72	0.00	1,323.00	0.00	0.00	0.00	1,363.00
649-0000-52060	CITY ADMINISTRATION	26,035.11	0.00	26,816.00	0.00	0.00	0.00	27,621.00
649-0000-52069	COUNTY COLLECTION FEE	5,205.00	749.44	5,205.00	767.32	0.00	0.00	5,205.00
649-0000-52070	DISTRICT ADMINISTRATION	5,000.00	0.00	5,000.00	2,000.00	0.00	0.00	5,000.00

		2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
649-0000-52080	FLEET SERVICES	0.00	107.10	0.00	0.00	0.00	0.00	0.00
649-0000-52085	FUEL	0.00	798.94	0.00	65.70	0.00	0.00	0.00
649-0000-52091	TRAVEL, MEETINGS & TRAININ	0.00	1.50	0.00	0.00	0.00	0.00	0.00
649-0000-52120	CONTINGENCY	2,507.98	0.00	2,583.00	0.00	0.00	0.00	2,661.00
649-0000-52200	PROFESSIONAL SERVICES/FEES	0.00	6,660.14	0.00	4,000.00	0.00	0.00	0.00
649-0000-52210	ENGINEERING	1,317.17	0.00	1,357.00	0.00	0.00	0.00	1,397.00
649-0000-52415	CELLULAR PHONE	0.00	178.01	0.00	0.00	0.00	0.00	0.00
649-0000-52518	FACILITIES EXPENSE	0.00	2.63	0.00	0.00	0.00	0.00	0.00
649-0000-52519	MAINTENANCE	0.00	132.20	289,001.00	3,025.12	0.00	0.00	0.00
649-0000-52520	MAINTENANCE AGREEMENTS	0.00	405.19	0.00	16.83	0.00	0.00	0.00
649-0000-52523	PERCOLATION POND	6,583.43	0.00	6,781.00	0.00	0.00	0.00	6,984.00
649-0000-52525	REPAIRS & MAINTENANCE SUP	0.00	147.30	0.00	0.00	0.00	0.00	0.00
649-0000-52529	STORM DRAIN MAINTENANCE	3,260.06	0.00	3,358.00	0.00	0.00	0.00	3,459.00
649-0000-52532	STREET SWEEPING	13,792.58	8,648.01	14,206.00	8,634.00	0.00	0.00	14,633.00
	ExpCategory: 52 - Services & Supplies Total:	**64,986.05**	**17,830.46**	**355,630.00**	**18,508.97**	**0.00**	**0.00**	**68,323.00**
ExpCategory: 57 - Capital Outlay								
649-0000-57000	CAPITAL PROJECTS	0.00	151.18	0.00	91,701.49	0.00	0.00	70,000.00
	ExpCategory: 57 - Capital Outlay Total:	**0.00**	**151.18**	**0.00**	**91,701.49**	**0.00**	**0.00**	**70,000.00**
	Department: 0000 - 0000 Total:	**64,986.05**	**18,975.42**	**355,630.00**	**111,940.69**	**0.00**	**0.00**	**138,323.00**
	Expense Total:	**64,986.05**	**18,975.42**	**355,630.00**	**111,940.69**	**0.00**	**0.00**	**138,323.00**
	Fund: 649 - DIAMOND RIDGE BAD-PH 1 Surplus (Deficit):	**22,968.95**	**89,820.57**	**-265,454.00**	**-3,812.12**	**0.00**	**0.00**	**-19,859.00**
	Report Surplus (Deficit):	**22,968.95**	**89,820.57**	**-265,454.00**	**-3,812.12**	**0.00**	**0.00**	**-19,859.00**

For Fiscal: 2025-2026 Period Ending: 05/31/2026

Fund Summary

Fund	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
649 - DIAMOND RIDGE BAD-PH 1	22,968.95	89,820.57	-265,454.00	-3,812.12	0.00	0.00	-19,859.00
Report Surplus (Deficit):	**22,968.95**	**89,820.57**	**-265,454.00**	**-3,812.12**	**0.00**	**0.00**	**-19,859.00**

Soledad, CA

Budget Worksheet

Account Summary

For Fiscal: 2025-2026 Period Ending: 05/31/2026

		2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
Fund: 650 - DIAMOND RIDGE PARKS								
Revenue								
Department: 0000 - 0000								
RevCategory: 40 - Property Taxes								
650-0000-40100	PROPERTY TAX - SECURED	162,410.00	158,493.98	163,676.00	162,793.96	0.00	0.00	166,966.00
	RevCategory: 40 - Property Taxes Total:	**162,410.00**	**158,493.98**	**163,676.00**	**162,793.96**	**0.00**	**0.00**	**166,966.00**
RevCategory: 48 - Other Revenue								
650-0000-48410	INTEREST REVENUE	150.00	13,932.77	150.00	14,907.36	0.00	0.00	10,000.00
	RevCategory: 48 - Other Revenue Total:	**150.00**	**13,932.77**	**150.00**	**14,907.36**	**0.00**	**0.00**	**10,000.00**
	Department: 0000 - 0000 Total:	**162,560.00**	**172,426.75**	**163,826.00**	**177,701.32**	**0.00**	**0.00**	**176,966.00**
	Revenue Total:	**162,560.00**	**172,426.75**	**163,826.00**	**177,701.32**	**0.00**	**0.00**	**176,966.00**
Expense								
Department: 0000 - 0000								
ExpCategory: 51 - Salaries & Benefits								
650-0000-51100	SALARIES	0.00	592.42	0.00	0.00	0.00	0.00	0.00
650-0000-51130	OVERTIME	0.00	0.35	0.00	0.00	0.00	0.00	0.00
650-0000-51140	CERTIFICATES	0.00	3.34	0.00	0.00	0.00	0.00	0.00
650-0000-51200	SOCIAL SECURITY / MEDICARE	0.00	87.39	0.00	0.00	0.00	0.00	0.00
650-0000-51210	PERS-PENSION	0.00	103.79	0.00	0.00	0.00	0.00	0.00
650-0000-51220	BENEFITS	0.00	8.63	0.00	0.00	0.00	0.00	0.00
650-0000-51230	INSURANCE-MED,DEN,VISION	0.00	159.39	0.00	0.00	0.00	0.00	0.00
650-0000-51310	WORKERS COMP	0.00	0.00	0.00	2,247.35	0.00	0.00	0.00
	ExpCategory: 51 - Salaries & Benefits Total:	**0.00**	**955.31**	**0.00**	**2,247.35**	**0.00**	**0.00**	**0.00**
ExpCategory: 52 - Services & Supplies								
650-0000-52049	PRINTING & ADVERTISING	645.20	0.00	665.00	0.00	0.00	0.00	684.00
650-0000-52060	CITY ADMINISTRATION	26,856.63	0.00	27,662.00	0.00	0.00	0.00	28,492.00
650-0000-52069	COUNTY COLLECTION FEE	5,205.00	0.00	5,205.00	0.00	0.00	0.00	5,205.00
650-0000-52070	DISTRICT ADMINISTRATION	5,000.00	0.00	5,000.00	2,000.00	0.00	0.00	5,000.00

		2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
650-0000-52080	FLEET SERVICES	0.00	88.02	0.00	0.00	0.00	0.00	0.00
650-0000-52085	FUEL	0.00	1,159.76	0.00	83.08	0.00	0.00	0.00
650-0000-52091	TRAVEL, MEETINGS & TRAININ	0.00	1.50	0.00	0.00	0.00	0.00	0.00
650-0000-52200	PROFESSIONAL SERVICES/FEES	0.00	6,660.14	0.00	4,000.00	0.00	0.00	0.00
650-0000-52415	CELLULAR PHONE	0.00	291.29	0.00	0.00	0.00	0.00	0.00
650-0000-52421	PARK/LANDSCAPE ELECTRICAL	658.59	627.50	652.00	1,022.51	0.00	0.00	672.00
650-0000-52422	STREET LIGHTING	626.93	0.00	621.00	361.29	0.00	0.00	640.00
650-0000-52430	PARK WATER CHARGES	6,708.82	37,764.93	6,644.00	26,509.35	0.00	0.00	6,844.00
650-0000-52432	STREET LANDSCAPE WATER CH	4,607.67	0.00	4,563.00	0.00	0.00	0.00	4,700.00
650-0000-52518	FACILITIES EXPENSE	0.00	39.69	0.00	0.00	0.00	0.00	0.00
650-0000-52519	MAINTENANCE	15,134.10	13,572.15	15,588.00	29,535.37	0.00	0.00	16,056.00
650-0000-52520	MAINTENANCE AGREEMENTS	0.00	437.13	0.00	7.67	0.00	0.00	0.00
650-0000-52524	PLANTER WALL MAINTENANCE	1,843.07	0.00	1,825.00	0.00	0.00	0.00	1,880.00
650-0000-52525	REPAIRS & MAINTENANCE SUP	0.00	699.71	0.00	10.47	0.00	0.00	0.00
650-0000-52528	SOUND WALL RESERVE	1,448.65	0.00	1,435.00	0.00	0.00	0.00	1,478.00
	ExpCategory: 52 - Services & Supplies Total:	**68,734.66**	**61,341.82**	**69,860.00**	**63,529.74**	**0.00**	**0.00**	**71,651.00**
	Department: 0000 - 0000 Total:	**68,734.66**	**62,297.13**	**69,860.00**	**65,777.09**	**0.00**	**0.00**	**71,651.00**
	Expense Total:	**68,734.66**	**62,297.13**	**69,860.00**	**65,777.09**	**0.00**	**0.00**	**71,651.00**
	Fund: 650 - DIAMOND RIDGE PARKS Surplus (Deficit):	**93,825.34**	**110,129.62**	**93,966.00**	**111,924.23**	**0.00**	**0.00**	**105,315.00**
	Report Surplus (Deficit):	**93,825.34**	**110,129.62**	**93,966.00**	**111,924.23**	**0.00**	**0.00**	**105,315.00**

Fund Summary

Fund	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
650 - DIAMOND RIDGE PARKS	93,825.34	110,129.62	93,966.00	111,924.23	0.00	0.00	105,315.00
Report Surplus (Deficit):	**93,825.34**	**110,129.62**	**93,966.00**	**111,924.23**	**0.00**	**0.00**	**105,315.00**

Soledad, CA

Budget Worksheet

Account Summary

For Fiscal: 2025-2026 Period Ending: 05/31/2026

		2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
Fund: 651 - MIRAVALE/ORCHARD LANDSCAP								
Revenue								
Department: 0000 - 0000								
RevCategory: 40 - Property Taxes								
651-0000-40100	PROPERTY TAX - SECURED	415,203.00	328,416.30	406,029.00	169,730.29	0.00	0.00	366,709.00
	RevCategory: 40 - Property Taxes Total:	**415,203.00**	**328,416.30**	**406,029.00**	**169,730.29**	**0.00**	**0.00**	**366,709.00**
RevCategory: 48 - Other Revenue								
651-0000-48410	INTEREST REVENUE	2,500.00	55,685.86	2,500.00	48,014.98	0.00	0.00	30,000.00
	RevCategory: 48 - Other Revenue Total:	**2,500.00**	**55,685.86**	**2,500.00**	**48,014.98**	**0.00**	**0.00**	**30,000.00**
	Department: 0000 - 0000 Total:	**417,703.00**	**384,102.16**	**408,529.00**	**217,745.27**	**0.00**	**0.00**	**396,709.00**
	Revenue Total:	**417,703.00**	**384,102.16**	**408,529.00**	**217,745.27**	**0.00**	**0.00**	**396,709.00**
Expense								
Department: 0000 - 0000								
ExpCategory: 51 - Salaries & Benefits								
651-0000-51100	SALARIES	0.00	785.00	0.00	0.00	0.00	0.00	0.00
651-0000-51130	OVERTIME	0.00	0.61	0.00	0.00	0.00	0.00	0.00
651-0000-51140	CERTIFICATES	0.00	3.90	0.00	0.00	0.00	0.00	0.00
651-0000-51200	SOCIAL SECURITY / MEDICARE	0.00	115.18	0.00	0.00	0.00	0.00	0.00
651-0000-51210	PERS-PENSION	0.00	133.68	0.00	0.00	0.00	0.00	0.00
651-0000-51220	BENEFITS	0.00	11.64	0.00	0.00	0.00	0.00	0.00
651-0000-51230	INSURANCE-MED,DEN,VISION	0.00	228.10	0.00	0.00	0.00	0.00	0.00
651-0000-51310	WORKERS COMP	0.00	0.00	0.00	2,703.70	0.00	0.00	0.00
	ExpCategory: 51 - Salaries & Benefits Total:	**0.00**	**1,278.11**	**0.00**	**2,703.70**	**0.00**	**0.00**	**0.00**
ExpCategory: 52 - Services & Supplies								
651-0000-52046	GRAFFITI REMOVAL SUPPLIES	20,900.85	0.00	21,528.00	1,395.00	0.00	0.00	22,174.00
651-0000-52049	PRINTING & ADVERTISING	628.42	0.00	647.00	0.00	0.00	0.00	667.00
651-0000-52060	CITY ADMINISTRATION	28,347.76	0.00	29,198.00	0.00	0.00	0.00	30,074.00
651-0000-52069	COUNTY COLLECTION FEE	3,673.18	1,715.92	3,673.00	1,039.10	0.00	0.00	3,673.00

For Fiscal: 2025-2026 Period Ending: 05/31/2026

		2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
651-0000-52070	DISTRICT ADMINISTRATION	5,281.84	0.00	5,282.00	2,000.00	0.00	0.00	5,282.00
651-0000-52080	FLEET SERVICES	0.00	153.14	0.00	0.00	0.00	0.00	0.00
651-0000-52085	FUEL	0.00	1,584.24	0.00	113.61	0.00	0.00	0.00
651-0000-52091	TRAVEL, MEETINGS & TRAININ	0.00	2.50	0.00	0.00	0.00	0.00	0.00
651-0000-52200	PROFESSIONAL SERVICES/FEES	0.00	5,793.68	0.00	1,320.00	0.00	0.00	0.00
651-0000-52400	UTILITIES	0.00	250.97	0.00	5,576.90	0.00	0.00	0.00
651-0000-52415	CELLULAR PHONE	0.00	393.81	0.00	0.00	0.00	0.00	0.00
651-0000-52422	STREET LIGHTING	70,379.74	10,283.98	72,491.00	7,561.01	0.00	0.00	74,666.00
651-0000-52516	LANDSCAPE MAINT. (EASEMEN	145,700.30	164,386.17	150,071.00	132,024.50	0.00	0.00	154,573.00
651-0000-52518	FACILITIES EXPENSE	0.00	2.63	0.00	0.00	0.00	0.00	0.00
651-0000-52520	MAINTENANCE AGREEMENTS	0.00	608.21	0.00	10.30	0.00	0.00	0.00
651-0000-52522	PARK MAINTENANCE	101,100.00	53,356.57	101,100.00	58,251.07	0.00	0.00	101,100.00
651-0000-52525	REPAIRS & MAINTENANCE SUP	0.00	162.92	0.00	54.30	0.00	0.00	0.00
651-0000-52532	STREET SWEEPING	0.00	8,647.99	0.00	8,634.12	0.00	0.00	0.00
	ExpCategory: 52 - Services & Supplies Total:	**376,012.09**	**247,342.73**	**383,990.00**	**217,979.91**	**0.00**	**0.00**	**392,209.00**
	Department: 0000 - 0000 Total:	**376,012.09**	**248,620.84**	**383,990.00**	**220,683.61**	**0.00**	**0.00**	**392,209.00**
	Expense Total:	**376,012.09**	**248,620.84**	**383,990.00**	**220,683.61**	**0.00**	**0.00**	**392,209.00**
	Fund: 651 - MIRAVALE/ORCHARD LANDSCAP Surplus (Deficit):	**41,690.91**	**135,481.32**	**24,539.00**	**-2,938.34**	**0.00**	**0.00**	**4,500.00**
	Report Surplus (Deficit):	**41,690.91**	**135,481.32**	**24,539.00**	**-2,938.34**	**0.00**	**0.00**	**4,500.00**

For Fiscal: 2025-2026 Period Ending: 05/31/2026

Fund Summary

Fund	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
651 - MIRAVALE/ORCHARD LANDSCAP	41,690.91	135,481.32	24,539.00	-2,938.34	0.00	0.00	4,500.00
Report Surplus (Deficit):	**41,690.91**	**135,481.32**	**24,539.00**	**-2,938.34**	**0.00**	**0.00**	**4,500.00**

Soledad, CA

Budget Worksheet

Account Summary

For Fiscal: 2025-2026 Period Ending: 05/31/2026

		2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
Fund: 770 - PARK IMPACT								
Revenue								
Department: 0000 - 0000								
RevCategory: 48 - Other Revenue								
770-0000-48100	IMPACT FEES	645,190.00	149,311.80	400,000.00	11,809.49	0.00	0.00	200,000.00
770-0000-48410	INTEREST REVENUE	3,000.00	16,289.03	6,000.00	14,311.36	0.00	0.00	10,000.00
	RevCategory: 48 - Other Revenue Total:	**648,190.00**	**165,600.83**	**406,000.00**	**26,120.85**	**0.00**	**0.00**	**210,000.00**
	Department: 0000 - 0000 Total:	**648,190.00**	**165,600.83**	**406,000.00**	**26,120.85**	**0.00**	**0.00**	**210,000.00**
	Revenue Total:	**648,190.00**	**165,600.83**	**406,000.00**	**26,120.85**	**0.00**	**0.00**	**210,000.00**
Expense								
Department: 0000 - 0000								
ExpCategory: 52 - Services & Supplies								
770-0000-52200	PROFESSIONAL SERVICES/FEES	0.00	0.00	0.00	3,962.50	0.00	0.00	0.00
	ExpCategory: 52 - Services & Supplies Total:	**0.00**	**0.00**	**0.00**	**3,962.50**	**0.00**	**0.00**	**0.00**
ExpCategory: 57 - Capital Outlay								
770-0000-57000	CAPITAL OUTLAY - IMPROVEME	0.00	99,174.44	370,000.00	20,148.23	0.00	0.00	455,000.00
	ExpCategory: 57 - Capital Outlay Total:	**0.00**	**99,174.44**	**370,000.00**	**20,148.23**	**0.00**	**0.00**	**455,000.00**
ExpCategory: 59 - Transfers Out								
770-0000-59000	TRANSFER OUT	19,356.00	0.00	12,000.00	0.00	0.00	0.00	6,000.00
	ExpCategory: 59 - Transfers Out Total:	**19,356.00**	**0.00**	**12,000.00**	**0.00**	**0.00**	**0.00**	**6,000.00**
	Department: 0000 - 0000 Total:	**19,356.00**	**99,174.44**	**382,000.00**	**24,110.73**	**0.00**	**0.00**	**461,000.00**
	Expense Total:	**19,356.00**	**99,174.44**	**382,000.00**	**24,110.73**	**0.00**	**0.00**	**461,000.00**
	Fund: 770 - PARK IMPACT Surplus (Deficit):	**628,834.00**	**66,426.39**	**24,000.00**	**2,010.12**	**0.00**	**0.00**	**-251,000.00**
	Report Surplus (Deficit):	**628,834.00**	**66,426.39**	**24,000.00**	**2,010.12**	**0.00**	**0.00**	**-251,000.00**

For Fiscal: 2025-2026 Period Ending: 05/31/2026

Fund Summary

Fund	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
770 - PARK IMPACT	628,834.00	66,426.39	24,000.00	2,010.12	0.00	0.00	-251,000.00
Report Surplus (Deficit):	**628,834.00**	**66,426.39**	**24,000.00**	**2,010.12**	**0.00**	**0.00**	**-251,000.00**

Soledad, CA

Budget Worksheet

Account Summary

For Fiscal: 2025-2026 Period Ending: 05/31/2026

		2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
Fund: 771 - POLICE IMPACT								
Revenue								
Department: 0000 - 0000								
RevCategory: 48 - Other Revenue								
771-0000-48100	IMPACT FEES	0.00	7,104.55	6,500.00	177.85	0.00	0.00	6,500.00
771-0000-48410	INTEREST REVENUE	0.00	1,136.93	750.00	1,133.29	0.00	0.00	750.00
	RevCategory: 48 - Other Revenue Total:	**0.00**	**8,241.48**	**7,250.00**	**1,311.14**	**0.00**	**0.00**	**7,250.00**
	Department: 0000 - 0000 Total:	**0.00**	**8,241.48**	**7,250.00**	**1,311.14**	**0.00**	**0.00**	**7,250.00**
	Revenue Total:	**0.00**	**8,241.48**	**7,250.00**	**1,311.14**	**0.00**	**0.00**	**7,250.00**
Expense								
Department: 0000 - 0000								
ExpCategory: 59 - Transfers Out								
771-0000-59000	TRANSFER OUT	0.00	0.00	195.00	0.00	0.00	0.00	195.00
	ExpCategory: 59 - Transfers Out Total:	**0.00**	**0.00**	**195.00**	**0.00**	**0.00**	**0.00**	**195.00**
	Department: 0000 - 0000 Total:	**0.00**	**0.00**	**195.00**	**0.00**	**0.00**	**0.00**	**195.00**
	Expense Total:	**0.00**	**0.00**	**195.00**	**0.00**	**0.00**	**0.00**	**195.00**
	Fund: 771 - POLICE IMPACT Surplus (Deficit):	**0.00**	**8,241.48**	**7,055.00**	**1,311.14**	**0.00**	**0.00**	**7,055.00**
	Report Surplus (Deficit):	**0.00**	**8,241.48**	**7,055.00**	**1,311.14**	**0.00**	**0.00**	**7,055.00**

For Fiscal: 2025-2026 Period Ending: 05/31/2026

Fund Summary

Fund	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
771 - POLICE IMPACT	0.00	8,241.48	7,055.00	1,311.14	0.00	0.00	7,055.00
Report Surplus (Deficit):	**0.00**	**8,241.48**	**7,055.00**	**1,311.14**	**0.00**	**0.00**	**7,055.00**

Soledad, CA

Budget Worksheet

Account Summary

For Fiscal: 2025-2026 Period Ending: 05/31/2026

		2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
Fund: 772 - FIRE IMPACT								
Revenue								
Department: 0000 - 0000								
RevCategory: 48 - Other Revenue								
772-0000-48100	IMPACT FEES	30,000.00	40,239.60	40,000.00	2,159.70	0.00	0.00	40,000.00
772-0000-48410	INTEREST REVENUE	1,500.00	15,566.35	12,000.00	14,301.27	0.00	0.00	12,000.00
	RevCategory: 48 - Other Revenue Total:	**31,500.00**	**55,805.95**	**52,000.00**	**16,460.97**	**0.00**	**0.00**	**52,000.00**
	Department: 0000 - 0000 Total:	**31,500.00**	**55,805.95**	**52,000.00**	**16,460.97**	**0.00**	**0.00**	**52,000.00**
	Revenue Total:	**31,500.00**	**55,805.95**	**52,000.00**	**16,460.97**	**0.00**	**0.00**	**52,000.00**
Expense								
Department: 0000 - 0000								
ExpCategory: 52 - Services & Supplies								
772-0000-52200	PROFESSIONAL SERVICES/FEES	0.00	0.00	0.00	38,436.45	0.00	0.00	0.00
	ExpCategory: 52 - Services & Supplies Total:	**0.00**	**0.00**	**0.00**	**38,436.45**	**0.00**	**0.00**	**0.00**
ExpCategory: 57 - Capital Outlay								
772-0000-57000	CAPITAL OUTLAY - IMPROVEME	0.00	0.00	0.00	0.00	0.00	0.00	125,000.00
	ExpCategory: 57 - Capital Outlay Total:	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**125,000.00**
ExpCategory: 59 - Transfers Out								
772-0000-59000	TRANSFER OUT	900.00	0.00	1,200.00	0.00	0.00	0.00	1,200.00
	ExpCategory: 59 - Transfers Out Total:	**900.00**	**0.00**	**1,200.00**	**0.00**	**0.00**	**0.00**	**1,200.00**
	Department: 0000 - 0000 Total:	**900.00**	**0.00**	**1,200.00**	**38,436.45**	**0.00**	**0.00**	**126,200.00**
	Expense Total:	**900.00**	**0.00**	**1,200.00**	**38,436.45**	**0.00**	**0.00**	**126,200.00**
	Fund: 772 - FIRE IMPACT Surplus (Deficit):	**30,600.00**	**55,805.95**	**50,800.00**	**-21,975.48**	**0.00**	**0.00**	**-74,200.00**
	Report Surplus (Deficit):	**30,600.00**	**55,805.95**	**50,800.00**	**-21,975.48**	**0.00**	**0.00**	**-74,200.00**

Fund Summary

Fund	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
772 - FIRE IMPACT	30,600.00	55,805.95	50,800.00	-21,975.48	0.00	0.00	-74,200.00
Report Surplus (Deficit):	**30,600.00**	**55,805.95**	**50,800.00**	**-21,975.48**	**0.00**	**0.00**	**-74,200.00**

Soledad, CA

Budget Worksheet

Account Summary

For Fiscal: 2025-2026 Period Ending: 05/31/2026

		2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
Fund: 773 - GENERAL GOV. IMPACT								
Revenue								
Department: 0000 - 0000								
RevCategory: 48 - Other Revenue								
773-0000-48100	IMPACT FEES	392,665.00	108,831.17	200,000.00	32,649.15	0.00	0.00	200,000.00
773-0000-48410	INTEREST REVENUE	500.00	20,610.59	15,000.00	19,820.04	0.00	0.00	15,000.00
	RevCategory: 48 - Other Revenue Total:	**393,165.00**	**129,441.76**	**215,000.00**	**52,469.19**	**0.00**	**0.00**	**215,000.00**
	Department: 0000 - 0000 Total:	**393,165.00**	**129,441.76**	**215,000.00**	**52,469.19**	**0.00**	**0.00**	**215,000.00**
	Revenue Total:	**393,165.00**	**129,441.76**	**215,000.00**	**52,469.19**	**0.00**	**0.00**	**215,000.00**
Expense								
Department: 0000 - 0000								
ExpCategory: 57 - Capital Outlay								
773-0000-57000	CAPITAL OUTLAY - IMPROVEME	50,000.00	0.00	0.00	0.00	0.00	0.00	0.00
	ExpCategory: 57 - Capital Outlay Total:	**50,000.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**
ExpCategory: 59 - Transfers Out								
773-0000-59000	TRANSFER OUT	11,780.00	0.00	6,000.00	0.00	0.00	0.00	6,000.00
	ExpCategory: 59 - Transfers Out Total:	**11,780.00**	**0.00**	**6,000.00**	**0.00**	**0.00**	**0.00**	**6,000.00**
	Department: 0000 - 0000 Total:	**61,780.00**	**0.00**	**6,000.00**	**0.00**	**0.00**	**0.00**	**6,000.00**
	Expense Total:	**61,780.00**	**0.00**	**6,000.00**	**0.00**	**0.00**	**0.00**	**6,000.00**
	Fund: 773 - GENERAL GOV. IMPACT Surplus (Deficit):	**331,385.00**	**129,441.76**	**209,000.00**	**52,469.19**	**0.00**	**0.00**	**209,000.00**
	Report Surplus (Deficit):	**331,385.00**	**129,441.76**	**209,000.00**	**52,469.19**	**0.00**	**0.00**	**209,000.00**

For Fiscal: 2025-2026 Period Ending: 05/31/2026

Fund Summary

Fund	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
773 - GENERAL GOV. IMPACT	331,385.00	129,441.76	209,000.00	52,469.19	0.00	0.00	209,000.00
Report Surplus (Deficit):	**331,385.00**	**129,441.76**	**209,000.00**	**52,469.19**	**0.00**	**0.00**	**209,000.00**

Soledad, CA

Budget Worksheet

Account Summary

For Fiscal: 2025-2026 Period Ending: 05/31/2026

		2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
Fund: 774 - TRANSPORTATION IMPACT								
Revenue								
Department: 0000 - 0000								
RevCategory: 48 - Other Revenue								
774-0000-48100	IMPACT FEES	489,120.00	243,738.78	300,000.00	127,419.24	0.00	0.00	300,000.00
774-0000-48410	INTEREST REVENUE	2,000.00	50,479.22	35,000.00	47,490.47	0.00	0.00	35,000.00
	RevCategory: 48 - Other Revenue Total:	**491,120.00**	**294,218.00**	**335,000.00**	**174,909.71**	**0.00**	**0.00**	**335,000.00**
	Department: 0000 - 0000 Total:	**491,120.00**	**294,218.00**	**335,000.00**	**174,909.71**	**0.00**	**0.00**	**335,000.00**
	Revenue Total:	**491,120.00**	**294,218.00**	**335,000.00**	**174,909.71**	**0.00**	**0.00**	**335,000.00**
Expense								
Department: 0000 - 0000								
ExpCategory: 52 - Services & Supplies								
774-0000-52200	PROFESSIONAL SERVICES/FEES	11,050.00	53,025.75	25,000.00	27,260.00	0.00	0.00	25,000.00
	ExpCategory: 52 - Services & Supplies Total:	**11,050.00**	**53,025.75**	**25,000.00**	**27,260.00**	**0.00**	**0.00**	**25,000.00**
ExpCategory: 57 - Capital Outlay								
774-0000-57000	CAPITAL OUTLAY - IMPROVEME	0.00	0.00	150,000.00	0.00	0.00	0.00	150,000.00
	ExpCategory: 57 - Capital Outlay Total:	**0.00**	**0.00**	**150,000.00**	**0.00**	**0.00**	**0.00**	**150,000.00**
ExpCategory: 59 - Transfers Out								
774-0000-59000	TRANSFER OUT	14,674.00	0.00	9,000.00	0.00	0.00	0.00	9,000.00
	ExpCategory: 59 - Transfers Out Total:	**14,674.00**	**0.00**	**9,000.00**	**0.00**	**0.00**	**0.00**	**9,000.00**
	Department: 0000 - 0000 Total:	**25,724.00**	**53,025.75**	**184,000.00**	**27,260.00**	**0.00**	**0.00**	**184,000.00**
	Expense Total:	**25,724.00**	**53,025.75**	**184,000.00**	**27,260.00**	**0.00**	**0.00**	**184,000.00**
	Fund: 774 - TRANSPORTATION IMPACT Surplus (Deficit):	**465,396.00**	**241,192.25**	**151,000.00**	**147,649.71**	**0.00**	**0.00**	**151,000.00**
	Report Surplus (Deficit):	**465,396.00**	**241,192.25**	**151,000.00**	**147,649.71**	**0.00**	**0.00**	**151,000.00**

For Fiscal: 2025-2026 Period Ending: 05/31/2026

Fund Summary

Fund	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
774 - TRANSPORTATION IMPACT	465,396.00	241,192.25	151,000.00	147,649.71	0.00	0.00	151,000.00
Report Surplus (Deficit):	**465,396.00**	**241,192.25**	**151,000.00**	**147,649.71**	**0.00**	**0.00**	**151,000.00**

Soledad, CA

Budget Worksheet

Account Summary

For Fiscal: 2025-2026 Period Ending: 05/31/2026

		2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
Fund: 775 - STORM DRAIN IMPACT								
Revenue								
Department: 0000 - 0000								
RevCategory: 48 - Other Revenue								
775-0000-48100	IMPACT FEES	165,430.00	158,426.65	165,000.00	20,098.54	0.00	0.00	165,000.00
775-0000-48410	INTEREST REVENUE	0.00	10,685.86	8,500.00	727.89	0.00	0.00	8,500.00
	RevCategory: 48 - Other Revenue Total:	**165,430.00**	**169,112.51**	**173,500.00**	**20,826.43**	**0.00**	**0.00**	**173,500.00**
	Department: 0000 - 0000 Total:	**165,430.00**	**169,112.51**	**173,500.00**	**20,826.43**	**0.00**	**0.00**	**173,500.00**
	Revenue Total:	**165,430.00**	**169,112.51**	**173,500.00**	**20,826.43**	**0.00**	**0.00**	**173,500.00**
Expense								
Department: 0000 - 0000								
ExpCategory: 52 - Services & Supplies								
775-0000-52200	PROFESSIONAL SERVICES/FEES	0.00	0.00	0.00	1,685.00	0.00	0.00	0.00
	ExpCategory: 52 - Services & Supplies Total:	**0.00**	**0.00**	**0.00**	**1,685.00**	**0.00**	**0.00**	**0.00**
ExpCategory: 58 - Debt Service								
775-0000-58100	INTEREST	0.00	3,058.46	0.00	0.00	0.00	0.00	0.00
	ExpCategory: 58 - Debt Service Total:	**0.00**	**3,058.46**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**
ExpCategory: 59 - Transfers Out								
775-0000-59000	TRANSFER OUT	4,963.00	0.00	4,950.00	0.00	0.00	0.00	4,950.00
	ExpCategory: 59 - Transfers Out Total:	**4,963.00**	**0.00**	**4,950.00**	**0.00**	**0.00**	**0.00**	**4,950.00**
	Department: 0000 - 0000 Total:	**4,963.00**	**3,058.46**	**4,950.00**	**1,685.00**	**0.00**	**0.00**	**4,950.00**
	Expense Total:	**4,963.00**	**3,058.46**	**4,950.00**	**1,685.00**	**0.00**	**0.00**	**4,950.00**
	Fund: 775 - STORM DRAIN IMPACT Surplus (Deficit):	**160,467.00**	**166,054.05**	**168,550.00**	**19,141.43**	**0.00**	**0.00**	**168,550.00**
	Report Surplus (Deficit):	**160,467.00**	**166,054.05**	**168,550.00**	**19,141.43**	**0.00**	**0.00**	**168,550.00**

For Fiscal: 2025-2026 Period Ending: 05/31/2026

Fund Summary

Fund	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
775 - STORM DRAIN IMPACT	160,467.00	166,054.05	168,550.00	19,141.43	0.00	0.00	168,550.00
Report Surplus (Deficit):	**160,467.00**	**166,054.05**	**168,550.00**	**19,141.43**	**0.00**	**0.00**	**168,550.00**

Soledad, CA

Budget Worksheet

Account Summary

For Fiscal: 2025-2026 Period Ending: 05/31/2026

		2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
Fund: 776 - PUBLIC SAFETY IMPACT								
Revenue								
Department: 0000 - 0000								
RevCategory: 48 - Other Revenue								
776-0000-48100	IMPACT FEES	122,565.00	18,610.64	70,000.00	11,336.93	0.00	0.00	70,000.00
776-0000-48410	INTEREST REVENUE	0.00	5,146.50	4,000.00	4,750.44	0.00	0.00	4,000.00
	RevCategory: 48 - Other Revenue Total:	**122,565.00**	**23,757.14**	**74,000.00**	**16,087.37**	**0.00**	**0.00**	**74,000.00**
	Department: 0000 - 0000 Total:	**122,565.00**	**23,757.14**	**74,000.00**	**16,087.37**	**0.00**	**0.00**	**74,000.00**
	Revenue Total:	**122,565.00**	**23,757.14**	**74,000.00**	**16,087.37**	**0.00**	**0.00**	**74,000.00**
Expense								
Department: 0000 - 0000								
ExpCategory: 59 - Transfers Out								
776-0000-59000	TRANSFER OUT	3,677.00	0.00	2,100.00	0.00	0.00	0.00	2,100.00
	ExpCategory: 59 - Transfers Out Total:	**3,677.00**	**0.00**	**2,100.00**	**0.00**	**0.00**	**0.00**	**2,100.00**
	Department: 0000 - 0000 Total:	**3,677.00**	**0.00**	**2,100.00**	**0.00**	**0.00**	**0.00**	**2,100.00**
	Expense Total:	**3,677.00**	**0.00**	**2,100.00**	**0.00**	**0.00**	**0.00**	**2,100.00**
	Fund: 776 - PUBLIC SAFETY IMPACT Surplus (Deficit):	**118,888.00**	**23,757.14**	**71,900.00**	**16,087.37**	**0.00**	**0.00**	**71,900.00**
	Report Surplus (Deficit):	**118,888.00**	**23,757.14**	**71,900.00**	**16,087.37**	**0.00**	**0.00**	**71,900.00**

For Fiscal: 2025-2026 Period Ending: 05/31/2026

Fund Summary

Fund	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
776 - PUBLIC SAFETY IMPACT	118,888.00	23,757.14	71,900.00	16,087.37	0.00	0.00	71,900.00
Report Surplus (Deficit):	**118,888.00**	**23,757.14**	**71,900.00**	**16,087.37**	**0.00**	**0.00**	**71,900.00**

Soledad, CA

Budget Worksheet

Account Summary

For Fiscal: 2025-2026 Period Ending: 05/31/2026

		2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
Fund: 516 - SUCCESSOR AGENCY								
Revenue								
Department: 0000 - 0000								
RevCategory: 00 - 00								
516-0000-48050	SALE OF PROPERTY	0.00	0.00	0.00	241,908.57	0.00	0.00	0.00
	RevCategory: 00 - 00 Total:	**0.00**	**0.00**	**0.00**	**241,908.57**	**0.00**	**0.00**	**0.00**
RevCategory: 40 - Property Taxes								
516-0000-40100	PROPERTY TAX - SECURED	1,143,095.00	1,241,084.00	1,229,258.00	125,031.00	0.00	0.00	1,235,000.00
	RevCategory: 40 - Property Taxes Total:	**1,143,095.00**	**1,241,084.00**	**1,229,258.00**	**125,031.00**	**0.00**	**0.00**	**1,235,000.00**
RevCategory: 48 - Other Revenue								
516-0000-48410	INTEREST REVENUE	2,500.00	37,279.78	0.00	43,116.70	0.00	0.00	0.00
	RevCategory: 48 - Other Revenue Total:	**2,500.00**	**37,279.78**	**0.00**	**43,116.70**	**0.00**	**0.00**	**0.00**
	Department: 0000 - 0000 Total:	**1,145,595.00**	**1,278,363.78**	**1,229,258.00**	**410,056.27**	**0.00**	**0.00**	**1,235,000.00**
	Revenue Total:	**1,145,595.00**	**1,278,363.78**	**1,229,258.00**	**410,056.27**	**0.00**	**0.00**	**1,235,000.00**
Expense								
Department: 0000 - 0000								
ExpCategory: 51 - Salaries & Benefits								
516-0000-51310	WORKERS COMP	0.00	0.00	0.00	2,022.61	0.00	0.00	0.00
	ExpCategory: 51 - Salaries & Benefits Total:	**0.00**	**0.00**	**0.00**	**2,022.61**	**0.00**	**0.00**	**0.00**
ExpCategory: 52 - Services & Supplies								
516-0000-52200	PROFESSIONAL SERVICES/FEES	15,100.00	9,408.00	22,120.00	229,832.00	0.00	0.00	6,250.00
	ExpCategory: 52 - Services & Supplies Total:	**15,100.00**	**9,408.00**	**22,120.00**	**229,832.00**	**0.00**	**0.00**	**6,250.00**
ExpCategory: 58 - Debt Service								
516-0000-58110	INTEREST 2016 A	64,825.00	0.00	43,063.00	0.00	0.00	0.00	33,875.00
516-0000-58115	INTEREST 2016 B	241,344.00	282,492.70	214,075.00	318,061.00	0.00	0.00	198,375.00
516-0000-58210	PRINCIPAL 2016 A	340,000.00	0.00	365,000.00	0.00	0.00	0.00	370,000.00
516-0000-58215	PRINCIPAL 2016 B	560,000.00	0.00	585,000.00	0.00	0.00	0.00	610,000.00
	ExpCategory: 58 - Debt Service Total:	**1,206,169.00**	**282,492.70**	**1,207,138.00**	**318,061.00**	**0.00**	**0.00**	**1,212,250.00**

		2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
ExpCategory: 59 - Transfers Out								
516-0000-59000	TRANSFER OUT	0.00	0.00	0.00	0.00	0.00	0.00	16,500.00
	ExpCategory: 59 - Transfers Out Total:	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**16,500.00**
	Department: 0000 - 0000 Total:	**1,221,269.00**	**291,900.70**	**1,229,258.00**	**549,915.61**	**0.00**	**0.00**	**1,235,000.00**
	Expense Total:	**1,221,269.00**	**291,900.70**	**1,229,258.00**	**549,915.61**	**0.00**	**0.00**	**1,235,000.00**
	Fund: 516 - SUCCESSOR AGENCY Surplus (Deficit):	**-75,674.00**	**986,463.08**	**0.00**	**-139,859.34**	**0.00**	**0.00**	**0.00**
	Report Surplus (Deficit):	**-75,674.00**	**986,463.08**	**0.00**	**-139,859.34**	**0.00**	**0.00**	**0.00**

Fund Summary

Fund	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
516 - SUCCESSOR AGENCY	-75,674.00	986,463.08	0.00	-139,859.34	0.00	0.00	0.00
Report Surplus (Deficit):	**-75,674.00**	**986,463.08**	**0.00**	**-139,859.34**	**0.00**	**0.00**	**0.00**

Soledad, CA

Budget Worksheet

Account Summary

For Fiscal: 2025-2026 Period Ending: 05/31/2026

		2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
Fund: 531 - LOW AND MOD ASSET FUND								
Revenue								
Department: 0000 - 0000								
RevCategory: 00 - 00								
531-0000-47120	PROGRAM INCOME	0.00	0.00	0.00	0.00	0.00	0.00	575,000.00
	RevCategory: 00 - 00 Total:	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**575,000.00**
RevCategory: 48 - Other Revenue								
531-0000-48410	INTEREST REVENUE	0.00	35,451.70	0.00	0.00	0.00	0.00	0.00
	RevCategory: 48 - Other Revenue Total:	**0.00**	**35,451.70**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**
	Department: 0000 - 0000 Total:	**0.00**	**35,451.70**	**0.00**	**0.00**	**0.00**	**0.00**	**575,000.00**
	Revenue Total:	**0.00**	**35,451.70**	**0.00**	**0.00**	**0.00**	**0.00**	**575,000.00**
Expense								
Department: 0000 - 0000								
ExpCategory: 51 - Salaries & Benefits								
531-0000-51100	SALARIES	19,624.00	19,240.89	0.00	17,467.17	0.00	0.00	0.00
531-0000-51130	OVERTIME	0.00	419.87	0.00	685.38	0.00	0.00	0.00
531-0000-51140	CERTIFICATES	0.00	8.31	0.00	0.00	0.00	0.00	0.00
531-0000-51200	SOCIAL SECURITY / MEDICARE	1,501.00	1,464.50	0.00	1,411.37	0.00	0.00	0.00
531-0000-51210	PERS-PENSION	3,925.00	1,369.52	0.00	1,277.90	0.00	0.00	0.00
531-0000-51220	BENEFITS	0.00	0.00	0.00	73.95	0.00	0.00	0.00
531-0000-51230	INSURANCE-MED,DEN,VISION	981.00	771.61	0.00	480.96	0.00	0.00	0.00
531-0000-51265	LTD & AD&D	127.00	0.00	0.00	0.00	0.00	0.00	0.00
531-0000-51267	LIFE, AD&D, LTD	0.00	113.97	0.00	36.59	0.00	0.00	0.00
	ExpCategory: 51 - Salaries & Benefits Total:	**26,158.00**	**23,388.67**	**0.00**	**21,433.32**	**0.00**	**0.00**	**0.00**
ExpCategory: 52 - Services & Supplies								
531-0000-52200	PROFESSIONAL SERVICES/FEES	7,500.00	0.00	7,500.00	2,204.24	0.00	0.00	7,500.00
	ExpCategory: 52 - Services & Supplies Total:	**7,500.00**	**0.00**	**7,500.00**	**2,204.24**	**0.00**	**0.00**	**7,500.00**

	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
ExpCategory: 57 - Capital Outlay							
531-0000-57000 CAPITAL OUTLAY - IMPROVEME	0.00	1,403,191.85	0.00	0.00	0.00	0.00	0.00
ExpCategory: 57 - Capital Outlay Total:	**0.00**	**1,403,191.85**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**
Department: 0000 - 0000 Total:	**33,658.00**	**1,426,580.52**	**7,500.00**	**23,637.56**	**0.00**	**0.00**	**7,500.00**
Expense Total:	**33,658.00**	**1,426,580.52**	**7,500.00**	**23,637.56**	**0.00**	**0.00**	**7,500.00**
Fund: 531 - LOW AND MOD ASSET FUND Surplus (Deficit):	**-33,658.00**	**-1,391,128.82**	**-7,500.00**	**-23,637.56**	**0.00**	**0.00**	**567,500.00**
Report Surplus (Deficit):	**-33,658.00**	**-1,391,128.82**	**-7,500.00**	**-23,637.56**	**0.00**	**0.00**	**567,500.00**

For Fiscal: 2025-2026 Period Ending: 05/31/2026

Fund Summary

Fund	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	Defined Budgets 2025-2026 2025-2026
531 - LOW AND MOD ASSET FUND	-33,658.00	-1,391,128.82	-7,500.00	-23,637.56	0.00	0.00	567,500.00
Report Surplus (Deficit):	**-33,658.00**	**-1,391,128.82**	**-7,500.00**	**-23,637.56**	**0.00**	**0.00**	**567,500.00**

25-26 through 29-30

Capital Improvement Plan

Soledad, CA

Projects By Department

Department	Project #	Priority	25-26	26-27	27-28	28-29	29-30	Total
Facilities								
Facilities Assesment	*F01*	2	100,000					**100,000**
City Hall Emergency Generator	*F02*	2		70,000	150,000			**220,000**
City Hall HVAC	*F03*	3		110,000	140,000			**250,000**
Community Center Restroom Remodel	*F05*	3			190,000			**190,000**
City Hall/PD Roof Repair	*F06*	2	100,000					**100,000**
Community Center Parking Lot/Site Work	*F09*	3			148,000			**148,000**
Fire Station Kitchen	*F10*	3		71,000				**71,000**
Police Department Lockers	*F11*	2		69,000				**69,000**
Community Center HVAC	*F12*	3		160,000				**160,000**
Container Village	*F13*	2		100,000				**100,000**
Citywide ADA updates	*F20*	3		50,000	50,000			**100,000**
	Facilities Total		**200,000**	**630,000**	**678,000**	**0**	**0**	**1,508,000**
Parks								
Gabilan Pond Park (Toledo Basin)	*P03*	3	80,000	1,100,000				**1,180,000**
Los Coches Adobe	*P04*	5		25,000				**25,000**
Salinas River Walking Trail	*P05*	5				150,000		**150,000**
Little League Park expansion	*P06*	2	25,000	250,000				**275,000**
Orchard Lane Park Changing Rooms	*P16*	3		10,000				**10,000**
Vosti Park Expansion	*P17*	3	350,000					**350,000**
	Parks Total		**455,000**	**1,385,000**	**0**	**150,000**	**0**	**1,990,000**
Stormwater								
Regional Recharge Outlet Adjustment	*SW02*	2		142,855				**142,855**
Upper San Vicente Sediment Basin	*SW03*	2	15,000	150,000				**165,000**
Nestles SW retrofit	*SW05*	3	95,000	300,000				**395,000**
	Stormwater Total		**110,000**	**592,855**	**0**	**0**	**0**	**702,855**

Department	Project #	Priority	25-26	26-27	27-28	28-29	29-30	Total
Transportation								
West Street Road Diet and Complete Streets	*T03*	3	2,758,000					**2,758,000**
2024 Slurry Seal Project	*T04*	2	750,000					**750,000**
Street Maintenance	*T05*	2	70,000	400,000	400,000			**870,000**
Streetlight Installation	*T06*	2		550,000				**550,000**
Pedestrian Safety Improvement	*T07*	2	863,600					**863,600**
Front Street/US 101 Interchange Study	*T08*	3		25,000				**25,000**
Parking Lot Maintenance	*T10*	3		50,000				**50,000**
Fire Station Street Improvements	*T11*	2	125,000					**125,000**
Tree Maintenance/Infill	*T12*	3	25,000	25,000	25,000	25,000	25,000	**125,000**
Sidewalk Cost-Share Program	*T16*	3	12,000	12,000	12,000	12,000	12,000	**60,000**
Vosti Dip Infill	*T18*	3	40,000					**40,000**
Front St Landscape refresh	*T19*	3	400,000					**400,000**
	Transportation Total		**5,043,600**	**1,062,000**	**437,000**	**37,000**	**37,000**	**6,616,600**
Wastewater								
Manholes Rehabilitation	*S01*	2	101,850	101,850	101,850	101,850		**407,400**
Manhole replacements	*S02*	2	1,320,000					**1,320,000**
WRF Security Gate and Fencing	*S06*	2	120,000					**120,000**
Alleyway Sewer Line	*S07*	4		188,517	754,005			**942,522**
Transfer Pump	*S08*	3	100,000					**100,000**
Main Street Sewer Line	*S09*	2	328,000					**328,000**
High Flow on 3rd	*S10*	4			290,960	1,164,130		**1,455,090**
New Disking Tractor	*S11*	2	250,000					**250,000**
City Wide Recycled Water Project	*S12*	2	14,350,000					**14,350,000**
Skid Loader	*S13*	3		170,000				**170,000**
Computerized Maintenance Management System (CMMS)	*S15*	3	50,000					**50,000**
Guide Bank and Additional Repairs	*S18*	2		2,000,000				**2,000,000**
Painting of Piping, Valves, Etc.	*S19*	4		100,000	100,000			**200,000**
Flow and Condition Testing Study	*S20*	2	100,000					**100,000**
New Breakroom	*S21*	2	25,000					**25,000**
Sewer Master Plan	*S22*	3	50,000					**50,000**
BNRs(Aeration System)	*S24*	2	170,000	175,100				**345,100**
BNRs(Replacement Valve)	*S25*	3		100,000				**100,000**
Fuzzy Filters	*S26*	3	75,000					**75,000**

Department	Project #	Priority	25-26	26-27	27-28	28-29	29-30	Total
Replacement chains/wearables	*S27*	3	50,000					**50,000**
Headworks Improvements	*S29*	2			6,500,000			**6,500,000**
Overflow Storage Basin	*S30*	2		15,200,000				**15,200,000**
Secondary Process Improvements	*S31*	2				13,600,000		**13,600,000**
Solids Handling and Dewatering Facility Upgrades	*S32*	2				18,400,000		**18,400,000**
Effluent Disposal and Capacity Study	*S34*	3		300,000				**300,000**
Facility Electrical Upgrades	*S35*	3				1,400,000		**1,400,000**
	Wastewater Total		**17,089,850**	**18,335,467**	**7,746,815**	**34,665,980**	**0**	**77,838,112**
Water								
SCADA Upgrades	*W01*	2	20,000					**20,000**
Tank Rehabilitation	*W02*	3	100,000		140,000	140,000		**380,000**
Well Rehabilitation	*W03*	2	300,000	165,900		165,900		**631,800**
Water Distribution Generators	*W04*	3		600,000				**600,000**
Well Upgrades	*W05*	2	94,060	94,060	94,060	94,060		**376,240**
Alder & Acacia Pipeline	*W06*	4			113,680	454,700		**568,380**
Oak Street Pipeline	*W07*	4		326,390	1,305,530			**1,631,920**
Fire Hydrant Replacement	*W08*	4		100,000	100,000	100,000		**300,000**
Meter Replacement	*W09*	3	935,021	935,021	935,021			**2,805,063**
New Additional Well Study	*W10*	4		250,000	4,206,000			**4,456,000**
Flow & Pressure Testing	*W12*	3		120,000				**120,000**
Meter Testing Station	*W13*	4			40,000			**40,000**
La Cuesta Storage Facility/Office	*W14*	2		50,000	325,000	35,000		**410,000**
Water Filling Station	*W15*	3		120,750				**120,750**
Valve Replacement	*W16*	3		70,000	40,000	40,000		**150,000**
Dump Truck	*W18*	3		120,000				**120,000**
VAC Truck (Class C)	*W19*	5				300,000		**300,000**
Walker Drive Pipeline	*W20*	4				507,210	2,028,840	**2,536,050**
Major Avenue Pipeline	*W21*	4				249,480	997,920	**1,247,400**
Vineyard Drive Pipeline	*W22*	4				282,150	1,128,600	**1,410,750**
Pine Street Pipeline	*W23*	4				231,660	926,640	**1,158,300**
1st Street Pipeline	*W24*	4				231,660	926,640	**1,158,300**
2nd Street Pipeline	*W25*	4				231,660	926,640	**1,158,300**
4th Street Pipeline	*W26*	4				231,660	926,640	**1,158,300**
5th Street Pipeline	*W27*	4				421,080	1,684,320	**2,105,400**

Department	Project #	Priority	25-26	26-27	27-28	28-29	29-30	Total
6th Street Pipeline	*W28*	4				231,660	926,640	**1,158,300**
7th Street Pipeline	*W29*	4				231,660	926,640	**1,158,300**
Water Master Plan	*W30*	2	70,000					**70,000**
Full Size Backhoe	*W32*	3		100,000				**100,000**
	Water Total		**1,519,081**	**3,052,121**	**7,299,291**	**4,179,540**	**11,399,520**	**27,449,553**
	GRAND TOTAL		**24,417,531**	**25,057,443**	**16,161,106**	**39,032,520**	**11,436,520**	**116,105,120**

25-26 thru 29-30

Capital Improvement Plan

Soledad, CA

Project #	F01
Project Name	Facilities Assesment

Total Project Cost	$36,100,000	Department	Facilities
Type	Improvement	Category	Facilities
Priority	2 High	Status	Active

Description

This project includes a plan study to determine the feasibility of a Municipal Complex to replace the existing City Hall, Police Station, and Fire Facilities and the assesment of the corp yard which are all currently aging or unable to support growing staff needs.

Justification

The city of Soledad is rapidly expanding, which has required a corresponding increase in the size of the city hall staff to match the town's growth. As staff size has increased, so has the need for a new Municipal Complex to house all the new personnel, as the current city hall was not meant to accommodate an increasingly larger staff.

Expenditures	25-26	26-27	27-28	28-29	29-30	Total	Future
Design	100,000	0	0	0	0	**100,000**	36,000,000
Total	**100,000**	**0**	**0**	**0**	**0**	**100,000**	

Funding Sources	25-26	26-27	27-28	28-29	29-30	Total	Future
Capital Reserve	100,000	0	0	0	0	**100,000**	36,000,000
Total	**100,000**	**0**	**0**	**0**	**0**	**100,000**	

25-26 thru 29-30

Capital Improvement Plan

Soledad, CA

Project #	F02
Project Name	City Hall Emergency Generator

Total Project Cost	$220,000	Department	Facilities
Type	Equipment	Category	Facilities
Priority	2 High	Status	Active

Description

This project includes the upgrade of the City Hall emergency generator. Currently, the emergency generator provides only power to a set number of outlets as opposed to all of City Hall.

Justification

In the event of a power outage the ability of city hall to still function is vital as many of the city's essential fuctions would not be able to be sustained with the current backup generator.

Expenditures	25-26	26-27	27-28	28-29	29-30	Total
Equipment	0	70,000	150,000	0	0	**220,000**
Total	**0**	**70,000**	**150,000**	**0**	**0**	**220,000**

Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
General Fund	0	35,000	75,000	0	0	**110,000**
HMGP Grant	0	35,000	75,000	0	0	**110,000**
Total	**0**	**70,000**	**150,000**	**0**	**0**	**220,000**

Capital Improvement Plan

Soledad, CA

Project #	F03
Project Name	City Hall HVAC

Total Project Cost	$250,000	Department	Facilities
Type	Improvement	Category	Facilities
Priority	3 Moderate	Status	Active

Description

This project includes the replacement of the City Hall HVAC. The existing ventilation system is in dire need of replacement, heating, cooling, and overall circulation needs to be improved for efficiency and improve air quality in the building. This project includes the replacement of the Police and City Hall HVAC system. The order of priority for replacement based on age and condition would be PD & City Hall

Expenditures	25-26	26-27	27-28	28-29	29-30	Total
Equipment	0	110,000	140,000	0	0	250,000
Total	**0**	**110,000**	**140,000**	**0**	**0**	**250,000**

Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
General Fund	0	110,000	140,000	0	0	250,000
Total	**0**	**110,000**	**140,000**	**0**	**0**	**250,000**

25-26 thru 29-30

Capital Improvement Plan

Soledad, CA

Project #	F05
Project Name	Community Center Restroom Remodel

Total Project Cost	$190,000	Department	Facilities
Type	Improvement	Category	Facilities
Priority	3 Moderate	Status	Active

Description

This project is part of the modernization of the existing Soledad Community Center. The Community Center Restroom Remodel consists of performing upgrades to the restrooms located near the multipurpose room (next to the kitchen) will need to undergo renovations to meet compliance accessability and building codes. *The City is in the middle of a Capital Campaign.

Expenditures	25-26	26-27	27-28	28-29	29-30	Total
Construction	0	0	190,000	0	0	**190,000**
Total	**0**	**0**	**190,000**	**0**	**0**	**190,000**

Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
Capital Campaign	0	0	190,000	0	0	**190,000**
Total	**0**	**0**	**190,000**	**0**	**0**	**190,000**

Capital Improvement Plan

Soledad, CA

Project #	F06
Project Name	City Hall/PD Roof Repair

Total Project Cost	$100,000	Department	Facilities
Type	Improvement	Category	Facilities
Priority	2 High	Status	Active

Description

This project includes the repair of the shared City Hall and Police Station Roof. During the rainy season, leaks can be observed in the shared facility impacting staff personnel and the over building. Emergency repairs are thus warranted during the rain events and thus a costly temporary solution each year.

Expenditures	25-26	26-27	27-28	28-29	29-30	Total
Construction	100,000	0	0	0	0	100,000
Total	**100,000**	**0**	**0**	**0**	**0**	**100,000**

Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
Capital Reserve	100,000	0	0	0	0	100,000
Total	**100,000**	**0**	**0**	**0**	**0**	**100,000**

25-26 thru 29-30

Capital Improvement Plan

Soledad, CA

Project #	F09
Project Name	Community Center Parking Lot/Site Work

Total Project Cost	$148,000	Department	Facilities
Type	Improvement	Category	Facilities
Priority	3 Moderate	Status	Active

Description

This project is part of the modernization of the existing Soledad Community Center. The Community Center Parking Lot/Site Work consists of the construction and relocation of the existing trash enclosure to provide adequate space to the back-up generator, outdoor lighting upgrades for safety, EV charging stations, and landscaping. The city will conduct a capital campaign to fund these additions to the community center.

Expenditures	25-26	26-27	27-28	28-29	29-30	Total
Construction	0	0	148,000	0	0	**148,000**
Total	**0**	**0**	**148,000**	**0**	**0**	**148,000**

Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
Capital Campaign	0	0	148,000	0	0	**148,000**
Total	**0**	**0**	**148,000**	**0**	**0**	**148,000**

Capital Improvement Plan

Soledad, CA

Project #	F10
Project Name	Fire Station Kitchen

Total Project Cost	$71,000	Department	Facilities
Type	Improvement	Category	Facilities
Priority	3 Moderate	Status	Active

Description

This project includes improvements to the Fire Station Kitchen in which new countertops and cabinets, the addition of a kitchen island, and installing updated lighting and plumbing. As the growth in staff continues, the need for an updated kitchen is required to account for the increased use.

Expenditures	25-26	26-27	27-28	28-29	29-30	Total
Construction	0	60,000	0	0	0	**60,000**
Design	0	11,000	0	0	0	**11,000**
Total	**0**	**71,000**	**0**	**0**	**0**	**71,000**

Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
Measure Y	0	71,000	0	0	0	**71,000**
Total	**0**	**71,000**	**0**	**0**	**0**	**71,000**

25-26 thru 29-30

Capital Improvement Plan

Soledad, CA

Project #	F11
Project Name	Police Department Lockers

Total Project Cost	$69,000	Department	Facilities
Type	Equipment	Category	Facilities
Priority	2 High	Status	Active

Description

This project includes the renovation of approximately thirty units of built-in lockers in the dressing room. Current lockers are old and in falling apart conditions and must be updated and improved to adequately serve the growing number of officers.

Expenditures	25-26	26-27	27-28	28-29	29-30	Total
Construction	0	60,000	0	0	0	**60,000**
Design	0	9,000	0	0	0	**9,000**
Total	**0**	**69,000**	**0**	**0**	**0**	**69,000**

Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
General Fund	0	69,000	0	0	0	**69,000**
Total	**0**	**69,000**	**0**	**0**	**0**	**69,000**

Capital Improvement Plan

Soledad, CA

Project #	F12
Project Name	Community Center HVAC

Total Project Cost	$160,000	Department	Facilities
Type	Improvement	Category	Facilities
Priority	3 Moderate	Status	Active

Description

This project includes the replacement of the existing Community Center-HVAC. The existing ventilation system is in dire need of replacement, heating, cooling, and overall circulation needs to be improved for efficiency and improve air quality in the building.

Expenditures	25-26	26-27	27-28	28-29	29-30	Total
Equipment	0	160,000	0	0	0	160,000
Total	**0**	**160,000**	**0**	**0**	**0**	**160,000**

Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
CDBG	0	160,000	0	0	0	160,000
Total	**0**	**160,000**	**0**	**0**	**0**	**160,000**

Capital Improvement Plan

Soledad, CA

Project #	F13
Project Name	Container Village

Total Project Cost	$15,350,000	Department	Facilities
Type	Improvement	Category	Facilities
Priority	2 High	Status	Active

Description

The Container Village is a project aimed at facilitating economic development by providing an incubator space for new businesses. The project is currently in the concept stage and will be situated on city-owned property in the downtown core of Front Street. The plan is to utilize shipping containers and repurpose them to create business incubator spaces for budding entrepreneurs. These spaces will not only bring diverse businesses to the community but also serve as a stepping stone for entrepreneurship.

Expenditures	25-26	26-27	27-28	28-29	29-30	Total	Future
Design	0	100,000	0	0	0	**100,000**	15,250,000
Total	**0**	**100,000**	**0**	**0**	**0**	**100,000**	

Funding Sources	25-26	26-27	27-28	28-29	29-30	Total	Future
EDA Grant	0	100,000	0	0	0	**100,000**	15,250,000
Total	**0**	**100,000**	**0**	**0**	**0**	**100,000**	

Capital Improvement Plan

Soledad, CA

Project #	F20
Project Name	Citywide ADA updates

Total Project Cost	$100,000	Department	Facilities
Type	Improvement	Priority	3 Moderate
Status	Active		

Description

Upgrade of all city facilities to meet ADA compliance. This could include the installation of ADA access ramps, curb ramps and possible addition of ADA parking spots.

Expenditures	25-26	26-27	27-28	28-29	29-30	Total
Construction	0	50,000	50,000	0	0	100,000
Total	**0**	**50,000**	**50,000**	**0**	**0**	**100,000**

Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
General Fund	0	50,000	50,000	0	0	100,000
Total	**0**	**50,000**	**50,000**	**0**	**0**	**100,000**

25-26 thru 29-30

Capital Improvement Plan

Soledad, CA

Project #	P03
Project Name	Gabilan Pond Park (Toledo Basin)

Total Project Cost	$1,180,000	Department	Parks
Type	Improvement	Category	Parks
Priority	3 Moderate	Status	Active

Description

This project includes repurposing, what was formely known as Toledo Basin, Gabilan Park Pond into a new park for the surrounding community. The basin has been abandoned and lo longer necessary for Stormwater Collection.

Expenditures	25-26	26-27	27-28	28-29	29-30	Total
Construction	0	1,000,000	0	0	0	**1,000,000**
Construction Management	0	100,000	0	0	0	**100,000**
Design	80,000	0	0	0	0	**80,000**
Total	**80,000**	**1,100,000**	**0**	**0**	**0**	**1,180,000**

Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
Park Impact Fees	80,000	1,100,000	0	0	0	**1,180,000**
Total	**80,000**	**1,100,000**	**0**	**0**	**0**	**1,180,000**

Capital Improvement Plan

Soledad, CA

Project #	P04
Project Name	Los Coches Adobe

Total Project Cost	$25,000	Department	Parks
Type	Maintenance	Category	Parks
Priority	5 Future Consideration	Status	Active

Description

This project includes maintenance of the los coches adobe site, specifically maintenance on the structure itself to prevent unauthorized entry, mainly securing all doors and windows to prevenet anyone from entering.

Expenditures	25-26	26-27	27-28	28-29	29-30	Total
Design	0	25,000	0	0	0	25,000
Total	**0**	**25,000**	**0**	**0**	**0**	**25,000**

Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
Park Impact Fees	0	25,000	0	0	0	25,000
Total	**0**	**25,000**	**0**	**0**	**0**	**25,000**

25-26 thru 29-30

Capital Improvement Plan

Soledad, CA

Project #	P05
Project Name	Salinas River Walking Trail

Total Project Cost	$150,000	Department	Parks
Type	Improvement	Category	Parks
Priority	5 Future Consideration	Status	Active

Description

This project includes the study and design to create a Walking Trail along the Salinas River.

Expenditures	25-26	26-27	27-28	28-29	29-30	Total
Design	0	0	0	150,000	0	**150,000**
Total	**0**	**0**	**0**	**150,000**	**0**	**150,000**

Funding Sources	25-26	26-27	27-28	28-29	29-30	Total	Future
General Fund	0	0	0	50,000	50,000	**100,000**	50,000
Total	**0**	**0**	**0**	**50,000**	**50,000**	**100,000**	

Capital Improvement Plan

Soledad, CA

Project #	P06
Project Name	Little League Park expansion

Total Project Cost	$275,000	Department	Parks
Type	Improvement	Category	Parks
Priority	2 High	Status	Active

Description

This project is meant to turn the old skate park located next to Chester Aaroe park into a new multi use court.

Expenditures	25-26	26-27	27-28	28-29	29-30	Total
Construction	0	250,000	0	0	0	**250,000**
Design	25,000	0	0	0	0	**25,000**
Total	**25,000**	**250,000**	**0**	**0**	**0**	**275,000**

Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
Park Impact Fees	25,000	125,000	125,000	0	0	**275,000**
Total	**25,000**	**125,000**	**125,000**	**0**	**0**	**275,000**

25-26 thru 29-30

Capital Improvement Plan

Soledad, CA

Project #	P16
Project Name	Orchard Lane Park Changing Rooms

Total Project Cost	$10,000	Department	Parks
Type	Improvement	Category	Parks
Priority	3 Moderate	Status	Active

Description

Construction of a chaning room at Orchard Lane Park, so as not to tie up restrooms from residents changing in the restroom when use of Splash Pad is in effect.

Expenditures	25-26	26-27	27-28	28-29	29-30	Total
Total Project Cost	0	10,000	0	0	0	**10,000**
Total	**0**	**10,000**	**0**	**0**	**0**	**10,000**

Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
Park Impact Fees	0	10,000	0	0	0	**10,000**
Total	**0**	**10,000**	**0**	**0**	**0**	**10,000**

Capital Improvement Plan

Soledad, CA

Project #	P17
Project Name	Vosti Park Expansion

Total Project Cost	$350,000	Department	Parks
Type	Improvement	Category	Parks
Priority	3 Moderate	Status	Active

Description

This project includes the acquistion of a parcel of land located next to Vosti Park, 1232 Monterey St, in order to expand Vosti Park into a larger park.

Expenditures	25-26	26-27	27-28	28-29	29-30	Total
Land Acquisition	350,000	0	0	0	0	350,000
Total	**350,000**	**0**	**0**	**0**	**0**	**350,000**

Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
Park Impact Fees	350,000	0	0	0	0	350,000
Total	**350,000**	**0**	**0**	**0**	**0**	**350,000**

25-26 thru 29-30

Capital Improvement Plan

Soledad, CA

Project #	S01
Project Name	Manholes Rehabilitation

Total Project Cost	$509,250	Department	Wastewater
Type	Improvement	Category	Sanitary Sewer
Priority	2 High	Status	Active

Description

This project includes the rehabilitation of manholes located throughout the City which have been identified to have issues. Rehabilitation may include but is not limited to the repair of cracked or sunken manhole covers, patching concete deterioration, and lining the manholes with a protective coating. Manholes beyond rehabilitation shall be replaced.

SSMP regulatory requirement.

Prior	Expenditures	25-26	26-27	27-28	28-29	29-30	Total
101,850	Construction	101,850	101,850	101,850	101,850	0	**407,400**
	Total	**101,850**	**101,850**	**101,850**	**101,850**	**0**	**407,400**

Prior	Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
101,850	Sewer Fund	101,850	101,850	101,850	101,850	0	**407,400**
	Total	**101,850**	**101,850**	**101,850**	**101,850**	**0**	**407,400**

Capital Improvement Plan

Soledad, CA

Project #	S02
Project Name	Manhole replacements

Total Project Cost	$1,420,000	Department	Wastewater
Type	Improvement	Category	Sanitary Sewer
Priority	2 High	Status	Active

Description

This project includes the rehabilitation of manholes that have been located in the farm fields for the sewer lines between Front St and WRF & CDCR. Rehabilitation is required as these manholes have been unattended for a number of years without any maintenance being performed. Also, this includes the replacement of the manhole identified to have concrete wye.

SSMP Regulatory Requirement

Prior	Expenditures	25-26	26-27	27-28	28-29	29-30	Total
100,000	Construction	1,200,000	0	0	0	0	**1,200,000**
	Construction Management	120,000	0	0	0	0	**120,000**
	Total	**1,320,000**	**0**	**0**	**0**	**0**	**1,320,000**

Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
Sewer Fund	1,320,000	0	0	0	0	**1,320,000**
Total	**1,320,000**	**0**	**0**	**0**	**0**	**1,320,000**

25-26 thru 29-30

Capital Improvement Plan

Soledad, CA

Project #	S06
Project Name	WRF Security Gate and Fencing

Total Project Cost	$127,340	Department	Wastewater
Type	Improvement	Category	Wastewater
Priority	2 High	Status	Active

Description

This project includes the installation of a security gate and fencing at the WRF to help improve the security of the treatment plant. Upgraded security is required as unregistered vehicles have beed reported to travel within the treatment facility unregistered during regular and non-regular operating hours.

Prior	Expenditures	25-26	26-27	27-28	28-29	29-30	Total
7,340	Construction	120,000	0	0	0	0	120,000
	Total	**120,000**	**0**	**0**	**0**	**0**	**120,000**

Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
Sewer Fund	120,000	0	0	0	0	120,000
Total	**120,000**	**0**	**0**	**0**	**0**	**120,000**

Capital Improvement Plan

Soledad, CA

Project #	S07
Project Name	Alleyway Sewer Line

Total Project Cost	$942,522	Department	Wastewater
Type	Improvement	Category	Sanitary Sewer
Priority	4 Low	Status	Active

Description

This project includes the replacement of 1,160 feet of 10-inch pipe from Main Street to East Street with a new 12-inch pipe. Requires upgrading, the existing pipe is made of clay, and numerous issues have been recorded with this stretch pipe.

Expenditures	25-26	26-27	27-28	28-29	29-30	Total
Construction	0	0	659,747	0	0	**659,747**
Design	0	188,517	0	0	0	**188,517**
Construction Management	0	0	94,259	0	0	**94,259**
Total	**0**	**188,517**	**754,004**	**0**	**0**	**942,521**

Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
Sewer Fund	0	188,517	754,005	0	0	**942,522**
Total	**0**	**188,517**	**754,005**	**0**	**0**	**942,522**

25-26 thru 29-30

Capital Improvement Plan

Soledad, CA

Project #	S08
Project Name	Transfer Pump

Total Project Cost	$100,000	Department	Wastewater
Type	Equipment	Category	Wastewater
Priority	3 Moderate	Status	Active

Description

This project includes the purchase of an emergency transfer pump for septage ponds.

Expenditures	25-26	26-27	27-28	28-29	29-30	Total
Equipment	100,000	0	0	0	0	**100,000**
Total	**100,000**	**0**	**0**	**0**	**0**	**100,000**

Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
Sewer Fund	100,000	0	0	0	0	**100,000**
Total	**100,000**	**0**	**0**	**0**	**0**	**100,000**

Capital Improvement Plan

Soledad, CA

Project #	S09
Project Name	Main Street Sewer Line

Total Project Cost	$357,000	Department	Wastewater
Type	Improvement	Category	Sanitary Sewer
Priority	2 High	Status	Active

Description

This project includes the replacement of 1,300 feet of 5.25-inch existing pipe from Ticino Street to Monterey Street. Requires upsizing of infrastructures to help alleviate back-ups experienced in the existing sewer line, line will be upsized to 8in line.

Prior	Expenditures	25-26	26-27	27-28	28-29	29-30	Total
29,000	Construction	299,000	0	0	0	0	**299,000**
	Construction Management	29,000	0	0	0	0	**29,000**
	Total	**328,000**	**0**	**0**	**0**	**0**	**328,000**

Prior	Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
29,000	Sewer Fund	328,000	0	0	0	0	**328,000**
	Total	**328,000**	**0**	**0**	**0**	**0**	**328,000**

25-26 thru 29-30

Capital Improvement Plan

Soledad, CA

Project #	S10
Project Name	High Flow on 3rd

Total Project Cost	$1,455,090	Department	Wastewater
Type	Improvement	Category	Sanitary Sewer
Priority	4 Low	Status	Active

Description

This project includes the change of connection point at the intersection of 3rd Street and Monterey Street from the 8-inch sewer main found on Monterey Street to the 12-inch sewer main. Requires the change in sewer main connection to help alleviate the issues recorded in the current configuration.

Expenditures	25-26	26-27	27-28	28-29	29-30	Total
Construction	0	0	0	1,018,350	0	**1,018,350**
Design	0	0	290,960	0	0	**290,960**
Construction Management	0	0	0	145,780	0	**145,780**
Total	**0**	**0**	**290,960**	**1,164,130**	**0**	**1,455,090**

Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
Sewer Fund	0	0	290,960	1,164,130	0	**1,455,090**
Total	**0**	**0**	**290,960**	**1,164,130**	**0**	**1,455,090**

Capital Improvement Plan

Soledad, CA

Project #	S11
Project Name	New Disking Tractor

Total Project Cost	$250,000	Department	Wastewater
Type	Equipment	Category	Wastewater
Priority	2 High	Status	Active

Description

This project includes the purchase of a replacement tractor for a 1995 tractor and disking equipment to replace the existing Holland tractor at the plant. This tractor is used to disk and rip the fields at the WRF.

Expenditures	25-26	26-27	27-28	28-29	29-30	Total
Equipment	250,000	0	0	0	0	250,000
Total	**250,000**	**0**	**0**	**0**	**0**	**250,000**

Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
Sewer Fund	250,000	0	0	0	0	250,000
Total	**250,000**	**0**	**0**	**0**	**0**	**250,000**

25-26 thru 29-30

Capital Improvement Plan

Soledad, CA

Project #	S12
Project Name	City Wide Recycled Water Project

Total Project Cost	$16,401,300	Department	Wastewater
Type	Improvement	Category	Wastewater
Priority	2 High	Status	Active

Description

This project includes the installation of a new proposed wastewater effluent reuse distribution system for the city. The City of Soledad has received a grant for $16.6 million dollars from California's Urban Drought Relief Program to construct the infrastructure needed to irrigate most if not all of the City of Soledad and Unified School District turf areas with recycled water in an effort to preserve groundwater.

Prior	Expenditures	25-26	26-27	27-28	28-29	29-30	Total
2,051,300	Construction	13,600,000	0	0	0	0	**13,600,000**
	Construction Management	750,000	0	0	0	0	**750,000**
	Total	**14,350,000**	**0**	**0**	**0**	**0**	**14,350,000**

Prior	Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
2,051,300	Drought Relief Grant Program	14,350,000	0	0	0	0	**14,350,000**
	Total	**14,350,000**	**0**	**0**	**0**	**0**	**14,350,000**

Capital Improvement Plan

Soledad, CA

Project #	S13
Project Name	Skid Loader

Total Project Cost	$170,000	Department	Wastewater
Type	Equipment	Category	Wastewater
Priority	3 Moderate	Status	Active

Description

This project includes the purchase of a replacement skid loader for the current (2010) loader for the Water Reclamation Facility. The existing skid loader is getting older, parts are becoming harder to find, time and maintenance on the existing skid loader is exceeding productive use of the vehicle.

Expenditures	25-26	26-27	27-28	28-29	29-30	Total
Equipment	0	170,000	0	0	0	170,000
Total	**0**	**170,000**	**0**	**0**	**0**	**170,000**

Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
Sewer Fund	0	170,000	0	0	0	170,000
Total	**0**	**170,000**	**0**	**0**	**0**	**170,000**

25-26 thru 29-30

Capital Improvement Plan

Soledad, CA

Project #	S15
Project Name	Computerized Maintenance Management System (CMMS)

Total Project Cost	$50,000	Department	Wastewater
Type	Improvement	Category	Wastewater
Priority	3 Moderate	Status	Active

Description

This project includes the replacement of the current CMMS software utilized for the City's asset and work management. New intuitive software will help further the City's efforts towards streamlining the work induction process and reducing costs through efficiencies.

Expenditures	25-26	26-27	27-28	28-29	29-30	Total
Other	50,000	0	0	0	0	**50,000**
Total	**50,000**	**0**	**0**	**0**	**0**	**50,000**

Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
Sewer Fund	35,000	0	0	0	0	**35,000**
Water Fund	15,000	0	0	0	0	**15,000**
Total	**50,000**	**0**	**0**	**0**	**0**	**50,000**

Capital Improvement Plan

Soledad, CA

Project #	S18
Project Name	Guide Bank and Additional Repairs

Total Project Cost	$2,000,000	Department	Wastewater
Type	Improvement	Category	Wastewater
Priority	2 High	Status	Active

Description

This project includes the implementation of the construction of a guide bank in the Salinas River to divert flows from the Salinas River and Arroyo Seco. During the heavy rain events, the river meandered to the foot of the Levee in which it experienced heavy scouring which the Levee was not designed to withstand. Additonally, this project will also cover repairs along the levee not covered by the USACE Repairs Project. The City is planning to apply for a HMGP Grant in which the city is providing 50 % match

Expenditures	25-26	26-27	27-28	28-29	29-30	Total
Construction	0	1,800,000	0	0	0	**1,800,000**
Design	0	200,000	0	0	0	**200,000**
Total	**0**	**2,000,000**	**0**	**0**	**0**	**2,000,000**

Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
HMGP Grant	0	1,000,000	0	0	0	**1,000,000**
Sewer Fund	0	250,000	250,000	0	0	**500,000**
Water Fund	0	250,000	250,000	0	0	**500,000**
Total	**0**	**1,500,000**	**500,000**	**0**	**0**	**2,000,000**

25-26 thru 29-30

Capital Improvement Plan

Soledad, CA

Project #	S19
Project Name	Painting of Piping, Valves, Etc.

Total Project Cost	$200,000	Department	Wastewater
Type	Maintenance	Category	Wastewater
Priority	4 Low	Status	Active

Description

This project includes epoxy painting of the pipes, valves, clarifiers, and other miscellaneous components at the Water Reclamation Facility (WRF) to protect from rusting. The WRF has a corrosive environment in which pipes, valves, and other metallic surfaces/items are susceptible to corrosion.

Expenditures	25-26	26-27	27-28	28-29	29-30	Total
Other	0	100,000	100,000	0	0	**200,000**
Total	**0**	**100,000**	**100,000**	**0**	**0**	**200,000**

Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
Sewer Fund	0	100,000	100,000	0	0	**200,000**
Total	**0**	**100,000**	**100,000**	**0**	**0**	**200,000**

Capital Improvement Plan

Soledad, CA

Project #	S20
Project Name	Flow and Condition Testing Study

Total Project Cost	$100,000	Department	Wastewater
Type	Study	Category	Sanitary Sewer
Priority	2 High	Status	Active

Description

This project includes the study of the Sanitary Sewer Master Plan recommended capital projects and verifying the measure conditions. The results of this study to serve as supporting documents to the Sanitary Sewer Master Plan.

Expenditures	25-26	26-27	27-28	28-29	29-30	Total
Other	100,000	0	0	0	0	100,000
Total	**100,000**	**0**	**0**	**0**	**0**	**100,000**

Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
Sewer Fund	100,000	0	0	0	0	100,000
Total	**100,000**	**0**	**0**	**0**	**0**	**100,000**

25-26 thru 29-30

Capital Improvement Plan

Soledad, CA

Project #	S21
Project Name	New Breakroom

Total Project Cost	$25,000	Department	Wastewater
Type	Improvement	Category	Wastewater
Priority	2 High	Status	Active

Description

This project includes converting the lab room into a new breakroom at the Water Reclamtion Facility (WRF) admin buidling. Currently, the existing breakroom has limited space for the current staff and the kitchen itself is the orginal constructed at the time of the bulding and plant.

Expenditures	25-26	26-27	27-28	28-29	29-30	Total
Construction	25,000	0	0	0	0	**25,000**
Total	**25,000**	**0**	**0**	**0**	**0**	**25,000**

Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
Sewer Fund	25,000	0	0	0	0	**25,000**
Total	**25,000**	**0**	**0**	**0**	**0**	**25,000**

Capital Improvement Plan

Soledad, CA

Project #	S22
Project Name	Sewer Master Plan

Total Project Cost	$50,000	Department	Wastewater
Type	Study	Category	Sanitary Sewer
Priority	3 Moderate	Status	Active

Description

This project includes performing a new master plan for the Sanitary Sewer Master Plan. As it stands, the 2019 Sanitary Sewer Master Plan includes projects for the anticipated build out of Miramonte and really doesn't address the condition and assessment of the existing sewer infrastructure. Additionally, this will also impact the Development Impact Fee Study list as described in Appendix C of the City of Soledad Impact Fee Study.

Expenditures	25-26	26-27	27-28	28-29	29-30	Total
Design	50,000	0	0	0	0	50,000
Total	**50,000**	**0**	**0**	**0**	**0**	**50,000**

Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
Sewer Fund	50,000	0	0	0	0	50,000
Total	**50,000**	**0**	**0**	**0**	**0**	**50,000**

25-26 thru 29-30

Capital Improvement Plan

Soledad, CA

Project #	S24
Project Name	BNRs(Aeration System)

Total Project Cost	$345,100	Department	Wastewater
Type	Maintenance	Category	Wastewater
Priority	2 High	Status	Active

Description

Diffuser replacement and aeration system pipe(below the water surface) and large bubble mixing in the oxic zone 3.

Expenditures	25-26	26-27	27-28	28-29	29-30	Total
Equipment	95,000	97,850	0	0	0	**192,850**
Construction	75,000	77,250	0	0	0	**152,250**
Total	**170,000**	**175,100**	**0**	**0**	**0**	**345,100**

Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
Sewer Fund	170,000	175,100	0	0	0	**345,100**
Total	**170,000**	**175,100**	**0**	**0**	**0**	**345,100**

Capital Improvement Plan

Soledad, CA

Project #	S25
Project Name	BNRs(Replacement Valve)

Total Project Cost	$100,000	Department	Wastewater
Type	Maintenance	Category	Wastewater
Priority	3 Moderate	Status	Active

Description

Replacement of current frozen butterfly valves.

Expenditures	25-26	26-27	27-28	28-29	29-30	Total
Equipment	0	100,000	0	0	0	100,000
Total	**0**	**100,000**	**0**	**0**	**0**	**100,000**

Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
Sewer Fund	0	100,000	0	0	0	100,000
Total	**0**	**100,000**	**0**	**0**	**0**	**100,000**

25-26 thru 29-30

Capital Improvement Plan

Soledad, CA

Project #	S26
Project Name	Fuzzy Filters

Total Project Cost	$75,000	Department	Wastewater
Type	Maintenance	Priority	3 Moderate
Status	Active		

Description

Extra valves for fuzzy filters for the WRF

Expenditures	25-26	26-27	27-28	28-29	29-30	Total
Other	75,000	0	0	0	0	**75,000**
Total	**75,000**	**0**	**0**	**0**	**0**	**75,000**

Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
Sewer Fund	75,000	0	0	0	0	**75,000**
Total	**75,000**	**0**	**0**	**0**	**0**	**75,000**

Capital Improvement Plan

Soledad, CA

Project #	S27
Project Name	Replacement chains/wearables

Total Project Cost	$50,000	Department	Wastewater
Type	Maintenance	Category	Sanitary Sewer
Priority	3 Moderate	Status	Active

Description

Replacement chains/wearables for equipment located at the WRF.

Expenditures	25-26	26-27	27-28	28-29	29-30	Total
Total Project Cost	50,000	0	0	0	0	50,000
Total	**50,000**	**0**	**0**	**0**	**0**	**50,000**

Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
Sewer Fund	50,000	0	0	0	0	50,000
Total	**50,000**	**0**	**0**	**0**	**0**	**50,000**

25-26 thru 29-30

Capital Improvement Plan

Soledad, CA

Project #	S29
Project Name	Headworks Improvements

Total Project Cost	$6,500,000	Department	Wastewater
Type	Improvement	Priority	2 High
Status	Active		

Description

Upgrade the headworks to address deficiencies related to condition reliability/redundancy, performance, and operations and maintenance challenges.

Expenditures	25-26	26-27	27-28	28-29	29-30	Total
Construction	0	0	6,500,000	0	0	**6,500,000**
Total	**0**	**0**	**6,500,000**	**0**	**0**	**6,500,000**

Funding Sources	25-26	26-27	27-28	28-29	29-30	Total	Future
Sewer Fund	0	1,300,000	1,300,000	1,300,000	1,300,000	**5,200,000**	1,300,000
Total	**0**	**1,300,000**	**1,300,000**	**1,300,000**	**1,300,000**	**5,200,000**	

Capital Improvement Plan

Soledad, CA

Project #	S30
Project Name	Overflow Storage Basin

Total Project Cost	$15,200,000	Department	Wastewater
Type	Improvement	Priority	2 High
Status	Active		

Description

Upgrade the existing overflow storage basin to an engineered, lined basin allowing for storage of emergency overflow or off-spec water without regulatory violation

Expenditures	25-26	26-27	27-28	28-29	29-30	Total
Total Project Cost	0	15,200,000	0	0	0	15,200,000
Total	**0**	**15,200,000**	**0**	**0**	**0**	**15,200,000**

Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
Sewer Fund	0	15,200,000	0	0	0	15,200,000
Total	**0**	**15,200,000**	**0**	**0**	**0**	**15,200,000**

25-26 thru 29-30

Capital Improvement Plan

Soledad, CA

Project #	S31
Project Name	Secondary Process Improvements

Total Project Cost	$13,600,000	Department	Wastewater
Type	Improvement	Priority	2 High
Status	Active		

Description

Upgrade the secondary process facilities to address deficiencies related to condition, failures, obsolescence, energy inefficiency, reliability/redundanc, performance and operations and maintenance challenges

Expenditures	25-26	26-27	27-28	28-29	29-30	Total
Construction	0	0	0	13,600,000	0	**13,600,000**
Total	**0**	**0**	**0**	**13,600,000**	**0**	**13,600,000**

Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
Sewer Fund	0	0	0	13,600,000	0	**13,600,000**
Total	**0**	**0**	**0**	**13,600,000**	**0**	**13,600,000**

Capital Improvement Plan

Soledad, CA

Project #	S32
Project Name	Solids Handling and Dewatering Facility Upgrades

Total Project Cost	$18,400,000	Department	Wastewater
Type	Improvement	Priority	2 High
Status	Active		

Description

Upgrade the solids handling and dewatering facilities to address deficiencies related to condition, reliability/redundancy,safety, performance, and operations and maintenance challenges

Expenditures	25-26	26-27	27-28	28-29	29-30	Total
Construction	0	0	0	18,400,000	0	18,400,000
Total	**0**	**0**	**0**	**18,400,000**	**0**	**18,400,000**

Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
Sewer Fund	0	0	0	18,400,000	0	18,400,000
Total	**0**	**0**	**0**	**18,400,000**	**0**	**18,400,000**

25-26 thru 29-30

Capital Improvement Plan

Soledad, CA

Project #	S34
Project Name	Effluent Disposal and Capacity Study

Total Project Cost	$300,000	Department	Wastewater
Type	Study	Priority	3 Moderate
Status	Active		

Description

Address effluent disposal capacity limitations by permitting and constructing a wet weather river discharge outfall system.

Expenditures	25-26	26-27	27-28	28-29	29-30	Total
Construction	0	300,000	0	0	0	300,000
Total	**0**	**300,000**	**0**	**0**	**0**	**300,000**

Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
Sewer Fund	0	300,000	0	0	0	300,000
Total	**0**	**300,000**	**0**	**0**	**0**	**300,000**

Capital Improvement Plan

Soledad, CA

Project #	S35
Project Name	Facility Electrical Upgrades

Total Project Cost	$1,400,000	Department	Wastewater
Type	Improvement	Priority	3 Moderate
Status	Active		

Description

Address electrical reliability and redundancy deficiencies related to equipment testing, maintenance, and backup power. Upgrade lighting fixtures.

Expenditures	25-26	26-27	27-28	28-29	29-30	Total
Construction	0	0	0	1,400,000	0	1,400,000
Total	**0**	**0**	**0**	**1,400,000**	**0**	**1,400,000**

Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
Sewer Fund	0	0	0	1,400,000	0	1,400,000
Total	**0**	**0**	**0**	**1,400,000**	**0**	**1,400,000**

25-26 thru 29-30

Capital Improvement Plan

Soledad, CA

Project #	SW02
Project Name	Regional Recharge Outlet Adjustment

Total Project Cost	$142,855	Department	Stormwater
Type	Improvement	Category	Stormwater Collection
Priority	2 High	Status	Active

Description

This project includes the lowering of the Regional Recharge Basin Outlet found between HWY 101 and Front Street. Currently, the basin is full of sediment which increases the time of percolation of the stormwater collected during the rain events. Staff has noticed that the overflow outlet is too high to function as inteded and PW Staff are having a difficult time disking and ripping the basin to have it work as designed.

Expenditures	25-26	26-27	27-28	28-29	29-30	Total
Construction	0	100,000	0	0	0	**100,000**
Design	0	28,570	0	0	0	**28,570**
Construction Management	0	14,285	0	0	0	**14,285**
Total	**0**	**142,855**	**0**	**0**	**0**	**142,855**

Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
Sewer Fund	0	142,855	0	0	0	**142,855**
Total	**0**	**142,855**	**0**	**0**	**0**	**142,855**

Capital Improvement Plan

Soledad, CA

Project #	SW03		
Project Name	Upper San Vicente Sediment Basin		
Total Project Cost	$165,000	Department	Stormwater
Type	Improvement	Category	Stormwater Collection
Priority	2 High	Status	Active

Description

This project includes the construction and implementation of a sediment basin in the upper San Vicente Rd portion near the City Limits. For several years, the City has observed heavy storm runoff coming down San Vicente that flood the upper corner of area near the intersection of Vista De Soledad/San Vicente Rd. Flows would be directed towards the catch basin to have the sediment settle before discharging into the City's storm system.

Expenditures	25-26	26-27	27-28	28-29	29-30	Total
Construction	0	150,000	0	0	0	**150,000**
Design	15,000	0	0	0	0	**15,000**
Total	**15,000**	**150,000**	**0**	**0**	**0**	**165,000**

Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
Sewer Fund	15,000	150,000	0	0	0	**165,000**
Total	**15,000**	**150,000**	**0**	**0**	**0**	**165,000**

25-26 thru 29-30

Capital Improvement Plan

Soledad, CA

Project #	SW05
Project Name	Nestles SW retrofit

Total Project Cost	$395,000	Department	Stormwater
Type	Improvement	Category	Stormwater Collection
Priority	3 Moderate	Status	Active

Description

This project is for the design and construction of stormwater control measures along Nestles Road to mitigate stormwater drainage along nestles road.

Expenditures	25-26	26-27	27-28	28-29	29-30	Total
Construction	0	300,000	0	0	0	**300,000**
Design	95,000	0	0	0	0	**95,000**
Total	**95,000**	**300,000**	**0**	**0**	**0**	**395,000**

Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
Stormdrain Impact Fees	95,000	300,000	0	0	0	**395,000**
Total	**95,000**	**300,000**	**0**	**0**	**0**	**395,000**

Capital Improvement Plan

Soledad, CA

Project #	T03
Project Name	West Street Road Diet and Complete Streets

Total Project Cost	$2,758,000	Department	Transportation
Type	Improvement	Category	Streets
Priority	3 Moderate	Status	Active

Description

This project will improve multimodal mobility, making West St accessible and comfortable for all types of roadway users. The Project will reconstruct the roadway on West St and implement a road diet, reducing the number of vehicle travel lanes from four to two. This will create additional space for bike lane buffers and have a traffic-calming effect. Additionally, as part of this project, it will cover a landscape refresh, sidewalk amenities, string lighting, and an Art Component.

Expenditures	25-26	26-27	27-28	28-29	29-30	Total
Construction	2,098,000	0	0	0	0	**2,098,000**
Design	660,000	0	0	0	0	**660,000**
Total	**2,758,000**	**0**	**0**	**0**	**0**	**2,758,000**

Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
RSTP (FUND 211)	2,758,000	0	0	0	0	**2,758,000**
Total	**2,758,000**	**0**	**0**	**0**	**0**	**2,758,000**

25-26 thru 29-30

Capital Improvement Plan

Soledad, CA

Project #	T04
Project Name	2024 Slurry Seal Project

Total Project Cost	$750,000	Department	Transportation
Type	Maintenance	Category	Streets
Priority	2 High	Status	Active

Description

This project consists of performing a Slurry Seal project to the crack sealed streets in efforts to seal the streets and deliver a better product to the City. This enables us to take advantage of the 2024 Crack Seal Project and further extend and protect City-Owned Streets.

Expenditures	25-26	26-27	27-28	28-29	29-30	Total
Construction	680,000	0	0	0	0	**680,000**
Construction Management	60,000	0	0	0	0	**60,000**
Design	10,000	0	0	0	0	**10,000**
Total	**750,000**	**0**	**0**	**0**	**0**	**750,000**

Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
SB1	650,000	0	0	0	0	**650,000**
Diamond Ridge BAD	70,000	0	0	0	0	**70,000**
Orchard Villas/Miravale II BAD	30,000	0	0	0	0	**30,000**
Total	**750,000**	**0**	**0**	**0**	**0**	**750,000**

Capital Improvement Plan

Soledad, CA

Project #	T05
Project Name	Street Maintenance

Total Project Cost	$870,000	Department	Transportation
Type	Maintenance	Category	Streets
Priority	2 High	Status	Active

Description

This project includes pavement treatment to city-owned streets found within the City Limits. The City utilizes StreetSaver in addition to the 2023 Pavement Management Program Document to determine the list of streets for the following years. *Assessment Districts will be included for funding as applicable. There may be projects in which Street Maintenance will not include streets within Assessment Districts and therfore, not reflected in the Funding Source.

Expenditures	25-26	26-27	27-28	28-29	29-30	Total
Construction	70,000	400,000	400,000	0	0	870,000
Total	**70,000**	**400,000**	**400,000**	**0**	**0**	**870,000**

Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
SB1	70,000	400,000	400,000	0	0	870,000
Total	**70,000**	**400,000**	**400,000**	**0**	**0**	**870,000**

Capital Improvement Plan

Soledad, CA

Project #	T06
Project Name	Streetlight Installation

Total Project Cost	$550,000	Department	Transportation
Type	Improvement	Category	Streets
Priority	2 High	Status	Active

Description

This project includes the installation of streetlight poles throughout the city. Installation includes trenching & backfill, vaults & splice boxes, conduits, PG&E electrical systems, service completions, and streetlighting equipment itself.

Expenditures	25-26	26-27	27-28	28-29	29-30	Total
Construction	0	500,000	0	0	0	**500,000**
Design	0	50,000	0	0	0	**50,000**
Total	**0**	**550,000**	**0**	**0**	**0**	**550,000**

Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
Measure X	0	550,000	0	0	0	**550,000**
Total	**0**	**550,000**	**0**	**0**	**0**	**550,000**

Capital Improvement Plan

Soledad, CA

Project #	T07
Project Name	Pedestrian Safety Improvement

Total Project Cost	$1,113,600	Department	Transportation
Type	Improvement	Category	Streets
Priority	2 High	Status	Active

Description

This project includes various pedestrian safety improvements throughout the City, especially near schools as outlined in the HSIP 10 and Safe Routes to School funding programs. Additionally, this project will include the Pedestrian Safety Improvements near MST Bus Stop Locations. The safety improvements include but not limited to: curb extensions, high visibility crosswalks, enhanced crosswalk signage and pavement markings, rectangular rapid flashing beacons, flashing beacons at stop signs, bike boxes, and streetlights.

Prior	Expenditures	25-26	26-27	27-28	28-29	29-30	Total
250,000	Construction	863,600	0	0	0	0	863,600
	Total	**863,600**	**0**	**0**	**0**	**0**	**863,600**

Prior	Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
250,000	CalTrans HSIP	777,240	0	0	0	0	777,240
	Gas Tax	86,360	0	0	0	0	86,360
	Total	**863,600**	**0**	**0**	**0**	**0**	**863,600**

Capital Improvement Plan

Soledad, CA

Project #	T08
Project Name	Front Street/US 101 Interchange Study

Total Project Cost	$36,513,000	Department	Transportation
Type	Study	Category	Streets
Priority	3 Moderate	Status	Active

Description

This project is for the improvements to the Front Street/US 101 Interchange to help facilitate the proposed northern commercial area in the sphere of influence and the Miramonte Development.

Expenditures	25-26	26-27	27-28	28-29	29-30	Total	Future
Design	0	25,000	0	0	0	**25,000**	36,488,000
Total	**0**	**25,000**	**0**	**0**	**0**	**25,000**	

Funding Sources	25-26	26-27	27-28	28-29	29-30	Total	Future
Traffic Impact Fees	0	25,000	0	0	9,122,000	**9,147,000**	27,366,000
Total	**0**	**25,000**	**0**	**0**	**9,122,000**	**9,147,000**	

Capital Improvement Plan

Soledad, CA

Project #	T10
Project Name	Parking Lot Maintenance

Total Project Cost	$50,000	Department	Transportation
Type	Maintenance	Category	Streets
Priority	3 Moderate	Status	Active

Description

This project includes the maintenance of city owned parking lots, most of the city's parking lots have never received any update, maintenance will be performed on parking lots which are in the worst condition first

Expenditures	25-26	26-27	27-28	28-29	29-30	Total
Other	0	50,000	0	0	0	50,000
Total	**0**	**50,000**	**0**	**0**	**0**	**50,000**

Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
General Fund	0	50,000	0	0	0	50,000
Total	**0**	**50,000**	**0**	**0**	**0**	**50,000**

25-26 thru 29-30

Capital Improvement Plan

Soledad, CA

Project #	T11
Project Name	Fire Station Street Improvements

Total Project Cost	$125,000	Department	Transportation
Type	Improvement	Priority	2 High
Status	Active		

Description

This project consists of improvements to the road serving traffic in front of the existing and the new fire station and fire app bay building. The improvements consist of expanding the keep clear zone as well as installing additional flashing beacons outside the station to warn oncoming traffic of an emergency exit.

Expenditures	25-26	26-27	27-28	28-29	29-30	Total
Total Project Cost	125,000	0	0	0	0	**125,000**
Total	**125,000**	**0**	**0**	**0**	**0**	**125,000**

Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
Fire Impact Fees	125,000	0	0	0	0	**125,000**
Total	**125,000**	**0**	**0**	**0**	**0**	**125,000**

Capital Improvement Plan

Soledad, CA

Project #	T12
Project Name	Tree Maintenance/Infill

Total Project Cost	$125,000	Department	Transportation
Type	Maintenance	Category	Streets
Priority	3 Moderate	Status	Active

Description

In this project includes the performance of tree maintenance of city-owned trees throughout the City as well as the infill of locations where trees have been previously been removed or have fallen on their own

Expenditures	25-26	26-27	27-28	28-29	29-30	Total
Total Project Cost	25,000	25,000	25,000	25,000	25,000	125,000
Total	**25,000**	**25,000**	**25,000**	**25,000**	**25,000**	**125,000**

Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
Gas Tax	25,000	25,000	25,000	25,000	25,000	125,000
Total	**25,000**	**25,000**	**25,000**	**25,000**	**25,000**	**125,000**

25-26 thru 29-30

Capital Improvement Plan

Soledad, CA

Project #	T16
Project Name	Sidewalk Cost-Share Program

Total Project Cost	$60,000	Department	Transportation
Type	Maintenance	Category	Streets
Priority	3 Moderate	Status	Active

Description

This project includes allocating $40,000 each year to assist residents to repairing the sidewalks adjacent to their property. Under the Soledad Municpal Code 12.02.020.

Expenditures	25-26	26-27	27-28	28-29	29-30	Total
Construction	12,000	12,000	12,000	12,000	12,000	**60,000**
Total	**12,000**	**12,000**	**12,000**	**12,000**	**12,000**	**60,000**

Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
Measure X	12,000	12,000	12,000	12,000	12,000	**60,000**
Total	**12,000**	**12,000**	**12,000**	**12,000**	**12,000**	**60,000**

Capital Improvement Plan

Soledad, CA

Project #	T18		
Project Name	Vosti Dip Infill		
Total Project Cost	$40,000	Department	Transportation
Type	Improvement	Category	Streets
Priority	3 Moderate	Status	Active

Description

This project involves the construction costs to fill in the dip located at vosti park, without impacting the flow lines for stormwater runoff..

Expenditures	25-26	26-27	27-28	28-29	29-30	Total
Construction	40,000	0	0	0	0	40,000
Total	**40,000**	**0**	**0**	**0**	**0**	**40,000**

Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
Measure X	40,000	0	0	0	0	40,000
Total	**40,000**	**0**	**0**	**0**	**0**	**40,000**

25-26 thru 29-30

Capital Improvement Plan

Soledad, CA

Project #	T19
Project Name	Front St Landscape refresh

Total Project Cost	$400,000	Department	Transportation
Type	Improvement	Category	Streets
Priority	3 Moderate	Status	Active

Description

Project consists of replacing the landscape along the entirety of Front St with a new landscape refresh.

Expenditures	25-26	26-27	27-28	28-29	29-30	Total
Construction	400,000	0	0	0	0	400,000
Total	**400,000**	**0**	**0**	**0**	**0**	**400,000**

Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
Measure X	400,000	0	0	0	0	400,000
Total	**400,000**	**0**	**0**	**0**	**0**	**400,000**

Capital Improvement Plan

Soledad, CA

Project #	W01
Project Name	SCADA Upgrades

Total Project Cost	$20,000	Department	Water
Type	Maintenance	Category	Water Distribution
Priority	2 High	Status	Active

Description

This project includes upgrading the SCADA software to increase the program's efficiency to better manage the wells and other applications.

Expenditures	25-26	26-27	27-28	28-29	29-30	Total
Construction	20,000	0	0	0	0	20,000
Total	**20,000**	**0**	**0**	**0**	**0**	**20,000**

Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
Water Fund	20,000	0	0	0	0	20,000
Total	**20,000**	**0**	**0**	**0**	**0**	**20,000**

25-26 thru 29-30

Capital Improvement Plan

Soledad, CA

Project #	W02
Project Name	Tank Rehabilitation

Total Project Cost	$410,000	Department	Water
Type	Maintenance	Category	Water Distribution
Priority	3 Moderate	Status	Active

Description

This project includes the rehabilitation of the existing water tanks as part of the distribution system. As part of this project, inspection, cleaning, and an overall assessment of the interior and exterior of the tanks are performed. Items of interest are the mesh screens, floats, ladders and hatches, cathodic protection, and the condition of the paint on the tanks. This will reoccur periodically every 2 years.

Prior	Expenditures	25-26	26-27	27-28	28-29	29-30	Total
30,000	Construction	100,000	0	140,000	140,000	0	**380,000**
	Total	**100,000**	**0**	**140,000**	**140,000**	**0**	**380,000**

Prior	Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
30,000	Water Fund	100,000	0	140,000	140,000	0	**380,000**
	Total	**100,000**	**0**	**140,000**	**140,000**	**0**	**380,000**

Capital Improvement Plan

Soledad, CA

Project #	W03
Project Name	Well Rehabilitation

Total Project Cost	$631,800	Department	Water
Type	Maintenance	Category	Water Treatment
Priority	2 High	Status	Active

Description

This project includes the rehabilitation of all city-owned wells throughout the City. Well Rehabilitation consists of scrubbing the well casings periodically every 2-3 years. Well Rehabilitation also includes the maintenance and repair of all pumps and motors, this also includes any booster pumps at the tanks as well as maintenance for well filters)

Expenditures	25-26	26-27	27-28	28-29	29-30	Total
Construction	300,000	165,900	0	165,900	0	631,800
Total	**300,000**	**165,900**	**0**	**165,900**	**0**	**631,800**

Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
Water Fund	300,000	165,900	0	165,900	0	631,800
Total	**300,000**	**165,900**	**0**	**165,900**	**0**	**631,800**

25-26 thru 29-30

Capital Improvement Plan

Soledad, CA

Project #	W04
Project Name	Water Distribution Generators

Total Project Cost	$600,000	Department	Water
Type	Equipment	Category	Water Distribution
Priority	3 Moderate	Status	Active

Description

This project includes the replacement of all generators part of the water distribution system. This includes the generators at the well sites and tanks. Considering the importance of maintaining a supply of clean and potable water in the event of a power outage is crucial hence the City's effort in applying for the HMGP Grant.

Expenditures	25-26	26-27	27-28	28-29	29-30	Total
Construction	0	600,000	0	0	0	**600,000**
Total	**0**	**600,000**	**0**	**0**	**0**	**600,000**

Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
HMGP Grant	0	600,000	0	0	0	**600,000**
Total	**0**	**600,000**	**0**	**0**	**0**	**600,000**

Capital Improvement Plan

Soledad, CA

Project #	W05
Project Name	Well Upgrades

Total Project Cost	$404,540	Department	Water
Type	Improvement	Category	Water Treatment
Priority	2 High	Status	Active

Description

This project includes the replacement of the electrical, motor, and pumps for the City owned and operated wells. Currently, Wells 7,10, and 11 have been identified in need of upgrades.

Prior	Expenditures	25-26	26-27	27-28	28-29	29-30	Total
28,300	Construction	94,060	94,060	94,060	94,060	0	376,240
	Total	**94,060**	**94,060**	**94,060**	**94,060**	**0**	**376,240**

Prior	Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
28,300	Water Fund	94,060	94,060	94,060	94,060	0	376,240
	Total	**94,060**	**94,060**	**94,060**	**94,060**	**0**	**376,240**

25-26 thru 29-30

Capital Improvement Plan

Soledad, CA

Project #	W06
Project Name	Alder & Acacia Pipeline

Total Project Cost	$568,380	Department	Water
Type	Improvement	Category	Water Distribution
Priority	4 Low	Status	Active

Description

To replace ±360 of existing 2-inch main in Alder Street between Monterey Street and State Street with a new 8-inch pipe. Also, to replace of ±185 feet of existing 2-inch main in Acacia Street between Alder Street and Park Street. This vicinity is in need of a fire hydrant to be installed.

Expenditures	25-26	26-27	27-28	28-29	29-30	Total
Construction	0	0	0	397,860	0	**397,860**
Design	0	0	113,680	0	0	**113,680**
Construction Management	0	0	0	56,840	0	**56,840**
Total	**0**	**0**	**113,680**	**454,700**	**0**	**568,380**

Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
Water Fund	0	0	113,680	454,700	0	**568,380**
Total	**0**	**0**	**113,680**	**454,700**	**0**	**568,380**

Capital Improvement Plan

Soledad, CA

Project #	W07
Project Name	Oak Street Pipeline

Total Project Cost	$1,631,920	Department	Water
Type	Improvement	Category	Water Distribution
Priority	4 Low	Status	Active

Description

To replace 1060 feet of the existing 4-inch main in Oak Street between Palm Avenue and Front Street with new 8-inch pipe. Requires upgrading to the main to deliver sufficient fire flow. Improvement in Monterey Street and Front Street can be observed as a result.

Expenditures	25-26	26-27	27-28	28-29	29-30	Total
Construction	0	0	1,142,340	0	0	**1,142,340**
Design	0	326,390	0	0	0	**326,390**
Construction Management	0	0	163,190	0	0	**163,190**
Total	**0**	**326,390**	**1,305,530**	**0**	**0**	**1,631,920**

Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
Water Fund	0	326,390	1,305,530	0	0	**1,631,920**
Total	**0**	**326,390**	**1,305,530**	**0**	**0**	**1,631,920**

25-26 thru 29-30

Capital Improvement Plan

Soledad, CA

Project #	W08
Project Name	Fire Hydrant Replacement

Total Project Cost	$300,000	Department	Water
Type	Improvement	Category	Water Distribution
Priority	4 Low	Status	Active

Description

This project includes the maintenance of fire hydrants located throughout the city from dry to wet barrel. Dry barrels are getting too old and need to be replaced. Estimate replacement of 6-8 hydrants per year.

Expenditures	25-26	26-27	27-28	28-29	29-30	Total
Construction	0	100,000	100,000	100,000	0	**300,000**
Total	**0**	**100,000**	**100,000**	**100,000**	**0**	**300,000**

Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
Water Fund	0	100,000	100,000	100,000	0	**300,000**
Total	**0**	**100,000**	**100,000**	**100,000**	**0**	**300,000**

Capital Improvement Plan

Soledad, CA

Project #	W09
Project Name	Meter Replacement

Total Project Cost	$2,805,063	Department	Water
Type	Improvement	Category	Water Distribution
Priority	3 Moderate	Status	Active

Description

Replace old meter that no longer provided accurate usage data. New meters to be installed will be SMART meters. This City applied for the WEEG Grant Funding to cover 50% of 2.2 Million.

Expenditures	25-26	26-27	27-28	28-29	29-30	Total
Total Project Cost	935,021	935,021	935,021	0	0	2,805,063
Total	**935,021**	**935,021**	**935,021**	**0**	**0**	**2,805,063**

Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
Water Fund	467,511	467,511	467,511	0	0	1,402,533
WEEG Grant Funding	467,511	467,511	467,511	0	0	1,402,533
Total	**935,022**	**935,022**	**935,022**	**0**	**0**	**2,805,066**

Capital Improvement Plan

Soledad, CA

Project #	W10
Project Name	New Additional Well Study

Total Project Cost	$4,456,000	Department	Water
Type	Study	Category	Water Distribution
Priority	4 Low	Status	Active

Description

This project includes the design and construction of 1 - 2 well sites, depending on production, for the increase demand by the future development of Miramonte.

Expenditures	25-26	26-27	27-28	28-29	29-30	Total
Construction	0	0	4,086,000	0	0	**4,086,000**
Design	0	250,000	0	0	0	**250,000**
Construction Management	0	0	120,000	0	0	**120,000**
Total	**0**	**250,000**	**4,206,000**	**0**	**0**	**4,456,000**

Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
Water Impact Fees	0	250,000	4,206,000	0	0	**4,456,000**
Total	**0**	**250,000**	**4,206,000**	**0**	**0**	**4,456,000**

Capital Improvement Plan

Soledad, CA

Project #	W12
Project Name	Flow & Pressure Testing

Total Project Cost	$120,000	Department	Water
Type	Study	Category	Water Distribution
Priority	3 Moderate	Status	Active

Description

This project includes data capturing in the form of flow and pressure testing to determine and confirm the projects outlined in the 2019 Water Master Plan.

Expenditures	25-26	26-27	27-28	28-29	29-30	Total
Design	0	120,000	0	0	0	120,000
Total	**0**	**120,000**	**0**	**0**	**0**	**120,000**

Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
Water Fund	0	120,000	0	0	0	120,000
Total	**0**	**120,000**	**0**	**0**	**0**	**120,000**

25-26 thru 29-30

Capital Improvement Plan

Soledad, CA

Project #	W13
Project Name	Meter Testing Station

Total Project Cost	$40,000	Department	Water
Type	Improvement	Category	Water Distribution
Priority	4 Low	Status	Active

Description

This project includes the equipment needed to test meters in house as opposed to having it sent out to be performed. Additionally, this would also include a container unit in which the equipment will be operated out of.

Expenditures	25-26	26-27	27-28	28-29	29-30	Total
Construction	0	0	40,000	0	0	**40,000**
Total	**0**	**0**	**40,000**	**0**	**0**	**40,000**

Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
Water Fund	0	0	40,000	0	0	**40,000**
Total	**0**	**0**	**40,000**	**0**	**0**	**40,000**

Capital Improvement Plan

Soledad, CA

Project #	W14
Project Name	La Cuesta Storage Facility/Office

Total Project Cost	$410,000	Department	Water
Type	Improvement	Category	Water Distribution
Priority	2 High	Status	Active

Description

This project includes erecting or purchasing a storage facility with the option of having office space for the Water Department personnel.

Expenditures	25-26	26-27	27-28	28-29	29-30	Total
Construction	0	0	325,000	0	0	**325,000**
Design	0	50,000	0	0	0	**50,000**
Construction Management	0	0	0	35,000	0	**35,000**
Total	**0**	**50,000**	**325,000**	**35,000**	**0**	**410,000**

Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
Water Fund	0	50,000	325,000	35,000	0	**410,000**
Total	**0**	**50,000**	**325,000**	**35,000**	**0**	**410,000**

25-26 thru 29-30

Capital Improvement Plan

Soledad, CA

Project #	W15
Project Name	Water Filling Station

Total Project Cost	$260,750	Department	Water
Type	Improvement	Category	Water Distribution
Priority	3 Moderate	Status	Active

Description

Ag water sales through dedicated fill stations instead of blocking streets and fire hydrants,

Prior	Expenditures	25-26	26-27	27-28	28-29	29-30	Total
140,000	Construction	0	105,000	0	0	0	**105,000**
	Construction Management	0	15,750	0	0	0	**15,750**
	Total	**0**	**120,750**	**0**	**0**	**0**	**120,750**

Prior	Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
140,000	Water Fund	0	120,750	0	0	0	**120,750**
	Total	**0**	**120,750**	**0**	**0**	**0**	**120,750**

Capital Improvement Plan

Soledad, CA

Project #	W16
Project Name	Valve Replacement

Total Project Cost	$220,000	Department	Water
Type	Improvement	Category	Water Distribution
Priority	3 Moderate	Status	Active

Description

This project includes the replacement of old valves in throughout the City, especially in the older sections of the City. Valves are crucial in isolating the Water Main to better perform repairs or replacements and to ensure that only a segment is without water as opposed to the whole area.

Prior	Expenditures	25-26	26-27	27-28	28-29	29-30	Total
70,000	Construction	0	70,000	40,000	40,000	0	150,000
	Total	**0**	**70,000**	**40,000**	**40,000**	**0**	**150,000**

Prior	Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
70,000	Water Fund	0	70,000	40,000	40,000	0	150,000
	Total	**0**	**70,000**	**40,000**	**40,000**	**0**	**150,000**

25-26 thru 29-30

Capital Improvement Plan

Soledad, CA

Project #	W18
Project Name	Dump Truck

Total Project Cost	$120,000	Department	Water
Type	Equipment	Category	Vehicles
Priority	3 Moderate	Status	Active

Description

This project includes the purchase of a dump truck with the capacity of a 2-3 cubic yards. A smaller dump truck enables staff the ability to haul debris, materials, etc.. around compared to a standard light duty pick up truck.

Expenditures	25-26	26-27	27-28	28-29	29-30	Total
Equipment	0	120,000	0	0	0	120,000
Total	**0**	**120,000**	**0**	**0**	**0**	**120,000**

Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
Water Fund	0	120,000	0	0	0	120,000
Total	**0**	**120,000**	**0**	**0**	**0**	**120,000**

Capital Improvement Plan

Soledad, CA

Project #	W19
Project Name	VAC Truck (Class C)

Total Project Cost	$300,000	Department	Water
Type	Equipment	Category	Vehicles
Priority	5 Future Consideration	Status	Active

Description

This project includes the purchase of a smaller versions of the existing VAC Truck. This enables Staff with a standard Class "C" California License to operate and maneuver the Vac Truck compared to the larger version that requires a commercial license which a select few individuals have. In order to ensure we have the capability to use the function of the Vac Truck in the event that no Commercial License Staff are available.

Expenditures	25-26	26-27	27-28	28-29	29-30	Total
Equipment	0	0	0	300,000	0	**300,000**
Total	**0**	**0**	**0**	**300,000**	**0**	**300,000**

Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
Water Fund	0	0	0	300,000	0	**300,000**
Total	**0**	**0**	**0**	**300,000**	**0**	**300,000**

25-26 thru 29-30

Capital Improvement Plan

Soledad, CA

Project #	W20
Project Name	Walker Drive Pipeline

Total Project Cost	$2,536,050	Department	Water
Type	Improvement	Category	Water Distribution
Priority	4 Low	Status	Active

Description

This project includes the replacement of approximately 1590 feet of existing 6-in main in Walker Drive Between Metz Rd and Major Ave with new 8-in pipe. Master plan identified upgrading to provide sufficient fire flow, currently system pressure approaches 40 psi in this vicinity under peak conditions. This project needs further field verification through the Flow & Pressure Testing and Hydrant Study.

Expenditures	25-26	26-27	27-28	28-29	29-30	Total
Construction	0	0	0	0	1,775,235	**1,775,235**
Design	0	0	0	507,210	0	**507,210**
Construction Management	0	0	0	0	253,605	**253,605**
Total	**0**	**0**	**0**	**507,210**	**2,028,840**	**2,536,050**

Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
Water Fund	0	0	0	507,210	2,028,840	**2,536,050**
Total	**0**	**0**	**0**	**507,210**	**2,028,840**	**2,536,050**

Capital Improvement Plan

Soledad, CA

Project #	W21
Project Name	Major Avenue Pipeline

Total Project Cost	$1,247,400	Department	Water
Type	Improvement	Category	Water Distribution
Priority	4 Low	Status	Active

Description

This project includes the replacement of approximately 840 feet of existing 4-in main in Major Avenue between Walker Drive with new 8-in pipe. Master plan identified upgrading to the main to deliver sufficient fire flow. This project needs further field verification through the Flow & Pressure Testing and Hydrant Study.

Expenditures	25-26	26-27	27-28	28-29	29-30	Total
Construction	0	0	0	0	873,180	**873,180**
Design	0	0	0	249,480	0	**249,480**
Construction Management	0	0	0	0	124,740	**124,740**
Total	**0**	**0**	**0**	**249,480**	**997,920**	**1,247,400**

Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
Water Fund	0	0	0	249,480	997,920	**1,247,400**
Total	**0**	**0**	**0**	**249,480**	**997,920**	**1,247,400**

25-26 thru 29-30

Capital Improvement Plan

Soledad, CA

Project #	W22
Project Name	Vineyard Drive Pipeline

Total Project Cost	$1,410,750	Department	Water
Type	Improvement	Category	Water Distribution
Priority	4 Low	Status	Active

Description

This project includes the replacement of approximately 950 feet of existing 4-in main and 6-in main in Vineyard Drive between 3rd St. and the eastern terminus with new 8-in pipe. Master plan identified upgrading to the mains to deliver sufficient fire flow. This project needs further field verification through the Flow & Pressure Testing and Hydrant Study.

Expenditures	25-26	26-27	27-28	28-29	29-30	Total
Construction	0	0	0	0	987,525	**987,525**
Design	0	0	0	282,150	0	**282,150**
Construction Management	0	0	0	0	141,075	**141,075**
Total	**0**	**0**	**0**	**282,150**	**1,128,600**	**1,410,750**

Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
Water Fund	0	0	0	282,150	1,128,600	**1,410,750**
Total	**0**	**0**	**0**	**282,150**	**1,128,600**	**1,410,750**

Capital Improvement Plan

Soledad, CA

Project #	W23
Project Name	Pine Street Pipeline

Total Project Cost	$1,158,300	Department	Water
Type	Improvement	Category	Water Distribution
Priority	4 Low	Status	Active

Description

This project includes the replacement of approximately 780 feet of existing 4-in main in Pine Street between Palm Avenue and Monterey Street with new 8-in pipe and install an additional fire hydrant mid-block. Master plan identified upgrading to the mains to deliver sufficient fire flow and existing spacing of the hydrants are too far. This project needs further field verification through the Flow & Pressure Testing and Hydrant Study.

Expenditures	25-26	26-27	27-28	28-29	29-30	Total
Construction	0	0	0	0	810,810	**810,810**
Design	0	0	0	231,660	0	**231,660**
Construction Management	0	0	0	0	115,830	**115,830**
Total	**0**	**0**	**0**	**231,660**	**926,640**	**1,158,300**

Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
Water Fund	0	0	0	231,660	926,640	**1,158,300**
Total	**0**	**0**	**0**	**231,660**	**926,640**	**1,158,300**

25-26 thru 29-30

Capital Improvement Plan

Soledad, CA

Project #	W24
Project Name	1st Street Pipeline

Total Project Cost	$1,158,300	Department	Water
Type	Improvement	Category	Water Distribution
Priority	4 Low	Status	Active

Description

This project includes the replacement of approximately 780 feet of existing 4-in main in 1st Street between Palm Avenue and Monterey Street with new 8-in pipe and install an additional fire hydrant mid-block. Master plan identified upgrading to the mains to deliver sufficient fire flow and existing spacing of the hydrants are too far. This project needs further field verification through the Flow & Pressure Testing and Hydrant Study.

Expenditures	25-26	26-27	27-28	28-29	29-30	Total
Construction	0	0	0	0	810,810	**810,810**
Design	0	0	0	231,660	0	**231,660**
Construction Management	0	0	0	0	115,830	**115,830**
Total	**0**	**0**	**0**	**231,660**	**926,640**	**1,158,300**

Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
Water Fund	0	0	0	231,660	926,640	**1,158,300**
Total	**0**	**0**	**0**	**231,660**	**926,640**	**1,158,300**

Capital Improvement Plan

Soledad, CA

Project #	W25
Project Name	2nd Street Pipeline

Total Project Cost	$1,158,300	Department	Water
Type	Improvement	Category	Water Distribution
Priority	4 Low	Status	Active

Description

This project includes the replacement of approximately 780 feet of existing 4-in main in 2nd Street between Palm Avenue and Monterey Street with new 8-in pipe and install an additional fire hydrant mid-block. Master plan identified upgrading to the mains to deliver sufficient fire flow and existing spacing of the hydrants are too far. This project needs further field verification through the Flow & Pressure Testing and Hydrant Study.

Expenditures	25-26	26-27	27-28	28-29	29-30	Total
Construction	0	0	0	0	810,810	**810,810**
Design	0	0	0	231,660	0	**231,660**
Construction Management	0	0	0	0	115,830	**115,830**
Total	**0**	**0**	**0**	**231,660**	**926,640**	**1,158,300**

Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
Water Fund	0	0	0	231,660	926,640	**1,158,300**
Total	**0**	**0**	**0**	**231,660**	**926,640**	**1,158,300**

25-26 thru 29-30

Capital Improvement Plan

Soledad, CA

Project #	W26
Project Name	4th Street Pipeline

Total Project Cost	$1,158,300	Department	Water
Type	Improvement	Category	Water Distribution
Priority	4 Low	Status	Active

Description

This project includes the replacement of approximately 780 feet of existing 4-in main in 4th Street between Palm Avenue and Monterey Street with new 8-in pipe and install an additional fire hydrant mid-block. Master plan identified upgrading to the mains to deliver sufficient fire flow and existing spacing of the hydrants are too far. This project needs further field verification through the Flow & Pressure Testing and Hydrant Study.

Expenditures	25-26	26-27	27-28	28-29	29-30	Total
Construction	0	0	0	0	810,810	**810,810**
Design	0	0	0	231,660	0	**231,660**
Construction Management	0	0	0	0	115,830	**115,830**
Total	**0**	**0**	**0**	**231,660**	**926,640**	**1,158,300**

Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
Water Fund	0	0	0	231,660	926,640	**1,158,300**
Total	**0**	**0**	**0**	**231,660**	**926,640**	**1,158,300**

Capital Improvement Plan

Soledad, CA

Project #	W27
Project Name	5th Street Pipeline

Total Project Cost	$2,105,400	Department	Water
Type	Improvement	Category	Water Distribution
Priority	4 Low	Status	Active

Description

This project includes the replacement of approximately 780 feet of existing 4-in main in 5th Street between Palm Avenue and Monterey Street with new 8-in pipe and install an additional fire hydrant mid-block. Additionally, also to replace approximately 540 feet of existing 4-in main in 5th Street between Vosti Avenue and Palm Avenue with new 8-in pipe. Master plan identified upgrading to the mains to deliver sufficient fire flow and existing spacing of the hydrants are too far. This project needs further field verification through the Flow & Pressure Testing and Hydrant Study.

Expenditures	25-26	26-27	27-28	28-29	29-30	Total
Construction	0	0	0	0	1,473,780	**1,473,780**
Design	0	0	0	421,080	0	**421,080**
Construction Management	0	0	0	0	210,540	**210,540**
Total	**0**	**0**	**0**	**421,080**	**1,684,320**	**2,105,400**

Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
Water Fund	0	0	0	421,080	1,684,320	**2,105,400**
Total	**0**	**0**	**0**	**421,080**	**1,684,320**	**2,105,400**

25-26 thru 29-30

Capital Improvement Plan

Soledad, CA

Project #	W28
Project Name	6th Street Pipeline

Total Project Cost	$1,158,300	Department	Water
Type	Improvement	Category	Water Distribution
Priority	4 Low	Status	Active

Description

This project includes the replacement of approximately 780 feet of existing 4-in main in 5th Street between Palm Avenue and Monterey Street with new 8-in pipe and install an additional fire hydrant mid-block. Master plan identified upgrading to the mains to deliver sufficient fire flow and existing spacing of the hydrants are too far. This project needs further field verification through the Flow & Pressure Testing and Hydrant Study.

Expenditures	25-26	26-27	27-28	28-29	29-30	Total
Construction	0	0	0	0	810,810	**810,810**
Design	0	0	0	231,660	0	**231,660**
Construction Management	0	0	0	0	115,830	**115,830**
Total	**0**	**0**	**0**	**231,660**	**926,640**	**1,158,300**

Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
Water Fund	0	0	0	231,660	926,640	**1,158,300**
Total	**0**	**0**	**0**	**231,660**	**926,640**	**1,158,300**

Capital Improvement Plan

Soledad, CA

Project #	W29
Project Name	7th Street Pipeline

Total Project Cost	$1,158,300	Department	Water
Type	Improvement	Category	Water Distribution
Priority	4 Low	Status	Active

Description

This project includes the replacement of approximately 780 feet of existing 4-in main in 7th Street between Palm Avenue and Monterey Street with new 8-in pipe and install an additional fire hydrant mid-block. Master plan identified upgrading to the mains to deliver sufficient fire flow and existing spacing of the hydrants are too far. This project needs further field verification through the Flow & Pressure Testing and Hydrant Study.

Expenditures	25-26	26-27	27-28	28-29	29-30	Total
Construction	0	0	0	0	810,810	**810,810**
Design	0	0	0	231,660	0	**231,660**
Construction Management	0	0	0	0	115,830	**115,830**
Total	**0**	**0**	**0**	**231,660**	**926,640**	**1,158,300**

Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
Water Fund	0	0	0	231,660	926,640	**1,158,300**
Total	**0**	**0**	**0**	**231,660**	**926,640**	**1,158,300**

25-26 thru 29-30

Capital Improvement Plan

Soledad, CA

Project #	W30
Project Name	Water Master Plan

Total Project Cost	$70,000	Department	Water
Type	Study	Category	Water Distribution
Priority	2 High	Status	Active

Description

This project includes performing a new master plan for the Sanitary Sewer Master Plan. As it stands, the 2019 Water Master Plan includes projects that need to be verified through flow & pressure test to determine flow and pressure issues. Additionally, this will also impact the Development Impact Fee Study that also provides a list of projects that are needed as described in Appendix C.

Expenditures	25-26	26-27	27-28	28-29	29-30	Total
Design	70,000	0	0	0	0	**70,000**
Total	**70,000**	**0**	**0**	**0**	**0**	**70,000**

Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
Water Fund	70,000	0	0	0	0	**70,000**
Total	**70,000**	**0**	**0**	**0**	**0**	**70,000**

Capital Improvement Plan

Soledad, CA

Project #	W32
Project Name	Full Size Backhoe

Total Project Cost	$100,000	Department	Water
Type	Equipment	Priority	3 Moderate
Status	Active		

Description

This project calls for the purchase of a new backhoe for the PW water department, the current backhoe is a smaller unit which is not designed to be used in the heavy excavation of asphalt, concrete and dirt. The new backhoe will be a much larger one which will provide the public works department a much greater capability to perform their routine maintenance and repairs.

Expenditures	25-26	26-27	27-28	28-29	29-30	Total
Equipment	0	100,000	0	0	0	100,000
Total	**0**	**100,000**	**0**	**0**	**0**	**100,000**

Funding Sources	25-26	26-27	27-28	28-29	29-30	Total
Water Fund	0	100,000	0	0	0	100,000
Total	**0**	**100,000**	**0**	**0**	**0**	**100,000**

POSITION ALLOCATION - FY 2025/26
AUTHORIZED POSITIONS BY FISCAL YEAR

EXHIBIT "B"

DEPARTMENT	2023-24	2024-25	2025-26	CLASSIFICATION
CITY COUNCIL	1.00	1.00	1.00	Mayor
	4.00	4.00	4.00	Council Member
	5.00	**5.00**	**5.00**	**TOTAL - COUNCIL**
PLANNING COMM	5.00	5.00	5.00	Planning Commissioner
	5.00	**5.00**	**5.00**	**TOTAL - PLANNING COMMISSIONER**
TUT OVERSIGHT COMM	0.00	0.00	7.00	Committee Member
	0.00	**0.00**	**7.00**	**TOTAL - TUT OVERSIGHT COMMITTEE MEMBER**
ADMINISTRATION	1.00	1.00	1.00	City Manager
	1.00	1.00	1.00	Executive Assistant to the City Manager
	1.00	1.00	1.00	Human Resources Manager
	0.80	0.80	0.80	Administrative Assistant (Confidential)
	3.80	**3.80**	**3.80**	**TOTAL - ADMINISTRATION**
COMMUNITY & ECONOMIC DEV	1.00	1.00	1.00	Community/Economic Development Director
	1.00	1.00	1.00	Economic Development Coordinator
	1.00	1.00	0.00	Administrative Assistant (reclassified to DPT)
	1.00	1.00	1.00	Management Analyst
	1.00	1.00	1.00	Senior Planner
	1.00	1.00	0.00	Building Permit Technician (reclassified to DPT)
	0.00	0.00	2.00	Development Permit Technician
	6.00	**6.00**	**6.00**	**TOTAL - COMMUNITY & ECONOMIC DEV**
COMMUNITY ENGAGEMENT	1.00	1.00	1.00	Community Engagement Manager
	1.00	1.00	1.00	Community Engagement Coordinator
	2.00	**2.00**	**2.00**	**TOTAL - COMMUNITY ENGAGEMENT**
FINANCE	1.00	1.00	1.00	Management Analyst
	2.00	2.00	2.00	Customer Service Utility Billing Technician
	3.00	**3.00**	**3.00**	**TOTAL - FINANCE**
INFORMATION TECHNOLOGY	1.00	1.00	1.00	Director of Information Technology
	1.00	1.00	1.00	Information Technology Technician
	2.00	**2.00**	**2.00**	**INFORMATION TECHNOLOGY**
POLICE	1.00	1.00	1.00	Police Chief
	1.00	1.00	1.00	Deputy Police Chief
	0.00	0.00	1.00	Police Lieutenant
	5.00	5.00	4.00	Police Sergeant
	13.00	13.00	13.00	Police Officer
	0.00	1.00	1.00	Police Administrative Services Manager
	1.00	1.00	1.00	Police Records Supervisor
	1.00	1.00	1.00	Property and Evidence Supervisor
	1.50	0.00	0.00	Code Enforcement and Community Service Ofcr
	1.50	0.00	0.00	Animal Control Officer
	0.00	3.00	3.00	Community Services Officer
	1.00	0.00	0.00	Office Specialist (unfund FY 24/25; reclassified to higher level class)
	1.00	1.00	1.00	Victim Assistance Advocate
	27.00	**27.00**	**27.00**	**TOTAL - POLICE**
RECREATION	0.00	1.00	1.00	Parks and Recreation Director
	1.00	0.00	0.00	Recreation Manager
	1.00	1.00	1.00	Recreation Supervisor
	2.00	2.00	2.00	Recreation Program Coordinator
	4.00	**4.00**	**4.00**	**TOTAL - RECREATION**
PUBLIC WORKS	1.00	1.00	1.00	Public Works Director

POSITION ALLOCATION - FY 2025/26
AUTHORIZED POSITIONS BY FISCAL YEAR

EXHIBIT "B"

DEPARTMENT	2023-24	2024-25	2025-26	CLASSIFICATION
	2.00	2.00	2.00	Public Works Manager
	0.00	1.00	1.00	Management Analyst
	8.00	7.00	7.00	Maintenance Worker
	0.00	1.00	1.00	Senior Maintenance Worker
	1.00	1.00	1.00	Maintenance/Mechanic
	1.00	1.00	1.00	Fleet Mechanic
	1.00	1.00	1.00	Executive Assistant
	1.00	1.00	0.00	City Engineer (Flexible Staffing)
	0.00	0.00	1.00	Construction/Project Manager
	2.00	2.00	1.00	Assistant Engineer/Associate Engineer
	1.00	1.00	0.00	Maintenance Manager
	18.00	**19.00**	**17.00**	**TOTAL - PUBLIC WORKS**
(Water/Wastewater)	1.00	0.00	0.00	Senior Water System Operator
	0.00	0.00	1.00	Water Resources Manager (Flexible Staffing to CE)
	3.00	4.00	4.00	Water System Operator
	1.00	1.00	1.00	Water Reclamation Chief Plant Operator
				Water Reclamation Operator II
	5.00	6.00	6.00	Water Reclamation Operator I
				Water Reclamation Operator-in-Training (1-assigned to WW Collect)
	2.00	2.00	2.00	Water Reclamation Shift Supervisor
	1.00	1.00	1.00	Wastewater Collections System Supervisor
	2.00	1.00	2.00	Utility Maintenance Mechanic
	1.00	1.00	1.00	Senior Utility Maintenance Mechanic
	0.00	0.00	1.00	Utility Maintenance Supervisor
	1.00	1.00	1.00	Electrician
	1.00	1.00	1.00	Administrative Assistant
	18.00	**18.00**	**21.00**	**TOTAL - PUBLIC WORKS - UTILITIES**
	93.80	**94.80**	**102.80**	**TOTAL AUTHORIZED POSITIONS**
	83.80	**84.80**	**85.80**	**TOTAL FULL-TIME EQUIVALENT (FTE)**

Footnotes:
Items in RED TEXT represent change made following FY 24/25 budget approval.
Items in GREEN TEXT represent a re-classification.

Approved with FY 2025/26 Budget - 6/18/25
Reso. No. 6245/ SA-2025-01

EXHIBIT "C"

Section One of Classification and Compensation Plan

SUMMARY OF JOB CLASSIFICATIONS AND SALARY SCHEDULE

Classification	FLSA Exempt Status	See Footnote	Salary Range	Salary Schedule	FOUR AND ONE-HALF PERCENT STEP ADVANCEMENT MONTHLY SALARY Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	# Auth. Positions
CLASSIFIED (CL)													
Maintenance Worker		(1)	38	CL	$4,703.29	$4,914.94	$5,136.11	$5,367.24	$5,608.76				7.00
Customer Service Utility Billing Technician		(1)	39	CL	$4,818.01	$5,034.82	$5,261.38	$5,498.15	$5,745.56				2.00
Administrative Assistant		(1)	39	CL	$4,818.01	$5,034.82	$5,261.38	$5,498.15	$5,745.56				1.00
Recreation Program Coordinator		(1)	39	CL	$4,818.01	$5,034.82	$5,261.38	$5,498.15	$5,745.56				2.00
Senior Maintenance Worker		(1)	41	CL	$5,058.91	$5,286.56	$5,524.45	$5,773.05	$6,032.84				1.00
Mechanic/Maintenance Worker		(1)	43	CL	$5,311.85	$5,550.89	$5,800.68	$6,061.71	$6,334.48				1.00
Community Services Officer		(1)	46	CL	$5,334.71	$5,574.78	$5,825.64	$6,087.80	$6,361.75				3.00
Victim Assistance Advocate		(1)	46	CL	$5,334.71	$5,574.78	$5,825.64	$6,087.80	$6,361.75				1.00
~~Building Permit Technicum~~		(1)	~~48~~	~~CL~~	~~$5,331.67~~	~~$5,571.59~~	~~$5,822.32~~	~~$6,084.32~~	~~$6,358.11~~				~~0.00~~
Development Services Technician		(1)	48	CL	$5,331.67	$5,571.59	$5,822.32	$6,084.32	$6,358.11				2.00
Utility Maintenance Mechanic		(1)	49	CL	$5,738.07	$5,996.28	$6,266.12	$6,548.09	$6,842.76				2.00
Fleet Mechanic		(1)	50	CL	$5,766.20	$6,025.68	$6,296.83	$6,580.19	$6,876.30				1.00
Electrician		(1)	51	CL	$6,456.59	$6,747.14	$7,050.76	$7,368.04	$7,699.60				1.00
Senior Utility Maintenance Mechanic		(1)	51	CL	$6,456.59	$6,747.14	$7,050.76	$7,368.04	$7,699.60				1.00
Water Systems Operator		(1)	51	CL	$6,456.59	$6,747.14	$7,050.76	$7,368.04	$7,699.60				4.00
Executive Assistant		(1)	53	CL	$6,202.18	$6,481.28	$6,772.94	$7,077.72	$7,396.22				1.00
Water Reclamation Operator-In-Training		(1)	38	CL	$4,703.29	$4,914.94	$5,136.11	$5,367.24	$5,608.76				6.00
Water Reclamation Operator I		(1)	45	CL	$5,577.44	$5,828.43	$6,090.71	$6,364.79	$6,651.21				
Water Reclamation Operator II		(1)	51	CL	$6,456.59	$6,747.14	$7,050.76	$7,368.04	$7,699.60				
POLICE SERGEANT (PS)													
Police Sergeant*		(2)	59	PS	$10,018.71	$10,469.56	$10,940.68	$11,433.02	$11,947.50	$12,485.14	$13,046.97	$13,634.08	4.00
POLICE OFFICER (PO)													
Police Officer		(2)	45	PO	$7,289.52	$7,617.55	$7,960.34	$8,318.55	$8,692.89				13.00
Police Officer II*		(2)	45	PO	$7,289.52	$7,617.55	$7,960.34	$8,318.55	$8,692.89	$9,084.07	$9,492.85	$9,920.03	
SEASONAL/PART-TIME (HOURLY RATE)													
Police Cadet - Trainee					$27.00								
Intern/Youth Commissioner					$16.50	$17.24	$18.02	$18.83	$19.68				
Facility Custodial Lead					$18.00	$18.81	$19.66	$20.54	$21.47				
Recreation Instructor					$17.50	$18.29	$19.11	$19.97	$20.87				
Recreation Leader II					$17.00	$17.77	$18.56	$19.40	$20.27				
Recreation Leader I					$16.50	$17.24	$18.02	$18.83	$19.68				
Recreation Program Assistant					$20.00	$20.90	$21.84	$22.82	$23.85				
Program Instructor II					$24.00	$25.08	$26.21	$27.39	$28.62				
Program Instructor III					$27.00	$28.22	$29.48	$30.81	$32.20				
												Total Authorized Positions:	**102.80**
												Total FTEs:	**85.8**

Footnotes:

* Upon completion of Employee's 5th year of service in Police Officer or Police Sergeant classification, Employee will be eligible to receive 3 future step increases

(1) Pursuant to Resolution No. 6245/ SA-2025-01, effective 7/5/25, three and one-quarter percent (3.25%) COLA increase for certain Executive Management classifications, Unrepresented and Confidential classifications, Professional/Mid-Management Unit classifications, and General Unit classification.

(2) Pursuant to Resolution No. 6245/ SA-2025-01, effective 7/5/25, three and one-half percent (3.5%) COLA increase for Police Sergeant and Police Officer classifications.

Approved with FY 2025/26 Budget - 6/18/25
Reso. No. 6245/ SA-2025-01

EXHIBIT "C"

Section One of Classification and Compensation Plan

SUMMARY OF JOB CLASSIFICATIONS AND SALARY SCHEDULE

					FOUR AND ONE-HALF PERCENT STEP ADVANCEMENT								
					MONTHLY SALARY								
Classification	**FLSA Exempt Status**	**See Footnote**	**Salary Range**	**Salary Schedule**	**Step 1**	**Step 2**	**Step 3**	**Step 4**	**Step 5**	**Step 6**	**Step 7**	**Step 8**	**# Auth. Positions**

(3) Pursuant to Resolution No. 6141, Council approved compensation for the City of Soledad Transactions and Use Tax Oversight Committee in the amount of fifty dollars ($50) for each committee meeting attended.

Classification	Range	Frequency	Step 1	Step 2	Step 3	Step 4	Step 5
Director of Info Tech, Parks and Rec Director	78	Yearly	$122,184.54	$127,682.85	$133,428.57	$139,432.86	$145,707.34
Effective 7/1/23		Monthly	$10,182.05	$10,640.24	$11,119.05	$11,619.41	$12,142.28
3.50%		Bi-Weekly	$4,699.41	$4,910.88	$5,131.87	$5,362.80	$5,604.13
		Hourly	$58.74	$61.39	$64.15	$67.04	$70.05
Effective 10/14/23	78	Yearly	$127,524.01	$133,262.59	$139,259.40	$145,526.08	$152,074.75
4.37%		Monthly	$10,627.00	$11,105.22	$11,604.95	$12,127.17	$12,672.90
Reso. No. 6011		Bi-Weekly	$4,904.77	$5,125.48	$5,356.13	$5,597.16	$5,849.03
		Hourly	$61.31	$64.07	$66.95	$69.96	$73.11
Effective 7/6/24	78	Yearly	$132,624.97	$138,593.09	$144,829.78	$151,347.12	$158,157.74
4%		Monthly	$11,052.08	$11,549.42	$12,069.15	$12,612.26	$13,179.81
		Bi-Weekly	$5,100.96	$5,330.50	$5,570.38	$5,821.04	$6,082.99
		Hourly	$63.76	$66.63	$69.63	$72.76	$76.04
Effective 7/2025	78	Yearly	$136,935.28	$143,097.37	$149,536.75	$156,265.90	$163,297.87
3.25%		Monthly	$11,411.27	$11,924.78	$12,461.40	$13,022.16	$13,608.16
		Bi-Weekly	$5,266.74	$5,503.74	$5,751.41	$6,010.23	$6,280.69
		Hourly	$65.83	$68.80	$71.89	$75.13	$78.51
Comm/Econ Dev Director	91	Yearly	$150,454.63	$157,225.08	$164,300.21	$171,693.72	$179,419.94
~~Public Works Director~~		Monthly	$12,537.89	$13,102.09	$13,691.68	$14,307.81	$14,951.66
~~NEW Salary Range - Effective 7/8/2023~~		Bi-Weekly	$5,786.72	$6,047.12	$6,319.24	$6,603.60	$6,900.77
		Hourly	$72.33	$75.59	$78.99	$82.55	$86.26
Effective 7/2024	91	Yearly	$156,472.81	$163,514.09	$170,872.22	$178,561.47	$186,596.74
4%		Monthly	$13,039.40	$13,626.17	$14,239.35	$14,880.12	$15,549.73
		Bi-Weekly	$6,018.19	$6,289.00	$6,572.01	$6,867.75	$7,176.80
		Hourly	$75.23	$78.61	$82.15	$85.85	$89.71
Effective 7/2025	91	Yearly	$161,558.18	$168,828.30	$176,425.57	$184,364.72	$192,661.13
3.25%		Monthly	$13,463.18	$14,069.02	$14,702.13	$15,363.73	$16,055.09
		Bi-Weekly	$6,213.78	$6,493.40	$6,785.60	$7,090.95	$7,410.04
		Hourly	$77.67	$81.17	$84.82	$88.64	$92.63
Public Works Director	96	Yearly	$170,225.58	$177,885.73	$185,890.59	$194,255.67	$202,997.18
NEW Salary Range - Effective 3/5/25		Monthly	$14,185.47	$14,823.81	$15,490.88	$16,187.97	$16,916.43
		Bi-Weekly	$6,547.14	$6,841.76	$7,149.64	$7,471.37	$7,807.58
** No change 7/2025 **		Hourly	$81.84	$85.52	$89.37	$93.39	$97.59
Police Chief	86	Yearly	$163,130.39	$170,471.27	$178,142.48	$186,158.89	$194,536.02
Effective 7/1/23		Monthly	$13,594.20	$14,205.94	$14,845.21	$15,513.24	$16,211.34
3.50%		Bi-Weekly	$6,274.25	$6,556.59	$6,851.63	$7,159.96	$7,482.15
		Hourly	$78.43	$81.96	$85.65	$89.50	$93.53
Effective 10/14/23	86	Yearly	$170,259.19	$177,920.87	$185,927.31	$194,294.04	$203,037.25
4.37%		Monthly	$14,188.27	$14,826.74	$15,493.94	$16,191.17	$16,919.77
Reso. No. 6011		Bi-Weekly	$6,548.43	$6,843.11	$7,151.05	$7,472.85	$7,809.12
		Hourly	$81.86	$85.54	$89.39	$93.41	$97.61
Effective 7/2024	86	Yearly	$177,069.56	$185,037.70	$193,364.40	$202,065.80	$211,158.74
4%		Monthly	$14,755.80	$15,419.81	$16,113.70	$16,838.82	$17,596.56
		Bi-Weekly	$6,810.37	$7,116.83	$7,437.09	$7,771.76	$8,121.49
		Hourly	$85.13	$88.96	$92.96	$97.15	$101.52
Effective 7/2025	86	Yearly	$182,824.32	$191,051.43	$199,648.74	$208,632.94	$218,021.40
3.25%		Monthly	$15,235.36	$15,920.95	$16,637.40	$17,386.08	$18,168.45
		Bi-Weekly	$7,031.70	$7,348.13	$7,678.80	$8,024.34	$8,385.44
		Hourly	$87.90	$91.85	$95.98	$100.30	$104.82

Public Works Mgr		71	Yearly	$110,347.39	$115,313.02	$120,502.11	$125,924.71	$131,591.32
			Monthly	$9,195.62	$9,609.42	$10,041.84	$10,493.73	$10,965.94
			Bi-weekly	$4,244.13	$4,435.12	$4,634.70	$4,843.26	$5,061.20
			Hourly	$53.05	$55.44	$57.93	$60.54	$63.27
	July 2024		Yearly	$114,761.29	$119,925.55	$125,322.19	$130,961.69	$136,854.97
	4.00%		Monthly	$9,563.44	$9,993.80	$10,443.52	$10,913.47	$11,404.58
			Bi-weekly	$4,413.90	$4,612.52	$4,820.08	$5,036.99	$5,263.65
			Hourly	$55.17	$57.66	$60.25	$62.96	$65.80
	July 2025	71	Yearly	$118,491.03	$123,823.13	$129,395.17	$135,217.95	$141,302.76
	3.25%		Monthly	$9,874.25	$10,318.59	$10,782.93	$11,268.16	$11,775.23
			Bi-weekly	$4,557.35	$4,762.43	$4,976.74	$5,200.69	$5,434.72
			Hourly	$56.97	$59.53	$62.21	$65.01	$67.93
City Engineer		88	Yearly	$136,223.38	$142,353.43	$148,759.34	$155,453.51	$162,448.91
Water Resources Manager			Monthly	$11,351.95	$11,862.79	$12,396.61	$12,954.46	$13,537.41
			Bi-Weekly	$5,239.36	$5,475.13	$5,721.51	$5,978.98	$6,248.04
			Hourly	$65.49	$68.44	$71.52	$74.74	$78.10
	July 2024	88	Yearly	$141,672.32	$148,047.57	$154,709.71	$161,671.65	$168,946.87
	4.00%		Monthly	$11,806.03	$12,337.30	$12,892.48	$13,472.64	$14,078.91
			Bi-weekly	$5,448.94	$5,694.14	$5,950.37	$6,218.14	$6,497.96
			Hourly	$68.11	$71.18	$74.38	$77.73	$81.22
	July 2025	88	Yearly	$146,276.67	$152,859.12	$159,737.78	$166,925.98	$174,437.64
	3.25%		Monthly	$12,189.72	$12,738.26	$13,311.48	$13,910.50	$14,536.47
			Bi-weekly	$5,626.03	$5,879.20	$6,143.76	$6,420.23	$6,709.14
			Hourly	$70.33	$73.49	$76.80	$80.25	$83.86
Police Lieutenant		90	Yearly	$143,119.69	$149,560.07	$156,290.28	$163,323.34	$170,672.89
			Monthly	$11,926.64	$12,463.34	$13,024.19	$13,610.28	$14,222.74
			Bi-weekly	$5,504.60	$5,752.31	$6,011.16	$6,281.67	$6,564.34
			Hourly	$68.81	$71.90	$75.14	$78.52	$82.05
	July 2025	90	Yearly	$147,771.08	$154,420.78	$161,369.71	$168,631.35	$176,219.76
	3.25%		Monthly	$12,314.26	$12,868.40	$13,447.48	$14,052.61	$14,684.98
			Bi-weekly	$5,683.50	$5,939.26	$6,206.53	$6,485.82	$6,777.68
			Hourly	$71.04	$74.24	$77.58	$81.07	$84.72
Deputy Police Chief		83	Yearly	$142,133.85	$148,529.87	$155,213.72	$162,198.34	$169,497.26
			Monthly	$11,844.49	$12,377.49	$12,934.48	$13,516.53	$14,124.77
			Bi-weekly	$5,466.69	$5,712.69	$5,969.76	$6,238.40	$6,519.13
			Hourly	$68.33	$71.41	$74.62	$77.98	$81.49
	July 2024		Yearly	$147,819.20	$154,471.07	$161,422.27	$168,686.27	$176,277.15
	4.00%		Monthly	$12,318.27	$12,872.59	$13,451.86	$14,057.19	$14,689.76
			Bi-weekly	$5,685.35	$5,941.19	$6,208.55	$6,487.93	$6,779.89
			Hourly	$71.07	$74.26	$77.61	$81.10	$84.75
	July 2025	90	Yearly	$152,623.33	$159,491.38	$166,668.49	$174,168.57	$182,006.16
	3.25%		Monthly	$12,718.61	$13,290.95	$13,889.04	$14,514.05	$15,167.18
			Bi-weekly	$5,870.13	$6,134.28	$6,410.33	$6,698.79	$7,000.24
			Hourly	$73.38	$76.68	$80.13	$83.73	$87.50

DEPUTY POLICE CHIEF RANGE 83 (CONF)	FREQUENCY	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
	YEARLY	$147,819.20	$154,471.07	$161,422.27	$168,686.27	$176,277.15
	MONTHLY	$12,318.27	$12,872.59	$13,451.86	$14,057.19	$14,689.76
	BI-WEEKLY	$5,685.35	$5,941.19	$6,208.55	$6,487.93	$6,779.89
	HOURLY	$71.07	$74.26	$77.61	$81.10	$84.75

POLICE SERGEANT RANGE 59 (SPSA)	FREQUENCY	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
	YEARLY	$116,159.00	$121,386.15	$126,848.52	$132,556.70	$138,521.76	$144,755.24	$151,269.22	$158,076.34
	MONTHLY	$9,679.92	$10,115.51	$10,570.71	$11,046.39	$11,543.48	$12,062.94	$12,605.77	$13,173.03
	BI-WEEKLY	$4,467.65	$4,668.70	$4,878.79	$5,098.33	$5,327.76	$5,567.51	$5,818.05	$6,079.86
	HOURLY	$53.19	$55.58	$58.08	$60.69	$63.43	$66.28	$69.26	$72.38

Proposed 10%	$133,524.76	
	$11,127.06	
	$5,135.57	
	$61.14	
SAP (TUPY)	$467.04	($61.14 - $55.58 = $5.56 X 84 = $467.04)

POLICE LIEUTENANT - 4/2025 PROPOSED - RANGE 90 (CONF)	FREQUENCY	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
	YEARLY	$143,119.69	$149,560.07	$156,290.28	$163,323.34	$170,672.89
	MONTHLY	$11,926.64	$12,463.34	$13,024.19	$13,610.28	$14,222.74
	BI-WEEKLY	$5,504.60	$5,752.31	$6,011.16	$6,281.67	$6,564.34
	HOURLY	$68.81	$71.90	$75.14	$78.52	$82.05

SALARY DIFFERENTIAL:
Deputy Police Chief /Police Sergeant 11.51%
Police Sergeant + 6% = $167,560.92
Target: = or better = Range 90 (Conf)

Following Council approval:

Step 1 - Police Lieutenant - $68.81/hour
SAP (TUPY) = $68.81 - $55.58 = $13.23
$13.23 x 84 = $1,111.32/bi-wkly

SURVEYING AGENCIES:	CLASSIFICATION	ANNUAL SALARY	
Gonzales	Police Captain	$112,331.52	$152,867.64
Soledad (Proposed)	*Police Lieutenant*	*$143,119.69*	*$170,672.89*
Hollister	Police Captain	$153,890.10	$187,054.40
King City	Police Captain	$139,618.27	$187,101.83
Marina	Police Corporal	$162,882.09	$197,984.17
Salinas	Police Commander	$163,969.72	$209,285.44
Greenfield	Police Captain	$153,025.60	$215,321.60

Classification		Range	Frequency	Step 1	Step 2	Step 3	Step 4	Step 5
Police Records Supervisor		47	Yearly	$62,073.44	$64,866.74	$67,785.73	$70,836.10	$74,023.72
Property and Evid Supervisor			Monthly	$5,172.79	$5,405.56	$5,648.81	$5,903.01	$6,168.64
Information Tech Technician			Bi-weekly	$2,387.44	$2,494.87	$2,607.14	$2,724.47	$2,847.07
			Hourly	$29.84	$31.19	$32.59	$34.06	$35.59
	July 2024	47	Yearly	$64,556.37	$67,461.41	$70,497.16	$73,669.55	$76,984.67
	4.00%		Monthly	$5,379.70	$5,621.78	$5,874.76	$6,139.13	$6,415.39
			Bi-weekly	$2,482.94	$2,594.67	$2,711.43	$2,833.44	$2,960.95
			Hourly	$31.04	$32.43	$33.89	$35.42	$37.01
	July 2025	47	Yearly	$66,654.46	$69,653.90	$72,788.32	$76,063.81	$79,486.67
	3.25%		Monthly	$5,554.54	$5,804.49	$6,065.69	$6,338.65	$6,623.89
			Bi-Weekly	$2,563.63	$2,679.00	$2,799.55	$2,925.53	$3,057.18
			Hourly	$32.05	$33.49	$34.99	$36.57	$38.21
Assistant Planner		48	Yearly	$63,625.27	$66,488.41	$69,480.38	$72,607.00	$75,874.32
			Monthly	$5,302.11	$5,540.70	$5,790.03	$6,050.58	$6,322.86
			Bi-weekly	$2,447.13	$2,557.25	$2,672.32	$2,792.58	$2,918.24
			Hourly	$30.59	$31.97	$33.40	$34.91	$36.48
	July 2024	48	Yearly	$66,170.28	$69,147.95	$72,259.60	$75,511.28	$78,909.29
	4.00%		Monthly	$5,514.19	$5,762.33	$6,021.63	$6,292.61	$6,575.77
			Bi-weekly	$2,545.01	$2,659.54	$2,779.22	$2,904.28	$3,034.97
			Hourly	$31.81	$33.24	$34.74	$36.30	$37.94
	July 2025	48	Yearly	$68,320.81	$71,395.25	$74,608.03	$77,965.40	$81,473.84
	3.25%		Monthly	$5,693.40	$5,949.60	$6,217.34	$6,497.12	$6,789.49
			Bi-Weekly	$2,627.72	$2,745.97	$2,869.54	$2,998.67	$3,133.61
			Hourly	$32.85	$34.32	$35.87	$37.48	$39.17
Economic Dev Coordinator		52	Yearly	$70,146.86	$73,187.48	$76,602.12	$80,049.22	$83,651.43
Community Eng Coordinator			Monthly	$5,845.57	$6,098.96	$6,383.51	$6,670.77	$6,970.95
Associate Planner			Bi-weekly	$2,697.96	$2,814.90	$2,946.24	$3,078.82	$3,217.36
			Hourly	$33.72	$35.19	$36.83	$38.49	$40.22
	July 2024	52	Yearly	$72,952.73	$76,114.98	$79,666.21	$83,251.19	$86,997.49
	4.00%		Monthly	$6,079.39	$6,342.91	$6,638.85	$6,937.60	$7,249.79
			Bi-weekly	$2,805.87	$2,927.50	$3,064.08	$3,201.97	$3,346.06
			Hourly	$35.07	$36.59	$38.30	$40.02	$41.83
	July 2025	52	Yearly	$75,323.70	$78,588.72	$82,255.36	$85,956.85	$89,824.91
	3.25%		Monthly	$6,276.97	$6,549.06	$6,854.61	$7,163.07	$7,485.41
			Bi-Weekly	$2,897.07	$3,022.64	$3,163.67	$3,306.03	$3,454.80
			Hourly	$36.21	$37.78	$39.55	$41.33	$43.19
Recreation Supervisor		55	Yearly	$70,406.87	$73,575.18	$76,886.07	$80,345.94	$83,961.50
			Monthly	$5,867.24	$6,131.27	$6,407.17	$6,695.49	$6,996.79
			Bi-weekly	$2,707.96	$2,829.81	$2,957.16	$3,090.23	$3,229.29
			Hourly	$33.85	$35.37	$36.96	$38.63	$40.37
	July 2024	55	Yearly	$73,223.14	$76,518.19	$79,961.51	$83,559.77	$87,319.96
	4.00%		Monthly	$6,101.93	$6,376.52	$6,663.46	$6,963.31	$7,276.66
			Bi-weekly	$2,816.27	$2,943.01	$3,075.44	$3,213.84	$3,358.46
			Hourly	$35.20	$36.79	$38.44	$40.17	$41.98
	July 2025	55	Yearly	$75,602.89	$79,005.03	$82,560.26	$86,275.47	$90,157.86
	3.25%		Monthly	$6,300.24	$6,583.75	$6,880.02	$7,189.62	$7,513.16
			Bi-Weekly	$2,907.80	$3,038.66	$3,175.39	$3,318.29	$3,467.61
			Hourly	$36.35	$37.98	$39.69	$41.48	$43.35

Assistant Engineer		66	Yearly	$76,583.80	$80,030.07	$83,631.42	$87,394.84	$91,327.61
			Monthly	$6,381.98	$6,669.17	$6,969.29	$7,282.90	$7,610.63
			Bi-Weekly	$2,945.53	$3,078.08	$3,216.59	$3,361.34	$3,512.60
			Hourly	$36.82	$38.48	$40.21	$42.02	$43.91
	July 2024	66	Yearly	$79,647.15	$83,231.27	$86,976.68	$90,890.63	$94,980.71
	4.00%		Monthly	$6,637.26	$6,935.94	$7,248.06	$7,574.22	$7,915.06
			Bi-weekly	$3,063.35	$3,201.20	$3,345.26	$3,495.79	$3,653.10
			Hourly	$38.29	$40.02	$41.82	$43.70	$45.66
	July 2025	66	Yearly	$82,235.68	$85,936.29	$89,803.42	$93,844.58	$98,067.59
	3.25%		Monthly	$6,852.97	$7,161.36	$7,483.62	$7,820.38	$8,172.30
			Bi-Weekly	$3,162.91	$3,305.24	$3,453.98	$3,609.41	$3,771.83
			Hourly	$39.54	$41.32	$43.17	$45.12	$47.15
Wastewater Coll System Supervisor		59	Yearly	$83,184.34	$86,927.63	$90,839.37	$94,927.15	$99,198.87
Water Rec Shift Supervisor			Monthly	$6,932.03	$7,243.97	$7,569.95	$7,910.60	$8,266.57
Utility Maintenance Supervisor			Bi-weekly	$3,199.40	$3,343.37	$3,493.82	$3,651.04	$3,815.34
			Hourly	$39.99	$41.79	$43.67	$45.64	$47.69
	July 2024	59	Yearly	$86,511.72	$90,404.73	$94,472.95	$98,724.24	$103,166.82
	4.00%		Monthly	$7,209.31	$7,533.73	$7,872.75	$8,227.02	$8,597.24
			Bi-weekly	$3,327.37	$3,477.11	$3,633.57	$3,797.09	$3,967.95
			Hourly	$41.59	$43.46	$45.42	$47.46	$49.60
	July 2025	59	Yearly	$89,323.35	$93,342.89	$97,543.32	$101,932.77	$106,519.75
	3.25%		Monthly	$7,443.61	$7,778.57	$8,128.61	$8,494.40	$8,876.65
			Bi-Weekly	$3,435.51	$3,590.11	$3,751.67	$3,920.49	$4,096.91
			Hourly	$42.94	$44.88	$46.90	$49.01	$51.21
Senior Planner		67	Yearly	$93,399.99	$97,602.98	$101,995.11	$106,584.90	$111,381.22
Laboratory Director			Monthly	$7,783.33	$8,133.58	$8,499.59	$8,882.07	$9,281.77
			Bi-weekly	$3,592.31	$3,753.96	$3,922.89	$4,099.42	$4,283.89
			Hourly	$44.90	$46.92	$49.04	$51.24	$53.55
	July 2025	67	Yearly	$96,435.48	$100,775.07	$105,309.95	$110,048.91	$115,001.11
	3.25%		Monthly	$8,036.29	$8,397.92	$8,775.83	$9,170.74	$9,583.43
			Bi-Weekly	$3,709.06	$3,875.96	$4,050.38	$4,232.65	$4,423.12
			Hourly	$46.36	$48.45	$50.63	$52.91	$55.29
Associate Civil Engineer		78	Yearly	$102,629.62	$107,247.95	$112,074.11	$117,117.44	$122,387.73
			Monthly	$8,552.47	$8,937.33	$9,339.51	$9,759.79	$10,198.98
			Bi-Weekly	$3,947.29	$4,124.92	$4,310.54	$4,504.52	$4,707.22
			Hourly	$49.34	$51.56	$53.88	$56.31	$58.84
	July 2024	78	Yearly	$106,734.80	$111,537.87	$116,557.07	$121,802.14	$127,283.24
	4.00%		Monthly	$8,894.57	$9,294.82	$9,713.09	$10,150.18	$10,606.94
			Bi-weekly	$4,105.18	$4,289.92	$4,482.96	$4,684.70	$4,895.51
			Hourly	$51.31	$53.62	$56.04	$58.56	$61.19
	July 2025	78	Yearly	$110,203.69	$115,162.85	$120,345.18	$125,760.71	$131,419.94
	3.25%		Monthly	$9,183.64	$9,596.90	$10,028.76	$10,480.06	$10,951.66
			Bi-Weekly	$4,238.60	$4,429.34	$4,628.66	$4,836.95	$5,054.61
			Hourly	$52.98	$55.37	$57.86	$60.46	$63.18
Water Rec Chief Plant Op		72	Yearly	$106,623.59	$111,421.65	$116,435.63	$121,675.23	$127,150.62
			Monthly	$8,885.30	$9,285.14	$9,702.97	$10,139.60	$10,595.88
			Bi-weekly	$4,100.91	$4,285.45	$4,478.29	$4,679.82	$4,890.41
			Hourly	$51.26	$53.57	$55.98	$58.50	$61.13
	July 2024	72	Yearly	$110,888.54	$115,878.52	$121,093.06	$126,542.24	$132,236.64
	4.00%		Monthly	$9,240.71	$9,656.54	$10,091.09	$10,545.19	$11,019.72
			Bi-weekly	$4,264.94	$4,456.87	$4,657.43	$4,867.01	$5,086.02
			Hourly	$53.31	$55.71	$58.22	$60.84	$63.58
	July 2025	72	Yearly	$114,492.41	$119,644.57	$125,028.58	$130,654.87	$136,534.33
	3.25%		Monthly	$9,541.03	$9,970.38	$10,419.05	$10,887.91	$11,377.86
			Bi-Weekly	$4,403.55	$4,601.71	$4,808.79	$5,025.19	$5,251.32
			Hourly	$55.04	$57.52	$60.11	$62.81	$65.64

Classification		Range	Frequency	Step 1	Step 2	Step 3	Step 4	Step 5
Office Specialist		34	Yearly	$47,673.95	$49,819.28	$52,061.15	$54,403.90	$56,852.08
			Monthly	$3,972.83	$4,151.61	$4,338.43	$4,533.66	$4,737.67
			Bi-weekly	$1,833.61	$1,916.13	$2,002.35	$2,092.46	$2,186.62
			Hourly	$22.92	$23.95	$25.03	$26.16	$27.33
	July 2024	34	Yearly	$49,580.91	$51,812.05	$54,143.60	$56,580.06	$59,126.16
	4.00%		Monthly	$4,131.74	$4,317.67	$4,511.97	$4,715.00	$4,927.18
			Bi-weekly	$1,906.96	$1,992.77	$2,082.45	$2,176.16	$2,274.08
			Hourly	$23.84	$24.91	$26.03	$27.20	$28.43
	July 2025	34	Yearly	$51,192.29	$53,495.95	$55,903.26	$58,418.91	$61,047.76
	3.25%		Monthly	$4,266.02	$4,458.00	$4,658.61	$4,868.24	$5,087.31
			Bi-weekly	$1,968.93	$2,057.54	$2,150.13	$2,246.88	$2,347.99
			Hourly	$24.61	$25.72	$26.88	$28.09	$29.35
Maintenance Worker		38	Yearly	$52,560.54	$54,925.76	$57,397.42	$59,980.30	$62,679.42
Water Rec OIT			Monthly	$4,380.04	$4,577.15	$4,783.12	$4,998.36	$5,223.28
			Bi-weekly	$2,021.56	$2,112.53	$2,207.59	$2,306.93	$2,410.75
			Hourly	$25.27	$26.41	$27.59	$28.84	$30.13
	July 2024	38	Yearly	$54,662.96	$57,122.79	$59,693.32	$62,379.51	$65,186.59
	4.00%		Monthly	$4,555.25	$4,760.23	$4,974.44	$5,198.29	$5,432.22
			Bi-weekly	$2,102.42	$2,197.03	$2,295.90	$2,399.21	$2,507.18
			Hourly	$26.28	$27.46	$28.70	$29.99	$31.34
	July 2025	38	Yearly	$56,439.50	$58,979.28	$61,633.35	$64,406.85	$67,305.16
	3.25%		Monthly	$4,703.29	$4,914.94	$5,136.11	$5,367.24	$5,608.76
			Bi-weekly	$2,170.75	$2,268.43	$2,370.51	$2,477.19	$2,588.66
			Hourly	$27.13	$28.36	$29.63	$30.96	$32.36
Customer Srvc UT Billing Tech		39	Yearly	$53,842.50	$56,265.41	$58,797.36	$61,443.24	$64,208.18
Administrative Assistant			Monthly	$4,486.87	$4,688.78	$4,899.78	$5,120.27	$5,350.68
Recreation Prog Coord			Bi-weekly	$2,070.87	$2,164.05	$2,261.44	$2,363.20	$2,469.55
			Hourly	$25.89	$27.05	$28.27	$29.54	$30.87
	July 2024	(CL)	Yearly	$55,996.20	$58,516.03	$61,149.25	$63,900.97	$66,776.51
	4.00%		Monthly	$4,666.35	$4,876.34	$5,095.77	$5,325.08	$5,564.71
			Bi-weekly	$2,153.70	$2,250.62	$2,351.89	$2,457.73	$2,568.33
			Hourly	$26.92	$28.13	$29.40	$30.72	$32.10
	July 2025	39	Yearly	$57,816.08	$60,417.80	$63,136.60	$65,977.75	$68,946.75
	3.25%		Monthly	$4,818.01	$5,034.82	$5,261.38	$5,498.15	$5,745.56
			Bi-weekly	$2,223.70	$2,323.76	$2,428.33	$2,537.61	$2,651.80
			Hourly	$27.80	$29.05	$30.35	$31.72	$33.15
Senior Maintenance Worker		41	Yearly	$56,534.62	$59,078.68	$61,737.22	$64,515.40	$67,418.59
			Monthly	$4,711.22	$4,923.22	$5,144.77	$5,376.28	$5,618.22
			Bi-weekly	$2,174.41	$2,272.26	$2,374.51	$2,481.36	$2,593.02
			Hourly	$27.18	$28.40	$29.68	$31.02	$32.41
	July 2024	41	Yearly	$58,796.01	$61,441.83	$64,206.71	$67,096.01	$70,115.33
	4.00%		Monthly	$4,899.67	$5,120.15	$5,350.56	$5,591.33	$5,842.94
			Bi-weekly	$2,261.38	$2,363.15	$2,469.49	$2,580.62	$2,696.74
			Hourly	$28.27	$29.54	$30.87	$32.26	$33.71

	July 2025	41	Yearly	$60,706.88	$63,438.69	$66,293.43	$69,276.63	$72,394.08
	3.25%		Monthly	$5,058.91	$5,286.56	$5,524.45	$5,773.05	$6,032.84
			Bi-weekly	$2,334.88	$2,439.95	$2,549.75	$2,664.49	$2,784.39
			Hourly	$29.19	$30.50	$31.87	$33.31	$34.80
Mechanic/Maint Worker		43	Yearly	$59,361.36	$62,032.62	$64,824.08	$67,741.17	$70,789.52
			Monthly	$4,946.78	$5,169.38	$5,402.01	$5,645.10	$5,899.13
			Bi-weekly	$2,283.13	$2,385.87	$2,493.23	$2,605.43	$2,722.67
			Hourly	$28.54	$29.82	$31.17	$32.57	$34.03
	July 2024	43	Yearly	$61,735.81	$64,513.92	$67,417.05	$70,450.81	$73,621.10
	4.00%		Monthly	$5,144.65	$5,376.16	$5,618.09	$5,870.90	$6,135.09
			Bi-weekly	$2,374.45	$2,481.30	$2,592.96	$2,709.65	$2,831.58
			Hourly	$29.68	$31.02	$32.41	$33.87	$35.39
	July 2025	43	Yearly	$63,742.22	$66,610.62	$69,608.10	$72,740.47	$76,013.79
	3.25%		Monthly	$5,311.85	$5,550.89	$5,800.68	$6,061.71	$6,334.48
			Bi-weekly	$2,451.62	$2,561.95	$2,677.23	$2,797.71	$2,923.61
			Hourly	$30.65	$32.02	$33.47	$34.97	$36.55
Water Rec Op I		45	Yearly	$62,329.42	$65,134.25	$68,065.29	$71,128.23	$74,329.00
			Monthly	$5,194.12	$5,427.85	$5,672.11	$5,927.35	$6,194.08
			Bi-weekly	$2,397.29	$2,505.16	$2,617.90	$2,735.70	$2,858.81
			Hourly	$29.97	$31.31	$32.72	$34.20	$35.74
	July 2024	45	Yearly	$64,822.60	$67,739.62	$70,787.90	$73,973.36	$77,302.16
	4.00%		Monthly	$5,401.88	$5,644.97	$5,898.99	$6,164.45	$6,441.85
			Bi-weekly	$2,493.18	$2,605.37	$2,722.61	$2,845.13	$2,973.16
			Hourly	$31.16	$32.57	$34.03	$35.56	$37.16
	July 2025	45	Yearly	$66,929.33	$69,941.16	$73,088.51	$76,377.49	$79,814.48
	3.25%		Monthly	$5,577.44	$5,828.43	$6,090.71	$6,364.79	$6,651.21
			Bi-weekly	$2,574.21	$2,690.04	$2,811.10	$2,937.60	$3,069.79
			Hourly	$32.18	$33.63	$35.14	$36.72	$38.37
Community Services Ofcr		46	Yearly	$59,616.85	$62,299.61	$65,103.10	$68,032.74	$71,094.21
Victim Assistance Advocate			Monthly	$4,968.07	$5,191.63	$5,425.26	$5,669.40	$5,924.52
			Bi-weekly	$2,292.96	$2,396.14	$2,503.97	$2,616.64	$2,734.39
			Hourly	$28.66	$29.95	$31.30	$32.71	$34.18
	July 2024	46	Yearly	$62,001.53	$64,791.60	$67,707.22	$70,754.05	$73,937.98
	4.00%		Monthly	$5,166.79	$5,399.30	$5,642.27	$5,896.17	$6,161.50
			Bi-weekly	$2,384.67	$2,491.98	$2,604.12	$2,721.31	$2,843.77
			Hourly	$29.81	$31.15	$32.55	$34.02	$35.55
	July 2025	46	Yearly	$64,016.58	$66,897.32	$69,907.70	$73,053.56	$76,340.96
	3.25%		Monthly	$5,334.71	$5,574.78	$5,825.64	$6,087.80	$6,361.75
			Bi-weekly	$2,462.18	$2,572.97	$2,688.76	$2,809.75	$2,936.19
			Hourly	$30.78	$32.16	$33.61	$35.12	$36.70
Building Permit Tech		48	Yearly	$59,582.81	$62,264.04	$65,065.92	$67,993.88	$71,053.61
			Monthly	$4,965.23	$5,188.67	$5,422.16	$5,666.16	$5,921.13
			Bi-weekly	$2,291.65	$2,394.77	$2,502.54	$2,615.15	$2,732.83
			Hourly	$28.65	$29.93	$31.28	$32.69	$34.16
	July 2024	48	Yearly	$61,966.12	$64,754.60	$67,668.55	$70,713.64	$73,895.75
	4.00%		Monthly	$5,163.84	$5,396.22	$5,639.05	$5,892.80	$6,157.98
			Bi-weekly	$2,383.31	$2,490.56	$2,602.64	$2,719.76	$2,842.14
			Hourly	$29.79	$31.13	$32.53	$34.00	$35.53
	July 2025	48	Yearly	$63,980.02	$66,859.12	$69,867.78	$73,011.83	$76,297.36
	3.25%		Monthly	$5,331.67	$5,571.59	$5,822.32	$6,084.32	$6,358.11
			Bi-weekly	$2,460.77	$2,571.50	$2,687.22	$2,808.15	$2,934.51
			Hourly	$30.76	$32.14	$33.59	$35.10	$36.68

Utility Maintenance Mech		49	Yearly	$64,124.47	$67,010.07	$70,025.53	$73,176.68	$76,469.63
			Monthly	$5,343.71	$5,584.17	$5,835.46	$6,098.06	$6,372.47
			Bi-weekly	$2,466.33	$2,577.31	$2,693.29	$2,814.49	$2,941.14
			Hourly	$30.83	$32.22	$33.67	$35.18	$36.76
	July 2024	49	Yearly	$66,689.45	$69,690.48	$72,826.55	$76,103.74	$79,528.41
	4.00%		Monthly	$5,557.45	$5,807.54	$6,068.88	$6,341.98	$6,627.37
			Bi-weekly	$2,564.98	$2,680.40	$2,801.02	$2,927.07	$3,058.79
			Hourly	$32.06	$33.51	$35.01	$36.59	$38.23
	July 2025	49	Yearly	$68,856.86	$71,955.42	$75,193.41	$78,577.11	$82,113.08
	3.25%		Monthly	$5,738.07	$5,996.28	$6,266.12	$6,548.09	$6,842.76
			Bi-weekly	$2,648.34	$2,767.52	$2,892.05	$3,022.20	$3,158.20
			Hourly	$33.10	$34.59	$36.15	$37.78	$39.48
Fleet Mechanic		50	Yearly	$64,438.81	$67,338.55	$70,368.79	$73,535.38	$76,844.48
			Monthly	$5,369.90	$5,611.55	$5,864.07	$6,127.95	$6,403.71
			Bi-weekly	$2,478.42	$2,589.94	$2,706.49	$2,828.28	$2,955.56
			Hourly	$30.98	$32.37	$33.83	$35.35	$36.94
	July 2024	50	Yearly	$67,016.36	$70,032.10	$73,183.54	$76,476.80	$79,918.26
	4.00%		Monthly	$5,584.70	$5,836.01	$6,098.63	$6,373.07	$6,659.85
			Bi-weekly	$2,577.55	$2,693.54	$2,814.75	$2,941.42	$3,073.78
			Hourly	$32.22	$33.67	$35.18	$36.77	$38.42
	July 2025	38	Yearly	$69,194.39	$72,308.14	$75,562.01	$78,962.30	$82,515.60
	3.25%		Monthly	$5,766.20	$6,025.68	$6,296.83	$6,580.19	$6,876.30
			Bi-weekly	$2,661.32	$2,781.08	$2,906.23	$3,037.01	$3,173.68
			Hourly	$33.27	$34.76	$36.33	$37.96	$39.67
Electrician		51	Yearly	$72,154.10	$75,401.03	$78,794.08	$82,339.81	$86,045.11
Sr Utility Maint Mechanic			Monthly	$6,012.84	$6,283.42	$6,566.17	$6,861.65	$7,170.43
Water Systems Op			Bi-weekly	$2,775.16	$2,900.04	$3,030.54	$3,166.92	$3,309.43
Water Rec Op II			Hourly	$34.69	$36.25	$37.88	$39.59	$41.37
	July 2024	51	Yearly	$75,040.26	$78,417.07	$81,945.84	$85,633.41	$89,486.91
	4.00%		Monthly	$6,253.36	$6,534.76	$6,828.82	$7,136.12	$7,457.24
			Bi-weekly	$2,886.16	$3,016.04	$3,151.76	$3,293.59	$3,441.80
			Hourly	$36.08	$37.70	$39.40	$41.17	$43.02
	July 2025	38	Yearly	$77,479.07	$80,965.63	$84,609.08	$88,416.49	$92,395.23
	3.25%		Monthly	$6,456.59	$6,747.14	$7,050.76	$7,368.04	$7,699.60
			Bi-weekly	$2,979.96	$3,114.06	$3,254.20	$3,400.63	$3,553.66
			Hourly	$37.25	$38.93	$40.68	$42.51	$44.42

Executive Assistant		53	Yearly	$69,311.01	$72,430.01	$75,689.36	$79,095.38	$82,654.67
			Monthly	$5,775.92	$6,035.83	$6,307.45	$6,591.28	$6,887.89
			Bi-weekly	$2,665.81	$2,785.77	$2,911.13	$3,042.13	$3,179.03
			Hourly	$33.32	$34.82	$36.39	$38.03	$39.74
	July 2024	53	Yearly	$72,083.45	$75,327.21	$78,716.93	$82,259.19	$85,960.86
	4.00%		Monthly	$6,006.95	$6,277.27	$6,559.74	$6,854.93	$7,163.40
			Bi-weekly	$2,772.44	$2,897.20	$3,027.57	$3,163.82	$3,306.19
			Hourly	$34.66	$36.22	$37.84	$39.55	$41.33
	July 2025	53	Yearly	$74,426.16	$77,775.34	$81,275.23	$84,932.62	$88,754.58
	3.25%		Monthly	$6,202.18	$6,481.28	$6,772.94	$7,077.72	$7,396.22
			Bi-weekly	$2,862.54	$2,991.36	$3,125.97	$3,266.64	$3,413.64
			Hourly	$35.78	$37.39	$39.07	$40.83	$42.67
Sr Water Systems Op		58	Yearly	$76,044.44	$79,466.44	$83,042.43	$86,779.34	$90,684.41
			Monthly	$6,337.04	$6,622.20	$6,920.20	$7,231.61	$7,557.03
			Bi-weekly	$2,924.79	$3,056.40	$3,193.94	$3,337.67	$3,487.86
			Hourly	$36.56	$38.21	$39.92	$41.72	$43.60
	July 2024	58	Yearly	$79,086.22	$82,645.10	$86,364.13	$90,250.51	$94,311.79
	4.00%		Monthly	$6,590.52	$6,887.09	$7,197.01	$7,520.88	$7,859.32
			Bi-weekly	$3,041.78	$3,178.66	$3,321.70	$3,471.17	$3,627.38
			Hourly	$38.02	$39.73	$41.52	$43.39	$45.34
	July 2025	58	Yearly	$81,656.52	$85,331.06	$89,170.96	$93,183.66	$97,376.92
	3.25%		Monthly	$6,804.71	$7,110.92	$7,430.91	$7,765.30	$8,114.74
			Bi-weekly	$3,140.64	$3,281.96	$3,429.65	$3,583.99	$3,745.27
			Hourly	$39.26	$41.02	$42.87	$44.80	$46.82

POLICE OFFICER (PO)
CLASSIFICATION AND COMPENSATION PLAN
FY 2025/26

Classification	Range	Frequency	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Police Officer	45	Yearly	$62,320.07	$65,124.47	$68,055.07	$71,117.55	$74,317.84			
		Monthly	$5,193.34	$5,427.04	$5,671.26	$5,926.46	$6,193.15	*** Upon completion of 5th year of service as a Police Officer ***		
		Bi-weekly	$2,396.93	$2,504.79	$2,617.50	$2,735.29	$2,858.38			
		Hourly	$28.53	$29.82	$31.16	$32.56	$34.03			
Effective 7/1/17	45-A	Yearly	$64,189.67	$67,078.20	$70,096.72	$73,251.08	$76,547.38	$79,992.01	$83,591.65	$87,353.27
3% COLA		Monthly	$5,349.14	$5,589.85	$5,841.39	$6,104.26	$6,378.95	$6,666.00	$6,965.97	$7,279.44
		Bi-weekly	$2,468.83	$2,579.93	$2,696.03	$2,817.35	$2,944.13	$3,076.62	$3,215.06	$3,359.74
		Hourly	$29.39	$30.71	$32.10	$33.54	$35.05	$36.63	$38.27	$40.00
Effective 6/30/18	45-B	Yearly	$65,794.41	$68,755.16	$71,849.14	$75,082.35	$78,461.06	$81,991.81	$85,681.44	$89,537.10
2.5% COLA		Monthly	$5,482.87	$5,729.60	$5,987.43	$6,256.86	$6,538.42	$6,832.65	$7,140.12	$7,461.43
		Bi-weekly	$2,530.55	$2,644.43	$2,763.43	$2,887.78	$3,017.73	$3,153.53	$3,295.44	$3,443.73
		Hourly	$30.13	$31.48	$32.90	$34.38	$35.93	$37.54	$39.23	$41.00
Effective 6/29/19	45-C	Yearly	$68,097.22	$71,161.59	$74,363.86	$77,710.24	$81,207.20	$84,861.52	$88,680.29	$92,670.90
3.5% COLA		Monthly	$5,674.77	$5,930.13	$6,196.99	$6,475.85	$6,767.27	$7,071.79	$7,390.02	$7,722.58
		Bi-weekly	$2,619.12	$2,736.98	$2,860.15	$2,988.86	$3,123.35	$3,263.90	$3,410.78	$3,564.27
		Hourly	$31.18	$32.58	$34.05	$35.58	$37.18	$38.86	$40.60	$42.43
Effective July 2020	45-D	Yearly	$70,480.62	$73,652.25	$76,966.60	$80,430.09	$84,049.45	$87,831.67	$91,784.10	$95,914.38
3.5% COLA		Monthly	$5,873.39	$6,137.69	$6,413.88	$6,702.51	$7,004.12	$7,319.31	$7,648.67	$7,992.87
		Bi-weekly	$2,710.79	$2,832.78	$2,960.25	$3,093.47	$3,232.67	$3,378.14	$3,530.16	$3,689.01
		Hourly	$32.27	$33.72	$35.24	$36.83	$38.48	$40.22	$42.03	$43.92
Police Officer	45	Yearly	$72,771.24	$76,045.94	$79,468.01	$83,044.07	$86,781.06	$90,686.20	$94,767.08	$99,031.60
July 2021		Monthly	$6,064.27	$6,337.16	$6,622.33	$6,920.34	$7,231.75	$7,557.18	$7,897.26	$8,252.63
3.25% COLA		Bi-weekly	$2,798.89	$2,924.84	$3,056.46	$3,194.00	$3,337.73	$3,487.93	$3,644.89	$3,808.91
		Hourly	$33.32	$34.82	$36.39	$38.02	$39.73	$41.52	$43.39	$45.34
Police Officer	45	Yearly	$75,136.31	$78,517.44	$82,050.72	$85,743.00	$89,601.44	$93,633.50	$97,847.01	$102,250.13
July 2022		Monthly	$6,261.36	$6,543.12	$6,837.56	$7,145.25	$7,466.79	$7,802.79	$8,153.92	$8,520.84
3.25% COLA		Bi-weekly	$2,889.86	$3,019.90	$3,155.80	$3,297.81	$3,446.21	$3,601.29	$3,763.35	$3,932.70
		Hourly	$34.40	$35.95	$37.57	$39.26	$41.03	$42.87	$44.80	$46.82
Police Officer	45	Yearly	$77,766.08	$81,265.55	$84,922.50	$88,744.01	$92,737.49	$96,910.68	$101,271.66	$105,828.88
July 2023		Monthly	$6,480.51	$6,772.13	$7,076.87	$7,395.33	$7,728.12	$8,075.89	$8,439.30	$8,819.07
3.5% COLA		Bi-weekly	$2,991.00	$3,125.60	$3,266.25	$3,413.23	$3,566.83	$3,727.33	$3,895.06	$4,070.34
		Hourly	$35.61	$37.21	$38.88	$40.63	$42.46	$44.37	$46.37	$48.46
Police Officer	45	Yearly	$81,265.55	$84,922.50	$88,744.01	$92,737.49	$96,910.68	$101,271.66	$105,828.88	$110,591.18
September 30, 2023		Monthly	$6,772.13	$7,076.87	$7,395.33	$7,728.12	$8,075.89	$8,439.30	$8,819.07	$9,215.93
4.5% COLA		Bi-weekly	$3,125.60	$3,266.25	$3,413.23	$3,566.83	$3,727.33	$3,895.06	$4,070.34	$4,253.51
		Hourly	$37.21	$38.88	$40.63	$42.46	$44.37	$46.37	$48.46	$50.64

					Police Officer I				Police Officer II	
Classification	**Range**	**Frequency**	**Step 1**	**Step 2**	**Step 3**	**Step 4**	**Step 5**	**Step 6**	**Step 7**	**Step 8**
Police Officer I	45	Yearly	$84,516.17	$88,319.40	$92,293.77	$96,446.99	$100,787.10	$105,322.52	$110,062.04	$115,014.83
July 6, 2024		Monthly	$7,043.01	$7,359.95	$7,691.15	$8,037.25	$8,398.93	$8,776.88	$9,171.84	$9,584.57
4% COLA		Bi-weekly	$3,250.62	$3,396.90	$3,549.76	$3,709.50	$3,876.43	$4,050.87	$4,233.16	$4,423.65
		Hourly	$38.70	$40.44	$42.26	$44.16	$46.15	$48.22	$50.39	$52.66

					Police Officer I				Police Officer II	
Classification	**Range**	**Frequency**	**Step 1**	**Step 2**	**Step 3**	**Step 4**	**Step 5**	**Step 6**	**Step 7**	**Step 8**
Police Officer I	45	Yearly	$87,474.24	$91,410.58	$95,524.05	$99,822.63	$104,314.65	$109,008.81	$113,914.21	$119,040.35
July 2025		Monthly	$7,289.52	$7,617.55	$7,960.34	$8,318.55	$8,692.89	$9,084.07	$9,492.85	$9,920.03
3.5% COLA		Bi-weekly	$3,364.39	$3,515.79	$3,674.00	$3,839.33	$4,012.10	$4,192.65	$4,381.32	$4,578.47
		Hourly	$40.05	$41.85	$43.74	$45.71	$47.76	$49.91	$52.16	$54.51

					Police Officer I				Police Officer II	
Classification	**Range**	**Frequency**	**Step 1**	**Step 2**	**Step 3**	**Step 4**	**Step 5**	**Step 6**	**Step 7**	**Step 8**
Police Officer I	45	Yearly	$90,317.15	$94,381.42	$98,628.58	$103,066.87	$107,704.88	$112,551.60	$117,616.42	$122,909.16
July 2026		Monthly	$7,526.43	$7,865.12	$8,219.05	$8,588.91	$8,975.41	$9,379.30	$9,801.37	$10,242.43
3.25% COLA		Bi-weekly	$3,473.74	$3,630.05	$3,793.41	$3,964.11	$4,142.50	$4,328.91	$4,523.71	$4,727.28
		Hourly	$41.35	$43.21	$45.16	$47.19	$49.32	$51.53	$53.85	$56.28

Police Officer (PO) - Approved 6/19/24

POLICE SERGEANT (PS)
CLASSIFICATION AND COMPENSATION PLAN
FY 2025/26

Classification	Range	Frequency	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Police Sergeant	59	Yearly	$85,652.68	$89,507.05	$93,534.86	$97,743.93	$102,142.41			
		Monthly	$7,137.72	$7,458.92	$7,794.57	$8,145.33	$8,511.87	*** Upon completion of 5th year of service		
		Bi-weekly	$3,294.33	$3,442.58	$3,597.49	$3,759.38	$3,928.55	as a Police Sergeant **		
		Hourly	$39.22	$40.98	$42.83	$44.75	$46.77			
Effective 7/1/17	59-A	Yearly	$88,222.26	$92,192.26	$96,340.91	$100,676.25	$105,206.68	$109,940.98	$114,888.33	$120,058.30
3% COLA		Monthly	$7,351.86	$7,682.69	$8,028.41	$8,389.69	$8,767.22	$9,161.75	$9,574.03	$10,004.86
		Bi-weekly	$3,393.16	$3,545.86	$3,705.42	$3,872.16	$4,046.41	$4,228.50	$4,418.78	$4,617.63
		Hourly	$40.39	$42.21	$44.11	$46.10	$48.17	$50.34	$52.60	$54.97
Effective 6/30/18	59-B	Yearly	$90,427.82	$94,497.07	$98,749.43	$103,193.15	$107,836.85	$112,689.51	$117,760.54	$123,059.76
2.5% COLA		Monthly	$7,535.65	$7,874.76	$8,229.12	$8,599.43	$8,986.40	$9,390.79	$9,813.38	$10,254.98
		Bi-weekly	$3,477.99	$3,634.50	$3,798.05	$3,968.97	$4,147.57	$4,334.21	$4,529.25	$4,733.07
		Hourly	$41.40	$43.27	$45.21	$47.25	$49.38	$51.60	$53.92	$56.35
Effective 6/29/19	59-C	Yearly	$93,592.79	$97,804.47	$102,205.66	$106,804.91	$111,611.14	$116,633.64	$121,882.15	$127,366.85
3.5% COLA		Monthly	$7,799.40	$8,150.37	$8,517.14	$8,900.41	$9,300.93	$9,719.47	$10,156.85	$10,613.90
		Bi-weekly	$3,599.72	$3,761.71	$3,930.99	$4,107.88	$4,292.74	$4,485.91	$4,687.78	$4,898.73
		Hourly	$42.85	$44.78	$46.80	$48.90	$51.10	$53.40	$55.81	$58.32
Effective July 2020	59-D	Yearly	$96,868.54	$101,227.62	$105,782.86	$110,543.09	$115,517.53	$120,715.82	$126,148.03	$131,824.69
3.5% COLA		Monthly	$8,072.38	$8,435.64	$8,815.24	$9,211.92	$9,626.46	$10,059.65	$10,512.34	$10,985.39
		Bi-weekly	$3,725.71	$3,893.37	$4,068.57	$4,251.66	$4,442.98	$4,642.92	$4,851.85	$5,070.18
		Hourly	$44.35	$46.35	$48.44	$50.61	$52.89	$55.27	$57.76	$60.36
Police Sergeant	59	Yearly	$100,016.77	$104,517.52	$109,220.80	$114,135.74	$119,271.85	$124,639.08	$130,247.84	$136,108.99
July 2021		Monthly	$8,334.73	$8,709.79	$9,101.73	$9,511.31	$9,939.32	$10,386.59	$10,853.99	$11,342.42
3.25% COLA		Bi-weekly	$3,846.80	$4,019.90	$4,200.80	$4,389.84	$4,587.38	$4,793.81	$5,009.53	$5,234.96
		Hourly	$45.80	$47.86	$50.01	$52.26	$54.61	$57.07	$59.64	$62.32
Police Sergeant	59	Yearly	$103,267.31	$107,914.34	$112,770.48	$117,845.15	$123,148.18	$128,689.85	$134,480.90	$140,532.54
July 2022		Monthly	$8,605.61	$8,992.86	$9,397.54	$9,820.43	$10,262.35	$10,724.15	$11,206.74	$11,711.04
3.25% COLA		Bi-weekly	$3,971.82	$4,150.55	$4,337.33	$4,532.51	$4,736.47	$4,949.61	$5,172.34	$5,405.10
		Hourly	$47.28	$49.41	$51.63	$53.96	$56.39	$58.92	$61.58	$64.35
Police Sergeant	59	Yearly	$106,881.67	$111,691.34	$116,717.44	$121,969.73	$127,458.37	$133,194.00	$139,187.73	$145,451.17
July 2023		Monthly	$8,906.81	$9,307.61	$9,726.45	$10,164.14	$10,621.53	$11,099.50	$11,598.98	$12,120.93
3.5% COLA		Bi-weekly	$4,110.83	$4,295.82	$4,489.13	$4,691.14	$4,902.25	$5,122.85	$5,353.37	$5,594.28
		Hourly	$48.94	$51.14	$53.44	$55.85	$58.36	$60.99	$63.73	$66.60
Classification	**Range**	**Frequency**	**Step 1**	**Step 2**	**Step 3**	**Step 4**	**Step 5**	**Step 6**	**Step 7**	**Step 8**
Police Sergeant	59	Yearly	$111,691.34	$116,717.45	$121,969.73	$127,458.37	$133,194.00	$139,187.73	$145,451.17	$151,996.48
September 30, 2023		Monthly	$9,307.61	$9,726.45	$10,164.14	$10,621.53	$11,099.50	$11,598.98	$12,120.93	$12,666.37
4.5% COLA		Bi-weekly	$4,295.82	$4,489.13	$4,691.14	$4,902.24	$5,122.85	$5,353.37	$5,594.28	$5,846.02
		Hourly	$51.14	$53.44	$55.85	$58.36	$60.99	$63.73	$66.60	$69.60
Classification	**Range**	**Frequency**	**Step 1**	**Step 2**	**Step 3**	**Step 4**	**Step 5**	**Step 6**	**Step 7**	**Step 8**
Police Sergeant	59	Yearly	$116,159.00	$121,386.15	$126,848.52	$132,556.70	$138,521.76	$144,755.24	$151,269.22	$158,076.34
July 6, 2024		Monthly	$9,679.92	$10,115.51	$10,570.71	$11,046.39	$11,543.48	$12,062.94	$12,605.77	$13,173.03
4% COLA		Bi-weekly	$4,467.65	$4,668.70	$4,878.79	$5,098.33	$5,327.76	$5,567.51	$5,818.05	$6,079.86
		Hourly	$53.19	$55.58	$58.08	$60.69	$63.43	$66.28	$69.26 .	
Classification	**Range**	**Frequency**	**Step 1**	**Step 2**	**Step 3**	**Step 4**	**Step 5**	**Step 6**	**Step 7**	**Step 8**
Police Sergeant	59	Yearly	$120,224.56	$125,634.66	$131,288.21	$137,196.19	$143,370.02	$149,821.67	$156,563.64	$163,609.01
July 2025		Monthly	$10,018.71	$10,469.56	$10,940.68	$11,433.02	$11,947.50	$12,485.14	$13,046.97	$13,634.08
3.5% COLA		Bi-weekly	$4,624.02	$4,832.10	$5,049.55	$5,276.78	$5,514.23	$5,762.37	$6,021.68	$6,292.65
		Hourly	$55.05	$57.53	$60.11	$62.82	$65.65	$68.60	$71.69	$74.91
Classification	**Range**	**Frequency**	**Step 1**	**Step 2**	**Step 3**	**Step 4**	**Step 5**	**Step 6**	**Step 7**	**Step 8**
Police Sergeant	59	Yearly	$124,131.86	$129,717.79	$135,555.08	$141,655.06	$148,029.54	$154,690.87	$161,651.96	$168,926.30
July 2026		Monthly	$10,344.32	$10,809.82	$11,296.26	$11,804.59	$12,335.80	$12,890.91	$13,471.00	$14,077.19
3.25% COLA		Bi-weekly	$4,774.30	$4,989.15	$5,213.66	$5,448.27	$5,693.44	$5,949.65	$6,217.38	$6,497.17
		Hourly	$56.84	$59.39	$62.07	$64.86	$67.78	$70.83	$74.02	$77.35

Police Sergeant (PS) - Approved 6/19/24

Sergeant - Approved xx.xx.xxxx

Exhibit D

City of Soledad
Proposition 4 General Fund Appropriations Limitations for
Fiscal Year 2025-2026

1	Fiscal year 2024-25 Appropriations limit established by resolution	$33,201,236
2	Population Estimate – Department of Finance (Jan 1, 2024)	20,005*
3	Population Estimate – Department of Finance (Jan 1, 2025)	20,366*
4	Population conversion factor (1.80+100/100)	1.0180
5	Per Capita Personal Income Index (6.44+100/100)	1.0644
6	Calculation of Factor (line 4 x line 5)	1.0836
7	Fiscal Year 2025-26 Appropriation Limit	$35,976,859
8	Appropriation Subject to the limitation	$11,797,604
9	Amount under the limitation	$24,209,255

Notes:
* Used modified population figures from the Department of Finance Letter dated May 2025.

AGENDA ITEM NO. 2.

CITY OF SOLEDAD
STAFF REPORT

SUBJECT:

Resolution No. 6249, A Resolution of the City Council of the City of Soledad Approving a Contract Change Order for Construction Services with Monterey Peninsula Engineering for the Amount of $32,144 for a Total-Not-to-Exceed Amount of $480,038 for the Soledad Fire Department Aerial Apparatus Bay (Phase 1) Project and Authorizing the City Manager to Execute Said Contract Change Order on Behalf of the City of Soledad

TO: **Honorable Mayor Velazquez and City Council**

FROM: **Alex Ramos, Assistant Engineer**

THROUGH: **Megan Hunter, City Manager**

MEETING DATE: **June 18, 2025**

Recommendation

It is recommended that the City Council of the City of Soledad Consider and Adopt Resolution No. 6249, "A Resolution of the City Council of the City of Soledad Approving a Contract Change Order for Construction Services with Monterey Peninsula Engineering for the Amount of $32,144 for a Total-Not-to-Exceed Amount of $480,038 for the Soledad Fire Department Aerial Apparatus Bay (Phase 1) Project and Authorizing the City Manager to Execute Said Contract Change Order on Behalf of the City of Soledad".

Executive Summary

This change order for the Aerial Apparatus Bay Project, Phase 1, includes the additional scope of work to have Monterey Peninsula Engineering (MPE) apply concrete sealer to protect the apparatus bay foundation surface and to have MPE furnish and install motors to overhead doors. The concrete sealer would help protect the surface floor of the building from general wear and tear and further extend the useful life of the building. Additionally, motorizing the doors for the app bay is a safety requirement, enabling a quick response time, eliminating the need to open the doors manually in an emergency. Given that these expenses will be covered through the fire impact account, respective budget amendments will need to be coordinated to capture them in the current fiscal year budget and the next fiscal year budget of FY25/26. Therefore, Staff is recommending that the City Council consider and approve both the proposed contract change order in the amount of $32,144 and the respective budget amendments.

Background

The City received funding through a State of California earmark from Senator Caballero for $2 million to purchase a new fire engine with a ladder attachment. Subsequently, on January 11, 2023, the Soledad City Council authorized the purchase of a 2023 Sparta/Smeal 105-foot Quint Aerial Apparatus (Ladder Truck). Unfortunately, the existing fire station bay is too small for this new apparatus, requiring the construction of a new apparatus bay to house and protect the ladder truck. As a result, City Council authorized Staff to initiate design work for the new apparatus bay.

Design of the Soledad Fire Department Aerial Apparatus Bay Project was completed in two phases 1 – the pre-fabricated building and foundation; and Phase 2 – site improvements and utility connections necessary for the siting of the new apparatus bay.

On May 15, 2024, Council approved a contract for construction services with MPE in the amount of $359,000 plus 5% Contingency for a total not to exceed $376,950 for Phase 1 of this project.

On August 21, 2024, the City Council approved a contract for construction services with MPE in the amount of $858,343 plus 10% Contingency ($85,834) for a total not to exceed $944,177 for the Soledad Fire Department (CALFIRE) Aerial Apparatus Bay Project Phase 2 of this project.

On May 7, 2025, the City Council approved a contract change order for Construction Services with MPE in the amount of $70,344 for a total not-to-exceed amount of $447,294 for the Soledad Fire Department Aerial Apparatus Bay (Phase 1) Project.

One reason there have been multiple change orders on this project is that the City used American Rescue Plan Act funds to construct the bay, and there were strict expenditure deadlines. This led to an expedited design process that did not fully consider the needs of the Fire Department, leaving out critical items such as the motors for the roll up doors.

Review & Analysis

This project is nearing completion with the recent installation of the overhead doors, wharf hydrant, and fire sprinklers (above and underground portions). The contractor is preparing for the concrete pours for the driveway approaches and tidying up miscellaneous items in anticipation of the ribbon-cutting ceremony. Given the investments the City has made towards this project and ensuring the best possible final product, Staff has requested an owner-initiated contract change order for this project phase.

This contract change order includes the additional scope of work for MPE to perform a concrete floor sealer to protect the surface of the new fire app bay. This application provides a multitude of benefits, primarily aimed at extending the service life of the concrete foundation surface. Given the size, weight, and frequency of the ladder truck to be used, tire marks, stains, and other various scuffs and damages will begin to accumulate. Therefore, Staff has researched various products, and the best option is to mimic a similar product utilized at other Fire Stations that CalFire has already vetted. The product we plan to utilize is the Retro Pel Flooring Coating through Master Painting and Coatings.

In addition to the concrete floor sealer, this contract change order also includes the additional scope of work to have MPE furnish and install motors to achieve motorized doors at the fire app bay. When the project was originally put out to bid, the electrical design was in the midst of being completed and therefore was not available during the bidding process. To ensure that the City had at the very least overhead doors as part of the base bid, Staff moved forward with requesting manually operated doors

and would then incorporate the motors for the doors once the electrical design and connection were confirmed to work. MPE recently completed the electrical work for the PG&E tie-in and is currently waiting to be energized by PG&E. Therefore, Staff is requesting that the City Council consider and approve this contract change order for $32,144, for a total not-to-exceed amount for Project Phase 1 of $480,038.

Financial Considerations

This contract change order and additional funding request shall be funded through the use of Fire Impact Fees. The breakdown of the costs so far is as follows:

$359,000 Original Construction Contract Amount

$17,950 Construction Contingency (5% of the Original Contract)

$17,194 CCO 1: Fire Sprinkler Design, Riser, and Inspection (Approved through Contingency)

$70,344 CCO 2: PG&E Plan Revision, Underground Portion of Fire Sprinkler Work, Additional Quantities & T&M Work

$600 CCO 3: The purchase and installation of a bolt-down lid for the Oil Sand Separator (Approved with contingency)

$32,144 CCO 4: Concrete Floor Sealer and Motorized Doors

$480,038 New Construction Amount

Considering the timing in which the work is to be completed, the work will straddle across two fiscal years. Change Order No. 4 in the amount of $32,144 will be funded through the use of Fire Impact Fee Funds and will require two budget amendments to the Capital Improvements line item of the Fire Impact Fee Fund (Fund 772); one in the amount of $15,000 for FY 24/25 and the second in the amount or $17,144 for FY 25/26.

Alternatives

- Approve the resolution as presented; or
- Modify the resolution; or
- Do not approve the Resolution. This is not recommended, as approving this contract change order will protect one of the City's biggest investments and would ensure a longer life service of the app bay.

Planning/CEQA

The Soledad Fire Department Aerial Apparatus Bay Project, which involves the installation of a metal prefabricated building next to an existing fire station, is Categorically Exempt pursuant to California Environmental Quality Act (CEQA) under Guidelines Section 15332 – Infill (Class 32). This Project is exempt because it meets the following conditions: (a) The project is consistent with the applicable general plan designation and all applicable general plan policies, as well as with applicable zoning designation and regulations. (b) The proposed development occurs within city limits on a project site of no more than five acres, substantially surrounded by urban uses. (c) The project site has no value as a habitat for endangered, rare, or threatened species. (d) Approval of the project would not result in any significant effects relating to traffic, noise, air, or water quality. (e) All required utilities and public

services can adequately serve the site.

Public Notice Requirements

None required.

Attachment(s):
Resolution No. 6249
Exhibit A

RESOLUTION NO. 6249

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLEDAD APPROVING A CONTRACT CHANGE ORDER FOR CONSTRUCTION SERVICES WITH MONTEREY PENINSULA ENGINEERING FOR THE AMOUNT OF $32,144 FOR A TOTAL NOT-TO-EXCEED AMOUNT OF $480,038 FOR THE SOLEDAD FIRE DEPARTMENT AERIAL APPARATUS BAY (PHASE 1) PROJECT AND APPROVING THE RESPECTIVE BUDGET AMENDMENTS AND AUTHORIZING THE CITY MANAGER TO EXECUTE SAID CONTRACT CHANGE ORDER ON BEHALF OF THE CITY OF SOLEDAD.

WHEREAS, the City received a $2 million earmark through the State of California from Senator Caballero to purchase a new fire engine with a ladder attachment; and

WHEREAS, on January 11, 2023, Council approved the purchase of this ladder truck with an 18-to-24-month delivery time, necessitating the expedited development of an apparatus bay to safely house this truck; and

WHEREAS, on January 11, 2023, the City Council also approved an agreement between the City of Soledad and In Studio Architecture for the Design and Construction Management of the Soledad Fire Department (CALFIRE) Aerial Apparatus Bay Project; and

WHEREAS, on May 15, 2024, Council approved a contract for construction services with Monterey Peninsula Engineering (MPE) in the amount of $359,000 plus a 5% Contingency for a total not to exceed $376,950 for phase 1 of this project; and

WHEREAS, on August 21, 2024, the City Council approved a contract for construction services with MPE in the amount of $858,343 plus a 10% contingency ($85,834) for a total not to exceed amount of $944,177 for the Soledad Fire Department (CALFIRE) Aerial Apparatus Bay Project Phase 2 of this project; and

WHEREAS, on May 7, 2025, the City Council approved a contract change order for Construction Services with MPE in the amount of $70,344 for a total not-to-exceed amount of $447,294 for the Soledad Fire Department Aerial Apparatus Bay (Phase 1) Project; and

WHEREAS, the new proposed contract change order includes the additional scope of work for MPE to apply a concrete floor sealer to protect the surface of the new fire app bay floor and further extend the useful life of the building. Additionally, this amended scope of work calls for MPE to furnish and install motors for opening the bay doors; and

WHEREAS, staff, therefore, recommends approval of a contract change order for Construction Services with MPE for the amount of $32,144 for a total not-to-exceed amount of $480,038 for the Soledad Fire Department Aerial Apparatus Bay (Phase 1) Project; and

WHEREAS, considering the timing of the work to be performed as part of this change order, the motor is anticipated to be completed within the current fiscal year 24/25, however, the

concrete floor sealer will straddle both the current fiscal year and fiscal year 25/26; and

WHEREAS, the City would need to allocate additional funding to complete this change order as part of this project; and

WHEREAS, therefore, staff recommends Council approve an increase to the project funding through the Fire Impact Fund by $32,144 to cover each portion of the change order; and

WHEREAS, this project, which involves the installation of a metal prefabricated building next to an existing fire station, is Categorically Exempt pursuant to the California Environmental Quality Act (CEQA) under Guidelines Section 15332 – Infill (Class 32).

NOW THEREFORE, BE IT HEREBY RESOLVED, by the Council of the City of Soledad that a Contract Change Order for Construction Services with Monterey Peninsula Engineering in the amount of $32,144 for a total Project Phase 1 not-to-exceed amount of $480,038, a copy of which is attached hereto as **"Exhibit A"**, and by this reference incorporated herein, is hereby approved and the City Manager is hereby authorized and directed to execute the same on behalf of the City.

BE IT FURTHER RESOLVED, that the City Council approves a FY 24/25 Budget Amendment from Fire Impact in the amount of $15,000 to cover the motor portion of the change order and a FY 25/26 Budget Amendment from Fire Impact in the amount of $17,144 to cover the concrete floor sealer.

PASSED AND ADOPTED by the City Council of the City of Soledad at a regular meeting duly held on the 18th day of June by the following vote:

AYES, and in favor thereof, Councilmembers:

NOES, Councilmembers:

ABSENT, Councilmembers:

ABSTAIN, Councilmembers:

_____
ANNA M. VELAZQUEZ, Mayor

ATTEST:

_____
MEGAN HUNTER, City Clerk

June 11, 2025

CONTRACT CHANGE ORDER NO. 4

TO AN AGREEMENT BETWEEN THE CITY OF SOLEDAD AND MONTEREY PENINSULA ENGINEERING (MPE) FOR THE AERIAL APPARATUS BAY PROJECT PHASE 1 (BUILDING & FOUNDATION)

WHEREAS, the City of Soledad, a municipal corporation of the State of California entered into an agreement dated May 15, 2024, with Monterey Peninsula Engineering for a total price of $359,000 for the AERIAL APPARATUS BAY PROJECT PHASE 1 (BUILDING & FOUNDATION)

1. **REASON FOR CHANGE.**

   This Contract Change Order No. 4 encompasses the changes listed in the description below:

   a. The additional scope of work to achieve motorized doors for the Fire App Bay building. Two-door motors will be required, one for the front of the building and the other for the back. This add-on will eliminate the need for the doors to be manually opened and will thus increase response times for emergency doors.

   b. The additional scope of work is to perform a concrete floor sealer to protect the Fire Station App Bay foundation floor surface. The concrete floor seal has a multitude of benefits, but it will primarily protect the floor from general wear and tear, thus further extending the building's useful life.

   Please refer to the attached documents for a full description of changes in the scope of work.

2. **DESCRIPTION OF CHANGE**

   a. PCO 15: Provide the labor, materials, and equipment as required for adding motors to both the front and back roll-up doors for the Fire App Bay.

   c. PCO 17: Provide the labor, materials, and equipment as required for applying the floor coating to approximately 1,440 SF at the Fire App Bay.

CCO No. 4 Total $32,144.00

3. **CONTRACT COST SUMMARY**

Original Contract Amount	**$359,000.00**
CCO1	$17,194.10
CCO2	$70,343.09
CCO3	$600.00
CCO4	$32,144.00
New Total Amount	**$479,281.19**

APPROVED:

_____ _____

Megan Hunter
City Manager
City of Soledad

Date

ACCEPTED:

We, the undersigned contractor, have given careful consideration to the change proposed and hereby agree, if this proposal is approved, that we will provide all equipment, furnish all materials, except as may otherwise be noted above, and perform all services necessary for the work above specified, and will accept as full payment, therefore, the prices shown above.

Monterey Peninsula Engineering (MPE)

_____ _____

By: Date

END OF CONTRACT CHANGE ORDER NO. 4

AGENDA ITEM NO. 3.

CITY OF SOLEDAD
STAFF REPORT

SUBJECT: **Update on the City's Ongoing Immigration Efforts and Work of the Ad Hoc Committee on Immigration**

TO: **Honorable Mayor Anna Velazquez and City Council**

FROM: **Megan Hunter, City Manager**

THROUGH: **Megan Hunter, City Manager**

MEETING DATE: **June 18, 2025**

Recommendation

It is recommended that the City Council of the City of Soledad receive and file this update on the City's ongoing immigration-related efforts, including the work of the Ad Hoc Committee on Immigration, outreach activities, and current state legislation and federal actions.

Executive Summary

Since reaffirming its Sanctuary City status in 2017 and again in response to renewed federal immigration rhetoric in late 2024, the City of Soledad has continued to take proactive steps to support immigrant families through its Ad Hoc Committee on Immigration. The Committee has guided efforts to expand legal education, promote rights awareness, and provide discreet, accessible resources—including the launch of an immigration resource webpage, distribution of 3,000+ "red cards," and a well-attended "Know Your Rights" workshop in partnership with the Watsonville Law Center. The City also engaged in confidential legal collaboration with other jurisdictions and tracked key state legislation aimed at limiting immigration enforcement on school campuses and safeguarding vulnerable populations. While supporting several bills, the Committee remains cautious about legislation that may unintentionally impact local public safety. With a strong focus on community trust, the City continues to ensure all residents—regardless of immigration status—feel informed, protected, and supported

Background

In 2017, the Soledad City Council adopted a resolution officially declaring Soledad a Sanctuary City, affirming that local law enforcement would not participate in federal immigration enforcement actions. The resolution was designed to protect immigrant families while clarifying that it does not shield individuals from criminal prosecution. This policy remains in effect today.

Following the election of President Donald Trump in November 2024 and the administration's renewed rhetoric around immigration raids, the City Council reaffirmed its commitment to the 2017 Sanctuary

City resolution. On December 18, 2024, the Council established an Ad Hoc Committee on Immigration, appointing Mayor Pro Tem Cabrera and Councilmember Caldera to lead the effort.

Review & Analysis

Since its formation, the Ad Hoc Committee has met three times and provided direction in several key areas:

- Development of educational outreach
- Creation of a centralized webpage of immigration resources
- Exploration of potential legal avenues
- Monitoring of state legislation related to immigration enforcement

One of the Committee's primary objectives has been fostering collaboration with organizations such as the Watsonville Law Center, local nonprofits, and regional partners to ensure coordinated efforts and access to resources.

Know Your Rights Workshop:
On January 29, 2025, the City partnered with the Watsonville Law Center to host a "Know Your Rights" workshop, which over 150 community members attended. This event focused on educating residents about their legal protections during immigration encounters. In addition, the City has promoted six similar workshops in Soledad and South Monterey County. The City also coordinated with the Mexican Consulate to bring two document clinics to Soledad, assisting over 600 individuals in obtaining essential documents to prepare for the increase in immigration raids.

Distribution of "Red Cards":
The City has distributed more than 3,000 "red cards," which outline immigrants' rights and provide emergency contacts. Originally introduced in 2017, the cards have been updated and redistributed to ensure community-wide access to accurate information.

Online Immigration Resource Hub:
A dedicated Immigration Resources webpage was launched and is accessible at:
https://www.cityofsoledad.com/departments/community-engagement/immigration-resources-recursos-de-inmigracion/
The site features dozens of English and Spanish resources, including videos on immigrant rights and links to legal and social service providers.

Legal Strategy and Confidential Collaboration:
While the City chose not to engage in formal litigation against the federal government concerning the withholding of funds from sanctuary cities, it is considering a Community Interest Agreement with other jurisdictions. This agreement enables the confidential sharing of legal strategies, documents, and analyses related to Sanctuary Jurisdiction issues.

The Committee has also discussed the potential impact on federal funding for Sanctuary Cities. The Department of Justice placed the City of Soledad on a Sanctuary City list with the intent to use it for determining federal funding. Although the list has since been removed, there is still concern about the City's future should that situation arise. Our lobbyist, Townsend Public Affairs, prepared a memo discussing the latest developments on the "Legality of Trump Administration Attempts to Rescind Federal Funding for Entities with Policies Not Aligned with Administration Priorities" (Attachment A). It was agreed that the City would continue to apply for grant funding while monitoring the impact of competing for federal funds.

Legislative Advocacy:
The Committee has closely followed proposed state legislation that may impact immigration enforcement policies. Below is a summary of key bills under consideration (Attachment B):

Bills	Summary	Status
AB 49 (Muratsuchi)	Restricts ICE access to school sites without valid legal documentation; limits officer access to non-student areas.	Senate Education Committee – Hearing June 18
AB 1261 (Bonta)	Requires the state to provide legal representation for unaccompanied undocumented minors in immigration proceedings.	Pending Senate Committee Assignment
SB 48 (Gonzalez)	Restricts immigration authorities' access to school sites; mandates procedures for LEA responses. Includes urgency clause.	Pending Hearing – Assembly Education Committee
SB 98 (Pérez)	Requires educational institutions to notify relevant individuals of confirmed ICE presence on campus. Includes urgency clause.	Pending Hearing – Assembly Education Committee
SB 635 (Durazo)	Prohibits local agencies that regulate street vendors from collecting information related to immigration status or criminal background.	Pending Hearing – Assembly Local Government Committee

The Committee has expressed general support for AB 49 and SB 98 due to their focus on protecting students and schools from unnecessary immigration enforcement. The City has already sent a letter of support for AB 49. City will move forward with sending letters of support for the legislation. However, Committee members have requested further clarification regarding SB 635, expressing concern about its potential impact on the Police Department's ability to address criminal behavior related to street vending.

The Committee recommended supporting the legislation in line with the Council's platform, and letters are being prepared and sent out. However, the Committee sought more detail about SB 635 because they did not want to inadvertently endorse a measure that could negatively affect the Soledad Police's ability to enforce criminal activity.

The City of Soledad continues to take meaningful and proactive steps to support immigrant families within our community. Through the efforts of the City Council's Ad Hoc Committee on Immigration, the City has expanded access to vital information, promoted legal education, advocated for key state legislation, and fostered partnerships that strengthen community safety and trust.

The Committee has been particularly mindful of the vulnerability many undocumented residents feel, especially regarding public visibility. Recognizing that fear of exposure can prevent individuals from seeking help, the Committee has emphasized the importance of providing resources in discreet and accessible ways. This includes offering virtual tools, multilingual content, and strengthening collaboration with trusted community-based organizations that can deliver support "under the radar" in a culturally competent and trauma-informed manner.

The City remains committed to standing with immigrant families, including those who may not feel

safe speaking out publicly. We recognize the need to create an environment where all residents—regardless of immigration status—feel respected, protected, and supported.

In this spirit, the Committee also acknowledged and expressed appreciation for the statement issued by Acting Police Chief Lombardi, reaffirming the Soledad Police Department's commitment to serving all community members equally, without regard to immigration status. This message of trust and reassurance plays a critical role in strengthening the City's relationship with immigrant residents and reinforcing Soledad's values of dignity, equity, and inclusion.

Financial Considerations

There is a minor fiscal impact related to staff time and the services of our contracted City Attorney. The time of the staff involved in this Committee work has been budgeted for FY 25/26.

Alternatives

This is merely an update of the Committee work and discussion of the City's efforts on immigration. The City Council may discuss and provide additional direction.

Planning/CEQA

The receipt of this update and related discussion is not considered a project for purposes of CEQA since it has no potential for resulting in either a direct or indirect impact on the environment. (See CEQA Guidelines Section 15378.)

Public Notice Requirements

Not required.

Attachment(s):
Attachment A - Memo on Federal Funding Conditions and Sanctuary Jurisdictions
Attachment B - Memo on Immigration Related Legislation

TOWNSEND
PUBLIC AFFAIRS
EST TPA 1998

MEMORANDUM

To: **The Honorable Anna Velazquez, Mayor**
Honorable Soledad City Council Members
Megan Hunter, City Manager

From: **Townsend Public Affairs**
Cori Takkinen, Vice President
Anastasia Heaton, Senior Associate
Sammi Maciel, Senior Associate
Spencer Street, Senior Associate

Date: **June 4, 2025**

Subject: **Memo on Legality of Trump Administration Attempts to Rescind Federal Funding for Entities with Policies Not Aligned with Administration Priorities**

Since taking office, President Donald Trump has issued several Executive Orders (EO) aimed at withholding or impounding federal funding for "sanctuary jurisdictions" that prevent local resources from being used to support immigration enforcement. Similar EOs have sought to prevent public agencies from accessing federal funding for a variety of policy positions that are not in alignment with the Administration.

Given the number and variety of provisions in the EOs that may impact federal funds based on compliance with the Administration's policies, the following analysis aims to outline potential limitations on Presidential authority to impound or otherwise hinder the management of Congressionally appropriated federal funding.

The Administration briefly published a list of "Sanctuary Jurisdictions Defying Federal Immigration Law" in the last week of May, before removing it on June 1.

Primary Purpose and Disclaimer

Core Question: What legal authority does the Administration have to mandate affirmative cooperation with their priorities? The question is centered on a requirement for active and/or proactive cooperation with Department of Homeland Security (DHS) immigration enforcement initiatives outlined in multiple Executive Orders.

Please note that this is a political analysis that, while based on significant legal research and made in consultation with lawyers and sources in government, is not a legal or attorney's work product.

Background and Basis for the Question

On January 20, 2025, President Trump signed EO 14159 titled "Protecting the American People Against Invasion", which, among other things, directs the Attorney General and the Secretary of DHS to "evaluate and undertake any lawful actions to ensure that so-called 'sanctuary' jurisdictions' "do not receive access to federal funds." Following this EO, the President also signed EO 14218, titled "Ending Taxpayer Subsidization of Open Borders" on February 19, 2025, which directs federal agency heads to "ensure, consistent with applicable law, that Federal payments to States and localities do not, by design or effect, facilitate the subsidization or promotion of illegal immigration, or abet so-called 'sanctuary' policies that seek to shield illegal aliens from deportation."

More recently, on April 28, 2025, President Trump issued another executive order, EO 14287, titled "Protecting American Communities from Criminal Aliens." This order directs federal agency officials to "identify appropriate Federal funds to sanctuary jurisdictions, including grants and contracts, for suspension or termination, as appropriate."

As a result, some federal agencies have implemented new policies to enforce the EOs. The Department of Transportation (DOT) issued a directive to "require local compliance or cooperation with Federal immigration enforcement and with other goals and objectives specified by the President of the United States or the Secretary." On April 24, 2025, DOT notified funding recipients that, pursuant to the Supremacy Clause of the U.S. Constitution, it was expected that grantees "comply with Federal law enforcement directives and to cooperate with Federal officials in the enforcement of Federal immigration law." The Secretary further stated that "noncompliance with applicable Federal laws, or failure to cooperate generally with Federal authorities in the enforcement of Federal law, will jeopardize continued receipt of Federal financial assistance from DOT and could lead to a loss of Federal funding from DOT."

Additionally, on April 4, 2025, Housing and Urban Development (HUD) Secretary Scott Turner sent a letter to HUD grantees and stakeholders expressing his intent "to effectively implement" the President's EO, "Ending Taxpayer Subsidization of Open Borders," in order to ensure "that the federal resources distributed by HUD shall be primarily focused on benefiting American citizens and other qualified recipients, not illegal aliens." According to the letter, "going forward, grant agreements will include language that will require compliance with Executive Order 14218 and the Department will take steps to ensure that Federal resources are not used to support 'sanctuary' policies of state and local jurisdictions that actively prevent federal authorities from deporting illegal aliens."

Primer on Executive Branch Limitations in Imposing Conditions on Federal Funding

Under the Spending Clause and the Necessary and Proper Clause of the U.S. Constitution, Congress has broad authority to restrict the use of federal funds and to impose conditions for recipients to receive those funds. Given this broad authority, conditions imposed by the President or federal agencies may violate the principles of Separation of Powers under the Constitution by intruding on Congress's authority to appropriate federal funding.

Congress can and has at times endowed the Executive Branch with the authority to impose funding conditions on particular programs. The primary exception arises when the Executive Branch encounters constitutional limitations, which generally fall into four categories:

1. Clear Notice: Established by the Supreme Court in 2006 in *Arlington Central School Dist. Board of Ed. V. Murphy*, funding conditions must provide clear instructions and be unambiguous in what they are asking of recipients.
2. Pertinence: In *South Dakota V. Dole* the court required funding conditions relate to the underlying purpose of the federal funding.

3. Directly unconstitutional: a funding condition cannot be generally violative of the Constitution, even if seemingly permissible by law.
4. Coercive: A funding condition cannot be unconstitutionally coercive – it cannot generally, or in effect, compel a recipient to adopt a federal regulatory program as a condition of funding.
    a. In the 2012 decision in *National Federation of Independent Business V. Sebelius*, the Supreme Court laid out a series of criteria for coercive riders to federal policy, including assessing the nature of the required changes to a recipient's program and the amount of funding at stake (as a percentage of budget) to determine whether the funding condition gives the recipient a choice whether to decline the funding or essentially forces the recipient to accept the terms.
    b. The example used in this decision is the federal condition that in order for a State to receive Federal highway funding, the drinking age in that State must be 21 years of age or older. The Court found that this was not coercive, since the Federal highway funding generally constituted less than 5% of the State's budget, and that because the condition was structured in such a way that it pertained to drinking and driving, it was pertinent to the purpose of the funding.

Breakdown of Two Cases from President Trump's First Term (2017-2021)

The Ninth Circuit in *City and County of San Francisco V. Trump* (2018) affirmed a federal district court's ruling that EO 13268 (2017) titled, "Enhancing Public Safety in the Interior of the United States," directing the withholding of federal grants to "sanctuary jurisdictions" was unlawful. The executive order specified that "jurisdictions that willfully refuse to comply with 8 U.S.C. § 1373 "are not eligible to receive Federal grants, except as deemed necessary for law enforcement purposes by the Attorney General or the Secretary." 8 U.S.C. §1373 (Section 1373) provides, among other things, that "notwithstanding any other provision of Federal, State, or local law, a Federal, State, or local government entity or official may not prohibit, or in any way restrict, any governmental entity or official from sending to, or receiving from, (DHS) information regarding the citizenship or immigration status, lawful or unlawful, of any individual."

The Ninth Circuit held that, "under the principle of Separation of Powers and in consideration of the Spending Clause, which vests exclusive power to Congress to impose conditions on federal grants, the Executive Branch may not refuse to disperse the federal grants in question without congressional authorization." The court determined that the Trump Administration failed to show that Congress authorized it to condition federal grants based on compliance with Section 1373.

In *New York V. Department of Justice* (2020), however, the Second Circuit ruled that the Department of Justice (DOJ) *could* impose a funding condition that requires compliance with Section 1373 on Byrne Justice Assistance grants (Byrne JAG). The court explained that the certification provision in 34 U.S.C. § 10153 (Section 10153) covers both laws relating to the Byrne JAG and laws that apply to the state or local governments seeking a grant, including Section 1373.

The Second Circuit rejected the claim that requiring compliance with Section 1373 violated the anticommandeering doctrine under the Tenth Amendment, stating that the plaintiffs did not show that, with regard to the denial of Byrne JAG funding, "such a loss represents so significant a percentage of their annual budgets as to cross the line from pressure to coercion." The Second Circuit held that the remaining funding conditions were authorized by other Section 10153 provisions that require grantees to meet certain reporting and coordination requirements. While New York initially sought the Supreme Court's review, they withdrew after the DOJ (then under the President Biden) removed the applicable funding condition.

Summary of Current Challenges to 2025 Executive Orders by President Trump

After signing EO 14159 titled "Protecting the American People Against Invasion," and EO 14218, titled "Ending Taxpayer Subsidization of Open Borders" cities and counties challenged them, arguing that the Administration lacks the authority to impose conditions on the receipt of federal funds allocated by Congress, and that its actions unconstitutionally compel state and local governments to enforce federal immigration policies. A separate lawsuit brought by the City of Boston specifically challenged the inclusion of immigration related funding conditions in future HUD grant agreements.

A Federal Court in California issued a preliminary injunction at the end of April that blocked enforcement of the EOs and a DOJ memo that sought to comply with them. In its summary order, the court explained that the 2018 decision in the San Francisco case holding that the Trump Administration lacked authority to condition federal grants on Section 1373 compliance remains in effect. The Court further stated the directives in the 2025 EOs to withhold funding violate the Separation of Powers doctrine in the same manner as in 2018.

The court also declared, among other things, that the withholding of funding violates the Tenth Amendment because it "imposes coercive conditions intended to commandeer local officials into enforcing federal immigration practices and law."

Application to Potential DOT and HUD Funding Conditions

Because the authorization of federal grants is individual to the program and applicable department, and the amount of available funding in each program varies widely, courts will likely have to individually consider how the EOs affect each grant and grant recipient.

As it pertains to Community Development Block Grants (CDBG) and Secretary Turner's announcement that "the Department will take steps to ensure that Federal resources are not used to support 'sanctuary' policies of state and local jurisdictions that actively prevent federal authorities from deporting illegal aliens," the law underlying CDBG (42 U.S.C. § 5304(b)(6)) requires grantees to "certify to the satisfaction of the Secretary" that "the grantee will comply with the other provisions of this chapter and with other applicable laws."

The language "other applicable laws" could be used to make the same argument the first Trump Administration made in *New York V. Department of Justice* -- that federal immigration law, specifically Section 1373, is contained in the "other applicable laws" provision and therefore conditioning federal funding on it is within the Administration's authority. Furthermore, Secretary Turner's announcement included references to 8 U.S.C. § 1611(a), which generally prohibits unlawfully present aliens from receiving federal public benefits; and 42 U.S.C. § 1436(a), which prohibits HUD from making financial assistance available for the benefit of unlawfully present aliens.

Despite this, other conditions may continue to apply. For CDBG, the amount of funding could be considered substantial enough for local jurisdictions that the funding condition would be considered coercive and not optional. Or, as in the 2018 San Francisco case, the purpose of CDBG could be considered as not more than incidentally pertinent to immigration enforcement, and therefore the funding condition would be invalid.

The Department of Transportation's statement that failure to cooperate with immigration enforcement could result in loss of funding did not identify any law that would endow the Department with that authority. Although it referenced the Supremacy Clause of the Constitution and a criminal immigration statute concerning the harboring or smuggling of undocumented immigrants, these provisions do not directly relate to the administration of federal funding. However, the Secretary argues that the Administration may impose funding conditions based on a recipient's cooperation with DHS immigration enforcement efforts under these statutes.

Despite the pretext for these arguments, a section of the 2018 District Court decision in *the City and County of San Francisco V. Trump* explicitly undermines this pretext, stating that Congress had considered and not passed legislation directly seeking to codify the goals of the 2018 EO. More recently, a different District Court in California has held that the more recent EOs are similarly violative. This is despite the later opinion in the New York case allowing the grant condition on Byrne JAG funds.

Future Considerations and Conclusion

The Supreme Court has yet to make a determination rectifying the differences between the New York and San Francisco cases from 2018 and their opinions. Until they do so, Courts appear to be assessing individual claims based on two factors:

1. Is there a specific statute in the grant program authorization that allows the Executive Branch to impose the condition?
2. Is the condition violative of the Constitution in some other way? By being:
    a. Overly coercive.
    b. Impertinent.
    c. Unclear/Improper notice.
    d. Otherwise directly unconstitutional.

The core remaining question for the Supreme Court will likely center on tension between the Separation of Powers and the Supremacy Clause, specifically pertaining to the modern application of the Enumerated Powers section in the Constitution. It is likely to ask, does the Supremacy Clause allow the federal government to force local jurisdictions to take affirmative action in support of a federal policy?

Based on these considerations, even if the Trump Administration can rely on some statutory authority to restrict funding to "sanctuary jurisdictions," its exercise of that authority cannot exceed the spending power granted in the Constitution. For the funding condition to survive in the courts, the Administration would need to provide adequate notice to funding recipients, and the specified condition must be related to the underlying purpose of the grant program. Additionally, the financial inducement that the Administration offers with the funding condition attached could not compel the recipient's acceptance of the condition, and the condition could not violate or induce another jurisdiction to violate another constitutional provision.

In California, the state has its own law likely qualifying it as a "sanctuary jurisdiction" under the EOs. Therefore, it is possible that a local jurisdiction administering federal funding under a funding condition like the ones outlined in the EOs would have their federal funding revoked after refusing a request by DHS that would violate state law. At which point, the California Department of Justice would have to intervene and determine the best course of action for the local jurisdiction.

The legal framework being used to assess the sanctuary jurisdictions funding recissions will also likely apply to other funding conditions the Administration has proposed, such as the President's recent comments suggesting he might seek to withhold federal funding over transgender participation in youth sports, pursuant to a clause in a January Executive Order.

TOWNSEND
PUBLIC AFFAIRS
EST TPA 1998

Immigration Legislation

June 10, 2025

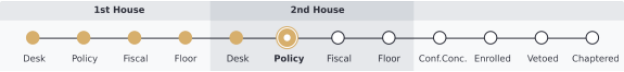
AB 49 (**Muratsuchi, D**) **Schoolsites: immigration enforcement.**

Introduced: 12/02/2024
Last Amended: 04/21/2025
Status: 06/04/2025 - Referred to Coms. on ED. and JUD.
Calendar: 06/18/25 S-EDUCATION 9 a.m. - 1021 O Street, Room 2100 PÉREZ, SASHA RENÉE, Chair

Location: 06/04/2025 - Senate Education
Summary: Would prohibit school officials and employees of a local educational agency from allowing an officer or employee of an agency conducting immigration enforcement to enter a schoolsite for any purpose without providing valid identification and a valid judicial warrant, a court order, or exigent circumstances necessitating immediate action. The bill would require the local educational agency, if the officer or employee meets those requirements, to limit access to facilities where pupils are not present. By imposing additional duties on local educational agencies, the bill would impose a state-mandated local program. (Based on 04/21/2025 text)

AB 419 (**Connolly, D**) **Educational equity: immigration enforcement.**

Introduced: 02/05/2025
Last Amended: 03/27/2025
Status: 06/03/2025 - In Senate. Read first time. To Com. on RLS. for assignment.



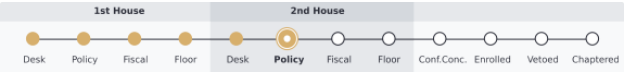
Location: 06/03/2025 - Senate Rules
Summary: Current law requires the governing board or body of a school district, county office of education, or charter school to perform specified actions relating to pupils and immigration status, including, among others, providing information to parents and guardians, as appropriate, regarding their children's right to a free public education, regardless of immigration status or religious beliefs. This bill would require the governing board or body of a local educational agency to post specified information related to immigration enforcement in the administrative buildings and on the internet websites of the local educational agency and each of its schoolsites, as provided. To the extent the bill imposes additional duties on local educational agencies, the bill would impose a state-mandated local program. (Based on 03/27/2025 text)

AB 450 (**Carrillo, D**) **Public social services: support for older and aging immigrants.**

Introduced: 02/06/2025

Last Amended: 05/01/2025

Status: 06/03/2025 - In Senate. Read first time. To Com. on RLS. for assignment.



Location: 06/03/2025 - Senate Rules

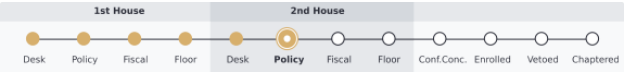
Summary: The Mello-Granlund Older Californians Act establishes the California Department of Aging and states that the mission of the department is to provide leadership to the area agencies on aging in developing systems of home- and community-based services that maintain individuals in their own homes or least restrictive homelike environments. This bill would, subject to an appropriation for these purposes, require the department, in conjunction with the State Department of Social Services, to oversee a stakeholder process to support findings and recommendations on how to best support older and aging immigrants, as defined, regardless of their immigration status, in California. The bill would require the departments to jointly establish a panel, as specified, and would require the panel to invite stakeholder and subject matter experts to participate. The bill would require the panel to consider specified issues, including affordability and access to social services and housing. (Based on 05/01/2025 text)

AB 1261 (**Bonta, D**) **Immigration: unaccompanied undocumented minors: right to legal counsel.**

Introduced: 02/21/2025

Last Amended: 04/23/2025

Status: 06/04/2025 - In Senate. Read first time. To Com. on RLS. for assignment.



Location: 06/04/2025 - Senate Rules

Summary: Current law, subject to available funding, requires the State Department of Social Services to contract with qualified nonprofit legal services organizations to provide legal services to unaccompanied undocumented minors who are transferred to the care and custody of the federal Office of Refugee Resettlement and who are present in this state or are residing with a family member or other sponsor. Current law requires contracts awarded pursuant to the above-described provision to be executed with qualified nonprofit legal services organizations that meet certain requirements, including having experience representing individuals in removal proceedings and asylum applications. This bill would require the state to provide legal counsel to each unaccompanied undocumented minor in the physical custody of the federal Office of Refugee Resettlement and present in California or residing with a family member or other sponsor in California, as specified. (Based on 04/23/2025 text)

AB 1303 (**Valencia, D**) **Communications: lifeline telephone service program.**

Introduced: 02/21/2025

Last Amended: 05/01/2025

Status: 05/28/2025 - Referred to Coms. on E., U & C. and JUD.

Calendar: 06/17/25 S-ENERGY, UTILITIES AND COMMUNICATIONS 9 a.m. - 1021 O Street, Room 1200 BECKER, JOSH, Chair

Location: 05/28/2025 - Senate Energy, Utilities and Communications

Summary: The Moore Universal Telephone Service Act establishes the Universal Lifeline Telephone Service program in order to provide low-income households with access to affordable basic residential telephone service. Current law requires the Public Utilities Commission to accept applications for lifeline telephone service according to procedures specified by the commission. This bill would prohibit the commission, the commission's staff, the lifeline program's third-party administrator, and lifeline service providers, and their contractors, agents, successors, or assignees, from sharing, disclosing, or otherwise making accessible any information provided by an applicant or subscriber to the lifeline program, or a subprogram or pilot program of the lifeline program, to any agency of a local government, a state government, or the federal government, or to an immigration authority, as defined, without a court-ordered subpoena or judicial warrant. The bill would authorize the commission, the commission's staff, the lifeline program's third-party administrator, and lifeline service providers, and the providers' agents, successors, or assignees, to request, but would prohibit those entities from requiring, applicants and subscribers to provide social security numbers to apply to, or participate in, the lifeline program. (Based on 05/01/2025 text)

SB 48 (**Gonzalez, D**) **Immigration enforcement: schoolsites: prohibitions on access and sharing information.**

Introduced: 12/16/2024

Last Amended: 04/23/2025

Status: 06/09/2025 - Referred to Coms. on ED. and JUD.

Location: 06/09/2025 - Assembly Education

Summary: Would prohibit school districts, county offices of education, or charter schools and their personnel, to the extent possible, from granting permission to an immigration authority to access the nonpublic areas of a schoolsite, producing a pupil for questioning by an immigration authority at a schoolsite, or consenting to a search of any kind of the nonpublic areas of a schoolsite by an immigration authority, unless the immigration authority presents a valid judicial warrant or court order. The bill would require a local educational agency and its personnel, when presented with a valid judicial warrant or court order to carry out the above-described actions, to (1) request valid identification and a written statement of purpose from the immigration authority and retain copies of those documents and (2), as early as possible, notify the designated local educational agency administrator of the request and advise the immigration authority that the local educational agency administrator is required to provide direction before access to the nonpublic areas of a schoolsite or pupil may be granted. The bill would require a local educational agency and its personnel, if an immigration authority does not present a valid judicial warrant or court order, to (1), as early as possible, notify the designated local educational agency administrator of the request, (2) deny the immigration authority access to the nonpublic areas of the schoolsite, and (3) make a reasonable effort to have the denial witnessed and documented. The bill would also prohibit a local educational agency and its personnel from disclosing or providing, in

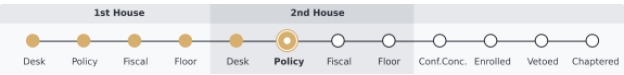
writing, verbally, or in any other manner, the education records of or any information about a pupil, pupil's family and household, school employee, or teacher to an immigration authority without a valid judicial warrant or court order directing the local educational agency or its personnel to do so. The bill would also require the Attorney General to publish model policies to assist K–12 schools in responding to immigration issues pursuant to the above-described requirements. (Based on 04/23/2025 text)

SB 81 (**Arreguín, D**) **Health and care facilities: information sharing.**

Introduced: 01/17/2025 (Spot bill)

Last Amended: 05/06/2025

Status: 06/09/2025 - Referred to Coms. on HEALTH and P. & C.P.



Location: 06/09/2025 - Assembly Health

Summary: The Confidentiality of Medical Information Act (CMIA) prohibits a provider of health care, a health care service plan, a contractor, or a corporation and its subsidiaries and affiliates from intentionally sharing, selling, using for marketing, or otherwise using any medical information, as defined, for any purpose not necessary to provide health care services to a patient, except as provided. The CMIA authorizes a provider of health care, health care service plan, or contractor to disclose medical information regarding a patient of the provider of health care or an enrollee or subscriber of a health care service plan with authorization from the patient or pursuant to a search warrant lawfully issued to a governmental law enforcement agency. Current law makes a violation of these provisions that results in economic loss or personal injury to a patient punishable as a misdemeanor. This bill would revise the definition of "medical information" to include immigration status, including current and prior immigration status, and place of birth, and would define "immigration enforcement" to mean any and all efforts to investigate, enforce, or assist in the investigation or enforcement of any federal civil immigration law, and also includes any and all efforts to investigate, enforce, or assist in the investigation or enforcement of any federal criminal immigration that penalizes a person's presence in, entry or reentry to, or employment in, the United States. The bill would specify that a provider of health care, health care service plan, or contractor may disclose medical information regarding a patient of the provider of health care or an enrollee or subscriber or a health care service plan pursuant to a valid search warrant issued by a judicial officer, including a magistrate, to a governmental law enforcement agency. (Based on 05/06/2025 text)

SB 98 (**Pérez, D**) **Elementary, secondary, and postsecondary education: immigration enforcement: notification.**

Introduced: 01/23/2025

Last Amended: 04/02/2025

Status: 06/09/2025 - Referred to Coms. on ED. and HIGHER ED.

Location: 06/09/2025 - Assembly Education

Summary: Current law prohibits, except as required by state or federal law or as required to administer a state or federally supported educational program, school officials and employees of a school district, county office of education, or charter school

from collecting information or documents regarding citizenship or immigration status of pupils or their family members. Current law requires the Attorney General, by April 1, 2018, in consultation with the appropriate stakeholders, to publish model policies limiting assistance with immigration enforcement at public schools, to the fullest extent possible consistent with federal and state law, and ensuring that public schools remain safe and accessible to all California residents, regardless of immigration status, and requires the Attorney General, at a minimum, to consider certain issues when developing the model policies, including, among others, procedures for local educational agency employees to notify the specified officials if an individual requests or gains access to school grounds for purposes related to immigration enforcement. This bill would require the governing board or body of a local educational agency to notify, as specified, all teachers, staff, other school community members that work on the schoolsite, parents, and guardians when the presence of immigration enforcement, as defined, is confirmed on the schoolsite. To the extent that the bill would impose new duties on school districts, county office of education, or charter schools, the bill would impose a state-mandated local program. (Based on 04/02/2025 text)

SB 281 (**Pérez, D**) **Pleas: immigration advisement.**

Introduced: 02/05/2025

Status: 06/05/2025 - Referred to Com. on PUB. S.

Calendar: 06/17/25 A-PUBLIC SAFETY 9 a.m. - State Capitol, Room 126 SCHULTZ, NICK, Chair

Location: 06/05/2025 - Assembly Public Safety

Summary: Current law requires the court, prior to the acceptance of a plea of guilty or nolo contendere, to advise the defendant that if they are not a citizen, conviction of the crime charged may result in deportation, exclusion from admission to the United States, or denial of naturalization. After January 1, 1978, if the court fails to advise the defendant, as required, and the defendant shows that conviction of the offense to which the defendant pleaded guilty or nolo contendere may have the consequences for the defendant of deportation, exclusion from admission to the United States, or denial of naturalization pursuant to the laws of the United States, the court, on the defendant's motion, is required to vacate the judgment and permit the defendant to withdraw the plea of guilty or nolo contendere, and enter a plea of not guilty. This bill would require the court to give the above-described advisement verbatim and would clarify the advisement to state that if the defendant is not a citizen of the United States, conviction may result in the specified immigration consequences. (Based on 02/05/2025 text)

SB 294 (**Reyes, D**) **The Workplace Know Your Rights Act.**

Introduced: 02/06/2025

Last Amended: 05/01/2025

Status: 06/05/2025 - Referred to Coms. on L. & E. and JUD.

Location: 06/05/2025 - Assembly Labor and Employment

Summary: Current law establishes the Division of Labor Standards Enforcement, headed by the Labor Commissioner, within the Department of Industrial Relations, for

the purpose of enforcing labor laws. Current law prescribes the duties and rights of employers and employees relating to specified labor laws, including, among other things, paid sick days, workers' compensation, and notice requirements related to inspections conducted by an immigration agency. This bill would establish the Workplace Know Your Rights Act. The bill would require an employer, within 30 days after the Labor Commissioner posts a template notice on its internet website, and annually thereafter, to provide a stand-alone written notice to each current employee of specified workers' rights, including, among other things, the categories described above, as well as the constitutional rights of employees when interacting with law enforcement at the workplace, as defined by the bill. (Based on 05/01/2025 text)

SB 307 (**Cervantes, D**) **Public postsecondary education: immigration enforcement.**

Introduced: 02/10/2025

Last Amended: 04/10/2025

Status: 06/09/2025 - Referred to Coms. on HIGHER ED. and JUD.

Location: 06/09/2025 - Assembly Higher Education

Summary: Current law requires the Trustees of the California State University, the governing boards of community college districts, and independent institutions of higher education that are qualifying institutions for purposes of the Cal Grant Program, and requests the Regents of the University of California, to the fullest extent consistent with state and federal law, to implement various precautionary measures when federal immigration enforcement activities are undertaken on campuses of those segments, as specified. Current law requires those precautionary measures to include, among other measures, that in the event that an undocumented student is detained, deported, or is unable to attend to their academic requirements due to the action of an immigration officer in relation to a federal immigration order, as specified, a requirement that the college or university make all reasonable efforts to assist the student in retaining any eligibility for financial aid, fellowship stipends, and exemptions from nonresident tuition fees, among other benefits the student has been awarded or received, and a requirement that the student be permitted to reenroll if and when the student is able to return to the college or university. This bill would require the Trustees of the California State University, and would request the Regents of the University of California, to implement additional precautionary measures if an undocumented student is subject to a federal immigration order, including, among others, requiring adoption of systemwide policy addressing course grades, administrative withdrawal, and reenrollment for undocumented students who are detained, deported, or unable to attend courses due to the actions of immigration authorities in relation to a federal immigration order, as specified. (Based on 04/10/2025 text)

SB 580 (**Durazo, D**) **Attorney General: immigration enforcement policies.**

Introduced: 02/20/2025

Last Amended: 05/23/2025

Status: 06/09/2025 - Referred to Com. on JUD.

Location: 06/09/2025 - Assembly Judiciary

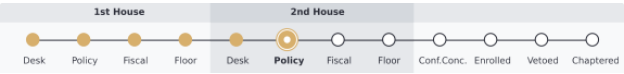
Summary: Existing law requires the Attorney General to develop model policies limiting assistance with immigration enforcement to the fullest extent possible consistent with federal and state law at public schools, public libraries, courthouses, specified health facilities, shelters, and other specified state agencies. This bill would similarly require the Attorney General, on or before July 1, 2026, to develop model policies for limiting assistance with immigration enforcement, consistent with federal and state law, and to publish guidance and recommendations for databases operated by state and local agencies to limit the availability of information in those databases for the purposes of immigration enforcement, consistent with federal and state law. The bill would require state and local agencies to implement these model policies and adopt the guidance on or before January 1, 2027, as specified. By imposing new duties on local agencies, this bill would impose a state-mandated local program. (Based on 05/23/2025 text)

SB 635 (**Durazo, D**) **Food vendors and facilities: enforcement activities.**

Introduced: 02/20/2025

Last Amended: 05/29/2025

Status: 06/09/2025 - Referred to Coms. on L. GOV. and PUB. S.



Location: 06/09/2025 - Assembly Local Government

Summary: Current law authorizes a local authority, as defined, to adopt a program to regulate sidewalk vendors if the program complies with specified standards. These standards include restricting the local authority from requiring a sidewalk vendor to operate within specific parts of the public right-of-way, except when that restriction is directly related to objective health, safety, or welfare concerns. A violation of these provisions is punishable only by an administrative fine, as specified. This bill would prohibit a local authority, except as otherwise required by federal law, from providing voluntary consent to an immigration enforcement agent to access, review, or obtain any of the local authority's records that include personally identifiable information of any sidewalk vendors in the jurisdiction without a subpoena or judicial warrant. The bill would also prohibit a local authority and its personnel from disclosing or providing in writing, verbally, or in any other manner personally identifiable information of any sidewalk vendor that is requested for purposes of immigration enforcement, except pursuant to a valid judicial warrant. (Based on 05/29/2025 text)