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

WEDNESDAY, APRIL 2, 2025

HARTNELL COLLEGE - SOLEDAD 1505 METZ ROAD ROOM SEC - 114

6:00 PM

https://cityofsoledad.zoom.us/j/81906027855
Or Call:
1-669-900-6833
Meeting ID: 819 0602 7855

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

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

I. CALL TO ORDER

II. ROLL CALL

III. PUBLIC COMMENT - CLOSED SESSION ITEMS

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

IV. CLOSED SESSION

1. The City Council will recess to closed session to confer with its attorney regarding litigation pursuant to Government Code Section 54956.9 (d)(4)- deciding whether to initiate litigation.

V. CLOSED SESSION REPORTS

VI. PLEDGE OF ALLEGIANCE

VII. ADDITIONS/MODIFICATIONS TO THE AGENDA

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

VIII. PUBLIC COMMENT

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

IX. YOUTH COUNCIL REPORT

1. Youth Council Report

Attachments:
Staff Report

X. COUNCIL PRESENTATIONS

1. A Proclamation of the City Council of the City of Soledad in Recognition of April 2025 as "Purple Up! For Military Kids" Month.
2. A Proclamation of the City Council of the City of Soledad in Recognition of April 16-22, 2025, as National Library Week.

XI. CONSENT CALENDAR

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

1. Minutes

Attachments:
Staff Report
Minutes of 03/19/2025

COUNCIL ACTION: _____

2. Warrants

Attachments:
Staff Report
03/12/2025 - 03/24/2025

COUNCIL ACTION: _____

3. Human Resources Department Activity Report

Attachments:
Staff Report

COUNCIL ACTION: _____

4. Fire Department Activity Report - March

Attachments:
Staff Report
Activity Report 03/2025
Call Volume 03/2025

COUNCIL ACTION: _____

5. Police Department Activity Report

Attachments:
Staff Report
Police Department Activity Report - 03/2025

COUNCIL ACTION: _____

6. Public Works Department Activity Report

Attachments:
Staff Report
Public Works Department Activity Report

COUNCIL ACTION: _____

7. Community/Economic Development Department Activity Report

Attachments:
Staff Report
Building Permits - 03/2025

COUNCIL ACTION: _____

8. Community Engagement Department Activity Report

Attachments:
Staff Report

COUNCIL ACTION: _____

9. Parks and Recreation Department Report

Attachments:
Staff Report
February 2025

COUNCIL ACTION: _____

XII. PUBLIC HEARING

1. Resolution No. 6215, A Resolution of the City Council of the City of Soledad Approving a 'Program Income Only' Application for Funding and the Execution of a Grant Amendment of Grant No. 22-CDBG-ED-30043-Business Assistance Loan Program from the 2024 Funding Year of the State CDBG Program

   Resolution No. 6216, A Resolution of the City Council of the City of Soledad Approving 'Program Income Only' Applications for Funding and the Execution of Grant Agreements and any Amendments Thereto From the 2024 Funding Year of the State CDBG Program

Attachments:
Staff Report
Resolution No. 6215
Resolution No. 6216
Notice of Public Hearing

XIII. BUSINESS

1. Resolution No. 6213, a Resolution of the City Council of the City of Soledad Approving the Construction Services Agreement with Terminix Inc. in an Amount Not to Exceed $60,000 for the Purchase and Installation of Bird Netting and Authorizing the City Manager to Execute Said Contract on Behalf of the City of Soledad

Attachments:
Staff Report
Resolution No. 6213
Exhibit A
Terminix Proposal

COUNCIL ACTION: _____

2. Resolution No. 6214, A Resolution of the City Council of the City of Soledad Reinstating the Police Lieutenant Job Classification, Reinstating the Job Description, Establishing the Corresponding Salary, and Reclassifying One Existing Full-Time Sergeant Position to One Full-Time Police Lieutenant Position

Attachments:
Staff Report
Resolution No. 6214
Exhibit A
Police Lieutenant - Salary Schedule

COUNCIL ACTION: _____

3. Resolution No. 6217, A Resolution of The City Council of the City of Soledad Approving the Submittal of the HOME Investment Partnership Program (HOME) Application under the 2024 Funding Cycle, and

Resolution No. 6218, A Resolution of the City Council of the City of Soledad Approving and Adopting the HOME First-Time Homebuyer Assistance Program Guidelines

Attachments:
Staff Report
Resolution No. 6217
Resolution No. 6218
Exhibit A - First-Time Homebuyer Program Guidelines

COUNCIL ACTION: _____

4. Resolution No. 6219, A Resolution of the City Council of the City of Soledad Approving an Agreement with One Workplace for Audio and Visual Equipment for Council Chambers in an Amount Not to Exceed $75,000, and Authorizing the City Manager to Execute Said Contract on Behalf of the City of Soledad

Attachments:
Staff Report
Resolution No. 6219
Draft Agreement
Exhibit A - Proposal for Audio
Exhibit A - Proposal for Video

COUNCIL ACTION: _____

5. Discussion on Designated Council Representative for Legislative Advocacy

Attachments:
Staff Report

COUNCIL ACTION: _____

XIV. MAYOR'S REPORTS AND ACKNOWLEDGEMENTS

XV. COUNCILMEMBERS' REPORTS AND ACKNOWLEDGEMENTS

XVI. CITY MANAGER'S REPORT

XVII. FUTURE AGENDA ITEMS

XVIII. ADJOURNMENT

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

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

En caso que usted necesite ayuda en leer o en entender este aviso de Junta Publica, usted puede ponerse en

contacto con la oficina del Edificio Municipal en 248 Calle Main o llamar al número (831) 223-5014, y el aviso será traducido para usted.

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

Advanced submittal of public comments via email are due by 2:00 P.M. on the day of the scheduled meeting to the Deputy City Clerk at darlene.noriega@cityofsoledad.com Comments are limited to 250 words or less and effort will be made to read your comment into the record, but some comments may not be read due to time limitations. The City Clerk will read email comments, provided that the reading shall not exceed three (3) minutes. The email comments submitted shall become part of the record.

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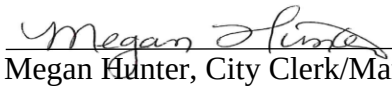
CERTIFICATION

I, Megan Hunter, City Clerk of the City of Soledad, do hereby certify that a copy of the foregoing Joint City Council/Successor Agency Regular Meeting Agenda was posted at City Hall by Friday, March 28, 2025, at 5:00 p.m.



03/28/2025

Megan Hunter, City Clerk/Manager

COUNCIL COMMUNICATION

SUBJECT: **Youth Council Report**

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

FROM: **Youth Commissioners and Yessica Ornelas**

THROUGH: **Megan Hunter, City Manager**

MEETING DATE: **April 2, 2025**

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.

Presenting: Angelina Flores, Nathalie Milan, Giovanni Bravo

SCYS (South County Youth Summit) - In-person March Meeting
On March 3rd, the youth commissioners, along with other members of the council, met with the Gonzales and Greenfield youth councils at Greenfield City Hall. This meeting allowed us to collaborate and discuss ideas for the upcoming South County Youth Summit. It was essential because some of our council members decided to commit to the project fully. With their support, we were able to narrow down our goals and think about what we can improve from last year's summit. The three youth councils have met regularly on Tuesdays since that initial meeting.

Initiative Decision
The Soledad Youth Council has decided to focus on bringing Life Skills courses to Soledad High School and the larger Soledad community. To gauge student interest in these courses, we will create a survey to gather feedback.

Many Youth Council members feel that driving education, along with other important life skills, should be part of the school curriculum. Some of these skills could include financial literacy, job and college readiness, time management, and conflict resolution. By collecting responses through the survey, we'll be able to see if there's enough interest to add these courses to the high school curriculum.

Our goal is to make Life Skills courses, including driving education and other helpful skills, a regular part of the classes offered at Soledad High School or the Soledad Community Center so students can be better prepared for life after graduation.

State of the City Event

At the State of the City event, we learned about several important projects happening in our community. One key topic was the renewable water initiatives that are being implemented to help support our district and local water supply. Public Works shared updates on progress and introduced new projects designed to benefit residents, including a new fire truck for the Fire Department. This addition will help the department keep up with the needs of our expanding town and improve emergency response.

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. The SYC is eager to build on this momentum and enhance its collaboration with city departments and community stakeholders.

COUNCIL COMMUNICATION

SUBJECT: **Minutes**

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

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

THROUGH: **Megan Hunter, City Manager**

MEETING DATE: **April 2, 2025**

Minutes

City of Soledad
Joint City Council/Successor Agency/Housing Authority/Successor Housing Agency/
Regular Meeting
March 19, 2025

CALL TO ORDER

Mayor Pro Tem Cabrera 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 – Arrived at 6:09 p.m.
Mayor Pro Tem/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 ITEM

None

CLOSED SESSION

1. The city council will recess to closed session to confer with its attorney regarding litigation pursuant to Government Code Section 54956.9 (d)(4) – Deciding whether to initiate litigation.

CLOSED SESSION REPORT

City Attorney Rodriquez reported with respect to Closed Session No. 1; the City Council conferred with its legal counsel and provided direction. No reportable action was taken.

PLEDGE OF ALLEGIANCE

Councilmember Evarista Banuelos led the Pledge of Allegiance.

ADDITIONS/MODIFICATIONS TO THE AGENDA

1. Proclamation number 3 will be presented on March 30th at the Paint in the Park: a Transgender Day of Visibility Event in Central Park in Salinas. Councilmember Ansaldo-Sanchez provide additional comments.

PUBLIC COMMENT

1. Veronica Zavala stated that she received threats as a result of the KSBW story and stated that stated the news inaccurately covered the story about her purchase of a commercial building on Front Street in Soledad the impacts on the commercial tenants who are relocating to other buildings in Soledad.

2. Cesar Flores is a Food Truck owner in the City of Soledad. He requested more information regarding code enforcement of food trucks and felt that he was being treated different than other vendors. He was referred to Senior Planner, Ariana Mora to answer his questions.

COUNCIL PRESENTATIONS

1. Mayor Velazquez presented a Proclamation on behalf of the City Council in Honor and Recognition of the Legacy of the Civil Rights and Labor Leader Cesar Chavez.

2. Mayor Pro Tem Cabrera presented a Proclamation on behalf of the City Council in recognition of March 19, 2025, as National Small Business Development Center (SBDC) Day

SBDC Jesus Escutia spoke via Zoom and thanked the City of Soledad City Council for presenting the proclamation and invited the Council and the public to the SBDC event that will be held on Saturday, April 19, 2025, on Front Street in Soledad.

3. Councilmember Ansaldo Sanchez provided comment in recognition of March 31, 2025, as Transgender Day of Visibility. The proclamation will be presented on March 30, 2025, at the Salinas Valley Pride event in Central Park in Salinas.

CONSENT CALENDAR

There were no public comments.

Mayor Pro Tem Cabrera requested to have separate discussion for items C-3.

Councilmember Banuelos requested to give comment on items C-4 and C-5.

Mayor Velazquez requested to give comments on items C-5 and C-6.

Councilmember Caldera requested to have separate discussion on item C-7.

Motion: Councilmember Ansaldo-Sanchez motioned to approve items C-1, and C-2. The motion was seconded by Councilmember Banuelos and carried by unanimous vote:

Action

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

C-1. Minutes of 03/05/2025

C-2. Warrants of 02/27/2025 – 03/11/2025

Motion: Councilmember Banuelos motioned to approve items C-3, C-4, C-5, C-6, and C-7. Motion was seconded by Councilmember Caldera and carried by unanimous vote:

Action

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

C-3. Resolution No. 6207, A Resolution of the City Council of the City of Soledad a Facility Use Fee Waiver for the Lideres Campesinas de Soledad for the use of the Soledad Community Center for their Dia de Nino event.

Mayor Pro Tem Cabrera asked that someone from Lideres Campesinas explain what the Dia de Nino event is.

Lideres Campesinas representative explained that the event is a family event that celebrates our children. All are welcome to attend. There will be many resources for families.

C-4. Resolution No. 6208, A Resolution of the City Council of the City of Soledad Accepting the Veterans Park Recycled Water Irrigation Retrofit and Authorizing the Release of Retention in the Amount of $4,720.75

Councilmember Banuelos said she was happy about this project and asked for further clarification regarding the Recycled Water Irrigation Retrofit at Veterans Park.

Public Works Director Don Wilcox said that Soledad will be the first City to use reclaimed water at Veterans Park, which is the City's pilot project. In May, the city will break ground with a city-wide recycled water distribution system that will provide recycled water to other parks and several school facilities.

C-5. Resolution No. 6209, A Resolution of the City Council of the City of Soledad Approving In-kind services and Approving Street Closure of Soledad Street Between Front Street and Monterey Street for the Annual Soledad Historical Society Farmer's Market

Mayor Velazquez asked that staff include the city's cost in these types of events. She would also like to know if the Historical Society worked with Blue Zones regarding their program called the Double-up Food Bucks, which would provide families with more access to fresh fruits and vegetables. She also asked if the City Council could have a table at the Farmer's Market.

Councilmember Banuelos said she hopes the Community will continue to support the Farmers Market and the Soledad Museum.

Senior Planner Ariana Mora provided clarification.

C-6. Resolution No. 6210, A Resolution of the City Council of the City of Soledad Approving Amendment No. 2 to Extend the Term of the 2045 General Plan Update Professional Services Agreement with

Place Works Inc. to December 31, 2026

Mayor Velazquez asked for clarification regarding why there is an extension and why there are remaining funds.

City Manager Hunter said that Place Works have been working on other aspects of the General Plan like the completion of the Housing Element and the City added additional items to the scope of work that has delayed progress. Staff is also requesting the extension to ensure there is adequate time to allow for significant community engagement.

Senior Planner Ariana Mora also provided further clarification.

C-7. Resolution No. 6212, A Resolution of the City Council of the City of Soledad Approving a Biosolids Hauling and Disposal Contract Agreement with Halloway Environmental Solutions, LLC (Halloway) for $237,271.19, Authorizing the City Manager to Execute Said Agreement, and Approving a FY 24/25 Budget Amendment (Increase) in the Amount of $173,000

Councilmember Cabrera asked for clarification on what biosolids are and what the cost entails.

Public Works Director Don Wilcox provided clarification on the item.

BUSINESS

B-1. Resolution No. 6211, A Resolution of the City Council of the City of Soledad Approving and Accepting the 2024 General Plan and Housing Annual Progress Reports and Authorizing their Submittal to the State of California Department of Housing and Community Development and The Governor's Office of Planning and Research

Senior Planner Ariana Mora and Community and Economic Development Director Beatriz Trujillo presented the staff report.

There were no public comments.

Councilmembers had numerous comments regarding the item.

Motion: Councilmember Ansaldo-Sanchez motioned to approve Resolution No. 6211. Motion was seconded by Councilmember Banuelos and carried by unanimous vote:

Action

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

MAYOR'S REPORTS AND ACKNOWLEDGMENTS

1. On 03/06, she attended the Miramonte Specific Plan Workshop.
2. On 03/07, she attended a memorial celebration of Pamela Bernhard, an amazing educator who transformed the lives of many students at Alisal High School.
3. On 03/08, she attended the Opening Ceremony for Soledad Little League and the Girls Softball.

4. On 03/10, she met with Alison Cambell regarding a National Fitness campaign.
5. On 03/12, she attended the Soledad Unified School District meeting and presented a Proclamation recognizing the 150 years of schools in Soledad.
6. On 03/15, she attended the History of Soledad Schools at the Soledad Historical Society Museum.
7. On 03/16, she attended the 2025 All-Star Soccer Classic.
8. On 03/17, she attended the Measure Q Oversight Committee.
9. On 03/18, she was not able to stop by the Panda Express Grand Opening, but stopped by later in the day
10. On 03/24, Hartnell College and CHP will hold an El Protector for Child Safety event.
11. On 03/26, a Women's History Month event will occur at Edan Valley Care Center.
12. On 04/05, a Naturalization and DACA Clinic will be at the Soledad Hartnell College Education Center.

COUNCILMEMBERS' REPORTS AND ACKNOWLEDGMENTS

Mayor Pro Tem Cabrera had six items to report:
1. On 03/06, he attended the Miramonte Specific Plan Study Session.
2. On 03/08, he attended the Opening Day Ceremony for Soledad Little League.
3. On 03/10, he attended the MST Board Meeting.
4. On 03/16, he attended the 2025 All-Star Soccer Classic.
5. On 03/18, he attended the Panda Express Ribbon Cutting Grand Opening on behalf of the Mayor.
6. On 03/18, he visited the MST Salinas Operation Maintenance Facility for National Transit Employee Appreciation Day.

Councilmember Banuelos had nine items to report:
1. On 03/06, she attended the Miramonte Specific Plan Study Session.
2. On 03/06, she attended the Read Across America day, and she was able to read to students at San Vicente Elementary School and Gabilan Elementary School.
3. On 03/08, she attended the Opening Day Ceremony for the Soledad Little League.
4. On 03/13, she attended the Soledad Cemetery Board meeting.
5. On 03/15, she attended the Historical Society event celebrating 150 years of School Education.
6. On 03/15, she met with the Horseless Carriage Club of America and became a member.
7. On 03/19, she had an agenda briefing with City Manager Hunter.
8. On 03/18, she was not able to attend Panda Express's Grand Opening event, but she did arrive afterward and met the owner and staff.
9. On 03/26, a Community Clean-up event will occur at the Soledad Cemetery.

Councilmember Ansaldo-Sanchez had four items to report:
1. On 03/05, he attended a Read Across America event and was able to read to students at Frank Ledesma Elementary School.
2. On 03/06, he attended the Miramonte Specific Plan Study Session.
3. On 03/10, she attended the Salinas Valley Pride Executive meeting.
4. The Salinas Valley Pride Celebration Scholarship has opened. Applications are due by May 31, 2025.

Councilmember Caldera had two items to report:
1. On 03/12, He attended the AMBAG meeting.
2. On 03/18, he attended the Panda Express Grand Opening Ribbon Cutting event.

CITY MANAGERS' REPORT

City Manager Hunter had three items to report:

1. On 04/05, there will be a Strategic Planning Session with City staff and the City Council at the Hartnell location.
2. There has been progress on the City Hall Council Chambers.
3. There was a meeting between the City of Soledad and the City of Gonzales regarding a Joint Contract to evaluate whether each City should proceed with placing a Parcel tax for fire services on the ballot.

FUTURE AGENDA ITEMS

Councilmember Banuelos had no request.

Mayor Pro Tem Cabrera had no request.

Councilmember Ansaldo-Sanchez had no request.

Councilmember Caldera had no request.

Mayor Velazquez thanked the Police Department and Code Enforcement for working diligently on the food vendors' problem at the Soledad entrance. However, one of the vendors has returned.

ADJOURNMENT

Meeting adjourned at 8:38 p.m.

Minutes Approved: April 02, 2025

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ANNA M. VELAZQUEZ, Mayor/Chair

_____

MEGAN HUNTER, City Clerk

COUNCIL COMMUNICATION

SUBJECT: **Warrants**

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

FROM: **Mike Howard, Finance Director**

THROUGH: **Megan Hunter, City Manager**

MEETING DATE: **April 2, 2025**

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: APRAB-Mechanics Bank						
Payment Type: EFT						
360PSM	360PSM INC.	03/24/2025	EFT	0.00	1,229.31	10101
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
Front Street 7	Invoice	03/21/2025	Labor Compliance	0.00	1,229.31	
	412-0000-57000	CAPITAL OUTLAY - IMPR...	Labor Compliance	1,229.31		
ADQUAL	A&D AGRICULTURAL & SAFETY SUPPLIES	03/24/2025	EFT	0.00	37.36	10102
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
271117	Invoice	03/21/2025	Gloves - Collections Dept	0.00	37.36	
	310-0000-52134	COLLECTION SYSTEM MA...	Gloves - Collections Dept	37.36		
ANGJOH	ANGEL H. JOHNSTONE	03/24/2025	EFT	0.00	13,900.46	10103
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
1025	Invoice	03/21/2025	CDBG Administration	0.00	13,900.46	
	214-0000-52200	PROFESSIONAL SERVICES...	CDBG Administration	13,900.46		
CANNOA	CANNON CORPORATION	03/24/2025	EFT	0.00	48,556.50	10104
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
91404	Invoice	03/21/2025	SCADA Upgrade - On Call Cannon	0.00	735.00	
	309-0000-52200	PROFESSIONAL SERVICES...	SCADA Upgrade - On Call Cannon	367.50		
	309-0000-52200	PROFESSIONAL SERVICES...	SCADA Upgrade - On Call Cannon	367.50		
91470	Invoice	03/21/2025	Sludge Disposal Analysis	0.00	4,099.50	
	310-0000-52200	PROFESSIONAL SERVICES...	Sludge Disposal Analysis	4,099.50		
91471	Invoice	03/21/2025	WRF Projects	0.00	26,957.20	
	310-0000-57000	CAPITAL OUTLAY - IMPR...	WRF Projects	26,957.20		
91473	Invoice	03/21/2025	Water CIP - Water Fill Stations	0.00	272.00	
	309-0000-57000	CAPITAL OUTLAY - IMPR...	Water CIP - Water Fill Stations	272.00		
91474-R	Invoice	03/21/2025	Water System Reliability Assessment	0.00	16,492.80	
	309-0000-57000	CAPITAL OUTLAY - IMPR...	Water System Reliability Assess...	7,236.30		
	779-0000-52136	FACILITIES MASTER PLAN	Water System Reliability Assess...	9,256.50		
FASTEN	FASTENAL COMPANY	03/24/2025	EFT	0.00	591.35	10105
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
CASOE58919	Invoice	03/21/2025	Battery - Shop Restock	0.00	337.72	
	310-0000-52525	REPAIRS & MAINTENANCE..	Battery - Shop Restock	337.72		
CASOE58949	Invoice	03/21/2025	Battery Shop	0.00	9.18	
	310-0000-52525	REPAIRS & MAINTENANCE..	Battery Shop	9.18		
CASOE58978	Invoice	03/21/2025	Water Electrolytes	0.00	187.27	
	309-0000-52052	SAFETY EQUIPMENT	Water Electrolytes	37.45		
	310-0000-52052	SAFETY EQUIPMENT	Water Electrolytes	149.82		
CASOE59012	Invoice	03/21/2025	Screws & Nuts - Restock	0.00	57.18	
	310-0000-52051	TOOLS & MINOR EQUIPM...	Screws & Nuts - Restock	57.18		
GYMREP	GUILLIEMO GARCIA	03/24/2025	EFT	0.00	1,550.00	10106

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
01246	Invoice	03/21/2025	Gym Maintenance	0.00	1,550.00	
	100-2200-52518	FACILITIES EXPENSE	Gym Maintenance	1,550.00		
PARTST	HCOP, LLC/PARTS TREE.COM	03/24/2025	EFT	0.00	314.51	10107
2-9985860	Invoice	03/21/2025	Jackshaft	0.00	251.21	
	100-2100-52525	REPAIRS & MAINTENANCE..	Jackshaft	251.21		
2-9992415	Invoice	03/21/2025	Sprocket Chain Seal	0.00	63.30	
	100-2100-52525	REPAIRS & MAINTENANCE..	Sprocket Chain Seal	63.30		
SIRENN	MCLOUGHLIN & EARDLEY GROUP, INC.	03/24/2025	EFT	0.00	698.73	10108
0281928	Invoice	03/21/2025	Seat Belt	0.00	322.98	
	100-1400-52080	FLEET SERVICES	Seat Belt	322.98		
0281929	Invoice	03/21/2025	Spot Light	0.00	375.75	
	100-1400-52080	FLEET SERVICES	Spot Light	375.75		
ANDLOC	RUTH MARIA MILLA-LEON	03/24/2025	EFT	0.00	476.34	10109
C45858	Invoice	03/21/2025	Chief's Door Knob	0.00	476.34	
	100-1400-52518	FACILITIES EXPENSE	Chief's Door Knob	476.34		
SHREDD	SHREDDING SOURCE SOLUTIONS	03/24/2025	EFT	0.00	260.00	10110
8830	Invoice	03/21/2025	Shredding Service	0.00	75.00	
	100-1400-52200	PROFESSIONAL SERVICES...	Shredding Service	75.00		
8839	Invoice	03/21/2025	Shredding Service	0.00	75.00	
	100-1400-52200	PROFESSIONAL SERVICES...	Shredding Service	75.00		
8840	Invoice	03/21/2025	Document Shredding	0.00	110.00	
	100-1310-52200	PROFESSIONAL SERVICES...	Document Shredding	110.00		
TORPET	TORO PETROLEUM CORP.	03/24/2025	EFT	0.00	2,940.15	10111
0699960-IN	Invoice	03/21/2025	Fuel	0.00	890.13	
	100-1400-52085	FUEL	Fuel	890.13		
0700000-IN	Invoice	03/21/2025	Fuel	0.00	2,050.02	
	100-1400-52085	FUEL	Fuel	2,050.02		
USABLU	USABLUE BOOK	03/24/2025	EFT	0.00	4,469.02	10112
INV00540038	Invoice	03/21/2025	Safety Cabinet Station - Plant	0.00	2,074.11	
	310-0000-52052	SAFETY EQUIPMENT	Safety Cabinet Station - Plant	2,074.11		
INV00557325	Invoice	03/21/2025	Lab Supplies	0.00	359.86	
	310-0000-52053	LAB ANALYSIS & TESTING	Lab Supplies	359.86		
INV00642759	Invoice	03/21/2025	Ammonia & Reagents - Lab	0.00	452.95	
	310-0000-52053	LAB ANALYSIS & TESTING	Ammonia & Reagents - Lab	452.95		
INV00643405	Invoice	03/21/2025	Solids Filters - Process Control	0.00	437.36	
	310-0000-52053	LAB ANALYSIS & TESTING	Solids Filters - Process Control	437.36		
INV00646927	Invoice	03/21/2025	1/4" Shut Off Valve Well #9	0.00	131.95	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	309-0000-52525 REPAIRS & MAINTENANCE..		1/4" Shut Off Valve Well #9		131.95	
INV00647030	Invoice	03/21/2025	Spray Paint - Marking Coll. Lines	0.00	226.59	
	310-0000-52134 COLLECTION SYSTEM MA...		Spray Paint - Marking Coll. Lines		226.59	
INV00653799	Invoice	03/21/2025	Well #9 Reagent, Analysis	0.00	786.20	
	309-0000-52044 CHEMICAL		Well #9 Reagent, Analysis		786.20	
WINSUP	WINSUPPLY MONTEREY COUNTY CA CO	03/24/2025	EFT	0.00	2,026.59	10113
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
162336 02	Credit Memo	03/21/2025	Credit Return	0.00	-256.80	
	310-0000-52525	REPAIRS & MAINTENANCE..	Credit Return	-256.80		
162612 01	Invoice	03/21/2025	Check Valve - Headworks	0.00	948.85	
	310-0000-52525	REPAIRS & MAINTENANCE..	Check Valve - Headworks	948.85		
162825 01	Invoice	03/21/2025	Check Valve - Grit Pump w/lever	0.00	803.53	
	310-0000-52525	REPAIRS & MAINTENANCE..	Check Valve - Grit Pump w/lever	803.53		
163055 01	Invoice	03/21/2025	Circular Pump Generator	0.00	531.01	
	309-0000-52533	WELL MAINTENANCE PR...	Circular Pump Generator	531.01		
ZUMAR	ZUMAR INDUSTRIES, INC.	03/24/2025	EFT	0.00	852.45	10114
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
49327	Invoice	03/21/2025	End Truck Route	0.00	852.45	
	410-0000-52139	STRIPING AND SIGNS	End Truck Route	852.45		
			Total EFT:	**0.00**	**77,902.77**	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payment Type: Regular						
AFLAC	AFLAC HEADQUARTERS	03/21/2025	Regular	0.00	1,917.79	56904

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
Account Number	**Account Name**		**Item Description**	**Distribution Amount**	
INV0000350	Invoice	03/21/2025	AFLAC CONTRIBUTION	0.00	785.74
100-0000-21140	AFLAC PAYABLE		AFLAC CONTRIBUTION	276.39	
309-0000-21140	AFLAC PAYABLE		AFLAC CONTRIBUTION	99.05	
310-0000-21140	AFLAC PAYABLE		AFLAC CONTRIBUTION	372.55	
311-0000-21140	AFLAC PAYABLE		AFLAC CONTRIBUTION	22.10	
312-0000-21140	AFLAC PAYABLE		AFLAC CONTRIBUTION	5.34	
410-0000-21140	AFLAC PAYABLE		AFLAC CONTRIBUTION	4.79	
416-0000-21140	AFLAC PAYABLE		AFLAC CONTRIBUTION	5.52	
INV0000351	Invoice	03/21/2025	AFLAC CONTRIBUTION	0.00	1,132.05
100-0000-21140	AFLAC PAYABLE		AFLAC CONTRIBUTION	591.31	
309-0000-21140	AFLAC PAYABLE		AFLAC CONTRIBUTION	72.74	
310-0000-21140	AFLAC PAYABLE		AFLAC CONTRIBUTION	418.68	
311-0000-21140	AFLAC PAYABLE		AFLAC CONTRIBUTION	20.52	
312-0000-21140	AFLAC PAYABLE		AFLAC CONTRIBUTION	3.49	
410-0000-21140	AFLAC PAYABLE		AFLAC CONTRIBUTION	6.82	
416-0000-21140	AFLAC PAYABLE		AFLAC CONTRIBUTION	18.49	

CALIFS	CALIFORNIA STATE DISBURSEMENT UNIT	03/21/2025	Regular	0.00	1,061.07	56905

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
Account Number	**Account Name**		**Item Description**	**Distribution Amount**	
INV0000353	Invoice	03/21/2025	CHILD SUPPORT CONTRIBUTION	0.00	1,061.07
100-0000-21194	CHILD SUPPORT/GARNISH...		CHILD SUPPORT CONTRIBUTION	920.70	
312-0000-21194	CHILD SUPPORT/GARNISH...		CHILD SUPPORT CONTRIBUTION	18.69	
410-0000-21194	CHILD SUPPORT/GARNISH...		CHILD SUPPORT CONTRIBUTION	50.47	
416-0000-21194	CHILD SUPPORT/GARNISH...		CHILD SUPPORT CONTRIBUTION	71.21	

COMM F	COMMUNITY FOUNDATION FOR MONTEREY CC	03/21/2025	Regular	0.00	140.00	56906

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
Account Number	**Account Name**		**Item Description**	**Distribution Amount**	
INV0000352	Invoice	03/21/2025	CAPITAL CAMPAIGN DONATION	0.00	140.00
100-0000-21195	MISC. PAYROLL DEDUCTI...		CAPITAL CAMPAIGN DONATION	89.58	
309-0000-21195	MISC. PAYROLL DEDUCTI...		CAPITAL CAMPAIGN DONATION	21.17	
310-0000-21195	MISC. PAYROLL DEDUCTI...		CAPITAL CAMPAIGN DONATION	21.15	
311-0000-21195	MISC. PAYROLL DEDUCTI...		CAPITAL CAMPAIGN DONATION	8.10	

VANTAG	MISSION SQUARE-303584	03/21/2025	Regular	0.00	11,928.61	56907

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
Account Number	**Account Name**		**Item Description**	**Distribution Amount**	
INV0000349	Invoice	03/21/2025	EMPLOYEE DEDUCTION	0.00	243.42
100-0000-21210	ICMA PAYABLE		EMPLOYEE DEDUCTION	94.63	
309-0000-21210	ICMA PAYABLE		EMPLOYEE DEDUCTION	16.47	
310-0000-21210	ICMA PAYABLE		EMPLOYEE DEDUCTION	116.58	
311-0000-21210	ICMA PAYABLE		EMPLOYEE DEDUCTION	13.11	
312-0000-21210	ICMA PAYABLE		EMPLOYEE DEDUCTION	2.63	
INV0000354	Invoice	03/21/2025	DEFERRED-EMPLOYEE PORTION	0.00	610.19
100-0000-21145	DEFERRED COMP. PAYAB...		DEFERRED-EMPLOYEE PORTION	10.43	
309-0000-21145	DEFERRED COMP. PAYAB...		DEFERRED-EMPLOYEE PORTION	477.66	
310-0000-21145	DEFERRED COMP. PAYAB...		DEFERRED-EMPLOYEE PORTION	122.10	
INV0000355	Invoice	03/21/2025	Directors' 7% Ret. Contr.	0.00	472.07
100-0000-21171	PERS		Directors' 7% Ret. Contr.	241.83	
309-0000-21171	PERS		Directors' 7% Ret. Contr.	92.10	
310-0000-21171	PERS		Directors' 7% Ret. Contr.	92.10	
311-0000-21171	PERS		Directors' 7% Ret. Contr.	46.04	
INV0000356	Invoice	03/21/2025	DEFERRED-EMPLOYEE PORTION	0.00	8,170.00
100-0000-21145	DEFERRED COMP. PAYAB...		DEFERRED-EMPLOYEE PORTION	3,892.78	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	121-0000-21145 DEFERRED COMP. PAYAB...		DEFERRED-EMPLOYEE PORTION		22.50	
	309-0000-21145 DEFERRED COMP. PAYAB...		DEFERRED-EMPLOYEE PORTION		993.31	
	310-0000-21145 DEFERRED COMP. PAYAB...		DEFERRED-EMPLOYEE PORTION		2,365.80	
	311-0000-21145 DEFERRED COMP. PAYAB...		DEFERRED-EMPLOYEE PORTION		259.96	
	312-0000-21145 DEFERRED COMP. PAYAB...		DEFERRED-EMPLOYEE PORTION		217.02	
	410-0000-21145 DEFERRED COMP. PAYAB...		DEFERRED-EMPLOYEE PORTION		360.14	
	416-0000-21145 DEFERRED COMP. PAYAB...		DEFERRED-EMPLOYEE PORTION		49.28	
	531-0000-21145 DEFERRED COMP. PAYAB...		DEFERRED-EMPLOYEE PORTION		9.21	
INV0000357	Invoice	03/21/2025	DEFERRED-EMPLOYEE PORTION	0.00	1,932.93	
	100-0000-21145 DEFERRED COMP. PAYAB...		DEFERRED-EMPLOYEE PORTION		1,602.65	
	309-0000-21145 DEFERRED COMP. PAYAB...		DEFERRED-EMPLOYEE PORTION		126.52	
	310-0000-21145 DEFERRED COMP. PAYAB...		DEFERRED-EMPLOYEE PORTION		126.52	
	311-0000-21145 DEFERRED COMP. PAYAB...		DEFERRED-EMPLOYEE PORTION		7.01	
	410-0000-21145 DEFERRED COMP. PAYAB...		DEFERRED-EMPLOYEE PORTION		40.44	
	416-0000-21145 DEFERRED COMP. PAYAB...		DEFERRED-EMPLOYEE PORTION		29.79	
INV0000384	Invoice	03/21/2025	DEFERRED-EMPLOYEE PORTION	0.00	500.00	
	100-0000-21145 DEFERRED COMP. PAYAB...		DEFERRED-EMPLOYEE PORTION		500.00	
PRINCI	PRINCIPAL LIFE INSURANCE COMPANY	03/21/2025	Regular	0.00	3,696.30	56908
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**		**Distribution Amount**	
INV0000358	Invoice	03/21/2025	DENTAL INSURANCE	0.00	3,133.86	
	100-0000-21160	MEDICAL INSURANCE PA...	DENTAL INSURANCE		1,539.21	
	121-0000-21160	MEDICAL INSURANCE PA...	DENTAL INSURANCE		30.15	
	309-0000-21160	MEDICAL INSURANCE PA...	DENTAL INSURANCE		358.03	
	310-0000-21160	MEDICAL INSURANCE PA...	DENTAL INSURANCE		891.19	
	311-0000-21160	MEDICAL INSURANCE PA...	DENTAL INSURANCE		61.92	
	312-0000-21160	MEDICAL INSURANCE PA...	DENTAL INSURANCE		62.47	
	410-0000-21160	MEDICAL INSURANCE PA...	DENTAL INSURANCE		168.95	
	416-0000-21160	MEDICAL INSURANCE PA...	DENTAL INSURANCE		20.29	
	531-0000-21160	MEDICAL INSURANCE PA...	DENTAL INSURANCE		1.65	
INV0000379	Invoice	03/21/2025	VISION INSURANCE	0.00	530.70	
	402-0000-48011	CITY EMPLOYEE CONTRIB...	VISION INSURANCE		530.70	
INV0000385	Invoice	03/21/2025	DENTAL INSURANCE	0.00	28.05	
	100-0000-21160	MEDICAL INSURANCE PA...	DENTAL INSURANCE		28.05	
INV0000387	Invoice	03/21/2025	VISION INSURANCE	0.00	3.69	
	402-0000-48011	CITY EMPLOYEE CONTRIB...	VISION INSURANCE		3.69	
SEIU L	SEIU LOCAL 521	03/21/2025	Regular	0.00	1,352.46	56909
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**		**Distribution Amount**	
INV0000373	Invoice	03/21/2025	EMPLOYEE CONTRIBUTION	0.00	23.00	
	100-0000-21185	SEIU LOCAL 521	EMPLOYEE CONTRIBUTION		9.83	
	309-0000-21185	SEIU LOCAL 521	EMPLOYEE CONTRIBUTION		1.15	
	310-0000-21185	SEIU LOCAL 521	EMPLOYEE CONTRIBUTION		10.34	
	312-0000-21185	SEIU LOCAL 521	EMPLOYEE CONTRIBUTION		0.47	
	410-0000-21185	SEIU LOCAL 521	EMPLOYEE CONTRIBUTION		1.21	
INV0000374	Invoice	03/21/2025	EMPLOYEE CONTRIBUTION	0.00	1,329.46	
	100-0000-21185	SEIU LOCAL 521	EMPLOYEE CONTRIBUTION		443.16	
	309-0000-21185	SEIU LOCAL 521	EMPLOYEE CONTRIBUTION		166.98	
	310-0000-21185	SEIU LOCAL 521	EMPLOYEE CONTRIBUTION		641.34	
	311-0000-21185	SEIU LOCAL 521	EMPLOYEE CONTRIBUTION		13.17	
	312-0000-21185	SEIU LOCAL 521	EMPLOYEE CONTRIBUTION		10.55	
	410-0000-21185	SEIU LOCAL 521	EMPLOYEE CONTRIBUTION		47.16	
	531-0000-21185	SEIU LOCAL 521	EMPLOYEE CONTRIBUTION		7.10	
SPOA	SOLEDAD POLICE OFFICERS ASSOCIATION	03/21/2025	Regular	0.00	780.00	56910

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0000377	Invoice	03/21/2025	POLICE OFFICERS CONTRIBUTIONS	0.00	780.00	
	100-0000-21190	SOLEDAD POLICE OFFICE...	POLICE OFFICERS CONTRIBUTIO...	754.21		
	416-0000-21190	SOLEDAD POLICE OFFICE...	POLICE OFFICERS CONTRIBUTIO...	25.79		
STAEDD	STATE OF CALIFORNIA E.D.D.	03/21/2025	Regular	0.00	16,654.84	56911
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0000382	Invoice	03/21/2025	STATE TAX W/H	0.00	12,407.92	
	100-0000-21130	STATE TAX PAYABLE	STATE TAX W/H	7,502.80		
	121-0000-21130	STATE TAX PAYABLE	STATE TAX W/H	137.82		
	309-0000-21130	STATE TAX PAYABLE	STATE TAX W/H	1,135.12		
	310-0000-21130	STATE TAX PAYABLE	STATE TAX W/H	2,534.35		
	311-0000-21130	STATE TAX PAYABLE	STATE TAX W/H	280.57		
	312-0000-21130	STATE TAX PAYABLE	STATE TAX W/H	154.85		
	410-0000-21130	STATE TAX PAYABLE	STATE TAX W/H	451.42		
	416-0000-21130	STATE TAX PAYABLE	STATE TAX W/H	173.51		
	531-0000-21130	STATE TAX PAYABLE	STATE TAX W/H	37.48		
INV0000390	Invoice	03/21/2025	STATE TAX W/H	0.00	4,246.92	
	100-0000-21130	STATE TAX PAYABLE	STATE TAX W/H	4,246.92		
STPERS	STATE OF CALIFORNIA PERS	03/21/2025	Regular	0.00	54,274.36	56912
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0000359	Invoice	03/21/2025	CHIEF & LIEUTENANT	0.00	2,503.78	
	100-0000-21171	PERS	CHIEF & LIEUTENANT	2,503.78		
INV0000360	Invoice	03/21/2025	City of Soledad Conf PEPRA	0.00	295.10	
	100-0000-21171	PERS	City of Soledad Conf PEPRA	147.56		
	309-0000-21171	PERS	City of Soledad Conf PEPRA	59.02		
	310-0000-21171	PERS	City of Soledad Conf PEPRA	59.02		
	311-0000-21171	PERS	City of Soledad Conf PEPRA	29.50		
INV0000361	Invoice	03/21/2025	EMPLOYEE CONTRIBUTION	0.00	10,744.03	
	100-0000-21171	PERS	EMPLOYEE CONTRIBUTION	4,478.54		
	121-0000-21171	PERS	EMPLOYEE CONTRIBUTION	272.44		
	309-0000-21171	PERS	EMPLOYEE CONTRIBUTION	944.34		
	310-0000-21171	PERS	EMPLOYEE CONTRIBUTION	3,771.22		
	311-0000-21171	PERS	EMPLOYEE CONTRIBUTION	325.26		
	312-0000-21171	PERS	EMPLOYEE CONTRIBUTION	148.06		
	410-0000-21171	PERS	EMPLOYEE CONTRIBUTION	738.26		
	531-0000-21171	PERS	EMPLOYEE CONTRIBUTION	65.91		
INV0000362	Invoice	03/21/2025	City of Soledad Regular Empl	0.00	11,210.06	
	100-0000-21171	PERS	City of Soledad Regular Empl	4,697.68		
	121-0000-21171	PERS	City of Soledad Regular Empl	276.66		
	309-0000-21171	PERS	City of Soledad Regular Empl	1,018.91		
	310-0000-21171	PERS	City of Soledad Regular Empl	3,889.58		
	311-0000-21171	PERS	City of Soledad Regular Empl	360.27		
	312-0000-21171	PERS	City of Soledad Regular Empl	150.36		
	410-0000-21171	PERS	City of Soledad Regular Empl	749.67		
	531-0000-21171	PERS	City of Soledad Regular Empl	66.93		
INV0000363	Invoice	03/21/2025	City of Soledad Police	0.00	6,238.61	
	100-0000-21171	PERS	City of Soledad Police	6,087.92		
	416-0000-21171	PERS	City of Soledad Police	150.69		
INV0000364	Invoice	03/21/2025	City of Soledad Conf. Employee	0.00	330.78	
	100-0000-21171	PERS	City of Soledad Conf. Employee	168.65		
	309-0000-21171	PERS	City of Soledad Conf. Employee	81.07		
	310-0000-21171	PERS	City of Soledad Conf. Employee	81.06		
INV0000365	Invoice	03/21/2025	City of Soledad Reg Managers	0.00	736.13	

Vendor Number	Vendor Name		Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	100-0000-21171	PERS		City of Soledad Reg Managers		198.77	
	309-0000-21171	PERS		City of Soledad Reg Managers		184.03	
	310-0000-21171	PERS		City of Soledad Reg Managers		184.03	
	311-0000-21171	PERS		City of Soledad Reg Managers		73.61	
	312-0000-21171	PERS		City of Soledad Reg Managers		36.81	
	410-0000-21171	PERS		City of Soledad Reg Managers		58.88	
INV0000366	Invoice	03/21/2025	City of Soledad Managers		0.00	1,067.38	
	100-0000-21171	PERS		City of Soledad Managers		288.19	
	309-0000-21171	PERS		City of Soledad Managers		266.86	
	310-0000-21171	PERS		City of Soledad Managers		266.86	
	311-0000-21171	PERS		City of Soledad Managers		106.74	
	312-0000-21171	PERS		City of Soledad Managers		53.36	
	410-0000-21171	PERS		City of Soledad Managers		85.37	
INV0000367	Invoice	03/21/2025	City of Soledad Police		0.00	968.66	
	100-0000-21171	PERS		City of Soledad Police		968.66	
INV0000368	Invoice	03/21/2025	City of Soledad Police		0.00	2,284.04	
	100-0000-21171	PERS		City of Soledad Police		2,121.24	
	416-0000-21171	PERS		City of Soledad Police		162.80	
INV0000369	Invoice	03/21/2025	City of Soledad Police		0.00	1,355.65	
	100-0000-21171	PERS		City of Soledad Police		1,259.05	
	416-0000-21171	PERS		City of Soledad Police		96.60	
INV0000370	Invoice	03/21/2025	City of Soledad Police		0.00	6,234.05	
	100-0000-21171	PERS		City of Soledad Police		6,083.46	
	416-0000-21171	PERS		City of Soledad Police		150.59	
INV0000371	Invoice	03/21/2025	EMPLOYEE CONTRIBUTION		0.00	4,010.80	
	100-0000-21171	PERS		EMPLOYEE CONTRIBUTION		1,502.69	
	309-0000-21171	PERS		EMPLOYEE CONTRIBUTION		859.65	
	310-0000-21171	PERS		EMPLOYEE CONTRIBUTION		954.99	
	311-0000-21171	PERS		EMPLOYEE CONTRIBUTION		84.45	
	312-0000-21171	PERS		EMPLOYEE CONTRIBUTION		196.99	
	410-0000-21171	PERS		EMPLOYEE CONTRIBUTION		412.03	
INV0000372	Invoice	03/21/2025	City of Soledad Regular Empl		0.00	6,295.29	
	100-0000-21171	PERS		City of Soledad Regular Empl		2,423.49	
	309-0000-21171	PERS		City of Soledad Regular Empl		1,364.04	
	310-0000-21171	PERS		City of Soledad Regular Empl		1,502.28	
	311-0000-21171	PERS		City of Soledad Regular Empl		122.44	
	312-0000-21171	PERS		City of Soledad Regular Empl		285.64	
	410-0000-21171	PERS		City of Soledad Regular Empl		597.40	
	Void		03/21/2025	Regular	0.00	0.00	56913
SUNLIF	SUN LIFE ASSURANCE COMPANY OF CANADA		03/21/2025	Regular	0.00	2,318.89	56914

Payable #	Payable Type	Post Date	Payable Description		Discount Amount	Payable Amount
Account Number	Account Name		Item Description		Distribution Amount	
INV0000375	Invoice	03/21/2025	LIFE, AD&D, LTD		0.00	1,894.45
100-0000-21150	INSURANCE PAYABLE		LIFE, AD&D, LTD			1,011.00
121-0000-21150	INSURANCE PAYABLE		LIFE, AD&D, LTD			25.71
309-0000-21150	INSURANCE PAYABLE		LIFE, AD&D, LTD			190.03
310-0000-21150	INSURANCE PAYABLE		LIFE, AD&D, LTD			451.88
311-0000-21150	INSUARNCE PAYABLE		LIFE, AD&D, LTD			42.83
312-0000-21150	INSURANCE PAYABLE		LIFE, AD&D, LTD			34.72
410-0000-21150	INSURANCE PAYABLE		LIFE, AD&D, LTD			120.40
416-0000-21150	INSURANCE PAYABLE		LIFE, AD&D, LTD			11.94
531-0000-21150	INSURANCE PAYABLE		LIFE, AD&D, LTD			5.94
INV0000376	Invoice	03/21/2025	SUPPLEMENTAL		0.00	379.54
100-0000-21150	INSURANCE PAYABLE		SUPPLEMENTAL			188.57
121-0000-21150	INSURANCE PAYABLE		SUPPLEMENTAL			4.11
309-0000-21150	INSURANCE PAYABLE		SUPPLEMENTAL			75.81
310-0000-21150	INSURANCE PAYABLE		SUPPLEMENTAL			68.69

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	311-0000-21150 INSUARNCE PAYABLE		SUPPLEMENTAL		10.82	
	312-0000-21150 INSURANCE PAYABLE		SUPPLEMENTAL		5.88	
	410-0000-21150 INSURANCE PAYABLE		SUPPLEMENTAL		23.90	
	416-0000-21150 INSURANCE PAYABLE		SUPPLEMENTAL		1.59	
	531-0000-21150 INSURANCE PAYABLE		SUPPLEMENTAL		0.17	
INV0000386	Invoice	03/21/2025 LIFE, AD&D, LTD		0.00	44.90	
	100-0000-21150 INSURANCE PAYABLE		LIFE, AD&D, LTD		44.90	
UNIWAY	UNITED WAY MONTEREY COUNTY	03/21/2025	Regular	0.00	2.00	56915
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
INV0000378	Invoice	03/21/2025 UNITED WAY CONTRIBUTIONS		0.00	2.00	
	100-0000-21195	MISC. PAYROLL DEDUCTI...	UNITED WAY CONTRIBUTIONS	0.91		
	311-0000-21195	MISC. PAYROLL DEDUCTI...	UNITED WAY CONTRIBUTIONS	0.09		
	312-0000-21195	MISC. PAYROLL DEDUCTI...	UNITED WAY CONTRIBUTIONS	0.20		
	410-0000-21195	MISC. PAYROLL DEDUCTI...	UNITED WAY CONTRIBUTIONS	0.80		
TL ENG	TL ENGINEERING	03/19/2025	Regular	0.00	2,250.00	56916
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
1613	Invoice	03/19/2025 App Bay Project Engineering		0.00	2,250.00	
	211-0000-52200	PROFESSIONAL SERVICES...	App Bay Project Engineering	2,250.00		
OREAUT	O'REILLY AUTO PARTS	03/21/2025	Regular	0.00	458.95	56917
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
3566-226645	Invoice	01/24/2025 Oil Filter		0.00	5.78	
	100-2100-52080	FLEET SERVICES	Oil Filter	5.78		
3566-226655	Credit Memo	01/24/2025 Oil Filter Return		0.00	-5.78	
	100-2100-52080	FLEET SERVICES	Oil Filter Return	-5.78		
3566-238089	Invoice	03/21/2025 Suspension Parts		0.00	36.53	
	100-1400-52080	FLEET SERVICES	Suspension Parts	36.53		
3566-238117	Invoice	03/21/2025 Suspension Parts		0.00	36.64	
	100-1400-52080	FLEET SERVICES	Suspension Parts	36.64		
3566-238138	Invoice	03/21/2025 Struts / Suspension Parts		0.00	411.35	
	100-1400-52080	FLEET SERVICES	Struts / Suspension Parts	411.35		
OPCM-78742	Credit Memo	01/24/2025 Overpayment Credit		0.00	-24.57	
	100-2100-52080	FLEET SERVICES	Overpayment Credit	-24.57		
OSOOB43282	Credit Memo	01/24/2025 Overpayment Credit		0.00	-1.00	
	100-1400-52080	FLEET SERVICES	Overpayment - 220831	-1.00		
ALCANA	ALCANTAR ACE HARDWARE	03/21/2025	Regular	0.00	4,305.11	56918
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
4725	Invoice	03/21/2025 Compression Coupler		0.00	2.61	
	100-2100-52525	REPAIRS & MAINTENANCE..	Compression Coupler	2.61		
4728	Credit Memo	03/21/2025 Credit Coupler		0.00	-2.61	
	100-2100-52525	REPAIRS & MAINTENANCE..	Credit Coupler	-2.61		
4953	Invoice	03/21/2025 USA Markings		0.00	7.64	
	310-0000-52134	COLLECTION SYSTEM MA...	USA Markings	7.64		
4961	Invoice	03/21/2025 USA Markings		0.00	1.75	
	310-0000-52134	COLLECTION SYSTEM MA...	USA Markings	1.75		
4966	Invoice	03/21/2025 All Purpose Sprayer		0.00	4.36	
	100-1400-52525	REPAIRS & MAINTENANCE..	All Purpose Sprayer	4.36		
4975	Invoice	03/21/2025 Blade		0.00	19.65	
	100-2100-52051	TOOLS & MINOR EQUIPM...	Blade	19.65		

Vendor Number	Vendor Name		Payment Date	Payment Type	Discount Amount	Payment Amount	Number
5157	Invoice	03/21/2025	Bitset - Well #7		0.00	10.91	
	309-0000-52525	REPAIRS & MAINTENANCE..		Bitset - Well #7		10.91	
5233	Invoice	03/21/2025	Paint Supplies - FD		0.00	80.20	
	100-1450-52518	FACILITIES EXPENSE		Paint Supplies - FD		80.20	
5242	Invoice	03/21/2025	Paint - FD		0.00	1,441.88	
	100-1450-52518	FACILITIES EXPENSE		Paint - FD		1,441.88	
5252	Invoice	03/21/2025	Paint Supplies - FD		0.00	137.63	
	100-1450-52518	FACILITIES EXPENSE		Paint Supplies - FD		137.63	
5275	Invoice	03/21/2025	Flagpole Brace		0.00	3.92	
	100-8000-52518	FACILITIES EXPENSE		Flagpole Brace		3.92	
5279	Invoice	03/21/2025	Janitorial Supplies - Blue Building		0.00	39.30	
	310-0000-52518	FACILITIES EXPENSE		Janitorial Supplies - Blue Building		39.30	
5280	Invoice	03/21/2025	Project Valves - Numbers		0.00	18.77	
	310-0000-52051	TOOLS & MINOR EQUIPM...		Project Valves - Numbers		18.77	
5292	Invoice	03/21/2025	Trash Can		0.00	44.78	
	100-2100-52525	REPAIRS & MAINTENANCE..		Trash Can		44.78	
5317	Invoice	03/21/2025	Grabber Tool		0.00	26.21	
	100-2100-52525	REPAIRS & MAINTENANCE..		Grabber Tool		26.21	
5333	Invoice	03/21/2025	Paint - FD		0.00	1,476.84	
	100-1450-52518	FACILITIES EXPENSE		Paint - FD		1,476.84	
5343	Invoice	03/21/2025	Graber Tool		0.00	26.21	
	100-2100-52525	REPAIRS & MAINTENANCE..		Graber Tool		26.21	
5345	Invoice	03/21/2025	Paint Supplies - FD		0.00	77.90	
	100-1450-52518	FACILITIES EXPENSE		Paint Supplies - FD		77.90	
5364	Invoice	03/21/2025	Trash Can		0.00	42.60	
	100-2100-52525	REPAIRS & MAINTENANCE..		Trash Can		42.60	
5366	Invoice	03/21/2025	Irrigation Valve Repair		0.00	111.07	
	100-2100-52525	REPAIRS & MAINTENANCE..		Irrigation Valve Repair		111.07	
5368	Invoice	03/21/2025	Irrigation Repair		0.00	3.27	
	100-2100-52525	REPAIRS & MAINTENANCE..		Irrigation Repair		3.27	
5373	Invoice	03/21/2025	Vandalism Repair		0.00	12.01	
	100-2100-52525	REPAIRS & MAINTENANCE..		Vandalism Repair		12.01	
5389	Invoice	03/21/2025	ACO - Cleaning Supplies		0.00	150.87	
	312-0000-52235	ANIMAL SERVICES		ACO - Cleaning Supplies		150.87	
5392	Credit Memo	03/21/2025	Irrigation Repair		0.00	-14.61	
	100-2100-52525	REPAIRS & MAINTENANCE..		Irrigation Repair		-14.61	
5395	Invoice	03/21/2025	Irrigation Repair		0.00	9.14	
	100-2100-52525	REPAIRS & MAINTENANCE..		Irrigation Repair		9.14	
5408	Invoice	03/21/2025	Rivet Tool		0.00	29.49	
	100-1400-52080	FLEET SERVICES		Rivet Tool		29.49	
5419	Invoice	03/21/2025	Anchor Bolts		0.00	27.29	
	100-1400-52518	FACILITIES EXPENSE		Anchor Bolts		27.29	
5420	Invoice	03/21/2025	Nuts & Bolts		0.00	2.13	
	100-2100-52525	REPAIRS & MAINTENANCE..		Nuts & Bolts		2.13	
5424	Invoice	03/21/2025	Rivets		0.00	8.29	
	100-1400-52518	FACILITIES EXPENSE		Rivets		8.29	
5432	Invoice	03/21/2025	2 Cycle Oil		0.00	28.15	
	100-2100-52525	REPAIRS & MAINTENANCE..		2 Cycle Oil		28.15	
5435	Invoice	03/21/2025	Shop Tools - Repairs		0.00	128.83	
	310-0000-52051	TOOLS & MINOR EQUIPM...		Shop Tools - Repairs		128.83	
5442	Invoice	03/21/2025	Supplies - Call Service Truck		0.00	35.41	
	310-0000-52134	COLLECTION SYSTEM MA...		Supplies - Call Service Truck		35.41	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
5458	Invoice	03/21/2025	Conex Flooring Repairs	0.00	25.75	
	310-0000-52525	REPAIRS & MAINTENANCE..	Conex Flooring Repairs		25.75	
5461	Invoice	03/21/2025	Bolts for Stop Signs	0.00	6.46	
	100-1500-52525	REPAIRS & MAINTENANCE..	Bolts for Stop Signs		6.46	
5467	Invoice	03/21/2025	Key Copies	0.00	13.93	
	100-2100-52525	REPAIRS & MAINTENANCE..	Key Copies		13.93	
5485	Invoice	03/21/2025	Janitorial Supplies - WWTP	0.00	36.64	
	310-0000-52518	FACILITIES EXPENSE	Janitorial Supplies - WWTP		36.64	
5495	Invoice	03/21/2025	Buckets - Plant / Lab	0.00	23.99	
	310-0000-52051	TOOLS & MINOR EQUIPM...	Buckets - Plant / Lab		23.99	
5500	Invoice	03/21/2025	Paint Exterior - FD	0.00	206.45	
	100-1450-52518	FACILITIES EXPENSE	Paint Exterior - FD		206.45	
	Void	03/21/2025	Regular	0.00	0.00	56919
AMAZON	AMAZON CAPITAL SERVICES	03/21/2025	Regular	0.00	6,710.97	56920

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	Account Name	Item Description	Distribution Amount	
11L1-KL14-KMMG	Invoice	03/21/2025	IT Closet Network - CH	0.00	625.53
	100-1320-52051	TOOLS & MINOR EQUIPM...	IT Closet Network - CH	625.53	
13VW-TP31-FY1G	Invoice	03/21/2025	Power Supply	0.00	14.75
	100-1320-52051	TOOLS & MINOR EQUIPM...	Power Supply	14.75	
141H-MQYD-GQ...	Invoice	03/21/2025	Upgraded CCETS Switch	0.00	63.35
	100-1320-52051	TOOLS & MINOR EQUIPM...	Upgraded CCETS Switch	63.35	
14GX-HLML-9WCF	Invoice	03/21/2025	Soap & Tape	0.00	78.24
	100-1310-52040	OFFICE SUPPLIES	HR - Tape Dispenser	3.74	
	100-8000-52040	OFFICE SUPPLIES	Soap	74.50	
19LT-GFYM-F3NC	Invoice	03/21/2025	Harddrive - PD	0.00	136.55
	100-1320-52051	TOOLS & MINOR EQUIPM...	Harddrive - PD	136.55	
19N3-V4QK-6JRJ	Invoice	03/21/2025	Display Stand Sign Holder	0.00	43.69
	100-1300-52040	OFFICE SUPPLIES	Display Stand Sign Holder	43.69	
19RF-FVHT-CC7Q	Invoice	03/21/2025	Display Adapter - PD	0.00	37.00
	100-1320-52051	TOOLS & MINOR EQUIPM...	Display Adapter - PD	37.00	
1C44-K7CH-MN4G	Invoice	03/21/2025	Outdoor TV - CH	0.00	8.73
	100-1320-52051	TOOLS & MINOR EQUIPM...	CH Outdoor TV	8.73	
1DW3-KPL4-9FFL	Invoice	03/21/2025	Supplies - Provisional Encampment	0.00	617.50
	121-0000-52525	REPAIRS & MAINTENANCE..	Supplies - Provisional Encampm...	617.50	
1FPN-QFRM-HXPN	Invoice	03/21/2025	Network Switch -PD	0.00	48.04
	100-1320-52520	MAINTENANCE AGREEM...	Network Switch -PD	48.04	
1FPW-FQ4F-G7Q7	Invoice	03/21/2025	Portable IT Monitor	0.00	299.95
	100-1320-52051	TOOLS & MINOR EQUIPM...	Portable IT Monitor	299.95	
1G9F-7TFP-MHNK	Invoice	03/21/2025	USB C & Power Cable	0.00	54.49
	100-1320-52051	TOOLS & MINOR EQUIPM...	USB C & Power Cable	54.49	
1GW3-W619-9X...	Invoice	03/21/2025	Supplies - Provisional Encampment	0.00	617.50
	121-0000-52525	REPAIRS & MAINTENANCE..	Supplies - Provisional Encampm...	617.50	
1H67-GKDD-L1YY	Invoice	03/21/2025	Provisional Encampment Supplies	0.00	879.40
	121-0000-52525	REPAIRS & MAINTENANCE..	Provisional Encampment Supplies	879.40	
1HC4-V7D7-GFWK	Invoice	03/21/2025	CAD Power Supply - PD	0.00	18.56
	100-1320-52051	TOOLS & MINOR EQUIPM...	CAD Power Supply - PD	18.56	
1HYG-9D4V-FNDP	Invoice	03/21/2025	PW Case & CAD Display - PD	0.00	76.44
	100-1320-52051	TOOLS & MINOR EQUIPM...	PW Case & CAD Display - PD	76.44	
1J9C-WTJF-CMPM	Invoice	03/21/2025	Supplies - Provisional Encampment	0.00	617.50
	121-0000-52525	REPAIRS & MAINTENANCE..	Supplies - Provisional Encampm...	617.50	
1JR7-D16T-9MWH	Invoice	03/21/2025	Speakers - VA	0.00	284.04

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	100-3100-52200 PROFESSIONAL SERVICES...		VA - Speakers		284.04	
1K4Q-4MKL-GD37	Invoice	03/21/2025	Task Force Fiber Optic Cable	0.00	94.38	
	100-1320-52051 TOOLS & MINOR EQUIPM...		Task Force Fiber Optic Cable		94.38	
1K6M-HPNT-F1M9	Invoice	03/21/2025	2nd Fire Dept Cable	0.00	16.81	
	100-1320-52051 TOOLS & MINOR EQUIPM...		2nd Fire Dept Cable		16.81	
1L1M-K77X-PC1T	Invoice	03/21/2025	Video Card	0.00	30.58	
	100-1320-52051 TOOLS & MINOR EQUIPM...		Video Card		30.58	
1LXT-R11G-33PG	Invoice	03/21/2025	Desk	0.00	218.47	
	100-2400-52040 OFFICE SUPPLIES		Desk		218.47	
1N41-FKKK-KF33	Invoice	03/21/2025	P. Tips - Lab Process Control	0.00	76.34	
	310-0000-52053 LAB ANALYSIS & TESTING		P. Tips - Lab Process Control		76.34	
1PCW-7LD3-C1Y1	Invoice	03/21/2025	New Wheels - UV Station Hoist	0.00	316.81	
	310-0000-52525 REPAIRS & MAINTENANCE..		New Wheels - UV Station Hoist		316.81	
1Q9P-J7HN-FWVH	Invoice	03/21/2025	Maintenance Conex Light	0.00	39.32	
	310-0000-52525 REPAIRS & MAINTENANCE..		Maintenance Conex Light		39.32	
1RQ3-HDTP-YC9Q	Invoice	03/21/2025	Maint. Supplies - FD	0.00	726.68	
	100-1450-52525 REPAIRS & MAINTENANCE..		Maint. Supplies - FD		726.68	
1RTT-1JQV-DY4G	Invoice	03/21/2025	Ethernet Adapter for Laptops	0.00	53.60	
	100-1320-52051 TOOLS & MINOR EQUIPM...		Ethernet Adapter for Laptops		53.60	
1RYM-KKLL-MRJN	Invoice	03/21/2025	UTY Splitter for Deskphone	0.00	10.90	
	100-1320-52051 TOOLS & MINOR EQUIPM...		UTY Splitter for Deskphone		10.90	
1T9T-4Y3J-3Y46	Invoice	03/21/2025	Visitor Register Book - WWTP	0.00	18.87	
	310-0000-52040 OFFICE SUPPLIES		Visitor Register Book - WWTP		18.87	
1TYV-FGTV-CRVY	Invoice	03/21/2025	Key Cover	0.00	179.64	
	100-2100-52080 FLEET SERVICES		Key Cover		179.64	
1V17-QJ1Q-DY6M	Invoice	03/21/2025	Fiber Cable - Fire Dept	0.00	16.99	
	100-1320-52051 TOOLS & MINOR EQUIPM...		Fire Dept - Fiber Cable		16.99	
1VQ6-GQTT-6NQG	Invoice	03/21/2025	Apple iPad	0.00	305.49	
	309-0000-57100 CAPITAL OUTLAY - COMP...		Apple iPad		152.75	
	310-0000-57100 CAPITAL OUTLAY - COMP...		Apple iPad		152.74	
1YYK-CXKM-CJD1	Invoice	03/21/2025	WRF Trailer Internet	0.00	84.83	
	100-1320-52051 TOOLS & MINOR EQUIPM...		WRF Trailer Internet		84.83	
	Void	03/21/2025	Regular	0.00	0.00	56921
AMESUP	AMERICAN SUPPLY COMPANY	03/21/2025	Regular	0.00	625.16	56922
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
3055198	Invoice	03/21/2025	Mop Heads	0.00	228.64	
	100-1400-52518	FACILITIES EXPENSE	Mop Heads	228.64		
3055745	Invoice	03/21/2025	Janitorial Supplies	0.00	396.52	
	309-0000-52518	FACILITIES EXPENSE	Janitorial Supplies	79.30		
	310-0000-52518	FACILITIES EXPENSE	Janitorial Supplies	317.22		
ASSURE	ASSURED AGGREGATES COMPANY, INC.	03/21/2025	Regular	0.00	277.82	56923
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
70629.01	Invoice	03/21/2025	Infield Red Dirt	0.00	277.82	
	100-2100-52525	REPAIRS & MAINTENANCE..	Infield Red Dirt	277.82		
ATTCAL	AT&T	03/21/2025	Regular	0.00	187.54	56924
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
000022892237	Invoice	03/21/2025	Breathalyzer PD	0.00	187.54	
	100-1400-52410	TELEPHONE/DATA/PAGER	Breathalyzer PD	187.54		

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
AUTOZO	AUTOZONE LLC	03/21/2025	Regular	0.00	1,251.35	56925

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
05509855678	Invoice	03/21/2025	Break Rotors	0.00	165.28
	100-1400-52080	FLEET SERVICES	Break Rotors	165.28	
05509858758	Invoice	03/21/2025	Coolant Tank	0.00	81.55
	100-1400-52080	FLEET SERVICES	Coolant Tank	81.55	
05509859136	Invoice	03/21/2025	Head Light Bulb	0.00	84.38
	100-1400-52080	FLEET SERVICES	Head Light Bulb	84.38	
05509859774	Invoice	03/21/2025	Preventive Service	0.00	121.47
	100-1400-52080	FLEET SERVICES	Preventive Service	121.47	
05509862106	Invoice	03/21/2025	Headlights Bulb	0.00	84.38
	100-1400-52080	FLEET SERVICES	Headlights Bulb	84.38	
05509862607	Invoice	03/21/2025	Suspension Link	0.00	53.70
	100-1400-52080	FLEET SERVICES	Suspension Link	53.70	
05509862959	Invoice	03/21/2025	Suspension Parts	0.00	92.96
	100-1400-52080	FLEET SERVICES	Suspension Parts	92.96	
05509862965	Invoice	03/21/2025	Vapor Canister	0.00	25.83
	100-2100-52080	FLEET SERVICES	Vapor Canister	25.83	
05509862966	Invoice	03/21/2025	Brake Pads	0.00	42.40
	100-2100-52080	FLEET SERVICES	Brake Pads	42.40	
05509863459	Invoice	03/21/2025	Brake Pad & Rotors	0.00	391.47
	100-1400-52080	FLEET SERVICES	Brake Pad & Rotors	391.47	
05509865770	Invoice	03/21/2025	Fuel Filters & Solenoid	0.00	43.48
	100-2100-52080	FLEET SERVICES	Fuel Filters & Solenoid	43.48	
05509865829	Invoice	03/21/2025	Suspension Parts	0.00	64.45
	100-1400-52080	FLEET SERVICES	Suspension Parts	64.45	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
BACKFL	BACKFLOW DISTRIBUTORS INC.	03/21/2025	Regular	0.00	1,049.82	56926

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
77539	Invoice	03/21/2025	Backflow San Vicente/Gabilan	0.00	1,049.82
	647-0000-52525	REPAIRS & MAINTENANCE..	Backflow San Vicente/Gabilan	1,049.82	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
BADGER	BADGER METER, INC.	03/21/2025	Regular	0.00	1,972.00	56927

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
1718716	Invoice	03/21/2025	Badger Meter	0.00	1,972.00
	309-0000-52521	METER REPAIR/REPLACE...	Badger Meter	1,972.00	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
BAILEY	BAILEY STREET LIMITED	03/21/2025	Regular	0.00	5,727.86	56928

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
100522562	Invoice	03/21/2025	Polymers - Plant	0.00	5,727.86
	310-0000-52044	CHEMICAL	Polymers - Plant	5,727.86	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
BLAVEA	BLACK & VEATCH CORPORATION	03/21/2025	Regular	0.00	30,490.00	56929

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
1458888	Invoice	03/21/2025	WRF Assessment	0.00	30,490.00
	310-0000-57000	CAPITAL OUTLAY - IMPR...	WRF Assessment	30,490.00	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
BORGES	BORGES & MAHONEY CO.	03/21/2025	Regular	0.00	1,346.27	56930

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
145819	Invoice	03/21/2025	Chlorine Station Pump Panel Display	0.00	1,346.27	
	310-0000-52525	REPAIRS & MAINTENANCE..	Chlorine Station Pump Panel Dis...	1,346.27		
BRENNT	BRENNTAG PACIFIC INC	03/21/2025	Regular	0.00	6,222.72	56931
BPI500562	Invoice	03/21/2025	Well #7 Sodium Hypochlorite	0.00	448.95	
	309-0000-52044	CHEMICAL	Well #7 Sodium Hypochlorite	448.95		
BPI500563	Invoice	03/21/2025	La Cuesta Sodium Hypo.	0.00	2,359.63	
	309-0000-52044	CHEMICAL	La Cuesta Sodium Hypo.	2,359.63		
BPI500564	Invoice	03/21/2025	Well #9 Sodium Hypo.	0.00	2,244.77	
	309-0000-52044	CHEMICAL	Well #9 Sodium Hypo.	2,244.77		
BPI500565	Invoice	03/21/2025	Well #11 Sodium Hypo.	0.00	1,169.37	
	309-0000-52044	CHEMICAL	Well #11 Sodium Hypo.	1,169.37		
SOLISB	BRIAN SOLIS	03/21/2025	Regular	0.00	506.00	56932
041125	Invoice	03/21/2025	Management Course Module A	0.00	506.00	
	100-1400-52091	TRAVEL, MEETINGS & TRA..	Management Course Module A	506.00		
BUILDX	BUILDX CONSTRUCTION INC	03/21/2025	Regular	0.00	3,260.00	56933
1689	Invoice	03/21/2025	Little League Repairs	0.00	3,260.00	
	100-2100-52525	REPAIRS & MAINTENANCE..	Little League Repairs	3,260.00		
CAL	CAL FIRE	03/21/2025	Regular	0.00	453.88	56934
0000001625899	Invoice	03/21/2025	Weed Abatement	0.00	453.88	
	100-2100-52200	PROFESSIONAL SERVICES...	Weed Abatement	453.88		
CALRUR	CALIFORNIA RURAL WATER ASSOCIATION	03/21/2025	Regular	0.00	1,680.00	56935
20250123	Invoice	03/21/2025	CRWA Expo	0.00	1,680.00	
	309-0000-52091	TRAVEL, MEETINGS & TRA..	CRWA Expo - D Navarro	560.00		
	310-0000-52091	TRAVEL, MEETINGS & TRA..	CRWA Expo - G. Perez	1,120.00		
CALWES	CAL-WEST	03/21/2025	Regular	0.00	1,676.33	56936
250129	Invoice	03/21/2025	Preventative Maint. Dec 24	0.00	500.00	
	410-0000-57032	SIGNAL MAINTENANCE	Preventative Maint. Dec 24	500.00		
250130	Invoice	03/21/2025	Preventative Maint. Jan 25	0.00	500.00	
	410-0000-57032	SIGNAL MAINTENANCE	Preventative Maint. Jan 25	500.00		
250131	Invoice	03/21/2025	Traffic Signal Calls	0.00	676.33	
	410-0000-57032	SIGNAL MAINTENANCE	Traffic Signal Calls	676.33		
CAROLL	CAROLLO ENGINEERS, INC.	03/21/2025	Regular	0.00	140,601.80	56937
FB63719-5	Invoice	03/21/2025	Main St. Sewer Pipeline	0.00	680.00	
	310-0000-57000	CAPITAL OUTLAY - IMPR...	Main St. Sewer Pipeline	680.00		
FB63749-15	Invoice	03/21/2025	Recycled Water Conveyance Proj.	0.00	139,921.80	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	213-0000-52200 PROFESSIONAL SERVICES...		Recycled Water Conveyance Proj.		139,921.80	
CINTAS	CINTAS CORPORATION NO. 3	03/21/2025	Regular	0.00	800.01	56938
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
4223536987	Invoice	03/21/2025	PW Uniforms / Parks & Streets	0.00	104.19	
	100-1400-52520	MAINTENANCE AGREEM...	PW Uniforms / Parks & Streets	7.90		
	100-1500-52520	MAINTENANCE AGREEM...	PW Uniforms / Parks & Streets	2.56		
	100-2100-52520	MAINTENANCE AGREEM...	PW Uniforms / Parks & Streets	50.58		
	311-0000-52520	MAINTENANCE AGREEM...	PW Uniforms / Parks & Streets	0.87		
	312-0000-52520	MAINTENANCE AGREEM...	PW Uniforms / Parks & Streets	9.55		
	410-0000-52520	MAINTENANCE AGREEM...	PW Uniforms / Parks & Streets	32.73		
4223537020	Invoice	03/21/2025	WW/Water Uniforms	0.00	332.21	
	309-0000-52520	MAINTENANCE AGREEM...	WW/Water Uniforms	64.57		
	310-0000-52520	MAINTENANCE AGREEM...	WW/Water Uniforms	267.64		
4224259328	Invoice	03/21/2025	PW Uniforms / Parks & Streets	0.00	92.75	
	100-1400-52520	MAINTENANCE AGREEM...	PW Uniforms / Parks & Streets	7.03		
	100-1500-52520	MAINTENANCE AGREEM...	PW Uniforms / Parks & Streets	2.29		
	100-2100-52520	MAINTENANCE AGREEM...	PW Uniforms / Parks & Streets	45.02		
	311-0000-52520	MAINTENANCE AGREEM...	PW Uniforms / Parks & Streets	0.77		
	312-0000-52520	MAINTENANCE AGREEM...	PW Uniforms / Parks & Streets	8.50		
	410-0000-52520	MAINTENANCE AGREEM...	PW Uniforms / Parks & Streets	29.14		
4224259334	Invoice	03/21/2025	WW/Water Uniforms	0.00	270.86	
	309-0000-52520	MAINTENANCE AGREEM...	WW/Water Uniforms	50.56		
	310-0000-52520	MAINTENANCE AGREEM...	WW/Water Uniforms	220.30		
CITYOF	CITY OF SOLEDAD-PETTY CASH	03/21/2025	Regular	0.00	482.22	56939
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
031225	Invoice	03/21/2025	Petty Cash - Police Department	0.00	482.22	
	100-1400-52040	OFFICE SUPPLIES	Labels, Paper	34.47		
	100-1400-52040	OFFICE SUPPLIES	Paper Products	16.23		
	100-1400-52051	TOOLS & MINOR EQUIPM...	2 Tool Camera Cases For CSOS	28.38		
	100-1400-52070	FOOD SERVICES	Pastries For S/W	54.54		
	100-1400-52070	FOOD SERVICES	Lunch For Evidence Disposal	82.39		
	100-1400-52070	FOOD SERVICES	Staff Lunch	37.00		
	100-1400-52085	FUEL	Fuel On POV For Uniform Shop	20.00		
	100-1400-52518	FACILITIES EXPENSE	In Custody Lice Treatment	42.41		
	100-3100-52200	PROFESSIONAL SERVICES...	Pastries, Coffee W/Cop Event	37.00		
	100-3100-52200	PROFESSIONAL SERVICES...	Pastries, Coffee W/Cop Event	90.49		
	312-0000-52235	ANIMAL SERVICES	Dog Food For ACO Truck	39.31		
CSC OF	CSC OF SALINAS	03/21/2025	Regular	0.00	64.34	56940
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
001060514	Invoice	03/21/2025	Repairs - Bobcat Streetsweeper	0.00	64.34	
	310-0000-52525	REPAIRS & MAINTENANCE..	Repairs - Bobcat Streetsweeper	64.34		
GUERR	DAMIAN GUERRERO	03/21/2025	Regular	0.00	13,900.00	56941
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
224	Invoice	03/21/2025	River Clean Up	0.00	100.00	
	311-0000-52200	PROFESSIONAL SERVICES...	River Clean Up	100.00		
225	Invoice	03/21/2025	Landscape Maint.	0.00	2,500.00	
	647-0000-52530	STREET LANDSCAPING	Landscape Maint.	2,500.00		
226	Invoice	03/21/2025	River Clean Up	0.00	100.00	
	311-0000-52200	PROFESSIONAL SERVICES...	River Clean Up	100.00		
227	Invoice	03/21/2025	River Clean Up	0.00	100.00	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	311-0000-52200 PROFESSIONAL SERVICES...	River Clean Up			100.00	
228	Invoice	03/21/2025	River Clean Up	0.00	100.00	
	311-0000-52200 PROFESSIONAL SERVICES...	River Clean Up			100.00	
229	Invoice	03/21/2025	San Vicente Landscape	0.00	1,500.00	
	647-0000-52530 STREET LANDSCAPING	San Vicente Landscape			1,500.00	
230	Invoice	03/21/2025	Orchard Park	0.00	4,000.00	
	651-0000-52522 PARK MAINTENANCE	Orchard Park			4,000.00	
231	Invoice	03/21/2025	Serra Bioswell Maint.	0.00	1,750.00	
	651-0000-52516 LANDSCAPE MAINT. (EAS...	Serra Bioswell Maint.			1,750.00	
232	Invoice	03/21/2025	Serra Cul-de-sac	0.00	250.00	
	651-0000-52516 LANDSCAPE MAINT. (EAS...	Serra Cul-de-sac			250.00	
233	Invoice	03/21/2025	Davalos Bioswell Maint.	0.00	1,750.00	
	651-0000-52516 LANDSCAPE MAINT. (EAS...	Davalos Bioswell Maint.			1,750.00	
234	Invoice	03/21/2025	Calle Valverde	0.00	1,750.00	
	651-0000-52516 LANDSCAPE MAINT. (EAS...	Calle Valverde			1,750.00	
DATA	DATAFLOW BUSINESS SYSTEMS, INC.	03/21/2025	Regular	0.00	137.46	56942
Payable #	**Payable Type** **Post Date** **Payable Description**			**Discount Amount**	**Payable Amount**	
	Account Number **Account Name** **Item Description**			**Distribution Amount**		
416410	Invoice	03/21/2025	Copier - Comm. Center	0.00	124.96	
	100-2200-52520 MAINTENANCE AGREEM...	Comm. Center Copier			124.96	
416910	Invoice	03/21/2025	Copier - P.D.	0.00	12.50	
	100-1400-52520 MAINTENANCE AGREEM...	P.D. Copier			12.50	
DEPJUS	DEPARTMENT OF JUSTICE-STATE OF CA.	03/21/2025	Regular	0.00	64.00	56943
Payable #	**Payable Type** **Post Date** **Payable Description**			**Discount Amount**	**Payable Amount**	
	Account Number **Account Name** **Item Description**			**Distribution Amount**		
801998	Invoice	03/21/2025	Live Scan Fees	0.00	64.00	
	100-1400-52200 PROFESSIONAL SERVICES...	Live Scan Fees			64.00	
DEPTRA	DEPARTMENT OF TRANSPORTATION	03/21/2025	Regular	0.00	213.56	56944
Payable #	**Payable Type** **Post Date** **Payable Description**			**Discount Amount**	**Payable Amount**	
	Account Number **Account Name** **Item Description**			**Distribution Amount**		
SL250270	Invoice	03/21/2025	Signals & Lighting	0.00	213.56	
	410-0000-52400 UTILITIES	Signals & Lighting			213.56	
DKF	DKF SOLUTIONS GROUP, LLC	03/21/2025	Regular	0.00	999.00	56945
Payable #	**Payable Type** **Post Date** **Payable Description**			**Discount Amount**	**Payable Amount**	
	Account Number **Account Name** **Item Description**			**Distribution Amount**		
22766	Invoice	03/21/2025	Subscription - Citywide Training	0.00	999.00	
	100-1310-52200 PROFESSIONAL SERVICES...	Subscription - Citywide Training			999.00	
ALHAMB	DS SERVICES OF AMERICA, INC.	03/21/2025	Regular	0.00	154.36	56946
Payable #	**Payable Type** **Post Date** **Payable Description**			**Discount Amount**	**Payable Amount**	
	Account Number **Account Name** **Item Description**			**Distribution Amount**		
21460558 031325	Invoice	03/21/2025	Water Service	0.00	154.36	
	100-1400-52200 PROFESSIONAL SERVICES...	Water Service			154.36	
EASTECH	EASTECH FLOW CONTROLS, INC	03/21/2025	Regular	0.00	7,500.00	56947
Payable #	**Payable Type** **Post Date** **Payable Description**			**Discount Amount**	**Payable Amount**	
	Account Number **Account Name** **Item Description**			**Distribution Amount**		
1233	Invoice	03/21/2025	Sewer Monitors	0.00	7,500.00	
	310-0000-52134 COLLECTION SYSTEM MA...	Sewer Monitors			7,500.00	
ELCAMI	EL CAMINO ELECTRIC, INC.	03/21/2025	Regular	0.00	2,183.39	56948

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
7126	Invoice	03/21/2025	Exit Gate to PD	0.00	720.30	
	100-1400-52518	FACILITIES EXPENSE	Exit Gate to PD	720.30		
7135	Invoice	03/21/2025	Control Room - Electrical Repairs	0.00	1,035.00	
	310-0000-52525	REPAIRS & MAINTENANCE..	Control Room - Electrical Repairs	1,035.00		
7137	Invoice	03/21/2025	Scoreboard Repairs	0.00	428.09	
	100-2100-52518	FACILITIES EXPENSE	Scoreboard Repairs	428.09		
EMCPLA	EMC PLANNING GROUP INC.	03/21/2025	Regular	0.00	13,855.87	56949
16-001-91	Invoice	03/21/2025	Miramonte Staff Support	0.00	10,374.18	
	120-0000-52200	PROFESSIONAL SERVICES...	Miramonte Staff Support	10,374.18		
25-017-1	Invoice	03/21/2025	Almond Acres	0.00	3,481.69	
	120-0000-52200	PROFESSIONAL SERVICES...	Almond Acres	3,481.69		
CIT	FIRST-CITIZENS BANK & TRUST CO	03/21/2025	Regular	0.00	327.71	56950
46668822	Invoice	03/21/2025	Copier Lease - CH/WWTP	0.00	327.71	
	100-8000-52230	LEASE CONTRACTS	CH/WWTP Copier Lease	172.24		
	309-0000-52230	LEASE CONTRACTS	CH/WWTP Copier Lease	62.19		
	310-0000-52230	LEASE CONTRACTS	CH/WWTP Copier Lease	93.28		
GAVPRI	GAVILAN PRINTERS, LLC	03/21/2025	Regular	0.00	376.81	56951
35332	Invoice	03/21/2025	Business Cards	0.00	178.89	
	100-1200-52040	OFFICE SUPPLIES	Business Cards	89.45		
	100-1500-52040	OFFICE SUPPLIES	Business Cards	89.44		
35426	Invoice	03/21/2025	Business Cards	0.00	98.96	
	100-1100-52200	PROFESSIONAL SERVICES...	Business Cards	98.96		
35461	Invoice	03/21/2025	Business Cards	0.00	98.96	
	310-0000-52040	OFFICE SUPPLIES	Business Cards	98.96		
BOBMURRY	GVP VENTURES, INC	03/21/2025	Regular	0.00	10,684.00	56952
11034	Invoice	03/21/2025	Police Chief Recruitment	0.00	10,684.00	
	100-1310-52200	PROFESSIONAL SERVICES...	Police Chief Recruitment	10,684.00		
HOLLOW	HOLLOWAY ENVIRONMENTAL SOLUTIONS, LLC.	03/21/2025	Regular	0.00	126,608.99	56953
INV-HES-3276	Invoice	03/21/2025	Sludge Hauling Jan 2025	0.00	81,133.26	
	310-0000-52526	SLUDGE DISPOSAL	Sludge Hauling Jan 2025	81,133.26		
INV-HES-3314	Invoice	03/21/2025	Sludge Hauling Feb 2025	0.00	45,475.73	
	310-0000-52526	SLUDGE DISPOSAL	Sludge Hauling Feb 2025	45,475.73		
HYDROT	HYDRO TURF INC.	03/21/2025	Regular	0.00	250.18	56954
I800063	Invoice	03/21/2025	Herbicide	0.00	250.18	
	100-2100-52044	CHEMICAL	Herbicide	250.18		
HZELEC	HZ ELECTRIC	03/21/2025	Regular	0.00	7,980.00	56955

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
12	Invoice	03/21/2025	TF - Electrical	0.00	6,870.00	
	100-1400-52518	FACILITIES EXPENSE	TF - Electrical	6,870.00		
14	Invoice	03/21/2025	Orchard Lane Park Cameras	0.00	220.00	
	100-1320-52520	MAINTENANCE AGREEM...	Orchard Lane Park Cameras	220.00		
16	Invoice	03/21/2025	Car Lift Repair	0.00	890.00	
	100-1400-52080	FLEET SERVICES	Car Lift Repair	890.00		
INDTECH	INDUSTRIAL TECHNOLOGY GROUP, LLC	03/21/2025	Regular	0.00	16,845.00	56956
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
CB202503-2554	Invoice	03/21/2025	Software Program	0.00	16,845.00	
	310-0000-57000	CAPITAL OUTLAY - IMPR...	Software Program	16,845.00		
INFOSE	INFOSEND, INC	03/21/2025	Regular	0.00	3,714.38	56957
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
281412	Invoice	03/21/2025	New UT Programming	0.00	1,200.00	
	309-0000-52042	POSTAGE, SHIPPING & FR...	New UT Programming	400.00		
	310-0000-52042	POSTAGE, SHIPPING & FR...	New UT Programming	400.00		
	311-0000-52042	POSTAGE, SHIPPING & FR...	New UT Programming	400.00		
282483	Invoice	03/21/2025	Utility Bill Mailing	0.00	2,514.38	
	309-0000-52042	POSTAGE, SHIPPING & FR...	Utility Bill Mailing	838.12		
	310-0000-52042	POSTAGE, SHIPPING & FR...	Utility Bill Mailing	838.13		
	311-0000-52042	POSTAGE, SHIPPING & FR...	Utility Bill Mailing	838.13		
GISPLU	ISMAEL GONZALEZ	03/21/2025	Regular	0.00	120.00	56958
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
5733	Invoice	03/21/2025	Restroom Plumbing	0.00	120.00	
	100-1400-52518	FACILITIES EXPENSE	Restroom Plumbing	120.00		
JAV la	J.A.V. Language Solutions LLC	03/21/2025	Regular	0.00	720.00	56959
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
25-0083	Invoice	03/21/2025	Professional - Translators	0.00	720.00	
	100-1000-52200	PROFESSIONAL SERVICES...	Professional - Translators	720.00		
JP COO	J.P. COOKE COMPANY	03/21/2025	Regular	0.00	117.69	56960
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
876158	Invoice	03/21/2025	Stamps - Chief Lombardi	0.00	117.69	
	100-1400-52040	OFFICE SUPPLIES	Stamps - Chief Lombardi	117.69		
JARFAY	JARVIS FAY LLP	03/21/2025	Regular	0.00	13,294.50	56961
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
20033	Invoice	03/21/2025	General Attorney Services	0.00	12,134.00	
	100-1150-52215	ATTORNEY SERVICES	General Attorney Services	12,134.00		
20034	Invoice	03/21/2025	Legal Services - Miramonte	0.00	424.00	
	120-0000-52200	PROFESSIONAL SERVICES...	Miramonte - Legal Services	424.00		
20035	Invoice	03/21/2025	Legal Services - Santa Clara Street	0.00	291.50	
	120-0000-52200	PROFESSIONAL SERVICES...	Legal Services - Santa Clara Street	291.50		
20036	Invoice	03/21/2025	Attorney Services	0.00	392.00	
	100-1150-52215	ATTORNEY SERVICES	Attorney Services	392.00		
20037	Invoice	03/21/2025	Legal Services - Almond Acres	0.00	53.00	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	120-0000-52200 PROFESSIONAL SERVICES...		Legal Services - Almond Acres		53.00	
JIMETI	JIMENEZ TIRE SERVICE, INC.	03/21/2025	Regular	0.00	2,102.09	56962
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
7468	Invoice	03/21/2025	New Tire Rim	0.00	2,102.09	
	100-2100-52080	FLEET SERVICES	New Tire Rim		525.59	
	309-0000-52525	REPAIRS & MAINTENANCE..	New Tire Rim		1,576.50	
LAWPRO	LAWSON PRODUCTS	03/21/2025	Regular	0.00	504.95	56963
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
9312288549	Invoice	03/21/2025	Bolts - Shop Restock	0.00	73.74	
	310-0000-52051	TOOLS & MINOR EQUIPM...	Bolts - Shop Restock		73.74	
9312308123	Invoice	03/21/2025	Gloves	0.00	431.21	
	310-0000-52052	SAFETY EQUIPMENT	Gloves		431.21	
LEYTOW	LEYVA'S TOWING, INC.	03/21/2025	Regular	0.00	110.00	56964
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
14568	Invoice	03/21/2025	Tow Fees	0.00	110.00	
	100-1400-52200	PROFESSIONAL SERVICES...	Tow Fees		110.00	
MBASIA	MBASIA	03/21/2025	Regular	0.00	12,411.40	56965
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
GHC0058802-6	Invoice	03/21/2025	Liability Insurance	0.00	10,784.60	
	100-8000-52310	LIABILITY INSURANCE	Liability Insurance		10,784.60	
GHC0066918-4	Invoice	03/21/2025	Liability Insurance	0.00	633.20	
	100-8000-52310	LIABILITY INSURANCE	Liability Insurance		633.20	
GHC0073650-1	Invoice	03/21/2025	Liability Insurance	0.00	665.50	
	100-8000-52310	LIABILITY INSURANCE	Liability Insurance		665.50	
GHC0076009-1	Invoice	03/21/2025	Liability Insurance	0.00	328.10	
	100-8000-52310	LIABILITY INSURANCE	Liability Insurance		328.10	
MISION	MISION METODISTA HISPANA DE SOLEDAD	03/21/2025	Regular	0.00	1,215.64	56966
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
030725	Invoice	03/21/2025	Community Garden Grant	0.00	1,215.64	
	100-1000-52125	COUNCIL GRANTS	Community Garden Grant		1,215.64	
MNS	MNS ENGINEERS, INC	03/21/2025	Regular	0.00	18,141.25	56967
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
89144	Invoice	03/21/2025	Grant Writing BRIC	0.00	13,132.50	
	310-0000-57000	CAPITAL OUTLAY - IMPR...	Grant Writing BRIC		13,132.50	
89145	Invoice	03/21/2025	HMGP Grant Writing / Generators	0.00	1,413.75	
	100-8000-52200	PROFESSIONAL SERVICES...	HMGP Grant Writing / Generato...		471.25	
	309-0000-52200	PROFESSIONAL SERVICES...	HMGP Grant Writing / Generato...		471.25	
	310-0000-52200	PROFESSIONAL SERVICES...	HMGP Grant Writing / Generato...		471.25	
89146	Invoice	03/21/2025	UCDR Grant Admin	0.00	3,595.00	
	213-0000-52200	PROFESSIONAL SERVICES...	UCDR Grant Admin		3,595.00	
MOTEL6	MOTEL 6	03/21/2025	Regular	0.00	7,839.50	56968
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
9436ACB590	Invoice	03/21/2025	Motel Voucher	0.00	3,919.75	
	121-0000-52190	RENT/UTILITY ASSISTANCE	Motel Voucher		3,919.75	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
9436ACB851	Invoice	03/21/2025	Temp. Shelter	0.00	3,919.75	
	121-0000-52200	PROFESSIONAL SERVICES...	Temp. Shelter		3,919.75	
MPEXPR	MP EXPRESS, INC.	03/21/2025	Regular	0.00	438.14	56969
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
77044	Invoice	03/21/2025	Business Cards	0.00	152.05	
	100-1400-52200	PROFESSIONAL SERVICES...	Business Cards	152.05		
77074	Invoice	03/21/2025	Bus. Cards	0.00	286.09	
	100-1400-52200	PROFESSIONAL SERVICES...	Bus. Cards	286.09		
NEWSV	NEWSV MEDIA	03/21/2025	Regular	0.00	412.51	56970
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
135726	Invoice	03/21/2025	Public Notices - Qualification, Bids for INS.	0.00	332.28	
	100-3000-57000	CAPITAL OUTLAY - IMPR...	Nestles SW, Bird Netting	160.46		
	310-0000-52170	PROGRAM COST	Nestles SW, Bird Netting	171.82		
136374	Invoice	03/21/2025	Publishing	0.00	80.23	
	100-1200-52030	ORDINANCE & PUBLISHI...	Publishing	80.23		
ONE WO	ONE WORKPLACE L. FERRARI	03/21/2025	Regular	0.00	2,125.74	56971
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
174282	Invoice	03/21/2025	CED Office Chairs	0.00	2,125.74	
	100-1200-52041	OPERATIONAL SUPPLIES	CED Office Chairs	2,125.74		
OREAUT	O'REILLY AUTO PARTS	03/21/2025	Regular	0.00	1,014.91	56972
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
3566-232511	Invoice	03/21/2025	CV Axles	0.00	175.89	
	100-1400-52080	FLEET SERVICES	CV Axles	175.89		
3566-232732	Invoice	03/21/2025	E37 - FD	0.00	74.25	
	100-1450-52525	REPAIRS & MAINTENANCE..	E37 - FD	74.25		
3566-236093	Invoice	03/21/2025	Adapter Set	0.00	203.18	
	100-2100-52080	FLEET SERVICES	Adapter Set	203.18		
3566-236126	Credit Memo	03/21/2025	Rental Tool	0.00	-109.24	
	100-1400-52080	FLEET SERVICES	Rental Tool	-109.24		
3566-236132	Invoice	03/21/2025	Thread Set Rental Tool	0.00	109.24	
	100-1400-52080	FLEET SERVICES	Thread Set Rental Tool	109.24		
3566-236272	Invoice	03/21/2025	Generator - Annual Service	0.00	93.51	
	309-0000-52533	WELL MAINTENANCE PR...	Generator - Annual Service	93.51		
3566-237087	Invoice	03/21/2025	Herculiner - Shop Restock	0.00	136.54	
	310-0000-52525	REPAIRS & MAINTENANCE..	Herculiner - Shop Restock	136.54		
3566-237173	Invoice	03/21/2025	Bulbs - Shop Restock	0.00	18.55	
	310-0000-52525	REPAIRS & MAINTENANCE..	Bulbs - Shop Restock	18.55		
3566-237232	Invoice	03/21/2025	Rental Tools	0.00	163.86	
	100-1400-52080	FLEET SERVICES	Rental Tools	163.86		
3566-237240	Invoice	03/21/2025	Puller Tool Rental	0.00	43.69	
	100-2100-52080	FLEET SERVICES	Puller Tool Rental	43.69		
3566-237242	Invoice	03/21/2025	Preventative Maintenance	0.00	60.76	
	100-1400-52080	FLEET SERVICES	Preventative Maintenance	60.76		
3566-237243	Invoice	03/21/2025	Puller Tool Rental	0.00	21.85	
	100-2100-52080	FLEET SERVICES	Puller Tool Rental	21.85		
3566-237244	Invoice	03/21/2025	Wiper Blades	0.00	22.83	
	100-2100-52080	FLEET SERVICES	Wiper Blades	22.83		

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
PACCRE	PACIFIC CREST ENGINEERING INC.	03/21/2025	Regular	0.00	1,615.00	56973

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
14723	Invoice	03/21/2025	Metal Bldg. - Fire Station	0.00	1,615.00
	211-0000-57000	CAPITAL OUTLAY - IMPR...	Fire Station Metal Bldg.	1,615.00	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
RENDON	PAUL RENDON	03/21/2025	Regular	0.00	371.75	56974

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
031125	Invoice	03/21/2025	Reimbursement	0.00	371.75
	310-0000-52091	TRAVEL, MEETINGS & TRA...	Reimbursement	371.75	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
PENINS	PENINSULA WELDING & MEDICAL SUPPLY, INC.	03/21/2025	Regular	0.00	291.88	56975

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
275484	Invoice	03/21/2025	Cylinder Tanks Rental	0.00	132.00
	310-0000-52525	REPAIRS & MAINTENANCE...	Cylinder Tanks Rental	132.00	
275636	Invoice	03/21/2025	Welding - FR Coveralls	0.00	159.88
	310-0000-52052	SAFETY EQUIPMENT	Welding - FR Coveralls	159.88	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
PITBOW	PITNEY BOWES GLOBAL FINANCIAL SERVICES LL	03/21/2025	Regular	0.00	326.20	56976

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
3107113832	Invoice	03/21/2025	Lease Contract	0.00	326.20
	100-8000-52230	LEASE CONTRACTS	Lease Contract	326.20	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
PLAN I	PLAN IT SOFTWARE LLC	03/21/2025	Regular	0.00	3,175.00	56977

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
PLAN-0708	Invoice	03/21/2025	CIP - PLANIT SUBSCRIPTION	0.00	3,175.00
	100-2100-52010	MEMBERSHIP DUES	CIP - PLANIT SUBSCRIPTION	325.00	
	309-0000-52010	MEMBERSHIP DUES	CIP - PLANIT SUBSCRIPTION	950.00	
	310-0000-52010	MEMBERSHIP DUES	CIP - PLANIT SUBSCRIPTION	950.00	
	410-0000-52010	MEMBERSHIP DUES	CIP - PLANIT SUBSCRIPTION	950.00	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
TERMIN	RENTOKIL NORTH AMERICA INC	03/21/2025	Regular	0.00	197.00	56978

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
457317375	Invoice	03/21/2025	Pest Control - City Hall	0.00	102.00
	100-8000-52520	MAINTENANCE AGREEM...	Pest Control - City Hall	102.00	
457320349	Invoice	03/21/2025	Pest Control - Gateway	0.00	95.00
	100-1200-52520	MAINTENANCE AGREEM...	Pest Control - Gateway	95.00	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
BARPSY	RICHARD A BLAK, PH.D	03/21/2025	Regular	0.00	465.00	56979

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
031825	Invoice	03/21/2025	Psych - Alejandre	0.00	465.00
	100-1400-52200	PROFESSIONAL SERVICES...	Psych - Alejandre	465.00	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
ROCHAR	RUBEN ROCHA JR	03/21/2025	Regular	0.00	1,400.00	56980

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
266553	Invoice	03/21/2025	Paint Chiefs Office	0.00	1,400.00
	100-1400-52518	FACILITIES EXPENSE	Paint Chiefs Office	1,400.00	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
SALINA	S & L INVESTMENTS	03/21/2025	Regular	0.00	199.66	56981

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
0229227	Invoice	03/21/2025	TF - Uniforms	0.00	87.29
	100-1400-52048	UNIFORM PURCHASE	TF - Uniforms	87.29	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
0229259	Invoice 03/21/2025	Uniforms		0.00	112.37	
	100-1400-52048	UNIFORM PURCHASE	Uniforms	112.37		
SALSOL	SALINAS VALLEY SOLID WASTE AUTHORITY	03/21/2025	Regular	0.00	65,628.66	56982
Payable #	**Payable Type** **Post Date**	**Payable Description**		**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
SOL001	Invoice 03/21/2025	Solid Waste Fees FEB 2025		0.00	65,628.66	
	311-0000-52230	LEASE CONTRACTS	Solid Waste Fees FEB 2025	65,628.66		
MEDCLE	SANDRA LOPEZ MEDINA	03/21/2025	Regular	0.00	7,550.00	56983
Payable #	**Payable Type** **Post Date**	**Payable Description**		**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
0800	Invoice 03/21/2025	Janitorial - PD		0.00	1,937.50	
	100-1400-52518	FACILITIES EXPENSE	Janitorial - PD	1,937.50		
0801	Invoice 03/21/2025	Janitorial - Trailer		0.00	450.00	
	310-0000-52518	FACILITIES EXPENSE	Janitorial - Trailer	450.00		
0802	Invoice 03/21/2025	Janitorial - City Hall		0.00	2,257.50	
	100-8000-52518	FACILITIES EXPENSE	Janitorial - City Hall	2,257.50		
0804	Invoice 03/21/2025	Janitorial - Gateway		0.00	520.00	
	100-1200-52518	FACILITIES EXPENSE	Janitorial - Gateway	520.00		
0805	Invoice 03/21/2025	Janitorial WWTP - Water		0.00	980.00	
	309-0000-52518	FACILITIES EXPENSE	Janitorial WWTP - Water	196.00		
	310-0000-52518	FACILITIES EXPENSE	Janitorial WWTP - Water	784.00		
0806	Invoice 03/21/2025	Janitorial - Blue Building		0.00	335.00	
	310-0000-52518	FACILITIES EXPENSE	Janitorial - Blue Building	335.00		
0807	Invoice 03/21/2025	Unit Disinfecting		0.00	470.00	
	100-1400-52080	FLEET SERVICES	Unit Disinfecting	470.00		
809	Invoice 03/21/2025	Janitorial - Lion Hall		0.00	500.00	
	100-2300-52200	PROFESSIONAL SERVICES...	Janitorial - Lion Hall	500.00		
810	Invoice 03/21/2025	Vehicle Cleaning		0.00	100.00	
	100-8000-52080	FLEET SERVICES	Vehicle Cleaning	100.00		
SIGIRR	SIGNATURE IRRIGATION	03/21/2025	Regular	0.00	66.03	56984
Payable #	**Payable Type** **Post Date**	**Payable Description**		**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
55372	Invoice 03/21/2025	Headworks PVC Repairs		0.00	66.03	
	310-0000-52525	REPAIRS & MAINTENANCE..	Headworks PVC Repairs	66.03		
SOLETR	SOLEDAD TRUCK & AUTO	03/21/2025	Regular	0.00	240.00	56985
Payable #	**Payable Type** **Post Date**	**Payable Description**		**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
13524	Invoice 03/21/2025	Smog Inspection		0.00	60.00	
	100-2100-52080	FLEET SERVICES	Smog Inspection	60.00		
13531	Invoice 03/21/2025	Smog Inspection		0.00	60.00	
	100-2100-52080	FLEET SERVICES	Smog Inspection	60.00		
13536	Invoice 03/21/2025	Smog Inspection		0.00	60.00	
	100-1400-52080	FLEET SERVICES	Smog Inspection	60.00		
13569	Invoice 03/21/2025	Smog Inspection		0.00	60.00	
	100-2100-52080	FLEET SERVICES	Smog Inspection	60.00		
SOLTRU	SOLEDAD TRUE VALUE	03/21/2025	Regular	0.00	76.10	56986
Payable #	**Payable Type** **Post Date**	**Payable Description**		**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
34275	Invoice 03/21/2025	Stopwatch		0.00	5.45	
	100-1400-52040	OFFICE SUPPLIES	Stopwatch	5.45		
348631	Invoice 03/21/2025	Sprinkler Fitting		0.00	39.58	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	100-2100-52525 REPAIRS & MAINTENANCE..		Sprinkler Fitting		39.58	
348753	Invoice	03/21/2025	Screws	0.00	1.07	
	100-2100-52525 REPAIRS & MAINTENANCE..		Screws		1.07	
349461	Invoice	03/21/2025	Nut Driver	0.00	8.18	
	100-2100-52525 REPAIRS & MAINTENANCE..		Nut Driver		8.18	
349625	Invoice	03/21/2025	Flag Hook	0.00	4.36	
	100-8000-52525 REPAIRS & MAINTENANCE..		Flag Hook		4.36	
349687	Invoice	03/21/2025	Lightbulbs	0.00	17.46	
	100-1400-52518 FACILITIES EXPENSE		Lightbulbs		17.46	
SPCAMO	SPCA OF MONTEREY COUNTY	03/21/2025	Regular	0.00	5,640.00	56987
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**		**Distribution Amount**	
2-25	Invoice	03/21/2025	ACO - Fees	0.00	5,640.00	
	312-0000-52235	ANIMAL SERVICES	ACO - Fees		5,640.00	
SPECT	SPECTRUM	03/21/2025	Regular	0.00	149.98	56988
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**		**Distribution Amount**	
107895501020725	Invoice	03/21/2025	Corp Yard Internet	0.00	149.98	
	100-2100-52410	TELEPHONE/DATA/PAGER	Corp Yard Internet		149.98	
SPECT	SPECTRUM	03/21/2025	Regular	0.00	391.89	56989
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**		**Distribution Amount**	
156875601020725	Invoice	03/21/2025	Back Up Internet	0.00	391.89	
	100-2100-52520	MAINTENANCE AGREEM...	Back Up Internet		391.89	
SPECT	SPECTRUM	03/21/2025	Regular	0.00	2.69	56990
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**		**Distribution Amount**	
156875601030725	Invoice	03/21/2025	Back Up Internet	0.00	2.69	
	100-2100-52520	MAINTENANCE AGREEM...	Back Up Internet		2.69	
STAPLE	STAPLES BUSINESS CREDIT	03/21/2025	Regular	0.00	391.12	56991
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**		**Distribution Amount**	
6025056800	Invoice	03/21/2025	Office Supplies	0.00	108.19	
	310-0000-52040	OFFICE SUPPLIES	Office Supplies		108.19	
6025056801	Invoice	03/21/2025	Dry Erase Markers, Cleaner, Note Cards	0.00	44.96	
	100-2100-52040	OFFICE SUPPLIES	Dry Erase Markers, Cleaner, Not...		44.96	
6025056802	Invoice	03/21/2025	Supplies - FD	0.00	61.28	
	100-1450-52525	REPAIRS & MAINTENANCE..	Supplies - FD		61.28	
6025056803	Invoice	03/21/2025	Supplies - FD	0.00	162.07	
	100-1450-52525	REPAIRS & MAINTENANCE..	Supplies - FD		162.07	
6025056804	Invoice	03/21/2025	Office Supplies - WWTP	0.00	14.62	
	310-0000-52040	OFFICE SUPPLIES	Office Supplies - WWTP		14.62	
SWRCD	STATE WATER RESOURCES CONTROL BOARD	03/21/2025	Regular	0.00	60.00	56992
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**		**Distribution Amount**	
060125	Invoice	03/21/2025	Grade T2 Renewal	0.00	60.00	
	309-0000-52091	TRAVEL, MEETINGS & TRA...	Grade T2 Renewal		60.00	
STERIC	STERICYCLE/ADVANCED SOLUTIONS	03/21/2025	Regular	0.00	128.90	56993

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
8009894975	Invoice	03/21/2025	Bio Hazard Disposal	0.00	128.90	
	100-1400-52050	PROPERTY EVIDENCE RO...	Bio Hazard Disposal	128.90		
TEAMCA	TEAMCALIFORNIA	03/21/2025	Regular	0.00	500.00	56994
4044	Invoice	03/21/2025	TeamCA Booth@ICSC Monterey	0.00	500.00	
	100-1200-52091	TRAVEL, MEETINGS & TRA..	TeamCA Booth@ICSC Monterey	500.00		
TMOBIL	T-MOBILE USA, INC	03/21/2025	Regular	0.00	0.63	56995
012125B	Invoice	03/21/2025	Cell	0.00	80.55	
	100-2400-52415	CELLULAR PHONE	Cell	80.55		
022225	Credit Memo	03/21/2025	Cell Credit	0.00	-79.92	
	100-2400-52415	CELLULAR PHONE	Cell Credit	-79.92		
TMOBIL	T-MOBILE USA, INC	03/21/2025	Regular	0.00	342.06	56996
031225C	Invoice	03/21/2025	Cellphones CED	0.00	342.06	
	100-1200-52415	CELLULAR PHONE	Cellphones CED	342.06		
TMOBIL	T-MOBILE USA, INC	03/21/2025	Regular	0.00	371.42	56997
031225	Invoice	03/21/2025	Phones CM/Council	0.00	371.42	
	100-1000-52415	CELLULAR PHONE	Phones CM/Council	267.36		
	100-1100-52415	CELLULAR PHONE	Phones CM/Council	104.06		
TMOBIL	T-MOBILE USA, INC	03/21/2025	Regular	0.00	1,074.94	56998
031225B	Invoice	03/21/2025	Phone Service	0.00	1,074.94	
	100-1400-52410	TELEPHONE/DATA/PAGER	Phone Service	1,074.94		
TRICIT	TRI-CITIES DISPOSAL AND RECYCLING, INC.	03/21/2025	Regular	0.00	907.85	56999
0001138797	Invoice	03/21/2025	Trash/Debris Removal	0.00	907.85	
	121-0000-52200	PROFESSIONAL SERVICES...	Trash/Debris Removal	907.85		
TRINIP	TRINIDAD ZAVALA	03/21/2025	Regular	0.00	512.98	57000
25-0221 XP	Invoice	03/21/2025	Little League Snack Closed Drain	0.00	275.00	
	100-2100-52518	FACILITIES EXPENSE	Little League Snack Closed Drain	275.00		
25-0313 U	Invoice	03/21/2025	Urinal Flush Valve	0.00	237.98	
	100-2100-52525	REPAIRS & MAINTENANCE..	Urinal Flush Valve	237.98		
USBANP	U.S. BANK CORPORATE PAYMENT SYSTEM	03/21/2025	Regular	0.00	22,613.59	57001

Vendor Number / Payable #	Vendor Name / Payable Type / Account Number	Post Date / Account Name	Payment Date / Payable Description / Item Description	Payment Type	Discount Amount / Discount Amount / Distribution Amount	Payment Amount / Payable Amount	Number
030625	Invoice	03/21/2025	Credit Card Purchases		0.00	9,023.65	
	100-1400-52010	MEMBERSHIP DUES	California Association of Code En..			100.00	
	100-1400-52010	MEMBERSHIP DUES	IACP - Membership - Santiago			85.00	
	100-1400-52010	MEMBERSHIP DUES	Membership			100.00	
	100-1400-52070	FOOD SERVICES	Lunch x3			120.32	
	100-1400-52070	FOOD SERVICES	Birthday Cake DC Lombardi			32.00	
	100-1400-52091	TRAVEL, MEETINGS & TRA..	Training - Caitlan			304.83	
	100-1400-52091	TRAVEL, MEETINGS & TRA..	Training - Escarsega			799.00	
	100-1400-52091	TRAVEL, MEETINGS & TRA..	Training - Chief			520.00	
	100-1400-52200	PROFESSIONAL SERVICES...	Plaque - Chief Wasson			62.15	
	100-1400-57100	CAPITAL OUTLAY - COMP...	Software Wondershare Filmora			19.99	
	100-3100-52200	PROFESSIONAL SERVICES...	National Pizza Day			13.98	
	100-3100-52200	PROFESSIONAL SERVICES...	National Pizza Day			500.00	
	100-3100-52200	PROFESSIONAL SERVICES...	National Pizza Day			124.16	
	312-0000-52235	ANIMAL SERVICES	ACO Training - Escarsega			150.00	
	312-0000-52235	ANIMAL SERVICES	ACO Training - Alejandre			450.00	
	416-0000-52200	PROFESSIONAL SERVICES...	Vests Grant			1,000.21	
	416-0000-52200	PROFESSIONAL SERVICES...	Traffic Cones - Cannabis Grant			2,631.05	
	416-0000-52200	PROFESSIONAL SERVICES...	Alco Test Machine			721.56	
	416-0000-52200	PROFESSIONAL SERVICES...	Training - Yasin			1,289.40	
030625DN	Invoice	03/21/2025	Credit Card Purchases		0.00	2,294.81	
	100-1000-52040	OFFICE SUPPLIES	Proclamation Frames For CC. Mt...			347.02	
	100-1000-52040	OFFICE SUPPLIES	Flag Spreaders For Flags			74.16	
	100-1000-52070	FOOD SERVICES	Starbucks Strategic Planning Sess..			142.10	
	100-1000-52070	FOOD SERVICES	Council - Miramonte Stady Sess.			7.39	
	100-1000-52070	FOOD SERVICES	Council - Strat. Plan. Lunch			28.89	
	100-1000-52070	FOOD SERVICES	Council - Strat. Plan. Lunch			43.70	
	100-1000-52070	FOOD SERVICES	State of the City, Staff/Council St...			80.00	
	100-1000-52070	FOOD SERVICES	State of the City, Staff/Council St...			79.98	
	100-1000-52070	FOOD SERVICES	Council - Strat. Plan. Sess. - Food			52.20	
	100-1000-52070	FOOD SERVICES	State of the City - Burritos			437.00	
	100-1000-52070	FOOD SERVICES	Council - Miramonte Stady Sess.			6.39	
	100-1100-52040	OFFICE SUPPLIES	USB Hub & Earbuds			44.74	
	100-1100-52070	FOOD SERVICES	Starbucks Strategic Planning Sess..			142.10	
	100-1100-52070	FOOD SERVICES	Food For Staff Strategic Planning			103.38	
	100-1100-52070	FOOD SERVICES	Condiments For MBAMG Mtg.			14.97	
	100-1100-52070	FOOD SERVICES	Staff - Strat. Plan. Sess. - Food			52.20	
	100-1100-52070	FOOD SERVICES	Food For MBAMG Mtg.			48.03	
	100-1100-52070	FOOD SERVICES	State of the City, Staff/Council St...			79.98	
	100-1100-52070	FOOD SERVICES	Food For MBAMG Mtg.			157.29	
	100-1100-52070	FOOD SERVICES	A.M. Food - Staff - Strat. Plan. Se...			11.48	
	100-1100-52070	FOOD SERVICES	Staff - Strat. Plan. Lunch.			43.70	
	100-1100-52070	FOOD SERVICES	Staff - Strat. Plan. Lunch			57.29	
	100-1100-52070	FOOD SERVICES	Food For MBAMG Mtg.			63.70	
	100-1100-52070	FOOD SERVICES	Drinks For MBAMG Mtg.			24.20	
	100-1100-52070	FOOD SERVICES	Food for MBAMG Mtg.			87.00	
	100-1100-52070	FOOD SERVICES	Plastic Table Covers			27.31	
	100-1100-52070	FOOD SERVICES	Staff Morning Mtg.			25.50	
	100-1100-52115	SUNDRY	Table Decor For MBAMG Mtg.			13.11	
030625DTW	Invoice	03/21/2025	Credit Card Purchases		0.00	1,286.11	
	100-2100-52051	TOOLS & MINOR EQUIPM...	Locking Piliers			158.80	
	309-0000-52040	OFFICE SUPPLIES	Poster For La Cuesta Tanks			114.71	
	309-0000-52091	TRAVEL, MEETINGS & TRA..	Renewal Cross Connection			125.00	
	309-0000-52091	TRAVEL, MEETINGS & TRA..	South County PW Safety Mtg. L...			28.05	
	309-0000-52091	TRAVEL, MEETINGS & TRA..	Engineering Course			172.50	
	309-0000-52520	MAINTENANCE AGREEM...	Google Suite			243.26	
	310-0000-52091	TRAVEL, MEETINGS & TRA..	South County PW Safety Mtg. L...			28.04	
	310-0000-52091	TRAVEL, MEETINGS & TRA..	Engineering Course			172.50	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	310-0000-52520 MAINTENANCE AGREEM...	Google Suite			243.25	
030625FU	Invoice	03/21/2025	Credit Card Purchases	0.00	3,250.21	
	100-1310-52200 PROFESSIONAL SERVICES...	E-Filing			15.78	
	100-1310-52200 PROFESSIONAL SERVICES...	E-Filing			7.89	
	100-1310-52200 PROFESSIONAL SERVICES...	Digital Workbooks			100.00	
	100-1400-52052 SAFETY EQUIPMENT	Alco Test - Machine			423.35	
	100-1400-52091 TRAVEL, MEETINGS & TRA...	Training/CSO Escarsega			1,200.00	
	100-1400-52091 TRAVEL, MEETINGS & TRA...	Accommodations - Navarro			147.31	
	100-1400-52091 TRAVEL, MEETINGS & TRA...	Training Course - Carrillo			600.00	
	100-1400-52091 TRAVEL, MEETINGS & TRA...	Accommodations - J Santiago			755.88	
030625HR	Invoice	03/21/2025	Credit Card Purchases	0.00	875.00	
	309-0000-52091 TRAVEL, MEETINGS & TRA...	Don Wilcox			437.50	
	310-0000-52091 TRAVEL, MEETINGS & TRA...	American Water Works Renewal			437.50	
030625JL	Invoice	03/21/2025	Credit Card Purchases	0.00	512.41	
	100-1450-52040 OFFICE SUPPLIES	Business Cards - Fire Captain			73.82	
	100-1450-52051 TOOLS & MINOR EQUIPM...	Placard For Truck 37			92.20	
	100-1450-52051 TOOLS & MINOR EQUIPM...	Door Decals For Truck 37			97.88	
	100-1450-52400 UTILITIES	TV Service - Fire Station			168.49	
	100-1450-52410 TELEPHONE/DATA/PAGER	Data Usage For Tablets			80.02	
030625MH	Invoice	03/21/2025	Credit Card Purchases	0.00	5,371.40	
	100-1100-52015 SUBSCRIPTIONS	HBR Subscription			147.49	
	100-1100-52091 TRAVEL, MEETINGS & TRA...	CM And Consultant - Mangia Res..			71.00	
	100-1100-52091 TRAVEL, MEETINGS & TRA...	Westin Mission Hotel			931.26	
	100-1100-52115 SUNDRY	Unknown 98 Cents Plus Purchase			2.15	
	100-1100-52200 PROFESSIONAL SERVICES...	Homeless Services			175.00	
	100-1200-52091 TRAVEL, MEETINGS & TRA...	ICSC Membership			850.00	
	100-1200-52091 TRAVEL, MEETINGS & TRA...	ICSC Registration Trujillo, Vargas			500.00	
	100-1200-52105 SPECIAL EVENTS	General Plan Steering Committee			30.74	
	100-1320-52520 MAINTENANCE AGREEM...	Microsoft IT			1,025.00	
	100-1320-52520 MAINTENANCE AGREEM...	Dreamhost IT			249.01	
	100-1320-52520 MAINTENANCE AGREEM...	Microsoft IT			180.00	
	100-1320-52520 MAINTENANCE AGREEM...	Dropbox IT			396.00	
	100-1320-52520 MAINTENANCE AGREEM...	Kaseya.com IT			99.75	
	100-1320-52520 MAINTENANCE AGREEM...	The Events Cal Plugin			149.00	
	100-1320-52520 MAINTENANCE AGREEM...	Elementor.com IT			99.00	
	100-1320-52520 MAINTENANCE AGREEM...	Microsoft IT			30.00	
	100-1400-52520 MAINTENANCE AGREEM...	Microsoft IT			46.00	
	100-1400-52520 MAINTENANCE AGREEM...	Microsoft IT			360.00	
	100-1500-52520 MAINTENANCE AGREEM...	Microsoft IT			30.00	
	Void	03/21/2025	Regular	0.00	0.00	57002
	Void	03/21/2025	Regular	0.00	0.00	57003
VALELE	VALLEY ELECTRIC MOTOR SERVICE, INC.	03/21/2025	Regular	0.00	181.52	57004
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
33576	Invoice	03/21/2025	Bearings - Headworks	0.00	83.31	
	310-0000-52525	REPAIRS & MAINTENANCE..	Bearings - Headworks	83.31		
33586	Invoice	03/21/2025	Motor Repair - Headworks	0.00	98.21	
	310-0000-52525	REPAIRS & MAINTENANCE..	Motor Repair - Headworks	98.21		
VASQUF	VASQUEZ FABRICATION, INC	03/21/2025	Regular	0.00	5,230.31	57005
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
740	Invoice	03/21/2025	Wall & Door - Shop Container	0.00	2,127.81	
	310-0000-52525	REPAIRS & MAINTENANCE..	Wall & Door - Shop Container	2,127.81		
741	Invoice	03/21/2025	Cages Fabrication - Chemical Shed	0.00	3,102.50	
	310-0000-52525	REPAIRS & MAINTENANCE..	Cages Fabrication - Chemical Sh...	3,102.50		
TACOS	VICTOR M LLAMAS	03/21/2025	Regular	0.00	81.00	57006

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
0306001	Invoice	03/21/2025	G.P. Steering Committe	0.00	81.00	
	100-1200-52105	SPECIAL EVENTS	G.P. Steering Committe	81.00		
Z&M EN	Z&M ENTERPRISE, LLC	03/21/2025	Regular	0.00	4,047.16	57007
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
1292	Invoice	03/21/2025	Wiper Cylinder - UV Station	0.00	3,674.97	
	310-0000-52525	REPAIRS & MAINTENANCE..	Wiper Cylinder - UV Station	3,674.97		
1331	Invoice	03/21/2025	UV Station - OEM Rack Bracket	0.00	372.19	
	310-0000-52525	REPAIRS & MAINTENANCE..	UV Station - OEM Rack Bracket	372.19		
			Total Regular:	**0.00**	**697,119.82**	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payment Type: Bank Draft						
EFTPS	EFTPS	03/21/2025	Bank Draft	0.00	9,156.36	DFT0000042

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
INV0000380	Invoice	03/21/2025	MEDICARE W/H	0.00	9,156.36
	100-0000-21110	FICA/MEDICARE PAYABLE	MEDICARE W/H	5,151.60	
	121-0000-21110	FICA/MEDICARE PAYABLE	MEDICARE W/H	98.12	
	309-0000-21110	FICA/MEDICARE PAYABLE	MEDICARE W/H	830.84	
	310-0000-21110	FICA/MEDICARE PAYABLE	MEDICARE W/H	2,112.16	
	311-0000-21110	FICA/MEDICARE PAYABLE	MEDICARE W/H	194.02	
	312-0000-21110	FICA/MEDICARE PAYABLE	MEDICARE W/H	141.00	
	410-0000-21110	FICA/MEDICARE PAYABLE	MEDICARE W/H	521.28	
	416-0000-21110	FICA/MEDICARE PAYABLE	MEDICARE W/H	80.54	
	531-0000-21110	FICA/MEDICARE PAYABLE	MEDICARE W/H	26.80	

EFTPS	EFTPS	03/21/2025	Bank Draft	0.00	39,151.22	DFT0000043

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
INV0000381	Invoice	03/21/2025	FICA W/H	0.00	39,151.22
	100-0000-21110	FICA/MEDICARE PAYABLE	FICA W/H	22,026.84	
	121-0000-21110	FICA/MEDICARE PAYABLE	FICA W/H	419.56	
	309-0000-21110	FICA/MEDICARE PAYABLE	FICA W/H	3,551.70	
	310-0000-21110	FICA/MEDICARE PAYABLE	FICA W/H	9,031.66	
	311-0000-21110	FICA/MEDICARE PAYABLE	FICA W/H	830.14	
	312-0000-21110	FICA/MEDICARE PAYABLE	FICA W/H	603.08	
	410-0000-21110	FICA/MEDICARE PAYABLE	FICA W/H	2,229.16	
	416-0000-21110	FICA/MEDICARE PAYABLE	FICA W/H	344.44	
	531-0000-21110	FICA/MEDICARE PAYABLE	FICA W/H	114.64	

EFTPS	EFTPS	03/21/2025	Bank Draft	0.00	29,743.94	DFT0000044

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
INV0000383	Invoice	03/21/2025	FEDERAL TAX	0.00	29,743.94
	100-0000-21120	FEDERAL TAX PAYABLE	FEDERAL TAX	17,606.62	
	121-0000-21120	FEDERAL TAX PAYABLE	FEDERAL TAX	333.14	
	309-0000-21120	FEDERAL TAX PAYABLE	FEDERAL TAX	2,572.71	
	310-0000-21120	FEDERAL TAX PAYABLE	FEDERAL TAX	6,481.86	
	311-0000-21120	FEDERAL TAX PAYABLE	FEDERAL TAX	621.46	
	312-0000-21120	FEDERAL TAX PAYABLE	FEDERAL TAX	369.54	
	410-0000-21120	FEDERAL TAX PAYABLE	FEDERAL TAX	1,279.53	
	416-0000-21120	FEDERAL TAX PAYABLE	FEDERAL TAX	384.03	
	531-0000-21120	FEDERAL TAX PAYABLE	FEDERAL TAX	95.05	

EFTPS	EFTPS	03/21/2025	Bank Draft	0.00	1,880.58	DFT0000045

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
INV0000388	Invoice	03/21/2025	MEDICARE W/H	0.00	1,880.58
	100-0000-21110	FICA/MEDICARE PAYABLE	MEDICARE W/H	1,880.58	

EFTPS	EFTPS	03/21/2025	Bank Draft	0.00	8,041.06	DFT0000046

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
INV0000389	Invoice	03/21/2025	FICA W/H	0.00	8,041.06
	100-0000-21110	FICA/MEDICARE PAYABLE	FICA W/H	8,041.06	

EFTPS	EFTPS	03/21/2025	Bank Draft	0.00	14,156.40	DFT0000047

Vendor Number / Payable #	Vendor Name / Payable Type	Post Date	Payment Date / Payable Description	Payment Type	Discount Amount / Discount Amount	Payment Amount / Payable Amount	Number
	Account Number	**Account Name**		**Item Description**		**Distribution Amount**	
INV0000391	Invoice	03/21/2025	FEDERAL TAX		0.00	14,156.40	
	100-0000-21120		FEDERAL TAX PAYABLE	FEDERAL TAX		14,156.40	
				Total Bank Draft:	**0.00**	**102,129.56**	

Bank Code APRAB Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	300	99	0.00	697,119.82
Manual Checks	0	0	0.00	0.00
Voided Checks	0	5	0.00	0.00
Bank Drafts	6	6	0.00	102,129.56
EFT's	35	14	0.00	77,902.77
	341	**124**	**0.00**	**877,152.15**

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	300	99	0.00	697,119.82
Manual Checks	0	0	0.00	0.00
Voided Checks	0	5	0.00	0.00
Bank Drafts	6	6	0.00	102,129.56
EFT's	35	14	0.00	77,902.77
	341	**124**	**0.00**	**877,152.15**

Fund Summary

Fund	Name	Period	Amount
999	POOLED CASH	3/2025	877,152.15
			877,152.15

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: **April 2, 2025**

Open Recruitments:
Police Officer - Continuous
Recreation Leader - Open until filled
Water Reclamation Shift Supervisor - Open until filled

Vacancy Status Update:
(1) Management Analyst (Housing) - Future recruitment following assessment.
(1) IT Manager (formally IT Director) - Future recruitment following assessment.
(1) Police Chief - (External recruitment; closed on 3/27/25. Panel oral board scheduled for 4/14/25)

Recently Hired (March):
Dyandra Alejandre - Promoted from PT Temp to FT Community Services Officer following internal recruitment.
Steven Navarro (Reserve Police Officer) - Temp Office Assistant (PD) following the internal promotion of Dyandra Alejandre.

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: **Fire Department Activity Report - March**

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

FROM: **Jason Luckebach, Battalion Chief**

THROUGH: **Megan Hunter, City Manager**

MEETING DATE: **April 2, 2025**

Fire Department Activity Report March 2025

City of Soledad Fire Department

525 Monterey Street, Soledad, CA 93960

STAFF REPORT

March 21st, 2025

To: Mayor and City Council

From: Jason Luckenbach, Battalion Chief

Subject: **Activity Report – March 2025**

BUSINESS INSPECTIONS / PRE-PLANS:

- (5) Business Inspections have been completed
- (4) Re-Inspections completed
- (2) Fire Department Pre-Plans completed

HYDRANT TESTING:

- (10) Hydrants Tested in the month of March

PUBLIC RELATIONS:

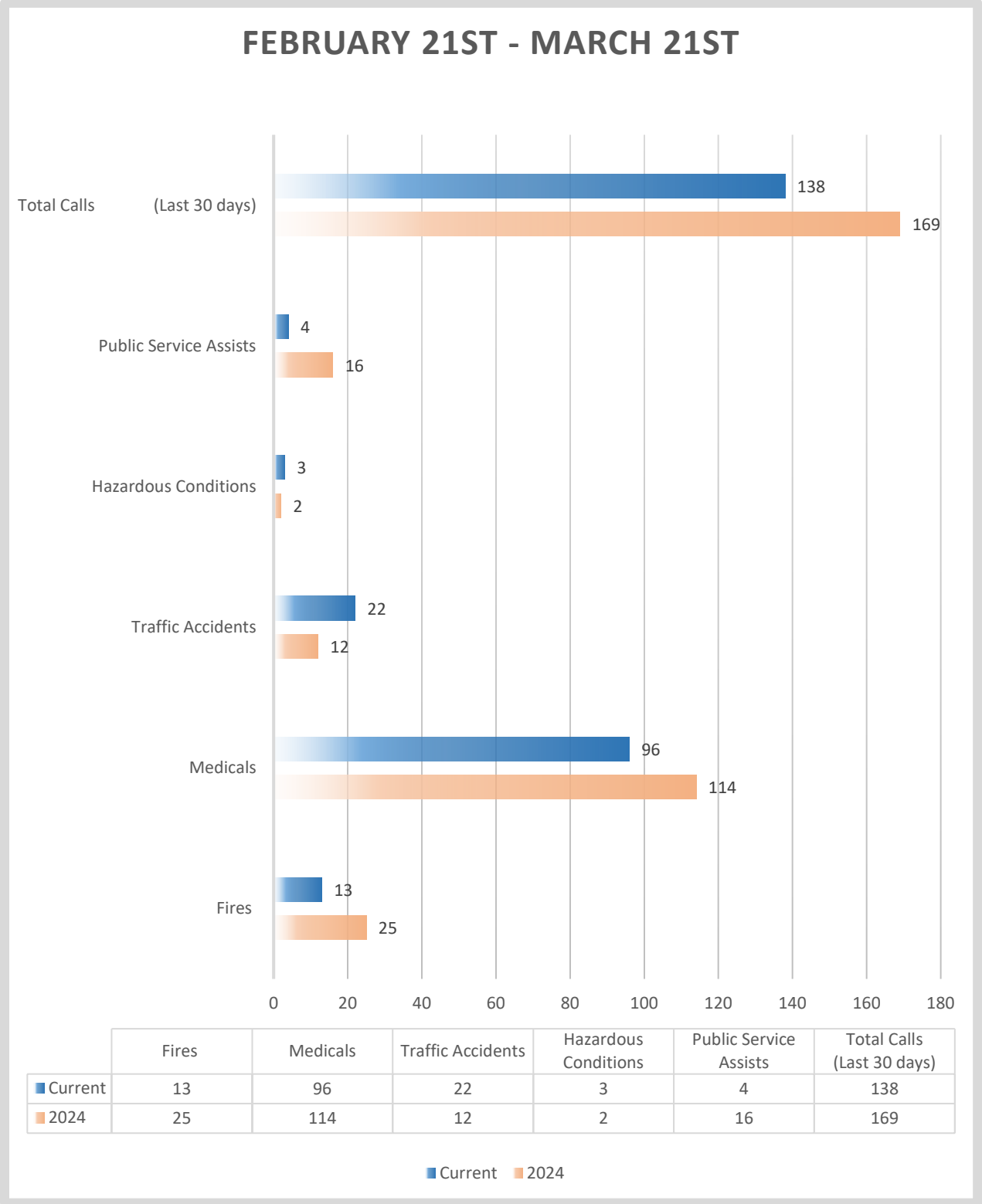
- March 3rd, 2025 – Read Across America (San Vicente / Frank Ledesma)
- March 5th, 2025 – Read Across America (Frank Ledesma School)

OPERATIONS:

- The new City ladder truck has arrived to the fabrication shop in Southern California, and will have all tools/equipment/radios outfitted.

- Residential Structure Fire
  - Tuesday, March 18th – Mission Soledad Rural District (Metz / North of Elm)

Station 37 - Call Volume



	Fires	Medicals	Traffic Accidents	Hazardous Conditions	Public Service Assists	Total Calls (Last 30 days)
Current	13	96	22	3	4	138
2024	25	114	12	2	16	169

COUNCIL COMMUNICATION

SUBJECT: **Police Department Activity Report**

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

FROM: **Fred Lombardi, Interim Chief of Police**

THROUGH: **Megan Hunter, City Manager**

MEETING DATE: **April 2, 2025**

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	0	0										1
Sexual Assault	0	0	2										2
2024-Armed Robbery	0	0	0	0	0	0	1	0	0	0	0	0	1
Armed Robbery	0	0	0										0
2024-Strong Arm Robbery	0	1	0	0	0	1	0	0	0	0	0	0	2
Strong Arm Robbery	0	0	0										0
Aggravated Assault	2	3	1										6
Arson	0	0	0										0
Burglary	0	2	0										2
Larceny	0	0	0										0
Auto Theft	3	0	1										4
DUI Stops at checkpoint	0	0	0										0
Minor ABC/TOBACCO Violations	0	0	0										0
Youth Violence Related Incidents	3	2	2										7
Traffic Citations/Warnings Issued	112	76	60										248
Total Arrests	37	30	15										82
Dogs Impounded	16	0	4										20
Cats & Other Impounds	2	0	1										3
ACO Contacts	30	3	7										40
Animals transported to SPCA	4	2	2										8
Code Enforcement Contacts	22	4	15										41
Parking Enforcement Citations/Warnings	106	89	20										215
Vehicle Abatement Contacts	25	2	18										45
Commercial Enforcement Contacts	5	0	5										10
Community Policing	535	518	409										1,462
Victim Advocate Contacts	74	72	71										217
Domestic Violence	0	5	6										11
Total Calls for Service	1,392	1,367	817										3,576
TOTAL MONTHLY ACTIVITY	2,369	2,176	1,456										6,001

02/28/2025 to
03/16/2025

2025

Soledad Police Department

COMMUNITY ENGAGEMENT REPORT

Citizen Contacts: Officers have made approximately 200 outreach contacts during this reporting period.
Business Checks: Officers conducted 93 business outreach contacts.
Apartment/Residential contacts: Officers made 11 contacts with residents on well-being checks.
Schools: Officers conducted 31 walk-throughs and drive-bys 65 times as part of school zone enforcement throughout Traffic Enforcement Unit. Special attention continues around the school with the Traffic Unit. This included time spent on the shooting threats to the high school.
City Parks: Continuous patrol and 9 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. Heavy patrol and outreach was done around all schools when the shooting threats were reported.
Soledad Farmer's Market: The farmer's market will be re-opening in spring of 2025.
Special Events: N/A during this reporting period.
Facebook: 4721 Likes, 1014 Comments, 636 Shares, 14,283 times photos viewed, 121,868 People Reached. We currently have 12,104 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 32 hours, Volunteer Unit donated 8 hours in this reporting period.

Prepared by: Interim Chief Fred J. Lombardi

Victim Assistance Advocate activity report- C. Zamudio

February 24th 2025 - March, 13th 2025

Referral Services: 11

On-scene crisis response: 04

Community Outreach: 11

Meetings: 01

Follow ups: 10

Social Media/ Website: 09

Victim Advocate Training: 01

Schools visited: 04

Other Details: 20

TOTAL: 71

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	1	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	2	0	0	0	0	0	0	0	0	0
Total AV Contacts	18	0	3	0	0	0	0	0	0	0	0	0
Commercial Enforcement												
Commercial Enforcement Contacts	5	0	4	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	1	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	1	0	0	0	0	0	0	0	0	0
Municipal Code Violations												
Complaints	5	0	6	0	0	0	0	0	0	0	0	0
Warnings	12	0	2	0	0	0	0	0	0	0	0	0
Citations	33	0	7	0	0	0	0	0	0	0	0	0
Total Municipal Code Contacts	49	0	15	0	0	0	0	0	0	0	0	0
Code Enforcement												
Complaints	4	0	3	0	0	0	0	0	0	0	0	0
Warnings	2	0	2	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	2	0	0	0	0	0	0	0	0	0
Total Code Enforcement Contacts	13	0	7	0	0	0	0	0	0	0	0	0
Community Policing												
Community Contacts/Events	136	0	2	0	0	0	0	0	0	0	0	0
Calls for Service												
Other Calls for Service	13	0	38	0	0	0	0	0	0	0	0	0

Soledad Police Department

Department Activity Report

CSO: ALEJANDRE	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.
Abandoned Vehicles												
72-Hour Tag: Public	0	1	6	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	1	6	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	0	0	2	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	0	2	2	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	0	2	4	0	0	0	0	0	0	0	0	
Municipal Code Violations												
Complaints	0	1	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	1	0	0	0	0	0	0	0	0	0
Total Municipal Code Contacts	0	1	1	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	2	8	0	0	0	0	0	0	0	0	0
Reports Taken	0	0	0	0	0	0	0		0	0	0	0
Total Code Enforcement Contacts	0	2	8	0	0	0	0	0	0	0	0	0
Community Policing												
Community Contacts/Events	0	1	1	0	0	0	0	0	0	0	0	0
Calls for Service												
Other Calls for Service	0	7	22	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	1	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	1	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	1	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	2	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	1	2	0	0	0	0	0	0	0	0	0
Municipal Code Violations												
Complaints	24	1	20	0	0	0	0	0	0	0	0	0
Warnings	1	0	0	0	0	0	0	0	0	0	0	0
Citations	7	2	7	0	0	0	0	0	0	0	0	0
Total Municipal Code Contacts	32	2	7	0	0	0	0	0	0	0	0	0
Code Enforcement												
Complaints	9	1	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	1	0	0	0	0	0	0	0	0	0	0
Total Code Enforcement Contacts	9	2	0	0	0	0	0	0	0	0	0	0
Community Policing												
Community Contacts/Events	0	1	0	0	0	0	0	0	0	0	0	0
Calls for Service												
Other Calls for Service	37	28	30	0	0	0	0	0	0	0	0	0

COUNCIL COMMUNICATION

SUBJECT: **Public Works Department Activity Report**

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

FROM: **Juan Huerta, Assistant Engineer**

THROUGH: **Megan Hunter, City Manager**

MEETING DATE: **April 2, 2025**

PUBLIC WORKS DEPARTMENT ACTIVITY REPORT

MEETING
DATE: April 2, 2025

Projects and Activities

- **Front Street Maintenance Project**
  - This project continues to make progress. Recently completed work includes the installation of traffic cameras at the intersections along Front St that have previously installed traffic signals. The next work to be completed is the grinding and paving of the entirety of Front St, which will begin at the beginning of April.

- **Community Center Modernization Project**
  - The Community Center Modernization Project is nearing its end, the final items to complete construction are the installation of the gym lighting and any final warrant issues uncovered at the final walkthrough.

- **Corp Yard Modular**
  - The Corp yard modular has been completed and is expected to issue final retention at the April 16th council meeting

- **FD Apparatus Bay Building**
  - Construction on the FD apparatus bay continues at a smooth pace. The building has arrived on site and the building structure has begun construction. After the construction of the metal structure, all interior work on the building will follow.

- **WRF Metal Building**
  - The WRF metal building, which will be used to house the facilities vacuum truck and other vehicles, has begun construction with the foundation beginning construction. The building is set to arrive in mid-April and will begin construction after arrival.

Projects out for Bids (PlanetBids) Updates:

- **Recycled Water Conveyance Project-** The recycled water conveyance project is out to bid with bids due on March 27th, this project will aim to bring recycled water to all parks and school fields within the city and will be funded by a Urban Community Drought Relief grant of approximately 13 million dollars.
- **WRF Entry Gate-** An Entry gate for the city's Water Reclamation Facility is currently out to bid, this gate will prevent any unauthorized person from gaining access to the city's important Reclamation Facility.

- **Upcoming Projects:**
  - Highway Safety Improvement Program Cycle 10 – HSIP 10 has been scheduled to begin construction on April 14th. HSIP 10 will bring safety improvements at two intersections located in close proximity to schools, being Main and North and West and Anderson.
  - Installation of Bird Netting on Front Street Underpass- The project to install bird netting continues to move ahead and will be presented to Council for award at the April 2nd council meeting.

Water Department Activities

- **Emergency Storm Pipe Repair**
  - Public Works staff performed an emergency storm drain pipe repair at Blas Santana Park; these repairs helped Soledad through the recent rainfall with minimal flooding.

- **SCADA upgrades**
  - PW staff continues to work to upgrade the city's SCADA systems, the next city site to receive SCADA upgrades will be the Orchard Lane Splash Pads.

- **Hydrant Maintenance**
  - Staff continues to perform fire hydrant maintenance, such as yearly flushing, to keep the hydrants working at full capacity.

Water Reclamation Facility Activities:

- **WRF activities**
  - WRF staff submitted their annual report to the state summarizing all the activities for the year. This report is a requirement from the state for providing wastewater services.

- **WRF Repairs**
  - WRF staff removed and performed maintenance on the headworks screen, this screen is used to catch any solid debris during the wastewater treatment process.
  - WRF staff has been helping with the construction efforts of the new WRF Metal Building.
  - WRF staff removed an old sludge feed pump at the WRF. Parts for the pump have been ordered and will be installed when available.
- **Weed Abatement**
  - PW staff continue weed abatement activities at the city's RIB (rapid infiltration basins) to keep them functioning optimally during the wastewater treatment process.

PW Streets Department:

- PW Staff hosted the quarterly PW meeting at the Lions Hall with training on vector control attended by all PW Staff
- PW staff continued maintenance activities at all city-owned facilities, including city hall and the existing FD building

Figure 1. Construction of the new FD Apparatus Bay Building

Figure 2.WRF Metal Building Under Construction

Figure 3. PW Staff working on Fire Station Flagpole

Figure 4. PW Staff video CCTV on an existing Storm Drain

Figure 5. Screw Press Repairs at the WRF

COUNCIL COMMUNICATION

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

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

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

THROUGH: **Megan Hunter, City Manager**

MEETING DATE: **April 2, 2025**

ECONOMIC DEVELOPMENT DIVISION UPDATES:

CDBG BUSINESS ASSISTANCE LOAN PROGRAM

Staff have continued engaging with local businesses regarding the Small Business Loan Program. As a result, a new Business Loan application has been received from an established local business seeking financial support. The application is currently under review to ensure it meets all program guidelines and is complete.

In addition, staff are actively supporting local businesses by offering guidance and connecting them with various resources and funding opportunities, both within and beyond the city's current offerings.

BUSINESS ENGAGEMENT

Economic Development staff have been working closely with the Central Coast SBDC to prepare for the upcoming 2025 Expo – SBDC Day, scheduled for April 5, 2025, at Cesar Chavez Park. This event will offer South County businesses a unique platform to showcase their products and services, connect with other entrepreneurs, and celebrate the success of small businesses in the region.

Additionally, on March 14, 2025, staff attended the South County Roundtable, where See Monterey was a featured guest. The main topic of discussion was tourism and ways to support South County cities. This working workshop allowed See Monterey to share their initiatives and strategies for boosting tourism in the area. In the coming months, staff will continue collaborating with MCBC and See Monterey to develop a comprehensive strategy aimed at enhancing tourism in South County.

ART MURAL PROJECT – CESAR CHAVEZ PARK

On March 5, 2025, staff presented the agreement between the Arts Council for Monterey

County and the City of Soledad for the creation and installation of a vibrant new mural on the nearly completed Aerial Apparatus Building, which will house the new ladder truck. Staff are currently collaborating with the Arts Council to obtain draft renderings of the proposed mural designs. Once received, staff will work with the City Council and the community to review and approve the final design.

SOLEDAD CONTAINER VILLAGE PROJECT

Staff are actively collaborating with the Monterey County Business Council to finalize the feasibility study and project plan for the Soledad Container Village Project. Additionally, staff will continue to explore funding opportunities for the project and maintain ongoing discussions with both the Small Business Administration (SBA) and the Economic Development Administration (EDA).

INTERNATIONAL COUNCIL OF SHOPPING CENTERS (ICSC)

Staff attended the ICSC Monterey event on March 24, 2025, held at the Monterey Conference Center, where they participated in the Team California Booth alongside the County of Monterey. The primary goal of their attendance was to promote Soledad and foster meaningful connections with retailers, showcasing the city's potential as a prime location for business opportunities.

HOUSING DIVISION UPDATES:

HOME INVESTMENT PARTNERSHIPS PROGRAM (HOME) NOFA

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 City’s application will request the maximum allowable, $500,000 to create a First-Time Homebuyer Assistance Program. The application deadline has been extended to May 22, 2025.

WORKFORCE HOUSING

The City has purchased a one-bed condominium at Las Viviendas. City staff is working on creating a Workforce Housing Policy to serve as the guiding document to determine eligibility for this new program.

HOUSING ELEMENT APR

CED has prepared the 2024 Housing Element Annual Progress Report. On March 19, 2025 the City Council approved the submittal of this report. The deadline to submit the report is April 1st, and staff is on track for timely submission.

ENCAMPMENT RESOLUTION FUND (ERF)

Homeless Outreach Coordinator has begun coordinating efforts to address homelessness

within the community. City staff has initiated the process for the establishment of the provisional encampment while, simultaneously, working on the development of a 16-bed interim shelter at 990 Los Coches Road. The anticipated completion of the provisional encampment is mid-April and completion of the interim site is set for mid-June.

Through the ERF-3 Voucher Program, CED launched the Motel Voucher at Motel 6 for eligible individuals staying at the Salinas Riverbed encampment. Currently, the program has succesfully accommodated 9 individuals at Motel 6. While staying at the motel, these individuals are working with Step Up to connect with resources to work towards securing permanent housing.

CED has also launched a Motel Voucher program for eligible individuals camping at the Salinas riverbed. Currently, there are 9 individuals staying at Motel 6 though this ERF-3 Voucher Program.

RIVERBED ENCAMPMENT:

Additionally, the City has collaborated with Step Up, who has been actively involved with direct case management services and connecting all individuals to available resources including mental health to ease the transition out of homelessness.

Homeless Outreach Coordinator, with support of Public Works, the Police Departments and Step Up have removed a total of 6 structures from the Salinas River Encampment. The structures removed belonged to the individuals currently staying at the motel.

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 a General Plan Steering Committee that included different stakeholders and residents to talk about the proposed Circulation and Land Use Maps that were generated as a result of the approved Land Use Alternative Maps. During the event the City obtained feedback on the maps along with the discussion of concerns surrounding the proposed circulation and land uses. We are gathering this feedback information and reworking the Circulation and Land Use Maps. Once it has been finalized the information will be presented to the General Plan Steering committee, Planning Commission then Final approval from 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 in construction. Construction is set to end by Fall of 2025.

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 late Spring 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

Panda Express opened to the public on March 18, 2025.

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 2024.

SUHSD HOUSING PROJECT

The staff is actively collaborating with SUSD to advance the construction process. The applicant has submitted building plans to the City and it is anticipated that a building permit is issued within the next few weeks. The lot merger application has been approved, pending recordation. The City is working closely with the applicant to ensure that the remaining deferred items are addressed.

MIRAMONTE (Former Miravale III)

The staff is currently working on the Certification of Completion with the Local Agency Formation Commission (LAFCO). City Manager Megan Hunter has been leading the meetings with LAFCO to discuss the agricultural conservation easement efforts. The team will continue to meet LAFCO's requirements. Additionally, staff has been collaborating with the developer on the Development Agreement under the guidance of the City Manager. This Development Agreement is expected to be presented to the City Council in late 2025.

Staff held a workshop on March 6th, 2025 on the Miramonte Specific Plan Area to provide an update to the City Council on its status before reviewing and approving additional documents related to the project.

BUILDING DEPARTMENT UPDATE:

Please see the attached building permit log

Permit List

24 Records

Permit #	Issued	Any Parcel Number	Site Address	Type	Project Description	Valuation Totals
230330	02/26/2025	022381052000	31 Cambrian Court (UNIT A)	ACCESSORY DWELLING UNIT	Conversion of storage unit to an ADU 749.58 SQ FT	$76,008.52
250049	02/28/2025	22442066000	945 SAN MIGUEL	SOLAR / PV SYSTEM	SOLAR/PV SYSTEM/18 MODULES, 7.11 KW, 1 BATTERY STORAGE	$20,509.00
250036	03/03/2025	22282020000	435 SAN DIEGO PL	ACCESSORY DWELLING UNIT	ADU GARAGE CONVERSION 443 SQ FT	$44,955.64
250046	03/03/2025	22421094000	346 ANDERSON ST	SOLAR / PV SYSTEM	SOLAR/PV SYSTEM/13 MODULES, 5.33 KW/ 1 BATTERY STORAGE	$14,000.00
250050	03/10/2025	022491005000	2524 H. DeLaRosa Sr. Street	COMMERCIAL TENANT IMPROVEMENT	Interior Alteration: Convert 3 exam rooms into single physical therapy space.	$45,640.40
250041	03/11/2025	22517010000	532 SERRA CT	SOLAR / PV SYSTEM	ROOF MOUNT SOLAR 15 MODULES, 6.16 KW	$19,920.00
250051	03/11/2025	22083013000	1068 PALM AVE	RESIDENTIAL RE-ROOF	Installation of plywood decking beneath tile roof, remove replace existing roof	$4,500.00
SIGN-25001	03/11/2025	022351008000-9	315 Gabilan Drive	SIGN PERMITS	Replacement Signage - New Name	
250043	03/12/2025	2.57082E+11	34520 MORISOLI RD	COMMERCIAL FIRE SYSTEMS	Install new NFPA 13 Dry Pipe fire sprinkler system in new building	$32,000.00
250009	03/13/2025	22093012000	701 Market Street	ACCESSORY DWELLING UNIT	DETACHED GARAGE CONVERSION TO ADU 498 SQFT (LEGALIZING)	$50,537.04
250058	03/13/2025	022332007000	1077 PRADO DR	RESIDENTIAL WATER HEATER	Replacement of 40 gallon gas water heater in garage	$4,000.00
250057	03/17/2025	022351008000-9	315 Gabilan Drive	COMMERCIAL SIGN REPLACEMENT	REPLACEMENT SIGNAGE - NEW BRANDING NAME	$5,400.00

Permit #	Issued	Any Parcel Number	Site Address	Type	Project Description	Valuation Totals
250061	03/17/2025	22401049000	517 INDIAN WARRIOR WAY	SOLAR / PV SYSTEM	Pv Roof mount(2.870kw)(7 panels) 1 ess new 100A subpanel	$13,453.00
250064	03/17/2025	22411004000	149 ROCKROSE ST	RESIDENTIAL FURNACE	HVAC Furnace Change Out 3Ton, 36K	$8,000.00
250067	03/17/2025	022191017000	1703 VOSTI AVE	RESIDENTIAL RE-ROOF	REMOVE EXISTING, REPLACE WITH 30YR COMP SHINGLES W/UNDERLAYMENT	$11,700.00
240090	03/18/2025	2.57082E+11	34520 Morisoli Rd	CITY PROJECTS	Construct a metal storage building at WWTP to protect the large vehicles onsite	$500,000.00
250065	03/18/2025	22073031000	295 4TH ST	SOLAR / PV SYSTEM	ROOF MOUNT SOLAR 20 MODULES 8.2 KW/ 1 ESS BATTERY	$29,580.00
250038	03/20/2025	22282018000	459 SAN DIEGO PL (UNIT A)	ACCESSORY DWELLING UNIT	ADU GARAGE CONVERSION 399 SQ. FT.	$40,490.52
250039	03/20/2025	22282042000	439 TIBURON PL (UNIT A)	ACCESSORY DWELLING UNIT	ADU GARAGE CONVERSION 397 SQ. FT.	$40,287.56
250068	03/21/2025	022232012000	209 Montezuma Drive	RESIDENTIAL FURNACE	COMPLETE REPLACEMENT OF FORCED AIR FURNACE LIKE FOR LIKE	$2,000.00
TUP-25001	03/21/2025	022-026-014	137 Soledad St	TEMPORARY USE OF LAND PERMIT	FARMERS' MARKET 100 BLOCK OF SOLEDAD 1PM-8PM (starting April 3, 2025) EVERY THURSDAY	
TUP-25002	03/21/2025	022-211-011	502 FRONT STREET	TEMPORARY USE OF LAND PERMIT	SBDC CELEBRATION/BUSINESS EXPO/CESAR CHAVEZ PARK APRIL 5TH 9AM-3PM	
250002	03/24/2025	022026018000	515 Front Street	COMMERCIAL TENANT IMPROVEMENT	NEW CONCRETE AND OUTSIDE BENCHES IN REAR OF BUILDING	$10,000.00

Permit #	Issued	Any Parcel Number	Site Address	Type	Project Description	Valuation Totals
250070	03/26/2025	22282020000	435 SAN DIEGO PL	RESIDENTIAL BUILDING STUCCO	Residencial stucco in 435 San Diego Place Soledad CA 93960 to get the protection against weather, fire, and pests, while also enhancing aesthetics and potentially boosting energy efficiency.	$12,600.00

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: **April 2, 2025**

Social Media Report for March 1 – March 27

Facebook

- Views: 176.6 k – 285.4% increase
- Reach: 52k – 620.1% increase
- Content Interactions: 943 – 192% increase
- Page Visits: 5.3k – a 99.7% increase
- New follows: 75 new follows
- Total followers: 4,972
    - Soledad – 38.5%
    - Women – 68.4%
    - Men – 31.6%

Instagram

- Views: 106.9k – 165.9% increase
- Reach: 24.8k – 26.4% increase
- Content Interactions: 2.5k – 344.3% increase
- Visits: 3k –197.4% increase
- New Followers: 164
- Total followers: 2,095
    - Soledad –43.4%
    - Women – 64.1%
    - Men – 35.9%

Twitter

- Data for Twitter is currently unavailable

Youth Work

We have increased our youth engagement in the previous months in preparation for two big campaigns. In collaboration with the City of Gonzales and the City of Greenfield, the

Soledad Youth Council is helping to plan for the second annual Youth Summit. The Youth Councils met at the City of Greenfield for the kickoff meeting on February 7, and we have been meeting bi-weekly. The City of Soledad currently has 10 youths who are engaged in planning the summit.

The Youth Council has also selected its initiative for the year. They want to increase life skills classes and programs in schools and in the community. Luckily, the Soledad Parks and Recreation Department is working on a summit for these very same issues. The youth will partner with Parks and Rec on the summit, and they also want to disseminate a survey to better understand the needs of Soledad youth regarding life skills.

Events
We organized the State of the City and created a video to promote it. Thirty-one people attended the event, the highest attendance since the event began.

We also organized the Know Your Rights on immigration forum, which was a huge success. The room was filled. We hope to bring more resources to Soledad residents in the future.

We hosted the Mexican Consulate in collaboration with the Soledad Unified School District, where over 300 people were helped.

Department Support
- Soledad Police Department: Created a video for Human Trafficking Awareness Month, captured content during the Special Olympics Basketball game, helped support and capture content at the Pizza with the PoPo event, supported the dissemination of the Police Chief survey, and led a discussion on the recruitment efforts with the Civics Academy.
- Community and Economic Development Department: sent a media advisory for the Panda Express Grand Opening and captured content, took drone videos and photos during the encampment clean-up.
- Fire Department: we have created a series of videos to promote the Soledad Fire Department.
- Parks and Recreation Department: sponsorship for Alice in Wonderland play and doing outreach at Farmer's Market, meeting with vendors for Music in the Park, captured images for the Women's Month event at Soledad Healthcare District.

Legislative Ad Hoc Committee Meeting
With Townsend's support, we drafted the Legislative Platform for the City of Soledad, which the Council adopted.

COUNCIL COMMUNICATION

SUBJECT: **Parks and Recreation Department Report**

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

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

THROUGH: **Megan Hunter, City Manager**

MEETING DATE: **April 2, 2025**

Recreation Staff Report
February 2025

Memberships & Drop-In Usage			
	Fitness	Gym	Total Usage
Adult – Drop-in	90	241	331
Youth & Teen – Drop-in	33	195	228
Senior – Drop-in	0	0	0
Adult – Membership	1067		1067
Teen – Membership	441		441
Youth – Membership	0		0
Computer Lab – Membership/Drop-in	10		10
Senior – Membership	49		49
Employee – Membership	11		11
Family – Membership	64		64
	1765	436	2201
Total February 2025 Usage		**2201**	

Program Report

Programs/Outreach (Registered Participants xserved)	
Pre-K Programming (Art & Science, Jr. Sports): Ages 2-5 (weekly-reg)	51
Youth Programming (Art & Science, Dance & Drama): Ages 6-17 (weekly-reg), Folklorico, Stop Motion Art, Theater Arts	251
Camp: Ages 5-12 (daily/weekly-seasonal. Camp-30 max-ttl)	0
Youth Sports: (Basketball League: 5-13, separate boys and girl leagues, wkly practice & games- reg), Karate (2x wk x 6wks)	359
Special Needs:	0
Fitness Classes	0
Adult Activities:	0
Senior Activities: Social (none held January) (monthly program- ttl), Fitness	58
Special Event/Activity: (Mobile Recreation in the Park Program)	26
City Sponsored/Waiver: (Celebration Nation-monthly)	
School District Use:	
City Use/SPR Partner: (City Manager Mtg, State of the City)	
**ttl= #check-ins (daily served) reg= # registered	
Estimated Program/Outreach Served Total	**745**

Membership Report

Community Center Active Membership		
	Fitness	Gym
Adult – Membership	147	
Adult – Couple	16	
Teen – Membership	66	
Youth – Membership	0	
Youth Mini – Membership		
Senior – Membership	22	
Family – Membership*	23	
Employee	17	
Totals	291	0
February 28, 2025 Active Memberships Total	**291**	

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

PROGRAMS OF NOTE

- **YOUTH SPORTS**: Junior Warrior Girls Basketball League (58) & Junior Warriors Boys Basketball League (118) both in collaboration with Greenfield and Gonzales Recreation Departments. Karate (26)
- **PRE-K:** Tiny Chefs (9), Tiny Tots Baseball (22)
- **YOUTH PROGRAMS:** Easy Baking (16), Stop Motion Art (5)
- **PERFORMING ARTS:** Folklorico Dance (11), Alice In Wonderland (25)
- **SENIOR PROGRAMS:** SoCo Social (46), Cooking Demonstration (8), Sit and Stretch Class (4)
- **FREE COMMUNITY:** Pop Up in Rec in the Park - Orchard Lane Park (26)

COLLABORATIONS/OUTREACH/GENERAL

- Met with TMD Creative at Community Center to provide tour; PR firm to discuss capital campaign promotional kit and campaign strategies.
- Youth Career/Life Skills Day: Mtg with stakeholders(Monterey County Works, staff, instructors,
- Music in the Park Meeting
- Met with BFS regarding Parks Standards
- Meet with SMRD, Mayor Velasquez and City Manager
- NRPA Workforce Development Cohort. Will be planning a youth career/life skills day, and a pilot park attendant program.
- Construction walkthrough meeting
- General operations, facilities upkeep, staff management

FACILITIES

	Hours Used		
	Council Waiver	City/SPR Use	Rented
Sports Fields - Little League, Soccer Orgs, SMRD	0	0	465
Sports Fields - Resident rent/use	0	0	0
SCC Facility - Celebration Nation,	3	6.5	0
	Booked	Completed	Pending
General Public Event Rentals	1	0	5

SPR Karate

Tiny Tots Baseball

Alice Practice

CITY OF SOLEDAD
STAFF REPORT

SUBJECT: **Resolution No. 6215, A Resolution of the City Council of the City of Soledad Approving a 'Program Income Only' Application for Funding and the Execution of a Grant Amendment of Grant No. 22-CDBG-ED-30043-Business Assistance Loan Program from the 2024 Funding Year of the State CDBG Program**

Resolution No. 6216, A Resolution of the City Council of the City of Soledad Approving 'Program Income Only' Applications for Funding and the Execution of Grant Agreements and any Amendments Thereto From the 2024 Funding Year of the State CDBG Program

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

FROM: **Tencia Vargas, Economic Development Coordinator, Beatriz Trujillo, Community and Economic Development Director**

THROUGH: **Megan Hunter, City Manager**

MEETING DATE: **April 2, 2025**

Recommendation

Staff recommends that the City Council of the City of Soledad consider and adopt Resolution No. 6215, "A Resolution of the City Council of the City of Soledad Approving a 'Program Income Only' Application for Funding and the Execution of a Grant Amendment of Grant No. 22-CDBG-ED-30043-Business Assistance Loan Program from the 2024 Funding Year of the State CDBG Program" and Resolution No. 6216," A Resolution of the City Council of the City of Soledad Approving 'Program Income Only' Applications For Funding and the Execution of Grant Agreements and Any Amendments Thereto From the 2024 Funding Year of the State CDBG Program".

Executive Summary

The City of Soledad is preparing to submit three Program Income Only Applications for the 2024 Funding Year, requesting the appropriation of $500,000 in CDBG Program Income Funds. These applications follow the guidance and direction provided by the City Council on December 18, 2024. The proposed applications will support three eligible activities, as outlined below:

1. Economic Development Programs: Business loans designed to promote job creation, retention, and economic growth.
2. Public Improvements: Projects aimed at enhancing community infrastructure, including parks, streets, sidewalks, and other public facilities.

3. Housing Programs: Homebuyer Down Payment Assistance to improve housing affordability and conditions for eligible low- and moderate-income households.

The submittal of the three applications will ensure the City remains compliant with program requirements while addressing community needs.

Background

The City of Soledad has successfully utilized Community Development Block Grant (CDBG) funds for economic development and housing initiatives, including business loans, housing rehabilitation, and homeownership assistance. Under federal regulations (24 CFR Part 570.489(e)), repayments from these loans are classified as Program Income (PI) and must be allocated to eligible activities. Unallocated funds must be returned to the California Department of Housing and Community Development (HCD).

On December 18, 2024, the City Council directed staff to submit three separate "Program Income Only" applications, with a combined total not exceeding $500,000 in CDBG Program Income Funds:

1. $100,000 allocated to Standard Agreement Grant No. 22-CDBG-ED-30043 for business assistance loans.
2. $100,000 for public facility improvements at Soledad Community Center (560 Walker Street).
3. $300,000 for the First-Time Homebuyer Program.

Approving this allocation aligns with community priorities while ensuring compliance with program regulations.

Review & Analysis

The City has approximately $500,000 in Program Income available across its CDBG-Economic Development (Fund 262) and CDBG-Housing Program (Fund 261). By allocating PI to the activities listed below, the City can continue to leverage CDBG resources effectively, avoiding the need to return funds to the State:

- **Allocation to Active CDBG Program (Grant No. 22-CDBG-ED-30043) - $100,000**

Approximately $300,000 remains available for business loans under this grant. Allocating an additional $100,000 will strengthen the City's ability to support local businesses by providing much-needed financial assistance. This investment will promote job creation, business expansion, and economic resilience, fostering long-term economic growth and stability within the community.

- **Public Facilities Program Income Only Application - $100,000**

Community Center Improvements: While significant public facility upgrades have been completed, additional funding is required to finalize essential improvements. Allocating Program Income (PI) will ensure the successful completion of these upgrades, addressing critical community needs. The $100,000 allocation will specifically support the completion of key enhancements necessary for the community center to function as the City's Emergency Operations Center during emergencies, strengthening the City's emergency preparedness and response capabilities. This proactive and strategic approach will ensure compliance with federal and state regulations while maximizing their impact and sustain the City's track record of leveraging CDBG resources to benefit the community.

- **Home Program Income Only Application- $300,000**

In 2024, the City Council approved the Homebuyer Assistance Program Guidelines, which established

a framework for providing zero-interest deferred loans to eligible households. This initiative is designed to enhance housing affordability by assisting first-time homebuyers in overcoming financial barriers to homeownership. The program aims to support low- and moderate-income residents, fostering long-term community stability and economic growth.

Financial Considerations

The allocation of CDBG Program Income to the eligible activities will have no impact to the City's General Fund.

Alternatives

- Accept staff recommendations to approve and submit the applications for funding under the 2024 Fiscal Year.
- Decline the approval and submittal of applications for further community or staff revisions.

Planning/CEQA

Pursuant to Section 21065 of the CEQA guidelines, a "project" is defined as a "whole action" subject to a public agency's discretionary funding or approval that has the potential to either (1) cause a direct physical change in the environment or (2) cause a reasonably foreseeable indirect physical change in the environment. The proposed consideration is the allocation of funds of existing CDBG Program income funds to an existing active CDBG Grant program. This action will not cause a direct physical change to the environment. Any development project resulting from the allocation of these funds may be subject to subsequent CEQA review and analysis.

Public Notice Requirements

A public notice was published and posted on March 21, 2025.

Attachment(s):
Resolution No. 6215
Resolution No. 6216
Notice of Public Hearing

RESOLUTION NO. 6215

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLEDAD APPROVING A 'PROGRAM INCOME ONLY' APPLICATION FOR FUNDING AND THE EXECUTION OF A GRANT AMENDMENT OF GRANT NO. 22-CDBG-ED-30043-BUSINESS ASSISTANCE LOAN PROGRAM FROM THE 2024 FUNDING YEAR OF THE STATE CDBG PROGRAM

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

SECTION 1:

The City Council of the City of Soledad has reviewed and hereby approves the submission to the State of California of one or more application(s) in the aggregate amount, not to exceed, of $100,000 for the following CDBG activities, pursuant to the and 2024 CDBG NOFA:

List activities and amounts

Activity (*e.g. Public Services, Infrastructure, etc.*)	**Dollar Amount Being Requested for the Activity**
1. Economic Development - Amendment Standard Agreement Grant No. 22-CDBG-ED-30043	$100,000

SECTION 2:

The City Council hereby approves the use of Program Income in an amount not to exceed $100,000 for the CDBG activities described in Section 1.

SECTION 3:

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

SECTION 4:

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

SECTION 5:

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

SECTION 6:

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

PASSED AND ADOPTED at a regular meeting of the City Council of the **City** of Soledad held on 4/2/2025 by the following vote :

AYES:

NOES:

ABSENT:

ABSTAIN:

_____
Anna Velazquez, Mayor
City Council

STATE OF CALIFORNIA

City of Soledad

I, Darlene Noriega, Deputy City Clerk of the City of Soledad, State of California, hereby certify the above and foregoing to be a full, true and correct copy of a resolution adopted by said City Council on this 2nd day of April, 2025 and that said resolution has not been amended, modified, repealed, or rescinded since its date of adoption and is in full force and effect as of the date hereof.

Darlene Noriega, Deputy City Clerk of the City of Soledad, State of California

_____
By: Darlene Noriega, Deputy City Clerk

RESOLUTION NO. 6216

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLEDAD APPROVING 'PROGRAM INCOME ONLY' APPLICATIONS FOR FUNDING AND THE EXECUTION OF GRANT AGREEMENTS AND ANY AMENDMENTS THERETO FROM THE 2024 FUNDING YEAR OF THE STATE CDBG PROGRAM

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

SECTION 1:

The City Council of the City of Soledad has reviewed and hereby approves the submission to the State of California of one or more application(s) in the aggregate amount, not to exceed, of $400,000 for the following CDBG activities, pursuant to the and 2024 CDBG NOFA:

List activities and amounts

Activity (*e.g. Public Services, Infrastructure, etc.*)	**Dollar Amount Being Requested for the Activity**
1. Public Facilities - Soledad Community Center located at 560 Walker Street, Soledad	$100,000
2. CDBG Home - First Time Home Buyer Program	$300,000

SECTION 2:

The City Council hereby approves the use of Program Income in an amount not to exceed $400,000 for the CDBG activities described in Section 1.

SECTION 3:

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

SECTION 4:

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

SECTION 5:

If an application is approved, the City Manager or designee*, is authorized to enter into, execute and deliver the grant agreement (*i.e.*, Standard Agreement), any recordable or nonrecordable

contract documents, and any and all subsequent amendments thereto with the State of California for the purposes of the grant.

SECTION 6:

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

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Soledad held on 4/2/2025 by the following vote :

AYES:

NOES:

ABSENT:

ABSTAIN:

_____

Anna Velazquez, Mayor
City Council

STATE OF CALIFORNIA

City of Soledad

I, Darlene Noriega, Deputy City Clerk of the City of Soledad, State of California, hereby certify the above and foregoing to be a full, true and correct copy of a resolution adopted by said City Council on this 2nd day of April, 2025 and that said resolution has not been amended, modified, repealed, or rescinded since its date of adoption and is in full force and effect as of the date hereof.

Darlene Noriega, Deputy City Clerk of the City of Soledad, State of California

_____

By: Darlene Noriega, Deputy City Clerk

CITY OF SOLEDAD
PUBLIC NOTICE

Notice of Public Hearing for Submittal of State CDBG Program Income Applications

NOTICE IS HEREBY GIVEN that the City of Soledad will conduct a public hearing meeting on April 2, 2025, at 6 p.m., at the Hartnell College – Soledad 1505 Metz Road, Room Sec.-114, Soledad, CA 93960, in order to discuss the application for funding and execution of a grant agreement and any amendments thereto from the 2024 Funding Year of the State Community Development Grant Program (CDBG) and to solicit citizen input.

The City of Soledad is applying for Program Income Only Application(s) in the aggregate amount, not to exceed $500,000 in CDBG Program Income Funds under 2024 Funding Year for the following eligible activities:

1. Economic Development - Amendment Standard Agreement Grant No. 22-CDBG-ED-30043	$100,000
2. Public Facilities - Soledad Community Center located at 560 Walker Street, Soledad	$100,000
3. CDBG Home - First Time Home Buyer Program	$300,000

The purpose of the public hearing is to give the public an opportunity to make their comment known regarding the proposed activities/application(s).

If you require special accommodations to participate in the public hearing, please contact Darlene Noriega, Deputy City Clerk, City of Soledad, 248 Main Street, Soledad, CA 93960, or you may telephone (831) 223-5043.

If you are unable to attend the public hearing, you may direct written comments to the City of Soledad, 248 Main Street, Soledad, CA 93960, or you may telephone Darlene Noriega, (831) 223-5043. In addition, information is available for review at the above address between the hours of 8:00 a.m. and 5:00 p.m. Monday – Friday.

The City of Soledad promotes fair housing and makes all its programs available to Low/Mod persons regardless of age, race, color, religion, sex, national origin, sexual preference, marital status or handicap.

Ciudad de Soledad
Audiencia Publica

Aviso de Audiencia Pública para la Presentación de Solicitudes de Ingresos del Programa Estatal CDBG

POR LA PRESENTE SE NOTIFICA que la Ciudad de Soledad llevará a cabo una reunión de audiencia pública el 2 de abril de 2025, a las 6 p.m., en el Hartnell College – Soledad 1505 Metz Road, Room Sec.-114, Soledad, CA 93960, para discutir la solicitud de financiamiento y la ejecución de un acuerdo de subvención y cualquier enmienda al mismo del Año de Financiamiento 2024 del Programa Estatal de Subvenciones para el Desarrollo Comunitario (CDBG) y para solicitar la opinión de los ciudadanos.

La Ciudad de Soledad está solicitando Solicitudes de Solo Ingresos del Programa por un monto total, que no exceda los $500,000 en Fondos de Ingresos del Programa CDBG bajo el Año de Financiamiento 2024 para las siguientes actividades elegibles:

1.	Desarrollo Económico - Enmienda del Acuerdo Estándar Subvención No. 22-CDBG-ED-30043	$100,000
2.	Instalaciones Públicas - Centro Comunitario de Soledad ubicado en 560 Walker Street, Soledad	$100,000
3.	CDBG Home - Programa para Compradores de Vivienda por Primera Vez	$300,000

El propósito de la audiencia pública es dar al público la oportunidad de dar a conocer sus comentarios con respecto a las actividades/aplicaciones propuestas.

Si necesita adaptaciones especiales para participar en la audiencia pública, comuníquese con Darlene Noriega, secretaria municipal adjunta, Ciudad de Soledad, 248 Main Street, Soledad, CA 93960, o puede llamar al (831) 223-5043.

Si no puede asistir a la audiencia pública, puede dirigir sus comentarios por escrito a la Ciudad de Soledad, 248 Main Street, Soledad, CA 93960, o puede llamar por teléfono a Darlene Noriega, (831) 223-5043. Además, la información está disponible para su revisión en la dirección anterior entre las 8:00 a.m. y las 5:00 p.m. de lunes a viernes.

La Ciudad de Soledad promueve la vivienda justa y pone todos sus programas a disposición de las personas Low/Mod, independientemente de su edad, raza, color, religión, sexo, origen nacional, preferencia sexual, estado civil o discapacidad.

CITY OF SOLEDAD
STAFF REPORT

SUBJECT: **Resolution No. 6213, a Resolution of the City Council of the City of Soledad Approving the Construction Services Agreement with Terminix Inc. in an Amount Not to Exceed $60,000 for the Purchase and Installation of Bird Netting and Authorizing the City Manager to Execute Said Contract on Behalf of the City of Soledad**

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

FROM: **Donald Wilcox, Public Works Director, Juan Huerta, Assistant Engineer**

THROUGH: **Megan Hunter, City Manager**

MEETING DATE: **April 2, 2025**

Recommendation

It is recommended that the City Council of the City of Soledad consider and adopt Resolution No. 6213, "Approving the Construction Services Agreement with Terminix Inc in an Amount Not to Exceed $60,000 for the Purchase and Installation of Bird Netting and Authorizing the City Manager to Execute said Contract on Behalf of the City of Soledad".

Executive Summary

The City of Soledad maintains and operates many commercial and residential roadways and streets. Of these streets, the main thoroughfare through the City is Front St, and one of the most significant areas of maintenance and cleanliness issues is the underpass located on Front and Nestles. The issue with the underpass is the large number of birds that roost underneath the structure and create messes on the sidewalk and roadway underneath. To solve this issue Public Works staff wants to install bird netting and perform bird abatement on the structure. Doing so will clean the existing area and prevent the same situation from occurring in the future. Therefore, staff recommends approval of a contract with Terminix Inc. for the purchase and installation of Bird Netting in a total amount not to exceed $60,000.

Background

Front St is the main corridor for traffic entering and exiting Soledad from Highway 101. Along this corridor lies the railroad underpass, which is located between Oak Street and Nestles Road; this underpass has been a source of concern for the City for some time. This is due to the infestation of birds that nest underneath the underpass within the crevices and spaces located underneath the structure. The continued nesting of these birds creates a substantial mess on the sidewalk and road surface located directly below the underpass as their droppings continually accumulate upon the surfaces below, no matter the frequency of cleanings performed by city staff.

Previous attempts by the City to solve this issue have been ineffective as the City has previously installed bird netting of a rope-like texture, but unfortunately, this netting was cut through by an unknown pedestrian to allow the birds to continue nesting underneath the structure. To hopefully solve this problem for the long term, Public Works staff solicited bids for the furnishing and installation of a steel-based wire netting underneath the underpass. This wire netting would prevent any birds from nesting underneath the structure and would be strong enough to prevent it from being tampered with by any unknown person.

Public Works staff solicited bids for the wire bird netting through the third-party site Planet-Bids but received no bids for the project. Since no bids were received through the formal procedure this allowed staff to enact S.M.C. Section 3.24.080 paragraph (C) item (e) which states: No Bids Received: If no bids are received through the formal procedure, the project may be performed by the employees of the City by force account, or negotiated contract without further complying with the Uniform Public Construction Cost Accounting Act or this section. Enacting this section of the Soledad Municipal code, Public Works staff directly negotiated with contractors, in this case, Terminix Inc., who had provided bird netting installation services for the City before and received a proposal for $60,000 for the purchase and installation of wire bird netting and the abatement of any birds currently nesting within the underpass structure.

Review & Analysis

Staff prepared and formally advertised through Planetbids a formal Request for Bids(RFB) from qualified individuals or firms for the purchase and installation of Bird Netting. This RFB was bid out on February 14, 2025, with a due date of March 7, 2025. As part of the bidding process, the city specified that any individual wishing to submit a bid had to attend a mandatory bidders conference on February 26, 2025. Failure to attend the bidder's conference would result in an individual's disqualification from the bidding process. No potential bidders attended the bidders conference on February 26, 2025, which meant there were no qualified bidders for this project. Staff enacted Soledad Municipal Code 3.24.080 and solicited direct proposals from qualified individuals, and received a proposal from Terminix for the project in the amount of $60,000. Staff reviewed the proposal and recommended approval of a contract with Terminix for construction services for the purchase and installation of Bird Netting. The City’s standard contract form will be used.

This project was included in the five-year Capital Improvement Plan (CIP) but was not funded in Fiscal Year 24/25. Given the Front Street Maintenance Project including sidewalk and roadway improvements and the interest in potentially installing a mural along the underpass, addressing this bird infestation was prioritized. The City also receives frequent complaints from residents about the conditions resulting in increased staff time to constantly clean up after the birds.

Financial Considerations

This project was included in the five-year CIP, but not funded in fiscal year 24/25 as originally understood. Given that improving the conditions of Front Street is a priority for the City Council, it is recommended that this project be funded by using CIP funds allocated to the Muncipal Complex Facility Assessment in the General Fund. This is an important future project, but due to staff capacity limitations, it will not move forward until next year.

Alternatives

- Adopt the recommended resolution.

- Do not adopt the recommended resolution.

Planning/CEQA

This project meets categorical exemption as per the California Environmental Quality Act (CEQA) Guidelines in Section 15302 Class 2, which states that the replacement or reconstruction of existing structures and facilities where the new structure will be located on the same site as the structure replaced and will have substantially the same purpose and capacity as the structure replaced.

Public Notice Requirements

Not required.

Attachment(s):
Resolution No. 6213
Exhibit A
Terminix Proposal

RESOLUTION NO. 6213

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLEDAD APPROVING A CONTRACT FOR CONSTRUCTION SERVICES WITH TERMINIX IN AN AMOUNT NOT TO EXCEED $60,000 FOR THE PURCHASE AND INSTALLATION OF BIRD NETTING AND AUTHORIZING THE CITY MANAGER TO EXECUTE SAID CONTRACT ON BEHALF OF THE CITY OF SOLEDAD

WHEREAS, the Front St corridor is one of the most widely used corridors within the City of Soledad; and

WHEREAS, the Railroad Underpass is located along Front St between Oak Street and Nestles Road; and

WHEREAS, City staff have been concerned with the continued issues caused by the bird infestation underneath the railroad underpass; and

WHEREAS, Staff prepared and formally advertised through Planetbids a formal Request of Bids(RFB) from qualified individuals for firms for the purchase and installation of Bird Netting, the RFB was bid out on February 14, 2025 and closed on March 7, 2025; and

WHEREAS, the city received no bids and subsequently enacted Soledad Municipal Code Section 3.24.080; and

WHEREAS, pursuant to Soledad Municipal Code Section 3.24.080, if no bids are received through the formal procedure, the project may be performed by the employees of the City by force account, or negotiated contract without further complying with the Uniform Public Construction Cost Accounting Act or this section; and

WHEREAS, Staff solicited direct proposals for this project and received a proposal from Terminix; and

WHEREAS, Staff, therefore recommends approval of a contract with Terminix, for the construction services for the Purchase and Installation of Bird Netting in which the City's Standard Contract form will be used; and

WHEREAS, funding for this purchase and installation of Bird Netting shall come from the General Fund by shifting funding allocated to the Municipal Complex Facility Assessment in the Capital Improvement Plan Budget to this project.

NOW THEREFORE, BE IT HEREBY RESOLVED, that the City Council of the City of Soledad approve a Construction Services Agreement between the City of Soledad and Terminix, in an amount not to exceed $60,000 for the Purchase and Installation of Bird Netting, and a copy of the Contract with Terminix attached as **"Exhibit A"** and by reference incorporated herein and the City Manager is authorized and directed to execute the same.

PASSED AND ADOPTED by the City Council of the City of Soledad at a regular meeting duly held on the 2nd day of April 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 Manager

Contract

This public works contract ("Contract") is entered into by and between the **City of Soledad** ("City") and **Terminix Inc.** ("Contractor") for work on the **Bird Netting Project** ("Project").

The parties agree as follows:

1. **Award of Contract.** In response to the Notice Inviting Bids, Contractor has submitted a Bid Proposal to perform the Work to construct the Project. On **April 2, 2025**, City authorized award of this Contract to Contractor for the amount set forth in Section 4, below.

2. **Contract Documents.** The Contract Documents incorporated into this Contract include and are comprised of all of the documents listed below. The definitions provided in Article 1 of the General Conditions apply to all of the Contract Documents, including this Contract.

   2.1 Notice Inviting Bids;
   2.2 Instructions to Bidders;
   2.3 Addenda, if any;
   2.4 Bid Proposal and attachments thereto;
   2.5 Contract;
   2.6 Payment and Performance Bonds;
   2.7 General Conditions;
   2.8 Special Conditions;
   2.9 Project Plans and Specifications;
   2.10 Change Orders, if any;
   2.11 Notice of Potential Award;
   2.12 Notice to Proceed; and
   2.13 The following:
   No other documents

3. **Contractor's Obligations.** Contractor will perform all of the Work required for the Project, as specified in the Contract Documents. Contractor must provide, furnish, and supply all things necessary and incidental for the timely performance and completion of the Work, including all necessary labor, materials, supplies, tools, equipment, transportation, onsite facilities, and utilities, unless otherwise specified in the Contract Documents. Contractor must use its best efforts to diligently prosecute and complete the Work in a professional and expeditious manner and to meet or exceed the performance standards required by the Contract Documents.

4. **Payment.** As full and complete compensation for Contractor's timely performance and completion of the Work in strict accordance with the terms and conditions of the Contract Documents, City will pay Contractor **$60,000 (Sixty Thousand and 00/100)** ("Contract Price") for all of Contractor's direct and indirect costs to perform the Work, including all labor, materials, supplies, equipment, taxes, insurance, bonds and all overhead costs, in accordance with the payment provisions in the General Conditions.

5. **Time for Completion.** Contractor will fully complete the Work for the Project, meeting all requirements for Final Completion, within 45 calendar days from the start date set forth in the Notice to Proceed ("Contract Time"). By signing below, Contractor expressly waives any claim for delayed early completion.

6. **Liquidated Damages.** As further specified in Section 5.4 of the General Conditions, if Contractor fails to complete the Work within the Contract Time, City will assess liquidated damages in the amount of $ 400 per day for each day of unexcused delay in achieving Final Completion, and such

liquidated damages may be deducted from City's payments due or to become due to Contractor under this Contract.

7. Labor Code Compliance.

7.1 General. This Contract is subject to all applicable requirements of Chapter 1 of Part 7 of Division 2 of the Labor Code, including requirements pertaining to wages, working hours and workers' compensation insurance, as further specified in Article 9 of the General Conditions.

7.2 Prevailing Wages. This Project is subject to the prevailing wage requirements applicable to the locality in which the Work is to be performed for each craft, classification or type of worker needed to perform the Work, including employer payments for health and welfare, pension, vacation, apprenticeship and similar purposes. Copies of these prevailing rates are available online at http://www.dir.ca.gov/DLSR.

7.3 DIR Registration. City may not enter into the Contract with a bidder without proof that the bidder and its Subcontractors are registered with the California Department of Industrial Relations to perform public work pursuant to Labor Code § 1725.5, subject to limited legal exceptions.

8. Workers' Compensation Certification. Pursuant to Labor Code § 1861, by signing this Contract, Contractor certifies as follows: "I am aware of the provisions of Labor Code § 3700 which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the Work on this Contract."

9. Conflicts of Interest. Contractor, its employees, Subcontractors, and agents may not have, maintain, or acquire a conflict of interest in relation to this Contract in violation of any City ordinance or requirement, or in violation of any California law, including Government Code § 1090 et seq., or the Political Reform Act, as set forth in Government Code § 81000 et seq. and its accompanying regulations. Any violation of this Section constitutes a material breach of the Contract.

10. Independent Contractor. Contractor is an independent contractor under this Contract and will have control of the Work and the means and methods by which it is performed. Contractor and its Subcontractors are not employees of City and are not entitled to participate in any health, retirement, or any other employee benefits from City.

11. Notice. Any notice, billing, or payment required by or pursuant to the Contract Documents must be made in writing, signed, dated, and sent to the other party by personal delivery, U.S. Mail, a reliable overnight delivery service, or by email as a PDF file. Notice is deemed effective upon delivery, except that service by U.S. Mail is deemed effective on the second working day after deposit for delivery. Notice for each party must be given as follows:

City:

City of Soledad
248 Main Street
Soledad, CA 93960
(831) 223-5000
dwilcox@cityofsoledad.gov

Contractor:

Name:	Terminix Inc.
Address:	1610 Moffett St. Ste B
City/State/Zip:	Salinas, CA 93905
Phone:	831-771-3663
Attn:	Jetsael Guijarro
Email	jguijarro@terminix.com
Copy to	

12. General Provisions.

12.1 Assignment and Successors. Contractor may not assign its rights or obligations under this Contract, in part or in whole, without City's written consent. This Contract is binding on Contractor's and City's lawful heirs, successors and permitted assigns.

12.2 Third Party Beneficiaries. There are no intended third party beneficiaries to this Contract.

12.3 Governing Law and Venue. This Contract will be governed by California law and venue will be in the Monterey County Superior Court, and no other place. Contractor waives any right it may have pursuant to Code of Civil Procedure § 394, to file a motion to transfer any action arising from or relating to this Contract to a venue outside of Monterey County, California.

12.4 Amendment. No amendment or modification of this Contract will be binding unless it is in a writing duly authorized and signed by the parties to this Contract.

12.5 Integration. This Contract and the Contract Documents incorporated herein, including authorized amendments or Change Orders thereto, constitute the final, complete, and exclusive terms of the agreement between City and Contractor.

12.6 Severability. If any provision of the Contract Documents is determined to be illegal, invalid, or unenforceable, in whole or in part, the remaining provisions of the Contract Documents will remain in full force and effect.

12.7 Iran Contracting Act. If the Contract Price exceeds $1,000,000, Contractor certifies, by signing below, that it 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.

12.8 Authorization. Each individual signing below warrants that he or she is authorized to do so by the party that he or she represents, and that this Contract is legally binding on that party. If Contractor is a corporation, signatures from two officers of the corporation are required pursuant to California Corporations Code § 313.

[Signatures are on the following page.]

The parties agree to this Contract as witnessed by the signatures below:

CITY:

s/_____

_____
Name, Title

Date: _____

Approved as to form:

s/_____

_____
Name, Title

Date: _____

Attest:

s/_____

_____
Name, Title

Date: _____

CONTRACTOR: Terminix Inc.
Business Name

s/_____

Seal:

_____
Name, Title

Date: _____

Second Signature (See Section 12.8):

s/_____

_____
Name, Title

Date: _____

_____
Contractor's California License Number(s) and Expiration Date(s)

END OF CONTRACT

WOOD DESTROYING PESTS AND ORGANISMS INSPECTION REPORT

Building No. Street, City, Zip	Date of Inspection	Number of Pages
1080 STATE ST (RAILROAD BRIDGE ON FRONT ST), SOLEDAD, 93960	03/04/2025	6

TERMINIX INTERNATIONAL, BRANCH #2174
1610 MOFFETT ST STE B
SALINAS,CA 93905
PH: 8317713663

Firm Registration No PR 0801
Report No.: 86350-030425161442-5733

Ordered by:	Property Owner or Party of Interest:	Report sent to:
CITY OF SOLEDAD 1080 STATE ST (RAILROAD BRIDGE ON FRONT ST) SOLEDAD CA 93960	CITY OF SOLEDAD 1080 STATE ST (RAILROAD BRIDGE ON FRONT ST) SOLEDAD CA 93960	CITY OF SOLEDAD 1080 STATE ST (RAILROAD BRIDGE ON FRONT ST) SOLEDAD CA 93960

COMPLETE REPORT ☐ LIMITED REPORT ☒ SUPPLEMENTAL REPORT ☐ REINSPECTION REPORT ☐

General Description:
1 Story(s),Office Building,No Garage,Not Occupied and Not Furnished

Inspection Tag Posted:
Electrical box

Other Tags Posted:
NA

An inspection has been made of the structure(s) shown on the diagram in accordance with the Structural Pest Control Act. Detached porches, detached steps, detached decks and any other structures not on the diagram were not inspected.

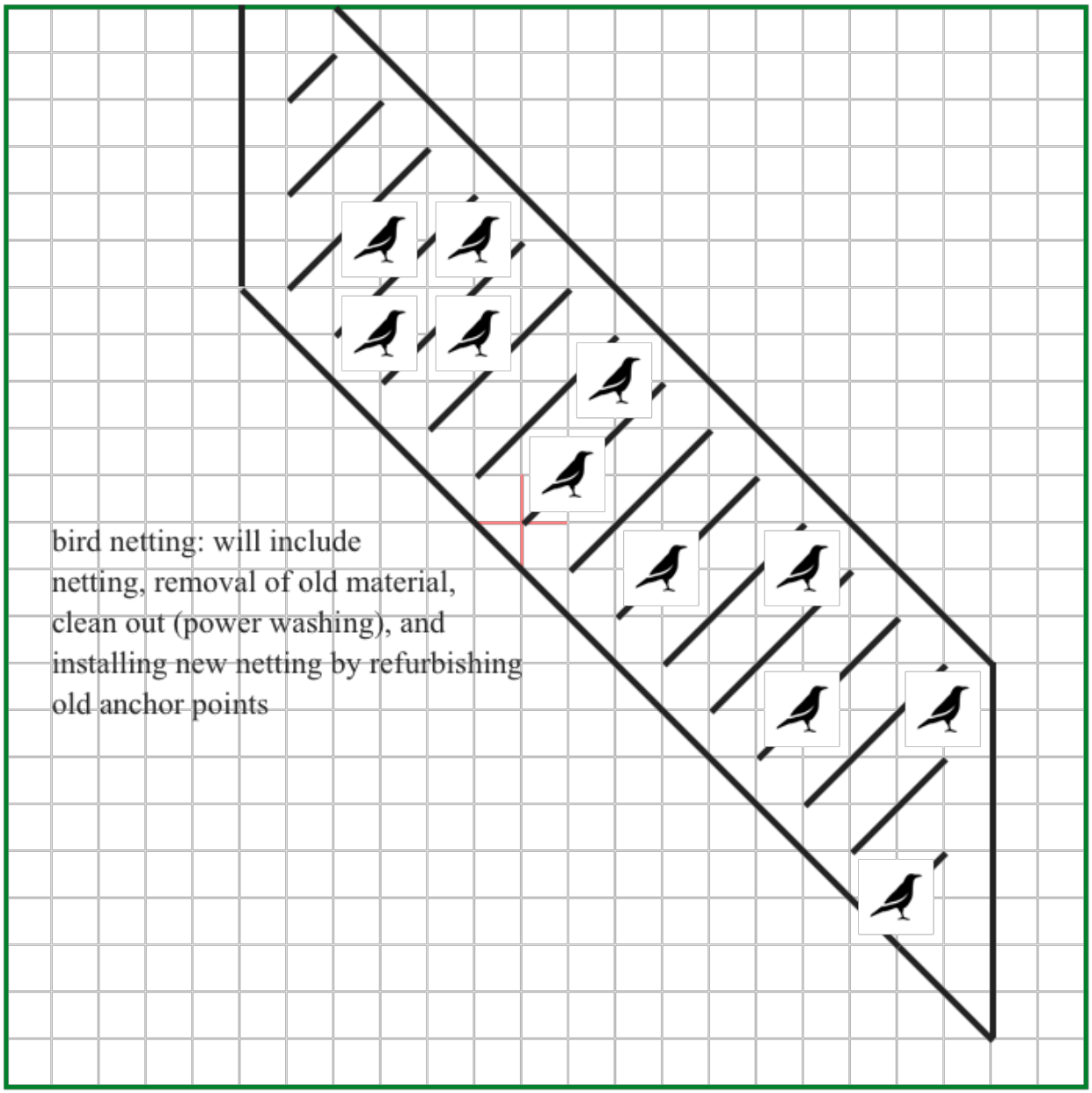
Subterranean Termites ☐ Drywood Termites ☐ Fungus / Dryrot ☐ Other Findings ☐ Further Inspection ☐

If any of the above boxes are checked, it indicates that there were visible problems in accessible areas. Read the report for details on checked items.

(PLEASE SEE THE GRAPH DIAGRAM ON THE FOLLOWING PAGE)

Inspected by: GUIJARRO, JETSAEL **State License No.** FR 54662 **Signature**

You are entitled to obtain copies of all reports and completion notices on this property reported to the Structural Pest Control Board during the preceding two years. To obtain copies contact: Structural Pest Control Board, 2005 Evergreen Street, Suite 1500, Sacramento, CA 95815
NOTE: Questions or problems concerning the above report should be directed to the manager of the company. Unresolved questions or problems with services performed may be directed to the Structural Pest Control Board at (916) 561-8708, (800) 737-8188 or www.pestboard.ca.gov. 43M-41 (REV. 04/2015)



Scale 1:

This graph is a record of a visual, non-destructive inspection by Terminix of certain readily accessible areas of the identified property for visible termite infestation/damage. Terminix is not responsible for repairs to damages disclosed above. In addition, hidden damage may exist in concealed, obstructed or inaccessible areas. No attempt to remove siding, plastic or sheetrock insulation, carpeting, paneling, etc. to search for hidden damage was made. Terminix cannot guarantee that the damage disclosed by visual inspection of the premises shown above represents the entirety of the damage which may exist as of the date of the initial control application. Terminix shall not be responsible for repair of any existing damage including without limitation, any damage which existed in areas or in structural members which were not accessible for visual inspection as of the date of this graph.

TERMINIX®

Summary of Charges

	Product	Renewals	Amount	Tax	Discount	Total Amount
Special Charges	Related Repair		$ 60000.00	$0.00	$0.00	$60000.00
					Grand Total:	$60000

CITY OF SOLEDAD
STAFF REPORT

SUBJECT: **Resolution No. 6214, A Resolution of the City Council of the City of Soledad Reinstating the Police Lieutenant Job Classification, Reinstating the Job Description, Establishing the Corresponding Salary, and Reclassifying One Existing Full-Time Sergeant Position to One Full-Time Police Lieutenant Position**

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

FROM: **Megan Hunter, City Manager**

THROUGH: **Megan Hunter, City Manager**

MEETING DATE: **April 2, 2025**

Recommendation

It is recommended that the City Council of the City of Soledad adopt Resolution No. 6214, "Reinstating the Police Lieutenant Job Classification, Reinstating the Job Description, Establishing the Corresponding Salary, and Reclassifying One Existing Full-Time Sergeant Position to One Full-Time Police Lieutenant Position"

Executive Summary

In years past, the City had a lieutenant position that was unfortunately eliminated for the adoption of a commander position, which was subsequently reclassified to Deputy Chief. The rationale for these reclassifications was to recruit an experienced second-in-command, which ultimately did allow for some internal succession. However, the elimination of the lower classification of Lieutenant truncated the career ladder and limited growth opportunities for less experienced officers. With the recent retirement of the Police Chief and lack of internal candidates, it is evident that more focus should be placed on succession planning. Effective succession planning necessitates career growth opportunities. To address this need, it is recommended that the City Council reinstate the Lieutenant and reclassify one Sergeant to a Lieutenant. This change is particularly pressing, as the Deputy Chief is currently serving as Acting Chief and one of the sergeants has stepped up to serve as the second-in-command. While the sergeant is serving in the capacity of Lieutenant, because the role does not exist, he is still technically a sergeant and limited in his ability to supervise other sergeants.

Background

In the fiscal year 2011/12, the Lieutenant classification was eliminated and replaced with the Police Commander classification. A few years later, the Police Commander classification was eliminated and the Deputy Chief classification was established. These changes were implemented to recruit and retain

more experienced leadership within the department. Instead of retaining the lower classification and establishing a career ladder, the lieutenant position was eliminated. Thus, career advancement in the Police Department was limited to only three possible promotions beyond the rank of police officer: sergeant, deputy chief, and chief.

Review & Analysis

Like most Police Departments throughout the country, Soledad has struggled to fill officer vacancies. In 2024, the International Association of Chiefs of Police (IACP) conducted a survey of its member agencies and on average, found that its agencies are operating at approximately 91% of their authorized staffing levels. Today, the City of Soledad has five vacancies. To fill these vacancies, the City has explored various recruitment and retention strategies to ensure adequate staffing levels. One key retention strategy recommended by the IACP is to expand the career ladder to create more professional development and growth opportunities. This recommendation in part led to the request to reclassify a police officer position to a sergeant position in 2023.

Over the years, under the leadership of former Chief Wasson, the Soledad Police Department has successfully recruited, trained, and promoted officers primarily from the Salinas Valley, who understand the culture of our rural, Latino community. With Chief Wasson's retirement, the community has expressed a strong desire to promote a chief from within the department. While there is considerable talent among the current leadership, many individuals are just shy of meeting the qualifications for this role. This highlights the need for a stronger focus on succession planning to ensure that the next time the City is hiring for this critical position, a qualified candidate can be promoted from within. The addition of the lieutenant position will allow the City to continue building the leadership within the department.

While the City has multiple sergeants, only the lieutenant position and above is eligible to participate in specific leadership training that would prepare the individual to take on managerial responsibilities and be prepared to step into a chief role. Without this key position, only the Deputy Chief can access the training needed to progress and potentially become the next Chief. However, not every Deputy Chief necessarily wants to take on this role, thus ensuring that no one else in the department is in a position to be promoted.

Given the Police Department's 24/7 operational nature, maintaining a stable command structure is crucial. Reinstating this position will not only assist with succession planning by fostering internal leadership but will also provide a stable command structure. Other departments have mid-level managers beyond the supervisory level; for example, Public Works has five mid-level managers, whereas the Police Department has only one – the Deputy Chief. An additional mid-level manager, considering the department's 24/7 operations, is appropriate and will better support the department during a crisis.

The Police Department has worked hard to build residents' trust largely because of the commitment to community policing and the quality and experience of our officers. By adding this vital leadership position, the Department will be able to deepen community engagement and improve communication. The Lieutenant is expected to enhance community policing efforts by improving access to public information, fostering partnerships, supporting grant applications, engaging with residents to address their concerns, guiding the Victim's Advocate, and exploring strategies to prevent youth violence.

Rather than adding a new full-time employee (FTE), the recommendation is to reclassify one of the existing Sergeants to a Lieutenant. Therefore, there would be no change to the overall number of

supervisory officers, which would remain at five. It is proposed that the Lieutenant classification be placed in the non-represented, confidential management unit like the Deputy Chief. The sergeant position is represented by the Police Officers Association (POA) and has eight salary steps. The proposed lieutenant salary schedule would only have five steps and the range would fall between the Sergeant and Deputy Chief. The proposed salary is shown below.

Police Lieutenant – Proposed Range 90 (Unrepresented Confidential Management)

FREQUENCY	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
YEARLY	$143,119.69	$149,560.07	$156,290.28	$163,323.34	$170,672.89
MONTHLY	$11,926.64	$12,463.34	$13,024.19	$13,610.28	$14,222.74
BI-WEEKLY	$5,504.60	$5,752.31	$6,011.16	$6,281.67	$6,564.34
HOURLY	$68.81	$71.90	$75.14	$78.52	$82.05

The salary is consistent with similar police leadership positions within Monterey County as shown below:

SURVEYING AGENCIES:	CLASSIFICATION	ANNUAL SALARY	
Gonzales	Police Captain	$112,331.52	$152,867.64
Soledad (Proposed)	***Police Lieutenant***	***$143,119.69***	***$170,672.89***
Hollister	Police Captain	$153,890.10	$187,054.40
King City	Police Captain	$139,618.27	$187,101.83
Marina	Police Commander	$162,882.09	$197,984.17
Salinas	Police Commander	$163,969.72	$209,285.44
Greenfield	Police Captain	$153,025.60	$215,321.60

Chief Wasson, the Human Resources Manager, and I have been discussing this need for quite some time and even modified the job description in 2024 in anticipation of this request. This adjustment was a crucial part of the department's succession planning. Since then, I have consulted with various officials in public safety who have encouraged me to move forward. Many surveys indicate that adding these growth opportunities is a critical retention strategy, especially for millennials.

Although we are hiring a new Chief of Police, I recommend we do not delay the establishment of the Lieutenant classification. This will provide the new Chief with greater flexibility and create another key leadership position to rely upon. The need is especially acute since the current Deputy Chief is Acting Chief. A sergeant is serving as an Acting Lieutenant, but he technically unable to supervise other sergeants unless this position is reinstated. Moreover, the soonest a Chief can start is likely late May/June, this leaves the department without a true second-in-command for roughly two months or longer. Since all the candidates for the position are external, the new Chief will need time to acclimate to the role. Therefore, having another mid-level manager is essential, especially since the Deputy Chief will need to dedicate more time to assist the new Chief during this transition.

Financial Considerations

If implemented, the increased cost for the remainder of this fiscal year (3 months) would be approximately $4,100 (salary and statutory benefits). There is no budget amendment required for this change because of salary savings from the current police officer vacancies. In future years, the approximate annual budget impact would be approximately between $12,600 - $16,400 depending on the step of the promoted officer.

Alternatives

- Adopt the resolution approving the reinstatement, salary schedule, and reclassification.
- Do not adopt the resolution approving the reinstatement, salary schedule, and reclassification. This is not recommended because the Soledad Police Department's capacity will be constrained in providing effective services to the Community.

Planning/CEQA

The proposed administrative action is not considered a project for the purposes of the California Environmental Quality Act (CEQA).

Public Notice Requirements

Not required.

Attachment(s):
Resolution No. 6214
Exhibit A
Police Lieutenant - Salary Schedule

RESOLUTION NO. 6214

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLEDAD REINSTATING THE POLICE LIEUTENANT JOB CLASSIFICATION, REINSTATING THE JOB DESCRIPTION, ESTABLISHING THE CORRESPONDING SALARY, AND RECLASSIFYING ONE EXISTING FULL-TIME SERGEANT POSITION TO ONE FULL-TIME POLICE LIEUTENANT POSITION

WHEREAS, in FY 2011/12, the Lieutenant classification was eliminated when the Police Commander classification was adopted, and subsequently, the Commander classification was eliminated when the Deputy Chief classification was adopted; and

WHEREAS, these changes were made at the time to recruit and retain more experienced leadership, but the elimination of the Lieutenant classification resulted in a truncated career ladder with only three possible promotions beyond police officer, sergeant–deputy chief–chief, and;

WHEREAS, over the years, under the leadership of former Chief Wasson, the Soledad Police Department has successfully recruited, trained, and promoted officers primarily from the Salinas Valley, who understand the culture of our rural, Latino community; and

WHEREAS, with Chief Wasson's retirement, the community has expressed a strong desire to promote a chief from within the department and while there is considerable talent among the sergeants, many individuals fall just short of meeting the qualifications for this role; and

WHEREAS, this highlights the need for a stronger focus on succession planning to ensure that the next time the City is hiring for this critical position, a qualified candidate can be promoted from within; and

WHEREAS, the addition of the Lieutenant classification will enable the City to broaden the career ladder to build leadership within the department, stabilize the command structure, enhance officer retention, and deepen the skill set of the key personnel; and

WHEREAS, establishing the Lieutenant classification is essential because many leadership training opportunities are available only to individuals at the lieutenant level and above and without this training, the next generation of leaders will be unprepared to step into the Chief position when it becomes available.; and

WHEREAS, the Police Department currently has only one mid-level manager, the Deputy Chief and given the department's 24/7 operations, it is necessary to create an additional mid-level managerial position to provide leadership and better support the department during a crisis.; and

WHEREAS, the new Lieutenant position is expected to enhance community policing efforts by improving access to public information, fostering partnerships, supporting grant applications, engaging with residents to address their concerns, guiding the Victim’s Advocate, and exploring strategies to prevent youth violence; and

WHEREAS, the proposed change will not create an additional full-time employee; instead, it will reclassify an existing sergeant position, and consequently, the impact on the budget will be minimal, estimated at approximately $4,100 for the remainder of the year and up to $16,400 for FY 25/26.

NOW THEREFORE, BE IT HEREBY RESOLVED that the City Council of the City of Soledad hereby (1) Approves the reinstatement of the Police Lieutenant job classification, (2) Approves the reinstatement of the attached job description, marked herein as **Exhibit A**, (3) Approves the establishment of the corresponding salary schedule as follows: Range 90 ($143,119.69 - $170,672.89/annually) of the Unrepresented Confidential salary schedule, (4) Approves the reclassification of one existing full-time Sergeant to one full-time Lieutenant, and (5) Authorizes the City Manager to administratively amend the fiscal year 2024-25 Classification and Compensation Plan.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Soledad duly held on the 2nd day of April 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

Approved: 4/16/08
Admin Amend: 4/26/24
FLSA: EXEMPT

POLICE LIEUTENANT

DEFINITION

Under general direction, plans, schedules, organizes, supervises, reviews, and evaluates the work of patrol, detectives, and non-sworn staff through a subordinate level of supervision; trains staff and provides for their professional development; develops and implements specific departmental operational programs; provides complex administrative and budgetary support to the Police Chief; acts for the Chief and/or Deputy Chief in the absence of the Chief and/or Deputy Chief; and performs related work as required.

SUPERVISION RECEIVED AND EXERCISED

Receives general direction from the Police Chief and/or Deputy Chief. Exercises direct and general supervision over Police Sergeants, Police Officers, detectives, and a variety of non-sworn staff, either directly or through a subordinate level of supervision.

CLASS CHARACTERISTICS

This management-level class is responsible for planning patrol, public service, and investigative functions, or administrative support activities, including assisting the Chief in formulating policy, developing goals and objectives, and administering the department's budget. The primary responsibilities are managerial, including the coordination of activities with those of other City departments and law enforcement agencies. This class is distinguished from Police Chief in that the latter has overall management responsibility for the Police Department.

EXAMPLES OF ESSENTIAL JOB FUNCTIONS (Illustrative Only)

Management reserves the right to add, modify, change or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.

- Manages and participates in the development and implementation of goals, objectives, policies, and priorities for the Department; recommends within departmental policy, appropriate service, and staffing levels; recommends and administers policies and procedures.
- Provides management, leadership, and motivation to departmental personnel to facilitate the provision of efficient and effective public safety measures, and to ensure the maintenance of a positive quality of life for all City residents and the general public.
- Develops and standardizes procedures and methods to improve the efficiency and effectiveness of police services and programs; continuously monitors and evaluates the efficiency and effectiveness of service delivery methods and procedures; assesses and monitors workload, administrative and support systems, and internal reporting relationships; identifies opportunities for improvement and recommends to the Chief and/or Deputy Chief.
- Coordinates sworn personnel selection procedures, including conducting interviews and acting as liaison with background investigators, and medical/psychological screening professionals.
- Trains, motivates, and evaluates assigned personnel; provides or coordinates staff training; works with employees to correct deficiencies; implements discipline and termination procedures.

- Prioritizes and allocates available resources; reviews and evaluates service delivery, makes recommendations for improvement, and ensures maximum effective service provision.
- Manages and participates in the development and administration of the Police Department's annual budget, including estimating operational funds for staffing, equipment, materials, and supplies, monitoring, and approving expenditures, and directing and implementing adjustments as necessary.
- Develops cooperative working relationships and mutual aide agreements with representatives of other local public safety departments.
- Provides highly complex staff assistance to the Police Chief and/or Deputy Chief; assists in preparation of staff reports, procedures, written materials, and other necessary correspondence.
- Conducts a variety of organizational studies, investigations, and operational studies; recommends modifications to departmental programs, policies, and procedures, as appropriate.
- Monitors legal, regulatory, technological, and societal changes and court decisions that may affect the work of the department; recommends equipment acquisition, training programs, and procedural changes to ensure retention of qualified staff and the provision of services to the community in an effective, efficient, and economical manner.
- Investigates and resolves problems with requests for services or complaints regarding police functions; conducts internal investigations of complaints from officers and /or the public, mediates any conflicts or disputes with department personnel or the public, and takes appropriate action to ensure a timely and equitable resolution when first-line supervisors are unable to do so.
- Provides effective professional liaison between the Police Department and other City departments and divisions.
- Maintains and directs the maintenance of departmental files, directs the release of records and dispatch activities.
- Represents the City and/or the Police Department in meetings with members of other public and private organizations, business, educational, and community groups, and the public.
- Responds to emergency or unusual situations; performs the full range of patrol, investigative, and related duties of an officer and assumes a command role as appropriate; may oversee and coordinate the work of multi-agency task forces or committees.
- Assists in providing leadership and administrative expertise during major emergency situations and natural disasters utilizing standardized Emergency Management System (EMS) regulations, including participating in organizing operations center, call back of personnel and equipment resources, providing active management of emergencies and disasters utilizing City's emergency action, and participating in organizing, planning, and practicing EMS training.
- Attends meetings, conferences, workshops, and training sessions and reviews publications and materials to become and remain current on principles, practices, and new developments in assigned work areas.
- Manages and executes special projects and systems.
- May assume command in the absence of the Police Chief and Deputy Chief.
- Performs other duties as assigned.

QUALIFICATIONS

Knowledge of:

- Administrative principles and practices, including goal setting, program development, implementation and evaluation, project management, and supervision of staff, either directly or through subordinate levels of supervision.
- Principles and practices of budget administration.
- Principles and practices of employee supervision, including work planning, assignment, review and evaluation, and the training of staff in work procedures.

- Applicable Federal, State, and local laws, codes, court decisions, and regulations concerning the operation of a full-service municipal police department.
- Functions, services, and funding sources of a full-service municipal police department.
- Organization and management practices as applied to the development, analysis, and evaluation of programs, policies, and operational needs of the assigned division.
- Law enforcement principles, practices, and techniques related to patrol, traffic enforcement, crime scene control and investigation, protection of life and property, and the pursuit, apprehension, and transport of suspects.
- Rules of evidence regarding search and seizure and the preservation of evidence.
- Investigation and identification techniques and equipment.
- Courtroom procedures and techniques for testifying.
- Recent and on-going developments, current literature, and sources of information related to the operations of a municipal police department.
- Safety practices and equipment related to the work, including the safe use and proper care of firearms.
- Record keeping principles and procedures.
- Modern office practices, methods, and computer equipment.
- Computer applications related to the work.
- English usage, grammar, spelling, vocabulary, and punctuation.
- Techniques for dealing with and solving the problems presented by a variety of individuals from various socio-economic, cultural, and ethnic backgrounds, in person and over the telephone, often when relations may be confrontational or stressed.
- Techniques for effectively representing the city in contacts with governmental agencies, community groups, and various business, professional, educational, regulatory, and legislative organizations.
- Techniques for providing a high level of customer service to the public and City staff, in person and over the telephone.

Ability to:

- Recommend and implement goals, objectives, and practices for providing effective and efficient services.
- Manage and monitor complex projects, on-time and within budget.
- Plan, organize, schedule, assign, review, and evaluate the work of staff.
- Train staff in work procedures.
- Evaluate and develop improvements in operations, procedures, policies, or methods.
- Research, analyze, and evaluate new service delivery methods, procedures, and techniques.
- Make sound, independent decisions as a watch commander and in emergency situations.
- Prepare clear and concise reports, correspondence, policies, procedures, and other written materials.
- Analyze, interpret, summarize, and present administrative and technical information and data in an effective manner.
- Interpret, explain, and ensure compliance with City policies and procedures, complex laws, codes, regulations, and ordinances.
- Conduct complex research projects, evaluate alternatives, make sound recommendations, and prepare effective technical staff reports.
- Effectively represent the department and the city in meetings with governmental agencies, community groups, and various businesses, professional, and regulatory organizations, and in meetings with individuals.
- Identify and be responsive to community issues, concerns, and needs.
- Perform comprehensive first aid procedures and CPR.
- Establish and maintain a variety of filing, record-keeping, and tracking systems.
- Organize and prioritize a variety of projects and multiple tasks in an effective and timely manner; organize own work, set priorities, and meet critical time deadlines.

- Operate modern office equipment including computer equipment and specialized software applications programs.
- Use English effectively to communicate in person, over the telephone, and in writing.
- Use tact, initiative, prudence, and independent judgment within general policy, procedural, and legal guidelines.
- Establish and maintain effective working relationships with those contacted in the course of the work.

Education and Experience:
Any combination of training and experience that would provide the required knowledge, skills and abilities is qualifying. A typical way to obtain the required qualifications would be:

Equivalent to graduation from an accredited four-year of college or university with major coursework in criminal justice, police science, public administration, or a related field, and three (3) years of supervisory experience. ***An educational degree may be substituted for one (1) year of supervisory experience.***

License:

- Valid California class C driver's license with satisfactory driving record.
- Possession of Basic, Intermediate, and/or Advanced P.O.S.T. certificate.
- Possession and maintenance of firearms qualification.
- Title 22 First Aid/CPR Certificate is preferred.

PHYSICAL DEMANDS

Must possess mobility to work in a standard office setting and use standard office equipment, including a computer; maintain P.O.S.T. physical standards, including mobility and physical strength and stamina to respond to emergency situations and apprehend suspects; vision to maintain firearms qualification and to read printed materials and a computer screen; and hearing and speech to communicate in person, before groups, and over the telephone or radio. The job involves fieldwork requiring frequent walking on uneven terrain, climbing and descending structures to access crime scene and to identify problems or hazards. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate police services equipment. Positions in this classification frequently bend, stoop, kneel, reach, and climb to perform work and inspect work sites. Employees must possess the ability to lift, carry, push, and pull materials and objects necessary to perform job functions.

ENVIRONMENTAL ELEMENTS

Employees work indoors and outdoors, and are exposed to loud noise levels, cold and hot temperatures, inclement weather conditions, vibration, confining workspace, chemicals, mechanical and/or electrical hazards, and hazardous physical substances and fumes. Performing everyday responsibilities may put employees at risk of encountering a variety of potentially hazardous substances and situations including, but not limited to, armed and/or dangerous individuals and animals, disease, unknown toxins and drugs, and bodily fluids. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.

WORKING CONDITIONS

Must be willing to pass a detailed background investigation. Must be willing to work extended shifts or be called back in emergency situations and work with exposure to difficult circumstances, including exposure to dangerous situations.

POLICE LIEUTENANT - 4/2025	FREQUENCY	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
PROPOSED - RANGE 90 (CONF)	YEARLY	$143,119.69	$149,560.07	$156,290.28	$163,323.34	$170,672.89
	MONTHLY	$11,926.64	$12,463.34	$13,024.19	$13,610.28	$14,222.74
	BI-WEEKLY	$5,504.60	$5,752.31	$6,011.16	$6,281.67	$6,564.34
	HOURLY	$68.81	$71.90	$75.14	$78.52	$82.05

CITY OF SOLEDAD
STAFF REPORT

SUBJECT: **Resolution No. 6217, A Resolution of The City Council of the City of Soledad Approving the Submittal of the HOME Investment Partnership Program (HOME) Application under the 2024 Funding Cycle, and**

Resolution No. 6218, A Resolution of the City Council of the City of Soledad Approving and Adopting the HOME First-Time Homebuyer Assistance Program Guidelines

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

FROM: **Tencia C. Vargas, Economic Development Coordinator, and Beatriz Trujillo, Community and Economic Development Director**

THROUGH: **Megan Hunter, City Manager**

MEETING DATE: **April 2, 2025**

Recommendation

Staff recommends that the City Council consider and adopt:

1. Resolution No. 6217, A Resolution of The City Council of the City of Soledad "Approving the Submittal of the HOME Investment Partnership (HOME) Program Application under the 2024 Funding Cycle", and
2. Resolution No. 6218, A Resolution of the City Council of the City of Soledad "Approving and Adopting the HOME First-Time Homebuyer Assistance Program Guidelines".

Executive Summary

The City of Soledad is seeking financial support from the California Department of Housing and Community Development (HCD) via a competitive grant under the 2024 HOME NOFA, which opened on January 24, 2025, and closes on May 22, 2024. The City has prepared an application for funding a new First-Time Homebuyer Assistance Program.

Background

City staff has prepared an application in response to the State 2024 HOME Program Notice of Funding Availability (NOFA) released December 30, 2024, for a First-Time Homebuyer Assistance Program, for the maximum amounts available per activity as identified in the NOFA.

If selected for funding the City will be required to adopt the state's First-Time Homebuyer Guideline

Template and selected optional criteria based on the City's desired program objectives. The First-Time Homebuyer Assistance Program adheres to federal and state regulations, specifically those associated with the HOME Program administered by HCD.

No public hearing is required under the HOME Program, which only provides funding for housing activities such as First-Time Homebuyer Assistance, Infill New Construction, Housing Rehabilitation Assistance and Tenant-Based Rental Assistance Programs, Rental New Construction, Rental Rehabilitation, Rental Acquisition, and First-Time Homebuyer Projects.

The current funding target for Program activities under the 2024 HOME NOFA is $14,454,611, which is 40% of the funds available. The amount of funds the City is eligible to apply for is based on the City's expenditure on grants awarded in the last three contract years. The City of Soledad's maximum application is $500,000 since it has not had an active program in the previous three years.

Applications are due by May 22, 2025, at 5:00 PM, with award announcements anticipated on July 7, 2025. Depending on the time needed for the HOME Program to issue a grant agreement and the clearance of special conditions, the City, if awarded, anticipates funds being available for expenditure within approximately six to twelve months of award.

Review & Analysis

Staff has prepared the 2024 HOME funding application and requests approval to submit such an application in response to the NOFA released on December 30, 2024. Prepared applications will include:

First-Time Homebuyer Assistance Program

- **Funding Request:** $500,000
- **Objective:** Provide zero-interest deferred payment loans to eligible low-income households
- **Program Requirements:**
    - Must qualify for a primary mortgage and contribute at least $1,000 toward a down payment
    - Funds cover down payment, closing costs, and gap financing
    - Monthly housing costs must remain between 25-32% of net household income
    - Loan amounts cannot exceed HUD's maximum subsidy limits per unit type
    - Home purchase price limit: $626,000 for new or existing homes
    - Mandatory homebuyer counseling from a HUD-approved agency
    - Loans subject to recapture if home sold within the affordability period

City staff has developed the HOME First-Time Homebuyer Assistance Program Guidelines for the HOME Program and are included for Council's review as (Exhibit A). These specific HOME First-Time Homebuyer Assistance Program Guidelines were created to make the City's HOME application more competitive. However, the proposed HOME guidelines closely mirror the Homebuyer Assistance Guidelines previously adopted by the Council on October 2, 2024.

By adopting the HOME First-Time Homebuyer Assistance Program Guidelines and approving the submittal of this application, the City of Soledad will enhance housing accessibility for low and moderate-income households, supporting long-term community stability and economic growth. The program will facilitate homeownership opportunities while ensuring financial sustainability through affordability provisions.

Financial Considerations

Securing HOME grant funds will have no impact on the City's general funds. If awarded, the grant will include provisions for both program administration and implementation, with no matching funds required.

Alternatives

- Accept staff recommendations to approve the submittal of an application for funding under the 2024 HOME NOFA and approve the HOME First-Time Homebuyer Assistance Guidelines.
- Decline the approval and submittal of application and/or the HOME First-Time Homebuyer Assistance Guidelines and provide further direction to staff.

Planning/CEQA

Pursuant to Section 21065 of the CEQA guidelines, a "project" is defined as a "whole action" subject to a public agency's discretionary funding or approval that has the potential to either (1) cause a direct physical change in the environment or (2) cause a reasonably foreseeable indirect physical change in the environment. The proposed consideration is to submit applications in response to the 2024 HOME NOFA. This action will not cause a direct physical change to the environment. Any development project resulting from the application and approval of the First-Time Homebuyer Assistance, may be subject to subsequent CEQA review and analysis. All federally funded activities are also subject to the National Environmental Protection Act (NEPA) NEPA reviews have been completed for all activities and are included in the application as follows:

- General administrative activities associated with the expenditure of funds are exempt.
- The First-Time Homebuyer Assistance Program activities are categorically excluded, not subject to Section 58.5, therefore not requiring publication of a Notice of Intent/Request for Release for Funds.

Public Notice Requirements

Not required.

Attachment(s):
Resolution No. 6217
Resolution No. 6218
Exhibit A - First-Time Homebuyer Program Guidelines

RESOLUTION NO. 6217

THE GOVERNING BOARD OF
the City of Soledad

HEREBY AUTHORIZES: Submittal of an application to the California Department of Housing and Community Development for funding under the HOME Investment Partnerships Program (HOME); and if selected, the execution of a Standard Agreement, any amendments thereto, and of any related documents necessary to participate in the HOME Program.

WHEREAS:

A. The California Department of Housing and Community Development (the "Department") is authorized to allocate HOME Investment Partnerships Program ("HOME") funds made available from the U.S. Department of Housing and Urban Development ("HUD"). HOME funds are to be used for the purposes set forth in Title II of the Cranston-Gonzalez National Affordable Housing Act of 1990, in federal implementing regulations set forth in Title 24 of the Code of Federal Regulations, part 92, and in Title 25 of the California Code of Regulations commencing with section 8200.

B. On December 30, 2024, the Department issued a Notice of Funding Availability announcing the availability of funds under the HOME Program (the "NOFA").

C. In response to the NOFA, the City of Soledad a incorporated city (the "Applicant"), wishes to apply to the Department for, and receive an allocation of, HOME funds.

IT IS NOW THEREFORE RESOLVED THAT:

1. In response to the above-referenced HOME NOFA, the Applicant shall submit an Application to the Department to participate in the HOME Program and for an allocation of funds not to exceed Five hundred thousand Dollars ($500,000) for the following activities and/or programs:

   First-Time Homebuyer Assistance Program

   to be located in the city limits of the City of Soledad.

2. If the Application for funding is approved, then the Applicant hereby agrees to use the HOME funds for eligible activities in the manner presented in its Application as approved by the Department in accordance with the statutes and regulations cited above. The Applicant will also execute a Standard Agreement with the Department, any amendments thereto, and any and all other documents or instruments necessary or required by the Department or HUD for participation in the HOME Program.

3. The Applicant hereby authorizes and directs the City Manager to execute, in the name of the Applicant, the HOME Standard Agreement, other HOME-related contracts and conveyances, and any subsequent amendments thereto.

4. The Applicant hereby authorizes City Manager or Community and Economic Development Director, or their designee, to execute, in the name of the Applicant, drawdown requests and any other HOME Program form requiring a signature, as may be required by the Department from time to time.

PASSED AND ADOPTED THIS 2nd DAY OF APRIL 2025, BY THE FOLLOWING VOTE:

AYES, and in favor thereof, Councilmember:

NOES, Councilmembers:

ABSENT, Councilmembers:

ABSTAIN, Councilmembers:

CERTIFICATION OF ATTESTING OFFICER

The undersigned Megan Hunter (City Clerk of the Applicant does hereby attest and certify that the foregoing is a true and full copy of a Resolution of the governing board of the Applicant passed and adopted at a duly convened meeting on the date set forth above, and said Resolution has not been altered, amended, or repealed and is in full force and effect.

_____

Megan Hunter, City Clerk

RESOLUTION NO. 6218

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLEDAD ADOPTING THE FIRST-TIME HOMEBUYER ASSISTANCE PROGRAM GUIDELINES

WHEREAS, on December 30, 2024, the California Department of Housing and Community Development issued a Notice of Funding Availability ("NOFA") announcing the availability of funds under the HOME Program; and

WHEREAS, in response to the NOFA, City staff developed Homebuyer Assistance Guidelines to be utilized in the implementation of the City's First-Time Homebuyer Assistance Program; and

WHEREAS, the City Council has determined that the Homebuyer Assistance Guidelines meet the regulatory requirements for use under the HOME Program.

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

SECTION 1. The City Council has reviewed and hereby approves program guidelines for the First-Time Homebuyer Assistance Program funded by the HOME Investment Partnership Program (**Exhibit A**).

PASSED AND ADOPTED by the City Council of the City of Soledad at a regular meeting duly held on the 2nd day of April 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

HOME Investment Partnerships Program (HOME)

First-Time Homebuyer Program Guidelines

Serving the City of Soledad

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HOME FIRST-TIME HOMEBUYER PROGRAM GUIDELINES

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HOME PROGRAM FIRST-TIME HOMEBUYER PROGRAM GUIDELINES

1.0. GENERAL

The above-named entity, hereinafter referred to as the "Sponsor" or "Lender," has entered into a contractual relationship with the California Department of Housing and Community Development ("HCD") to administer a HOME First-Time Homebuyer program. The homebuyer program described herein (the "Program") is designed to assist eligible homebuyers in purchasing homes, also referred to herein as "housing units", located within the Program's eligible area, as described in Section 3.1.A. The Program provides this assistance in the form of a 30+ year deferred payment "silent" junior priority loan as "Gap" financing toward the purchase price and closing costs of an affordable housing unit that will be occupied by the homebuyers as their primary residence during the HOME Affordability Period. The Program will be administered by City of Soledad, (the "Program Operator").

1.1. PROGRAM OUTREACH AND MARKETING

All outreach efforts will be done in accordance with state and federal fair lending regulations to ensure nondiscriminatory treatment, outreach, and access to the Program. No person shall, on the grounds of race, color, ancestry, national origin, citizenship, immigration status, primary language, religion, disability (mental or physical), sex and gender, sexual orientation, gender identity, gender expression, genetic information, marital status, familial status (families with children under 18 or people who are pregnant), source of income, military or veteran status, or age be excluded, denied benefits, or subjected to discrimination under the Program. The Sponsor will ensure that all persons, including those qualified individuals with disabilities, have access to the Program and will take steps to ensure effective communication with and marketing to applicants, residents, and members of the public with disabilities.

A. The Fair Housing Lender and Accessibility logos will be placed on all outreach materials. Affirmative marketing efforts will be based upon a comparison (census data will be used) of the Program's eligible area compared to the demographic characteristics of the population served by the Program. This includes tracking separately all applications, including subsets for those which result in denial of assistance or withdrawal, and for those which result in assistance), and an explanation and analysis of any underserved segments of the population. This information is used to show that protected classes (listed above) are not being intentionally or unintentionally excluded from the Program. Flyers or other outreach materials, in English and any other languages that are the primary

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languages of a significant portion of the area's residents, in accordance with Sponsor's Limited English Proficiency (LEP) Plan, or equivalent, will be widely distributed in the Program-eligible area and will be provided to any local social service agencies. The Program may sponsor homebuyer seminars to help educate homebuyers about the homebuying process and future responsibilities.

B. The Program Operator will market the Program to local real estate agents and primary lenders to explain the Program requirements for eligible housing units and homebuyers, and to review Program processes. Local real estate agents and primary lenders will also be invited to have their customers participate in the Program.

C. The following statement will be included in all outreach and marketing materials: Section 504 of the Rehabilitation Act of 1973 prohibits the exclusion of an otherwise qualified individual, solely by reason of disability, from participation under any program receiving Federal funds.

D. The Sponsor will ensure that all Personally-Identifiable Information remains confidential and is properly protected.

1.2. APPLICATION PROCESS AND SELECTION

A. The Sponsor maintains a waiting list of applicants. Each applicant is asked to complete an application form, which asks for sufficient information concerning income, employment, and credit history to establish preliminary eligibility for Program participation. Completed applications are processed on a first-come-first-served basis. Applications are deemed complete only if all information is completed and the application is signed and dated. Incomplete applications are returned to the applicant and will not be date/time stamped until complete.

B. Once the applicant's name comes to the top of the waiting list, their Program eligibility will be confirmed, and they will then be invited to a briefing regarding participation in the Program. At the briefing, the application is reviewed and the potential homebuyer is given a "Preliminary Eligibility Letter" for the Program, along with the following forms: Program Brochure, Attachment (G) Instructions to Homebuyer, List of lenders familiar with the Program, Attachment (E) Seller's Lead-Based Paint Disclosure and the EPA Booklet "Protect Your Family from Lead in Your Home", and (F) Notice to Seller.

If the Program Operator encounters material discrepancies and/or misrepresentations, and/or there are income, asset, household composition, or other important questions that cannot be resolved, the

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Sponsor reserves the right to deny assistance to the household. In this case, the applicant may re-apply aftersix months, as stated in a written assistance denial letter.

C. Each applicant must participate in individual Homebuyer Counseling consistent with the requirements in Section 1.5 of these Program Guidelines.

D. The potential homebuyer is given 90 days to find a qualified home and secure a primary loan for the housing unit. If during the 90-day timeframe, the potential homebuyer is unable to achieve this, an extension may be given. However, if the potential homebuyer cannot meet the requirements of finding a qualified housing unit and closing a primary loan within the allotted time to participate in the Program, the reservation of funds expires and the next person on the waiting list will be given an opportunity to participate in the Program.

1.3. THE HOME PURCHASE PROCESS

A. The following is a simplified example of how a primary lender would analyze a homebuyer's finances to determine how much the homebuyer could afford to borrow from the primary lender towards homeownership.

DEBT SERVICE
FOR A FAMILY OF FOUR EARNING $3,388 PER MONTH

HOUSING PAYMENTS		TOTAL OVERALL PAYMENTS	
Principal & Interest Payment	$ 865	$ 1,180	Housing
Insurance	82	+ 200	Other Debt Service
Taxes	233	$1,380	Total Debt Service
Total Housing Expense	$1,180	(Overall debt service per month is 41% of $3,388)	

(PITI is 35% of $3,388)

OTHER HOUSEHOLD DEBT SERVICE

Car Payment	$ 150
Credit Card Payment	50
Total Other Debt	$ 200

A $865 per month loan payment equates to borrowing $143,000 at 5.88% for a 30-year term.

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SUBSIDY CALCULATION FOR A FAMILY OF FOUR EARNING $3,388 PER MONTH	
Purchase Price of Property	$ 280,000
Less Primary loan amount	**143,000**
Less down payment of 1%	2,800
Equals **"GAP"**	**$ 134,200**
Plus estimated allowable settlement charges	8,400
Equals **Total Subsidy**	**$ 142,600**

B. The housing unit selection process will be conducted by the homebuyers. Prior to making an offer to purchase an eligible housing unit (see Section 3.0), homebuyer shall provide seller with a disclosure containing the following provisions (see **Attachment F** for Disclosure to Seller form):

1) Homebuyer has no power of eminent domain and, therefore, will not acquire the property if negotiations fail to result in an amicable agreement;
2) Homebuyer's offer is an estimate of the fair market value of the housing unit, to be finally determined by a state-licensed appraiser;
3) The housing unit will be subject to inspection. In accordance with 24 CFR section 92.251(c), the housing unit must be decent, safe, sanitary, and in good repair. The standards must provide that the housing meets all applicable State and local housing quality standards and code requirements and the housing does not contain the specific deficiencies established by HUD based on the applicable standards in 24 CFR section 5.703 and published in the Federal Register for HOME assisted projects and units;
4) All housing units built prior to January 1, 1978, will require a lead paint disclosure to be signed by both the homebuyer and Seller (Attachment E);
5) Since the sale is voluntary, seller is not eligible for relocation payments or other relocation assistance;
6) Seller understands that the housing unit must be either: currently owner-occupied, newly constructed, bought by the current tenant, or vacant for three months prior to submission of the purchase offer;
7) If the seller is not provided with a statement of the above six provisions prior to or with the purchase offer, the seller may withdraw from the agreement after this information is provided.

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C. Applicant submits an executed Standard Form Purchase and Sale Agreement, along with a primary lender pre-qualification letter to Program Operator. The purchase and sale agreement will be contingent on the household and housing unit meeting Program eligibility requirements and receiving Program loan approval. Program Operator verifies applicant eligibility, housing unit and loan eligibility and amount of assistance to be provided consistent with these guidelines.

D. Program Operator conducts an Environmental Review in accordance with 24 CFR Part 58, and Sponsor's NEPA Certifying Officer signs the appropriate form before any commitment of funds are made to the homebuyer. An acquisition cannot and must not include rehabilitation immediately after transfer of title, and requires completion of a HUD CENST form from the Environmental Review - HUD Exchange webpage.

E. Program Operator, where Program Operator is not the Sponsor, submits recommendation to the Sponsor for approval or denial, including the reasons for the recommendation. Sponsor determines Applicant's approval or denial and instructs Program Operator to notify Applicant. Program Operator provides written notification to Applicant of approval or denial with reason and, if denied, a copy of the Program's appeal procedures. See Section 11 of these Program Guidelines.

F. When primary lender requirements are met, Program funds are deposited into escrow, with required closing instructions and loan documents.

G. At the time of escrow closing, the Sponsor shall be named as an additional loss payee on fire, flood (if required), and extended coverage insurance for the length of the loan and in an amount sufficient to cover all encumbrances or full replacement cost of the housing unit. A policy of Title Insurance naming the Sponsor as insured is also required.

1.4. HOMEBUYER COSTS

A. Eligible households must document that they have the funds necessary for down payment and closing costs as required by the primary lender and the Sponsor. The Program's down payment requirement (below) is in place even if the primary lender has a lower down payment requirement. If the primary lender has a higher down payment requirement, there is no additional down payment requirement required by the Program.

B. Homebuyer must contribute a minimum down payment of $1,000 but may contribute more if desired.

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C. Sponsor will provide a subsidy that is no greater than the applicable HOME Maximum Per-Unit Subsidy Limit for the State of California**.** The subsidy will reduce the amount of the primary lender's loan so that the payments of principal, interest, taxes, insurance, and mortgage insurance and HOA dues, if any, are within approximately 25 to 32% of the household's gross monthly household income. In addition, the borrower's total debt must be within the ranges in Section 5.0. of these Program Guidelines.

D. The Program Operator will determine the level of subsidy and affordability during underwriting of the Program's loan to make sure that it conforms to the requirements of the HCD funding Program.

1.5. HOMEBUYER EDUCATION

All Program participants are required to receive housing counseling prior to Program approval, delivered by a HUD-certified housing counselor who works for an organization certified by HUD to perform housing counseling. The Program Operator will provide the homebuyer with the needed counselor information. A list of such counseling entities is available at: https://hud4.my.site.com/housingcounseling/s/?language=en_US.

A copy of the applicant's certificate of completion must be placed into the homebuyer file maintained by the Program Operator. In addition, the Program Operator must include evidence that the counseling provider was HUD-certified when the counseling certification was issued.

Acceptable forms of housing counseling include in-person, phone, and/or internet, provided the client and counselor have an individualized dialogue, with guidance and advice tailored to client's needs. This includes creating a client budget, financial analysis, an action plan, and referrals to relevant resources such as down payment assistance programs or legal services.

Housing Counseling defined: Housing counseling is independent, expert advice customized to the need of the consumer to address the consumer's housing barriers and to help achieve their housing goals and must include the following processes: Intake; financial and housing affordability analysis; an action plan, and a reasonable effort to have follow-up communication with the client when possible. The content and process of housing counseling must meet the standards outlined in 24 CFR Part 214, which include:

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- addressing unique financial circumstances or housing issues;
- focusing on ways of overcoming specific obstacles to achieving a housing goal such as repairing credit;
- addressing a rental dispute, purchasing a home, locating cash for a down payment, and being informed of fair housing and fair lending requirements of the Fair Housing Act;
- finding units accessible to persons with disabilities;
- avoiding foreclosure;
- resolving a financial crisis; and
- the creation of an action plan.

1.6. CONFLICT OF INTEREST REQUIREMENTS

The applicable Conflict of Interest requirements of 24 CFR section 92.356 of the HOME Final Rule shall be followed for HOME assistance, as follows:

(a) Conflicts prohibited. No persons described in paragraph (b) of this section who exercises or has exercised any functions or responsibilities with respect to activities assisted with HOME funds or who are in a position to participate in a decision making process or gain inside information with regard to these activities, may obtain a financial interest or benefit from a HOME-assisted activity, or have a financial interest in any contract, subcontract or agreement with respect to the HOME-assisted activity, or the proceeds from such activity, either for themselves or those with whom they have business or immediate family ties, during their tenure or for one year thereafter. Immediate family ties include (whether by blood, marriage, or adoption) the spouse, parent (including stepparent), child (including stepchild), brother, sister (including a stepbrother or stepsister), grandparent, grandchild, and in-laws of a covered person.

(b) Persons covered. The conflict of interest provisions of paragraph (a) of this section apply to any person who is an employee, agent, consultant, officer, or elected official or appointed official of the participating jurisdiction, State recipient, or subrecipient receiving HOME funds.

(c) Exceptions: Threshold requirements. Upon the written request of the participating jurisdiction to HCD, HUD may grant an exception to the provisions of paragraph (a) of this section on a case-by-case basis when it determines that the exception will serve to further the purposes of the HOME Investment Partnerships Program and the effective and efficient administration of the participating jurisdiction's program or project. See 24 CFR sections 92.356(d)(1-6) for details on the documentation needed in order to submit an exception request to HUD.

1.7. NON-DISCRIMINATION REQUIREMENTS

The Program will be implemented in ways consistent with the Sponsor's commitment to non-discrimination. No person shall be excluded from participation

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in, denied the benefit of, or be subject to discrimination under any program or activity funded in whole or in part with State or federal funds on the basis of race, color, ancestry, national origin, citizenship, immigration status, primary language, religion, disability (mental or physical), sex and gender, sexual orientation, gender identity, gender expression, genetic information, marital status, familial status (families with children under 18 or people who are pregnant), source of income, military or veteran status, or age.

2.0 APPLICANT QUALIFICATIONS

2.1. CURRENT INCOME LIMITS FOR THE AREA, BY HOUSEHOLD SIZE

All applicants must certify that they meet the household income eligibility requirements for the applicable HCD program(s) and have their household income documented. The income limits in place at the time of loan approval will apply when determining applicant income eligibility. All applicants must have incomes at or below 80% of the County's area median income (AMI), adjusted for household size, as published by HCD.
(See Attachment C for current income limits).

Household: Means one or more persons who will occupy a housing unit. Unborn children count in family size determination.

Annual Income: Generally, this is the gross amount of income of all adult household members that is anticipated to be received during the coming 12-month period.

2.2. INCOME QUALIFICATION CRITERIA

Projected annual gross income of the applicant household will be used to determine whether they are above or below the HCD-published HUD income limits. The annual income definition found at 24 CFR Part 5, as detailed in the most recent HCD program-specific guidance at https://www.hcd.ca.gov/grants-and-funding/income-limits/income-calculation-and-determination-guide, will be used to independently determine and certify the household's annual gross income. The Program Operator should compare this annual gross income to the income the primary lender used when qualifying the household. The primary lender is usually underwriting to FHA or conventional guidelines and may not calculate the household income or assets in the same way as required by the Program. Income will be verified by examining at least 2 months of source documents evidencing annual income (e.g., wage statement, interest statement, unemployment compensation statement) and six months of checking statements for the household. All documentation shall be dated within six months prior to loan closing and kept in the applicant file and held in strict confidence.

A. HOUSEHOLD INCOME DEFINITION:

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Household income is the annual gross income of all adult household members that is projected to be received during the coming 12-month period and will be used to determine program eligibility. For those types of income counted, gross amounts (before any deductions have been taken) are used. The income of live-in aides and the earned income of minors are not included in annual gross income calculations. Certain other household members living apart from the household also require special consideration. The household's projected income must be used, rather than past earnings, when calculating income.

See Attachment A: Income Inclusions and Exclusions

B. ASSETS:

There is no asset limitation for participation in the Program. Income, or imputed income from assets, however, is recognized as part of annual income under the 24 CFR Part 5 regulations (included as Attachments A and B). An asset is a cash or non-cash item that can be converted to cash. The value of necessary items such as furniture and automobiles are not included. *(Note: it is the income earned – e.g., interest on a savings account – or in some cases imputed income, not the asset value, which is counted in annual income.)*

An asset's cash value is the market value, less reasonable expenses required to convert the asset to cash, including, for example, penalties or fees for converting financial holdings, and costs for selling real property. The cash value (rather than the market value) of an item is counted as an asset.

See Attachment B: Asset Inclusions and Exclusions

2.3. DEFINITION OF AN ELIGIBLE HOMEBUYER

Program Operators are required to use the following definition of an eligible homebuyer, which is a "first-time homebuyer" from 8201(m) Title 25 California Code of Regulations:

"First-time homebuyer" means an individual or individuals, or an individual and his or her spouse who have not owned a home during the three-year period before the purchase of a home with subsidy assistance, except that the following individual or individuals may not be excluded from consideration as a first-time homebuyer under this definition:

1. a displaced homemaker who, while a homemaker, owned a home

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with his or her spouse or resided in a home owned by the spouse. A displaced homemaker is an adult who has not, within the preceding two years, worked on a full-time basis as a member of the labor force for a consecutive twelve-month period and who has been unemployed or underemployed, experienced difficulty in obtaining or upgrading employment and worked primarily without remuneration to care for his or her home and family;

2. a single parent who, while married, owned a home with his or her spouse or resided in a home owned by the spouse. A single parent is an individual who is unmarried or legally separated from a spouse and has one or more minor children for whom the individual has custody or joint custody or is pregnant; or

3. an individual or individuals who owns or owned, as a principal residence during the three-year period before the purchase of a home with assistance, a dwelling unit whose structure is:
    a. not permanently affixed to a permanent foundation in accordance with local or state regulations; or
    b. not in compliance with state, local, or model building codes and cannot be brought into compliance with such codes for less than the cost of constructing a permanent structure.

3.0. HOUSING UNIT ELIGIBILITY

3.1. LOCATION AND CHARACTERISTICS

A. Housing units to be purchased must be located within the eligible area. The eligible area is described as follows: “Within the City of Soledad.

B. Housing unit types eligible for the Homebuyer Program are new or previously-owned single-family residences; condominiums; or manufactured homes in mobile home parks, in common-interest developments or on a single-family lot and placed on a permanent foundation system. HOME does not allow manufactured homes unless on a permanent foundation system.

C. All housing units must be in compliance with property standards in Section 1.3.B.3 of these Program Guidelines.

D. Housing units located within a 100-year flood zone will be required to provide proof of flood insurance with an endorsement naming the City as loss payee in order to close escrow.

E. Housing must be “modest”, in accordance with the federal HOME regulations at 24 CFR section 92.254(a)(2).

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3.2. CONDITIONS

A. Construction Inspection and Determining Need for Repairs.

Once the participating homebuyer has executed a purchase agreement for a housing unit and, prior to a commitment of Program funds, the following steps must be taken for the housing unit to be eligible for purchase under the Program:

1) When the Sponsor's Program utilizes Federal funds and if the housing unit was constructed prior to 1978 then the lead-based paint requirements of Section 3.2.C will apply.

The Program Operator is responsible to ensure that a certified housing inspector walks through the housing unit, determines if it is structurally sound, and identifies any code-related and health and safety deficiencies that need to be corrected. A list of necessary repair items will be given to the homebuyers and their Realtor to present to the seller's agent.
If there are one or more health and safety deficiencies, and/or violations of applicable building codes noted in the written report, the Sponsor will approve the subsidy only if prior to close of escrow, and seller agrees to have necessary repairs made to the dwelling unit prior to transfer of property ownership, at the seller's expense.

Upon completion of all work required by the Program Operator, Sponsor, appraiser, pest inspector and/or certified housing inspector, a final inspection will be conducted prior to close of escrow. The inspector will sign off on all required construction work assuring that each housing unit receiving Program assistance complies with Section 1.3.B.3. requirements of these Program Guidelines that the unit is decent, safe, sanitary, and in good repair, and that it meets all applicable State and local housing quality standards and code requirements and does not contain the specific deficiencies established by HUD based on the applicable standards in 24 CFR section 5.703 and published in the Federal Register for HOME-assisted projects and units, at the time of purchase and prior to occupancy.

2) Only new construction and homes built within the previous 12 months and not previously occupied are not subject to a home inspection.

B. Per 24 CFR section 92.214(a)(6), no additional HOME assistance, including rehabilitation funds, may be provided after the 1-year anniversary of the filing of the Project Completion Report through the end of the HOME Affordability Period. The HOME Affordability Period is as follows (amount does <u>not</u> include Activity Delivery and Administration Costs paid to the State

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Recipient by HCD):

Amount of HOME Assistance	Period of Affordability in Years
Under $15,000	5 years
$15,000 to $40,000	10 years
Over $40,000	15 years

During the HOME Affordability Period, the home must remain occupied by the borrower or an eligible heir, as their primary residence, or else all HOME assistance becomes due and payable.

C. Lead-Based Paint Hazards: All housing units built prior to 1978 for which HOME funding is anticipated are subject to the requirements of this section 3.2.C. Such homes must undergo a visual assessment by a person who has taken HUD's online Visual Assessment course. Deteriorated paint must be stabilized using work safe methods. Clearance must be obtained after paint stabilization by a DHS-certified LBP Risk Assessor/Inspector. HOME general administrative and activity delivery funds may be used to pay for lead-based paint visual assessments, and if lead mitigation and clearance costs are incurred, these programs may incorporate the costs into the calculation of Program assistance.

D. The following requirements must be met:

1) **Notification**: a) Prior to homebuyer's obligation to purchase a home built prior to 1978, the Buyer will be given the most recent copy of and asked to read the EPA pamphlet "*Protect Your Family From Lead in Your Home"*. (EPA 747-K-94-001*).* A signed receipt of the pamphlet will be kept in the Sponsor's homebuyer file; b) A notice to residents is required following a risk assessment/inspection using form DHS 8552, which is provided by the DHS-certified Risk Assessor/Inspector; c) a notice to residents is required following lead-based paint mitigation work using Visual Assessment and Lead-based Paint Notice of Presumption and Hazard Reduction form, LBP – 1 (Attachment H).

2) **Disclosure:** Prior to the homebuyer's obligation to purchase a home built prior to 1978, the HUD disclosure (Attachment E), "Seller's Lead-based Paint Disclosure" notice must be provided by the seller to the homebuyer.

3) **Inspections:** The Inspector shall conduct a "Visual Assessment" of all the dwelling unit's painted surfaces to identify deteriorated paint. All deteriorated paint will be stabilized in accordance with CFR 35.1330 (a) and (b); and a Clearance shall be made in accordance with CFR 35.1340.

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4) **Mitigation:** If stabilization is required, the contractor performing the mitigation work must use appropriately-trained workers. Prior to the contractor starting mitigation work, the Program Operator shall obtain copies of the contractor's and workers' appropriate proof of LBP training, as applicable to the job, to assure that only qualified contractors and workers are allowed to perform the mitigation.

E. The Program Operator will: 1) confirm that the housing unit is within the eligible area, 2) will review each proposed housing unit to ensure that it meets all eligibility criteria before funding, and 3) ensure a completed Lead Compliance Document Checklist is placed in each purchaser's file (see Attachment I).

F. Environmental Review: Program Operator conducts an Environmental Review in accordance with 24 CFR Part 58, and Sponsor's NEPA Certifying Officer signs the appropriate form before any commitment of funds are made to the homebuyer. An acquisition must not include rehabilitation immediately after transfer of title, and requires completion of a HUD CENST form from the Environmental Review - HUD Exchange webpage.

3.3. ANTI-DISPLACEMENT POLICY AND RELOCATION ASSISTANCE

Eligible homes will be those that are currently owner-occupied or have been vacant for three months prior to the acceptance of a contract to purchase. A unit is ineligible if its purchase would result in the displacement of a tenant. It is not anticipated that the implementation of the Program will result in the displacement of any persons, households, or families. However, if tenant-occupied homes are inadvertently included in the Program and relocation becomes necessary, the activity will be carried out in compliance with Sponsor's relocation plan, which describes how those permanently displaced will be relocated and paid benefits in accordance with the following Federal laws.

A. **Uniform Relocation Assistance (URA) and Real Property Acquisition Policies Act of 1970**

The federal URA and Real Property Acquisition Policies Act of 1970, as amended, contains requirements for carrying out real property acquisition or the displacement of a person, regardless of income status, for a project or program for which HUD financial assistance (including HOME) is provided. Requirements governing real property acquisition are described in HUD's CPD Handbook 1378.0. The implementing regulations, 49 CFR Part 24, require developers and owners to take certain steps regarding tenants of housing to be acquired, rehabilitated, or demolished, including tenants who will not be relocated even temporarily.

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B. **Section104(d) of the Housing and Community Development Act of 1974**

Section 104(d) requires each contractor (CHDO or State Recipient), as a condition of receiving assistance under HOME, to certify that it is following a residential anti-displacement plan and relocation assistance plan. Section 104(d) also requires relocation benefits to be provided to low-income persons who are physically displaced or economically displaced as the result of a HOME-assisted project, and requires the replacement of low-income housing, which is demolished or converted. The implementing regulations for Section 104(d) can be found in 24 CFR Part 42, subpart (C).

3.4. PROPER NOTIFICATION AND DISCLOSURES

A. Upon selection of a housing unit, a qualified seller and homebuyer will be given the necessary disclosures for the Program. The homebuyer must have read and signed all Program disclosure forms. All property disclosures must be reviewed and signed by the homebuyer and seller.

B. All owners who wish to sell their housing units must receive an acquisition notice (Attachment F) prior to submission of the homebuyer's original offer. This notice will be included in the contract and must be signed by all owners on title. The disclosure must contain the items listed in 1.3.B. (required for federally-funded programs).

4.0. PURCHASE PRICE LIMITS

The purchase price limits for this Program shall not exceed the HOME Homeownership Value Limit for the Sponsor's County as updated by HCD, or a temporary waiver limit approved by HUD and the Department.

Attachment C: HOME HOMEOWNERSHIP VALUE LIMITS *Sponsor will update these limits annually as HCD provides new information.

5.0. THE PRIMARY LOAN

Prior to obtaining a loan from the Sponsor, a homebuyer must provide evidence of approval for the maximum amount the primary lender is willing to loan (the "primary loan"), although the Program may limit the primary loan amount based on the debt-to-income ratio maximums herein.

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A. QUALIFYING RATIOS

The front-end (housing) debt-to-income ratio shall be between 25% and 32% and is the percentage of a borrower's gross monthly income (before deductions) that would cover the cost of the loan principal and interest payment, property taxes, property insurance, and mortgage insurance and HOA dues, if any.

The back-end (total) debt-to-income ratio shall be between 25% and 42% and is the percentage of a borrower's gross monthly income that would cover the cost of housing as described in the paragraph above, plus any other monthly debt payments like auto or personal loans, credit card debt, and student debt, as well as child support and alimony payments.

Exceptions to these maximums must be documented and placed into each loan file, to demonstrate compensating factors.

The Program Operator must complete the HOME Subsidy Calculation Worksheet and place it into the loan file to document that the HOME assistance amount was appropriate, based on compliance with the debt ratio ranges in the two preceding paragraphs of this subsection. The Worksheet is currently accessible on the HOME webpage at:
https://www.hcd.ca.gov/grants-funding/grants-forms/docs/HOME_FTHB_Subsidy_Calculation_Worksheet_June_2013_Version.xls.

B. INTEREST RATE

The primary loan must have a fixed interest rate that does not exceed, by greater than one percent, the Freddie Mac 30-year Fixed Rate Mortgage rate at https://www.freddiemac.com/pmms.

The applicable Freddie Mac rate should be from the date the primary mortgage rate was locked, or else the date of HOME loan approval. No temporary interest rate buy-downs are permitted. The loan file must contain this documentation for Department monitoring purposes.

C. LOAN TYPE AND TERM

The primary loan shall be fully amortized and have a term "all due and payable" in no fewer than 30 years. There shall not be a balloon payment due before the maturity date of the Program loan.

D. IMPOUND ACCOUNT

All households will be required to have impound accounts for the payment of taxes and insurance to ensure they remain current.

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6.0. THE PROGRAM LOAN

A. MAXIMUM AMOUNT OF PROGRAM ASSISTANCE

For HOME, the amount of Program assistance to a homebuyer toward purchase of a home shall not exceed the HOME Maximum Per-Unit Subsidy Limits ("Subsidy Limits") for the State of California**.** See Attachment C of these Program Guidelines for current Subsidy Limits**.** Any approved "grant" amount for lead-based paint evaluation and reduction activities or for relocation assistance shall be included in the Subsidy Limits evaluation, as shall Activity Delivery Costs.

B. NON-RECURRING CLOSING COSTS

Non-recurring costs such as credit report, escrow, closing and recording fees, and title report and title insurance, title updates and/or related costs may be included in the Program loan.

C. AFFORDABILITY PARAMETERS FOR HOMEBUYERS

The actual amount of a Homebuyer's Program subsidy shall be computed according to the debt-to-income ratio parameters specified in Section 5.0.A. Each borrower shall receive only the subsidy needed to allow them to become homeowners ("the Gap") while keeping their housing costs affordable. The Program Operator will use the "front-end ratio" of housing-expense-to-income to determine if the amount of the proposed primary loan is acceptable and, ultimately, the Program subsidy amount required, bridging the gap between the acquisition cost (purchase price plus closing costs) less down payment, and the amount of the primary loan.

D. RATE AND TERMS FOR PROGRAM LOAN

All Program assistance to individual households shall be made in the form of a deferred payment (of principal and interest) loan (DPL).
The Program loan's term shall be for 45 years or in the case of USDA loans with longer than 30 year terms the term will be at least as long as the primary mortgage period, plus 15 years.

The Program loan's interest rate shall be 0% simple interest.

All Program loan payments shall be deferred because the borrowers will have their repayment ability fully utilized under the primary loan. Loan principal shall not be forgiven, and the loan period cannot be extended, except for loans that are resubordinated when a rate and term refinance is approved, per Attachment D.

E. COMBINED LOAN-TO-VALUE RATIO

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The loan-to-value ratio for a Program loan, when combined with all other indebtedness to be secured by the property, shall not exceed 100 percent of the sales price plus a maximum of up to 5 percent of the sales price to cover actual closing costs.

7.0. PROGRAM LOAN REPAYMENT (HOME RECAPTURE TERMS)

Owner Initial Investment Returned First

The homebuyer shall recover, if available, their entire down payment and any capital investment before recapture is calculated. Once the net proceeds from the sale are determined, the homeowner's initial investment is then deducted from the remaining net proceeds available for recapture. The entire HOME subsidy plus interest is recaptured from the remaining net proceeds. The homeowner retains the remaining net proceeds.

Where net proceeds are insufficient to repay all or any of the homeowner's initial investment, the homebuyer will not receive the full amount of their initial investment. They will receive only what net proceeds are available. The Lender may not be able to recapture the full amount due under the recapture agreements from the net proceeds available. In such circumstances, neither the Program Lender nor the Department are responsible for repaying to the account that provided original assistance the difference between the amount of direct HOME subsidy due and the recaptured amount available from net proceeds.

Example: A homebuyer received $5,000 in HOME downpayment assistance and provided $5,000 of their own funds for down payment. After purchasing the home, the homebuyer invested $2,000 for capital improvements to the property. Two years into the 5-year Period of Affordability, the homebuyer decides to sell the home. The Lender's recapture provisions allow the HOME-assisted homebuyer to recover, from net proceeds, their entire investment in the property before the Lender recaptures any HOME subsidy. The net proceeds from the sale total $10,000. The homebuyer recovers their $7,000 investment (down payment plus capital improvements) from the net proceeds of the sale. The Lender is able to recapture, from the remaining net proceeds, only $3,000 of its original $5,000 investment. The Lender is not responsible for repaying to the Department the $2,000 difference between the recapture amount due and what is available from net proceeds.

7.1. PAYMENTS ARE VOLUNTARY

Borrowers may begin making voluntary payments at any time, without penalty. Payments will be applied to principal, thus reducing accrual of simple interest.

7.2. RECEIVING LOAN PAYMENTS

A. Voluntary Program loan payments, and loan payoffs, shall be made to:

City of Soledad
Community & Economic Development Department
Attn: Housing Division
248 Main Street
Soledad, CA 93960

B. The Sponsor shall be the receiver of loan payments or recaptured funds and will maintain a financial record-keeping system to record payments and file statements on payment status. Payments shall be deposited and accounted for in the Sponsor's Program Income Account, as required by the HOME program. The Program lender will accept loan payments from borrowers prepaying deferred loans, and from borrowers making payments in full upon sale or transfer of the property. All loan payments are payable to the Sponsor. The Sponsor may, at its discretion, enter into an agreement with a third party to collect and distribute payments and/or complete all loan servicing aspects of the Program.

7.3. DUE UPON SALE OR TRANSFER

If an owner sells, transfers title, or discontinues principal residency in the purchased property during the HOME Affordability Period for any reason, the loan is immediately due and payable pursuant to the Recapture (loan repayment) terms in the HOME Loan Agreement.

Notwithstanding the foregoing, if the owner of the property dies, even after the HOME Affordability Period expires, an heir may assume the HOME loan at the same rate and terms, if the heir's household meets each of the following requirements:

- does not exceed the current HOME income limits; and
- will immediately occupy the home as their principal residence.

During the HOME Affordability Period, if the property owner dies and the heir does not meet these HOME eligibility requirements, the loan is due and payable.

The loan will be in default if the borrower fails to maintain required fire or flood insurance or fails to pay property taxes. See Attachment D on loan defaults for further information on property restrictions.

7.4. LOAN SERVICING POLICIES AND PROCEDURES

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See Attachment D for local loan servicing policies and procedures. While the attached policy outlines a system that can accommodate a crisis that restricts borrower repayment ability, it should in no way be misunderstood: The loan must be repaid. All legal means to ensure the repayment of a delinquent loan as outlined in the Loan Servicing Policies and Procedures shall be pursued.

7.5. LOAN MONITORING PROCEDURES

Sponsor must monitor Borrowers and their homes annually to ensure adherence to Program requirements including, but not limited to, the following:

A. Owner-occupancy during the Period of Affordability
B. Property tax payment
C. Hazard insurance coverage
D. Good standing on Primary loans

8.0. PROGRAM LOAN UNDERWRITING AND APPROVAL

A. Loan Underwriting

All homebuyers or their representatives shall receive an eligibility packet with all the necessary forms, disclosures, information, and application. The homebuyer must submit a complete application packet with all the Sponsor's Program loan documents executed, as well as all the information from the primary lender. The primary lender shall submit copies of the following to the Sponsor: 1) fully-executed property sales contract with proper seller notification; 2) mortgage application with good faith estimates and first mortgage disclosures; 3) full mortgage credit report and rent verification; 4) current third-party income verifications and verifications of assets; 5) homeownership education certificate, if applicable; and 6) signed underwriting transmittal summary and final signed loan application, both from primary lender. Staff will work with local lenders to ensure qualified participants receive only the benefit from the Sponsor's Program needed to purchase the housing unit and that leveraged funds will be used when possible.

B. Creditworthiness

Qualifying ratios are only a rough guideline in determining a potential borrower's creditworthiness. Many factors such as credit history, amount of down payment, and size of loan will influence the decision of the primary lender to approve or disapprove a particular loan. The borrower's credit history will be reviewed by the Sponsor and documentation of such maintained in the loan file. The Sponsor may elect to obtain a credit report

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or rely on a current copy obtained by the primary lender. The Sponsor must use the information on the credit report for each adult borrower for its calculations of front-end and back-end debt-to-income ratios.

C. Documents from Primary Lender

After initial review of the qualified homebuyer's application packet, the Program Operator will request any additional documents needed. Documents may be e-mailed or faxed. Based on receipt and review of the final documents, the Program Operator will complete, sign, and date an income certification (using the most-recent HCD program's guidance on income calculation and determination), and homebuyer certification (review of credit report and income taxes). Documentation of affordability shall then be verified, and a subsidy amount will be determined by the Program Operator.

D. Disclosure of Program and Loan Information to Homebuyers

The Program will inform the borrower of the results of the income determination process, including the permissible range of primary mortgage payments and the maximum purchase price possible. Information on the Program's application will be documented with third-party verifications and/or documents in the file. For example, the sales contact will provide the final purchase price and outline how much of the closing costs are to be paid by the seller, etc. The appraisal, termite, and title reports provide information to substantiate the information in the sales contract and guide the construction inspection. The Program loan application provides current debt and housing information and will be documented by the credit report and income/asset verifications. The primary lender's approval letter and estimated closing cost statement should reflect all the information in the loan package and show any contingencies of loan funding. Reviewing the primary lender's loan underwriting documentation will provide basic information about the qualification of the applicant and substantiate the affordability provided by the Program loan. By reviewing and cross-checking all the primary lender information, the final Program loan amount approved will fall within the affordability parameters of the Program.

8.1. COMPLETION OF UNDERWRITING AND APPROVAL OF PROGRAM LOAN

Once the loan approval package has been completed, the Program Operator will submit it to the Sponsor for approval. Sponsor will review the request and may approve it with or without conditions. Upon approval, a final closing date for escrow is set, and Program funds are provided to the homebuyer.

8.2. PRIMARY AND PROGRAM LOAN DOCUMENT SIGNING

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The homebuyer(s) sign promissory notes, loan agreements, deeds of trust, and statutory lending notices (Truth In Lending (TIL), etc.); the Deeds of Trust are recorded with the County Clerk/Recorder at the same time, and the request(s) for a copy of Notice of Default are also recorded with the County Clerk/Recorder.

8.3. ESCROW PROCEDURES

The escrow/title company shall review the escrow instructions provided by the Program Lender and shall issue California Land Title Association (CLTA) and American Land Title Association (ALTA) policies to the homebuyer and the Program Lender after closing. The CLTA policy is issued to the homebuyer and protects them against failure of title based on public records and against such unrecorded risks as forgery of a deed. The ALTA policy is issued to each lender providing additional coverage for the physical aspects of the property, as well as the homebuyer's title failure. These aspects include anything which can be determined only through physical inspection, such as correct survey lines, encroachments, mechanics liens, mining claims, and water rights. The Program Lender instructs the escrow/title company in the escrow instructions what may show on the policy, the amount of insurance on the policy (all liens should be covered), and the loss payee (each lender should be listed as a loss payee and receive an original ALTA policy).

9.0. SUBORDINATE FINANCING

Subordinate loans may be used to cover mortgage subsidy costs that exceed the Program maximum loan amount. All subordinate liens must have the payments deferred, and the term must be for at least as long as the term of the Program loan.

10.0. EXCEPTIONS AND SPECIAL CIRCUMSTANCES

The Sponsor may make amendments to these Participation Guidelines. Any changes shall be made in accordance with regulations and approved by the Sponsor's HOME Program Representative or Program Manager. the Sponsor's governing body would then need to approve said changes.

10.1. DEFINITION OF EXCEPTION

Any case to which a standard policy or procedure, as stated in the guidelines, does not apply or an applicant treated differently from others of the same class would be an exception.

10.2. PROCEDURES FOR EXCEPTIONAL CIRCUMSTANCES

A. The Sponsor or its agent may initiate consideration of an exception and prepare a report. This report shall contain a narrative, including the Sponsor's

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recommended course of action and any written or verbal information supplied by the applicant.

B. The Sponsor shall make a determination regarding the exception request based on the recommendation of the Program Operator. The request can be presented to the Sponsor's loan committee and/or governing body for a decision.

C. Note: such exceptions may not directly or indirectly discriminate against protected classes under all current federal fair housing law and state statutes and regulations.

11.0. DISPUTE RESOLUTION AND APPEALS PROCEDURE

Any applicant denied assistance from the Program has the right to appeal. Complaints concerning the Program should be made to the Program Operator first. If unresolved in this manner, the complaint or appeal must be made in writing and filed with the Sponsor. The Sponsor will then schedule a meeting with the Loan Review Committee. Their written response will be made within thirty (30) working days. If the applicant is not satisfied with the Committee's decision, a request for an appeal may be filed with the Sponsor's governing body. Final appeal must be filed in writing with HCD within one year after denial.

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ATTACHMENT A

Income Inclusions and Exclusions

The Program Operator shall access the current federal income determination regulations online at https://www.ecfr.gov/current/title-24/subtitle-A/part-5/subpart-F/subject-group-ECFR174c6349abd095d/section-5.609, regarding income inclusions and exclusions.

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ATTACHMENT B

Asset Inclusions and Exclusions

The Program Operator shall access the current federal income determination regulations at https://www.ecfr.gov/current/title-24/subtitle-A/part-5/subpart-F/section-5.603 regarding the definition of Net family assets, to which the regulations at section 5.609 refer.

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ATTACHMENT C

HOME HOMEOWNERSHIP VALUE LIMITS FOR MONTEREY COUNTY*
(Limits effective 9/1/2024)

EXISTING CONSTRUCTION	NEW CONSTRUCTION (less than 12 months old)
$626,000	$626,000

[Note from HOME to remove: if you have exception limits approved by HOME, modify this table as needed and indicate from/through date of the exception]

HOME MAXIMUM PER-UNIT SUBSIDY LIMITS FOR CALIFORNIA
(Limits effective 2/13/2024)

O-BDR	1-BDR	2-BDR	3-BDR	4-BDR
$181,488	$208,049	$252,994	$327,293	$359,263

HOME INCOME LIMITS FOR MONTEREY COUNTY*
(Limits effective 6/1/2024)

	Number of Persons in Household							
	1	**2**	**3**	**4**	**5**	**6**	**7**	**8**
80% of AMI	$74,150	$84,800	$95,400	$105,950	$114,450	$122,950	$131,400	$139,900

*Sponsor will insert these limits for the county in which the Program is located and will update the limits annually as HCD provides new information. The link to the official, HCD-maintained Value, Subsidy, and income limits is: State and Federal Income, Rent, and Loan/Value Limits | California Department of Housing and Community Development (for HOME limits, choose "CDBG, HOME and NHTF/HHC Article I - Income, Value, Subsidy and Rent Limits").

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ATTACHMENT D

LOAN SERVICING POLICIES AND PROCEDURES FOR CITY OF SOLEDAD

The City of Soledad, hereafter called "Lender," has adopted these policies and procedures to preserve its financial interest in properties whose "Borrowers" have been assisted with public funds. The Lender will, to the greatest extent possible, follow these policies and procedures, but each loan will be evaluated and handled on a case-by-case basis. The Lender has formulated this document to comply with state and federal regulations regarding the use of these public funds and the property restrictions associated with them.

The policies and procedures are broken down into the following areas: 1) making required monthly payments or voluntary payments on a loan's principal and interest; 2) required payment of property taxes and insurance; 3) required Request for Notice of Default on all second mortgages; 4) loans with annual occupancy restrictions and certifications; 5) required noticing and limitations on any changes in title or use of property; 6) required noticing and process for requesting a subordination during a refinance; and 7) processing of foreclosure in case of default on the loan.

1. Loan Repayments:

Promissory Notes are for deferred payment loans, but the Lender must accept voluntary payments on the loan. Loan payments will be credited to principal. The Borrower may repay the loan balance at any time with no penalty.

Program loan payments, and loan payoffs, shall be made to:

City of Soledad
Community & Economic Development Department
Attn: Housing Division
248 Main Street
Soledad, CA 93960

2. Payment of Property Taxes and Insurance:

As part of keeping the loan from going into default, borrower must maintain property insurance coverage naming the Lender as loss payee.

When a property is in a 100-year floodplain, the Borrower will be required to carry the necessary flood insurance. A certificate of insurance for flood and for standard property insurance with an endorsement naming the City of Soledad as lender loss payee will be required at close of escrow. The Lender will verify the insurance on an annual basis.

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Property taxes must be kept current during the term of the loan. The Lender requires Borrower to have impound accounts set up with their first mortgagee wherein they pay their taxes and insurance as part of their monthly mortgage payment.

3. Required Request for Notice of Default:

When the Borrower's loan is in second position behind an existing first mortgage, it is the Lender's policy to prepare and record a "Request for Notice of Default" for each senior lien in front of Lender's loan. This document requires any senior lienholder listed in the notice to notify the Lender of initiation of a foreclosure action. The Lender will then contact the Borrower and assist them in bringing the first loan current, if possible. The Lender can also monitor the foreclosure process and go through the necessary analysis to determine if the loan can be made whole or preserved. When the Lender is in a third position and receives notification of foreclosure from only one senior lienholder, it is in their best interest to contact any other senior lienholders regarding the status of their loans.

4. Annual Occupancy Restrictions and Certifications:

On owner-occupant loans, the Lender will require that Borrowers submit utility bills and/or other documentation annually to prove occupancy during the term of the loan. Annual occupancy verification will occur between January 1 and 15 of each year for the term of the loan].

5. Required Noticing and Restrictions on Any Changes of Title or Occupancy:

In all cases where there is a change in title, occupancy, and/or use, the Borrower must notify the Lender in writing of the change.

If a transfer of the property occurs through inheritance, the heir (as owner-occupant) may be provided the opportunity to assume the loan, provided the heir is income eligible. If the heir intends to occupy the property and is not low-income, the balance of the loan is due and payable.

If the owner moves out and converts the owner-occupied unit into a rental unit before the end of the HOME Affordability Period, the loan is due in full, unless the owner moves back in immediately.

Conversion to use other than residential use is not allowable where the full use of the property is changed from residential to commercial or other. In some cases, Borrowers may request that the Lender allow for a partial conversion where some of the residence is used for a business, but the household still resides in the property. Partial conversions can be allowed if it is reviewed and approved by all agencies required by local statute. If the use of the property is converted to a fully non-residential use, the loan balance is due and payable.

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6. Requests for Subordinations:

When a Borrower wishes to refinance their existing first mortgage, they must submit a subordination request to the Program Lender. Approved refinancing of senior debt will be limited by the Department to circumstances in which the original homebuyer is securing more favorable terms that reduce monthly housing costs, or if sufficient equity exists, to take cash out for only items such as for immediate repairs to the property to correct identified health and safety violations.

There can be no third-party debt payoffs or additional encumbrances on the property. The total indebtedness on the property should not exceed the current market value, except when the borrower is obtaining a federally-sponsored refinance program loan. If said loan is approved and meets all other requirements, Combined Loan-To-Value will not be considered when reviewing the subordination request.

Also, the loan must:

1. be fully amortized and have a fixed interest rate that does not exceed the current market rate, as established by an index identified in these Program Guidelines;
2. not have a temporary interest rate buy-down;
3. have a term "all due and payable" that matures prior to or concurrently with the maturity date of the Promissory Note. Therefore, the maturity date of the existing Promissory Note shall be modified to coincide with the maturity date of the new first mortgage; and
4. not have a balloon payment due before the maturity date of the Program loan.

Upon receiving the proper documentation from the refinance lender, the request will be considered by the Sponsor's loan committee for review and approval. Upon approval, the escrow company will provide the proper subordination document for execution and recordation by the Sponsor.

7. Process for Loan Foreclosure:

Upon any condition of loan default, such as non-payment, lack of insurance or property tax payment, change in title or use without approval, or default on senior loans, the Lender will send out a letter to the Borrower notifying them of the default status. If the default status continues, the Lender may start the formal process of foreclosure.

When a senior lienholder starts a foreclosure process and the Lender is notified via a Request for Notice of Default, the Lender, who is the junior lienholder, may cancel the foreclosure proceedings by "reinstating" the senior lienholder. The reinstatement amount or payoff amount must be obtained by contacting the senior lienholder. This amount will include all delinquent payments, late charges, and fees to date. Lender must confer with Borrower to determine if, upon paying the senior lienholder current, the Borrower can provide future payments. If this is the case, then the Lender may cure the foreclosure

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and add the costs to the balance of the loan with a Notice of Additional Advance on the existing note. HOME funds may not be used for this purpose.
If the Lender determines, based on information on the reinstatement amount and status of Borrower, that bringing the loan current will not preserve the loan, then staff must determine if it is cost effective to protect their position by paying off the senior lienholder in total and restructuring the debt such that the unit is made affordable to the Borrower. If the Lender does not have sufficient funds to pay the senior lienholder in full, then they may choose to cure the senior lienholder and foreclose on the property themselves. If there is sufficient value in the property, then the Lender can afford to pay for the foreclosure process, pay off the senior lienholder, and retain some or all of its investment.

If the Lender decides to reinstate, the senior lienholder will accept the amount to reinstate the loan until five (5) days prior to the set "foreclosure sale date." This "foreclosure sale date" usually occurs about four (4) to six (6) months from the date of recording of the "Notice of Default." If the Lender fails to reinstate the senior lienholder before five (5) days prior to the foreclosure sale date, the senior lienholder will then require a full payoff of the balance, plus related foreclosure administrative costs, to cancel foreclosure. If the Lender determines the reinstatement and maintenance of the property is not cost effective and allows the senior lienholder to complete foreclosure, the Lender's lien may be released once net available proceeds are received, if any.

Lender as Senior Lienholder

When the Lender is first position as a senior lienholder, active collection efforts will begin on any loan that is 31 or more days in arrears. Attempts will be made to assist the homeowner in bringing and keeping the loan current. These attempts will be conveyed in an increasingly urgent manner until loan payments have reached 90 days in arrears, at which time the Lender may consider foreclosure. Lender's staff will consider the following factors before initiating foreclosure:

1) Can the loan be cured, and can the rates and terms be adjusted to allow for affordable payments such that foreclosure is not necessary?

2) Can the Borrower refinance with a private lender and pay off the Lender?

3) Can the Borrower sell the property and pay off the Lender?

4) Does the balance warrant foreclosure? (If the balance is under $5,000, the expense to foreclose may not be worth pursuing.)

5) Will the sales price of home "as is" cover the principal balance owing, necessary advances, (maintain fire insurance, maintain or bring current delinquent property taxes, monthly yard maintenance, periodic inspections of property to prevent vandalism, etc.) foreclosure, and marketing costs?

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If the balance is substantial and all the above factors have been considered, the Lender may opt to initiate foreclosure. The Borrower must receive, by certified mail, a thirty-day notification of foreclosure initiation. This notification must include the exact amount of funds to be remitted to the Lender to prevent foreclosure (such as, funds to bring a delinquent BMIR current or pay off a DPL).

At the end of thirty calendar days, the Lender should contact a reputable foreclosure service or local title company to prepare and record foreclosure documents and make all necessary notifications to the owner and junior lienholders. The service will advise the Lender of all required documentation to initiate foreclosure (Note and Deed of Trust usually) and funds required from the owner to cancel foreclosure proceedings. The service will keep the Lender informed of the progress of the foreclosure proceedings.

When the process is completed, and the property has "reverted to the beneficiary" at the foreclosure sale, the Lender could sell the home themselves under a homebuyer program or use it for an affordable rental property managed by a local housing authority or use it for transitional housing facility or other eligible use. The Lender could contract with a local real estate broker to list and sell the home and use those funds for program income eligible uses.

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ATTACHMENT E

SELLER'S LEAD-BASED PAINT DISCLOSURE

Disclosure of Information on Lead-Based Paint and/or Lead-Based Paint Hazards

Lead Warning Statement

Every purchaser of any interest in residential real property on which a residential dwelling was built prior to 1978 is notified that such property may present exposure to lead from lead-based paint that may place young children at risk of developing lead poisoning. Lead poisoning in young children may produce permanent neurological damage, including learning disabilities, reduced intelligence quotient, behavioral problems, and impaired memory. Lead poisoning also poses a particular risk to pregnant women. The seller of any interest in residential real property is required to provide the buyer with any information on lead-based paint hazards from risk assessments or inspections in the seller's possession and notify the buyer of any known lead-based paint hazards. A risk assessment or inspection for possible lead-based paint hazards is recommended prior to purchase.

Seller's Disclosure

(a) Presence of lead-based paint and/or lead-based paint hazards (check (i) or (ii) below):

(i) ____ Known lead-based paint and/or lead-based paint hazards are present in the housing (explain).

_____

(ii)____ Seller has no knowledge of lead-based paint and/or lead-based paint hazards in the housing.

(b) Records and reports available to the seller (check (i) or (ii) below):

(i) ____ Seller has provided the purchaser with all available records and reports pertaining to Lead-based paint and/or lead-based paint hazards in the housing (list documents below).

_____

(ii) ____Seller has no reports or records pertaining to lead-based paint and/or lead-based paint hazards in the housing.

Purchaser's Acknowledgment (initial)

(c)____Purchaser has received copies of all information listed above.

(d)____Purchaser has received the pamphlet Protect Your Family from Lead in Your Home.

(e)____Purchaser has received a 10-day opportunity (or mutually agreed upon period) to conduct a risk assessment or inspection for the presence of lead-based paint and/or lead-based paint hazards.

Agent's Acknowledgment (initial)

(f)____ Agent has informed the seller of the seller's obligations under 42 U.S.C. 4852d and is aware of his/her responsibility to ensure compliance.

Certification of Accuracy

The following parties have reviewed the information above and certify, to the best of their knowledge, that the information they have provided is true and accurate.

_____ Seller	_____ Date	_____ Seller	_____ Date
_____ Purchaser	_____ Date	_____ Purchaser	_____ Date
_____ Agent	_____ Date	_____ Agent	_____ Date

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ATTACHMENT F

Disclosure to Seller with Voluntary, Arm's Length Purchase Offer DECLARATION

This is to inform you that _____ would like to purchase the property, located at _____, if a satisfactory agreement can be reached. We are prepared to pay $_____ for a clear title to the property under conditions described in the attached proposed contract of sale.

Because Federal funds may be used in the purchase, however, we are required to disclose to you the following information:

1. The sale is voluntary. If you do not wish to sell, the buyer, _____, thru the agency,_____ will not acquire your property. The buyer does not have the power of eminent domain to acquire your property by condemnation (i.e., eminent domain) and the agency/Sponsor _____ will not use the power of eminent domain to acquire the property.
2. The estimated fair market value of the property is $_____ and was estimated by _____, to be finally determined by a professional appraiser prior to close of escrow.

Since the purchase would be a voluntary, arm's-length transaction, you would not be eligible for relocation payments or other relocation assistance under the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (URA), or any other law or regulation. Also, as indicated in the contract of sale, this offer is made on the condition that no tenant will be permitted to occupy the property before the sale is completed.

Again, please understand that if you do not wish to sell your property, we will take no further action to acquire it. If you are willing to sell the property under the conditions described in the attached contract of sale, please sign the contract, and return it to us at: _____. If you have any questions about this matter, please contact _____at _____.

Sincerely,

_____
Title

_____ _____
Buyer Date

_____ _____
Buyer Date

Form continues on next page with Seller's Acknowledgment

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Disclosure to Seller with Voluntary, Arm's Length Purchase Offer
(Page 2)

Acknowledgement

As the Seller I/we understand that _____ will inspect the property for health and safety deficiencies. I/we also understand that public funds may be involved in this transaction and, as such, if the property was built before 1978, a lead-based paint disclosure must be signed by both the buyer and seller, and that a Visual Assessment will be conducted to determine the presence of deteriorated paint.

As the Seller, I/we understand that under the City's program, the property must be currently owner-occupied, vacant for three months at the time of submission of purchase offer, new (never occupied), or renter purchasing the unit. I/we hereby certify that the property is:

☐ Vacant at least 3 months; ☐ Owner-occupied; ☐ New; or ☐ Being Purchased by its Occupant

I/we hereby certify that I have read and understand this "Declaration" and:
☐ a copy of said Notice was given to me prior to the offer to purchase.

If received after presentation of the purchase offer, I/We choose:
☐ to withdraw, or ☐ not to withdraw, from the Purchase Agreement.

_____ _____
Seller Date

_____ _____
Seller Date

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ATTACHMENT G
CITY OF SOLEDAD

INSTRUCTIONS TO HOMEBUYER

A. Participant works with lender of choice to obtain the primary lender's pre-qualification letter.

B. Program Operator reviews paperwork to determine program eligibility and financing affordability for participant.

C. Program Operator staff meets with qualified applicant to provide information relative to the program requirements, the lending process, and homeownership responsibilities.

D. After consultation with Program Operator regarding approved bedroom and bathroom maximums, if any, and HOME Value Limit, participant works with real estate agent to select home. Program disclosures are reviewed with agent for presentation to seller. The HOME Program allows only homes vacant for three months or more prior to the date of the purchase offer, unless the current tenant is purchasing the home or the seller has been the only occupant during those three months, to prevent displacement of rental occupants.

E. Participant selects home and enters into a purchase contract, contingent upon receiving Program loan approval and achieving Environmental Review clearance (see Section 1.3.D). Primary lender provides the Program Operator with a copy of:
   - real estate sales contract, including all addendums and counteroffers, all fully-executed
   - residential loan application and credit report
   - verified income documentation
   - disclosure statement
   - proof of personal funds for participation in program
   - breakdown of closing costs
   - structural pest control clearance
   - appraisal with photos and preliminary title report

F. Program Operator has home inspected to document health & safety and code compliance. Notice of any deficiencies or needed corrections are given to participant's real estate agent, with recommended course of action. Only new construction and homes built within the previous 12 months and not previously occupied are exempt from the home inspection requirement.

G. Program Operator requests loan approval from Sponsor's Loan Review Committee. Following loan approval, Program Operator prepares Deed of Trust, Promissory Note, Request for Notice of Default, Grant Agreement, Owner-Occupant Agreement with City and Escrow Instructions, and requests check and deposits same into escrow.

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H. Escrow company furnishes Program Operator with proof of documents to be recorded, and any escrow closeout information. After receipt of recorded loan documents, Final escrow Settlement Statement, Insurance Loss Payee Certification, and Final Title Insurance Policy, the Program Operator closes out the loan file.

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ATTACHMENT H
LEAD-BASED PAINT
VISUAL ASSESSMENT, NOTICE OF PRESUMPTION, AND HAZARD REDUCTION FORM

Section 1: Background Information			
Property Address:			No LBP found or LBP exempt □
Select one:	Visual Assessment □	Presumption □	Hazard Reduction □
Section 2: Visual Assessment. Fill out Sections 1, 2, and 6. If paint stabilization is performed, also fill out Sections 4 and 5 after the work is completed.			
Visual Assessment Date:		Report Date:	
Check if no deteriorated paint found □			
Attachment A: Summary where deteriorated paint was found.			
Section 3: Notice of Presumption. Fill out Sections 1, 3, 5, and 6. Provide to occupant w/in 15 days of presumption.			
Date of Presumption Notice:			
Lead-based paint is presumed to be present □ and/or Lead-based paint ***hazards*** are presumed to be present □			
Attachment B: Summary of Presumption:			
Section 4: Notice of Lead-Based Paint Hazard Reduction Activity. Fill out Sections 1, 4, 5, and 6. Provide to occupant w/in 15 days of after work completed.			
Date of Hazard Reduction Notice:			
Initial Hazard Reduction Notice? Yes □ No □		Start & Completion Dates:	
If "No", dates of previous Hazard Reduction Activity Notices:			
Attachment C: Activity locations and types.			
Attachment D: Location of building components with <u>lead-based paint remaining</u> in the rooms, spaces, or areas where activities were conducted.			
Attachment E: Attach clearance report(s), using DHS form 8552 (and 8551 for abatement activities)			
Section 5: Resident Receipt of Notice for Presumption or Lead-Based Paint Hazard Reduction Activity			
Printed Name:		Signature:	Date:
Section 6: Contact Information	Organization:		
Contact Name:		Contact Signature:	
Date:	Address:		Phone:

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ATTACHMENT I

Homebuyer Program Lead Compliance Document Checklist

The following documents should be in each Homebuyer unit file to document compliance with the lead requirements:

Document Name	Purpose	✓
Lead Safe Housing Rule Screening Sheet	Documents exemptions	
Physical inspection form (HQS or equivalent)	Documents visual assessment results	
Seller Certification	Seller certifies that paint was stabilized by qualified workers and that safe work practices were followed during paint stabilization	
Clearance Report and Clearance Review Worksheet	Documents that unit passed clearance	
Lead-Based Paint and/or Lead-Based Paint Hazards Disclosure Form DOC_12345.PDF (hud.gov)	Documents that buyer received disclosure and pamphlet.	
Lead Hazard Reduction Notice LSHR-Sample-Notice-of-Lead-Hazard-Reduction.pdf (hudexchange.info)	Documents that buyer received required lead hazard reduction notification.	

This was taken from the HUD Website at:
http://portal.hud.gov/hudportal/documents/huddoc?id=20264_leadcompliance.doc

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CITY OF SOLEDAD
STAFF REPORT

SUBJECT: **Resolution No. 6219, A Resolution of the City Council of the City of Soledad Approving an Agreement with One Workplace for Audio and Visual Equipment for Council Chambers in an Amount Not to Exceed $75,000, and Authorizing the City Manager to Execute Said Contract on Behalf of the City of Soledad**

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

FROM: **Megan Hunter, City Manager**

THROUGH:

MEETING DATE: **April 2, 2025**

Recommendation

It is recommended that the City Council of the City of Soledad Consider and Adopt Resolution No. 6219, "Approving an Agreement with One Workplace for Audio and Visual Equipment for Council Chambers in an Amount Not To Exceed $75,000, Authorizing the City Manager to Execute Said Contract on Behalf of the City of Soledad".

Executive Summary

In the 2024/2025 Fiscal Year, the City Council approved improvements to the Council Chambers to address ADA challenges, enhance safety, increase public seating capacity, and add a curvilinear dais to facilitate better dialogue among Councilmembers. Initially, the plan was to retain and reuse much of the existing audio-visual equipment. However, after the departure of the IT Director and Technician, the City discovered that much of the technology had been pieced together over the years and was beginning to fail, necessitating replacement. Staff worked diligently to secure quotes for these updates as quickly as possible but only found one provider both interested and able to provide and install the desired equipment, One Workplace. One Workplace is the same contractor doing other work associated with the Council Chambers rehabilitation project, and as such, should be able to coordinate the installation of the audio-visual equipment with other rehabilitation efforts. Pursuant to Soledad Municipal Code Section 3.24.080, this public works project can be let without going through the typical bidding process.

Background

Over two years ago, the Council requested changes to the Council Chambers to enhance the room's functionality. The previous setup included a large, bulky, straight table on a platform that served as the dais. This arrangement made it difficult for Council members to see each other during discussions.

Additionally, the platform lacked ramps, was not ADA compliant, and posed a safety hazard for members seated at the ends, as there was no barrier to prevent them from rolling off. Furthermore, the layout of the room created minimal space between the public and the Council, resulting in insufficient seating during topics of high public interest.

City staff explored various improvements to address the existing issues and concluded that the best course of action was to remove the platform, reorient the layout of the room, and install modular furniture. This approach allows the furniture to be reused in the event that the City decides to renovate, expand, or build a new City Hall, rather than relying on permanent fixtures that would need to be demolished.

Review & Analysis

As the City undertook its Council Chamber Rehabilitation project, two important developments occurred: first, the audio cabling integrated into the platform had to be removed; second, it was discovered that the audio/visual equipment, which had been pieced together, was not functioning properly. After consulting with the IT department, it was determined that the equipment needed to be replaced.

Not many companies can successfully execute this type of audio-visual integration. The City not only has a patchwork of audio and visual equipment but also a fragile IT network that supports it. This situation requires considerable design work and network expertise. Additionally, the need to replace the audio/visual equipment was identified late in the process, after the demolition of the old dais had already begun.

The City informally contacted companies to assess their availability and capacity for this work but only found one suitable provider, One Workplace. One Workplace is already under contract to perform the Council Chambers Rehabilitation Project and use of their services will not only avoid delays in reopening the chambers but will ensure continuity in the Project as a whole.

The City's contract letting procedures for public works such as the instant audio-visual installation project are set forth in Soledad Municipal Code Section 3.24.080. The City has adopted the provisions of the California Uniform Public Construction Cost Accounting Act, which when paired with Section 3.24.080, provide a tiered set of contracting procedures based on contract value. For projects less than or equal to $75,000, no bidding or proposals are required, and the involved work may be performed by city staff, force account with a contractor, or by negotiated contract. As noted above, although not required by this section, Staff made an effort to solicit proposals to find a contractor who could provide the specialized services on a timely basis and in coordination with current rehabilitation efforts. The One Workplace proposal, at a cost of $70,662.94, falls within the no-bid tier of public works contracts. Because during installation, One Workplace may discover additional work that must be done to make these systems function, it is recommended that the Council authorize the expenditure of up to $75,000, which would result in an approximately 6% contingency.

One Workplace has demonstrated expertise in meeting the audio/visual needs of conference rooms and similar spaces. They are currently installing the dais and are familiar with the environment, which allows them to design the necessary cabling effectively. Additionally, they possess experience in managing similar systems and integrating them with our sensitive IT network. This project is expected to provide long-term benefits by improving the quality and reliability of public meetings, enhancing transparency and accessibility for residents, and reducing the need for frequent maintenance and repairs associated with outdated equipment.

Key components of the upgrade include:

- Installation of a new digital audio system replacing all the existing microphones, audio mixers, audio amplifiers and ceiling loudspeakers to ensure clear audio for all attendees and remote participants and viewers
- Integration of a new audio processing and control system to streamline AV operations and provide use-friendly interfaces for City staff
- Installation of a new assistive listening system to comply with the American with Disabilities Act (ADA) and the California Building Code (CBC)
- Installation of an audiovisual (microphone) wire and cable raceway to the dais and public podium location and the installation of two (2), wall-mounted overflow video displays at the front of the council chambers
- Scope work also includes the design and testing of the new AV system, as well as training for City staff

Financial Considerations

The estimated cost for the upgrade of the Chambers AV system will be $70,622.94. However, during the installation, it is possible that additional work may be needed to make these systems function as they will use some of the City's existing network and cameras. Therefore, it is recommended that the Council authorize the expenditure of up to $75,000, which would result in an approximately 6% contingency.

To complete the upgrades of the Chambers AV system, funding will be transferred from the Municipal Complex Capital Project to the City Hall Upgrades Capital Project. This shift within the General Fund will not require a budget amendment but can be done administratively.

The Municipal Complex Capital Project includes a facility assessment of the City Hall, Police Station, and Fire Facilities. Due to all of the ongoing capital projects, staff lacked the capacity to initiate this project this fiscal year, however, it is anticipated that it will be carried out in FY 2025-26.

Alternatives

- Approve the resolution as presented; or
- Reject the proposed resolution, which is not recommended as staff is trying to complete the project by mid-April to allow for the use of the chambers as soon as possible.

Planning/CEQA

This project has been determined to be exempt from the California Environmental Quality Act (CEQA) pursuant Class 1, Section 15301 – Existing Facilities. The installation of audio/visual equipment is minor work to the existing City Hall and involves no expansion of use beyond current levels.

Public Notice Requirements

None required.

Attachment(s):
Resolution No. 6219
Draft Agreement

Exhibit A - Proposal for Audio
Exhibit A - Proposal for Video

RESOLUTION NO. 6219

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLEDAD APPROVING AN AGREEMENT WITH ONE WORKPLACE FOR AUDIO AND VISUAL EQUIPMENT FOR COUNCIL CHAMBERS IN AN AMOUNT NOT TO EXCEED $75,000 AND AUTHORIZING THE CITY MANAGER TO EXECUTE SAID CONTRACT ON BEHALF OF THE CITY OF SOLEDAD

WHEREAS, In the 2024/2025 Fiscal Year, the City Council approved improvements to the Council Chambers to address ADA challenges, enhance safety, increase public seating capacity, and add a curvilinear dais to facilitate better dialogue among Councilmembers; and

WHEREAS, initially, the Council Chambers Improvement Project contemplated the retention and reuse of much of the existing audio-visual equipment. However, after the Project commenced, and after the departure of the IT Director and Technician, the City discovered that much of the technology had been pieced together over the years and was beginning to fail, necessitating replacement; and

WHEREAS, Staff worked diligently to secure quotes for these updates as quickly as possible but only found one provider both interested and able to provide and install the desired equipment, One Workplace; and

WHEREAS, One Workplace is the same contractor doing other work associated with the Council Chambers rehabilitation project, and as such, should be able to coordinate the installation of the audio-visual equipment with other rehabilitation efforts; and

WHEREAS, pursuant to Soledad Municipal Code Section 3.24.080, this public works project can be let without going through the typical bidding process; and

WHEREAS, the estimated cost for the upgrade of the Chambers AV system will be $70,622.94, however, during the installation, it is possible that additional work may be needed to make these systems function as they will use some of the City's existing network and cameras. Therefore, it is recommended that the Council authorize the expenditure of up to $75,000, which would result in an approximately 6% contingency; and

WHEREAS, funding for the upgrade of the Chambers AV system in an amount not to exceed $75,000 will come from the General Fund by transferring dollars allocated to the Municipal Complex Capital Project to the City Hall Upgrades Capital Project; and

WHEREAS, this project has been determined to be exempt from the California Environmental Quality Act (CEQA) pursuant Class 1, Section 15301 – Existing Facilities. The installation of audio/visual equipment is minor work to the existing City Hall and involves no expansion of use beyond current levels.

NOW THEREFORE, BE IT HEREBY RESOLVED that the City Council of the City of Soledad hereby approves an agreement with One Workplace for audio and visual equipment for

Council Chambers in an amount not to exceed $75,000 and authorizes the City Manager to execute a contract on behalf of the City of Soledad using our standard contract form.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Soledad duly held on the 2nd day of April 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

SERVICES AGREEMENT BETWEEN
THE CITY OF SOLEDAD AND ONE WORKPLACE
COUNCIL CHAMBERS AUDIO AND VISUAL EQUIPMENT

THIS AGREEMENT for consulting services is made by and between the City of Soledad ("City") and One Workplace L. Ferrari, LLC ("Consultant") (together referred to as the "Parties") as of April 3, 2025 (the "Effective Date").

Section 1. SERVICES. Subject to the terms and conditions set forth in this Agreement, Consultant shall provide to City the services described in the Scope of Work attached as 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 May 31, 2025, the date of completion specified in Exhibit A, and Consultant shall complete the work described in Exhibit A on or before that date, 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.

Section 2. COMPENSATION. City hereby agrees to pay Consultant a sum not to exceed $70,622.94 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 Exhibits 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, at least 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;

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 this Agreement within 30 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 B.

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

2.7 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.

2.8 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.

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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 $1,000,000 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.

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4.4.2 Verification of coverage. Prior to beginning any work under this Agreement, Consultant shall furnish City with complete copies of all policies delivered to Consultant by the insurer, including complete copies of all endorsements attached to those policies. All copies of policies and endorsements 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. The City reserves 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.

Consultant shall indemnify, defend with counsel acceptable to City, and hold harmless City and its officers, officials, employees, agents and volunteers from and against any and all liability, loss, damage, claims, expenses, and costs (including without limitation, attorney's fees and costs and fees of litigation) (collectively, "Liability") of every nature arising out of or in connection with Consultant's performance of the Services or its failure to comply with any of its obligations contained in this Agreement, except such Liability caused by the sole negligence or willful misconduct of City.

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 30 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 Exhibit A not finished by Consultant; or

8.6.4 Charge Consultant the difference between the cost to complete the work described in Exhibit A 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 Megan Hunter, City Manager, ("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:

One Workplace
2500 De La Cruz Blvd.
Santa Clara, CA 95050
Attn: Janine Faylor

Any written notice to City shall be sent to:
City of Soledad
P.O. Box 156
Soledad, CA 93960
Attn: Jesus Yanez

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.

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

Exhibit A	Scope of Services
Exhibit B	Payment Schedule

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.

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

CITY OF SOLEDAD	ONE WORKPLACE L. FERRARI, LLC.
_____	_____
Megan Hunter, City Manager	Name/Title

Attest:

_____
Megan Hunter, City Clerk

Approved as to Form:

_____
Michael Rodriquez, City Attorney

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EXHIBIT A

SCOPE OF SERVICES

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EXHIBIT B

COMPENSATION SCHEDULE

Description	Total
Equipment	$33,165.86
Labor	$37,497.08
Total Project Cost	$70,662.94

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PROPOSAL

Council Chambers Renovation
Audio Upgrade

City of Soledad
248 Main Street
Soledad, CA 93960 United States

Revision: 0
Modified: 3/26/2025

Presented By:

One Workplace

2500 De La Cruz Blvd.
Santa Clara, CA 95050 U.S.A
669 800 2500
http://WWW.ONEWORKPLACE.COM

ONEWORKPLACE

One Workplace will provide a new digital audio system for the Council Chambers renovation. One Workplace will replace all the existing microphones, audio mixers, audio amplifiers and ceiling loudspeakers with a new, digital audio system that can be easily integrated into the City's current recording and streaming platforms. The new, digital audio system will provide local voice-lift within the council chambers as well as a USB connection/ interface for a laptop PC at the production/control location.

Dais & Podium Microphones

A total of eight (8) hard-wired, desktop gooseneck microphones are provided. One microphone is provided for each of the seven (7) seats and the dais and one (1) microphone is provided at the public podium location. Wires for the desktop microphones are run through an over-floor raceway.

Ceiling Loudspeakers

A total of four (4) flat-field ceiling loudspeakers are installed in the ceiling grid over the seating area and are used to reproduce local program audio, far-end audio in a video call and local voice-lift within the council chambers. The ceiling loudspeakers are powered vial a 70V audio amplifier.

Audio Processing and Control

A new audio digital signal processor (DSP) is provided and is custom programmed specifically for the City council chambers. All microphone mixing and levels will be adjusted and set through software in the DSP. A 7" touch panel controlled is also custom programmed for the City council chambers and is used for operating the audio system. A USB connection is provided to allow the audio DSP to interface with the laptop PC at the production/control location and seamlessly stream audio to and from the streaming and recording apps. All of the new audio equipment and hardware will be housed in a new, small equipment rack at the production/ control location for easy connection to their laptop PC.

Assistive Listening System

To comply with the Americans with Disabilities Act (ADA) and the California Building Code (CBC), a 2-channel, Infrared Assistive Listening System (ALS) is provided. The system includes Transmitter/Radiator combo, (4) IR receivers, (4) Neck Loops, (4) Ear Speakers, Charging Tray and necessary signage.

Assumptions

1. Clear and unobstructed cable pathways [in the walls and above the ceiling grid] are available for the HDMI extender cable runs
2. Clear and unobstructed cable pathways [in the walls and above the ceiling grid] are available for the HDMI extender cable runs
3. Confirmation the in-wall and above-ceiling areas are free of any asbestos (current, stamped asbestos survey)
4. Installation labor (only) is quoted at current, prevailing wage rates. However, **Certified Payroll is NOT required for this Scope of Work**.
5. High-voltage (AC) electrical work is not included in this proposal.
6. There is a concern the current condition of the IT server rack and network infrastructure in the IDF/ Network closet could significantly impact the overall system performance in the Council Chambers, particularly with respect to streaming, recording, and Internet access. While work related to the IT/ Network/IDF closet is not included in this Scope of Work, it is strongly recommended that these issues be addressed as a matter of priority.

Audio System

4	Ceiling Loudspeakers FF 220T - Full-Range Flat Field Speakers with 2' x 2' Low Profile Enclosure and 70/100 V Transformer, Pair	$1,714.28
2	Audio Amplifier NetPA 1001-70V AT, Dante Amplifier	$1,657.14
1	Audio Digital Signal Processor (DSP) Network Core, 64x64 network I/O channels with 8x8 Software-based Dante license included, USB AV bridging, dual LAN ports, VoIP telephony, 8 AEC processors, Half-size 1RU.	$1,752.00
1	Audio Software Programming License Q-SYS Software-based Dante 32x32 Channel License, Perpetual.	$736.00
1	Audio Hardware Programming License Q-SYS Core 8 Flex, Core Nano, NV-32-H (Core Capable) license for Microsoft Teams Room software features, enables both Q-SYS Scripting and UCI Deployment, Perpetual	$400.00
1	7" Touch Screen Controller Q-SYS 7” PoE Touch Screen Controller for In-Wall Mounting. Color - Black only	$1,524.00
1	Touch Screen Mount Table top mounting accessory for TSC-70-G3 and TSC-101-G3.	$364.00
2	Audio Input Blocks 4-Input, Block connectors, Mic/Line Dante™ Audio Network Interface with Mic Logic, PEQ, and Audio Summing	$1,248.58
8	Table-Top Gooseneck Microphones Cardioid-12" Desktop Gooseneck Condenser Microphone, Attached 10´ XLR Cable, Logic Functions, Programmable Switch and LED Indicator, Attached Desktop Base	$2,731.44
	Audio System **Total**	$12,127.44

Miscellaneous Installation Materials

1	**Misc**ellaneous **Materials** Installation materials, hardware, wire and cable for a complete installation.	$2,064.90
	Miscellaneous Installation Materials **Total**	$2,064.90

Production/Control Location Equipment		
1	Rack Mounted AC Power Distribution 20A 9-Outlet, Multi-stage Surge Protection	$203.28
1	Production/Control Location Equipment Rack 18Space 24''D rack Config with Space, Front door, Rap, (3)Shelves, (3)panels	$501.09
	Production/Control Location Equipment **Total**	$704.37
Assistive Listening System (ALS) + Network Audio		
1	**Assistive Listening System** Designed for small or mid-size venues with up to 100 seats, the LS-92 helps to ensure compliance for courtrooms, boardrooms, classrooms, and more. The system includes our LT-84 ListenIR Transmitter/Radiator Combo, Several LR-4200-IR iDSP receivers, and a LA-381 Intelligent 12-unit Charging Tray.	$2,468.28
1	(Dante) Audio Network Switch 10-port network switch preconfigured for Q-SYS Audio, Video and Control with 8x PoE++ ports and 720 Watts PoE budget. Features advanced QoS and IGMP configuration to also support AES67 and Dante within the same VLAN.	$2,396.00
	Assistive Listening System + Network Audio **Total**	$4,864.28
Professional Services		
1	**P**rofessional Services Services Include: CAD, Design, Engineering, Integration, Project Management, Procurement, Commissioning, Training	$24,945.44
	Professional Services Total	$24,945.44
Council Chambers Audio System **Total**		**$44,706.43**
Project Subtotal:		**$44,706.43**

Equipment:	$20,205.17
Labor:	$24,501.26
Sales Tax:	$1,868.97
Grand Total:	**$46,575.40**

Client: **Megan Hunter** **Date:**

Contractor: **One Workplace** **Date:**

I, Megan Hunter do hereby authorize One Workplace L. Ferrari, LLC to invoice the following amount for services rendered. One Workplace L. Ferrari, LLC will issue invoices per the following terms:

Customer agrees to pay One Workplace L. Ferrari, LLC per the following:

- **Due to the current supply shortage, equipment pricing and availability can NOT be guaranteed. Also note if pricing does increase or if we need to purchase equipment elsewhere at a higher price (due to availability), the additional cost will be presented and must be approved by the client prior to ordering equipment.**
- **Sales taxes are at current rates, but subject to change without notice to those applicable at the time of invoicing**
- **All prices are guaranteed for 30 days from date of quotation unless otherwise specified in a Master Services Agreement (MSA)**
- Payment in Full, unless noted below for projects in excess of 30 day duration
- For projects that have a duration longer than 30 days One Workplace L. Ferrari, LLC will issue an invoice upon the completion of the following milestones:
- Materials and Labor will be invoiced based upon project milestones listed below.

Payment Schedule	Amount	Due Date
Deposit Due at Project Start	$23,287.70	
Due Upon Completion	$23,287.70	

PROPOSAL

Council Chambers Renovation
Video Displays and AV Raceway

City of Soledad
248 Main Street
Soledad, CA 93960 United States

Revision: 1
Modified: 3/20/2025

Presented By:

One Workplace

2500 De La Cruz Blvd.
Santa Clara, CA 95050 U.S.A
669 800 2500
http://WWW.ONEWORKPLACE.COM

ONEWORKPLACE

This proposal includes the installation of a audiovisual (microphone) wire and cable raceway to the dais and public podium location and the installation of two (2), wall-mounted overflow video displays at the front of the council chambers.

Dais & Podium

In order to provide an audiovisual wire & cable pathway, and AC power to the Dais and the Public Podium location, One Workplace will provide and install two (2) over-floor raceways from the [back] wall, behind the dais, under the dais, to the public podium location. One Workplace will use the over-floor raceways to run wire and cable from the existing equipment rack in the closet to the new microphones on the the dais and at the public podium.

Video Displays

In order to accommodate overflow viewing of shared content to attendees seated towards the rear of the council chambers, One Workplace will provide and install two (2) 65" flat panel displays at the front of the council chambers, one at each either side of the dais. The 65" displays will be installed on articulating wall mounts that allow the 65" displays to be angled towards the seating area for optimal viewing. The two (2) 65" displays will be connected to two (2) wall plate transmitters at the production/control location and will display the same video image on both displays. A 1x2 HDMI distribution amplifier allows a single HDMI output from a laptop PC at the production/control location to feed both displays.

Assumptions

1. If any carpet-related work is required to accommodate the over-floor raceway, a carpet trade resource shall be provided by the City or by the General Contractor to complete any carpet-related work.
2. Clear and unobstructed cable pathways [in the walls and above the ceiling grid] are available for the HDMI extender cable runs
3. Confirmation the in-wall and above-ceiling areas are free of any asbestos (*current, stamped asbestos survey)*
4. AV-related infrastructure (i.e. - AC power receptacles and data jacks behind the display locations) is provided by others and is in-place prior to the 65" display and wall-mount installation.
5. The wall structure where the 65" displays and wall mounts will be installed is properly constructed (i.e. load-baring or secured to deck) and that proper backing has been installed to support the shear weight of the 65" displays on the articulated wall-mounts.
6. Installation labor (*only*) is quoted at current, prevailing wage rates. However, Certified Payroll is NOT required for this Scope of Work.
7. High-voltage (AC) electrical work is not included in this proposal.
8. There is a concern the current condition of the IT server rack and network infrastructure in the IDF/ Network closet could significantly impact the overall system performance in the Council Chambers, particularly with respect to streaming, recording, and Internet access. While work related to the IT/ Network/IDF closet is not included in this Scope of Work, it is strongly recommended that these issues be addressed as a matter of priority.

Cable Pathway		
2	Over-Floor **Raceway** System w**ith AC Power** Two (2) over-floor raceways with 12' of raceway, one 90 degree turn and end box and wall entry. Slate color with cable spline. Includes AC power extension to table & undertable outlets	$2,924.98
	Over-Floor Raceway **Total**	$2,924.98
Overflow Displays		
2	**65"** Commercial **Display**s 65-inch Commercial 4K UHD Display, 350 NIT, 16/7 Operation	$2,592.30
2	**Dual Swing Arm Wall Display Mount**s Low-profile tilt Provides up to 15° of effortless fingertip tilt to achieve optimal viewing angles. Post-installation lateral shift allows up to 16"(406 mm) of adjustment. UL Listed, 125 lbs weight capacity.	$1,129.82
	Overflow **D**isplays **Total**	$3,722.12
Professional Services		
1	**P**rofessional Services Services Include: CAD, Design, Engineering, Integration, Project Management, Procurement, Commissioning, Training	$13,214.40
1	**OWP Miscellaneous Installation Material** Miscellaneous Installation materials and hardware	$428.57
	Professional Services Total	$13,642.97
Video Components		
1	1x2 HDMI Distribution Amplifier One (1) Input to Two (2) Output HDMI distribution amplifier to split Laptop PC output to Left and Right Dislays	$645.83
2	HDMI Receivers HDMI Receiver at each display to receive HDMI signal from HDMI Transmitter wall plates at production/control location.	$791.66

2	HDMI Wall Plate Transmitters 1-Gang HDMI Transmitter Decora Wall Plate. Transmits HDMI signal from production/control location on side wall to Left and Right Displays.	$972.22
1	6' Ultra Flexible HDMI Cable 6' Ultra Flexible HDMI Cable to run from Laptop PC to HDMI distribution amplifier.	$58.11
4	9' Ultra Flexible **HDMI** Cables 9' Ultra Flexible HDMI cables to run from HDMI distribution amplifier outputs to HDMI wall plates and from the HDMI receivers to each display.	$264.88
3	Mounting Kits Low-Profile Mount Kits for HDMI distribution amplifier and two (2) HDMI receivers.	$125.67
	Video Components **Total**	$2,858.37

Council Chambers **Total**	**$23,148.44**

Project Subtotal:	**$23,148.44**

PROJECT SUMMARY

Equipment:	$10,152.62
Labor:	$12,995.82
Sales Tax:	$939.10
Grand Total:	**$24,087.54**

Client: Megan Hunter **Date:**

Contractor: **One Workplace** **Date:**

I, Megan Hunter do hereby authorize One Workplace L. Ferrari, LLC to invoice the following amount for services rendered. One Workplace L. Ferrari, LLC will issue invoices per the following terms:

Customer agrees to pay One Workplace L. Ferrari, LLC per the following:

- **Due to the current supply shortage, equipment pricing and availability can NOT be guaranteed. Also note if pricing does increase or if we need to purchase equipment elsewhere at a higher price (due to availability), the additional cost will be presented and must be approved by the client prior to ordering equipment.**
- **Sales taxes are at current rates, but subject to change without notice to those applicable at the time of invoicing**
- **All prices are guaranteed for 30 days from date of quotation unless otherwise specified in a Master Services Agreement (MSA)**
- Payment in Full, unless noted below for projects in excess of 30 day duration
- For projects that have a duration longer than 30 days One Workplace L. Ferrari, LLC will issue an invoice upon the completion of the following milestones:
- Materials and Labor will be invoiced based upon project milestones listed below.

Payment Schedule	Amount	Due Date
Deposit Due at Project Start	$12,043.77	
Due Upon Completion	$12,043.77	

COUNCIL COMMUNICATION

SUBJECT: **Discussion on Designated Council Representative for Legislative Advocacy**

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

FROM: **Megan Hunter, City Manager**

THROUGH: **Megan Hunter, City Manager**

MEETING DATE: **April 2, 2025**

The City Council will discuss the potential designation of a specific Councilmember(s) responsible for advocating for the City's position on legislative matters and/or to support federal and state funding. The discussion will also include any direction to representative(s) attending the 2025 California League of Cities Leaders Summit.