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

WEDNESDAY, FEBRUARY 5, 2025

CITY HALL, COUNCIL CHAMBERS

6:00 PM

Join Zoom Meeting
https://cityofsoledad.zoom.us/j/89748494029
Or Call
1-669-900-6833

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

Mayor Anna Velazquez
Councilmember 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 will have a 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 pursuant to Government Code Section 54956.9(a)(d)(1) to confer with its attorney regarding pending litigation which has been initiated formally and to which the City is a party: WC Claim of Bravo
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 Assessor Parcel Numbers 022-533-028-000.

V. CLOSED SESSION REPORTS

VI. PLEDGE OF ALLEGIANCE

VII. ADDITIONS/MODIFICATIONS TO THE AGENDA

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. INTRODUCTION OF NEW EMPLOYEES

- Zachary Corda, Water Department, Maintenance Worker
- Valente Reynozo, Parks Department, Maintenance Worker
- Christopher Diaz, Parks Department, Maintenance Worker
- Jerry Zavala, Wastewater Department, Utility Maintenance Mechanic
- Carla James, Water Resources Manager
- Luciano Morga, Utility Maintenance Mechanic

X. COUNCIL PRESENTATIONS

1. The City Council of the City of Soledad will present a Proclamation in Honor of Black History Month to The Village Project.
2. The City Council of the City of Soledad will present a Certificate of Achievement to Natasha McCann.
3. The City Council of the City of Soledad will present a Proclamation in Recognition of the Community Work of Lideres Campesinas.

XI. YOUTH COUNCIL REPORT

1. Soledad Youth Council (SYC) Monthly Report

Attachments:
Staff Report

XII. CONSENT CALENDAR

1. Minutes

Attachments:
Staff Report
Minutes_of_12-18-2024

COUNCIL ACTION: _____

2. Warrants

Attachments:
Staff Report
56165 - 56370
Department Credit Card Logs - 12/2024

COUNCIL ACTION: _____

3. Human Resources Department Activity Report

Attachments:
Staff Report

COUNCIL ACTION: _____

4. Community and Economic Development Department Activity Report

Attachments:
Staff Report
Placer AI Data
Building Permits Issued 12/2024
Building Permits Issued 01/2025

COUNCIL ACTION: _____

5. Parks and Recreation Department Activity Report

Attachments:
Staff Report
December & 2nd Qtr. Report 2024

COUNCIL ACTION: _____

6. Public Works Department Activity Report

Attachments:
Staff Report
Activity Report 02/2025

COUNCIL ACTION: _____

7. Police Department Activity Reports

Attachments:
Staff Report
December 2024
January 2025

COUNCIL ACTION: _____

8. Fire Department Activity Report

Attachments:
Staff Report
Soledad Activity Report 1/2025
Call Volume 12/2024

COUNCIL ACTION: _____

9. Community Engagement Department Activity Report

Attachments:
Staff Report

COUNCIL ACTION: _____

10. Resolution No. 6189, A Resolution of the City Council of The City of Soledad Approving and Authorizing the City Manager to Execute a Facility Use Agreement Between the City and the Soledad Little League.

Attachments:
Staff Report
Resolution No. 6189
Exhibit A

COUNCIL ACTION: _____

11. Resolution No. 6191, A Resolution of the City Council of the City of Soledad Declaring Surplus Equipment and Authorizing the Sale, Donation, or Disposal of such Property

Attachments:
Staff Report
Resolution No. 6191
Exhibit A

COUNCIL ACTION: _____

12. Resolution No. 6192, A Resolution of the City Council of the City of Soledad Approving and Authorizing the City Manager to Execute a Professionals Services Agreement with EMC Planning Group, Inc. in an Amount Not to Exceed $70,000 to Provide Planning Services for the Almond Acres Subdivision Project.

Attachments:
Staff Report
Exhibit A - EMC Contract for Almond Acres EIR
Resolution No. 6192
Map
Agreement_Almond Acres Focused EIR

COUNCIL ACTION: _____

13. Resolution No. 6193, A Resolution of the City Council of the City of Soledad Approving a Contract for Construction Services with Zara Construction Inc. in an Amount of $192,164 Plus a

15% Contingency for a Total not to Exceed Amount of $220,988.60 for the Highway Safety Improvement Program Cycle (HSIP) 10 and Authorizing The City Manager to Execute said Contract on Behalf of the City of Soledad

Attachments:
Staff Report
Resolution No. 6193
Exhibit A

COUNCIL ACTION: _____

14. Resolution No. 6194, A Resolution of the City Council of the City of Soledad Approving a List of Proclamations for the Calendar Year 2025

Attachments:
Staff Report
Resolution No. 6194
Exhibit A

COUNCIL ACTION: _____

15. Resolution No. 6195, A Resolution of the City Council of the City of Soledad Establishing 2025 City Council Meeting Dates

Attachments:
Staff Report
Resolution No. 6195

COUNCIL ACTION: _____

XIII. MAYOR'S REPORTS AND ACKNOWLEDGMENTS

XIV. COUNCILMEMBERS' REPORTS AND ACKNOWLEDGMENTS

XV. CITY MANAGER'S REPORT

XVI. FUTURE AGENDA ITEMS

XVII. 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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CITY OF SOLEDAD
STAFF REPORT

SUBJECT: **Soledad Youth Council (SYC) Monthly Report**

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

FROM: **Yessica Ornelas and Youth Commissioners**

THROUGH: **Megan Hunter, City Manager**

MEETING DATE: **February 5, 2025**

Recommendation

None

Executive Summary

The Soledad Youth Council (SYC) is committed to fostering youth leadership, civic engagement, and community collaboration. This report provides an overview of key activities, presentations, and accomplishments from the past quarter, reflecting the Council's active role in supporting city initiatives and addressing community needs.

Background

The selection of the Soledad Youth Commissioners and Youth Council was finalized in late 2024. This report outlines their activities.

Review & Analysis

Parks and Recreation Master Plan Presentation
Youth Council Commissioners delivered a presentation on the Parks and Recreation Master Plan to SYC members. The presentation focused on the framework categories used to evaluate and prioritize construction and improvement projects, including parks, recreational facilities, and open spaces.

Members gained a detailed understanding of the master plan's objectives and its importance in shaping the city's recreational landscape. The session also helped identify potential areas where youth could contribute ideas, particularly in the development of youth-focused facilities and programs. The SYC plans to collaborate with the Parks and Recreation Department to explore ways to include youth perspectives in upcoming projects.

Special District Director Presentation
The Director of Special Projects hosted an interactive Q&A session with SYC members, offering insights into their roles and responsibilities. The discussion highlighted the Directors work overseeing

the recruitment and onboarding of social workers for the Family Resource Center (FRC), oversight of counseling services to address mental health challenges within the community, effective resolution of community complaints, and ensuring the availability of essential resources and support services at the FRC. This session provided members with a deeper appreciation for the city's efforts to address social and mental health needs. The SYC recognizes the FRC as a valuable resource for youth-centered initiatives and intends to leverage its support for future events.

Gingerbread House Community Building Activity
As part of a team-building initiative, the SYC organized a gingerbread house competition. Members collaborated in teams of three to design and construct their houses, with a festive prize awarded to the winning group. This activity fostered creativity, teamwork, and a spirit of friendly competition among Council members.

Additionally, the team-based approach established a collaborative dynamic that will benefit the Council's upcoming YPAR project.

Youth Participatory Action Research (YPAR) Framework Review
The SYC revisited the Youth Participatory Action Research (YPAR) framework, focusing on the "Heads, Hands, and Heart" model. This session was designed to equip members with a foundational understanding of the research methodology guiding their initiatives throughout the year.

- A. The "Heads" component emphasized critical thinking and analysis to identify and understand community issues.
- B. The "Hands" element focused on implementing actionable projects to address these issues effectively.
- C. Lastly, the "Heart" component highlighted the importance of emotional investment and commitment to improving the community.

This framework will be a reference point for upcoming YPAR initiatives, ensuring structured and impactful engagement. Members are now better prepared to undertake research projects that address local challenges.

Conclusion
The Soledad Youth Council continues to inspire youth involvement and contribute meaningfully to the community. This quarter's activities have reinforced members' skills, expanded their understanding of civic processes, and deepened their commitment to positive change. Moving forward, the SYC is eager to build on this momentum and enhance its collaboration with city departments and community stakeholders.

Financial Considerations

The work of the Soledad Youth Council and Youth Commissioners has already been allocated into the 2024-25 budget, and as such, there are no additional financial considerations.

Alternatives

- Accept Report
- Reject Report

Planning/CEQA

The report by Youth Council is not considered a project pursuant the California Environmental Quality

Act
(CEQA) Guidelines Section 15378.

Public Notice Requirements

None

COUNCIL COMMUNICATION

SUBJECT: **Minutes**

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

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

THROUGH: **Megan Hunter, City Manager**

MEETING DATE: **February 5, 2025**

Minutes

City of Soledad
Joint City Council/Successor Agency/Housing Authority/Successor Housing Agency/
Regular Meeting
December 18, 2024

CALL TO ORDER
Mayor Velazquez Called the Joint City Council/ Successor Agency/ Housing Authority/ Successor Housing Agency/ Regular Meeting to order at 6:06 p.m.

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

Mayor/Chair	Anna M. Velazquez
Councilmember/Agency Member	Fernando Cabrera
Councilmember/Agency Member	Fernando Ansaldo-Sánchez
Councilmember/Agency Member	Evarista Bañuelos
Councilmember/Agency Member	Ben Caldera

THE FOLLOWING COUNCILMEMBER WAS ABSENT

None

PUBLIC COMMENT ON CLOSED SESSION ITEMS

MEETING RECESS TO CLOSED SESSION

Mayor Velazquez recessed at 6:06 p.m.

CLOSED SESSION

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 between Santa Clara Street and Bryant Canyon Road, Assessor Parcel Numbers 022-441-017 and 022-522-037. Instructions may include price and other considerations and terms of payment.

MEETING RECONVENED FROM CLOSED SESSION

Mayor Velazquez reconvened the meeting at 6:47 p.m.

CLOSED SESSION REPORTS

1. City Attorney Mike Rodriquez reported with respect to item no. 1, the council met with its real property negotiator regarding the identified property on the agenda. There was discussion, however there was no reportable action taken.

PLEDGE OF ALLEGIANCE

Anyssa Guzman led the Pledge of Allegiance

ADDITIONS/MODIFICATIONS TO THE AGENDA

None

PUBLIC COMMENT

None

COUNCIL PRESENTATIONS

Councilmember Banuelos presented a Certificate of Achievement to the Soledad High School Aztecs Cheerleading team.

The Soledad High School Aztecs Cheerleading team and Coaches were present to accept the certificate and thanked the Soledad City Council for the recognition.

Councilmembers gave praise to the Cheerleading team.

CONSENT CALENDAR

There were no public comments.

Mayor Velazquez has requested to have a separate discussion for item no. C-6.

Councilmember Ansaldo-Sanchez requested to have a separate discussion for item no. C-8.

Motion: Councilmember Cabrera made motion to approve items C-1, C-2, C-3, C-4, C-5, and C-7. Motion was seconded by Councilmember Ansaldo-Sanchez and was carried by unanimous vote:

Action

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

C-1. Minutes of 12-04-2024

C-2. Warrants 56062 - 56164

C-3. Resolution No. 6184, A Resolution of the City Council of the City of Soledad Approving Amendment No. 2 of the Summary of Job Classifications and Salary Schedule for Fiscal Year 2024/25

C-4. Mutual Aid to the City of Gonzales for Temporary Wastewater Final Treatment and Disposal

C-5. Resolution No. 6185, A Resolution of the City Council of the City of Soledad Approving a Subordination Agreement with KeyBank National Association concerning the Gabilan Family Apartments Project

C-7. Resolution No. 6187, A Resolution of the City Council of the City of Soledad Approving the Purchase of Replacement Traffic Cameras from SurveillanceGRID Integration Inc. in an Amount Not to Exceed $55,000; Authorizing the City Manager to Execute Said Contract on Behalf of the City of Soledad; and Approving a Budget Amendment to Increase the SLESF Revenues by $94,663.46 and Increase the General Fund Police Department Operating Budget by the Same Amount

Motion: Councilmember Banuelos made motion to approve items C-6 and C-8. Motion was seconded by Councilmember Cabrera and was carried by unanimous vote:

Action

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

C-6. Resolution No. 6186, A Resolution of The City Council of the City of Soledad Approving and Authorizing the City Manager to Execute Amendment No. 3 to the CSG Consultants Inc. Agreement Extending the Contract Term Until June 30, 2025, in the Amount Not to Exceed $225,000 for Fiscal Year 24/25 and Adding Planning Services to the Scope

Mayor Velazquez asked staff to make sure the City does go out for RFP in the future.

C-8. Resolution No. 6188, A Resolution of the City Council of the City of Soledad Approving a Contract Change Order for Construction Services with Plummerbuilt Inc. for the Amount of $127,320 plus a 20% Construction Contingency ($25,465) for a Total Not-to-Exceed Amount of $756,535 for the Water Reclamation Facility Metal Building Project and Authorizing the City Manager to Execute Said Contract Change Order on Behalf of the City of Soledad.

Councilmember Ansaldo-Sanchez asked if the contingency should be 20%.

City Manager Hunter said the 20% contingency is typical.

Assistant City Engineer Alex Ramos was present and added further clarification regarding the item.

BUSINESS

B-1. Presentation on the Assembly Bill 413 (AB413)

Assistant City Engineer Juan Huerta presented the staff report and PowerPoint presentation.

Council members had numerous questions and comments regarding the item.

Assistant City Engineer Alex Ramos also presented further clarifying information.

Mayor Velazquez requested that the information and video for the public be presented and distributed in both English and Spanish.

There were no public comments.

Council Action:
This item was an informational presentation and no action was taken.
The presentation was received by the City Council and direction was provided to staff.

B-2. Consideration of the Appropriation and Allocation of Community Development Block Grant (CDBG) Program Income Funds in the Amount not to Exceed $500,000 to Eligible Activities in Accordance with the State CDBG Program Income Policy

Economic Development Coordinator Tencia Vargas presented the staff report and PowerPoint presentation.

Consultant Angel Johnstone was present via Zoom and commented with further explanation.

Housing Analyst Beatriz Trujillo presented further clarification.

There were no public comments.

Council members had various questions and comments.

City Manager Hunter also gave information regarding the home buyer program that the City is interested in pursuing. She also explained further information regarding the Soledad Community Center Kitchen.

Council Action:
This item was an informational presentation and no action was taken.
The presentation was received by the City Council, and direction was provided to staff to apply for $300,000 for Homebuyer Assistance, $100,000 for the Community Center, and $100,000 for Economic Development.

B-3. Receive and Accept the Mini-Grants Closeout Report

Community Engagement Manager Jesus Valenzuela presented the staff report and PowerPoint presentation.

Representatives from South County Animal Rescue, Our Neighborhood Pet Project, and United Methodist Church were present in the meeting via Zoom and in person. Each group thanked the City for the allocation of funding.

Councilmembers had numerous comments.

Council Action:
This item was an informational presentation and no action was taken.

B-4. Revisit and Discuss City of Soledad Resolution No. 5278, Declaring the City of Soledad as a Sanctuary City for all residents, regardless of immigrant status and provide direction, as necessary.

Community Engagement Manager Jesus Valenzuela presented the staff report.

City Manager Megan Hunter gave further clarification regarding a City resolution that was passed in 2017. The City will also be attending County Ad Hoc meetings.

Alba gave public comment and would like clarification on what it means to be a sanctuary city regarding immigration. She would also like to know what the law is, and what can the new President do or not do. What will happen to families that are separated.

City Manager Hunter said the City cannot stop the Federal Government from entering the City and enforcing the immigration laws. Being a sanctuary City means that the City will not use the City resources to support immigration enforcement.

City Attorney Rodriquez agreed with City Manager Hunter and reiterated that the City will not be doing immigration enforcement. Residents will be able to continue to feel comfortable with interfacing with the City and City Law Enforcement, without feeling fear.

City Manager Hunter added that the City cannot stop the Federal Government from coming into the City. The Federal Government is higher than the City. The City needs to provide information and support to families if separation happens.

Maria Martinez said families in Soledad are feeling fear. There needs to be community forums that provide information regarding lawyers, and a plan of action in case of emergencies. Lideres de Campesinas have resources to share with the City and they appreciate the efforts of the City.

Reverend Maria Inez said the safety of families is important. There has been a meeting with the Bishop and the Superintendent regarding immigration issues. There will be a training at the Methodist Church in January. She would like to see the Methodist church serve as a sanctuary of safety for the residents of Soledad. There will also be a workshop regarding immigration, and she would like the council to be involved, along with the Sheriff, and Police.

Maria Lopez is concerned because she is a single parent and she would like to know, what would happen with the children if a single parent were deported.

Mayor Velazquez said these questions are why it is important to have informational forums. Immigration attorneys will have expertise on the subject.

There were no further public comments.

Councilmembers had numerous comments.

City Attorney Rodriquez said this is an evolving subject. There may be further discussion regarding recommendations for additional actions. Much of this will depend on what the President and Federal Government do. The focus should be on communication with the public, workshops, coordinating activities with the County, and staying informed on what can and cannot be done. The framework is done; the next step is to create a safety net for people.

Mayor Velazquez said she would like to bring the resolution back to the council to reaffirm the language, to ensure families have protections. She would also like the City to have an Ad hoc Immigration Subcommittee.

Councilmember Cabrera and Councilmember Caldera will work together on the Ad Hoc Immigration Subcommittee. The mayor would like the council to partner with the Soledad Unified School District. She would like a list of documents that families can put together to ensure that if something happens to a parent, all documents are together. She also added that there are mandates already being put in place at the State level.

City Manager Hunter said the Immigration Subcommittee should also look into what reaffirming the resolution would mean, and what the impact would be.

City Attorney Rodriquez clarified that there are instances in which the City services would have to participate; for example, if someone is engaging in criminal activity and they are an immigrant.

Mayor Velazquez clarified that the resolution in place already includes language stating the City will not be protecting any immigrant engaged in criminal activity.

Council Action:
This item was an informational presentation and no action was taken.
The presentation was received by the City Council and direction was provided to staff.

B-5. Consideration of Appointment of Mayor Pro Tempore and Various Appointments to Council and City Committees

Mayor Velazquez presented the report and thanked the council members for their service on all the different committees throughout the County. The following appointments were made:

- AMBAG (Association of Monterey Bay Area Government Board) - Councilmember Ansaldo-Sanchez, and as Alternate, Councilmember Caldera
- CAC (Citizens Advisory Committee) - Councilmember Caldera, there is no alternate for this committee.
- MST (Monterey-Salinas Transit) – Councilmember Cabrera, and as Alternate, Councilmember Banuelos

- SVSWA (Salinas Valley Solid Waste Authority) - Councilmember Banuelos, and as Alternate, Councilmember Caldera
- TAMC (Transportation Agency of Monterey County) – Mayor Velazquez, and as Alternate, Councilmember Ansaldo-Sanchez
- SSVBA (South Salinas Valley Broadband Authority) – Councilmember Caldera, and as Alternate, Mayor Velazquez
- Affordable Housing Subcommittee – Councilmember Banuelos, and Councilmember Cabrera
- Policy & Procedures Subcommittee – Mayor Velazquez and Councilmember Ansaldo-Sanchez
- Legislative Subcommittee – Councilmember Cabrera and Councilmember Ansaldo-Sanchez
- Soledad Historical Society – Councilmember Banuelos, and the Alternate as Councilmember Caldera
- Ad Hoc Immigration Subcommittee – Councilmember Caldera and Councilmember Cabrera
- Based on the rotation policy, Councilmember Cabrera will now serve as Mayor Pro tem for the year 2025.

MAYOR'S REPORTS AND ACKNOWLEDGMENTS

1. On 12/06 She met with members of the Civic Academy.
2. On 12/06 she attended the Soledad Tree Lighting event. She also thanked City Staff, Liberty Chapel, and Girl Scouts Troop 35308.
3. On 12/07 she attended the Soledad Christmas Parade. She thanked everyone involved including City staff and Soledad Auto Sales.
4. On 12/09 she attended the MST Board of Directors.
5. On 12/10 she attended and supported the outreach efforts by MST in Soledad.
6. On 12/11 she attended the City of Soledad employee Holiday luncheon. She also thanked City Manager Megan Hunter and the Windmill Restaurant.
7. On 12/11 She attended the Soledad Unified School District Board meeting.
8. On 12/13 She presented certificates to Maggie Campa and Debbie Ramirez for their many years of service to the Community of Soledad.
9. On 12/14 she attended the Girl Scout Troop 35332 along with the American Legion from the Cities of Soledad, Greenfield, and Gonzales for the Wreaths Across America event.
10. She was not able to attend the Cops Giving Tree, T Mobile ribbon cutting, or Cookies with Santa events. She thanked the Soledad Police Department, T Mobile, and CDCR for their efforts in those events.
11. She acknowledged her son, Gabriel, for completing his first semester at San Jose State University.

COUNCILMEMBERS' REPORTS AND ACKNOWLEDGMENTS

Councilmember Caldera had 2 items to report:
1. On 12/06 he attended the City of Soledad tree lighting ceremony.
2. On 12/07 he attended the Soledad Christmas Parade event.

Councilmember Ansaldo-Sanchez had 7 items to report:
1. On 12/06 he attended the City of Soledad tree lighting event.
2. On 12/07 he attended the Soledad Christmas Parade event. He thanked City staff for their efforts.
3. On 12/11 he attended the Soledad Unified School District meeting.
4. On 12/11 he attended the Salinas Valley Pride celebrations Board meeting.
5. On 12/12 He attended the Legislative Committee along with Mayor Pro Tem Cabrera.
6. He acknowledged his Sister and all students who have completed their first semester at their universities.

7. He wished Silvia Sanchez Lee a Happy Birthday.

Councilmember Cabrera had no items to report.

Councilmember Banuelos had 10 items to report:
1. On 12/06 she attended the City of Soledad Tree Lighting and thanked City staff for their efforts.
2. On 12/07 she attended the Soledad Christmas Parade.
3. On 12/09 she attended the Know Your Rights meeting in the City of Seaside.
4. On 12/11 she attended the City's holiday luncheon.
5. On 12/13 she attended the Cops Giving Tree.
6. On 12/14 she attended the first Wreath Across America at the Soledad Cemetery.
7. On 12/14 she attended Cookies with Santa. She thanked the Soledad Recreation Department and T Mobile.
8. On 12/16 she attended the Soledad Cemetery Board.
9. On 12/17 she attended the agenda review meeting with City Manager Hunter.
10. On 12/21 she will be attending the free community lunch at Liberty Chapel Church.

CITY MANAGERS' REPORT

City Manager Hunter reported 5 items:
1. She wished the city council happy holidays and a happy new year and thanked them for supporting initiatives and staff.
2. The Community Development Department is moving to City Hall. City Hall will start making changes within the building to create more space.
3. Both she and Financial Analyst Jesus Yanez are working with the team from the University of Kansas in moving forward to a strategic plan.
4. She will be on vacation starting 12/19/2024 – 01/06/2023.
5. She is tentatively planning a study session regarding Miramonte on 01/29

FUTURE AGENDA ITEMS

Councilmember Ansaldo-Sanchez requested 1 future agenda item:
1. He would like an update on the rental registry.

City Manager Hunter will be sure to go over the information at the strategic planning session. The strategic planning sessions will be complete by March, or early April, in time for the budget.

Councilmember Cabrera requested 1 future agenda item:
1. He would like to do a recognition for Soledad native Mario Alvarez Martinez. Mr. Martinez was the weightlifting silver medalist in the 1984 Olympic Games

2. Mayor Velazquez would like to schedule the State of the City in February.

ADJOURNMENT

Meeting adjourned at 10:00 p.m.

Minutes Approved: January 15, 2025

_____
ANNA M. VELAZQUEZ, Mayor/Chair

_____
MEGAN HUNTER, City Manager

COUNCIL COMMUNICATION

SUBJECT: **Warrants**

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

FROM: **Mike Howard, Finance Manager**

THROUGH: **Megan Hunter, City Manager**

MEETING DATE: **February 5, 2025**

Soledad, CA

Check Report

By Check Number

Date Range: 12/17/2024 - 01/03/2025

Vendor Number / Payable #	Vendor Name / Payable Type	Post Date	Payment Date / Payable Description	Payment Type	Discount Amount / Discount Amount	Payment Amount / Payable Amount	Number
Bank Code: APRAB-Mechanics Bank							
Payment Type: EFT							
360PSM	360PSM INC.		12/18/2024	EFT	0.00	4,110.92	10007
Community 6	Invoice	12/13/2024	Labor Compliance - CC Modernization		0.00	2,055.46	
Front Street 4	Invoice	12/13/2024	Labor Compliance - Sront St Proj.		0.00	2,055.46	
ADQUAL	A&D AGRICULTURAL & SAFETY SUPPLIES		12/18/2024	EFT	0.00	50.31	10008
268805	Invoice	12/13/2024	Gloves / Safety Vest		0.00	50.31	
CANNOA	CANNON CORPORATION		12/18/2024	EFT	0.00	3,351.00	10009
90322	Invoice	12/13/2024	WW Capital Projects Resolution No.5718		0.00	3,011.00	
90323	Invoice	12/13/2024	Water Fill Stations Reso.6055		0.00	340.00	
FASTEN	FASTENAL COMPANY		12/18/2024	EFT	0.00	448.98	10010
CASOE58436	Invoice	12/13/2024	Master Lock Covers WW		0.00	194.21	
CASOE58489	Invoice	12/13/2024	Water Electrolytes		0.00	254.77	
FIRST	FIRST ALARM		12/18/2024	EFT	0.00	1,778.16	10011
852304	Invoice	12/13/2024	Fire Alarm		0.00	506.91	
854946	Invoice	12/13/2024	ARPA Kitchen Mod Project		0.00	891.25	
854978	Invoice	12/13/2024	Alarm Services Corp Yard		0.00	190.00	
854980	Invoice	12/13/2024	Alarm System Repair		0.00	190.00	
HAENER	FOUNDATION HA ENERGY GENERATION, LLC		12/18/2024	EFT	0.00	42,213.37	10012
3946	Invoice	12/13/2024	Windpower WWTP Nov 24		0.00	42,213.37	
MISLAW	MISSION LAWN AND GARDEN CARE		12/18/2024	EFT	0.00	6,560.00	10013
7940	Invoice	12/13/2024	Landscape Gabilan Drive, West St to San V...		0.00	680.00	
7941	Invoice	12/13/2024	Liberty Court Maint.		0.00	400.00	
7944	Invoice	12/13/2024	Orchard Maintenance		0.00	780.00	
7949	Invoice	12/13/2024	Orchard Lane Maint		0.00	2,800.00	
7950	Invoice	12/13/2024	Front St. RSV Landscape		0.00	1,650.00	
7956	Invoice	12/13/2024	F.D. Monthly Maint.		0.00	150.00	
7958	Invoice	12/13/2024	Well #11 Weed Cleanup		0.00	100.00	
MOBAAN	MONTEREY BAY ANALYTICAL SERVICES		12/18/2024	EFT	0.00	27,996.00	10014
2410SOL-DW	Invoice	12/13/2024	MBAS OCT Water		0.00	8,374.80	
2410SOL-WW	Invoice	12/13/2024	WW Monitoring 10/24		0.00	10,299.50	
2411SOL-DW	Invoice	12/13/2024	MBAS Sampling		0.00	642.80	
2411SOL-WW	Invoice	12/13/2024	WW Monitoring 11/24		0.00	8,678.90	
PKS	PKS PROPERTIES		12/18/2024	EFT	0.00	2,808.00	10015
2	Invoice	12/13/2024	Vehicle Car Wash		0.00	2,808.00	
CULLIG	QUALITY WATER ENTERPRISES, INC.		12/18/2024	EFT	0.00	129.04	10016
1247303	Invoice	12/13/2024	Water Services		0.00	82.07	
1248025	Invoice	12/13/2024	WWTP Water System		0.00	44.00	
1248260	Invoice	12/13/2024	Finance Charge		0.00	2.97	
WARBEY	ROBIN WARBEY		12/18/2024	EFT	0.00	13,875.52	10017
3590	Invoice	12/13/2024	IT Services Nov 2024		0.00	8,745.00	
3600	Invoice	12/13/2024	IT Services Travel		0.00	132.71	
3610	Invoice	12/13/2024	Sonicwall Licenses - Email Security		0.00	4,997.81	
ANDLOC	RUTH MARIA MILLA-LEON		12/18/2024	EFT	0.00	969.31	10018
45624	Invoice	12/13/2024	WWTP Padlocks		0.00	969.31	
SAFEST	SAFESTORE, INC		12/18/2024	EFT	0.00	889.69	10019

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Vendor Number / Payable #	Vendor Name / Payable Type	Post Date	Payment Date / Payable Description	Payment Type	Discount Amount / Discount Amount	Payment Amount / Payable Amount	Number
SS2940	Invoice	12/13/2024	Evidence from Supplies / Fees		0.00	889.69	
SHREDD	SHREDDING SOURCE SOLUTIONS		12/18/2024	EFT	0.00	185.00	10020
8487	Invoice	12/13/2024	Shredding Service		0.00	75.00	
8558	Invoice	12/13/2024	Document Shredding		0.00	110.00	
USABLU	USABLUE BOOK		12/18/2024	EFT	0.00	1,865.91	10021
INV00545293	Invoice	12/13/2024	Reagents Lab Process Control		0.00	506.76	
INV00547067	Invoice	12/13/2024	Pocket Chlorine Colorimeter		0.00	773.06	
INV00547209	Invoice	12/13/2024	Purple Flags USA Markings		0.00	150.71	
INV00555452	Invoice	12/13/2024	Lab Process Control Reagents		0.00	335.37	
INV00557213	Invoice	12/13/2024	Well #9 Reagent		0.00	100.01	
VOSTIS	VOSTI'S INC		12/18/2024	EFT	0.00	1,016.39	10022
2747611	Invoice	12/13/2024	Transmission Service		0.00	144.75	
2747621	Invoice	12/13/2024	Brake Hoses		0.00	433.91	
2747631	Invoice	12/13/2024	Transmission Fluid Service		0.00	437.73	
WINSUP	WINSUPPLY MONTEREY COUNTY CA CO		12/18/2024	EFT	0.00	1,227.46	10023
16163301	Invoice	12/13/2024	Check Valve for feed pumps		0.00	461.04	
16163501	Invoice	12/13/2024	Check Valve Screw Press		0.00	461.04	
16172801	Invoice	12/13/2024	Gasket / Bolts - Screw Press Valve		0.00	305.38	
CIVICP	CIVICPLUS LLC		01/02/2025	EFT	0.00	3,592.47	10024
316160	Invoice	12/23/2024	Ordinance & Publishing		0.00	3,592.47	
ADQUAL	A&D AGRICULTURAL & SAFETY SUPPLIES		01/02/2025	EFT	0.00	171.49	10025
269121	Invoice	12/27/2024	Caution tape - Collections Dept		0.00	16.39	
269162	Invoice	12/27/2024	Rain Gear - J Zavala		0.00	155.10	
DASH M	DASH MEDICAL GLOVES, LLC		01/02/2025	EFT	0.00	712.48	10026
INV1321903	Invoice	12/27/2024	Gloves		0.00	267.18	
INV1321937	Invoice	12/27/2024	Gloves		0.00	445.30	
FIRST	FIRST ALARM		01/02/2025	EFT	0.00	3,410.00	10027
857516	Invoice	12/27/2024	Corp Yard Alarm Services		0.00	561.25	
857551	Invoice	12/27/2024	Fire Alarm Modernization		0.00	767.50	
857903	Invoice	12/27/2024	Alarm Services		0.00	2,081.25	
MISLAW	MISSION LAWN AND GARDEN CARE		01/02/2025	EFT	0.00	125.00	10028
7965	Invoice	12/27/2024	Orchard Lane Water Leak Repair		0.00	125.00	
ANDLOC	RUTH MARIA MILLA-LEON		01/02/2025	EFT	0.00	88.71	10029
46028	Invoice	12/27/2024	Facility Keys		0.00	88.71	
TORPET	TORO PETROLEUM CORP.		01/02/2025	EFT	0.00	2,482.85	10030
0699066	Invoice	12/27/2024	Diesel Plant		0.00	1,312.88	
0699178	Invoice	12/27/2024	Fuel		0.00	1,169.97	
VOSTIS	VOSTI'S INC		01/02/2025	EFT	0.00	1,161.88	10031
2748951	Invoice	12/27/2024	P.D. Brake Caliper		0.00	393.28	
2749721	Invoice	12/27/2024	Anti Freeze		0.00	47.31	
2749741	Invoice	12/27/2024	Fuel Cap		0.00	24.02	
2749991	Invoice	12/27/2024	Engine Oil		0.00	70.96	
2750001	Invoice	12/27/2024	Exhaust Gasket		0.00	112.48	
2750011	Invoice	12/27/2024	Fuel Pump		0.00	388.65	
2750041	Invoice	12/27/2024	Oil Cooler		0.00	125.18	
				Total EFT:	**0.00**	**121,219.94**	

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Vendor Number / Payable #	Vendor Name / Payable Type	Post Date	Payment Date / Payable Description	Payment Type	Discount Amount / Discount Amount	Payment Amount / Payable Amount	Number
Payment Type: Regular							
COMOEM	COUNTY OF MONTEREY DEPT OF EMERGENCY (		12/17/2024	Regular	0.00	107,378.00	56165
111224	Invoice	12/17/2024	Quarter 2 - FY 2024/25 Emergency Comm...		0.00	5,603.00	
120224	Invoice	12/17/2024	Quarter 3 - FY 2024/25 Emergency Comm...		0.00	101,775.00	
EMCPLA	EMC PLANNING GROUP INC.		12/17/2024	Regular	0.00	557.23	56166
16-001-87	Invoice	12/17/2024	Miramonte Support		0.00	557.23	
MOTEL6	MOTEL 6		12/17/2024	Regular	0.00	3,919.75	56167
121424	Invoice	12/17/2024	Motel Voucher		0.00	3,919.75	
ACCBUS	ACC BUSINESS		12/18/2024	Regular	0.00	1,348.53	56168
243230671	Invoice	12/13/2024	WWTP Internet Service		0.00	1,348.53	
ACCBUS	ACC BUSINESS		12/18/2024	Regular	0.00	1,826.20	56169
243190308	Invoice	12/13/2024	Gateway Internet		0.00	1,826.20	
ACCBUS	ACC BUSINESS		12/18/2024	Regular	0.00	2,072.80	56170
243179512	Invoice	12/13/2024	Internet		0.00	2,072.80	
ACCURA	ACCURATE CORROSION CONTROL INC		12/18/2024	Regular	0.00	16,043.60	56171
J00799	Invoice	12/13/2024	Pinnacles Tank 2/ CIPW02		0.00	16,043.60	
ADOBE	ADOBE INC.		12/18/2024	Regular	0.00	15,641.77	56172
2911173291	Invoice	12/13/2024	All on Adobe License		0.00	224.29	
2915429421	Invoice	12/13/2024	Adobe renewal 2025		0.00	15,417.48	
AGILEO	AGILE OCCUPATION MEDICINE PC		12/18/2024	Regular	0.00	1,475.00	56173
EM034264	Invoice	12/13/2024	Preemployment WR MGR		0.00	210.00	
EM034697	Invoice	12/13/2024	Preemployment medical		0.00	1,265.00	
ALCANA	ALCANTAR ACE HARDWARE		12/18/2024	Regular	0.00	1,433.02	56174
3280	Invoice	12/13/2024	Well #10 Wood Door		0.00	14.84	
3329	Invoice	12/13/2024	Spare Keys - Jorge		0.00	8.72	
3337	Invoice	12/13/2024	Make Spare Key - Jorge		0.00	13.73	
3372	Invoice	12/13/2024	Supplies - Collections Dept.		0.00	87.38	
3378	Invoice	12/13/2024	Repairs Collection Dept		0.00	13.10	
3391	Invoice	12/13/2024	Tarp Cover Sand		0.00	54.61	
3401	Invoice	12/13/2024	RIBs Well 2&5 Woodsedler		0.00	42.60	
3405	Invoice	12/13/2024	Restroom Supplies		0.00	29.48	
3408	Invoice	12/13/2024	Saws-All blades		0.00	18.56	
3421	Invoice	12/13/2024	Event Banners		0.00	18.56	
3422	Invoice	12/13/2024	Janitorial Cleaning - Main Building		0.00	30.75	
3428	Invoice	12/13/2024	String Lights		0.00	98.26	
3429	Invoice	12/13/2024	Blue Building Well Repairs		0.00	37.10	
3430	Invoice	12/13/2024	Christmas Lights		0.00	360.36	
3443	Invoice	12/13/2024	B.Building Shop/ Cleaning Supplies		0.00	83.18	
3473	Invoice	12/13/2024	Life Rings for BNR's		0.00	30.48	
3492	Invoice	12/13/2024	Vosti Park Goal Chains		0.00	35.93	
3494	Invoice	12/13/2024	Kitchen Water Issue		0.00	18.97	
3497	Invoice	12/13/2024	Irrigation Fittings		0.00	5.01	
3506	Invoice	12/13/2024	Gym Wall Repair		0.00	10.67	
3509	Invoice	12/13/2024	Well #2 / Lab Cleaning Supplies		0.00	36.66	
3522	Invoice	12/13/2024	1.25" PVC Cap		0.00	5.22	
3523	Invoice	12/13/2024	Facility Expense Chain		0.00	3.47	
3538	Invoice	12/13/2024	Wastebasket - Collections Dept.		0.00	43.68	
3540	Invoice	12/13/2024	Hose - Collections - Flush Truck		0.00	21.84	
3544	Invoice	12/13/2024	Street Signs Repairs		0.00	47.59	
3549	Invoice	12/13/2024	1.25" PVS Couplins		0.00	3.47	
3558	Invoice	12/13/2024	Restroom Supplies		0.00	116.18	
3560	Invoice	12/13/2024	Garden Hose & 9v Batteries		0.00	44.76	
3567	Invoice	12/13/2024	Poly Tube Well #11 Analyzer		0.00	7.73	
3579	Invoice	12/13/2024	Barrel Bolt for Trash Cans		0.00	4.36	

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Vendor Number / Payable #	Vendor Name / Payable Type	Post Date	Payment Date / Payable Description	Payment Type	Discount Amount / Discount Amount	Payment Amount / Payable Amount	Number
3583	Invoice	12/13/2024	Couple Hose Flex		0.00	15.27	
3598	Invoice	12/13/2024	Shop Cleaning / Tools&Supplies		0.00	119.65	
3599	Credit Memo	12/13/2024	Tool Return		0.00	-49.15	
	Void		12/18/2024	Regular	0.00	0.00	56175
AMAZON	AMAZON CAPITAL SERVICES		12/18/2024	Regular	0.00	2,898.58	56176
11J39G1L6KH6	Invoice	12/13/2024	Stage Renovation		0.00	151.44	
149G3NYM1R6W	Invoice	12/13/2024	Community Board		0.00	32.76	
16LN44DGTW1H	Invoice	12/13/2024	Supplies Office & Camp		0.00	219.57	
16NW447JYGGM	Invoice	12/13/2024	Crane Service Truck		0.00	296.67	
17CJ3XJPCW4R	Invoice	12/13/2024	New stamps		0.00	340.92	
17QJFY3LKYPD	Invoice	12/13/2024	Employee Storage Lockers		0.00	378.99	
17X6LWKD1HVG	Credit Memo	12/13/2024	Relay Return		0.00	-100.06	
19QD6NYKL4XN	Invoice	12/13/2024	Christmas Ceremony		0.00	290.55	
1CDC7T6TKMQP	Invoice	12/13/2024	VA-Eden Valley Donation		0.00	213.24	
1CPN7VHM7FMD	Invoice	12/13/2024	Keyboard for Employee		0.00	80.83	
1DGNCPGHK3CH	Credit Memo	12/13/2024	Iphone was Defective		0.00	-214.15	
1DHT77RN1FFH	Invoice	12/13/2024	IT Keyboard		0.00	121.26	
1DT3CR9MTRDV	Invoice	12/13/2024	Replacement Monitor		0.00	327.29	
1JRG1JCCGLWF	Invoice	12/13/2024	New Stamps		0.00	454.56	
1K1P9X6RRQVL	Credit Memo	12/13/2024	Return Keyboard		0.00	-54.57	
1KX1YVLP3DC7	Invoice	12/13/2024	Lubricant for machines		0.00	43.68	
1N4QN4KWJRNC	Invoice	12/13/2024	Breakroom Supplies		0.00	82.52	
1P3VRL4979JK	Invoice	12/13/2024	VA-Eden Valley Christmas Event		0.00	75.37	
1P3VRL49KNKC	Credit Memo	12/13/2024	Shipping Reimbursement		0.00	-14.35	
1Q4KQN43J4GM	Invoice	12/13/2024	WTFP Charger for PC		0.00	37.57	
1QK4V9QLY3NY	Invoice	12/13/2024	Meter Read / Hole Puncher		0.00	13.08	
1YKLJYDCGR7X	Invoice	12/13/2024	AC Power for Weight Scale		0.00	15.52	
1YQJHF9V167C	Invoice	12/13/2024	New Keyboard - WW Conference Room		0.00	54.57	
1YT749HW6HVT	Invoice	12/13/2024	New Board Office Supplies		0.00	37.13	
1YTJYV3XWH1Y	Invoice	12/13/2024	Phone Accessories -IT		0.00	14.19	
AMESUP	AMERICAN SUPPLY COMPANY		12/18/2024	Regular	0.00	490.97	56177
3045544	Invoice	12/13/2024	City Hall Supplies		0.00	490.97	
ANIMAL	ANIMAL DAMAGE MANAGEMENT, INC.		12/18/2024	Regular	0.00	200.00	56178
369934	Invoice	12/13/2024	Rodent Control - Chavez/Vosti		0.00	200.00	
BADGER	BADGER METER, INC.		12/18/2024	Regular	0.00	1,379.52	56179
80178533	Invoice	12/13/2024	Badger Cell Signal		0.00	1,379.52	
BFSLAN	BFS LANDSCAPE ARCHITECTS		12/18/2024	Regular	0.00	9,193.00	56180
24038.02	Invoice	12/13/2024	Toledo Basin Concept		0.00	6,023.00	
2403803	Invoice	12/13/2024	Toledo Basin Project		0.00	3,170.00	
BRENNT	BRENNTAG PACIFIC INC		12/18/2024	Regular	0.00	3,846.44	56181
BPI479662	Invoice	12/13/2024	Chlorine Well #7		0.00	474.06	
BPI479663	Invoice	12/13/2024	Chlorine Well #9		0.00	1,336.42	
BPI479664	Invoice	12/13/2024	Chlorine Well #11		0.00	1,305.10	
BPI479665	Invoice	12/13/2024	Chlorine La Cuesta		0.00	730.86	
CALWES	CAL-WEST		12/18/2024	Regular	0.00	1,169.45	56182
240950	Invoice	12/13/2024	Traffic Light Maintence Sept 24		0.00	500.00	
241003	Invoice	12/13/2024	Traffic Light Maint Oct 24		0.00	669.45	
CINTAS	CINTAS CORPORATION NO. 3		12/18/2024	Regular	0.00	1,384.18	56183
4210386798	Invoice	12/13/2024	WW/Water Uniforms		0.00	224.12	
4211851951	Invoice	12/13/2024	WW/Water Uniforms		0.00	256.97	
4211851982	Invoice	12/13/2024	PW Uniforms		0.00	82.06	
4212724084	Invoice	12/13/2024	Parks/ Streets Uniforms		0.00	82.06	
4213279035	Invoice	12/13/2024	Parks / Streets Uniforms		0.00	82.06	
4213279096	Invoice	12/13/2024	WW/Water Uniforms		0.00	299.91	

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4214026731	Invoice	12/13/2024	WW/Water Uniforms		0.00	357.00	
CISO	CITY OF SOLEDAD		12/18/2024	Regular	0.00	26,051.53	56184
112724	Invoice	12/13/2024	Water Services		0.00	26,051.53	
CPM	COMMERCIAL PUMP & MECHANICAL, INC		12/18/2024	Regular	0.00	7,378.00	56185
241051	Invoice	12/13/2024	Adobe Well Abandon		0.00	4,565.50	
241131	Invoice	12/13/2024	Pull La Cuesta booster #3		0.00	1,687.50	
241141	Invoice	12/13/2024	Examine Shaft Well #6 &7		0.00	1,125.00	
CSG CO	CSG CONSULTANTS, INC.		12/18/2024	Regular	0.00	5,782.50	56186
58985	Invoice	12/13/2024	Consulting		0.00	5,782.50	
GUERR	DAMIAN GUERRERO		12/18/2024	Regular	0.00	2,500.00	56187
184	Invoice	12/13/2024	Davalos Park, Mainline Break		0.00	500.00	
185	Invoice	12/13/2024	540 Gabilan & Toledo Prk. Cleaning.		0.00	2,000.00	
DATA	DATAFLOW BUSINESS SYSTEMS, INC.		12/18/2024	Regular	0.00	661.97	56188
406935	Invoice	12/13/2024	C.H. Copier		0.00	311.97	
407450	Invoice	12/13/2024	P.D. Copier		0.00	273.67	
408149	Invoice	12/13/2024	Comm. Center Copier		0.00	76.33	
DENISEDUFFY	DENISE DUFFY & ASSOCIATES, INC		12/18/2024	Regular	0.00	4,006.00	56189
9501	Invoice	12/13/2024	Arborist Services FD AB		0.00	4,006.00	
EDIS	EMPLOYER DRIVEN INSURANCE SERVICES		12/18/2024	Regular	0.00	8,562.81	56190
3547940	Invoice	12/13/2024	EDIS - Nov 2024		0.00	8,562.81	
EVERBA	EVERBANK, N.A.		12/18/2024	Regular	0.00	486.26	56191
10193275	Invoice	12/13/2024	Copier Lease		0.00	329.78	
10209616	Invoice	12/13/2024	C.H. Copier Lease		0.00	156.48	
FEDEXF	FEDEX FREIGHT		12/18/2024	Regular	0.00	377.05	56192
6038001594	Invoice	12/13/2024	Freight Shipping Motor KSB		0.00	377.05	
FERENT	FERGUSON ENTERPRISES INC. 1423		12/18/2024	Regular	0.00	18,647.21	56193
1871107-1	Invoice	12/13/2024	Stock Registar Neptune Meters		0.00	8,714.05	
18711072	Invoice	12/13/2024	Neptune Cell Data		0.00	55.35	
1877275	Invoice	12/13/2024	1.5/2" Resisters Cell Data Stock		0.00	9,877.81	
CIT	FIRST-CITIZENS BANK & TRUST CO		12/18/2024	Regular	0.00	274.90	56194
46086868	Invoice	12/13/2024	Copier		0.00	274.90	
SOTOFR	FRANCISCO J SOTO		12/18/2024	Regular	0.00	250.00	56195
112724	Invoice	12/13/2024	Musician for Senior Social		0.00	250.00	
GRADEB	GRADE BREAK ENGINEERING INC.		12/18/2024	Regular	0.00	261,262.49	56196
541241	Invoice	12/13/2024	Cut Prep Assemble Fittings		0.00	7,733.75	
541242	Invoice	12/13/2024	Install Tee/ Valves Repair		0.00	7,538.25	
541243	Invoice	12/13/2024	Cut Prep Area & Assemble Fittings		0.00	12,692.68	
541245	Invoice	12/13/2024	Prep Area / Assemble Fittings		0.00	6,521.40	
541246	Invoice	12/13/2024	Cut Install Tee/Valves		0.00	12,216.30	
541247	Invoice	12/13/2024	Cut Prep / Expose Pipe / Assemble Fittings		0.00	12,111.85	
541248	Invoice	12/13/2024	Cut Install Tee/Valves		0.00	5,879.38	
541249	Invoice	12/13/2024	Core / Main Materials Valve Fittings		0.00	10,916.65	
541250	Invoice	12/13/2024	Patch / Pave Asphalt Repair Trouble Spots		0.00	7,794.71	
541251	Invoice	12/13/2024	Patch / Pave Yard-Sinkhole		0.00	4,246.05	
541252	Invoice	12/13/2024	Patch / Pave Asphalt Service Line Repair E...		0.00	4,246.05	
541254	Invoice	12/13/2024	Pave / Patch La Cuesta Area		0.00	10,892.83	
541255	Invoice	12/13/2024	Ferguson Materials Valves / Fittings		0.00	5,033.17	
541256	Invoice	12/13/2024	Cement GS Box (2) / Asphalt Repair		0.00	7,498.00	
541257	Invoice	12/13/2024	Abandon Hydrant & Cop End Pipe		0.00	8,969.98	
541258	Invoice	12/13/2024	Renew 2" Galvanized Water Line & Valve		0.00	9,113.32	
541259	Invoice	12/13/2024	Prep Backfill Hydrant / 2" Service Line / Si...		0.00	9,573.41	

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541260	Invoice	12/13/2024	Cut / Prep Area / Dig Expose		0.00	13,244.16	
541261	Invoice	12/13/2024	Cut Install Tee / 6" Valves (2) / Repair 1" S...		0.00	9,027.22	
541262	Invoice	12/13/2024	Asphalt Repair / Cement Valves		0.00	9,858.63	
541263	Invoice	12/13/2024	Pothole & Dig-Find Pipe		0.00	12,276.25	
541264	Invoice	12/13/2024	Continue 5" Pipe installation / Remove Fe...		0.00	6,072.00	
541265	Invoice	12/13/2024	Install 15" Pipe / Backfill Well		0.00	8,772.29	
541266	Invoice	12/13/2024	Rotate Tee / Valve / Dig Dirt Drainage		0.00	6,199.96	
541267	Invoice	12/13/2024	Continue 15" Connect / Spool / Backfill/ C...		0.00	7,643.71	
541268	Invoice	12/13/2024	1st Day prep and expose 2" galvanized pipe		0.00	9,158.76	
541269	Invoice	12/13/2024	Expose Galvanized Pipe		0.00	5,014.00	
541270	Invoice	12/13/2024	Patch / Pave Trouble Spots Asphalt		0.00	5,853.37	
541271	Invoice	12/13/2024	Patch / Pave Asphalt Repair Trouble Spots		0.00	9,377.22	
541272	Invoice	12/13/2024	Patch / Pave trouble spot asphalt		0.00	10,894.74	
541273	Invoice	12/13/2024	Patch / Pave Asphalt Troubled Area		0.00	4,892.40	
	Void		12/18/2024	Regular	0.00	0.00	56197
GRAINE	GRAINGER		12/18/2024	Regular	0.00	1,671.29	56198
9315480302	Invoice	12/13/2024	Waterproof Flipwaders - E.Bloom		0.00	113.40	
9315480310	Invoice	12/13/2024	Tool Blade		0.00	192.60	
9327006673	Invoice	12/13/2024	RAS/WAS PLC - (Returned)		0.00	1,088.88	
9328146825	Invoice	12/13/2024	RAS / WAS PLC Power Supply		0.00	1,088.88	
9331734591	Credit Memo	12/13/2024	Power Supply Return		0.00	-1,088.88	
9340195271	Invoice	12/13/2024	Rain Safety Boots - Z. Corda		0.00	276.41	
GREENR	GREEN RUBBER-KENNEDY AG		12/18/2024	Regular	0.00	228.24	56199
G431133	Invoice	12/13/2024	Flashlight - D. Romero		0.00	228.24	
HACH C	HACH COMPANY		12/18/2024	Regular	0.00	100.85	56200
14258530	Invoice	12/13/2024	Calibration Supplies Ohlme NTU Meters		0.00	100.85	
HERC	HERC RENTALS INC.		12/18/2024	Regular	0.00	442.50	56201
35152308-001	Invoice	12/13/2024	Christmas Parade		0.00	147.50	
35152308-002	Invoice	12/13/2024	Christmas Parade		0.00	295.00	
HILLYA	HILLYARD, INC.		12/18/2024	Regular	0.00	1,267.75	56202
605668057	Invoice	12/13/2024	Janitorial		0.00	452.78	
605678202	Invoice	12/13/2024	Janitorial		0.00	124.84	
605681488	Invoice	12/13/2024	Janitorial		0.00	690.13	
ISA	ISA IN STUDIO ARCHITECTURE, INC.		12/18/2024	Regular	0.00	23,384.50	56203
20242433	Invoice	12/13/2024	Community Center Remodel		0.00	7,269.55	
20242434	Invoice	12/13/2024	Fire Station Apparatus Bay		0.00	16,114.95	
GISPLU	ISMAEL GONZALEZ		12/18/2024	Regular	0.00	627.60	56204
5108	Invoice	12/13/2024	Backflow Reinstallation		0.00	627.60	
JERRYZ	JERRY ZAVALA		12/18/2024	Regular	0.00	125.00	56205
121024	Invoice	12/13/2024	Boot Reimbursement		0.00	125.00	
PADILL	JORGE PADILLA		12/18/2024	Regular	0.00	-1,636.00	56206
PADILL	JORGE PADILLA		12/18/2024	Regular	0.00	1,636.00	56206
091224	Invoice	12/13/2024	Electrical Trouble Shooting & Preven. Main..		0.00	1,495.00	
12182024	Invoice	12/13/2024	Electrical & Preventive Maint Trainning		0.00	141.00	
THETRE	JOV MAGANA RODRIGUEZ		12/18/2024	Regular	0.00	5,000.00	56207
1272	Invoice	12/13/2024	Oak Tree Removal (Fire App)		0.00	3,900.00	
1273	Invoice	12/13/2024	Oak Tree Removal (Hazard)		0.00	1,100.00	
LNCURT	L.N. CURTIS & SON		12/18/2024	Regular	0.00	19,009.50	56208
INV888029	Invoice	12/13/2024	Ladder Truck Hose		0.00	19,009.50	
LAWPRO	LAWSON PRODUCTS		12/18/2024	Regular	0.00	806.69	56209
9312027346	Invoice	12/13/2024	Hard Hat J.Padilla		0.00	177.41	
9312038082	Invoice	12/13/2024	S.Steel Roll Pins - Stock Shop		0.00	463.54	

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9312038896	Invoice	12/13/2024	S.Steel Roll Pins		0.00	165.74	
LONESTAR	LONE STAR LANDSCAP, INC		12/18/2024	Regular	0.00	80,104.00	56210
112724	Invoice	12/13/2024	Veeterans Recycled Water Proj.		0.00	80,104.00	
M3ENVI	M3 ENVIRONMENTAL CONSULTING, LLC		12/18/2024	Regular	0.00	1,565.00	56211
2450901	Invoice	12/13/2024	Asbestos/lead demolition corp yard		0.00	1,565.00	
MADRID OLGUIN	MANUEL MADRID-OLGUIN		12/23/2024	Regular	0.00	-1,861.65	56212
MADRID OLGUIN	MANUEL MADRID-OLGUIN		12/18/2024	Regular	0.00	1,861.65	56212
120524	Invoice	12/13/2024	Instructor Pay December Karate		0.00	1,861.65	
METROT	METROPOLITAN TRANSPORTATION COMMISSIC		12/18/2024	Regular	0.00	2,000.00	56213
4926AR13633	Invoice	12/13/2024	St.Saver Annual Subscripton		0.00	2,000.00	
RODRIM	MIGUEL ANGEL RODRIGUEZ		12/18/2024	Regular	0.00	238.25	56214
120924	Invoice	12/13/2024	Collections Class Reimbursement		0.00	238.25	
MIKEST	MIKE'S TOWING		12/18/2024	Regular	0.00	1,107.43	56215
014193	Invoice	12/13/2024	Pool Vehicle New Tires		0.00	747.43	
25252	Invoice	12/13/2024	Transport P.d Car to WRF		0.00	120.00	
25253	Invoice	12/13/2024	Transport P.d carts to WRF		0.00	120.00	
25254	Invoice	12/13/2024	Transport P.d carts to WRF		0.00	120.00	
MNS	MNS ENGINEERS, INC		12/18/2024	Regular	0.00	5,592.50	56216
88122	Invoice	12/13/2024	West St. Road Diet Design		0.00	5,592.50	
CENTRC	MONTEREY COUNTY BUSINESS COUNCIL		12/18/2024	Regular	0.00	50,000.00	56217
2553	Invoice	12/13/2024	Soledad Container Village		0.00	50,000.00	
MONTPE	MONTEREY PENINSULA ENGINEERING		12/18/2024	Regular	0.00	377,482.50	56218
0910	Invoice	12/13/2024	Construction -Front St. Maint Proj.		0.00	116,236.30	
1018	Invoice	12/13/2024	Construction Front St. Proj.		0.00	261,246.20	
MOTORO	MOTOROLA SOLUTIONS, INC.		12/18/2024	Regular	0.00	11,607.81	56219
33145	Invoice	12/13/2024	Mototola - Lease		0.00	11,607.81	
MPEXPR	MP EXPRESS, INC.		12/18/2024	Regular	0.00	147.67	56220
76339	Invoice	12/13/2024	Business Cards - Diaz		0.00	147.67	
NATIVI	NATIVIDAD MEDICAL CENTER		12/18/2024	Regular	0.00	31.00	56221
110624	Invoice	12/13/2024	Alco Test		0.00	31.00	
NEWSV	NEWSV MEDIA		12/18/2024	Regular	0.00	269.80	56222
129877	Invoice	12/13/2024	Notice of Public Hearing		0.00	269.80	
NORTH	NORTHSTAR CHEMICAL		12/18/2024	Regular	0.00	12,664.26	56223
296798	Invoice	12/13/2024	Polymers for plant		0.00	12,664.26	
OREAUT	O'REILLY AUTO PARTS		12/18/2024	Regular	0.00	498.73	56224
3566222652	Invoice	12/13/2024	Seat Cover - Flat Bed 1022162		0.00	43.69	
3566222931	Invoice	12/13/2024	Air, Fuel Filter, Oil Filter Well #6 Generator		0.00	271.27	
3566223849	Invoice	12/13/2024	Well #9 Motor Oil		0.00	81.93	
3566224902	Invoice	12/13/2024	Oil Change 2021 Chevy 1448562		0.00	86.58	
3566225567	Invoice	12/13/2024	Flat Bed - Air Freshener		0.00	15.26	
P.G.E.	PACIFIC GAS & ELECTRIC		12/18/2024	Regular	0.00	48,007.06	56225
111324J	Invoice	12/13/2024	Electricity - Lights		0.00	10,234.22	
111424B	Invoice	12/13/2024	Electricity		0.00	6,491.05	
111824	Invoice	12/13/2024	Lights / Energy		0.00	6,334.23	
112124	Invoice	12/13/2024	Community Center		0.00	4,331.36	
112224	Invoice	12/13/2024	WWTP		0.00	20,616.20	
PVMTCO	PAVEMENT COATINGS CO.		12/18/2024	Regular	0.00	21,169.75	56226
PJC004267-RET	Invoice	12/13/2024	Crack Seal Proj. Rention		0.00	21,169.75	

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PENINS	PENINSULA WELDING & MEDICAL SUPPLY, INC.		12/18/2024	Regular	0.00	132.00	56227
270926	Invoice	12/13/2024	Cylinder Tanks Rental		0.00	132.00	
MENDOZAP	PILAR MENDOZA		12/18/2024	Regular	0.00	200.00	56228
DiadeLosMuertos	Invoice	12/13/2024	Folklorico performance for Dia de Los Mue...		0.00	200.00	
PITBOW	PITNEY BOWES GLOBAL FINANCIAL SERVICES LL		12/18/2024	Regular	0.00	326.20	56229
3106941206	Invoice	12/13/2024	Lease Contract		0.00	326.20	
TERMIN	RENTOKIL NORTH AMERICA INC		12/18/2024	Regular	0.00	117.00	56230
452499788	Invoice	12/13/2024	PD Pest Control		0.00	60.00	
453792321	Invoice	12/13/2024	WWTP Pest Control		0.00	57.00	
SAFETY	SAFETY-KLEEN SYSTEMS, INC.		12/18/2024	Regular	0.00	2,553.88	56231
95892472	Invoice	12/13/2024	Drum Light Bulbs - Clean up		0.00	2,553.88	
MEDCLE	SANDRA LOPEZ MEDINA		12/18/2024	Regular	0.00	3,457.50	56232
0709	Invoice	12/13/2024	Janitorial Evidence Building Department		0.00	200.00	
0719	Invoice	12/13/2024	Janitorial Gateway Center		0.00	800.00	
0750	Invoice	12/13/2024	Janitorial srv. Police Department		0.00	1,937.50	
0753	Invoice	12/13/2024	Janitorial srv. Gateway Center		0.00	520.00	
SEMACO	SEMACONNECT, INC.		12/18/2024	Regular	0.00	480.00	56233
INV9385508	Invoice	12/13/2024	EV CH Charging Station		0.00	240.00	
INV93855509	Invoice	12/13/2024	EVCH Charging Station		0.00	240.00	
SHRED	SHRED-IT USA LLC/STERICYCLE INC		12/18/2024	Regular	0.00	128.90	56234
8008991064	Invoice	12/13/2024	Bio Hazard Disposal		0.00	128.90	
SIGIRR	SIGNATURE IRRIGATION		12/18/2024	Regular	0.00	671.27	56235
54936	Invoice	12/13/2024	3" Fitting Air Relife Well #6		0.00	541.07	
54937	Invoice	12/13/2024	Gasket for Veterans Park Meter		0.00	15.98	
54967	Invoice	12/13/2024	2.5" PVC Fittings		0.00	114.22	
SOLAUT	SOLEDAD AUTO PARTS		12/18/2024	Regular	0.00	2,718.41	56236
187682	Invoice	12/13/2024	Module 03 Dakota - Mike		0.00	497.09	
187683	Invoice	12/13/2024	ABS Module - 03 Dakota		0.00	490.66	
187684	Invoice	12/13/2024	Freon AC Machine - WWTP		0.00	499.27	
187685	Invoice	12/13/2024	Tank AC Machine - WWTP		0.00	500.37	
187686	Invoice	12/13/2024	Tetra Shop Restock		0.00	327.64	
187729	Invoice	12/13/2024	Stock Shop Tools		0.00	403.38	
SOLTRU	SOLEDAD TRUE VALUE		12/18/2024	Regular	0.00	19.64	56237
344562	Invoice	12/13/2024	Paint Spray Plant		0.00	19.64	
SOUBAY	SOUTH BAY REGIONAL PUBLIC SAFETY TRAININ		12/18/2024	Regular	0.00	1,727.00	56238
225245	Invoice	12/13/2024	Training - Contreras		0.00	1,727.00	
STAPLE	STAPLES BUSINESS CREDIT		12/18/2024	Regular	0.00	2,061.07	56239
6017911237	Invoice	12/13/2024	AirBorn Tablets / Flat Lanyard Red / Color ...		0.00	92.24	
6017911238	Invoice	12/13/2024	Clear LTR BKLT ENV / Office Supplies		0.00	107.14	
6017911239	Invoice	12/13/2024	Office Supplies - Task Force		0.00	112.27	
6017911240	Invoice	12/13/2024	Cup & Lid Holder / To Do List Pads		0.00	67.93	
6017911241	Invoice	12/13/2024	Office/Printer Supplies		0.00	65.84	
6017911242	Invoice	12/13/2024	Excedrin & Tissues		0.00	35.38	
6017911243	Invoice	12/13/2024	Advil 50ct		0.00	20.42	
6017911244	Invoice	12/13/2024	Official Printer Supplies Restock		0.00	177.38	
6017911245	Invoice	12/13/2024	Office Supplies		0.00	247.16	
6017911246	Invoice	12/13/2024	Office/Printer Supplies		0.00	373.70	
6017911247	Invoice	12/13/2024	Printer Ink		0.00	294.85	
6017911248	Invoice	12/13/2024	Office Supplies		0.00	97.43	
6017911249	Invoice	12/13/2024	Office Supplies Sheet Protectors		0.00	23.24	
6017911250	Invoice	12/13/2024	Office Supplies Tylenol		0.00	24.68	
6017911251	Invoice	12/13/2024	Office Supplies / Breakroom		0.00	69.00	

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6017911252	Invoice	12/13/2024	Printer/Office Supplies		0.00	182.98	
6017911259	Invoice	12/13/2024	Cleaning Supplies		0.00	69.43	
SUNBEL	SUNBELT RENTALS, INC		12/18/2024	Regular	0.00	12,985.14	56240
1598967860002	Invoice	12/13/2024	Skid Steer Track Rental		0.00	6,275.06	
857747	Invoice	12/13/2024	Skidsteer Rental-Moving Sludge		0.00	6,710.08	
SWRCB	SWRCB ACCOUNTING OFFICE		12/18/2024	Regular	0.00	36,450.00	56241
WD0279449	Invoice	12/13/2024	FY 24/25 Annual Fees		0.00	32,505.00	
WD0279765	Invoice	12/13/2024	FY 24/25 Annual P.Fees		0.00	3,945.00	
TMOBIL	T-MOBILE USA, INC		12/18/2024	Regular	0.00	1,219.46	56242
120224	Invoice	12/13/2024	Cellphones Directory of Public		0.00	1,219.46	
TMOBIL	T-MOBILE USA, INC		12/18/2024	Regular	0.00	140.16	56243
121124	Invoice	12/13/2024	Cellphones IT		0.00	140.16	
TMOBIL	T-MOBILE USA, INC		12/18/2024	Regular	0.00	158.27	56244
120924	Invoice	12/13/2024	Cellphones Parks & Rec		0.00	158.27	
TMOBIL	T-MOBILE USA, INC		12/18/2024	Regular	0.00	160.66	56245
122024	Invoice	12/13/2024	Cell		0.00	160.66	
TMOBIL	T-MOBILE USA, INC		12/18/2024	Regular	0.00	80.33	56246
111924	Invoice	12/13/2024	Cell		0.00	80.33	
TOWNSE	TOWNSEND PUBLIC AFFAIRS, INC		12/18/2024	Regular	0.00	5,000.00	56247
22639	Invoice	12/13/2024	Grants		0.00	5,000.00	
TPO HU	TPO HUMAN RESOURCE MANAGEMENT		12/18/2024	Regular	0.00	1,500.00	56248
20087	Invoice	12/13/2024	Leadership Workshop #6		0.00	1,500.00	
TRICIT	TRI-CITIES DISPOSAL AND RECYCLING, INC.		12/18/2024	Regular	0.00	160,240.29	56249
015995	Invoice	12/13/2024	Corp Yard Landfill Fee		0.00	1,409.05	
202411	Invoice	12/13/2024	Garbage Fees Nov 2024		0.00	158,831.24	
TRICON	TRI-COUNTY FIRE PROTECTION, INC.		12/18/2024	Regular	0.00	720.28	56250
65496	Invoice	12/13/2024	WW / Water / Yearly extinguisher service		0.00	575.10	
65536	Invoice	12/13/2024	Fire Ext Maintenance		0.00	145.18	
USBANP	U.S. BANK CORPORATE PAYMENT SYSTEM		12/18/2024	Regular	0.00	8,028.94	56251
100724JF	Invoice	12/13/2024	Credit Card Usage		0.00	1,092.67	
100724KY	Invoice	12/13/2024	Vine & Dine / Mural Ribbon		0.00	3,650.54	
110624JF	Invoice	12/13/2024	Credit Card Usage		0.00	2,419.95	
110624RD	Invoice	12/13/2024	Recreation Department Credit		0.00	865.78	
	Void		12/18/2024	Regular	0.00	0.00	56252
VOYAG	US BANK VOYAGER FLEET SYSTEMS, INC.		12/18/2024	Regular	0.00	11,410.29	56253
8691428362448	Invoice	12/13/2024	Fuel		0.00	11,410.29	
UTILTE	UTILITY TELECOM GROUP, LLC		12/18/2024	Regular	0.00	4,490.32	56254
90239000000024...	Invoice	12/13/2024	City Phones		0.00	4,490.32	
VASQUF	VASQUEZ FABRICATION, INC		12/18/2024	Regular	0.00	1,283.25	56255
702	Invoice	12/13/2024	SS Ring Well #9		0.00	1,283.25	
VERBUS	VERIZON BUSINESS		12/18/2024	Regular	0.00	1,564.40	56256
9979341059	Invoice	12/13/2024	Phone Service PD		0.00	1,564.40	
VERIZO	VERIZON WIRELESS		12/18/2024	Regular	0.00	38.52	56257
9979341058	Invoice	12/13/2024	Air Cards		0.00	38.52	
Z&M EN	Z&M ENTERPRISE, LLC		12/18/2024	Regular	0.00	3,681.49	56258
1174	Invoice	12/13/2024	UV Station Wiper Cylinder Kit		0.00	3,681.49	
CORDAZ	ZACHARY CORDA		12/18/2024	Regular	0.00	125.00	56259

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120924	Invoice	12/13/2024	Boots Reimbursement		0.00	125.00	
VEN01006	BAY PROPERTY MANAGEMENT		12/20/2024	Regular	0.00	9.95	56260
INV0000083	Invoice	11/27/2024	BAY PROPERTY MANAGEMENT		0.00	9.95	
VEN01003	FERNANDEZ, ARACELI		12/20/2024	Regular	0.00	151.10	56261
INV0000080	Invoice	11/27/2024	FERNANDEZ, ARACELI		0.00	151.10	
VEN01004	GONZALEZ, MICHAEL		12/20/2024	Regular	0.00	45.71	56262
INV0000081	Invoice	11/27/2024	GONZALEZ, MICHAEL		0.00	45.71	
VEN01007	HERNANDEZ, ROCIO		12/20/2024	Regular	0.00	87.49	56263
INV0000084	Invoice	11/27/2024	HERNANDEZ, ROCIO		0.00	87.49	
VEN01005	YAGER, BRIAN		12/20/2024	Regular	0.00	13.22	56264
INV0000082	Invoice	11/27/2024	YAGER, BRIAN		0.00	13.22	
STAEDD	STATE OF CALIFORNIA E.D.D.		12/23/2024	Regular	0.00	4,765.27	56265
INV0000126	Invoice	12/20/2024	STATE TAX W/H		0.00	4,765.27	
VASQUEZ SHOT	HUGO AGUAYO VASQUEZ MBR		12/23/2024	Regular	0.00	1,861.65	56266
120524	Invoice	12/23/2024	December - Karate Instructor		0.00	1,861.65	
AFLAC	AFLAC HEADQUARTERS		12/27/2024	Regular	0.00	1,957.30	56267
INV0000131	Invoice	12/27/2024	AFLAC CONTRIBUTION		0.00	901.33	
INV0000132	Invoice	12/27/2024	AFLAC CONTRIBUTION		0.00	1,055.97	
CALIFS	CALIFORNIA STATE DISBURSEMENT UNIT		12/27/2024	Regular	0.00	1,061.07	56268
INV0000134	Invoice	12/27/2024	CHILD SUPPORT CONTRIBUTION		0.00	1,061.07	
COMM F	COMMUNITY FOUNDATION FOR MONTEREY CC		12/27/2024	Regular	0.00	120.00	56269
INV0000133	Invoice	12/27/2024	CAPITAL CAMPAIGN DONATION		0.00	120.00	
VANTAG	MISSION SQUARE-303584		12/27/2024	Regular	0.00	14,831.40	56270
INV0000130	Invoice	12/27/2024	EMPLOYEE DEDUCTION		0.00	243.42	
INV0000135	Invoice	12/27/2024	DEFERRED-EMPLOYEE PORTION		0.00	631.12	
INV0000136	Invoice	12/27/2024	Directors' 7% Ret. Contr.		0.00	472.07	
INV0000137	Invoice	12/27/2024	DEFERRED-EMPLOYEE PORTION		0.00	9,905.00	
INV0000138	Invoice	12/27/2024	DEFERRED-CITY PORTION		0.00	1,539.66	
INV0000139	Invoice	12/27/2024	DEFERRED-EMPLOYEE PORTION		0.00	2,040.13	
PRINCI	PRINCIPAL LIFE INSURANCE COMPANY		12/27/2024	Regular	0.00	3,620.44	56271
INV0000128	Invoice	12/27/2024	DENTAL INSURANCE		0.00	3,109.16	
INV0000129	Invoice	12/27/2024	VISION INSURANCE		0.00	511.28	
SEIU L	SEIU LOCAL 521		12/27/2024	Regular	0.00	1,376.42	56272
INV0000154	Invoice	12/27/2024	EMPLOYEE CONTRIBUTION		0.00	23.00	
INV0000155	Invoice	12/27/2024	EMPLOYEE CONTRIBUTION		0.00	1,353.42	
SPOA	SOLEDAD POLICE OFFICERS ASSOCIATION		12/27/2024	Regular	0.00	720.00	56273
INV0000158	Invoice	12/27/2024	POLICE OFFICERS CONTRIBUTIONS		0.00	720.00	
STAEDD	STATE OF CALIFORNIA E.D.D.		12/27/2024	Regular	0.00	12,371.84	56274
INV0000162	Invoice	12/27/2024	STATE TAX W/H		0.00	12,371.84	
STPERS	STATE OF CALIFORNIA PERS		12/27/2024	Regular	0.00	51,811.66	56275
INV0000140	Invoice	12/27/2024	CHIEF & LIEUTENANT		0.00	3,448.01	
INV0000141	Invoice	12/27/2024	City of Soledad Conf PEPRA		0.00	295.10	
INV0000142	Invoice	12/27/2024	EMPLOYEE CONTRIBUTION		0.00	9,447.53	
INV0000143	Invoice	12/27/2024	City of Soledad Regular Empl		0.00	9,893.45	
INV0000144	Invoice	12/27/2024	City of Soledad Police		0.00	5,722.32	
INV0000145	Invoice	12/27/2024	City of Soledad Conf. Employee		0.00	330.78	
INV0000146	Invoice	12/27/2024	City of Soledad Reg Managers		0.00	527.50	
INV0000147	Invoice	12/27/2024	City of Soledad Managers		0.00	764.87	
INV0000148	Invoice	12/27/2024	City of Soledad Police		0.00	2,354.89	

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INV0000149	Invoice	12/27/2024	City of Soledad Police		0.00	2,284.04	
INV0000150	Invoice	12/27/2024	City of Soledad Police		0.00	338.91	
INV0000151	Invoice	12/27/2024	City of Soledad Police		0.00	5,718.13	
INV0000152	Invoice	12/27/2024	EMPLOYEE CONTRIBUTION		0.00	4,165.92	
INV0000153	Invoice	12/27/2024	City of Soledad Regular Empl		0.00	6,520.21	
	Void		12/27/2024	Regular	0.00	0.00	56276
SUNLIF	SUN LIFE ASSURANCE COMPANY OF CANADA		12/27/2024	Regular	0.00	2,200.52	56277
INV0000156	Invoice	12/27/2024	LIFE, AD&D, LTD		0.00	1,830.35	
INV0000157	Invoice	12/27/2024	SUPPLEMENTAL		0.00	370.17	
UNIWAY	UNITED WAY MONTEREY COUNTY		12/27/2024	Regular	0.00	2.00	56278
INV0000159	Invoice	12/27/2024	UNITED WAY CONTRIBUTIONS		0.00	2.00	
ACCBUS	ACC BUSINESS		12/31/2024	Regular	0.00	2,466.43	56279
243152838	Invoice	12/23/2024	Internet City Hall		0.00	2,466.43	
AMAZON	AMAZON CAPITAL SERVICES		12/31/2024	Regular	0.00	29.49	56280
1VTC3R1C1DV9	Invoice	12/23/2024	Space Heater		0.00	29.49	
TRU	BEATRIZ TRUJILLO ORTEGA		12/31/2024	Regular	0.00	206.02	56281
120424	Invoice	12/23/2024	CA Housing Conf. & Expo		0.00	206.02	
CALBEN	BENJAMIN CALDERA		12/31/2024	Regular	0.00	501.00	56282
121724	Invoice	12/23/2024	Travel League of CA Cities		0.00	501.00	
NAMTAG	COLLER INDUSTRIES INCORPORATED		12/31/2024	Regular	0.00	25.66	56283
750967A	Invoice	12/23/2024	Office Supplies - Name tags		0.00	25.66	
DATA	DATAFLOW BUSINESS SYSTEMS, INC.		12/31/2024	Regular	0.00	148.68	56284
408759	Invoice	12/23/2024	C.H. Copier - Front Office		0.00	148.68	
EVARIS	EVARISTA BANUELOS		12/31/2024	Regular	0.00	501.00	56285
121724	Invoice	12/23/2024	League of CA Cities		0.00	501.00	
FSANCH	FERNANDO ANSALDO-SANCHEZ		12/31/2024	Regular	0.00	501.00	56286
121724	Invoice	12/23/2024	League of CA Cities		0.00	501.00	
FIREWO	FIREWORKS & STAGE FX AMERICA, LLC		12/31/2024	Regular	0.00	650.00	56287
121624	Invoice	12/23/2024	More Shots in Fireworks Show		0.00	650.00	
FRAUY	FRANCINE UY		12/31/2024	Regular	0.00	122.32	56288
121724	Invoice	12/23/2024	National Night Out Supplies		0.00	122.32	
HERC	HERC RENTALS INC.		12/31/2024	Regular	0.00	629.74	56289
35108342001	Invoice	12/23/2024	Christmas Event		0.00	629.74	
JARFAY	JARVIS FAY LLP		12/31/2024	Regular	0.00	6,645.00	56290
19675	Invoice	12/23/2024	Attorney Services		0.00	5,958.00	
19676	Invoice	12/23/2024	Miramonte		0.00	291.50	
19677	Invoice	12/23/2024	Attorney Services		0.00	24.50	
19678	Invoice	12/23/2024	Attorney Services - Almond Acres		0.00	371.00	
PADILL	JORGE PADILLA		12/31/2024	Regular	0.00	141.00	56291
121924	Invoice	12/23/2024	Elec. Troubleshooting & Prevent. Maint. T...		0.00	141.00	
HUNTER	MEGAN HUNTER		12/31/2024	Regular	0.00	266.27	56292
121724	Invoice	12/23/2024	2024 ICMA Conference		0.00	266.27	
PCNSTRATEGIES	PCN STRATEGIES, INC		12/31/2024	Regular	0.00	26,136.16	56293
18699A	Invoice	12/31/2024	Body Cameras		0.00	26,136.16	
PCNSTRATEGIES	PCN STRATEGIES, INC		12/31/2024	Regular	0.00	26,136.00	56294
18699	Invoice	12/23/2024	Body Cameras Equipment		0.00	26,136.00	
SALSOL	SALINAS VALLEY SOLID WASTE AUTHORITY		12/31/2024	Regular	0.00	69,195.34	56295

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113024	Invoice	12/23/2024	Solid Waste Fees Nov 24		0.00	69,195.34	
STAPLE	STAPLES BUSINESS CREDIT		12/31/2024	Regular	0.00	649.85	56296
6017754880	Invoice	12/23/2024	Office Supplies		0.00	649.85	
AGILEO	AGILE OCCUPATION MEDICINE PC		12/31/2024	Regular	0.00	135.00	56297
EM033766	Invoice	12/27/2024	Pre-Employment Physical		0.00	135.00	
ALCANA	ALCANTAR ACE HARDWARE		12/31/2024	Regular	0.00	844.42	56298
2712	Invoice	12/27/2024	Edge Blade		0.00	1.41	
3366	Invoice	12/27/2024	Adaptor 3/8		0.00	5.66	
3592	Invoice	12/27/2024	Restroom Supplies		0.00	26.21	
3613	Invoice	12/27/2024	Christmas Event Supplies		0.00	65.48	
3618	Invoice	12/27/2024	Restroom Supplies		0.00	16.35	
3700	Invoice	12/27/2024	Trimmer Line		0.00	42.60	
3710	Invoice	12/27/2024	Nuts & Bolts		0.00	4.48	
3713	Invoice	12/27/2024	Runnel Maintenance motor		0.00	4.36	
3715	Invoice	12/27/2024	Edger Blade		0.00	19.65	
3734	Invoice	12/27/2024	Cleaning Cloth & Mallet		0.00	39.31	
3741	Invoice	12/27/2024	Doorstop		0.00	6.54	
3749	Invoice	12/27/2024	Gloves		0.00	10.91	
3750	Invoice	12/27/2024	9V Batteries		0.00	13.10	
3761	Invoice	12/27/2024	RAS/WAS Repairs		0.00	19.65	
3762	Invoice	12/27/2024	Table Cont Wheels		0.00	105.89	
3774	Invoice	12/27/2024	Bolts & Nuts		0.00	17.96	
3778	Invoice	12/27/2024	Cement for Flag Pole		0.00	69.83	
3782	Invoice	12/27/2024	Irrigation Fittings		0.00	10.25	
3783	Invoice	12/27/2024	Door Stoppers		0.00	5.45	
3789	Invoice	12/27/2024	Facility Kitchen Door		0.00	42.60	
3802	Invoice	12/27/2024	Cleaning spray / Bags		0.00	17.02	
3808	Invoice	12/27/2024	New Keys		0.00	65.40	
3819	Invoice	12/27/2024	Grab Tool & Tape		0.00	41.49	
3826	Invoice	12/27/2024	Irrigation Fittings		0.00	21.37	
3829	Invoice	12/27/2024	Plant Shovel		0.00	34.95	
3838	Invoice	12/27/2024	All Purpose Degrass		0.00	21.84	
3855	Invoice	12/27/2024	2 Gallon Sprayer		0.00	40.41	
3875	Invoice	12/27/2024	Key Retrver.		0.00	13.10	
3905	Invoice	12/27/2024	Restroom Supplies		0.00	61.15	
ALLSTA	ALL STAR FIRE EQUIPMENT, INC.		12/31/2024	Regular	0.00	4,987.81	56299
260713	Invoice	12/27/2024	FD Ladder Truck Tool		0.00	4,987.81	
AMAZON	AMAZON CAPITAL SERVICES		12/31/2024	Regular	0.00	1,498.93	56300
1339-JNNC-X1V1	Invoice	12/27/2024	Cookies W/Santa Craft Supplies		0.00	824.37	
1669-KPK9-4HKV	Invoice	12/27/2024	Popcorn Bags for Cookies w/Santa		0.00	10.91	
16D4-YQ67-36V9	Invoice	12/27/2024	VA Supplies		0.00	34.92	
1J96-DY3N-994Y	Invoice	12/27/2024	Wood Ornament for Craft for Parade		0.00	32.32	
1J9R-FV3F-FK1D	Invoice	12/27/2024	Duffle Bag to Carry Rain Gear		0.00	28.83	
1LQ7-TCCT-G1QJ	Invoice	12/27/2024	PW Conference Monitor		0.00	278.11	
1NMW-TJLY-H9NT	Invoice	12/27/2024	Safety Vest/Jacket - Z Corda		0.00	156.19	
1QDC-WNQD-G6...	Invoice	12/27/2024	Senior Social Christmas Craft		0.00	89.56	
1TGN-CJ1K-HGCP	Invoice	12/27/2024	Office Supplies/Craft Beads		0.00	43.72	
AMESUP	AMERICAN SUPPLY COMPANY		12/31/2024	Regular	0.00	474.47	56301
3048842	Invoice	12/27/2024	Janitorial Supplies Restock - WW		0.00	474.47	
TPC TR	AMERICAN TRAINCO LLC		12/31/2024	Regular	0.00	1,495.00	56302
ORD-11327	Invoice	12/27/2024	Electrical TS - Training J Padilla		0.00	1,495.00	
ANIMAL	ANIMAL DAMAGE MANAGEMENT, INC.		12/31/2024	Regular	0.00	200.00	56303
374465	Invoice	12/27/2024	Pest Control Vosti/Chavez		0.00	200.00	
AUTOZO	AUTOZONE LLC		12/31/2024	Regular	0.00	5,214.34	56304

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05509810539	Invoice	12/27/2024	Brake Pads		0.00	195.75	
05509813601	Invoice	12/27/2024	Fuel Pump		0.00	165.29	
05509813871	Invoice	12/27/2024	Vapor Canister		0.00	200.19	
05509813949	Invoice	12/27/2024	Truck Battery		0.00	235.98	
05509814034	Invoice	12/27/2024	Safety Light		0.00	221.51	
05509814746	Invoice	12/27/2024	Police Unit Batteries		0.00	165.11	
05509817349	Invoice	12/27/2024	Water pump		0.00	90.90	
05509817350	Invoice	12/27/2024	Windshield washer		0.00	6.17	
05509817460	Invoice	12/27/2024	Duralast Pulley Heater Hose		0.00	40.05	
05509817893	Invoice	12/27/2024	Battery		0.00	149.89	
05509821068	Invoice	12/27/2024	Ford Explorer Manifold Converter		0.00	1,791.43	
05509821895	Invoice	12/27/2024	Brake Calipers		0.00	117.43	
05509821896	Invoice	12/27/2024	Exhaust Gasket		0.00	2.82	
05509821908	Invoice	12/27/2024	Brake Rotor & Pads		0.00	195.75	
05509822086	Invoice	12/27/2024	Ford Explorer Exhaust Manifold		0.00	1,531.93	
05509823880	Invoice	12/27/2024	Sway Bar Bushings		0.00	30.98	
06290946836	Invoice	12/27/2024	FD Eng Supplies		0.00	73.16	
BLUEBEAM	BLUEBEAM, INC		12/31/2024	Regular	0.00	660.00	56305
2160784	Invoice	12/27/2024	Subscription Renewal		0.00	660.00	
CAROLL	CAROLLO ENGINEERS, INC.		12/31/2024	Regular	0.00	197,222.20	56306
FB59840-12	Invoice	12/27/2024	Recycled Water Conveyance		0.00	194,672.20	
FB60095-2	Invoice	12/27/2024	Main St. Sewer Pipeline Replacement		0.00	2,550.00	
CASPRI	CASEY PRINTING		12/31/2024	Regular	0.00	4,263.00	56307
221740	Invoice	12/27/2024	Capital Campaign Appeal Mailer		0.00	4,263.00	
CINTAS	CINTAS CORPORATION NO. 3		12/31/2024	Regular	0.00	539.17	56308
4210386740	Invoice	12/27/2024	PW Uniforms/Parks & Streets		0.00	75.14	
4214026736	Invoice	12/27/2024	Parks/Streets Uniform		0.00	82.06	
4214764071	Invoice	12/27/2024	Parks/Street Uniforms		0.00	82.06	
4214764095	Invoice	12/27/2024	Uniforms		0.00	299.91	
NAMTAG	COLLER INDUSTRIES INCORPORATED		12/31/2024	Regular	0.00	35.74	56309
753768	Invoice	12/27/2024	Office Supplies		0.00	35.74	
CORE&M	CORE & MAIN LP		12/31/2024	Regular	0.00	316.23	56310
W102887	Invoice	12/27/2024	Hand Pump/Meter Hooks		0.00	316.23	
CSC OF	CSC OF SALINAS		12/31/2024	Regular	0.00	101.30	56311
001049904	Invoice	12/27/2024	Blower Motor-Lock Hose Repairs		0.00	101.30	
CSG CO	CSG CONSULTANTS, INC.		12/31/2024	Regular	0.00	18,327.50	56312
59139	Invoice	12/27/2024	Fire Services		0.00	399.00	
59193	Invoice	12/27/2024	Bldg Services		0.00	10,561.00	
59449	Invoice	12/27/2024	Consulting		0.00	6,819.50	
F241477	Invoice	12/27/2024	Fire Plan Reviews		0.00	548.00	
DEPFOR	DEPARTMENT OF FORESTRY AND FIRE PROTECT		12/31/2024	Regular	0.00	384,616.15	56313
173512	Invoice	12/27/2024	CALFire 1Qtr Fire Services		0.00	384,616.15	
ALHAMB	DS SERVICES OF AMERICA, INC.		12/31/2024	Regular	0.00	872.68	56314
18185522 112224	Invoice	12/27/2024	Water & Dispenser		0.00	661.86	
21460558 121924	Invoice	12/27/2024	Water Service		0.00	210.82	
EMCPLA	EMC PLANNING GROUP INC.		12/31/2024	Regular	0.00	6,388.03	56315
24-110-5	Invoice	12/27/2024	Almond Acres		0.00	6,388.03	
FERENT	FERGUSON ENTERPRISES INC. 1423		12/31/2024	Regular	0.00	408.15	56316
1871107-3	Invoice	12/27/2024	Neptune Cell Data Meter		0.00	132.84	
1878646	Invoice	12/27/2024	Meter Read Antenna		0.00	275.31	
CIT	FIRST-CITIZENS BANK & TRUST CO		12/31/2024	Regular	0.00	327.71	56317

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46101325	Invoice	12/27/2024	CH/WWTP Copier Lease		0.00	327.71	
GRADEB	GRADE BREAK ENGINEERING INC.		12/31/2024	Regular	0.00	43,044.30	56318
541253CM	Invoice	12/27/2024	W3 Feed Pump - Repairs		0.00	12,086.30	
541285CM	Invoice	12/27/2024	Asphalt Repair / Trouble Spots		0.00	2,656.50	
541286CM	Invoice	12/27/2024	Asphalt Repair / Trouble Spots		0.00	2,656.50	
541287CM	Invoice	12/27/2024	Asphalt Repair / Trouble Spots		0.00	2,656.50	
541288CM	Invoice	12/27/2024	Asphalt Repair / Trouble Spots		0.00	2,834.75	
541289CM	Invoice	12/27/2024	Asphalt Repair / Trouble Spots		0.00	2,122.90	
541290CM	Invoice	12/27/2024	Asphalt Repair / Trouble Spots		0.00	2,065.40	
541291CM	Invoice	12/27/2024	Asphalt Repair / Trouble Spots		0.00	2,122.90	
541292CM	Invoice	12/27/2024	Asphalt Repair - Trouble Spots		0.00	2,065.40	
541293CM	Invoice	12/27/2024	Asphalt Repair - Trouble Spots		0.00	2,065.40	
541294CM	Invoice	12/27/2024	6-5 valve cement pour / Asphalt Repair		0.00	4,778.25	
541295CM	Invoice	12/27/2024	Check Lateral - Sewer / Sink Hole		0.00	4,933.50	
GRAINE	GRAINGER		12/31/2024	Regular	0.00	78.30	56319
9336513461	Invoice	12/27/2024	F.Extinguisher Signs - Shop		0.00	58.67	
9336513479	Invoice	12/27/2024	Notice Sign - Shop		0.00	19.63	
GREENS	GREEN'S ACCOUNTING		12/31/2024	Regular	0.00	17,875.17	56320
113024	Invoice	12/27/2024	Finance Services Nov 2024		0.00	17,875.17	
HACH C	HACH COMPANY		12/31/2024	Regular	0.00	500.37	56321
14262709	Invoice	12/27/2024	Calibration Kit - Online NTU Meters		0.00	500.37	
HILINE	HI-LINE ELECTRIC COMPANY, INC.		12/31/2024	Regular	0.00	44.42	56322
11174767	Invoice	12/27/2024	Paint Marks & Thread Lock		0.00	44.42	
INTERS	INTERSTATE BATTERIES		12/31/2024	Regular	0.00	966.64	56323
50296740	Invoice	12/27/2024	Signal Light		0.00	966.64	
LNCURT	L.N. CURTIS & SON		12/31/2024	Regular	0.00	366.28	56324
INV890143	Invoice	12/27/2024	FD. Compressor Repair		0.00	366.28	
MISSIONUNION	MISSION UNION ELEMENTARY		12/31/2024	Regular	0.00	950.00	56325
121924	Invoice	12/27/2024	Facility Rental Deposit		0.00	950.00	
MNS	MNS ENGINEERS, INC		12/31/2024	Regular	0.00	10,540.00	56326
88261	Invoice	12/27/2024	West St. Rd. Proj.		0.00	10,540.00	
MONTPE	MONTEREY PENINSULA ENGINEERING		12/31/2024	Regular	0.00	228,544.69	56327
11-12	Invoice	12/27/2024	Front St. Maint Project		0.00	219,044.69	
12-04	Invoice	12/27/2024	Fire Dept. Apparatus Bay Proj.		0.00	9,500.00	
MPEXPR	MP EXPRESS, INC.		12/31/2024	Regular	0.00	253.61	56328
75640	Invoice	12/27/2024	Event Flyers		0.00	253.61	
OREAUT	O'REILLY AUTO PARTS		12/31/2024	Regular	0.00	551.99	56329
3566225922	Invoice	12/27/2024	Bolt & Washer		0.00	10.14	
3566225939	Invoice	12/27/2024	Hose Clamps		0.00	7.54	
3566226059	Invoice	12/27/2024	EGR Vavle		0.00	42.15	
3566226113	Invoice	12/27/2024	V/C Gasket		0.00	61.81	
3566226142	Invoice	12/27/2024	Throttle Springs		0.00	32.75	
3566226143	Invoice	12/27/2024	Coolant Sensor		0.00	14.77	
3566226525	Invoice	12/27/2024	Battery Ford Exp. J. Trujillo #1254911		0.00	241.45	
3566226652	Invoice	12/27/2024	Oil Filter		0.00	5.78	
3566226748	Invoice	12/27/2024	Rental Tool		0.00	109.24	
3566226749	Invoice	12/27/2024	Srings & Hex Nuts		0.00	20.25	
3566227018	Invoice	12/27/2024	Trailer Light		0.00	6.11	
P.G.E.	PACIFIC GAS & ELECTRIC		12/31/2024	Regular	0.00	46,651.21	56330
121324	Invoice	12/27/2024	Orchard Villas Landscape? Electricity		0.00	110.56	
121324B	Invoice	12/27/2024	Electricity		0.00	55.07	

Check Report **Date Range: 12/17/2024 - 01/03/2025**

Vendor Number / Payable #	Vendor Name / Payable Type	Post Date	Payment Date / Payable Description	Payment Type	Discount Amount / Discount Amount	Payment Amount / Payable Amount	Number
121324C	Invoice	12/27/2024	Water		0.00	40,267.41	
121324D	Invoice	12/27/2024	Lights		0.00	7.76	
121324E	Invoice	12/27/2024	Gallardo Park Lights		0.00	127.56	
121324F	Invoice	12/27/2024	Signals		0.00	264.61	
121324G	Invoice	12/27/2024	Orchard Park		0.00	193.25	
121324H	Invoice	12/27/2024	Signals		0.00	162.61	
121324I	Invoice	12/27/2024	Miravale II St. Lights		0.00	133.65	
121624	Invoice	12/27/2024	Fire Dept.		0.00	857.81	
121624B	Invoice	12/27/2024	Signals		0.00	84.88	
121724	Invoice	12/27/2024	Lights		0.00	139.67	
121724B	Invoice	12/27/2024	Signals		0.00	16.56	
121724C	Invoice	12/27/2024	255 Soledad		0.00	920.24	
121724J	Invoice	12/27/2024	Water		0.00	3,309.57	
RGS	REGIONAL GOVERNMENT SERVICES AUTHORITY		12/31/2024	Regular	0.00	1,106.00	56331
17818	Invoice	12/27/2024	Sr. Planner Recruitment		0.00	1,106.00	
TERMIN	RENTOKIL NORTH AMERICA INC		12/31/2024	Regular	0.00	180.00	56332
453587424	Invoice	12/27/2024	FD. Pest Control		0.00	60.00	
454495491	Invoice	12/27/2024	OLP Pest Control		0.00	60.00	
454495843	Invoice	12/27/2024	Mo.Pest Control		0.00	60.00	
AGUILA	ROLANDO AGUILAR		12/31/2024	Regular	0.00	48.51	56333
12162024	Invoice	12/27/2024	Matierals for Stop Motion		0.00	48.51	
TRC CO	ROSSARIO ANTHONY CATANIA		12/31/2024	Regular	0.00	2,783.70	56334
1215	Invoice	12/27/2024	Install Doors @ Well #6 / #10		0.00	2,783.70	
MY JEE	SALINAS LINCOLN MERCURY, INC		12/31/2024	Regular	0.00	587.19	56335
260350	Invoice	12/27/2024	Thermostat Housing		0.00	56.16	
260371	Invoice	12/27/2024	P.D. Gasket		0.00	18.21	
260599	Invoice	12/27/2024	Module & O Ring		0.00	512.82	
SVBGSA	SALINAS VALLEY BASIN GROUNDWATER		12/31/2024	Regular	0.00	19,993.97	56336
ARS627	Invoice	12/27/2024	SVBGSA Groundwater Fee		0.00	19,993.97	
SALVAL	SALINAS VALLEY FORD		12/31/2024	Regular	0.00	955.61	56337
56639	Invoice	12/27/2024	Exhaust Pipe		0.00	955.61	
MEDCLE	SANDRA LOPEZ MEDINA		12/31/2024	Regular	0.00	6,392.50	56338
0751	Invoice	12/27/2024	Trailer - Janitorial		0.00	450.00	
0752	Invoice	12/27/2024	Janitorial City Hall		0.00	2,257.50	
0755	Invoice	12/27/2024	WWTP / Water Janitorial		0.00	980.00	
0756	Invoice	12/27/2024	Blue Building - Janitorial		0.00	335.00	
0758	Invoice	12/27/2024	Janitorial Service		0.00	500.00	
759	Invoice	12/27/2024	Floor Wax - Corp Yard Bldg.		0.00	980.00	
760	Invoice	12/27/2024	Floor Waxing - WW Main Building		0.00	890.00	
SCHWHE	SCHAAF & WHEELER		12/31/2024	Regular	0.00	1,685.00	56339
40350	Invoice	12/27/2024	Storm Drain Master Plan		0.00	1,685.00	
SOLAUT	SOLEDAD AUTO PARTS		12/31/2024	Regular	0.00	8,903.88	56340
187548	Invoice	12/27/2024	CPS A/C for Automotive System		0.00	8,903.88	
SOLETR	SOLEDAD TRUCK & AUTO		12/31/2024	Regular	0.00	1,167.24	56341
12671	Invoice	12/27/2024	Smog Check		0.00	60.00	
12672	Invoice	12/27/2024	Smog Check		0.00	60.00	
12673	Invoice	12/27/2024	Smog Check		0.00	60.00	
12674	Invoice	12/27/2024	Smog Check		0.00	60.00	
12675	Invoice	12/27/2024	Smog Check		0.00	60.00	
12676	Invoice	12/27/2024	Smog Check		0.00	60.00	
12677	Invoice	12/27/2024	Smog Check		0.00	70.00	
12678	Invoice	12/27/2024	Smog Check		0.00	60.00	

Check Report **Date Range: 12/17/2024 - 01/03/2025**

Vendor Number / Payable #	Vendor Name / Payable Type	Post Date	Payment Date / Payable Description	Payment Type	Discount Amount / Discount Amount	Payment Amount / Payable Amount	Number
12679	Invoice	12/27/2024	Smog Check		0.00	60.00	
12680	Invoice	12/27/2024	Smog Check		0.00	70.00	
12682	Invoice	12/27/2024	Smog Check & Repairs		0.00	487.24	
12686	Invoice	12/27/2024	Smog Check		0.00	60.00	
SOLTRU	SOLEDAD TRUE VALUE		12/31/2024	Regular	0.00	246.83	56342
33460	Invoice	12/27/2024	Steel Screw		0.00	25.53	
342459	Invoice	12/27/2024	Tapping Screws		0.00	1.75	
342486	Invoice	12/27/2024	Electrical Tape		0.00	72.16	
342545	Invoice	12/27/2024	Windex		0.00	2.17	
342626	Invoice	12/27/2024	Metal Posts		0.00	28.36	
342915	Invoice	12/27/2024	Paper Tags		0.00	13.42	
342916	Invoice	12/27/2024	Keys		0.00	3.59	
343044	Invoice	12/27/2024	Trash Can		0.00	32.76	
343510	Invoice	12/27/2024	Hose Clamp		0.00	17.39	
343514	Invoice	12/27/2024	Plastic Fittings		0.00	12.64	
343592	Invoice	12/27/2024	Anchors		0.00	28.33	
343857	Invoice	12/27/2024	Badge Retriever		0.00	8.73	
GEOMEE	SOUTHERN MONTEREY COUNTY MEMORIAL HC		12/31/2024	Regular	0.00	62.00	56343
90144788	Invoice	12/27/2024	Pre Emplolyment Medical		0.00	62.00	
SPCAMO	SPCA OF MONTEREY COUNTY		12/31/2024	Regular	0.00	8,590.00	56344
11-24	Invoice	12/27/2024	SPCA Monthly Fees - Nov 2024		0.00	8,590.00	
STAPLE	STAPLES BUSINESS CREDIT		12/31/2024	Regular	0.00	517.56	56345
6017754878	Invoice	12/27/2024	Water / WW Janitorial / Office Restock		0.00	240.75	
6017754879	Invoice	12/27/2024	Office Supplies		0.00	47.79	
6017754881	Invoice	12/27/2024	FD. STA. Supplies		0.00	156.06	
6017754882	Invoice	12/27/2024	Office Supplies - Personnel Files		0.00	72.96	
CAJUST	STATE OF CALIFORNIA JUSTICE DEPARTMENT		12/31/2024	Regular	0.00	352.00	56346
781882	Invoice	12/27/2024	Lifescan & HR x10		0.00	352.00	
TL ENG	TL ENGINEERING		12/31/2024	Regular	0.00	15,863.00	56347
1580	Invoice	12/27/2024	Stop Sign Analysis		0.00	15,863.00	
TRICON	TRI-COUNTY FIRE PROTECTION, INC.		12/31/2024	Regular	0.00	821.00	56348
65608	Invoice	12/27/2024	Extinguisher Maint.		0.00	327.00	
65609	Invoice	12/27/2024	Extinguisher Maint.		0.00	55.00	
65610	Invoice	12/27/2024	Extinguisher Maint.		0.00	120.00	
65611	Invoice	12/27/2024	Extinguisher Maint		0.00	48.00	
65612	Invoice	12/27/2024	Extinguisher Maint.		0.00	55.00	
65613	Invoice	12/27/2024	Extinguisher Maint.		0.00	216.00	
TYLER	TYLER TECHNOLOGIES		12/31/2024	Regular	0.00	13,225.00	56349
025485630	Invoice	12/27/2024	Financial System Conversion		0.00	13,080.00	
025488062	Invoice	12/27/2024	Financial System Conversion		0.00	145.00	
USBANP	U.S. BANK CORPORATE PAYMENT SYSTEM		12/31/2024	Regular	0.00	43,363.70	56350
110624DCW	Invoice	12/27/2024	Credit Card Purchases		0.00	5,149.69	
110624DCW2	Invoice	12/27/2024	Credit Card Purchase		0.00	8,924.18	
120324KY	Invoice	12/27/2024	Credit Card Purchases		0.00	1,253.00	
120624DN	Invoice	12/27/2024	Credit Card Purchases		0.00	1,185.45	
120624DW	Invoice	12/27/2024	Credit Card Purchase		0.00	860.43	
120624FU	Invoice	12/27/2024	Credit Card Usage		0.00	6,067.16	
120624JL	Invoice	12/27/2024	Credit Card Purchases		0.00	241.51	
120624JP	Invoice	12/27/2024	Credit Card Purchases		0.00	4,353.39	
120624MH	Invoice	12/27/2024	Credit Card Purchases		0.00	14,747.58	
120624RD	Invoice	12/27/2024	Credit Card Purchases		0.00	581.31	
	Void		12/31/2024	Regular	0.00	0.00	56351
	Void		12/31/2024	Regular	0.00	0.00	56352

Check Report

Date Range: 12/17/2024 - 01/03/2025

Vendor Number / Payable #	Vendor Name / Payable Type	Post Date	Payment Date / Payable Description	Payment Type	Discount Amount / Discount Amount	Payment Amount / Payable Amount	Number
	Void		12/31/2024	Regular	0.00	0.00	56353
	Void		12/31/2024	Regular	0.00	0.00	56354
UNITED	UNITED RENTALS (NORTH AMERICA), INC.		12/31/2024	Regular	0.00	1,584.63	56355
239867778003	Invoice	12/27/2024	Backhoe Rental		0.00	1,584.63	
VALLEYSAW	VALLEY SAW & GARDEN EQUIPMENT		12/31/2024	Regular	0.00	76.46	56356
393010	Invoice	12/27/2024	Hedge Trimmer Gear Drive		0.00	76.46	
VERIZO	VERIZON WIRELESS		12/31/2024	Regular	0.00	80.02	56357
9976909246	Invoice	12/27/2024	FD Phone Data		0.00	80.02	
TOPES	TOPE'S TREE SERVICE, INC.		12/31/2024	Regular	0.00	119,440.00	56370
33913	Invoice	12/31/2024	2024 Tree Trimming Project		0.00	57,840.00	
34080	Invoice	12/31/2024	2024 Tree Trimming Project		0.00	56,640.00	
34163	Invoice	12/31/2024	2024 Tree Trimming Project		0.00	4,960.00	
				Total Regular:	**0.00**	**2,896,796.72**	

Check Report **Date Range: 12/17/2024 - 01/03/2025**

Vendor Number / Payable #	Vendor Name / Payable Type	Post Date	Payment Date / Payable Description	Payment Type	Discount Amount / Discount Amount	Payment Amount / Payable Amount	Number
Payment Type: Bank Draft							
EFTPS	EFTPS		12/20/2024	Bank Draft	0.00	1,185.48	DFT0000019
INV0000124	Invoice	12/20/2024	MEDICARE W/H		0.00	1,185.48	
EFTPS	EFTPS		12/20/2024	Bank Draft	0.00	2,411.20	DFT0000020
INV0000125	Invoice	12/20/2024	FICA W/H		0.00	2,411.20	
EFTPS	EFTPS		12/20/2024	Bank Draft	0.00	8,993.27	DFT0000021
INV0000127	Invoice	12/20/2024	FEDERAL TAX		0.00	8,993.27	
EFTPS	EFTPS		12/27/2024	Bank Draft	0.00	9,182.61	DFT0000022
INV0000160	Invoice	12/27/2024	MEDICARE W/H		0.00	9,182.61	
EFTPS	EFTPS		12/27/2024	Bank Draft	0.00	33,722.22	DFT0000023
INV0000161	Invoice	12/27/2024	FICA W/H		0.00	33,722.22	
EFTPS	EFTPS		12/27/2024	Bank Draft	0.00	29,870.53	DFT0000024
INV0000163	Invoice	12/27/2024	FEDERAL TAX		0.00	29,870.53	
				Total Bank Draft:	**0.00**	**85,365.31**	

Bank Code APRAB Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	530	186	0.00	2,900,294.37
Manual Checks	0	0	0.00	0.00
Voided Checks	0	10	0.00	-3,497.65
Bank Drafts	6	6	0.00	85,365.31
EFT's	64	25	0.00	121,219.94
	600	**227**	**0.00**	**3,103,381.97**

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	530	186	0.00	2,900,294.37
Manual Checks	0	0	0.00	0.00
Voided Checks	0	10	0.00	-3,497.65
Bank Drafts	6	6	0.00	85,365.31
EFT's	64	25	0.00	121,219.94
	600	**227**	**0.00**	**3,103,381.97**

Fund Summary

Fund	Name	Period	Amount
999	POOLED CASH	12/2024	3,091,637.09
999	POOLED CASH	1/2025	11,744.88
			3,103,381.97

City of Soledad
Credit Card Purchase Log

Credit Card Holder Name : **Megan Hunter / City Manager's Dept.**

Statement Closing Date: **12.06.2024** Received 12-17-2024

Date of Purchase	Business / Purpose	Item Purchased	Account No.	Amount
11/7/2024	Microsoft	IT	100-1100-~~25540~~ 52240	$1,025.00
11/8/2024	World Market	Basket for Sen Caballero	100-1100-52115	$48.38
11/13/2024	Monday.com	IT	100-1100-52240	$8,371.61
11/13/2024	League of Ca Cities	Registration for E. Banuelos	100-1000-52091	$675.00
11/13/2024	League of Ca Cities	Registration for B. Caldera	100-1000-52091	$675.00
11/13/2024	League of Ca Cities	Registration for F. Ansaldo Sanchez	100-1000-52091	$675.00
11/13/2024	League of Ca Cities	Registration for Mayor Velazquez	100-1000-52091	$675.00
11/13/2024	League of Ca Cities	Registration for F. Cabrera	100-1000-52091	$675.00
11/14/2024	League of Ca Cities	Credit back from League of Cal Cities for Mayor Velazquez	100-1000-52091	-$675.00
11/14/2024	League of Ca Cities	Credit back from League of Cal Cities for F. Cabrera	100-1000-52091	-$675.00
11/14/2024	WP Mail SMTP.com	IT	100-1100-~~25540~~ 52240	$99.00
11/13/2024	Cal. Gourmet Pizza	Soledad Youth Commission Mtg.	100-1000-52091	$112.88
11/15/2024	Amazon	Office supplies	100-1100-52040	$32.84
11/19/2024	Walmart	Homeless Services	100-1100-52200	$356.33
11/19/2024	Kaseya.com	IT	100-1100-~~25540~~ 52240	$99.75
11/1911/20	Amazon	Hot Coco Mix - Christ. Tree Lighting	100-2200-52200	$13.39
11/21/2024	Amazon	Christmas ParadeSupplies	100-2200-52200	$292.45
11/21/2024	Amazon	Homeless Services	100-1100-52200	$727.40
11/21/2024	Amazon	Office Supplies	100-1100-52040	$191.10
11/24/2024	Drop Box	IT	100-1100-~~25540~~ 52240	$378.00
11/27/2024	Amazon	Christmas Parade/Tree supplies	100-2200-52200	$29.47
11/26/2024	Microsoft	IT	100-1100-~~25540~~ 52240	$180.00
11/26/2024	Microsoft	IT	100-1100-~~25540~~ 52240	$360.00
11/27/2024	Amazon	Tree Lighting event - coco	100-2200-52200	$14.00
12/2/2024	Dreamhost	IT	100-1100-~~25540~~ 52240	$139.98

City of Soledad
Credit Card Purchase Log

Credit Card Holder Name : Francine Uy

Statement Date: December 6, 2024

Date of Purchase	Business / Purpose	Item Purchased	Account No.	Amount
11/14/2024	Windmill/Leadership Workshop #6	Lunch for Leadership Team	100-1310-52091	$241.38
11/19/2024	Foods Co/Leadership Workshop #6	Supplies	100-1310-52091	$45.78
11/19/2024	Grant Writing USA/Sgt. J. Santiago	Training	100-1400-52091	$595.00
11/19/2024	Grant Writing USA/Sgt. J. Santiago	Training	100-1400-52091	$495.00
11/20/2024	98 Cent Plus/Thanksgiving EE Luncheon	Supplies	100-1310-52100	$144.12
11/20/2024	Windmill/Thanksgiving EE Luncheon	Lunch for City Employees	100-1310-52100	$1,718.27
11/22/2024	Residence Inn - Sgt. B. Solis	Hotel Accommodations	100-1400-52091	$798.65
11/22/2024	Residence Inn - Officer J. Trujillo	Hotel Accommodations	100-1400-52091	$798.65
11/27/2024	Zendesk/IT Ticketing System	Annual Subscription	100-1320-52200	$888.00
12/4/2024	Coscto	Supplies	100-8000-52040	$121.75
12/4/2024	Coscto	Supplies	100-8000-52040	$129.93
12/4/2024	Coscto	Supplies	100-8000-52040	$90.63
Totals				$6,067.16

City of Soledad
Credit Card Purchase Log

Credit Card Holder Name : **Darlene Noriega / City Manager's Dept.**

Statement Closing Date: **12.06.2024** Received 12-17-2024

Date of Purchase	Business / Purpose	Item Purchased	Account No.	Amount
11/9/2024	Joanns	Décor for Veterans Day event	100-1100-52115	$11.45
11/9/2024	Hobby Lobby	Giant Bulbs for Christmas Tree	100-2200-52200	$90.61
11/9/2024	Smart N Final	Breakfast items for Veterans Day event	100-1100-52070	$47.53
11/10/2024	Foods CO	Snacks for Council	100-1000-52070	$55.90
11/9/2024	Walmart Super Center	Veterans Day Décor	100-1100-52070	$6.56
11/11/2024	La Plaza Bakery	Pondulce for Veterans Day event	100-1100-52070	$49.00
11/11/2024	Taquera Pacheco's	Breakfast Burritos for Veterans Day event	100-1100-52070	$196.65
11/19/2024	Grocery Outlet	Snacks for Council	100-1000-52070	$24.62
11/19/2024	Foods Co	Tree Lighting Event	100-2200-52200	$43.95
11/19/2024	Gab. Laundromat	Washing Table Cloths	100-~~5110~~-52115 1100	$40.00
11/23/2024	Home Depot	Christmas event	100-2200-52200	$174.76
11/29/2024	USPS	IT	100-1100-52240	$14.35
12/2/2024	La Plaza Bakery	City Council Searing In Cake	100-1000-52070	$133.00
12/2/2024	Home Depot	Tree Lighting Event	100-2200-52200	$102.63
12/2/2024	Hobby Lobby	Bows for Christmas Tree Lighting	100-2200-52200	$8.72
12/4/2024	Foods Co	Tree Lighting event	100-2200-52200	$49.18
12/5/2024	Soledad Ace	Christmas Tree for City Hall front lobby	100-8000-52115	$136.54
				$1,185.45

City of Soledad
Credit Card Purchase Log

Credit Card Holder Name : Don Wilcox
Statement Closing Date: December 6, 2024

Date of Purchase	Business / Purpose	Item Purchased	Account No.	Amount	
11/5/2024	American Academy Environmental Engineers	Membership Renewal	309-0000-52010	$112.50	✓
	D. Wilcox		310-0000-52010	$112.50	✓
11/13/2024	WWW.APWA.NET	General Meeting	309-0000-52091	$30.00	✓
	D. Wilcox		310-0000-52091	$30.00	✓
11/20/2024	EBAY	Pump Motor	310-0000-52080	$54.63	✓
	WWTP		100-2100 200		
11/22/2024	CA DEPT. PEST REGS LICENSING	Pesticide License Renewal	~~-2100-0000-52091~~	$60.00	✓
	Joel Alvarez				
11/22/2024	GOGGLE SUITE	GOGGLE SUITE	309-0000-52520	$230.40	✓
	PW		310-0000-52520	$230.40	✓
Totals				$860.43	

City of Soledad

Credit Card Purchase Log

Credit Card Holder Name: DAMON C. WASSON, CHIEF OF POLICE

Statement Closing Date: 11/06/2024

Date of Purchase	Business/Purpose	Item Purchased	Account No.	Amount
11/05/2024	CALIFORNIA GOURMET PIZZA	FOOD FOR MANDATORY OT-PATROL	100-1400-52070	$335.12
11/10/2024	DIRECT TV	CABLE SERVICE	100-1400-52200	$112.98
11/08/2024	DOUBLETREE HOTEL	HOTEL - TRAINING	100-1400-52091	$580.16
11/14/2024	5.11	UNIFORM	100-1400-52048	$183.54
11/14/2024	HYATT REGENCY- LONG BEACH	HOTEL - TRAINING	100-1400-52091	$2224.89
11/20/2024	FOODS CO	CITY POTLUCK	100-1400-52070	$31.98
11/21/2024	IACP	MEMBERSHIP	100-1400-52010	$220.00
11/22/2024	SHUTTERFLY, INC	CHRISTMAS CARDS	100-1400-52135	$7.10
11/26/2024	POINT EMBLEMS LLC	CHALLENGE COINS	100-1400-52200	$1164.81
12/05/2024	TCC CARDS DIRECT	CHRISTMAS CARDS	100-1400-52135	$289.11
			TOTAL	$5149.69

City of Soledad
Credit Card Purchase Log

Credit Card Holder Name : Jason Luckenbach - Fire Dept

Statement Closing Date: December 6, 2024

Date of Purchase	Business / Purpose	Item Purchased	Account No.	Amount	Sales Tax Y/N
11/10/2024	*Phone/Data Service*	Data for IPADs on Fire Engine	100-1450-52410	$80.02	Y
11/21/2024	*Utilities*	TV Service at Fire Station - Monthly	100-1450-52400	$161.49	Y
Totals				$241.51	

City of Soledad
Credit Card Purchase Log

Credit Card Holder Name : Jessica Potts

Statement Closing Date: December 6, 2024 ✓

Date of Purchase	Business / Purpose	Item Purchased	Account No.	Amount	✓	Sales Tax Y/N
11/6/2024	Banners on the Cheap	Cookies with Santa	100-2200-52049	$159.59	✓	
			Promotion			
11/7/2024	MailChimp	Email Processor App	100-2200-52049	$39.25	✓	
			Promotion			
10/17/2024	CPRS	Membership-Rolando	100-2200-52010	$145.00	✓	
			Facility Expense			
11/21/2024	CPRS	CPRS Conference	100-2200-52091	$1,485.00	✓	
			Promotion			
11/19/2024	Epic Sports	Wall pad outlet boxes	100-2200-52518	$131.46	✓	
			Facility Expense			
11/21/2024	Facebook	Promo-Haunted Walk-20, DoD-20	100-2200-52049	$40.00	✓	
			Promotion			
11/23/2024	ConnectTeam	Staff Management Software	100-2200-52518	$1,316.60	✓	
			Facility Expense			
11/25/2024	Printing Center USA	Program Catalog	100-2200-52049	$1,029.49	✓	
			Promotion			
12/3/2024	AK Athletic Equip	Gym Padding Samples	100-2200-52518	$7.00	✓	
			Facility Expense			
Totals				$4,353.39		

Jessica Potts

City of Soledad
Credit Card Purchase Log

Credit Card Holder Name : **Recreation Department**
Statement Closing Date: **12.06.2024**

Date of Purchase	Business	Item Purchased	Account No.	Amount	x	Sales Tax Y/N
11.08.24	Soledad Grocery Outlet	Pre-k Program-einsteins-supplies	100-2200-52031	$9.98	x	
11.08.24	Soledad Grocery Outlet	Pre-k Program-einsteins-supplies	100-2200-52031	$9.98	x	
11.08.24	Foodsco	Pre-k Program-einsteins-supplies	100-2200-52031	$10.82	x	
11.07.24	Home Depot	Storage bins	100-2200-52518	$21.81	x	
11.12.24	Soledad Grocery Outlet	Pre-k Program-tiny chefs -food	100-2200-52031	$29.99	x	
11.13.24	Soledad Grocery Outlet	Senio Travel club lunch items	100-2200-52031	$40.43	x	
11.14.24	Soledad Grocery Outlet	Senio Travel club lunch items	100-2200-52031	$4.35	x	
11.14.24	Coffee Captain Stoker	Senio Travel club - coffee	100-2200-52031	$33.51		
11.14.24	17 Mile Drive entry pass	Senio Travel club - entry pass	100-2200-52031	$12.00	x	
11.16.24	Spotify	Music subscription	100-2200-52518	$11.99	x	
11.15.24	Soledad Grocery Outlet	Adult Holiday Crafting- snacks	100-2200-52031	$31.66	x	
11.19.24	Soledad Grocery Outlet	Pre-k Program-tiny chefs -food	100-2200-52031	$36.11	x	
11.19.24	Foodsco	Pre-k Program-tiny chefs -food	100-2200-52031	$14.07	x	
11.20.24	Soledad Grocery Outlet	Facility- Batteries	100-2200-52518	$21.84	x	
11.22.24	Foodsco	Fall Camp/ Snacks	100-2200-52031	$35.26	x	
11.26.24	Foodsco	Sundry-Water Bottles	100-2200-52115	$39.98	x	
11.25.24	MTI Music Company	Musical Perusal - theatre	100-2200-52031	$10.00	x	
12.04.24	Dollar Tree	Senior Holiday Social décor	100-2200-52031	$12.39	x	
12.04.24	Dollar Tree	Cookies w/Santa décor	100-2200-52105	$4.10	x	
12.04.24	Costco	Senior Holiday Social gifts	100-2200-52031	$185.56	x	
12.05.24	Dollar Tree	Christmas parade décor	100-2200-52105	$5.48	x	
Totals				$581.31		

Jessica Potts

City of Soledad

Credit Card Purchase Log

Credit Card Holder Name : Kao Nou Yang

Statement Closing Date: _____

Date of Purchase	Business / Purpose	Item Purchased	Account No.	Amount
11/7/2024	*Lowes*	*planters- Front street community board*	100-1200-52105	$ *277.12*
11/14/2024	*Grocery Outlet*	*mural ribbon cutting cremony- snacks*	100-1200-52105	$ *29.97*
11/14/2024	***FoodsCo ****	*mural ribbon cutting cremony- snacks*	100-1200-52105	$ *18.98*
11/15/2024	*FoodsCo*	*mural ribbon cutting cremony- snacks*	100-1200-52105	$ *31.98*
11/15/2024	*Ace Hardware*	*Adhesive- front street community board*	100-1200-52105	$ *27.30*
11/19/2024	*United*	*Airfare- B. Trujillo Housing Conference*	100-1200-52091	$ *288.47*
12/3/2024	*Marriott L.A.*	*Lodging - B. Trujillo Housing Conference*	100-1200-52091	$ *579.18*
Totals				$ 1,253.00

* reciept was lost. Items purchased were fruit snacks for mural cutting ceremony

COUNCIL COMMUNICATION

SUBJECT: **Human Resources Department Activity Report**

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

FROM: **Francine Uy, Human Resources Manager**

THROUGH: **Megan Hunter, City Manager**

MEETING DATE: **February 5, 2025**

Open Recruitments:
Community and Economic Development Director - Closes 1/31/25
Police Officer - Continuous.
Water Reclamation Shift Supervisor - Open until filled.

Vacancy Status Update:
(1) IT Manager (formally IT Director) - Coming soon.
(1) Police Chief - Coming soon.
(1) Homeless Services Coordinator - Candidate currently in the pre-employment background process.

Recently Hired (December/January):
Christopher Diaz, Maintenance Worker
Carla James, Water Resources Manager
Ariana Mora, Senior Planner

Temporary Staffing:
(1) Water Reclamation Chief Plant Operator - Special assignment.
(1) Office Specialist (Community Development) - Peak workload in the Building Division.
(1) Office Assistant (Police Department) - Peak workload in the Records Division.
(2) Maintenance Worker - (1) Parks Maintenance - Backfill for WC injury, (1) Water - Backfill for non-industrial injury.
(2) Utility Maintenance Mechanic - (1) Backfill vacant WR Shift Supervisor, (1) Backfill for non-industrial injury.

COUNCIL COMMUNICATION

SUBJECT: **Community and Economic Development Department Activity Report**

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

FROM: **Beatriz Trujillo, Acting Community and Economic Development Department Director**

THROUGH: **Megan Hunter, City Manager**

MEETING DATE: **February 5, 2025**

ECONOMIC DEVELOPMENT DIVISION UPDATES:

CDBG BUSINESS ASSISTANCE LOAN PROGRAM

Following the December 8th Council meeting and per Council directive, staff will be allocating Program Income funds (from the CDBG Housing and Economic Development programs) with a maximum limit of $500,000, across Economic Development, Housing Programs, and Public Facilities Activities.

On December 12th, the CDBG Loan Review Committee convened to evaluate a loan application from a new mobile coffee business. The Committee's recommendation is to approve a loan of up to $35,000, which will be used to purchase equipment, inventory, and provide working capital for the new business and will create 1 full time job.

BUSINESS ENGAGEMENT

Staff continues to actively engage with the local business community. As part of the "Shop Local" campaign, staff created content for the city's social media platforms, highlighting the positive impact of supporting local businesses and the benefits to the local economy. Additionally, staff collaborated with the Public Works Department to coordinate the installation of "Shop Local" banners along the Front Street Corridor.

On January 30th, staff, along with Public Works personnel, held a "Cafecito and Conversation" meeting to discuss the potential implementation of Timed Parking Zones along Front Street, from Encinal to East Street. The meeting, attended by Front Street business owners, aimed to gather feedback on whether they would support this initiative.

ART MURAL PROJECT – CESAR CHAVEZ PARK

With the recent completion of Phase 1 of the Mural Installation, staff is actively collaborating with the Arts Council for Monterey County on Phase 2, which will focus on the Front Street Bridge at the southern entrance to Soledad. This area is a key entry point

to the city and would greatly benefit from the addition of murals to enhance its visual appeal.

SOLEDAD CONTAINER VILLAGE PROJECT

Staff continues to collaborate with the Monterey County Business Council to complete the feasibility study for the Soledad Container Village Project. Once the Project Plan is finalized, staff plans to provide an update to the Council.

In the meantime, staff is actively seeking funding sources for the container project and believes there are promising opportunities to explore.

COMMUNITY EVENTS

Staff worked closely with the Public Works Department to decorate Cesar Chavez Park for the holiday season. Additionally, staff successfully secured a sponsorship from Gourley Construction, which funded the purchase of four trees and lights for the park. The Christmas event was a collective effort, with all departments collaborating to ensure its success.

SEE MONTEREY

As a member of See Monterey, the City of Soledad had the opportunity to promote its community events to attract visitors. The Economic Development team developed promotional content for both the Christmas Tree Lighting and Christmas Celebration events, which was featured on the See Monterey website.

PLACER AI

After each community event, staff utilizes data from Placer.AI to assess the impact of the events on visitor traffic. For detailed information, please refer to Attachment 1, which contains data on the 2024 Tree Lighting and Christmas Celebration held at Cesar Chavez Park.

PLANNING DIVISION UPDATES:

SOLEDAD GENERAL PLAN

The city has hired Place Works Inc. to assist in creating and updating the 2045 General Plan for Soledad. Currently, the staff is working on the Land Use Alternatives. City staff hosted an interactive community outreach event for the Alternatives to gather more input and ideas on the community's focus and needs. The event was very well attended, with at least 40 participants. We are gathering this feedback information and reworking the alternative. Once it has been finalized, the information will be presented to the General Plan Steering Committee and Planning Commission, and then final approval will be obtained from the City Council. For more information about the General Plan on the website Siempre Soledad - www.soledadgeneralplan2045.com , or you can get the material at City Hall.

SOLEDAD MARKETPLACE

Tractor Supply permit is officially ready to be issued. The applicant will need to come in and pay for the permit and fees before issuance.

DaVita is ready to be finalized within the next couple of weeks. They did inform the City that they are anticipating to be open to the public in February of 2025.

Quick Quack Carwash has officially submitted their application for a Car Wash CUP Amendment #2 and SPR- ARC review. Staff have returned comments to the applicant for revisions.

PANDA EXPRESS

Currently under Construction and Inspections. Everything is progressing forward, they are anticipating opening in January of 2024

HOLIDAY INN

The project applicant has submitted the Site Plan and Architectural Design plan for city staff to review. The application was incomplete, and comments/ deficiencies were sent back to the applicant for additional information and submission. The city has not received any communication since August.

SUHSD HOUSING PROJECT

Staff is continuing to work with SUSD to proceed with the construction process. The applicant has submitted Building Plans to the City for an At-risk Plan Review. Comments were sent back to the applicant. The Applicant knows that all Plan Checks are At-Risk Plan Checks from now until ownership. City staff is waiting for the Applicants submit corrections and documents for the Lot Merger application.

Miramonte (Former Miravale III)

Staff continues to work on the Certification of Completion with LAFCO. City Manager Megan Hunter has been the lead in LAFCO meetings to address the ag conservation easement efforts. Staff will continue to fulfill LAFCO requirements. Staff has also been working with the developer on the Development Agreement with the direction of the City Manager. The Development Agreement is anticipated to be presented to City Council early 2025.

HOUSING DIVISION UPDATES:

2024 HOMEOWNERSHIP SUPER NOTICE OF FUNDING AVAILABILITY

City Staff is prepared to apply for the 2024 Homeownership Super NOFA. This funding provides Loans and Grants to Local Public Entities and Nonprofits for Homeownership Development Projects, Self-Help Technical Assistance Projects, Mortgage Assistance Programs, Owner-Occupied Rehabilitation Programs, ADU/JADU Programs, Shared Housing Programs, and Programs for the Acquisition of Manufactured Housing for Agricultural Households. The deadline to submit an application is February 13, 2024.

ENCAMPMENT RESOLUTION FUND (ERF)

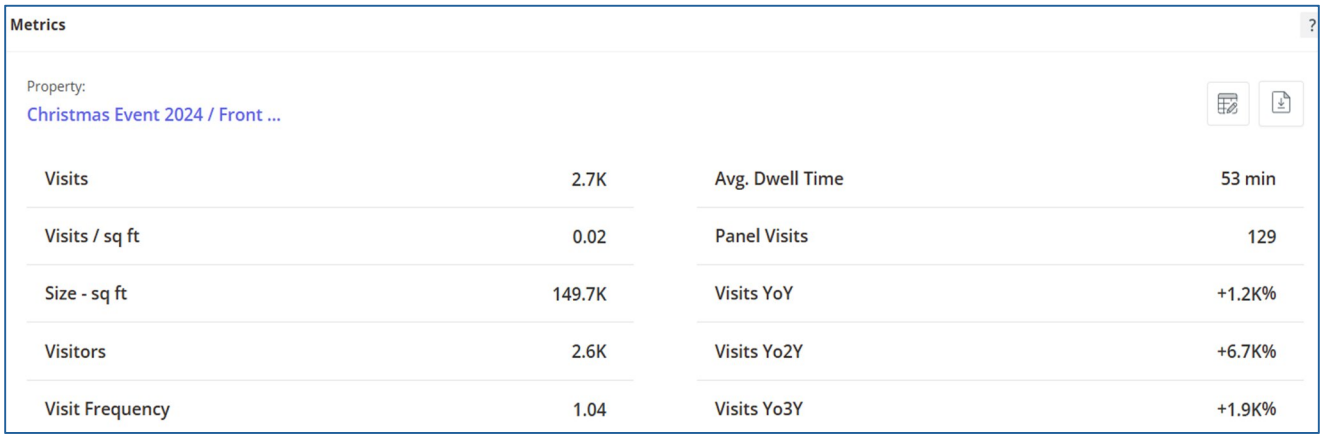
The City of Soledad has received two funding agreements from the County of Monterey to support the Salinas Riverbed Encampment Resolution project. Additionally, the City has extended an employment offer for a Homeless Outreach Coordinator, which is funded by ERF-3 funds. The City has identified AMEG as the vendor for the modular units, and City staff will prepare a contract for the City Council's review at the meeting scheduled for February 5th.

BUILDING DEPARTMENT UPDATE:

Please see the attached building permit log.

The Tree Lighting and Christmas Celebration events generated approximately 2.7k visits, with an average stay of 53 minutes. This was an increase of 1.2% from last year and 6.7% from 2 years ago.

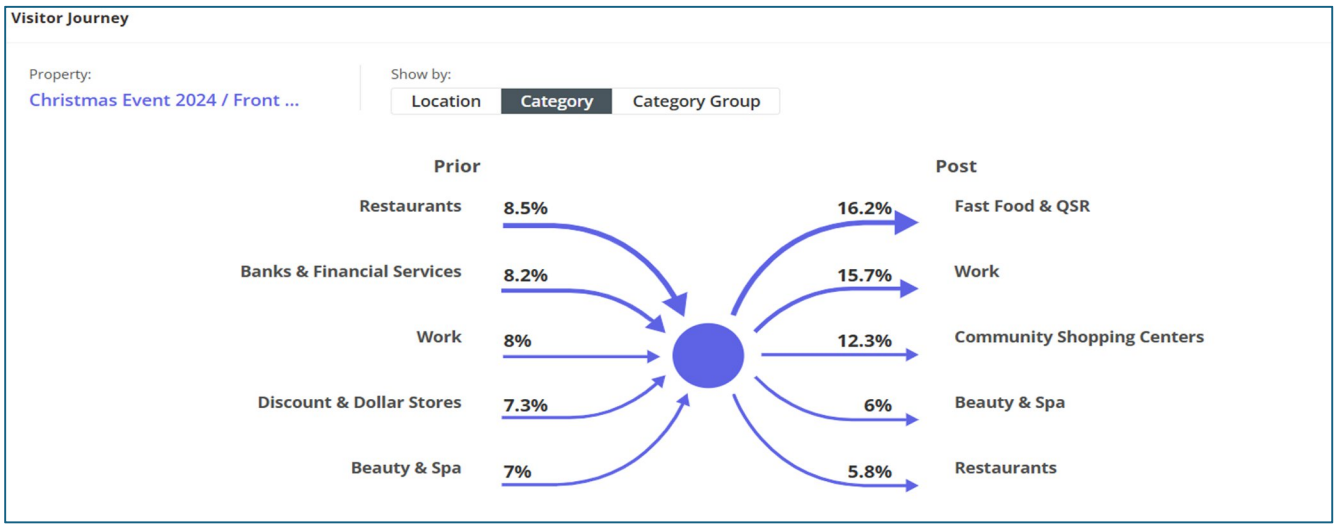
Below are some metrics from the Placer.AI platform:



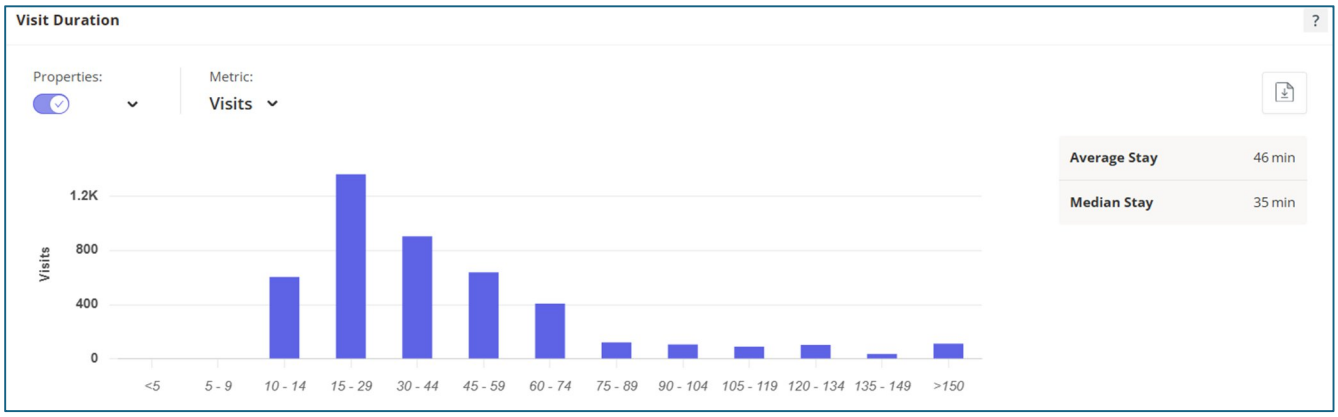
Metrics provide key insights about a property or traffic area based on the panel used to estimate performance during the report's selected date range. In this case, the selected date range was Friday, December 6th to Saturday, December 7th.



The Visits Trend indicates visitation performance over time to a property during the selected time period.



Visitor Journey visualizes the flow of visitation activity to and from the property/area by showing the top "Prior" and "Post" locations. This allows you to identify the locations and brands that visitors visit before and after your selected area.



Visit Duration indicates the amount of time, in minutes, that a visitor spends at a location. The chart shows a breakdown of visits by dwell time ranges (i.e., 15-29 minutes, 30-44 minutes, etc.).

Permit List

32 Records

Permit #	Issued	Any Parcel Address	Site Address	Type	Project Description	Valuation Totals
240464	12/02/2024	100 Inca Drive	100 Inca Drive	RESIDENTIAL WALL HEATER	Replacement of single wall heater 60K BTU	$4,000.00
240468	12/02/2024	626 SUMMERFIELD DR	626 SUMMERFIELD DR	SOLAR / PV SYSTEM	SOLAR/PV SYSTEM/8 MODULES, 3.16 KW, 1 BATTERY STORAGE	$15,004.00
240469	12/02/2024	1915 PALM AVE	1915 PALM AVE	SOLAR / PV SYSTEM	8.61kW roof mount solar	$35,000.00
240470	12/02/2024	264 PINE ST	264 PINE ST	RESIDENTIAL RE-ROOF	REMOVE EXISTING, REPLACE WITH COMP SHINGLES	$14,000.00
240473	12/04/2024	521 Front Street	521 Front Street	COMMERCIAL PLUMBING	REPLACING SEWER LINE PARKING LOT 40 FT	$6,000.00
240461	12/05/2024	1271 CARMELO ST	1271 CARMELO ST	RESIDENTIAL EVCS	Install 48A Ford Pro EV Charger	$900.00
240461	12/05/2024	UNKNOWN	1271 CARMELO ST	RESIDENTIAL EVCS	Install 48A Ford Pro EV Charger	$900.00
240471	12/06/2024	646 ASILOMAR AVE	646 ASILOMAR AVE	RESIDENTIAL WATER HEATER	R&R Water Heater & Sheetrock Firewall	$4,000.00
240476	12/06/2024	233 OAK ST	233 OAK ST	RESIDENTIAL RE-ROOF	REMOVE EXISTING, REPLACE WITH COMP SHINGLES	$4,000.00
240475	12/11/2024	1145 FRONT ST	1145 FRONT ST	COMMERCIAL PLUMBING	Install Backflow Preventer	$3,650.00
240482	12/11/2024	981 LAS FLORES ST	981 LAS FLORES ST	SOLAR / PV SYSTEM	ROOF MOUNT SOLAR 8 MODULES 3.16KW	$19,980.00
240477	12/12/2024	739 Lopez	739 Lopez	SOLAR / PV SYSTEM	Roof Mount Solar 11 Modules, 4.51kW, 1ESS	$49,563.00
240489	12/12/2024	522 DELGADO WAY	522 DELGADO WAY	SOLAR / PV SYSTEM	SOLAR/PV SYSTEM/11 MODULES, 4.345 KW /1 BATTERY	$17,255.00
240490	12/12/2024	1318 MADERA ST	1318 MADERA ST (UNIT A)	SOLAR / PV SYSTEM	SOLAR/PV SYSTEM/7 MODULES, 2.765 KW / 1 BATTERY STORAGE	$12,253.50

Permit #	Issued	Any Parcel Address	Site Address	Type	Project Description	Valuation Totals
240493	12/16/2024	845 PORTOLA ST	845 PORTOLA ST	SOLAR / PV SYSTEM	ROOF MOUNT SOLAR 8 MODULES 3.16KW	$13,004.00
240495	12/16/2024	1572 MUNRAS ST	1572 MUNRAS ST	RESIDENTIAL RE-ROOF	Residential Re-Roof 2,800 SQ. FT.	$5,000.00
240474	12/17/2024	1475 PALM AVE	1475 PALM AVE	SOLAR / PV SYSTEM	ROOF MOUNT SOLAR 12 MODULES , 4.92KW, 1 ESS	$33,398.71
240491	12/17/2024	1354 MADERA ST	1354 MADERA ST	RESIDENTIAL ELECTRICAL	Removal and reinstall existing PV system to accommodate new roofing at existing location.	$3,500.00
240458	12/18/2024	128 Kidder Street	128 Kidder Street	COMMERCIAL RE-ROOF	Reroof -overlay TPO Versi Weld	$70,000.00
240497	12/18/2024	527 GRANADA ST	527 GRANADA ST	RESIDENTIAL RE-ROOF	Re-Roof 1,248 sq. ft.	$5,000.00
230284	12/20/2024	1001 HIGHPOINT CT	1001 HIGHPOINT CT (UNIT A)	ACCESSORY DWELLING UNIT	New Detached ADU 746.0 SQ.FT w/ 73 SQ. FT. Porch	$128,275.69
230284	12/20/2024	UNKNOWN	1001 HIGHPOINT CT (UNIT A)	ACCESSORY DWELLING UNIT	New Detached ADU 746.0 SQ.FT w/ 73 SQ. FT. Porch	$128,275.69
240384	12/20/2024	1014 PALM AVE	1014 PALM AVE	ACCESSORY STRUCTURES	New Garage 600 SQ FT w/NEW DRIVEWAY APPROACH	$38,514.00
240478	12/20/2024	235 WEST ST	235 WEST ST	COMMERCIAL PV SOLAR SYSTEM	Installation of commercial roof mount grid-tied solar photovoltaic system (144.55kW)	$436,000.00
240479	12/20/2024	527 GRANADA ST	527 GRANADA ST	SOLAR / PV SYSTEM	Roof Mount Solar 16 Modules, 6.56kW, 2 ESS	$45,477.05
240496	12/20/2024	1572 MUNRAS ST	1572 MUNRAS ST	SOLAR / PV SYSTEM	Roof Mount Solar 22 modules, 9.02 kws, 2 ESS	$68,661.00
240418	12/23/2024	306 MAYA CIR	306 MAYA CIR	ACCESSORY DWELLING UNIT	Convert garage to ADU 390 SQ FT	$68,753.05
240481	12/23/2024	1428 MONTEREY STREET	1428 MONTEREY STREET	SOLAR / PV SYSTEM	A commercial solar Installation of 20.8KWDC - BUILDING B	$39,459.00

Permit #	Issued	Any Parcel Address	Site Address	Type	Project Description	Valuation Totals
240483	12/23/2024	230 EIGHTH STREET	230 EIGHTH STREET	SOLAR / PV SYSTEM	commercial solar 56 modules, 27.16 KWDC - BUILDING A	$31,450.00
240484	12/23/2024	230 EIGHTH STREET	230 EIGHTH STREET	SOLAR / PV SYSTEM	commercial solar 56 modules, 27.16 KWDC - BUILDING B	$31,450.00
240486	12/23/2024	230 EIGHTH STREET	230 EIGHTH STREET	SOLAR / PV SYSTEM	commercial solar 56 modules, 27.16 KWDC - Building C	$31,450.00
240487	12/23/2024	230 EIGHTH STREET	230 EIGHTH STREET	SOLAR / PV SYSTEM	commercial solar 56 modules, 27.16 KWDC- Building D	$31,450.00
240488	12/23/2024	230 EIGHTH STREET	230 EIGHTH STREET	SOLAR / PV SYSTEM	commercial solar 56 modules, 27.16 KWDC- Building E	$31,450.00
240499	12/23/2024	136 GOLDENROD ST	136 GOLDENROD ST	SOLAR / PV SYSTEM	SOLAR/PV SYSTEM/13 MODULES, 5.135 KW, 1 BATTERY STORAGE	$16,756.50

Permit List

24 Records

Permit #	Issued	Any Parcel Number	Site Address	Type	Project Description	Valuation Totals
240150	01/02/2025	022-321-001	437 GABILAN DRIVE	NEW COMMERCIAL BUILDING	New Cell Site Facility - Located at Blas Santana Park	$100,000.00
240480	01/02/2025	022-051-023	1428 MONTEREY STREET	SOLAR / PV SYSTEM	commercial solar 43 modules, 20.8KWDC - BUILDING A	$39,459.00
250001	01/02/2025	22311071000	785 GRANADA ST	RESIDENTIAL RE-ROOF	REMOVE EXISTING, REPLACE WITH SHINGLES	$7,000.00
240466	01/03/2025	022311065000	713 GRANADA ST (UNIT A)	ACCESSORY DWELLING UNIT	Garage Conversion ADU 436 Sq. Ft.	$44,245.28
240498	01/03/2025	22421023000	352 FRANSCIONI ST	SOLAR / PV SYSTEM	Pv Roof Mount(2.765kw)(7 panels)2 ess	$19,253.00
250005	01/06/2025	22481068000	968 LA COLINA ST	SOLAR / PV SYSTEM	SOLAR/PV SYSTEM/8 MODULES, 3.16 KW, 1 BATTERY STORAGE	$13,004.00
250006	01/08/2025	22521008000	633 SUMMERFIELD DR	SOLAR / PV SYSTEM	Pv Roof Mount(5.530kw)(14 panels)1 ess	$17,507.00
240467	01/10/2025	22515019000	622 LUNA WAY (UNIT A)	ACCESSORY DWELLING UNIT	Convert garage to an ADU 549 SQ FT	$55,712.52
250007	01/10/2025	022142028000	398 Dixi Street	SOLAR PV WITH ELECTRICAL PANEL UPGRADE	ROOF MOUNT SOLAR 14 MODULES 5.67 KWS/PANEL UPGRADE	$17,773.00
250011	01/10/2025	22142006000	1037 PALM AVE	RESIDENTIAL ADDITION OR REMODEL	WINDOW SITIN - WILL USE SAME WINDOWS	$10,000.00
250012	01/10/2025	22153013000	1345 WALKER DR	RESIDENTIAL RE-ROOF	REMOVE EXISTING, REPLACE WITH SHINGLES	$14,000.00
250008	01/13/2025	022292030000	471 NESTLES ROAD	COMMERCIAL ELECTRICAL	Electrical Raceway added to Building - Davita	$9,300.00

Permit #	Issued	Any Parcel Number	Site Address	Type	Project Description	Valuation Totals
250010	01/13/2025	022291024	600 NESTLES ROAD	COMMERCIAL MECHANICAL	Installation of CO2 Gas Detection System	$2,000.00
250014	01/13/2025	022305006000	1354 MADERA ST	RESIDENTIAL RE-ROOF	REMOVE EXISTING, REPLACE WITH NEW UNDERLAY & 30YR COMP SHINGLES	$17,750.00
240421	01/16/2025	22461092000	101 MARKET STREET	RESIDENTIAL WALL HEATER	COMPLETE REPLACEMENT OF WALL HEATER	$1,200.00
250003	01/16/2025	22192014000	1572 MUNRAS ST	RESIDENTIAL PLUMBING	NEW WATER SOFTENER INSTALL ON SIDE OF RESIDENCE. TANKLESS WATER HEATER CHANGEOUT IN THE SAME LOCATION	$10,000.00
250004	01/16/2025	22192050000	1749 JOHNSON DR	RESIDENTIAL PLUMBING	NEW WATER SOFTENER INSTALL ON SIDE OF RESIDENCE. TANKLESS WATER HEATER CHANGEOUT IN THE SAME LOCATION	$10,000.00
250017	01/16/2025	022-361-018-000	1003 HIGHPOINT COURT	RESIDENTIAL HVAC SYSTEM	Ductwork changeout like for like	$21,797.00
250015	01/17/2025	22311071000	785 GRANADA ST	RESIDENTIAL ELECTRICAL	removal and reinstall existing PV system. To accommodate new roofing at existing location.	$3,500.00
250020	01/21/2025	022171010000	1618 VOSTI AVE	RESIDENTIAL RE-ROOF	REMOVE EXISTING, REPLACE WITH 40YR COMP SHINGLES	$11,500.00
250021	01/23/2025	022517061000	574 CAMINO ARROYO	RESIDENTIAL EVCS	Install 48A Ford Pro EV Charger	$600.00
250022	01/23/2025	22132002000	551 SOLEDAD ST	RESIDENTIAL ELECTRICAL	INSTALLATION OF BACKUP GENERATOR	$7,500.00
250023	01/23/2025	22511015000	1035 SAN GABRIEL	SOLAR / PV SYSTEM	SOLAR/PV SYSTEM/14 MODULES, 5.74 KW /1 STORAGE BATTERY	$17,906.00
250026	01/24/2025	22461092000	101 MARKET STREET	RESIDENTIAL WALL HEATER	complete replacement of wall heater only #149	$1,200.00

COUNCIL COMMUNICATION

SUBJECT: **Parks and Recreation Department Activity Report**

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

FROM: **Jessica Potts, Parks and Recreation Director**

THROUGH: **Megan Hunter, City Manager**

MEETING DATE: **February 5, 2025**

Recreation Staff Report
December 2024

Memberships & Drop-In Usage			
	Fitness	Gym	Total Usage
Adult – Drop-in	94	244	338
Youth & Teen – Drop-in	24	109	133
Senior – Drop-in	2	0	2
Adult – Membership	763		763
Teen – Membership	315		315
Youth – Membership	0		0
Youth Mini – Membership			0
Senior – Membership	87		87
Employee – Membership	23		23
Family – Membership	15		15
*Discontinued Gym Membership due to program time decreasing available open gym time.	1323	353	1676
Total December 2024 Usage		**1676**	

Program Report

Programs/Outreach (Registered Participants)	
Pre-K Programming (Art & Science, Jr. Sports): Ages 2-5 (weekly-reg)	0
Youth Programming (Art & Science, Dance & Drama): Ages 6-17 (weekly-reg), Teen night, Hip Hop, Digital Art	84
Camp: Ages 5-12 (daily/weekly-seasonal. Camp-30 max-ttl)	0
Youth Sports: (Soccer League & Volleyball League: 5-13, Co-Ed, wkly practice & games- reg), Karate (2x wk x 6wks)	166
Special Needs:	0
Fitness Classes	0
Adult Activities:	
Senior Activities: Social (monthly program- ttl), Bingo, Fitness	56
Special Event/Activity: Cookies with Santa (184)	184
City Sponsored/Waiver: (Celebration Nation-monthly, General Plan Wkshp)	
School District Use: HS Basketball practice, Gabilan Christmas Program	
City Use/SPR Partner: (Holiday: Tree Lighting, Christmas Parade. Staff Holiday lunch, PW mtg, Cops Giving Tree)	
**ttl= #check-ins (daily served) reg= # registered	
Estimated Program/Outreach Served Total	**490**

Membership Report

Community Center Active Membership		
	Fitness	Gym
Adult – Membership	189	
Adult – Couple	10	
Teen – Membership	93	
Youth – Membership	0	
Youth Mini – Membership		
Senior – Membership	37	
Family – Membership*	33	
Employee	17	
Totals	379	0
December 31, 2024 Active Memberships Total	**379**	

* (# of individuals based on a family size of 4)

PROGRAMS OF NOTE

- Senior Programs: SoCo Senior Social, a monthly free lunch and resource service for seniors. Free senior cooking class and low-impact fitness class in partnership with Monterey County Health Department,
- Hip Hop Program Performances: Holiday parade, Cookies with Santa
- Holiday Events: Cookies with Santa, Christmas Tree Lighting, Holiday Parade
- Continued ongoing monthly program sessions

COLLABORATIONS/OUTREACH/GENERAL

- Community Center and Kitchen Modernization project construction complete. Kitchen has been signed back over to the City. First use 12/13 for Cops Giving tree to provide community families with holiday dinner. Will research utilization of kitchen for community commercial use as an incubator kitchen for local entrepreneurs
- Met with TMD Creative; PR firm to discuss capital campaign promotional kit.
- T-Mobile Stage Hometown Grant/Stage renovation ribbon cutting
- Facility closed for holidays: 12/24 & 25
- General operations, facilities upkeep, staff management

FACILITIES

Sports Fields - Travel Ball, Travel Football, Soccer Orgs, SMRD, SPR Soccer
Sports Fields - Resident rent/use
SCC Facility - Celebration Nation,

General Public Event Rentals

Hours Used		
Council Waiver	City/SPR Use	Rented
0	0	102
0	0	0
3	0	0
Booked	Completed	Pending
2	3	2



T-Mobile Ribbon Cutting



2024 Cookies with Santa



Christmas Parade

Recreation Staff Report
October 1 - December 31, 2024 - 2nd Quarter

Memberships & Drop-In Usage			
	Fitness	Gym	Total Usage
Adult – Drop-in	208	604	812
Youth & Teen – Drop-in	140	603	743
Senior – Drop-in	2	0	2
Adult – Membership	2248		2248
Teen – Membership	1078		1078
Youth – Membership	0		0
Senior – Membership	196		196
Employee – Membership	61		61
Family – Membership*	109		109
	4042	1207	5249
Total 2024 2nd Quarter Usage		**5249**	

Program Report

Programs/Outreach (Registered Participants)	
Pre-K Programming (Art & Science, Jr. Sports): Ages 2-5 (weekly-ttl)	57
Youth Programming (Art & Science & Drama(3 times a week)): Ages 6-17 (weekly-ttl)	351
Camp: Ages 5-12 (weekly-seasonal. Camp-25 max, + After Camp Program-ttl)	22
Youth Sports: Basketball Clinic, Youth Soccer (5-13, Co-Ed, wkly practice & games- reg)	776
Special Needs: Special Kids Connect Parents Night Out, Special Needs Youth Basketball (weekly 6 wks)	24
Fitness Classes	0
Adult Activities: Cooking Class (Blue Zones)	5
Senior Activities: Social (monthly program- ttl), Senior Travel Club	195
Special Event/Activity: Outreach, Community Events, Seasonal Programs (lg events attend unknown/est.)	520
City Sponsored/Waiver: (Celebration Nation-monthly)	0
School District Use:	0
City Use/SPR Partner: (Measure S Meeting, PD Citizen Academy, Youth Volunteer Mtg (CED))	541
**ttl= #check-ins (daily served) reg= # registered	
Estimated Program/Outreach Served Total	**2491**

Membership Report

Community Center Active Membership		
	Fitness	Gym
Adult – Membership	189	0
Adult – Couple	10	0
Teen – Membership	93	0
Youth – Membership	0	0
Youth Mini – Membership		0
Senior – Membership	37	0
Family – Membership*	33	
Employee	17	
Totals	379	0
End of 2nd Quarter Active Memberships Total	**379**	

* (# of individuals based on a family size of 4)

Highlights from 2nd Quarter



Fall Youth Soccer Program



Aceing Autism Tennis Program



Super Hero Fall Festival



SPR Hip-Hop program performing at Cookies with Santa



Day of the Dead Celebration



T-Mobile ribbon cutting at the SPR Cookies with Santa



KITCHEN RENOVATION: BEFORE



AFTER

COUNCIL COMMUNICATION

SUBJECT: **Public Works Department Activity Report**

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

FROM: **Donald Wilcox, Public Works Director/City Engineer**

THROUGH: **Megan Hunter, City Manager**

MEETING DATE: **February 5, 2025**

PUBLIC WORKS DEPARTMENT ACTIVITY REPORT

MEETING
DATE: February 5, 2025

New Public Works Staff

- Public Works Department is happy to announce our newest members on board!
  - Zachary Corda, Water Department, Temporary Maintenance Worker
  - Valente Reynozo, Parks Department, Temporary Maintenance Worker
  - Christopher Diaz, Parks Department, Maintenance Worker
  - Jerry Zavala, Wastewater Department, Temporary Utility Maintenance Mechanic
  - Carla James, Water Resources Manager
  - Luciano Morga, Temporary Maintenance Mechanic

Our newest members will be attending the February 5th Council Meeting to be introduced to Council during the public comment period.

Projects and Activities

- **Assembly Bill (AB) 413**
  - With the newly passed and now enforceable as of January 1, 2025, AB 413 will be making an impact to the City of Soledad and the rest of California. Each jurisdiction has a different approach from what should be installed to help deter vehicles from parking at marked and unmarked crosswalks, whether that be painted red curb, signage, a combination of both, or some other means. The City is working diligently to come to a decision and have it adhere to the existing Traffic and Vehicle Codes and Policies, California Vehicle Code, and California Manual on Uniform Traffic Control Devices.

    As a reminder to the residents of the City of Soledad, parking is not allowed 20 feet from a marked or unmarked crosswalk. If the intersection has a bulb-out (curb extension), the distance is slightly reduced, and therefore, no parking will be allowed 15 feet from a marked or unmarked crosswalk.

    The City of Soledad Engineering staff participated in creating a short video in English and Spanish to help residents better understand the new parking law.

    Links: English Assembly Bill (AB) 413
    Spanish Proyecto de Ley de la Asamblea 413 (AB 413)

- **Front Street Maintenance Project**
  - This project continues to progress with the recent completion of the Storm Drain inlets. The following work remains to be completed: Paving, Stamped Asphalt, and the transporting of asphalt grindings to the WRF. The paving schedule needs to be updated to account for the additional work related to the underpass Storm Drain Inlets and potentially replacing two sanitary sewer manholes.

- **Community Center Modernization Project**
  - The Community Center Modernization Project is nearing its end, with the recent completion of the paint touch-ups in the Gym/Stage area. Pending items on the horizon are as follows: ADA Push Button/Automatic Closers to be installed on Jan. 7, as well as the completion of the rekeying of the doors in the facility, gym lighting update for Thursday in hopes of obtaining a delivery date.

- **Corp Yard Modular**
  - The Corp Yard Modular was finally delivered and installed! City Staff and Contractor completed the punch list walkthrough on January 3rd. Minor cosmetic items remain, such as the skirting and minor touch-ups. The contractor is scheduled to return to complete items before Staff takes this before Council for acceptance and release of retention.

Projects out for Bids (PlanetBids) Updates:

- **Upcoming Projects:**
  - Highway Safety Improvement Program Cycle 10 (Rebid): Due to the increased costs observed in the first round of bids, upon review, City Staff believed it was in the best interest of the City to reject bids and rebid with a reduced scope of work while maintaining key safety factors within the project. The bid due is scheduled for January 15, 2025.
  - Construction Management Services for the Recycled Water Conveyance Project: As the 90% Design plans for the overall recycled water project have been completed, Staff will be formally putting out to bid the Construction Management Services required to help facilitate this project. The tentative post date is Jan. 8th, with a due date of January 22, 2025.

<u>Water Department Activities</u>

- **Well 11 Pump**
  - Public Works just installed a submersible pump and motor at Well 11. PW Staff will continue monitoring and ensuring Well 11 continues operating smoothly.

- **Well 9 SCADA**
  - PW Staff also completed the SCADA upgrades at Well 9. This helps ensure the Well is functioning as intended, providing real-time alerts to operators, serving as the brain for the well, and ensuring the City of Soledad residents continue to have water services.

- **Forklift Training**
  - PW Staff were sent to Greenfield to receive Forklift Training and certification! It was a successful turnout with the participating South County Cities and one of many shared training opportunities organized amongst the four cities. Per OSHA requirements, forklift operators must be certified and recertified every three years.

- **Water Meter Replacement Training**
  - PW Staff performed a 2-inch meter replacement training with a new hire! The City of Soledad has a variety of sized meters, which is just one of many training opportunities that allow PW staff to learn and teach.

- **Hydrant Flushing**
  - Yearly Hydrant Flushing is being performed as part of the maintenance of the Water Distribution System. This enables the water lines to be flushed out to remove deposits and ensures the hydrants operate as intended.

- **Storm Drain Illicit Discharge**
  - The City of Soledad was providing mutual aid to the City of Gonzalez in which we were taking their effluent (treated wastewater) into the City's Sanitary Sewer collection system. Due to a misunderstanding, the Hauling Company was dumping effluent from their WWTP into the Storm Sewer. PW Staff responded to the incident per the Storm Drain Illicit Discharge and Sanitary Spill Emergency Response Plan and were successfully able to prevent additional wastewater from making it down the Storm Drain by intercepting at a manhole downstream of the source. Since then, a Debrief of the incident has occurred and further training and discussions are to be had to help PW even further respond to these emergency Scenarios.

Water Reclamation Facility Activities:

- **WRF Weed Abatement**
  - PW staff continue efforts to perform weed abatement within the RIBs to ensure they percolate as intended and operate smoothly.

- **WRF Storm Basin**
  - Due to the surrounding farmers, Costa Farms & Keith Day, the Storm Basin has tremendously expanded enabling the increase in capacity for the stormwater collected at the Regional Recharge Basin adjacent to the 101.

    Regional Recharge Basin Video Link:
    https://www.instagram.com/cityofsoledadca/reel/DBM8h3zSxx-/

- **WRF Repairs**
  - PW Staff managed to repair Aeration Blower #3 (vital for everyday operations: no air, means no bugs doing treatment). The week right before the holidays, oil began dripping from the vessel due to a seal leak. Repairs were performed by borrowing parts from Blower #1 (currently inoperable). PW Staff plans to have Blower #2 serviced ASAP to prevent trouble if blower #3 goes out again.
  - Post-anoxic mixers were repaired as they were mixing but not introducing oxygen. Mixer 1 had come loose from its anchoring stainless steel cabling. PW staff were able to fish out the cabling and replace it with a better-quality cable to put the mixer back in service.
  - Pump #3 was found to have failed due to a dead short. PW Staff were able to replace it immediately after digging out the brand-new replacement City Council had approved years ago. The attached photo shows a depiction of the SCADA depiction of the Decant Station (pumps that dewater drain water from the screw-press).

- **Sewer System Management Plan (SSMP) Audit**
  The City of Soledad is enrolled under the State Water Resources Control Board (State Water Board) General Waste Discharge Requirement (WDR) Order for Sanitary Sewer Systems. Enrollees under the Reissued General WDR Order are required to develop a Sewer System Management Plan (SSMP) which must be audited at least every three (3) years and updated every six (6) years according to the State Water Board's regulatory schedule. To comply with the SSMP Audit requirements, the City collaborated with Fischer Compliance, LLC to complete an SSMP Audit covering August 2021 through August 2024. Fischer Compliance, LLC has certified that **the SSMP Audit Report meets and/or exceeds the minimum requirements** specified by the Reissued General WDR Order. The audit is attached and must be uploaded to the State by February 02, 2025. A summary of the 2024 SSMP Audit Findings is below.

  2024 SSMP Audit Findings

  The SSMP is comprised of eleven (11) Elements, with the SSMP Audit itself being Element 10 – Internal Audits. The SSMP Audit reviewed all 11 SSMP Elements and identified deficiencies within the SSMP that could either lead to potential violations or were considered as Areas of Concern (AOC) towards WDR conformance. The SSMP Audit (Element 10) was found to be a potential violation due to not being completed in previous years (after the adoption of the original SSMP). With this 2024 SSMP Audit completion, the risk of a potential violation has been eliminated.

  Two SSMP Elements (SSMP Elements 3 and 4) had identifiable AOCs. For SSMP Element 3 (Legal Authority), the 2024 SSMP Audit revealed the need for the City to completely review its existing legal authority in all relevant sewer ordinances to ensure compliance with the Reissued WDR. For SSMP Element 4 (Operations & Maintenance Program), the 2024 SSMP Audit identified several AOCs, all of which pertain to specific programs and procedures at several sewer system locations.

  The SSMP Audit also exposed several findings related to Specifications (Specs) within the Reissued General WDR Order that were also classified as either potential violations or AOCs. Only two potential violations were discovered – one under Spec 5.4 SSMP Audits, and one under Spec 5.13 Notification, Monitoring, Reporting, and Recordkeeping. Five AOCs were noted under Spec 5.1 Designation of LRO, Spec 5.2 SSMP Implementation/Development, Spec 5.6 System Resilience, Spec 5.12 Sewer Emergency Response Plan (SERP), and Spec 5.19 Proper Operations & Maintenance.

  After review of the 2024 SSMP Audit findings and recommended corrective actions, City Staff propose moving forward with a 2025 SSMP Update as required by the Reissued General WDR Order. Staff will concentrate on the abovementioned findings during the SSMP Update, which will be due by August 2, 2025.



Figure 1 - Corp Yard Modular



Figure 2 - Corp Yard Modular Interior



Figure 3 - Well Pump #11



Figure 4 - Well 9 SCADA



Figure 5 - South County Forklift Training



Figure 6 - Water Meter Installation



Figure 7 - Hydrant Flushing



Figure 8 - Collections Team on the



Figure 9- Weed Abatement

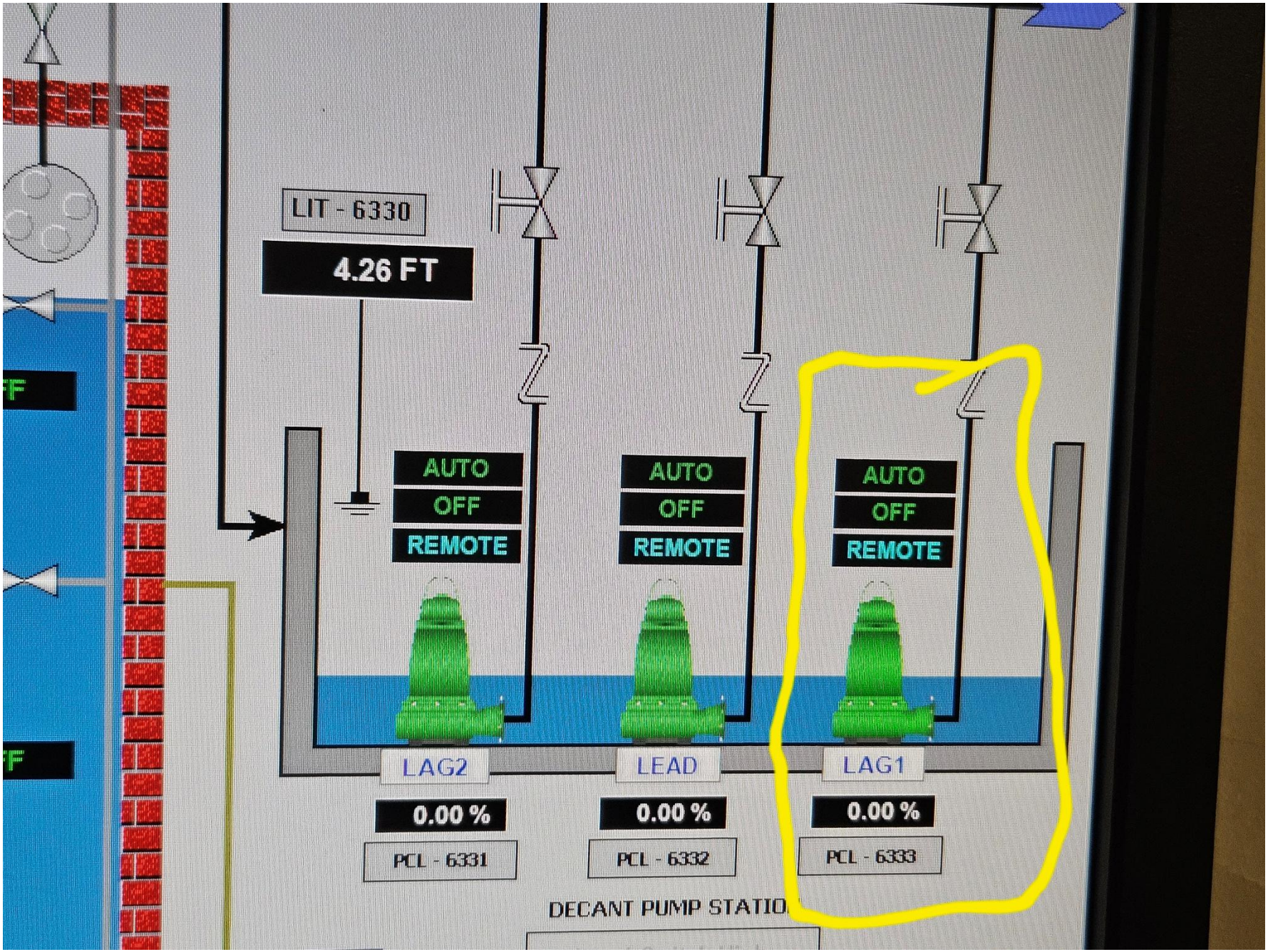


Figure 10 - Decant Pump Station SCADA Image

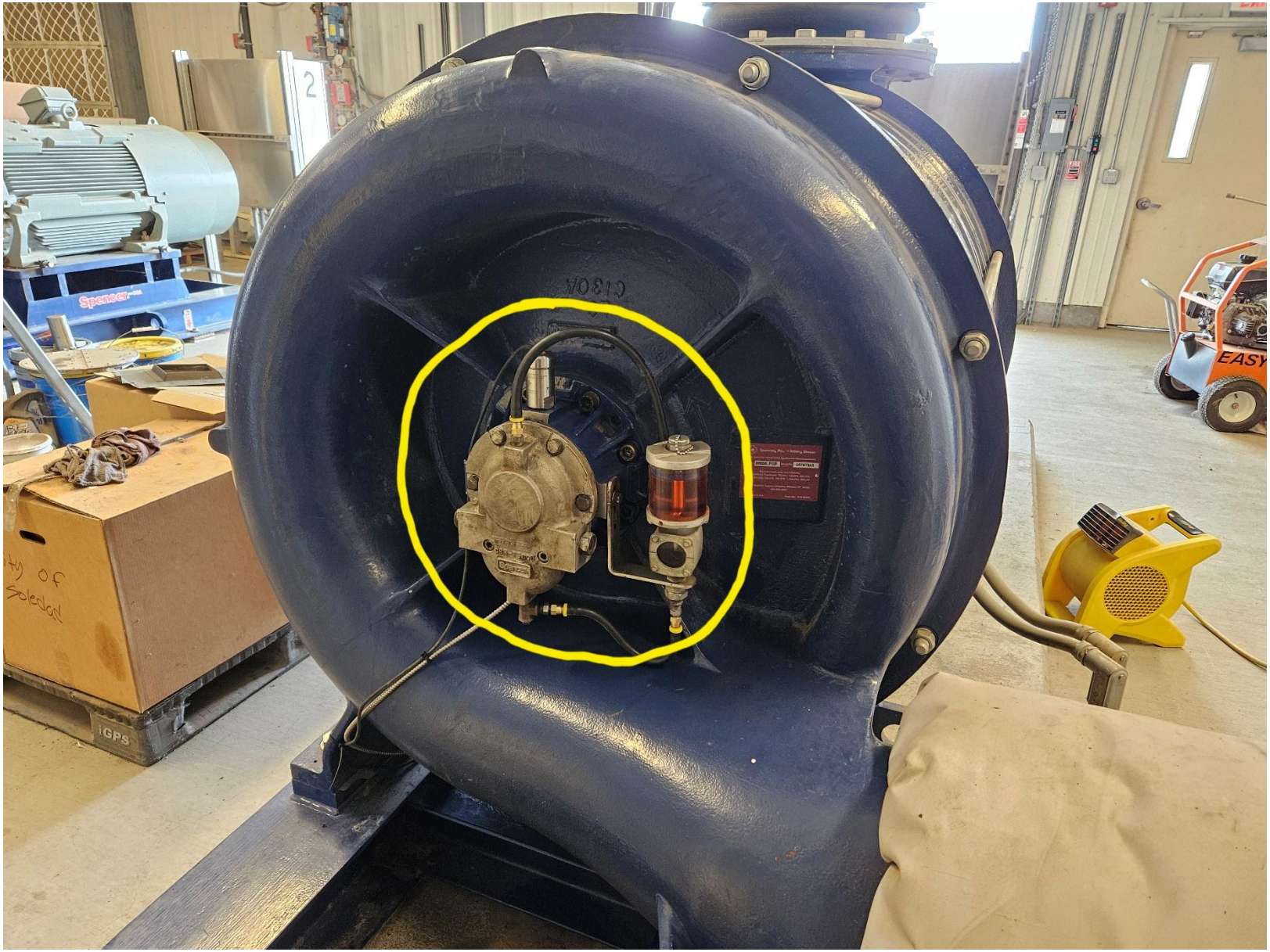


Figure 11 - Aeration Blower

COUNCIL COMMUNICATION

SUBJECT: **Police Department Activity Reports**

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

FROM: **Damon C. Wasson, Chief of Police**

THROUGH: **Megan Hunter, City Manager**

MEETING DATE: **February 5, 2025**

SOLEDAD POLICE DEPARTMENT

Monthly Crime Date and Calls for Service 2024

Activity	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Yearly Totals
Murder/Attempted Murder	0	0	0	0	0	0	0	0	0	0	0	0	0
Sexual Assault	0	1	0	1	0	0	0	1	2	1	3	1	10
2023-Armed Robbery	0	0	0	0	1	0	0	0	0	0	0	0	1
Armed Robbery	0	0	0	0	0	0	1	0	0	0	0	0	1
2023-Strong Arm Robbery	1	0	0	0	1	0	0	0	0	2	0	0	4
Strong Arm Robbery	0	1	0	0	0	1	0	0	0	0	0	0	2
Aggravated Assault	3	1	4	2	6	0	3	3	2	2	2	1	29
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	2	0	2	0	1	1	2	0	5	13
Larceny	0	0	0	0	0	0	0	0	0	0	0	0	0
Auto Theft	2	2	2	2	1	4	4	3	2	4	2	2	30
DUI Stops at checkpoint	0	0	0	0	0	0	0	0	1	0	0	0	1
Minor ABC/TOBACCO Violations	0	0	0	0	0	0	0	1	0	0	0	2	3
Youth Violence Related Incidents	3	3	1	0	7	3	7	8	10	5	0	1	48
Traffic Citations/Warnings Issued	115	113	110	61	82	161	79	91	106	80	56	87	1,141
Total Arrests	27	19	25	19	24	46	33	28	23	40	24	33	341
Dogs Impounded	0	4	0	8	6	7	2	22	12	13	12	7	93
Cats & Other Impounds	5	1	0	2	7	3	4	9	5	12	8	3	59
ACO Contacts	0	0	0	0	0	0	0	70	29	44	33	22	198
Animals transported to SPCA	4	4	0	4	3	3	2	11	5	5	6	6	53
Code Enforcement Contacts	172	178	143	134	210	118	164	32	8	28	23	35	1,245
Parking Enforcement Citations/Warnings	0	0	0	0	0	0	0	58	64	69	69	35	295
Vehicle Abatement Contacts	0	0	0	0	0	0	0	48	81	52	28	14	223
Commercial Enforcement Contacts	0	0	0	0	0	0	0	8	8	5	3	1	25
Community Policing	185	0	124	184	144	191	1,703	458	745	612	443	800	5,589
Victim Advocate Contacts	21	13	47	83	88	70	70	86	78	98	93	91	838
Domestic Violence	5	2	2	4	2	9	8	7	6	10	3	0	58
Total Calls for Service	1,479	1,299	1,075	1,057	1,372	1,557	1,375	1,360	1,185	1,431	1,249	1,571	16,010
TOTAL MONTHLY ACTIVITY	2,022	1,641	1,533	1,563	1,954	2,175	3,455	2,305	2,373	2,515	2,057	2,717	26,310

SOLEDAD POLICE DEPARTMENT
STAFFING LEVELS
Authorized Sworn (21) Non-Sworn (6)

Month	Administration	Sergeants	Patrol	FTO/Cadet	Non-Sworn	Sworn Vacancies	Total Authorized Staff
August	2	5	6	3	7	4	27
September	2	5	6	2	7	5	27
October	2	5	6	2	7	5	27
November	2	5	6	2	7	5	27
December	2	5	6	1	7	5	27
January							
February							
March							
April							
May							
June							

11/25/2024 to 12/31/2024		2024

Soledad Police Department

COMMUNITY ENGAGEMENT REPORT

Citizen Contacts: Officers have made approximately 400 outreach contacts during this reporting period.
Business Checks: Officers conducted 57 business outreach contacts.
Apartment/Residential contacts: Officers made 7 contacts with residents on well-being checks.
Schools: Officers conducted 2 walk-throughs and drive-bys 33 times as part of school zone enforcement throughout Traffic Enforcement Unit. Special attention continues around the school with the Traffic Unit.
City Parks: Continuous patrol and 4 walk-throughs, with park visitor contacts made.
Youth Outreach: Numerous children were contacted by officers - advocate - CSO's who provided stickers and goodie bags throughout the reporting period.
Soledad Farmer's Market: The farmer's market is now closed for the winter and will re-open in spring of 2025.
Special Events: The department participated in the Annual Christmas Event, as well as the Cops Giving Tree. Officers also handed out Christmas presents and bikes through our Victim Advocate, which was supported by donations from the Soledad Lions Club, Lioness' and numerous local businesses.
Facebook: 3089 Likes, 540 Comments, 201 Shares, 9,383 times photos viewed, 99,687 People Reached. We currently have 11,071 Followers, and this number increases monthly and is attributed to the hard work of the department's various units, as well as our outreach in person and on social media.
Churches: On-going visits of all churches throughout the city.
Volunteer/Reserve/Explorer Units/Misc: Reserve Officers donated 87 hours, Volunteer Unit donated 8 hours in this reporting period.

Prepared by: Deputy Chief Fred J. Lombardi

Victim Assistance Advocate activity report- C. Zamudio

DECEMBER 5 2024- JANURARY 06 2024

Referral Services: 08

On-scene crisis response: 02

Community Outreach: 21

Meetings: 02

Follow ups: 16

Social Media/ Website: 18

Victim Advocate Training: 00

Schools visited: 01

Other Details: 23

TOTAL: 91

Soledad Police Department

Department Activity Report

CSO: Ruiz	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.
Abandoned Vehicles												
72-Hour Tag: Public	0	0	0	0	0	0	18	10	32	24	5	8
72-Hour Tag: Private	0	0	0	0	0	0	3	0	1	2	2	2
Vehicles Towed	0	0	0	0	0	0	3	4	1	1	2	1
Total AV Contacts	0	0	0	0	0	0	24	14	34	27	9	11
Commercial Enforcement												
Commercial Enforcement Contacts	0	0	0	0	0	0	0	0	0	0	0	0
Animal Control												
Dog Licenses Issued	0	0	0	0	0	0	4	0	0	0	2	2
Cats In Custody	0	0	0	0	0	0	4	5	3	9	6	3
Dogs In Custody	0	0	0	0	0	0	9	9	4	8	8	5
Other Animals In Custody	0	0	0	0	0	0	0	0	0	0	0	0
Animal Bites	0	0	0	0	0	0	3	2	3	0	0	0
SPCA Transport	0	0	0	0	0	0	5	5	5	3	4	3
Deceased Animals	0	0	0	0	0	0	2	2	0	7	2	4
Citations	0	0	0	0	0	0	1	2	3	1	2	1
Warning Citations	0	0	0	0	0	0	0	3	1	1	0	0
Breeding License Applications	0	0	0	0	0	0	0	0	0	0	0	0
Contacts regarding Breeding	0	0	0	0	0	0	0	0	0	0	0	0
Total Animal Control Contacts	0	0	0	0	0	0	28	28	19	29	24	18
Municipal Code Violations												
Complaints	0	0	0	0	0	0	3	2	0	0	0	4
Warnings	0	0	0	0	0	0	6	0	0	0	0	0
Citations	0	0	0	0	0	0	13	0	0	0	0	0
Total Municipal Code Contacts	0	0	0	0	0	0	13	0	0	0	0	4
Code Enforcement												
Complaints	0	0	0	0	0	0	0	0	0	0	0	0
Warnings	0	0	0	0	0	0	0	0	2	0	0	0
Citations	0	0	0	0	0	0	0	0	0	0	0	0
Reports Taken	0	0	0	0	0	0	0	0	0	0	0	0
Total Code Enforcement Contacts	0	0	0	0	0	0	0	0	0	0	0	0
Community Policing												
Community Contacts/Events	0	0	0	0	0	0	1	0	1	1	1	2
Calls for Service												
Other Calls for Service	0	0	0	0	0	0	90	50	75	104	71	89

Soledad Police Department

Department Activity Report

CSO: Escarsega	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.
Abandoned Vehicles												
72-Hour Tag: Public	0	0	0	0	0	0	0	18	28	4	6	3
72-Hour Tag: Private	0	0	0	0	0	0	0	3	8	10	0	0
Vehicles Towed	0	0	0	0	0	0	0	3	1	0	1	0
Total AV Contacts	0	0	0	0	0	0	0	24	37	14	7	3
Commercial Enforcement												
Commercial Enforcement Contacts	0	0	0	0	0	0	0	0	0	0	0	0
Animal Control												
Dog Licenses Issued	0	0	0	0	0	0	0	4	0	2	0	0
Cats In Custody	0	0	0	0	0	0	0	4	2	0	1	0
Dogs In Custody	0	0	0	0	0	0	0	9	5	2	2	2
Other Animals In Custody	0	0	0	0	0	0	0	0	0	0	0	0
Animal Bites	0	0	0	0	0	0	0	3	0	1	0	0
SPCA Transport	0	0	0	0	0	0	0	5	0	1	1	2
Deceased Animals	0	0	0	0	0	0	0	2	0	2	1	0
Citations	0	0	0	0	0	0	0	1	0	1	0	1
Warning Citations	0	0	0	0	0	0	0	0	0	0	0	0
Breeding License Applications	0	0	0	0	0	0	0	0	0	0	0	0
Contacts regarding Breeding	0	0	0	0	0	0	0	0	0	1	0	0
Total Animal Control Contacts	0	0	0	0	0	0	0	28	7	10	5	
Municipal Code Violations												
Complaints	0	0	0	0	0	0	0	3	32	22	43	26
Warnings	0	0	0	0	0	0	0	6	1	0	0	0
Citations	0	0	0	0	0	0	0	13	19	0	0	3
Total Municipal Code Contacts	0	0	0	0	0	0	0	22	52	22	43	29
Code Enforcement												
Complaints	0	0	0	0	0	0	0	11	3	6	0	1
Warnings	0	0	0	0	0	0	0	2	0	0	0	
Citations	0	0	0	0	0	0	0	11	0	3	8	0
Reports Taken	0	0	0	0	0	0	0	3	1	0	1	0
Total Code Enforcement Contacts	0	0	0	0	0	0	0	27	4	9	9	1
Community Policing												
Community Contacts/Events	0	0	0	0	0	0	0	1	1	1	0	5
Calls for Service												
Other Calls for Service	0	0	0	0	0	0	0	90	59	21	64	36

Soledad Police Department

Department Activity Report

CSO: Celaya	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.
Abandoned Vehicles												
72-Hour Tag: Public	0	0	0	0	0	0	0	6	6	1	10	0
72-Hour Tag: Private	0	0	0	0	0	0	0	2	0	4	0	1
Vehicles Towed	0	0	0	0	0	0	0	2	4	0	2	0
Total AV Contacts	0	0	0	0	0	0	0	10	10	5	12	1
Commercial Enforcement												
Commercial Enforcement Contacts	0	0	0	0	0	0	0	8	8	0	3	1
Animal Control												
Dog Licenses Issued	0	0	0	0	0	0	0	0	0	0	0	0
Cats In Custody	0	0	0	0	0	0	0	0	0	0	1	0
Dogs In Custody	0	0	0	0	0	0	0	4	3	0	2	0
Other Animals In Custody	0	0	0	0	0	0	0	0	0	0	0	0
Animal Bites	0	0	0	0	0	0	0	0	0	0	0	0
SPCA Transport	0	0	0	0	0	0	0	1	0	0	1	0
Deceased Animals	0	0	0	0	0	0	0	0	0	0	0	0
Citations	0	0	0	0	0	0	0	0	0	0	0	0
Warning Citations	0	0	0	0	0	0	0	0	0	0	0	0
Breeding License Applications	0	0	0	0	0	0	0	0	0	0	0	0
Contacts regarding Breeding	0	0	0	0	0	0	0	0	0	0	0	0
Total Animal Control Contacts	0	0	0	0	0	0	0	13	3	0	4	0
Municipal Code Violations												
Complaints	0	0	0	0	0	0	0	0	7	2	3	0
Warnings	0	0	0	0	0	0	0	0	0	1	3	0
Citations	0	0	0	0	0	0	0	0	15	4	12	0
Total Municipal Code Contacts	0	0	0	0	0	0	0	0	22	7	18	0
Code Enforcement												
Complaints	0	0	0	0	0	0	0	11	2	1	13	0
Warnings	0	0	0	0	0	0	0	2	0	1	13	0
Citations	0	0	0	0	0	0	0	11	0	0	0	0
Reports Taken	0	0	0	0	0	0	0	3	2	0	1	1
Total Code Enforcement Contacts	0	0	0	0	0	0	0	27	4	2	14	1
Community Policing												
Community Contacts/Events	0	0	0	0	0	0	0	0	1	0	1	1
Calls for Service												
Other Calls for Service	0	0	0	0	0	0	0	21	13	6	19	2

SOLEDAD POLICE DEPARTMENT

Monthly Crime Date and Calls for Service 2025

Activity	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Yearly Totals
Murder/Attempted Murder	1												1
Sexual Assault	0												0
2024-Armed Robbery	0	0	0	0	0	0	1	0	0	0	0	0	1
Armed Robbery	0												0
2024-Strong Arm Robbery	0	1	0	0	0	1	0	0	0	0	0	0	2
Strong Arm Robbery	0												0
Aggravated Assault	2												2
Arson	0												0
Burglary	0												0
Larceny	0												0
Auto Theft	3												3
DUI Stops at checkpoint	0												0
Minor ABC/TOBACCO Violations	0												0
Youth Violence Related Incidents	3												3
Traffic Citations/Warnings Issued	112												112
Total Arrests	37												37
Dogs Impounded	16												16
Cats & Other Impounds	2												2
ACO Contacts	30												30
Animals transported to SPCA	4												4
Code Enforcement Contacts	22												22
Parking Enforcement Citations/Warnings	106												106
Vehicle Abatement Contacts	25												25
Commercial Enforcement Contacts	5												5
Community Policing	535												535
Victim Advocate Contacts	74												74
Domestic Violence	0												0
Total Calls for Service	1,392												1,392
TOTAL MONTHLY ACTIVITY	2,369												2,369

SOLEDAD POLICE DEPARTMENT
STAFFING LEVELS
Authorized Sworn (21) Non-Sworn (6)

Month	Administration	Sergeants	Patrol	FTO/Cadet	Non-Sworn	Sworn Vacancies	Total Authorized Staff
August	2	5	6	3	7	4	27
September	2	5	6	2	7	5	27
October	2	5	6	2	7	5	27
November	2	5	6	2	7	5	27
December	2	5	6	1	7	5	27
January	2	5	6	1	7	5	27
February							
March							
April							
May							
June							

Soledad Police Department

Department Activity Report

CSO: RUIZ	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.
Abandoned Vehicles												
72-Hour Tag: Public	7	0	0	0	0	0	0	0	0	0	0	0
72-Hour Tag: Private	0	0	0	0	0	0	0	0	0	0	0	0
Vehicles Towed	0	0	0	0	0	0	0	0	0	0	0	0
Total AV Contacts	7	0	0	0	0	0	0	0	0	0	0	0
Commercial Enforcement												
Commercial Enforcement Contacts	0	0	0	0	0	0	0	0	0	0	0	0
Animal Control												
Dog Licenses Issued	1	0	0	0	0	0	0	0	0	0	0	0
Cats In Custody	2	0	0	0	0	0	0	0	0	0	0	0
Dogs In Custody	9	0	0	0	0	0	0	0	0	0	0	0
Other Animals In Custody	0	0	0	0	0	0	0	0	0	0	0	0
Animal Bites	0	0	0	0	0	0	0	0	0	0	0	0
SPCA Transport	3	0	0	0	0	0	0	0	0	0	0	0
Deceased Animals	0	0	0	0	0	0	0	0	0	0	0	0
Citations	0	0	0	0	0	0	0	0	0	0	0	0
Warning Citations	0	0	0	0	0	0	0	0	0	0	0	0
Breeding License Applications	0	0	0	0	0	0	0	0	0	0	0	0
Contacts regarding Breeding	0	0	0	0	0	0	0	0	0	0	0	0
Total Animal Control Contacts	15	0	0	0	0	0	0	0	0	0	0	0
Municipal Code Violations												
Complaints	4	0	0	0	0	0	0	0	0	0	0	0
Warnings	0	0	0	0	0	0	0	0	0	0	0	0
Citations	0	0	0	0	0	0	0	0	0	0	0	0
Total Municipal Code Contacts	4	0	0	0	0	0	0	0	0	0	0	0
Code Enforcement												
Complaints	0	0	0	0	0	0	0	0	0	0	0	0
Warnings	0	0	0	0	0	0	0	0	0	0	0	0
Citations	0	0	0	0	0	0	0	0	0	0	0	0
Reports Taken	0	0	0	0	0	0	0	0	0	0	0	0
Total Code Enforcement Contacts	0	0	0	0	0	0	0	0	0	0	0	0
Community Policing												
Community Contacts/Events	0	0	0	0	0	0	0	0	0	0	0	0
Calls for Service												
Other Calls for Service	26	0	0	0	0	0	0	0	0	0	0	0

Soledad Police Department

Department Activity Report

CSO: Escarsega	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.
Abandoned Vehicles												
72-Hour Tag: Public	0	0	0	0	0	0	0	0	0	0	0	0
72-Hour Tag: Private	0	0	0	0	0	0	0	0	0	0	0	0
Vehicles Towed	0	0	0	0	0	0	0	0	0	0	0	0
Total AV Contacts	0	0	0	0	0	0	0	0	0	0	0	0
Commercial Enforcement												
Commercial Enforcement Contacts	0	0	0	0	0	0	0	0	0	0	0	0
Animal Control												
Dog Licenses Issued	0	0	0	0	0	0	0	0	0	0	0	0
Cats In Custody	0	0	0	0	0	0	0	0	0	0	0	0
Dogs In Custody	6	0	0	0	0	0	0	0	0	0	0	0
Other Animals In Custody	0	0	0	0	0	0	0	0	0	0	0	0
Animal Bites	1	0	0	0	0	0	0	0	0	0	0	0
SPCA Transport	0	0	0	0	0	0	0	0	0	0	0	0
Deceased Animals	0	0	0	0	0	0	0	0	0	0	0	0
Citations	1	0	0	0	0	0	0	0	0	0	0	0
Warning Citations	0	0	0	0	0	0	0	0	0	0	0	0
Breeding License Applications	0	0	0	0	0	0	0	0	0	0	0	0
Contacts regarding Breeding	0	0	0	0	0	0	0	0	0	0	0	0
Total Animal Control Contacts	8	0	0	0	0	0	0	0	0	0	0	0
Municipal Code Violations												
Complaints	24	0	0	0	0	0	0	0	0	0	0	0
Warnings	1	0	0	0	0	0	0	0	0	0	0	0
Citations	7	0	0	0	0	0	0	0	0	0	0	0
Total Municipal Code Contacts	32	0	0	0	0	0	0	0	0	0	0	0
Code Enforcement												
Complaints	9	0	0	0	0	0	0	0	0	0	0	0
Warnings	0	0	0	0	0	0	0	0	0	0	0	0
Citations	0	0	0	0	0	0	0	0	0	0	0	0
Reports Taken	0	0	0	0	0	0	0	0	0	0	0	0
Total Code Enforcement Contacts	9	0	0	0	0	0	0	0	0	0	0	0
Community Policing												
Community Contacts/Events	0	0	0	0	0	0	0	0	0	0	0	0
Calls for Service												
Other Calls for Service	37	0	0	0	0	0	0	0	0	0	0	0

Soledad Police Department

Department Activity Report

CSO: Celaya	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.
Abandoned Vehicles												
72-Hour Tag: Public	13	0	0	0	0	0	0	0	0	0	0	0
72-Hour Tag: Private	0	0	0	0	0	0	0	0	0	0	0	0
Vehicles Towed	5	0	0	0	0	0	0	0	0	0	0	0
Total AV Contacts	18	0	0	0	0	0	0	0	0	0	0	0
Commercial Enforcement												
Commercial Enforcement Contacts	5	0	0	0	0	0	0	8	8	0	0	0
Animal Control												
Dog Licenses Issued	0	0	0	0	0	0	0	0	0	0	0	0
Cats In Custody	0	0	0	0	0	0	0	0	0	0	0	0
Dogs In Custody	1	0	0	0	0	0	0	0	0	0	0	0
Other Animals In Custody	0	0	0	0	0	0	0	0	0	0	0	0
Animal Bites	0	0	0	0	0	0	0	0	0	0	0	0
SPCA Transport	1	0	0	0	0	0	0	0	0	0	0	0
Deceased Animals	0	0	0	0	0	0	0	0	0	0	0	0
Citations	0	0	0	0	0	0	0	0	0	0	0	0
Warning Citations	0	0	0	0	0	0	0	0	0	0	0	0
Breeding License Applications	0	0	0	0	0	0	0	0	0	0	0	0
Contacts regarding Breeding	0	0	0	0	0	0	0	0	0	0	0	0
Total Animal Control Contacts	7	0	0	0	0	0	0	0	0	0	0	0
Municipal Code Violations												
Complaints	5	0	0	0	0	0	0	0	0	0	0	0
Warnings	12	0	0	0	0	0	0	0	0	0	0	0
Citations	33	0	0	0	0	0	0	0	0	0	0	0
Total Municipal Code Contacts	49	0	0	0	0	0	0	0	0	0	0	0
Code Enforcement												
Complaints	4	0	0	0	0	0	0	0	0	0	0	0
Warnings	2	0	0	0	0	0	0	0	0	0	0	0
Citations	2	0	0	0	0	0	0	0	0	0	0	0
Reports Taken	5	0	0	0	0	0	0	0	0	0	0	0
Total Code Enforcement Contacts	13	0	0	0	0	0	0	0	0	0	0	0
Community Policing												
Community Contacts/Events	136	0	0	0	0	0	0	0	0	0	0	0
Calls for Service												
Other Calls for Service	13	0	0	0	0	0	0	0	0	0	0	0

Victim Assistance Advocate activity report- C. Zamudio

JANURARY 06 2025- January 24, 2025

Referral Services: 5

On-scene crisis response: 0

Community Outreach: 16

Meetings: 3

Follow ups: 08

Social Media/ Website: 10

Victim Advocate Training: 07

Schools visited: 0

Other Details: 25

TOTAL: 74

01/01/2025 to
01/26/2025

2025

Soledad Police Department

COMMUNITY ENGAGEMENT REPORT

Citizen Contacts: Officers have made approximately 400 outreach contacts during this reporting period.
Business Checks: Officers conducted 83 business outreach contacts.
Apartment/Residential contacts: Officers made 11 contacts with residents on well-being checks.
Schools: Officers conducted 4 walk-throughs and drive-bys 29 times as part of school zone enforcement throughout Traffic Enforcement Unit. Special attention continues around the school with the Traffic Unit.
City Parks: Continuous patrol and 8 walk-throughs, with park visitor contacts made.
Youth Outreach: Numerous children were contacted by officers - advocate - CSO's who provided stickers and goodie bags throughout the reporting period.
Soledad Farmer's Market: The farmer's market is now closed for the winter and will re-open in spring of 2025.
Special Events: The department participated in the Law Enforcement Appreciation Day, as well as started Human Trafficking Awareness by our Victim Advocate.
Facebook: 2989 Likes, 437 Comments, 103 Shares, 6,571 times photos viewed, 94,694 People Reached. We currently have 11,082 Followers, and this number increases monthly and is attributed to the hard work of the department's various units, as well as our outreach in person and on social media.
Churches: On-going visits of all churches throughout the city.
Volunteer/Reserve/Explorer Units/Misc: Reserve Officers donated 48 hours, Volunteer Unit donated 8 hours in this reporting period.

Prepared by: Deputy Chief Fred J. Lombardi

COUNCIL COMMUNICATION

SUBJECT: **Fire Department Activity Report**

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

FROM: **Jason Luckenbach, Battalion Chief**

THROUGH: **Megan Hunter, City Manager**

MEETING DATE: **February 5, 2025**

Fire Department Activity Report for December 2024 / January 2025.

City of Soledad Fire Department

525 Monterey Street, Soledad, CA 93960

STAFF REPORT

January 26, 2025

To: Mayor and City Council

From: Jason Luckenbach, Battalion Chief

Subject: **Activity Report – December 2024 / January 2025**

BUSINESS INSPECTIONS / PRE-PLANS:

- (16) Business Inspections have been completed
- (7) Re-Inspections completed
- (1) Fire Department Pre-Plans completed

HYDRANT TESTING:

- (4) Hydrants Tested in the month of September.

SUSPECTED OPIOID INCIDENTS:

***(1) suspected Opioid Incidents ran by the Fire Department in December

TRAININGS:

- 12/18/24 – Fire Department personnel held a HazMat training class for the Public Works Department.
- 1/6/25 – 1/19/25 – All Fire Personnel assigned to the City of Soledad attended a State Accredited Advance Fire Fighter Truck Academy, in preparation for our new apparatus.



PUBLIC RELATIONS:

- Fire Department and CAL FIRE crews assisted City Staff with the Christmas Tree Lighting decorations and preparations for the Christmas Parade.



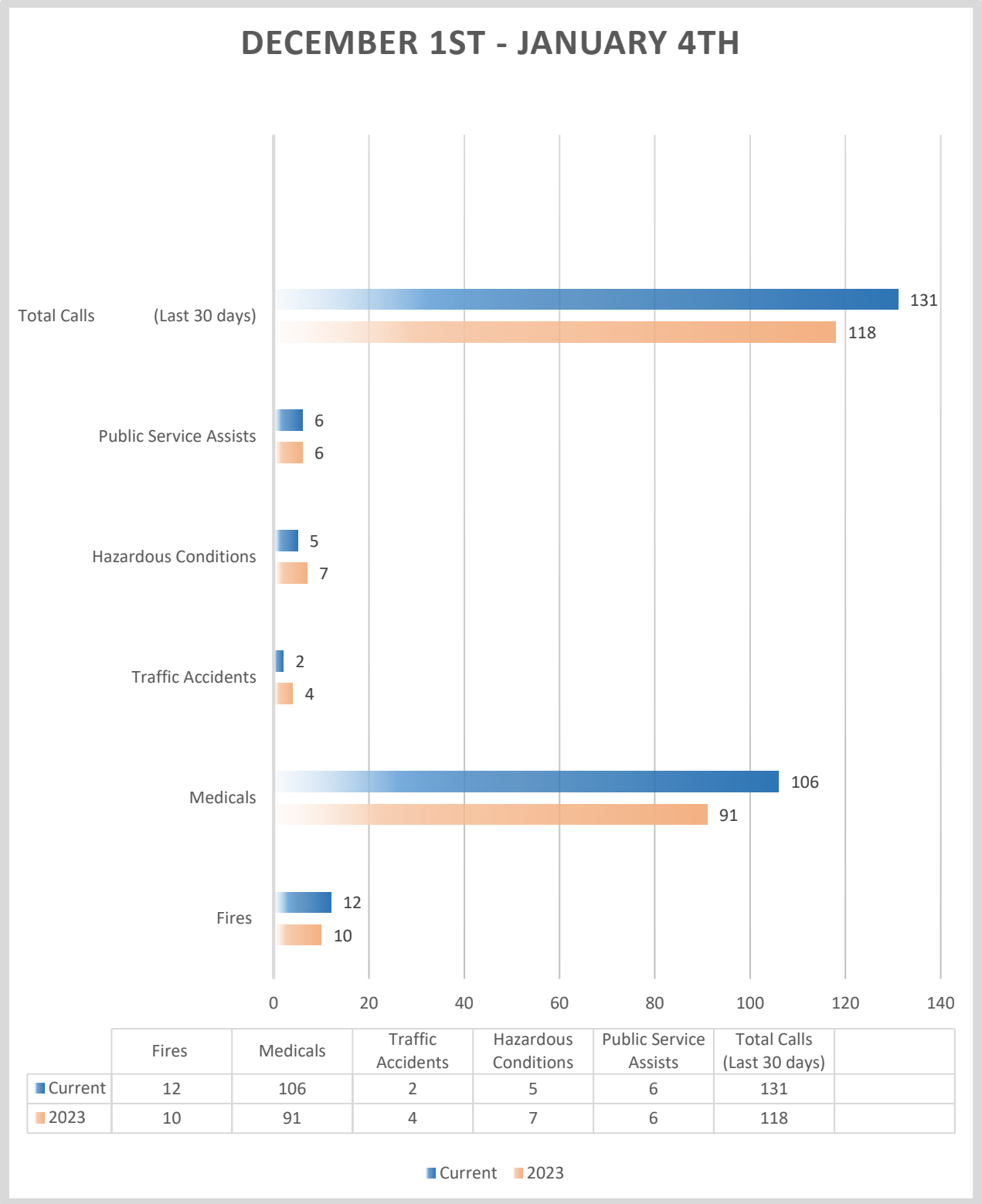


OPERATIONS:

- Due to the multiple Wildland Fires that started on January 7th in the Los Angeles area, Battalion Chief Jason Luckenbach (with additional overhead personnel), 10+ Fire Engines, multiple hand crews and multiple bulldozers from BEU CAL FIRE responded while being committed for multiple weeks to assist with suppression/support efforts.



Station 37 - Call Volume



	Fires	Medicals	Traffic Accidents	Hazardous Conditions	Public Service Assists	Total Calls (Last 30 days)	
Current	12	106	2	5	6	131	
2023	10	91	4	7	6	118	

COUNCIL COMMUNICATION

SUBJECT: **Community Engagement Department Activity Report**

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

FROM: **Jesus Valenzuela, Community Engagement Manager**

THROUGH: **Megan Hunter, City Manager**

MEETING DATE: **February 5, 2025**

Social Media Report for January 2 – January 29, 2025

Facebook

- Views: 108.5k – 98% increase
- Reach: 21.6k – 124.3% increase
- Content Interactions: 445 – 26.1% decrease
- Page Visits: 4.1k – a 18.7% increase
- New follows: 72 new follows
- Total followers: 4,907
    - Soledad – 35.4%
    - Women – 68.5%
    - Men – 31.5%

Instagram

- Views: 48.9k – 13.8% increase
- Reach: 4.1k – 26.4% decrease
- Content Interactions: 809 – 48.5% increase
- Visits: 1.1k –16.9% decrease
- New Followers: 52
- Total followers: 1,902
    - Soledad –44.3%
    - Women – 65.1%
    - Men – 34.9%

Twitter

- Data for Twitter is currently unavailable

Christmas Events

The Office of Community Engagement and Community supported the Christmas Tree Lighting Ceremony on December 6 and the Christmas Celebration on December 7, 2024.

We supported with the promotion and the capturing of content.

AB 413
In order to promote awareness about the new law, AB 413, we partnered with the Public Works Department to create an informative flyer and video. This video was also translated into Spanish and received a good response on our social media outlets.

Fire Department
The Office of Community Engagement will focus more on the Soledad Fire Department. We created a video on the EMS services and the Zoll AutoPulse machine, a vital piece of equipment the Fire Department uses in emergencies. We have also been creating content on the building of the new Fire Apparatus Bay, including a post that reached 883 people.

Public Works Support
With the construction across Front Street, we have been capturing content on the progress. One such post about the construction at the underpass on the southern end of Front Street received 54 likes and 12 shares, was viewed 40,452 times, and reached 14,754 people.

Youth Work
The Youth Commissioners have been meeting regularly with the larger Youth Council. Recently, we had a conversation with representatives from Greenfield and Gonzales to explore the idea of a second youth summit.

Know Your Rights
The Office of Community Engagement held its first Know Your Rights forum on January 29. We counted over 120 participants. While we did have technical issues with the livestream, this was a great show of the partnership between the City, the community, and nonprofits. To help promote the event, we went out with Civics Academy participants to pass out over 500 flyers outside churches and at food distribution sites. We also passed out around 300 red cards along with the flyers at the same sites.

AGENDA ITEM NO. 10.

CITY OF SOLEDAD
STAFF REPORT

SUBJECT: **Resolution No. 6189, A Resolution of the City Council of The City of Soledad Approving and Authorizing the City Manager to Execute a Facility Use Agreement Between the City and the Soledad Little League.**

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

FROM: **Jessica Potts, Parks and Recreation Director**

THROUGH: **Megan Hunter, City Manager**

MEETING DATE: **February 5, 2025**

Recommendation

It is recommended that the City Council of the City of Soledad consider and adopt Resolution 6189, "Approving and Authorizing the City Manager to Execute a Facility Use Agreement Between the City and the Soledad Little League".

Executive Summary

City and the Soledad Little League ("League") are proposing to enter into a new Facility Use Agreement ("Use Agreement") whereby the City would grant the use of several fields for six months and allow the League to keep a 40-yard storage container on city property. In lieu of collecting fees for this park use, the League would commit to providing enhanced maintenance of the park, including quarterly clean-up efforts for the duration of the Agreement. For use of the city concession stands for fundraising and storage, the League would pay $150.00 per month through the season. The partnership through collaborative field care provides an invaluable role in continuing to offer the Soledad community with meaningful youth programming opportunities and ballfields. Staff is recommending, as a follow-up to a successful one-year trial Use Agreement in 2024 with the League, that the City and League enter into a longer 3-year term agreement, with two annual options of renewal, for a total of 5 years.

Background

Soledad Little League has been a fixture in the community since the early 1950s, providing opportunities for all youth ages 4-14 an avenue to play recreational baseball in the city. The League is a non-profit organization with an all-volunteer Board of Directors and coaches. The League and the City have had a long-standing verbal agreement with terms of use that have included:

- Annual reservation of the Chester Aaroe Park Little League Field and Field 3 at Jesse Gallardo Park for youth sports practices and games from February through July, dependent on post-season

play.
- Use of the Chester Aaroe Little League Field concession stand with the purpose of fundraising purposes and storage of related items.
- Space to accommodate a large storage container for league-related supplies.
- Cooperative field and facilities maintenance during seasonal uses.

The League and the City entered into a mutually beneficial Facility Use Agreement for 2024, which included enhanced field and facility maintenance provided by the League in coordination with the Parks Maintenance division of the Public Works Department. The partnership successfully aided in field maintenance, vandalism abatement, and reduced staff time and costs. As a result of the work done in coordination with the City, the fields received topsoil, clay, and base upgrades, dugout repairs and renovations, and general field care. The volunteers associated with the League provide valuable expertise and manpower, enabling better field and park maintenance.

Review & Analysis

After a successful one-year Use Agreement in 2024, it is recommended that the City and the League enter into a new Use Agreement with an extended term of` 3 years, with two options for annual renewal, for a total of five years. An approved Use Agreement will ensure that properties are utilized and maintained up to the standard of the City to best protect City and League mutual expectations, liabilities, and overall relationship by clearly outlining the duties and responsibilities of both parties in the use of the City facilities that include Chester Aaroe Park Little League Field and concession stands, and field 3 of Gallardo Park, as well as property located behind the ball field at Chester Aaroe Park Little League Field. By the terms of the Use Agreement, in addition to reserving City fields to run a youth Little League program, the League would also use the City concession stand and property for its storage container.

Key points of the Use Agreement require the League to:

1. Continue to provide enhanced park maintenance, including field and pitcher mound repair/restoration, weed abatement, removal of trash, debris, and graffiti, cleaning of bathrooms, and dugout rehab/maintenance during the Little League season (February - July).
2. Organize quarterly 4-hour volunteer clean-ups (total of 4 per year) in conjunction with city staff.
3. Pay $150 per month for use of the concession stands and City property for storage.
4. Notify Parks and Recreation staff when the scheduled field or lights are not required and make sure the general public can use the park when practices and games are not scheduled.

Because the Little League provides a level of maintenance, including restoration of the fields, removal of graffiti, weed abatement, repair of the dugouts, and painting that no other organization provides, it is recommended that the City waive field rental fees. This level of maintenance is estimated to be the equivalent of 40 hours of labor per month with a value of at least $8,640. This offsets the approximately $4,204.55 in fees that would not be collected.

It is proposed in the Use Agreement that the City collect $150 per month from the League for use of the concession stand and for placement of a 40-yard storage container on City property. This fee represents a single-use rental in the City Fee Schedule. The offset of fees will serve as fundraising support in return for the additional value of labor and supplies contributed to the care of the City facilities.

Financial Considerations

Per the established fee schedule, the use of the field for organized sports is as follows:

- $1/hour practice
- $2/hour game

The proposed agreement would waive the use fees in exchange for agreed-upon maintenance as detailed in the Use Agreement. This would equate to a loss in revenues estimated to be around $4,204.55 for the use of two fields for 6 months, 6 days a week, an average of 6 hours per day. The agreement would also waive the use fees of 16 concession stand uses, which is estimated to be a loss in revenues of around $2200. Total annual loss in revenues are estimated to be around $6600.

The revenue loss will be balanced by the in-kind exchange of labor and maintenance valued at approximately $8,640, as outlined above.

Alternatives

- Approve the Resolution as recommended.
- Do not approve the Resolution and provide other direction to Staff.

Planning/CEQA

The City of Soledad has determined that the proposed action of approving a Facility Use Agreement with the Little League is not a project as defined by the California Environmental Quality Act (CEQA) per Guidelines Section 15378. Because the proposed action and this matter have no potential to cause any effect on the environment or because it falls within a category of activities excluded as projects pursuant to CEQA Guidelines section 15378. The work that the League is undertaking is minor maintenance work to existing facilities and is also exempt under CEQA Guidelines Section 15301-Existing Facilities.

Public Notice Requirements

Not Applicable

Attachment(s):
Resolution No. 6189
Exhibit A

RESOLUTION NO. 6189

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLEDAD APPROVING AND AUTHORIZING THE CITY MANAGER TO EXECUTE A FACILITY USE AGREEMENT BETWEEN THE CITY AND THE SOLEDAD LITTLE LEAGUE

WHEREAS, the Little League's purpose is to "create a local youth baseball and/or softball program built on life lessons, socialization, and sportsmanship that benefits all of the children and the adult volunteers who support those efforts"; and

WHEREAS, the Soledad Little League ("League") is a chartered member of the Little League and is a non-profit dedicated to offering Soledad youth the opportunity to participate in competitive baseball; and

WHEREAS, in addition to youth development, the League provides stewardship of the fields through repairs, maintenance, and groundskeeping, which helps the City defray associated costs; and

WHEREAS, the League's efforts in augmenting field maintenance benefit City of Soledad residents and several youth organizations that are now able to play on some of the best ballfields in Monterey County

WHEREAS, the City and the Soledad Parks and Recreation Department are interested in supporting the League by providing field facilities for the purpose of holding practices and games, including the use of the Chester Aaroe Concession stand and space for the League storage container; and

WHEREAS, the City desires to clarify mutual expectations with the Little League organization regarding the use of facilities for their youth sports program; and

WHEREAS, City and League have successfully completed a one-year Facility Use Agreement for 2024, benefiting both parties and the community; and

WHEREAS, staff is recommending that the Council approve a new Facility Use Agreement with the League with terms similar to the previous agreement, whereby the City would grant the use of several fields for six months and allow the League to keep a 40-yard storage container on the City property, in return for the League's commitment to providing enhanced maintenance of the fields and park, including quarterly clean-up efforts for the duration of the Agreement, and payment of $150 per month for use of the city concession stand and placement of a storage container on City property, over a new three-year term with two one-year options.

NOW THEREFORE BE IT HEREBY RESOLVED by the City Council of the City of Soledad that the Council hereby approves the "Facility Use Agreement" (Exhibit A) between the City of Soledad and Soledad Little League, a copy of which is attached hereto as **Exhibit A** and

by this reference incorporated herein, and authorizes and directs the City Manager to execute the Lease on behalf of the City of Soledad.

PASSED AND ADOPTED by the City Council of the City of Soledad, at a regular meeting duly held on the 5th day of February 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

CITY OF SOLEDAD
FACILITY USE AGREEMENT
BETWEEN
CITY OF SOLEDAD AND SOLEDAD LITTLE LEAGUE

THIS AGREEMENT (herein "Agreement") is made and entered into this __ day of February, 2025, by and between the CITY OF SOLEDAD, a California municipal corporation ("CITY") and the SOLEDAD LITTLE LEAGUE, a non-profit organization ("LEAGUE").

RECITALS

A. The Little League's purpose is to "create a local youth baseball and/or softball program built on life lessons, socialization, and sportsmanship that benefits all of the children and the adult volunteers who support those efforts".

B. The Soledad Little League ("LEAGUE") is a chartered member of the Little League and is a non-profit dedicated to offering Soledad youth the opportunity to participate in competitive baseball.

C. CITY and the Soledad Parks and Recreation Department are interested in supporting the LEAGUE by providing field facilities for the purpose of holding practices and games, including the use of the Chester Aaroe Concession stands and space for the LEAGUE storage container. The purpose of this Agreement is to delineate the terms of LEAGUE's use of CITY facilities and the responsibilities of each party.

D. CITY and LEAGUE have recently successfully completed a one-year agreement with terms and conditions similar to those set forth herein.

E. Based on the success of the prior year's agreement, and in consideration of the mutual covenants and conditions set forth below, the Parties do hereby agree as follows:

AGREEMENT

1. TERM OF AGREEMENT. The CITY grants LEAGUE the right to the use of Chester Aaroe Parks and Jesse Gallardo Parks Field 3 ("Parks") for a three (3) year term commencing on February 6, 2025, and terminating on December 31, 2027. The Agreement may be extended administratively by the City Manager for two additional one-year periods until December 31, 2029, upon confirming LEAGUE'S compliance with the terms and conditions herein.

2. USE OF PARKS. LEAGUE shall have the non-exclusive right to use the Parks for the purpose of conducting a competitive youth baseball program from February 6 – August 1 of each year during the term of this Agreement. Use shall include practice, scheduled games and tournaments, spectator observation, and related supporting activities, such as food concessions

operation. The CITY grants LEAGUE the right to use the Parks for placement of a storage container for its equipment during the term of this Agreement. LEAGUE's right to use the Parks will begin on the above-stated date and upon the submission of the following documents and information, which will be updated annually, to CITY:

A. Parks Use Form

B. Complete list of names, addresses and telephone numbers of the current Board of Directors or other responsible persons of the League.

C. 501(c)(3) designation form from the IRS or a nonprofit designation from the California Franchise Tax Board and/or the California Secretary of State.

D. Master calendar of use and events.

E. Certificate of Insurance listing the CITY, its elected officials, officers, employees, agents and volunteers as additional insureds in accordance with Section __ of this Agreement.

F. Proof of criminal history record background checks for all adult volunteers or employees assisting with the LEAGUE's program.

This Agreement is not intended to give LEAGUE any right to the exclusive use of PARKS, restrooms or other CITY facilities, other than non-exclusive limited temporary rights for scheduled events. LEAGUE agrees that the rights granted herein shall not be assigned to or transferable to any persons, teams or leagues. Parks may be used by the general public when not scheduled for LEAGUE use.

Fields in PARKS may be scheduled for closure and rehabilitation by CITY to allow for recovery due to weather or heavy usage. All such closures are at the discretion of CITY, with prior notice provided to LEAGUE.

3. RESPONSIBILITIES OF LEAGUE. LEAGUE agrees to:

A. Delegate the League President to represent LEAGUE concerning use, scheduling, maintenance, improvements, or matters of concern to LEAGUE or CITY.

B. Provide certified and trained staff in sufficient numbers to provide suitable adult supervision of participants and be responsible for the conduct of players and spectators associated with the LEAGUE.

C. Furnish and supply any and all equipment and material which may be necessary for LEAGUE activities at the Parks. Equipment and materials may be stored in a container provided by LEAGUE at the Parks. All such materials will be stored at LEAGUE's risk, without warranty or guarantee of safety. Said container must be removed at LEAGUE's expense within 30 days of a written request from CITY.

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D. Provide a schedule of practice sessions and games at least 30 days in advance.

E. Notify Recreation Manager of any schedule changes, when possible, at least 24 hours in advance.

F. Notify the City of all proposed removal, alterations or additions to Parks and obtain CITY approval prior to initiating such work.

G. Maintain and keep all CITY facilities, including but limited to ball fields and Little League Concession Stand in good condition and remove all trash and debris.

H. Provide proof of criminal history record background checks for all adult volunteers assisting with the program at the CITY facility.

I. Enforce all CITY rules.

J. Follow and enforce all rules and regulations as it pertains to running a concession stand and selling food products. This includes all applicable regulations enforced by the Monterey County Health Department.

K. Ensure that the Parks is not used for the conduct of any offensive, noisy or dangerous activity, or any use that would be considered a public nuisance under City Code, or for any use which would serve to obstruct, interfere with or infringe upon the rights of the other users or residents of adjoining properties.

4. RESPONSIBILITIES OF CITY. CITY agrees to:

A. Provide all utilities necessary for PARKS, including use of lights during approved reserved times.

B. Conduct regular and routine maintenance of Parks, including mowing, watering and restrooms.

C. Provide full use of PARKS concession stand for LEAGUE's use during reserved field use times and storage.

D. Coordinate with LEAGUE representative to develop a schedule that best meets the needs of the CITY and the LEAGUE.

E. Meet with LEAGUE as necessary during the off-season and monthly during the season to discuss use of facilities, scheduling and other concerns associated with use of facilities.

5. FEES. The LEAGUE shall pay CITY $150.00 (One Hundred and Fifty dollars) for the use of Parks Concession Stands beginning March 1, 2025. Payment for the use of Concession stands shall be made prior to the 1st day of each month from March 1-July of each year of this Agreement.

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In lieu of payment of fees for Parks use (field and lights) established in the City's Fee Schedule, LEAGUE will provide enhanced maintenance of the Parks as outlined in Section 6. Maintenance.

6. MAINTENANCE. All LEAGUE use-related maintenance, such as field preparation, lining of the fields, and set up of temporary equipment will be performed by LEAGUE. LEAGUE shall be responsible for all damages or injury to property or equipment caused by the LEAGUE, its agents, employees volunteers, participants and/or other individuals as the PARKS during LEAGUE's use of the PARKS.

A. LEAGUE shall be responsible for the PARKS being free of trash and/or debris caused by group usage upon the conclusion of each day's use.

B. LEAGUE shall be responsible for cleaning bathroom and removing any graffiti after the conclusion of each day's use.

C. LEAGUE shall cooperatively work with Public Works Maintenance Staff on weed abatement and repair/rehabilitation of the concession stand and dugouts from February through August of each year.

D. Annually, LEAGUE shall work with CITY Staff on a repair plan for baseball fields and pitchers' mound. Upon approval of the Public Works Manager (Maintenance), LEAGUE shall repair baseball fields and repair/build up pitcher's mound in accordance with approved baseball field standards.

E. Quarterly (4 times per year) LEAGUE shall participate in 4-hour volunteer clean-up efforts at the Parks in coordination with Public Works Maintenance Staff.

F. LEAGUE is required to report any damage to persons or property or acts of vandalism to CITY immediately upon discovery. LEAGUE shall inspect the Parks prior to each use by LEAGUE to ensure that it is free from any defects and/or hazards that may pose a danger to participants, spectators and/or any other person who is in attendance at PARKS as part of the LEAGUE'S use of the same. LEAGUE agrees that should it fail to conduct such inspection and/or notify the CITY of any defect or hazard, LEAGUE shall be solely responsible for any damage or injury, whether to persons or property, arising therefrom.

7. IMPROVEMENTS. All facilities and improvements at Parks and all improvements made by any party to the Parks during the term hereof, are and shall continue to be the property of CITY. In particular, the improvements owned by CITY include but are not limited to baseball files, dugouts, backstops, fences, scoreboards, bleachers, landscaping, concession stand and restrooms. The storage container and its contents and removable equipment and supplies in the concession facility are owned by LEAGUE.

The removal, alteration, or addition to the PARKS and construction of any kind to existing amenities and structures must be approved in advance by CITY. All such requests should be

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submitted so as to allow CITY adequate time to review and approve or disapprove any proposed change. CITY assistance with any removal, alteration addition or construction shall be solely at the discretion and with prior written consent of CITY. Nothing herein shall be interpreted as prohibiting the normal maintenance of the Parks by CITY or LEAGUE as otherwise referenced herein.

All alterations and additions to the PARKS or surrounding grounds and all construction of any kind to existing structures shall become the property of CITY.

8. INDEMNIFICATION.

A. To the fullest extent permitted by law, LEAGUE shall indemnify, hold harmless and defend the City of Soledad and each of its officers, officials, employees, agents and volunteers ("City Indemnitees") from any and all loss, liability, fines, penalties, forfeitures, costs and damages, including but not limited to personal injury, death at any time, and property damage, and including further attorney's fees, litigation and legal expenses incurred by the City Indemnitees or held to be the liability of the City Indemnitees (including plaintiff's or petitioner's attorney's fees if awarded, in connection with the City Indemnitees' defense of its actions in any proceeding) (collectively, "Losses") incurred by any City Indemnitees from any and all claims, demands and actions in law or equity (collectively, a "Claim"), whether in contract, tort or strict liability, resulting from, arising or alleged to have arisen directly or indirectly out of performance or in any way connected with: (i) the making of this Agreement; (ii) the performance of this Agreement; (iii) the engaging in any LEAGUE baseball-related activities; or (iv) the City's granting, issuing or approving use of this Agreement. If any portion of a claim, demand or action in law gives rise to indemnification under this Agreement, LEAGUE shall be responsible for indemnifying, holding harmless or defending the City Indemnitees as to the entire claim, demand, or action in law. The LEAGUE's indemnification obligations under the proceeding portions of this paragraph shall apply regardless of whether the City Indemnitees are negligent but shall not apply to any losses caused solely by the gross negligence or willful misconduct of any City Indemnitees.

If the LEAGUE should subcontract all or any portion of the work to be performed under this Agreement, the LEAGUE shall require each subcontractor to indemnify, hold harmless and defend the City Indemnitees in accordance with the terms of the two prior paragraphs of this Section. Notwithstanding the preceding sentence, any subcontractor who is a "design professional" as defined in Section 2782.8 of the California Civil Code shall, in lieu of indemnity requirements set forth in the two prior paragraphs of this Section, be required to indemnify, hold harmless and defend the City Indemnitees to the fullest extent allowed by law, from any and all Claims and Loses that arise out of, pertain to, or relate to the negligence, recklessness or willful misconduct of the design professional, its principals, officers, employees, agents or volunteers in the performance of this Agreement.

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B. Reimbursement. The LEAGUE and its successors in interest agrees to and shall reimburse the CITY for any and all costs and expenses, including reasonable attorneys' fees and costs and all court and filing fees arising from the CITY's approval of the LEAGUE utilizing the CITY's field or entering into this Agreement.

C. Selection of Attorney. The CITY shall have the right to approve any counsel selected by the LEAGUE and said approval shall not be unreasonably withheld. the LEAGUE shall reimburse the CITY for any and all of the CITY's costs, including any attorney and staff time, to determine the suitability of the attorney or attorneys proposed by the LEAGUE. Notwithstanding the foregoing, the CITY shall have final approval of all briefs, pleadings, proposed settlements, filings, etc., submitted on behalf of the CITY in any litigation related to the defense of this matter. The LEAGUE shall reimburse the CITY for the City Attorney's Office review time at the current hourly rate for litigation.

9. INSURANCE. Throughout the term of this Agreement, the LEAGUE shall pay for and maintain in full force and effect insurance as required by State law and as set forth in this Agreement per the limits and provisions set forth below:

A. Commercial General Liability. the LEAGUE shall obtain, pay for and maintain in effect during the life of this Agreement, a policy of commercial general liability insurance issued by an insurance company rated not less than "A-VII" in Best Insurance Rating Guide and admitted to do business in California, on an "occurrence" basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits no less than $2,000,000.00 per occurrence.

B. Bond. Subject to authorization by the Soledad Municipal Code, in the alternative to maintaining Commercial General Liability, the LEAGUE shall post a bond, in a form subject to approval by the City Attorney, with the CITY in the amount of $2,000,000.00.

C. Failure to Maintain Required Insurance. Any failure to maintain the required insurance shall be sufficient cause for the CITY to terminate this Agreement and/or the authorization of the LEAGUE to engage in any activity at the CITY's Little League field. The City may provide the LEAGUE with written notice of its intent to terminate this Agreement unless the CITY receives proof the LEAGUE obtained the required insurance within seven (7) days from the date upon the notice. If the LEAGUE fails to timely provide proof of the required insurance, the LEAGUE shall immediately cease all business activity relating to any CITY property. Failure to immediately cease all business activity shall subject the LEAGUE to the penalties, enforcement and cost recovery provisions established within the Soledad Municipal Code.

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D. Policies. All of the policies of insurance shall be primary insurance and shall name the CITY, its elected and appointed officers, employees and agents as additional insureds and any insurance maintained by the CITY or its officers, employees or agents may apply in excess of, and not contribute with the LEAGUE's insurance. The LEAGUE and the insurer is deemed hereof to waive all rights of subrogation and contribution it may have against the CITY, its officials, officers, employees and agents and their respective insurers. Moreover, the insurance policy must specify that where the primary insured does not satisfy the self-insured retention, any additional insured may satisfy the self-insured retention.

E. Duty. The duty to indemnify the CITY shall apply to all claims and liability regardless of whether any insurance policies or coverage limits are applicable.

10. SUBCONTRACTOR. If the LEAGUE should subcontract all or any portion of the services to be performed under this Agreement, the LEAGUE shall require each subcontractor to comply with the terms and conditions of this Agreement.

11. TERMINATION.

A. For Convenience. Either party may terminate this agreement for any reason by providing written notification to the other party thirty (30) days before the effective date of the termination.

B. For Cause. Either party may terminate this Agreement immediately for cause, which shall include without limitation, a material violation of the provisions of the agreement by the other party, any act which exposes a party to others for personal injury or property damage.

C. Upon termination, LEAGUE shall be responsible for restoring Parks to the condition existing prior to the commencement of this Agreement with no damage thereto.

12. ATTORNEY'S FEES. If any party is required to commence any proceeding or legal action to enforce or interpret any term or condition of this Agreement, the prevailing party in such proceeding or action shall be entitled to recover from the other party its reasonable attorney's fees and costs.

13. NOTICES. Any notice required or intended to be given to either party under the terms of this Agreement shall be in writing and shall be deemed to be duly given if delivered personally, transmitted by facsimile followed by telephone confirmation or receipt, or sent by United States registered or certified mail, with postage prepaid, return receipt requested, addressed to the party to which notice is to be given at the party's address set forth on the signature page of this Agreement or at such other address as the parties may from time to time designate by written notice. Notices served by United States mail in the manner above described shall be deemed sufficiently served or given at the time of the mailing thereof.

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14. GOVERNING LAW AND VENUE. This Agreement shall be governed by, and construed and enforced in accordance with, the laws of the State of California. Venue for purposes of the filing of any action regarding the enforcement or interpretation of this Agreement and any rights and duties hereunder shall be Monterey County, California.

15. SEVERABILITY. The provisions of this Agreement are severable. The invalidity or unenforceability of any one provision in this Agreement shall not affect the other provisions.

16. INTERPRETATION. The Parties acknowledge that this Agreement in its final form is the result of the combined efforts of the Parties and that, should any provision of this Agreement be found to be ambiguous in any way, such ambiguity shall not be resolved by construing this Agreement in favor of or against any Party, but rather by construing the terms in accordance with their general accepted meaning.

17. AMENDMENTS AND MODIFICATIONS. This Agreement may be modified only by written instrument duly authorized and executed by all Parties herein.

18. ENTIRE AGREEMENT. This Agreement contains the entire agreement between the Parties with respect to the subject matter hereof.

19. COUNTERPARTS. This Agreement may be executed in any number of counterparts, each of which shall be deemed to be an original, but all together shall constitute but one and the same agreement.

20. KNOWING AND VOLUNTARY AGREEMENT. The parties to this Agreement acknowledge and agree that each of them has had a full and fair opportunity to carefully read and review the terms and provisions of this Agreement and consult with their own attorney concerning the meaning and effect of this Agreement. By executing this Agreement, each of the parties hereto represents, acknowledges, and agrees that such party carefully read and fully understands all the provisions of this Agreement, and that they are knowingly and voluntarily entering into this Agreement and signing it of their own free will.

IN WITNESS WHEREOF, the Parties have duly executed this Agreement on the day and year first above written.

SOLEDAD LITTLE LEAGUE	CITY OF SOLEDAD
By: _____	By: _____
Chris Camacho	Jessica Potts
President	Parks and Recreation Director

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Dated: _____ Dated: _____

By: _____
Megan Hunter
City Manager

Dated: _____

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AGENDA ITEM NO. 11.

CITY OF SOLEDAD
STAFF REPORT

SUBJECT: **Resolution No. 6191, A Resolution of the City Council of the City of Soledad Declaring Surplus Equipment and Authorizing the Sale, Donation, or Disposal of such Property**

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

FROM: **Diego Herrera, Information Technology Technician**

THROUGH: **Megan Hunter, City Manager**

MEETING DATE: **February 5, 2025**

Recommendation

It is recommended that the City Council of the City of Soledad adopt Resolution No.6191, "Declaring Surplus Equipment and Authorizing the Sale, Donation, or Disposal of such Property".

Executive Summary

City property may be deemed surplus due to factors such as age, high maintenance costs, obsolescence, or other relevant reasons. Disposal of this property cannot occur until the City Council officially declares it surplus. In past years, surplus property has included vehicles, office furniture and equipment, e-waste (such as outdated computers and peripherals), tools, unclaimed recovered property, and various miscellaneous items. Currently, the City has accumulated several items that need to be declared surplus in order for them to be sold or disposed of properly.

Background

Since the last surplus project on August 21, 2024, City staff has identified additional surplus items from City Hall and in the Information Technology Department as detailed in **"Exhibit A"**. The City makes no guarantee whether the items sold need repair and all items are sold "AS IS" with no warranty implied. Additionally, it is stipulated that the buyer is responsible for omissions and any repairs necessary to pass (if applicable). In previous years, the City Council has declared property not in use or obsolete, surplus property and authorized the Sale, Donation, Destruction, or Disposal of said property. The surplus property consists of office furniture, equipment, and electronic waste such as obsolete computers and peripherals, tools, equipment, and other miscellaneous items.

Review & Analysis

A review of old City property reveals that the City has a variety of items that are obsolete, outdated, or no longer useful. Under Government State Code Section 37350 – 37351, the City has the ability to dispose of property for the common benefit of the City.

Due to the age of the equipment, the cost of refurbishing them was more significant than the value of the items. The surplus workstations cannot be updated to Windows 11 and will be unable to get updates once that operating system goes to the end of its life. Most other items are cabling, batteries, broken laptops and monitors, and computer peripherals that cannot be reused. All items have been wiped off any city data, and hard drives have been wiped using DOJ standards and have been physically destroyed to prevent recovery. In addition to these items, the City is also disposing of three (3) task desks, four (4) wooden bookshelves, and one (1) metal shelf.

The removal of these items will free up space to accommodate the Community and Economic Development Department staff who have moved to City Hall and the new Homeless Outreach and Services Coordinator.

Financial Considerations

The sale, donation, or disposal of the property will have minimal financial impact. Proceeds from the sale of surplus property will be recorded as revenue in the General Fund. This process will free up space in City Hall and reduce the need for additional storage. The IT department will dispose of electronic waste, much of which can be recycled at the Johnson Canyon Landfill & Recycling Center at no cost to the city.

Alternatives

- Adopt Resolution No. 6191
- Do not surplus the property. This is not recommended as storing all the items will become increasingly difficult.

Planning/CEQA

The approval and declaration of surplus property 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 Applicable.

Attachment(s):
Resolution No. 6191
Exhibit A

RESOLUTION NO. 6191

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLEDAD DECLARING SURPLUS EQUIPMENT AND AUTHORIZING THE SALE, DONATION, OR DISPOSAL OF SUCH PROPERTY

WHEREAS, Government State Code Section 37350 - 37351 provides for the ability of cities to dispose of property for the common benefit of the City; and

WHEREAS, the City of Soledad has accumulated material that is either obsolete, outdated or is no longer of use to the City and thus is considered surplus property; and

WHEREAS, the value, obsolescence and condition of these items make it impractical to trade the same in on future purchases of new inventory items and to obtain a maximum return for said surplus items, and as such, it is in the best interest of the City to sell, donate or dispose of the same; and

WHEREAS, the City Council of the City of Soledad has in the past declared obsolete, outdated or property no longer of use to the City as surplus property and authorized that the property be sold, destroyed or donated to other agencies for use; and

WHEREAS, staff has compiled a list of surplus equipment **"Exhibit A"** and is recommending that the Council deem the lists as surplus property and direct staff to dispose of such property.

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

1. Based upon the findings and recommendations of City Staff, the items of inventory belonging to said City, as shown in Exhibit "A" attached hereto, are declared surplus to the foreseeable needs of the City; and

2. That it is deemed to be for the common benefit of the residents of said City to dispose of said inventory by sale, donation or other appropriate means.

PASSED AND ADOPTED by the City Council of the City of Soledad at a regular meeting duly held on the 5th day of February 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

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLEDAD DECLARING SURPLUS EQUIPMENT AND AUTHORIZING THE SALE, DONATION OR DISPOSAL OF SUCH PROPERTY

ITEM LIST:

Computer and Related Technology Equipment

- 20lbs of phone cables/chargers
- 20lbs of HDMI cables
- 20lbs monitor VGA cables
- 20x wired keyboards
- 20lbs of various electronic peripherals
- 5x desk monitor arms
- 1x SonicWall T2300 Model:TZ300 S/N:18B1697374D8
- 1x Dell Inspiron 1000 laptop Model: PP08S S/N:8N9VZ51
- 2x Logitech speakers Model: S00182 S/N:2126ALN01HT8, 2229ALN012X8
- 2x HP EliteDesk Model: 800G2 Mini S/N: MXL6251T3M & 2UA61624LV
- 5x monitor stands
- 1x Dell Latitude 5300 laptop Model:5300 S/N:8DT7LW2
- 20x blank CD's
- 4x Cisco Access Points Model: AIR-AP28021I-B-K9 S/N: FCW2335PPTW, KWC22220532, KWC222703ED, FJC2239M297
- 2x HP laptops Model: 9470M & 15-ef2127wm S/N: CNU3279GJ4 & 5CD133333R
- 1x Dell Latitude E5440 laptop Model: E5440 S/N: FX40M12
- 1x Dell Latitude 5580 laptop Model: 5580 S/N: B19VMH2
- 1x Dell OptiPlex 5050 SFF Desktop Model: 5050 S/N:8VFZLN2
- 2x External Hard Drive Model: SRD00F2 S/N: NA7DMSWF & NA7HF1PA
- 1x StarTech Hub Model: SV231HDMIUA S/N: GG2711UD00114
- 1x EV Charger Semma Connect 620 Model: 620 S/N: BAE902713
- 2x HP 24mh Monitor Model: 24mh S/N: 3CM10401VR, 3CM10401T1
- 3x Cisco Catalyst 2960-CX Model: 2960-CX S/N: FOC2135Y4L3, FOC2208Y0KP, FOC2208Y0EK

Furniture

- 4x Wooden bookshelves
- 1x Metal shelf
- 3x Small task desks

AGENDA ITEM NO. 12.

CITY OF SOLEDAD
STAFF REPORT

SUBJECT: **Resolution No. 6192, A Resolution of the City Council of the City of Soledad Approving and Authorizing the City Manager to Execute a Professionals Services Agreement with EMC Planning Group, Inc. in an Amount Not to Exceed $70,000 to Provide Planning Services for the Almond Acres Subdivision Project.**

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

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

THROUGH: **Megan Hunter, City Manager**

MEETING DATE: **February 5, 2025**

Recommendation

It is recommended that the City Council of the City of Soledad consider and adopt Resolution No. 6192, "Approving and Authorizing the City Manager to Execute a Professional Services Agreement with EMC Planning Group, Inc. in an Amount Not to Exceed $70,000 to Provide Planning Services for the Almond Acres Subdivision Project.

Executive Summary

Nino Homes ("Developer") submitted an application for the development of Almond Acres ("Project"), a 12.48-acre site west of Orchard Lane (APN 022-281-005). The proposed Project includes 55 single-family homes and a 12-unit multifamily development while retaining a 3.32-acre senior mobile home park. Under an existing planning services agreement, the City retained EMC Planning Group to complete the required environmental work for this Project, completing an Initial Study (IS) to determine the extent of the potential impacts. After completing this IS, it was determined that the Developer would be unable to mitigate the impact to Vehicle Miles Traveled (VMT), therefore requiring a more limited, focused Environmental Impact Report (EIR). EMC provided a proposal for the EIR of $68,095.50. Staff is proposing a new standalone contract in an not to exceed $70,000 for this Project. These services will be fully funded by the Developer through an existing Reimbursement Agreement, which is already in place.

Background

The City has been contracting with EMC Planning Group for periodic planning assistance as development projects arise since 2016. In June 2024, Nino Homes (“Developer”) submitted an application for Almond Acres ("Project"), which includes a Planned Unit Development (PUD) and Vesting Tentative Map (VTM) for a 12.48-acre site west of Orchard Lane (APN 022-281-005). This proposed project would involve the construction of 55 single-family homes and a 12-unit multifamily housing complex while retaining a 3.32-acre senior mobile home park. The City and Developer established a Cost Reimbursement Agreement to facilitate the required environmental review, ensuring the project remains entirely developer-funded.

After the application was submitted, the City retained EMC through a existing planning services agreement to initiate the required environmental review through the California Environmental Quality Act (CEQA). EMC completed an Initial Study (IS) identifying an impact to Vehicle Miles Traveled (VMT), which could not be mitigated as a small rural community with a large number of commuters. As a result, a focused Environmental Impact Report (EIR) would have to be completed.

Review & Analysis

During the initial project review, staff engaged EMC’s on -call services to conduct an Initial Study (IS) to determine the level of environmental clearance and ensure compliance with CEQA. This analysis determined that a focused EIR was necessary to address impacts to Vehicle Miles Traveled (VMT), which could not be mitigated. As a rural community, minimizing VMT is difficult for any project to achieve. It is unfortunate that this Project, which is densely developed, includes affordable housing, and located across the street from a bus stop was unable to mitigate VMT impacts. This is the first project being evaluated for VMT and it is clear that the City will need to create new VMT policies to streamline environmental review of infill housing development in the future.

After it was determined that a focused EIR was necessary, the City requested a proposal from EMC for the expanded scope of work. EMC submitted a proposal for $68,095.50 and a term ending on December 31, 2025, as detailed in Attachment A. To ensure that there is sufficient budget and time to complete this process, which could be impacted by unforeseen circumstances, Staff is recommending an that the Council approval a resolution for a not to exceed amount of $70,000 and the term be extended to December 31, 2025.

The proposed agreement would allow Staff to initiate the technical work required to complete the focused EIR and move the Project forward. The entitlement process consisting of the subdivision Vesting Tentative Map (VTM) and Planned Unit Development (PUD) is stalled until the completion of the EIR. It is expected that final approval of the project—which includes the PUD, VTM, and certification of the EIR—will be presented to the Council later this year, following a recommendation for approval from the Planning Commission as required by Title 17-Zoning of the Soledad Municipal Code.

The Developer has reviewed and consented to the agreement, as outlined in Exhibit “A.” Staff is recommending that the City Council approve this agreement so that work can begin on the EIR as soon as possible. As noted above, this project will result in 55 small lot single-family homes, a 12-unit affordable multi-family senior housing complex, and preservation of a senior mobile home park, thereby contributing to the implementation the 6th Cycle Regional Housing Needs Allocation (RHNA).

Financial Considerations

The budget for the proposed scope of work from EMC Planning Group is $68,095.50. However, Staff is recommending that the agreement be approved for an amount not to exceed $70,000 to allow for a small contingency in case additional technical support is needed. The Developer will fully fund the costs for this agreement through an existing executed Reimbursement Agreement managed by the Community and Economic Development Department. The Developer has been working with the City to keep sufficient funds in the Project's reimbursement account. Upon approval of this agreement, the applicant will be required to deposit additional funding. Insufficient funds in the Developer's account will trigger the Community and Economic Development Director to stop work until adequate funds are deposited.

Alternatives

- Approve the resolution.
- Modify the resolution and provide other direction to Staff.
- Disapprove the resolution. This is not recommended as the Staff would have to pause this Project, which is part of the pipeline of housing projects in the Housing Element, previously adopted by the Council.

Planning/CEQA

The proposed agreement in itself is not a project as defined by the California Environmental Quality Act (CEQA) (CEQA Guidelines Section 15378). Rather, approval of the agreement would allow the City to initiate the EIR in order to comply with CEQA.

Public Notice Requirements

None required

Attachment(s):
Exhibit A - EMC Contract for Almond Acres EIR
Resolution No. 6192
Map
Agreement_Almond Acres Focused EIR

CONSULTING SERVICES AGREEMENT BETWEEN
THE CITY OF SOLEDAD AND
EMC PLANNING GROUP INC.

THIS AGREEMENT for consulting services is made by and between the City of Soledad ("City") and EMC Planning Group Inc ("Consultant") (together referred to as the "Parties") as of _____ (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 Exhibit A , 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 Exhibit A, the Agreement shall prevail.

1.1 Term of Services. The term of this Agreement shall begin on the Effective Date and shall end on December 31, 2025, 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 $70,000 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 Exhibit A, 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 Exhibit A.

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, _____ 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:

EMC Planning Group Inc.
Attn: Michael Groves
601 Abrego St
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 Exhibit A 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

EMC Planning Group Inc.

_____
Michael Groves, Senior Principal

RESOLUTION NO. 6192

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLEDAD APPROVING AND AUTHORIZING THE CITY MANAGER TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH EMC PLANNING GROUP INC. IN AN AMOUNT NOT TO EXCEED $70,000 TO PROVIDE PLANNING SERVICES FOR THE ALMOND ACRES SUBDIVISION PROJECT

WHEREAS, the City has received a request from Nino Homes ("Developer") to construct a small subdivision known as Almond Acres consisting of 55 small lot, single-family homes, a 12-unit affordable multifamily senior housing complex, and preservation of a 3.32-acre senior mobile home park ("Project") on an approximately 12.48 acre lot located west of Orchard Lane and off Cedar Lane (APN 022-0281-005); and

WHEREAS, the Project requires the completion of an entitlement process including a Vesting Tentative Map and Planned Unit Development ("Project") and environmental review to comply with the California Environmental Quality Act (CEQA); and

WHEREAS, since 2016, the City has worked with EMC Planning Group, Inc. to provide on-call planning services for multiple planning tasks, including CEQA assistance, preparation, and compliance; and

WHEREAS, under an existing planning services agreement, the City retained EMC Planning Group to complete the required environmental work for this Project, completing an Initial Study (IS) to determine the extent of the potential impacts; and

WHEREAS, after completing this IS, EMC identified significant and unavoidable impacts related to vehicle miles traveled ("VMT"), requiring the preparation of a focused Environmental Impact Report ("EIR"); and

WHEREAS, given EMC's knowledge of the Project after completing the IS, Staff requested and received a proposal from EMC to perform the EIR for a cost of $68,095.50; and

WHEREAS, Staff is recommending that the amount of the contract be increased to $70,000 and timeline extended to December 31, 2025 to allow for additional funding and time to account for unforeseen circumstances that could cause delays or result in added cost; and

WHEREAS, funding for the Agreement will be paid entirely by the Developer through a Reimbursement Agreement; and

WHEREAS, this Project is included in the housing pipeline in the City's Housing Element and will contribute to the implementation of the 6th Cycle Regional Housing Needs Allocation (RHNA).

NOW THEREFORE, BE IT HEREBY RESOLVED by the City Council of the City of Soledad that the Council approves a Professional Services Agreement between the City and EMC Planning Group, Inc. through December 31, 2025 in an amount not to exceed $70,000, a copy of which is attached hereto as **Exhibit A** and by this reference incorporated herein, and the City Manager is authorized and directed to execute the same on behalf of the City.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Soledad duly held on the 5th day of February 2025, by the following vote:

AYES, in favor thereof, Councilmembers:

NOES, Councilmembers:

ABSENT, Councilmembers:

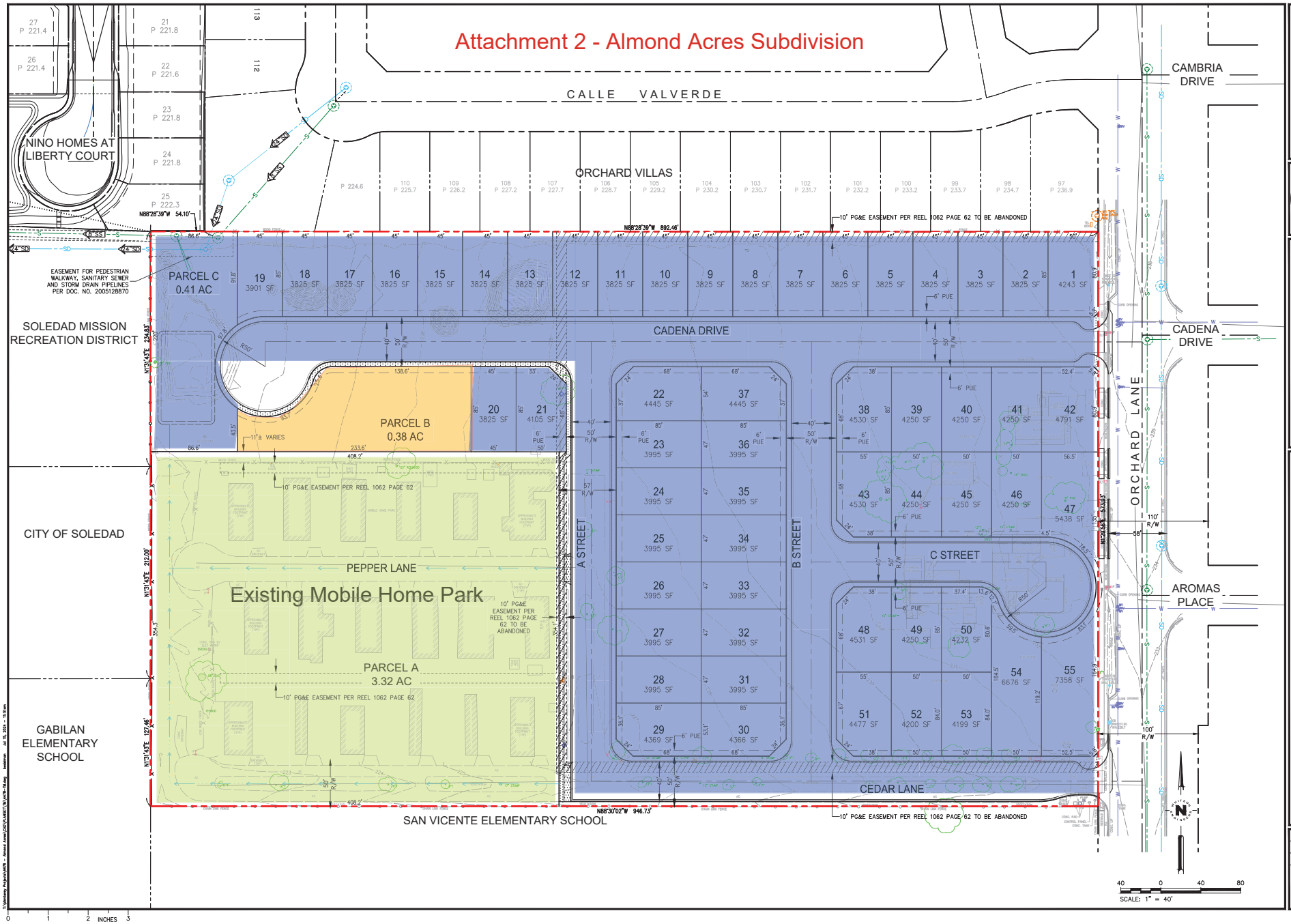
ABSTAIN, Councilmembers:

_____
ANNA VELAZQUEZ, Mayor

ATTEST:

_____
MEGAN HUNTER, City Clerk

Attachment 2 - Almond Acres Subdivision



Civil Engineering
Land Surveying
Whitson Engineers
Monterey, California
(831) 375-2326
whitsonengineers.com

REGISTERED PROFESSIONAL ENGINEER
ANDREW P. HUNTER
No. 87781
CIVIL
STATE OF CALIFORNIA

SUBMITTAL / REVISION		
2	7/12/2024	CITY SUBMITTAL
	BDE	

VESTING TENTATIVE MAP
ALMOND ACRES
SOLEDAD, CALIFORNIA
APN: 022-281-005
LOT AND BOUNDARY MAP

SCALE:	1" = 40'
DRAWN:	BDE
JOB No.:	4478.01
SHEET	C-2
	OF 3

NOT FOR CONSTRUCTION

Planning for Success.

December 31, 2024

Megan Hunter
City Manager
City of Soledad
248 Main Street
Soledad, CA 93960

Re: Contract to Prepare a Focused EIR for the Almond Acres Project

Dear Megan,

Thank you for requesting a scope and budget to prepare an EIR to focus on the previously discussed significant and unavoidable vehicle miles traveled (VMT) impact. The following scope and budget are proposed.

Scope of Work

Task 1 Project Management/Consultation

This task includes coordinating staff, general management and administration, and providing CEQA consultation for City staff. This proposal includes up to five hours of meetings, including virtual meetings.

Task 2 Notice of Preparation

EMC Planning Group will prepare the notice of preparation (NOP) that will be released to solicit feedback from public agencies on the scope and content of the EIR in accordance with CEQA Guidelines Section 15082. A draft NOP will be sent electronically (PDF) to the City for review and comment. EMC Planning Group will incorporate any and all comments into the final NOP, which will be provided to the City for its submittal to the State Clearinghouse. The initial study will be included as an attachment to the NOP.

This proposal assumes that the City will post the NOP with the County Clerk and the State Clearinghouse, and send copies to those on the City's CEQA documentation distribution list.

As part of the NOP process, it is possible that comments on the scope and/or conclusions in the attached initial study will be received. It is assumed that such comments would not require that revisions be made to the initial study or require new technical analyses. If such are required, a contract amendment would be required.

Task 3 Administrative Draft EIR

The administrative draft EIR will include the following sections: Introduction, Summary, Environmental Setting, Consistency Analysis, Project Description, Vehicle Miles Traveled Analysis, Cumulative Impacts, Unavoidable Impacts, Growth Inducing Impacts, Alternatives (up to three, including the "No Project" alternative), Organization and Persons Contacted, and Sources, as well as appropriate appendices. The initial study being prepared for the project will be included as an appendix as a basis to focus the scope of the EIR on the VMT issue.

Note: Due to the basic nature of the project issues, we're assuming that a proof draft EIR task is not necessary. If the City chooses to have the City Attorney's office review the CEQA documentation, the ability to omit a proof draft task may be uncertain. If this task proves to be required, a contract amendment would be required and the project schedule would be extended by approximately six to eight weeks, with the assumption the City Attorney will provide comments on the administrative draft EIR within three weeks of receiving the document.

Task 4 Public Review Draft EIR

EMC Planning Group will prepare the public review draft EIR after reviewing and incorporating all City comments on the administrative draft EIR. EMC Planning Group will electronically provide one (1) PDF copy of the public review draft EIR and appendices for the City's use in the public review draft distribution process. No hard copies will be provided. The City is also responsible for uploading the public review draft EIR to the City's website.

Task 5 Administrative Final EIR and Draft Mitigation Monitoring and Reporting Program

Upon completion of the 45-day public review period, EMC Planning Group will evaluate the comments received on the public review draft EIR and prepare written responses in consultation with City staff. EMC Planning Group will prepare an administrative final EIR,

including a draft response to comments document, and draft mitigation monitoring and reporting program (MMRP), which will include mitigation measures from both the initial study/mitigated negative declaration and the EIR.

The budget accommodates responding to up to five (5) comment letters at the total level of effort shown in the budget. If the level of effort would exceed the assumed number of hours, a contract amendment may be required.

Task 6 Final EIR and Final Mitigation Monitoring and Reporting Program

EMC Planning Group will prepare a final EIR and provide an electronic (PDF) copy to the City. EMC Planning Group will also prepare the final MMRP after incorporating all City input on the draft MMRP. The final MMRP will be provided electronically (PDF) to the City at the same time as the final EIR.

Task 7 CEQA Findings and Statement of Overriding Considerations

EMC Planning Group will prepare a draft version (in PDF format) of the CEQA findings and statement of overriding considerations for review by City staff. It is assumed that City staff and/or the City Attorney will review and make any modifications to the draft version to prepare the final version.

The budget for this task includes time for EMC Planning Group to attend a virtual meeting to answer questions on the draft findings, if needed.

Task 8 Public Hearings

EMC Planning Group will attend two public hearings, one Planning Commission and one City Council, to answer questions on the environmental analysis and documentation.

Schedule and Budget

A preliminary schedule is shown below.

The EIR budget can be found attached to this contract amendment.

Task	Number Of Weeks	Cumulative Number of Weeks
Prepare Admin Draft NOP/	2	2
City Staff Review/Prepare and Distribute Final NOP	1	3
Prepare Admin Draft EIR	4	6
City Staff Admin Draft EIR Review	2	8
Prepare Public Review Draft EIR	2	10
45-Day Public Review Period	7	17
Prepare Administrative Final EIR	3	20
City Staff Review	2	22
Prepare Final EIR/MMRP	1	23
CEQA Findings and Statement of Overriding Considerations	3	25
Total		**25**

Please let me know if you have any questions.

Sincerely,

Shoshana Lutz
Senior Planner

Attached: EIR Budget

Almond Acres Project - Focused EIR Contract Amendment Budget							
Task	**EMC Planning Group Inc.**						
Staff	Senior Principal	Senior Planner	Graphics	Production Manager	Admin./ Production	**Total Hours**	**Total Cost**
Billing Rate (Per Hour)	$295.00	$225.00	$150.00	$165.00	$125.00		
Task 1 Project Management and Consultation	12	20	0	0	3	35	$8,415.00
Task 2 Notice of Preparation	2	8	3	1	0	14	$3,005.00
Task 3 Administrative Draft EIR	24	77	6	3	0	110	$25,800.00
Task 4 Public Review Draft EIR	6	20	0	3	0	29	$6,765.00
Task 5 Administrative Final EIR and Draft MMRP	4	32	0	1	0	37	$8,545.00
Task 6 Final EIR and Final MMRP	2	8	0	1	0	11	$2,555.00
Task 7 CEQA Findings and Statement of Overriding Considerations	7	24	0	1	0	32	$7,630.00
Task 8 Public Hearings	3	14	0	0	0	17	$4,035.00
Subtotal (Hours)	60	203	9	10	3	**Total Hours**	**Total Cost**
Subtotal (Cost)	$17,700.00	$45,675.00	$1,350.00	$1,650.00	$375.00	**285**	**$66,750.00**

Additional Costs	
Production/Printing Costs	$0.00
Travel Costs	$120.00
Postal/Deliverables	$0.00
Miscellaneous	$50.00
Administrative Overhead 15%	$25.50
Total	**$195.50**

Subconsultant Fees	
Hexagon Transportation Consultants (virtual attendance at 1 public hearing)	$1,000.00
Subconsultant Overhead 15%	$150.00
Total	**$1,150.00**

Total Costs	**$68,095.50**

NOTE: This proposed budget is valid for 90 days

CITY OF SOLEDAD
STAFF REPORT

SUBJECT: **Resolution No. 6193, A Resolution of the City Council of the City of Soledad Approving a Contract for Construction Services with Zara Construction Inc. in an Amount of $192,164 Plus a 15% Contingency for a Total not to Exceed Amount of $220,988.60 for the Highway Safety Improvement Program Cycle (HSIP) 10 and Authorizing The City Manager to Execute said Contract on Behalf of the City of Soledad**

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

FROM: **Juan Huerta, Assistant Engineer**

THROUGH: **Megan Hunter, City Manager**

MEETING DATE: **February 5, 2025**

Recommendation

It is recommended that the City Council of the City of Soledad Consider and Adopt Resolution No. 6193, "Approving a Contract for Construction Services with Zara Construction in an Amount of $192,164 plus a 15% Contingency for a total not to exceed amount of $220,988.60 for the Highway Safety Improvement Program Cycle (HSIP) 10 Project and Authorizing the City Manager to Execute said Contract on Behalf of the City of Soledad".

Executive Summary

The Highway Safety Improvement Program, enacted by the federal government, aims to significantly reduce fatalities and serious injuries on all public roads. The City of Soledad applied for and received funding from Cycle 10 of this program, totaling $250,000, to address safety concerns at two of the city's existing intersections. The project will focus on improving safety at the intersections of North Street and Main Street, as well as Anderson Street and West Street, which have been identified as needing enhancements. Planned improvements include the installation of curb islands, high-visibility crosswalks, enhanced crosswalk signage, pavement markers, rectangular rapid flashing beacons, flashing stop signs, and truncated domes at existing curb ramps. These enhancements will significantly increase safety at both locations and benefit the community.

Background

The City of Soledad participates in several Street Safety funding programs, including the Active Transportation Plan (ATP), Highway Safety Improvement Plan (HSIP), Safe Routes to Schools (SRTS), and Local Road Safety Plan (LRSP). The city applies for funding from these programs to budget for data collection, public outreach, and design and construction of needed road safety projects.

The Highway Safety Improvement Program (HSIP) is a core federal aid program that aims to significantly reduce traffic fatalities and serious injuries on all public roads. The HSIP requires a data-driven, strategic approach to improving highway safety on all public roads with a focus on performance. The city applied for and was awarded HSIP Cycle 10 funding of $250,000 to support pedestrian safety improvements at existing intersections. The intersections associated with the project were selected due to safety concerns near schools, particularly during peak hours when students arrive and leave school.

Review & Analysis

The original HSIP 10 project had a broader scope that included work at five intersections throughout the City of Soledad. However, the bids received from qualified contractors for this scope were significantly higher than the available funding. As a result, the city decided to reject the initial bids and reissue them with a reduced scope. This revised plan will focus on one primary intersection, with the potential for a second as a bid alternate.

The intersection selected for this project is the one at Main Street and North Street, located near Main Street Middle School. The alternate location for bidding is at Anderson Street and West Street. These intersections were identified as high-priority areas that would yield the best benefit-to-cost ratio (BCR).

The proposed safety improvements at these intersections will include curb islands, high-visibility crosswalks, enhanced crosswalk signage, pavement markers, rectangular rapid flashing beacons, flashing stop signs, and truncated domes at existing curb ramps. The city aims to implement these safety enhancements at the Main and North Street intersection and at the alternate location on Anderson and West Street.

Staff prepared and formally advertised through Planetbids a formal Request for Bids (RFB) from qualified individuals or firms for the Highway Safety Improvement Program Cycle 10 Project. This RFB was rebid on December 18, 2024, with a bid close date of January 15, 2025. The City received five (5) bids, as shown in the table:

Name of Bidder	Bid Amount
Zara Construction	$127,070.00
Grade Break Engineering Inc	$153,787.00
TCW Concrete	$159,822.00
F. Loduca Co.	$195,039.50
Monterey Peninsula Engineering	$221,401.50

Staff has reviewed the bids and determined that Zara Construction is both the lowest bidder and a responsive, responsible bidder. Zara Construction's bid of $127,070 is below the Engineer's Estimate of $131,970. Therefore, staff recommends approving a contract with Zara Construction for the construction services associated with the base bid, as well as the bid alternate totaling $65,094. Additionally, there will be a 15% contingency of $28,824.60. This brings the total amount to not exceed $220,988.60 for the Highway Safety Improvement Program Cycle (HSIP) 10 Project. The City

will use its standard contract form for this agreement.

Financial Considerations

Funding for this project will be allocated from the Highway Safety Improvement Program Cycle 10 (HSIP) grant. A total of $250,000 has been allocated specifically for the project's construction phase. This funding will cover the base bid, the bid alternative, and will also include a 15% contingency, amounting to a total of $220,988.60.

Alternatives

- Approve the resolution as presented; or
- Approve the resolution with modifications; or
- Reject the proposed resolution. This is not recommended as the HSIP Cycle 10 funding must be expended before the March 2026 deadline, and it will enable the City to improve safety near Main Street Middle School further.

Planning/CEQA

The proposed project is categorically exempt under Class 1(c) Existing Facilities, having met the qualifying criteria provided under CEQA Guidelines Section 15301. Class 1 consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features involving negligible or no expansion of existing or former use. Section 15301 provides some, but does not limit the project scope to, examples of such projects, existing highways and streets, sidewalks, gutters, bicycle and pedestrian trails, and similar facilities (this includes road grading for the purpose of public safety and other alterations such as the addition of bicycle facilities, including but not limited to bicycle parking, bicycle-share facilities and bicycle lanes, transit improvements such as bus lanes, pedestrian crossings, street trees, and other similar alterations that do not create additional automobile lanes). As detailed above, the HSIP 10 project would be exempt from CEQA applicability.

Public Notice Requirements

None Required.

Attachment(s):
Resolution No. 6193
Exhibit A

RESOLUTION NO. 6193

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLEDAD APPROVING A CONTRACT FOR CONSTRUCTION SERVICES WITH ZARA CONSTRUCTION IN AN AMOUNT OF $192,164 PLUS A 15% CONTINGENCY FOR A TOTAL NOT TO EXCEED AMOUNT OF $220,988.60 FOR THE HIGHWAY SAFETY IMPROVEMENTS CYCLE 10 (HSIP 10) PROJECT AND AUTHORIZING THE CITY MANAGER TO EXECUTE SAID CONTRACT ON BEHALF OF THE CITY OF SOLEDAD

WHEREAS the City of Soledad participates in several street safety funding programs and

WHEREAS, the City successfully applied for and received Highway Safety Improvement Program Cycle 10 (HSIP 10) funding of $250,000 to enhance pedestrian safety at five intersections; and

WHEREAS, the City advertised the HSIP 10 project through Planetbids, but the received bids were significantly higher than the funding amount; and

WHEREAS, due to initial bids exceeding the available funding, the City decided to reject the bids and rebid with a reduced scope of work aimed at enhancing pedestrian safety improvements at one intersection, with the option to address an additional intersection; and

WHEREAS, staff prepared a revised Request for Bids (RFB) and on December 18, 2024, formally readvertised the HSIP 10 Project through Planetbids, soliciting qualified individuals for construction services with a bid close date of January 15, 2025; and

WHEREAS, the City received five (5) bids for the HSIP 10 Project; and

WHEREAS, staff reviewed the bid proposal and determined that Zara Construction is the lowest responsive and responsible bidder; and

WHEREAS, staff, therefore, recommends approval of a contract with Zara Construction for the construction services of the HSIP 10 Project for the base bid amount of $192.164 plus a 15% contingency for a total amount of $28,824.60 and the City's Standard Contract form will be used; and

WHEREAS, the proposed project is categorically exempt under Class 1(c) Existing Facilities, having met the qualifying criteria provided under CEQA Guidelines Section 15301. Class 1 consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features involving negligible or no expansion of existing or former use; and

WHEREAS, the City received a grant through the Highway Safety Improvement Program Cycle 10 Program to fund this project.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Soledad hereby approves a Construction Services Contract between the City of Soledad and Zara Construction for the HSIP Cycle 10 Project in an amount not to exceed $220,988.60, and a copy of the bid proposal from Zara Construction Inc. is attached as **"Exhibit A"** and incorporated by reference.

BE IT FURTHER RESOLVED that the City Council of the City of Soledad authorizes and directs the City Manager to execute this contract 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 5th day of February 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

ZARA
ENGENEERING & CONSTRUCTION

CSLB NUMBER: **1063261**
DIR NUMBER: **1000854264**
Class General Eng. A & B

CONSTRUCTION PROPOSAL

PREPARED FOR

CITY OF SOLEDAD
248 Main Street Soledad, CA 93960

Project Enginee
Gabriel O. Gutierrez Garcia, P.E

PREPARED BY

Zara Construction Inc.
2343 Donner Pass Ave
Sacramento, CA 95835

Phone: +1 (650) 353-8485
Email: atif@zaraconstruction.com



Bid Proposal

Pedestrian Safety Improvements Project HSIP Cycle 10

Zara Construction Inc ("Bidder") hereby submits this Bid Proposal to the City of Soledad ("City") for the above-referenced project ("Project") in response to the Notice Inviting Bids and in accordance with the Contract Documents referenced in the Notice.

1. **Base Bid.** Bidder proposes to perform and fully complete the Work for the Project as specified in the Contract Documents, within the time required for full completion of the Work, including all labor, materials, supplies, and equipment and all other direct or indirect costs including, but not limited to, taxes, insurance and all overhead, for the following price ("Base Bid"):
   $127,070.

2. **Bid Alternates.** Bidder submits the following prices for the specified bid alternate:

   Alternate A – Additive Bid Items (Anderson Street and West Street)

   Add/Deduct: $65,094

3. **Addenda.** Bidder agrees that it has confirmed receipt of or access to, and reviewed, all addenda issued for this bid. Bidder waives any claims it might have against the City based on its failure to receive, access, or review any addenda for any reason. Bidder specifically acknowledges receipt of the following addenda:

Addendum:	Date Received:	Addendum:	Date Received:
#01	01/13/2025	#05	
#02		#06	
#03		#07	
#04		#08	

4. **Bidder's Certifications and Warranties.** By signing and submitting this Bid Proposal, Bidder certifies and warrants the following:

   4.1 Examination of Contract Documents. Bidder has thoroughly examined the Contract Documents and represents that, to the best of Bidder's knowledge, there are no errors, omissions, or discrepancies in the Contract Documents, subject to the limitations of Public Contract Code § 1104.

   4.2 Examination of Worksite. Bidder has had the opportunity to examine the Worksite and local conditions at the Project location.

   4.3 Bidder Responsibility. Bidder is a responsible bidder, with the necessary ability, capacity, experience, skill, qualifications, workforce, equipment, and resources to perform or cause the Work to be performed in accordance with the Contract Documents and within the Contract Time.

   4.4 Responsibility for Bid. Bidder has carefully reviewed this Bid Proposal and is solely responsible for any errors or omissions contained in its completed bid. All statements and information provided in this Bid Proposal and enclosures are true and correct to the best of Bidder's knowledge.

4.5 Nondiscrimination. In preparing this bid, the Bidder has not engaged in discrimination against any prospective or present employee or Subcontractor on grounds of race, color, ancestry, national origin, ethnicity, religion, sex, sexual orientation, age, disability, or marital status.

4.6 Iran Contracting Act. If the Contract Price exceeds $1,000,000, Bidder is not identified on a list created under the Iran Contracting Act, Public Contract Code § 2200 et seq. (the "Act"), as a person engaging in investment activities in Iran, as defined in the Act, or is otherwise expressly exempt under the Act.

5. Award of Contract. By signing and submitting this Bid Proposal, Bidder agrees that, if City issues the Notice of Potential Award to Bidder, then within ten days following issuance of the Notice of Potential Award to Bidder, Bidder will do all of the following:

5.1 Execute Contract. Enter into the Contract with City in accordance with the terms of this Bid Proposal, by signing and submitting to City the Contract prepared by City using the form included with the Contract Documents;

5.2 Submit Required Bonds. Submit to City a payment bond and a performance bond, each for 100% of the Contract Price, using the bond forms provided and in accordance with the requirements of the Contract Documents;

5.3 Insurance Requirements. Submit to City the insurance certificate(s) and endorsement(s) as required by the Contract Documents; and

5.4 Certificates of Reported Compliance. Submit to City valid Certificates of Reported Compliance for its fleet and its listed Subcontractors, if applicable, if the Project involves the use of vehicles subject to the Off-Road Regulation. (See Section 16 of the Instructions to Bidders.)

6. Bid Security. As a guarantee that, if awarded the Contract, Bidder will perform its obligations under Section 4 above, Bidder is enclosing bid security in the amount of ten percent of its maximum bid amount in one of the following forms (check one):

____ A cashier's check or certified check payable to City and issued by _____ [Bank name] in the amount of $_____.

● A bid bond, using the Bid Bond form included with the Contract Documents, payable to City and executed by a surety licensed to do business in the State of California.

This Bid Proposal is hereby submitted on 01/15, 2025.

[Signatures are on the following page.]

s/ Atif Zahoor

Atif Zahoor President
Name and Title

s/ Natalia

Ntalia Zahoor Seceratry
Name and Title

[See Section 3 of Instructions to Bidders]

Zara Construction Inc
Company Name

1063261 2/28/2026 A B
License #, Expiration Date, and Classification

2343 Donner Pass Ave
Address

PW-LR-1000854264
DIR Registration #

Sacramento CA 95835
City, State, Zip

650-353-8485
Phone

Atif Zahoor
Contact Name

atiffza@gmail.com
Contact Email

END OF BID PROPOSAL

Bid Schedule

This Bid Schedule must be completed in ink and included with the sealed Bid Proposal. Pricing must be provided for each Bid Item as indicated. Items marked "(SW)" are Specialty Work that must be performed by a qualified Subcontractor. The lump sum or unit cost for each item must be inclusive of all costs, whether direct or indirect, including profit and overhead. The sum of all amounts entered in the "Extended Total Amount" column must be identical to the Base Bid price entered in Section 1 of the Bid Proposal form.

AL = Allowance CF = Cubic Feet CY = Cubic Yard EA = Each LB = Pounds
LF = Linear Foot LS = Lump Sum SF = Square Feet TON = Ton (2000 lbs)

Base Bid

BID ITEM NO.	ITEM DESCRIPTION	EST. QTY.	UNIT	UNIT COST	EXTENDED TOTAL AMOUNT
1	Mobilization	1	LS	$ 10,000	$ 10,000
2	Traffic Control System	1	LS	$ 12,000	$ 12,000
3	Water Pollution Control	1	LS	$ 3,500	$ 3,500
4	CPM Schedule	1	LS	$ 2,000	$ 2,000
5	Lead Compliance Plan	1	LS	$ 2,000	$ 2,000
6	Grind and Removal of Existing Roadway	21	CY	$ 500	$ 10,500
7	Minor Concrete (Type A1 Curb)*	267	LF	$ 120	$ 32,040
8	Minor Concrete (Sidewalk Median Paving)*	356	SF	$ 60	$ 21,360
9	Remove and Relocate Monument	1	EA	$ 5,000	$ 5,000
10	Removal of Thermoplastic Striping	691	SF	$ 7	$ 4,837
11	Thermoplastic Crosswalk (Continental)	360	SF	$ 13	$ 4,680
12	Pavement Marking (Limit Line/Stop Line)	71	SF	$ 13	$ 923
13	Solar Powered LED Stop Signs	3	EA	$ 3,000	$ 9,000
14	Install Traffic Sign and Post	1	EA	$ 700	$ 700
15	Remove Traffic Sign and Post	4	EA	$ 300	$ 1,200
16	Pavement Markings (White)	135	SF	$ 35	$ 4,725
17	Thermoplastic Traffic Stripe – Detail 39	150	LF	$ 8	$ 1,200
18	Thermoplastic Traffic Stripe – Detail 39A	120	LF	$ 8	$ 960
19	Red Curb Markings	89	LF	$ 5	$ 445

* Final Pay Quantity

TOTAL BASE BID: Items 1 through 19 inclusive: $ 127,070

Note: The amount entered as the "Total Base Bid" should be identical to the Base Bid amount entered in Section 1 of the Bid Proposal form.

BIDDER NAME: Zara Construction Inc

Alternate A – Additive Bid Items (Anderson Street and West Street)

BID ITEM NO.	ITEM DESCRIPTION	EST. QTY.	UNIT	UNIT COST	EXTENDED TOTAL AMOUNT
A-1	Solar Powered Rectangular Rapid Flashing Beacon	2	EA	$ 19,500	$ 39,000
A-2	Detectable Warning Surface	36	SF	$ 200	$ 7,200
A-3	Removal of Thermoplastic Striping	520	SF	$ 8	$ 4,160
A-4	Thermoplastic Crosswalk (Continental)	480	SF	$ 13	$ 6,240
A-5	Pavement Marking (Limit Line/Stop Line)	20	SF	$ 13	$ 260
A-6	Pavement Marking (Yield Line)	48	SF	$ 18	$ 864
A-7	Solar Powered LED Stop Signs	1	EA	$ 4,000	$ 4,000
A-8	Install Traffic Sign and Post	2	EA	$ 700	$ 1,400
A-9	Remove Traffic Sign and Post	4	EA	$ 300	$ 1,200
A-10	Pavement Markings (White)	22	SF	$ 35	$ 770

TOTAL BID ALTERNATE "A": Items A-1 through A-10 inclusive: $ 65,094

Note: The amount entered as the Total Bid Alternate "A" should be identical to the Total Bid Alternate "A" amount entered in Section 1 of the Bid Proposal form

BIDDER NAME: Zara Construction Inc

END OF BID SCHEDULE

Subcontractor List

For each Subcontractor that will perform a portion of the Work in an amount in excess of one-half of 1% of the Bidder's total Base Bid,[1] the bidder must list a description of the Work, the name of the Subcontractor, its California contractor license number, the location of its place of business, its DIR registration number, and the portion of the Work that the Subcontractor is performing based on a percentage of the Base Bid price.

DESCRIPTION OF WORK	SUBCONTRACTOR NAME	CALIFORNIA CONTRACTOR LICENSE NO.	LOCATION OF BUSINESS	DIR REG. NO.	PERCENT OF WORK
Striping	DG Striping Inc	1086970	2612 Sobrante Way Rancho Cordova, Ca 95670	PW-LR-1001089494	21

END OF SUBCONTRACTOR LIST

[1] For street or highway construction, this requirement applies to any subcontract of $10,000 or more.

Noncollusion Declaration

TO BE EXECUTED BY BIDDER AND SUBMITTED WITH BID

The undersigned declares:

I am the President [title] of Zara Construction Inc [business name], the party making the foregoing bid.

The bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation. The bid is genuine and not collusive or sham. The bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid. The bidder has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or to refrain from bidding. The bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder. All statements contained in the bid are true. The bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof, to effectuate a collusive or sham bid, and has not paid and will not pay, any person or entity for such purpose.

Any person executing this declaration on behalf of a bidder that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity, hereby represents that he or she has full power to execute, and does execute, this declaration on behalf of the bidder.

This declaration is intended to comply with California Public Contract Code § 7106 and Title 23 U.S.C § 112.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration is executed on 01/15/2025 [date], at Sacramento [city], CA [state].

s/Atif Zahoor

Atif Zahoor
Name [print]

END OF NONCOLLUSION DECLARATION

Bidder's Questionnaire

PEDESTRIAN SAFETY IMPROVEMENTS PROJECT
HIGHWAY SAFETY IMPROVEMENT PROGRAM (HSIP) CYCLE 10

Within 48 hours following a request by City, a bidder must submit to City a completed, signed Bidder's Questionnaire using this form and all required attachments, including clearly labeled additional sheets as needed. City may request the Questionnaire from one or more of the apparent low bidders following the bid opening, and may use the completed Questionnaire as part of its investigation to evaluate a bidder's qualifications for this Project. The Questionnaire must be filled out completely, accurately, and legibly. Any errors, omissions, or misrepresentations in completion of the Questionnaire may be grounds for rejection of the bid or termination of a Contract awarded pursuant to the bid.

Part A: General Information

Bidder Business Name: Zara Construction Inc ("Bidder")

Check One:
S Corporation (State of incorporation: California)
___ Partnership
___ Sole Proprietorship
___ Joint Venture of: _____
___ Other: _____

Main Office Address and Phone: 2343 Donner Pass Ave Sacramento CA 95835
6503538485

Local Office Address and Phone: 2343 Donner Pass Ave Sacramento CA 95835
6503538485

Website Address: zaraconstruction.com

Owner of Business: Atif Zahoor

Contact Name and Title: Atif Zahoor President

Contact Phone and Email: 6503538485 atiffza@gmail.com

Bidder's California Contractor's License Number(s): 1063261

Bidder's DIR Registration Number: PW-LR-1000854264

Part B: Bidder Experience

1. How many years has Bidder been in business under its present business name? 05 years

2. Has Bidder completed projects similar in type and size to this Project as a general contractor?
● Yes _____ No

3. Has Bidder ever been disqualified from a bid on grounds that it is not responsible, or otherwise disqualified or debarred from bidding under state or federal law?
_____ Yes ● No

If yes, provide additional information on a separate sheet regarding the disqualification or debarment, including the name and address of the agency or owner of the project, the type and size of the project, the reasons that Bidder was disqualified or debarred, and the month and year in which the disqualification or debarment occurred.

4. Has Bidder ever been terminated for cause, alleged default, or legal violation from a construction project, either as a general contractor or as a subcontractor?
_____ Yes _____ No

If yes, provide additional information on a separate sheet regarding the termination, including the name and address of the agency or owner of the subject project, the type and size of the project, whether Bidder was under contract as a general contractor or a subcontractor, the reasons that Bidder was terminated, and the month and year in which the termination occurred.

5. Provide information about Bidder's past projects performed as general contractor as follows:

5.1 Six most recently completed public works projects within the last three years;

5.2 Three largest completed projects within the last three years; and

5.3 Any project which is similar to this Project including scope and character of the work.

6. Use separate sheets to provide all of the following information for each project identified in response to the above three categories:

6.1 Project name, location, and description;
6.2 Owner (name, address, email, and phone number);
6.3 Prime contractor, if applicable (name, address, email, and phone number);
6.4 Architect or engineer (name, email, and phone number);
6.5 Project and/or construction manager (name, email, and phone number);
6.6 Scope of work performed (as general contractor or as subcontractor);
6.7 Initial contract price and final contract price (including change orders);
6.8 Original scheduled completion date and actual date of completion;
6.9 Time extensions granted (number of days);
6.10 Number and amount of stop notices or mechanic's liens filed;
6.11 Amount of any liquidated damages assessed against Bidder; and
6.12 Nature and resolution of any project-related claim, lawsuit, mediation, or arbitration involving Bidder.

Part C: Safety

1. Provide Bidder's Experience Modification Rate (EMR) for the last three years:

Year	EMR
2022	0.9
2023	0.7
2024	0.4

2. Complete the following, based on information provided in Bidder's CalOSHA Form 300 or Form 300A, Annual Summary of Work-Related Illnesses and Injuries, from the most recent past calendar year:

2.1 Number of lost workday cases: 0
2.2 Number of medical treatment cases: 0
2.3 Number of deaths: 0

3. Has Bidder ever been cited, fined, or prosecuted by any local, state, or federal agency, including OSHA, CalOSHA, or EPA, for violation of any law, regulation, or requirements pertaining to health and safety?

_____ Yes _____ No

If yes, provide additional information on a separate sheet regarding each such citation, fine, or prosecution, including the name and address of the agency or owner of the project, the type and size of the project, the reasons for and nature of the citation, fine, or prosecution, and the month and year in which the incident giving rise to the citation, fine, or prosecution occurred.

4. Name, title, and email for person responsible for Bidder's safety program:

Atif Zahoor	President	atiffza@gmail.com
Name	Title	Email

Part D: Verification

In signing this document, I, the undersigned, declare that I am duly authorized to sign and submit this Bidder's Questionnaire on behalf of the named Bidder, and that all responses and information set forth in this Bidder's Questionnaire and accompanying attachments are, to the best of my knowledge, true, accurate and complete as of the date of submission. **I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.**

Signature: Atif Zahoor Date: 01/15/2025

By: Atif Zahoor President
Name and Title

END OF BIDDER'S QUESTIONNAIRE

SURETY BOND PROFESSIONALS INC.
YOUR BOND PARTNER

BID BOND ATTACHED

Thank you for choosing Surety Bond Professionals for support of all your bonding needs.

It is your responsibility to ensure the bid bond conforms with your needs and instructions to us, including but not limited to the correct coverages and parties, and with any laws applicable to your operations and/or the contract requiring the bid bond, and to advise us immediately. in writing, if the bid bond for so executed does not contain the proper information. Accordingly, it is incumbent upon you to carefully review the bond, and we will expect that you will, double-check all information, including signatures. dates, amounts and job descriptions for accuracy, and to verify that the bid bond form we executed is the form required by specification. This will avoid the possibility of having a low bid rejected because of a clerical error. We will also expect you to verify that anything unusual that has been requested by the obligee is attached.

If, following your review of the bond, you do not advise us in writing of any problem of deficiency in its terms and information but submit the bond as is, your submission will constitute your verification, and we will justifiably assume that the bond form as issued is correct and appropriate for the purpose for which it is being submitted. You further understand that we will have no liability for any deficiencies or discrepancies not brought to our attention in accordance with this letter.

THE BID BOND AUTHORIZATION IS BASED UPON YOUR ORIGINAL ESTIMATE. IF THE ACTUAL BID PRICE EXCEEDS THIS ESTIMATE BY 10% OR MORE, YOU MUST CONTACT US FOR ADDITIONAL AUTHORITY.

********** PLEASE PROVIDE BID RESULTS BELOW **********

Company Name: _____

Project: _____

Contractor Name:	Bid Amount:
1st _____	$ _____
2nd _____	$ _____
3rd _____	$ _____

Your Bid: _____

We greatly value the relationship we have established so if we can lend our support or assistance at any point in the future, please do not hesitate to contact us.

If you know of anyone whom might benefit from our bonding services, please let us know or provide them with our contact information.

Thank you!

205 UNION STREET, 2ND FLOOR, SOUTH NATICK, MA 01760
TOLL FREE: 855-5 SURETY (855-578-7389) I 781-559-0568 I FAX: 781-559-0569 I SURETYBONDPROFESSIONALS.COM

Bid Bond

Zara Construction, Inc. ("Bidder") has submitted a bid, dated January 15, 20 25 ("Bid"), to the City of Soledad ("City") for work on the ST22-003 - Pedestrian Safety Improvements Project, HSIP Cycle 10 ("Project"). Under this duly executed bid bond ("Bid Bond"), Bidder as Principal and United Surety Insurance Company, its surety ("Surety"), are bound to City as obligee in the penal sum of ten percent of the maximum amount of the Bid (the "Bond Sum"). Bidder and Surety bind themselves and their respective heirs, executors, administrators, successors and assigns, jointly and severally, as follows:

1. **General.** If Bidder is awarded the Contract for the Project, Bidder will enter into the Contract with City in accordance with the terms of the Bid.

2. **Submittals.** Within ten days following issuance of the Notice of Potential Award to Bidder, Bidder must submit to City the following:

   2.1 **Contract.** The executed Contract, using the form provided by City in the Project contract documents ("Contract Documents");

   2.2 **Payment Bond.** A payment bond for 100% of the maximum Contract Price, executed by a surety licensed to do business in the State of California using the Payment Bond form included with the Contract Documents;

   2.3 **Performance Bond.** A performance bond for 100% of the maximum Contract Price, executed by a surety licensed to do business in the State of California using the Performance Bond form included with the Contract Documents;

   2.4 **Insurance.** The insurance certificate(s) and endorsement(s) required by the Contract Documents;

   2.5 **Certificates of Reported Compliance.** Valid Certificates of Reported Compliance for its fleet and its listed Subcontractors, if applicable, in accordance with the In-Use Off-Road Diesel-Fueled Fleets Regulation (13 CCR § 2449 et seq.) ("Off-Road Regulation"), if the Project involves the use of vehicles subject to the Off-Road Regulation; and any other documents required by the Instructions to Bidders or Notice of Potential Award.

3. **Enforcement.** If Bidder fails to execute the Contract or to submit the bonds, insurance certificates, and valid Certificates of Reported Compliance as required by the Contract Documents, Surety guarantees that Bidder forfeits the Bond Sum to City. Any notice to Surety may be given in the manner specified in the Contract and delivered or transmitted to Surety as follows:

Attn: Claims
Address: 303 Congress Street, Suite 502
City/State/Zip: Boston, MA 02210
Phone: (617) 471-1112
Fax: (617) 471-1116
Email: claims@unitedcasualty.com

4. **Duration and Waiver.** If Bidder fulfills its obligations under Section 2, above, then this obligation will be null and void; otherwise, it will remain in full force and effect for 60 days following the bid opening or until this Bid Bond is returned to Bidder, whichever occurs first. Surety waives the provisions of Civil Code §§ 2819 and 2845.This Bid Bond is entered into and effective on January 15, 2025.

SURETY:

United Surety Insurance Company
Business Name

s/ _____ January 15, 2025
Date

Mark D. Leskanic, Attorney-in-Fact
Name, Title

(Attach Acknowledgment with Notary Seal and Power of Attorney)

BIDDER:

Zara Construction, Inc.
Business Name

s/ _____ January 15, 2025
Date

_____
Name, Title

END OF BID BOND

Principal Acknowledgment

State of _____}
} ss:
County of _____}

On this _____ day of _____, 2025, before me personally came_____ to me known and who being by me duly sworn, did depose and say that he is the _____of _____. the corporation described in and which executed the above instrument; that he knows the seal of said corporation, that the seal affixed to said instrument is such corporate seal; that it was so affixed by order of the Board of Directors of said corporation, and that he signed his/her name thereto by like order.

My commission expires_____ _____
Notary Public

Surety Acknowledgment

State of Massachusetts }
} ss:
County of Middlesex }

On this 15th day of January, 2025, before me personally came Mark D. Leskanic to me known, who, being by me duly sworn, did depose and say that he/she is an attorney-in-fact of United Surety Insurance Company the corporation described in and which executed the within instrument; that he knows the corporate seal of said corporation; that the seal affixed to the within instrument is such corporate seal, and that he signed the said instrument and affixed the said seal as Attorney-in-Fact by authority of the Board of Directors of said corporation and by authority of this office under the Standing Resolutions thereof.

My commission expires October 26, 2029

Andrea Hughes
Notary Public

ANDREA HUGHES
Notary Public, Commonwealth of Massachusetts
My Commission Expires October 26, 2029

UNITED CASUALTY AND SURETY INSURANCE COMPANY
US Casualty and Surety Insurance Company
United Surety Insurance Company

POWER OF ATTORNEY

Agency No: 171333

KNOW ALL MEN BY THESE PRESENTS: That United Casualty and Surety Insurance Company, a corporation of the State of Nebraska, and US Casualty and Surety Insurance Company and United Surety Insurance Company, assumed names of United Casualty and Surety Insurance Company (collectively, the Companies), do by these presents make, constitute and appoint: **Mark D. Leskanic, Matthew Leskanic, Greg Angel, Colin Warner, Lauren Leskanic**

its true and lawful Attorney(s)-in-Fact, each in their separate capacity if more than one is named above, with full power and authority hereby conferred in its name, place and stead, to execute, acknowledge and deliver **any and all bonds, recognizances, undertakings or other instruments or contracts of suretyship to include riders, amendments, and consents of surety, providing the bond penalty does not exceed Five Million & 00/100 Dollars ($5,000,000.00)**. This Power of Attorney shall expire without further action on December 31st, 2024.

This Power of Attorney is granted under and by authority of the following resolutions adopted by the Board of Directors of the Companies at a meeting duly called and held on the 1st day of July, 1993:

> Resolved that the President, Treasurer, or Secretary be and they are hereby authorized and empowered to appoint Attorneys-in-Fact of the Company, in its name and as its acts to execute and acknowledge for and on its behalf as Surety any and all bonds, recognizances, contracts of indemnity, waivers of citation and all other writings obligatory in the nature thereof, with power to attach thereto the seal of the Company. Any such writings so executed by such Attorneys-in-Fact shall be binding upon the Company as if they had been duly executed and acknowledged by the regularly elected Officers of the Company in their own proper persons.
>
> That the signature of any officer authorized by Resolutions of this Board and the Company seal may be affixed by facsimile to any power of attorney or special power of attorney or certification of either given for the execution of any bond, undertaking, recognizance or other written obligation in the nature thereof; such signature and seal, when so used being hereby adopted by the Company as the original signature of such officer and the original seal of the Company, to be valid and binding upon the Company with the same force and effect as though manually affixed.

IN WITNESS WHEREOF, the Companies have caused this instrument to be signed and their corporate seals to be hereunto affixed, this 21st day of June, 2023

UNITED CASUALTY AND SURETY INSURANCE COMPANY
US Casualty and Surety Insurance Company
United Surety Insurance Company

Michael T. Porsch, Treasurer

Corporate Seals

Commonwealth of Massachusetts
County of Middlesex ss:

On this 21st day of June, 2023, before me, Colleen A. Cochrane, a notary public, personally appeared, Michael T. Porsch, Treasurer of United Casualty and Surety Insurance Company, US Casualty and Surety Insurance Company and United Surety Insurance Company, who proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his authorized capacity, and that by his signature on the instrument the person(s), or the entity on behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the Commonwealth of Massachusetts that the foregoing paragraph is true and correct.
WITNESS my hand and seal.

Notary Public Commission Expires: 10/27/2028 (Seal)

COLLEEN A. COCHRANE
Notary Public, Commonwealth of Massachusetts
My Commission Expires 10/27/2028

I, Robert F. Thomas, President of United Casualty and Surety Insurance Company, US Casualty and Surety Insurance Company and United Surety Insurance Company do hereby certify that the above and foregoing is a true and correct copy of a Power of Attorney, executed by said Companies, which is still in full force and effect; furthermore, the resolutions of the Board of Directors, set out in the Power of Attorney are in full force and effect.

In Witness Whereof, I have hereunto set my hand and affixed the seals of said Companies at Newton, Massachusetts this 15th day of January, 20 25

Corporate Seals

Robert F. Thomas, President

TO CONFIRM AUTHENTICITY OF THIS BOND OR DOCUMENT EMAIL: CONFIRMBOND@UNITEDCASUALTY.COM

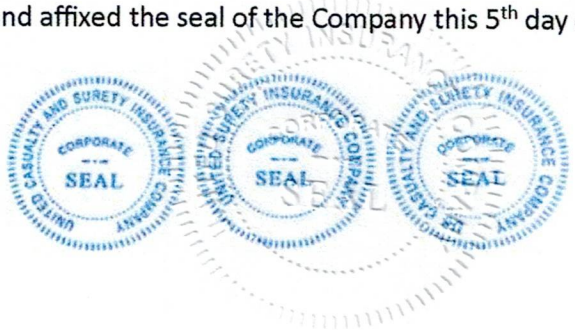
United Casualty and Surety Insurance Company
DBA United Surety Insurance Company
DBA US Casualty and Surety Insurance Company
Statement of Assets, Liabilities, and Surplus
Year Ended December 31

	Year Ended	
	2023	2022
Admitted Assets		
Cash and Short Term Investments	$36,321,994	$31,465,020
Stocks	2,176,755	8,768,938
Bonds	6,738,979	7,551,512
Uncollected Premiums & Agents' Balance	2,272,570	1,435,198
Other Assets	2,402,610	1,545,047
Total Net Admitted Assets	$49,912,908	$50,765,715
Liabilities		
Funds Held as Collateral	$14,101,531	$21,026,579
Unearned Premium	8,098,812	6,512,401
Losses	1,919,898	1,469,311
Other Expenses	528,056	415,552
Taxes, Licenses, and Fees	147,927	180,394
Loss Adjustment Expenses	530,475	221,268
Payable to Parent or Affiliates	1,001,040	1,277,138
Ceded Reinsurance Payable	1,277,138	173,769
Other Liabilities	442,295	318
Total Liabilities	$28,047,172	$31,276,730
Capital and Surplus		
Paid In Surplus	$17,364,311	$16,615,161
Unassigned Surplus	2,005,680	378,079
Common Stock	2,600,000	2,600,000
Less: Treasury Stock	104,255	104,255
Total Capital and Surplus	$21,865,736	$19,488,985
Total Liabilities and Capital and Surplus	$49,912,908	$50,765,715

I, Raymond Kyle Fowler, Treasurer and Secretary of United Casualty and Surety Insurance Company, hereby certify that the above is an exact copy of the financial statements of the Company dated December 31, 2023 and is a true and correct statement of the condition of United Casualty and Surety Insurance Company as of that date.

IN TESTIMONY WHEREOF, I have set my hand and affixed the seal of the Company this 5th day of March 2024.

By R. Kyle Fowler
R. Kyle Fowler, Treasurer and Secretary



YEARS OF OPERATION AND DETAILS OFQUALIFYING WORK OF A SIMILAR NATURE

(PROJECT 1)

PROJECT OVERVIEW

- **Project Name** East Commerce
- **Location** 4142 East Commerce Way, Sacraamento, CA

CLIENT INFORMATION

- **Owner** Sacramento, CA
- **Name** Talha Chaudhry
- **Phone** +1 (408) 375-6666

DESIGN & ENGINEERING TEAM

- **Architect/Engineer** Borges Architectural Group
- **Contact Number** +1 (916) 782-7200

PROJECT MANAGEMENT

- **Project Manager** Talha Chaudhry
- **Phone** +1 (408) 375-6666

SCOPE OF WORK

Grading And Mulching	Preparation of site through grading & much application.
Clearing And Grubbing	Clearing of unwanted vegetation & debris for site readiness.
Sprinkler Irrigation	Installation sprinkler system for efficient water distribution.
Playground Equipment Setup	Assembly & installation of playground structures.
Excavation & Underground Utilities	Ground excavation installation of necessary udergorund utilities.

FINANCIAL OVERVIEW

Initial Contract Value	$1,350,000
Final Construction Cost	Fixed, within budget
Original Completion Date	05/08/2023
Actual Completion Date or Select “Still in Progress”	05/25/2023
Time Extensions Granted	0 days
Stop Notices/Mechanic’s Liens	None filed
Liquidated Damages	None assessed

LEGAL & OVERVIEW

- **Claims or Disputes** None reported.
- **Compliance** Fully compliant with city regulations & contractual obligations.

(PROJECT 2)

PROJECT OVERVIEW

- **Project Name** HSIP CYCLE 11 – Crosswalk Project
- **Location** Granite Bay, California, USA

CLIENT INFORMATION

- **Owner** Placer County
- **Name** Cheyenne Toney
- **Phone** (530) 745-3528

DESIGN & ENGINEERING TEAM

- **Architect/Engineer** County of Placer
- **Contact Number** K. Friedrich, R. Ohlson

PROJECT MANAGEMENT

- **Project Manager** Cheyenne Toney
- **Phone** (530) 745-3528

SCOPE OF WORK

Flashing Beacons	Installation of flashing beacons for enhanced visibility.
Thermoplastic Striping	Application of durable thermoplastic road striping.
Signage Installation	Setup of essential crosswalk and safety signage.
ADA Ramps	Installation of 2 ADA-compliant curb ramps.

FINANCIAL OVERVIEW

Initial Contract Value	$168,880
Final Construction Cost	Fixed, within budget
Original Completion Date	07/24/2024
Actual Completion Date or Select "Still in Progress"	08/10/2024
Time Extensions Granted	0 days
Stop Notices/Mechanic's Liens	None filed
Liquidated Damages	None assessed

LEGAL & OVERVIEW

- **Claims or Disputes** None reported.
- **Compliance** Fully compliant with Placer County regulations and contractual obligations.

(PROJECT 3)

PROJECT OVERVIEW

- **Project Name** Midblock Crosswalk Improvements
- **Location** 540 Crespi Drive, Pacifica, CA 94044

CLIENT INFORMATION

- **Owner** City of Pacifica
- **Name** Sean Rose
- **Phone** (650)-400-1462

DESIGN & ENGINEERING TEAM

- **Architect/Engineer** City of Pacifica
- **Contact Number** Roland W. Yip, Ac #78990

PROJECT MANAGEMENT

- **Project Manager** Sean Rose
- **Phone** (650)-400-1462

SCOPE OF WORK

Flashing Beacons	Installation of flashing beacons for improved pedestrian safety.
In-ground Lights Removal	Trenching and removal of existing in-ground lighting.
Striping Update	Upgrading and updating of road striping.
Signage Installation	Placement of new signage for safety and directions.
Painted Bulb Outs with Delineators	Installation of bulb outs with delineators for traffic guidance.
ADA Ramps	Installation of 2 ADA-compliant curb ramps.
Slurry Seal	Application of slurry seal for enhanced surface durability.

FINANCIAL OVERVIEW

Initial Contract Value	$307,000
Final Construction Cost	$25,000
Original Completion Date	06/10/2024
Actual Completion Date or Select "Still in Progress"	06/21/2024
Time Extensions Granted	0 days
Stop Notices/Mechanic's Liens	None filed
Liquidated Damages	None assessed

LEGAL & OVERVIEW

- **Claims or Disputes** None reported.
- **Compliance** Fully compliant with City of Pacifica regulations and contractual obligations.

(PROJECT 4)

PROJECT OVERVIEW

- **Project Name** Bowerman Road Intersection Improvement
- **Location** 3237 Peace Keeper Way, Suite 101, McClellan Park, CA 95652

CLIENT INFORMATION

- **Owner** Greg Cunningham, Contracting Officer
- **Name** Greg Cunningham
- **Phone** 530-575-7569

DESIGN & ENGINEERING TEAM

- **Architect/Engineer** Borges Architectural Group
- **Contact Number** (916) 782-7200

PROJECT MANAGEMENT

- **Project Manager** Greg Cunningham
- **Phone** 530-575-7569

SCOPE OF WORK

Asphalt Paving	Laying of asphalt for road intersection.
Concrete Work	Installation of concrete structures.
Landscaping	Landscaping and beautification of site.
Signals	Installation of traffic signals.

FINANCIAL OVERVIEW

Initial Contract Value	$379,421
Final Construction Cost	No additional costs
Original Completion Date	06/15/2022
Actual Completion Date or Select "Still in Progress"	07/31/2022
Time Extensions Granted	0 days
Stop Notices/Mechanic's Liens	None filed
Liquidated Damages	None assessed

LEGAL & OVERVIEW

- **Claims or Disputes** None reported.
- **Compliance** Fully compliant with contractual obligations and safety standards.

(PROJECT 5)

PROJECT OVERVIEW

- **Project Name** Sutter County Development Services
- **Location** 1130 Civic Center Blvd, Yuba City, CA 95993

CLIENT INFORMATION

- **Owner** Yuba City
- **Name** Eduardo Nick Ramos, PE, CFM
- **Phone** 530-822-7400 Ext. 306

DESIGN & ENGINEERING TEAM

- **Architect/Engineer** Not specified

PROJECT MANAGEMENT

- **Project Manager** Eduardo Nick Ramos, PE, CFM
- **Phone** 530-822-7400

SCOPE OF WORK

Grading	Site grading and leveling.
Landscaping	Landscaping for aesthetics and soil stability.
Planting	Plant installation as per design.
Conduits	Installation of conduits for utilities.
Park Picnic Tables	Setup of picnic tables, including ADA-compliant tables.

FINANCIAL OVERVIEW

Initial Contract Value	$277,450
Final Construction Cost	No additional costs
Original Completion Date	10/21/2022
Actual Completion Date or Select "Still in Progress"	11/05/2022
Time Extensions Granted	0 days
Stop Notices/Mechanic's Liens	None filed
Liquidated Damages	None assessed

LEGAL & OVERVIEW

- **Claims or Disputes** None reported.
- **Compliance** Fully compliant with Yuba City standards and contractual obligations.

(PROJECT 6)

PROJECT OVERVIEW

- **Project Name** Forest Service Procurement and Property Services (PPS)
- **Location** City of Elk Grove, 8401 Laguna Palms Way, Elk Grove, CA 95758

CLIENT INFORMATION

- **Owner** Elk Grove
- **Name** Juan Zúñiga, PE, CPESC, QSD
- **Phone** +1 (916) 627-3219

DESIGN & ENGINEERING TEAM

- **Architect/Engineer** Not specified

PROJECT MANAGEMENT

- **Project Manager** Juan Zúñiga, PE, CPESC, QSD
- **Phone** +1 (916) 627-3219

SCOPE OF WORK

Electrical Pole Lights	Installation of electrical pole lights.
Excavation	Ground excavation for project setup.
Bark Mulching	Application of bark mulch across designated areas.
ADA Ramps	Construction of ADA-compliant access ramps.
Plumbing	Plumbing setup and connection.
Utility Trenching	Trenching and utility line installations.

FINANCIAL OVERVIEW

Initial Contract Value	$521,200
Final Construction Cost	No
Original Completion Date	08/27/2023
Actual Completion Date or Select “Still in Progress”	09/11/2023
Time Extensions Granted	0 days
Stop Notices/Mechanic’s Liens	None filed
Liquidated Damages	None assessed

LEGAL & OVERVIEW

- **Claims or Disputes** No claims, lawsuits, or arbitrations reported.
- **Compliance** Fully compliant with city regulations and contractual obligations.

(PROJECT 7)

PROJECT OVERVIEW

- **Project Name** Pipe Renovation Phase II
- **Location** 12180 Tributary Point Dr, Gold River, CA 95670

CLIENT INFORMATION

- **Owner** Hawthorn Suites by Wyndham
- **Name** Simon Bill
- **Phone** +1 (650) 999-4190

DESIGN & ENGINEERING TEAM

- **Architect/Engineer** Not specified
- **Contact Number** Not specified

PROJECT MANAGEMENT

- **Project Manager** Simon Bill
- **Phone** +1 (650) 999-4190

SCOPE OF WORK

24” PVC Pipe Installation	Installation of 24-inch PVC piping for the project.
Concrete Work	Conducted necessary concrete work for the project.
Excavation	Ground excavation to prepare the site.
Landscaping	Landscaping around project area.
Clearing and Grubbing	Removal of unwanted vegetation and debris for site readiness.

FINANCIAL OVERVIEW

Initial Contract Value	$651,070
Final Construction Cost	No
Original Completion Date	03/07/2023
Actual Completion Date or Select “Still in Progress”	03/28/2023
Time Extensions Granted	0 days
Stop Notices/Mechanic’s Liens	None filed
Liquidated Damages	None assessed

LEGAL & OVERVIEW

- **Claims or Disputes** None reported.
- **Compliance** Fully compliant with city regulations and contractual obligations.

Addendum Date:	January 13, 2025
To:	All Bidders
Project:	**Pedestrian Safety Improvements Project Highway Safety Improvement**
Subject:	Addendum No. 1

This Addendum is issued in response to requests for information:

1. Requests for Information:

   Question #1: Please advise what the basis of the award is based on. Base bid only or Base Bid and Alternates.

   Answer: The basis of the award will be based on the base bid amount. Please refer to the front end specs, *Instructions to bidder item 19. Additive and Deductive Alternates* for further information.

Issued by: _____
Alex C Ramos, Assistant Engineer

Bidders shall acknowledge receipt of the Addendum by signing and dated below and returning the Addendum as part of the bid.

Bidder's Acknowledgement

Atif Zahoor
_____
Bidder's Authorized Representative

01/15/2025
_____
Date

CITY OF SOLEDAD
STAFF REPORT

SUBJECT: **Resolution No. 6194, A Resolution of the City Council of the City of Soledad Approving a List of Proclamations for the Calendar Year 2025**

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

FROM: **Jesus Valenzuela, Community Engagement Manager**

THROUGH: **Megan Hunter, City Manager**

MEETING DATE: **February 5, 2025**

Recommendation

It is recommended that the City Council consider and adopt Resolution No. 6194, "Approving the List of Proclamations for Calendar Year 2025".

Executive Summary

In 2024, the Office of Community Engagement and the City Clerk compiled a list of proclamations that are typically presented to honor the achievements of individuals and organizations, both past and present. These proclamations include observances like Women's History Month and initiatives aimed at raising awareness about issues such as Domestic Violence Awareness Month. This list was presented to the Council in January for approval, intending to streamline the process of preparing and adding these proclamations to the agenda. Staff is now presenting an updated list for 2025 for the Council's consideration.

Background

Proclamations allow the City to celebrate both national and local heroes and organizations while raising awareness of important issues, such as breast cancer. The City Council has expressed its desire to present proclamations as a way to honor nonprofit organizations, community groups, and businesses that positively impact our local community and encourage greater engagement at City Hall. In 2024, the Soledad City Council approved an annual list of proclamations. Prior to this, staff addressed Council requests for proclamations on a case-by-case basis. With the implementation of this annual calendar, our goal is to draft and present these proclamations proactively and in a timely manner.

Review & Analysis

The City Council could not meet in January to approve the updated list of proclamations for the 2025 calendar year. Therefore, Staff posted a proclamation for the Martin Luther King Jr. Holiday based on last year's list.

Below is the proposed list of proclamations for the remainder of the calendar year. It is important to note that the approval of this list does not prevent the inclusion of other significant proclamations. As long as the Council provides staff with sufficient notice regarding which proclamation they wish to issue, along with the name and contact information of the agency to which the proclamation will be presented, those additional proclamations can be accommodated.

February

- Black History Month

March

- American Red Cross Month
- National Women's History Month

April

- National Library Week (April 6 – April 12)
- National Volunteer Week (April 20 – 26)
- Purple Up! For Military Kids! (April 15)

May

- Asian Pacific American Heritage Month
- Mental Health Awareness Month
- Small Business Week (May 4 - 10)
- Public Service Recognition Week (May 4 – 10)
- National Police Week (May 11 - 17)
- National Public Works Week (May 18 – 24)

June

- LGBTQ + Pride Month
- World Bicycle Day (June 3)
- Dia Del Niño (June 8)
- Juneteenth (June 19)

July

- Parks and Recreation Month

August

- National Night Out (August 6)

September

- Hispanic Heritage Month
- Childhood Cancer Awareness Month
- National Recovery Month
- Latino Conservation Week (Sept 13 – 20)
- POW/MIA Recognition Day (Sept 19)

October

- National Breast Cancer Awareness Month Proclamation
- Substance Use Prevention Month
- Domestic Violence Awareness Month Proclamation

November

- National Alzheimer's Disease Awareness Month
- Shop Local

Financial Considerations

There are minimal supply costs associated with producing the proclamations.

Alternatives

- Approve Resolution No. 6194.
- Approve the Resolution with modifications.
- Reject the Resolution.

Planning/CEQA

The approval of Proclamations for the calendar year 2025 is not considered a project pursuant to the California Environmental Quality Act (CEQA) Guidelines Section 15378.

Public Notice Requirements

None.

Attachment(s):
Resolution No. 6194
Exhibit A

RESOLUTION NO. 6194

A RESOLUTION OF THE CITY COUNCIL APPROVING A LIST OF PROCLAMATIONS FOR THE CALENDAR YEAR 2025

WHEREAS, proclamations allow the City to celebrate both national and local heroes and organizations while raising awareness of important issues, such as breast cancer; and

WHEREAS, the City Council has expressed its desire to continue presenting proclamations as a way to honor nonprofit organizations, community groups, and businesses that positively impact our local community and encourage greater engagement at City Hall; and

WHEREAS, in 2024, the Soledad City Council approved an annual list of proclamations compiled by the Office of Community Engagement and the City Clerk; and

WHEREAS, prior to this, staff addressed Council requests for proclamations on a case-by-case basis; and

WHEREAS, with the implementation of this annual calendar, our goal is to draft and present these proclamations proactively and in a timely manner.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Soledad hereby approves the proclamations list for the 2025 calendar year, incorporated herein as Exhibit A, and may, from time to time, update the list by action of the City Council.

PASSED AND ADOPTED by the City Council of the City of Soledad at a regular meeting duly held on the 5th day of February 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

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLEDAD APPROVING A LIST OF PROCLAMATIONS FOR THE CALENDAR YEAR 2025

February

- Black History Month

March

- American Red Cross Month
- National Women's History Month

April

- National Library Week (April 6 – April 12)
- National Volunteer Week (April 20 – 26)
- Purple Up! For Military Kids! (April 15)

May

- Asian Pacific American Heritage Month
- Mental Health Awareness Month
- Small Business Week (May 4 - 10)
- Public Service Recognition Week (May 4 – 10)
- National Police Week (May 11 - 17)
- National Public Works Week (May 18 – 24)

June

- LGBTQ + Pride Month
- World Bicycle Day (June 3)
- Dia Del Niño (June 8)
- Juneteenth (June 19)

July

- Parks and Recreation Month

August

- National Night Out (August 6)

September

- Hispanic Heritage Month
- Childhood Cancer Awareness Month
- National Recovery Month
- Latino Conservation Week (Sept 13 – 20)
- POW/MIA Recognition Day (Sept 19)

October

- National Breast Cancer Awareness Month Proclamation
- Substance Use Prevention Month
- Domestic Violence Awareness Month Proclamation

November

- National Alzheimer's Disease Awareness Month
- Shop Local

CITY OF SOLEDAD
STAFF REPORT

SUBJECT: **Resolution No. 6195, A Resolution of the City Council of the City of Soledad Establishing 2025 City Council Meeting Dates**

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

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

THROUGH: **Megan Hunter, City Manager**

MEETING DATE: **February 5, 2025**

Recommendation

It is recommended that the City Council adopt Resolution No. 6195, A Resolution of the City Council of the City of Soledad Establishing 2025 City Council Meeting Dates.

Executive Summary

Pursuant to Section 2.04.010 of the Municipal Code, the Council may, by resolution, set times and dates for regularly scheduled meetings. Typically, the City establishes the meeting schedule in December before the start of a new calendar year. However, given the packed agendas in December 2024 and the meeting cancellation in January, this item is being brought to the Council for consideration in February. The resolution may be changed as necessary based on the needs of the Council.

Background

On December 2, 2020, the City Council changed the meeting times to 6:00 PM to accommodate work schedules and better accommodate the public and established the annual meeting schedule. This item will set the regular meeting schedule for calendar year 2025. At present, no changes are proposed to time the meetings are scheduled.

Review & Analysis

In November 2024, Staff proposed the cancelation of the January 1, 2025 meeting since it fell on a holiday (New Year's Day), and the Council agreed. Therefore, a meeting was not held on this date. The January 15, 2025 was also canceled due to lack of business. For this reason, the item to establish the Council meeting schedule is being presented on February 5th.

The last two years, the Council canceled the 2nd meeting in July to take a summer recess. In keeping with this practice, staff is recommending the cancelation of this meeting.

Financial Considerations

This is a regular administrative task and there are no anticipated costs associated with this action. Cancelation of one meeting in July would reduce costs for translation and overtime.

Alternatives

The Council may consider alternatives and provide appropriate direction at the meeting.

Planning/CEQA

Establishing City Council meeting dates is not an action under CEQA.

Public Notice Requirements

None.

Attachment(s):
Resolution No. 6195

RESOLUTION NO. 6195

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLEDAD ESTABLISHING A NEW CITY COUNCIL MEETING DATE AND TIME

WHEREAS, the Soledad City Council's meeting schedule currently establishes the Council's regular meeting date and time as the first and third Wednesdays of each month at 6:00 PM; and

WHEREAS, Soledad Municipal Code Section 2.04.010 provides that the time of the City Council's regular meetings shall be fixed from time to time by City Council resolution.

NOW THEREFORE, BE IT HEREBY RESOLVED by the City Council of the City of Soledad that the City Council regular meeting schedule shall be established as the first and third Wednesday of every month at 6:00 PM. The City Council shall adopt a calendar of meetings for each succeeding year in accordance with this schedule, subject to exceptions for meeting dates scheduled on holidays or during any period in which the Council decides in advance to modify the schedule. The regular meeting schedule for the year 2025 shall be as follows:

January 15
February 5, 19
March 5, 19
April 2, 16
May 7, 21
June 4, 18
July 2
Aug. 6, 20
Sept. 3, 17
Oct. 1, 15
Nov. 5, 19
Dec. 3, 17

PASSED AND ADOPTED by the City Council of the City of Soledad at a regular meeting duly held on the 5th day of February 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