



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

WEDNESDAY, APRIL 16, 2025

HARTNELL COLLEGE - SOLEDAD 1505 METZ ROAD ROOM SEC - 114

6:00 PM

Join Zoom Meeting
<https://cityofsoledad.zoom.us/j/82634323362>
Or Call
1-669-900-6833
Meeting ID: 826 3432 3362

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. PLEDGE OF ALLEGIANCE

IV. 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.

V. 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.

VI. COUNCIL PRESENTATIONS

1. A Proclamation of the City Council of the City of Soledad will be presented to the Soledad High School Navy Junior Officers Training Corps (NJROTC) in Honor and Recognition of National Volunteer Week, April 20 - 26, 2025.
2. A Proclamation of the City Council of the City of Soledad will be presented to Frank Ledesma Elementary School in Honor and Recognition of Earth Day, April 22, 2025.
3. A Proclamation of the City Council of the City of Soledad will be presented to Liberty Chapel Community Church in Honor and Recognition of National Day of Prayer, May 1, 2025

VII. CONSENT CALENDAR

1. Minutes

Attachments:

[Staff Report](#)

[Minutes of 04-02-2025](#)

COUNCIL ACTION: _____

2. Warrants

Attachments:

[Staff Report](#)

[03-25-2025 through 04-09-2025](#)

COUNCIL ACTION: _____

3. Resolution No. 6190, A Resolution of the City Council of the City of Soledad Approving and Authorizing the City Manager to Execute a Facility Lease Between the City and the Soledad Lions Club

Attachments:

[Staff Report](#)

[Resolution No. 6190](#)

[Exhibit A](#)

[Lease Amendment](#)

COUNCIL ACTION: _____

4. Resolution No. 6220, A Resolution of the City Council of the City of Soledad Accepting the Corp Yard Modular Building Project as Complete by Blok Modular Constructors, Inc. and Authorizing the Release of Retention in the Amount of \$15,374.69

Attachments:

[Staff Report](#)

[Resolution No. 6220](#)

COUNCIL ACTION: _____

5. Resolution No. 6221, A Resolution of the City Council of the City of Soledad Approving A Professional Services Agreement Amendment with The Wallace Group for Construction Management Services for The Front Street Maintenance Project and Authorizing the City Manager to Execute the Contract Amendment for \$97,138 for a Total Revised Agreement Amount not to Exceed \$404,698

Attachments:

[Staff Report](#)

[Resolution No. 6221](#)

[Exhibit A](#)

COUNCIL ACTION: _____

6. Resolution No. 6222, A Resolution of the City Council of the City of Soledad Approving Amendment No. 1 to the Consulting Services Agreement With Robin Warbey to Correct an Error and Increase Compensation by \$50,000 for a Total Amount Not To Exceed Amount of \$100,000 and Authorizing the City Manager to Execute Said Agreement on Behalf of the City

Attachments:

[Staff Report](#)

[Resolution No. 6222](#)

[Exhibit A](#)

[Executed Consulting Services Agreement](#)

COUNCIL ACTION: _____

VIII. BUSINESS

1. Resolution No. 6223, A Resolution of The City Council of the City of Soledad Approving a Memorandum of Understanding Between The City of Soledad and El Pájaro Community Development Corporation for The Regional Women's Business Center Program

Attachments:

[Staff Report](#)

[Resolution No. 6223](#)

[Exhibit A](#)

COUNCIL ACTION: _____

2. Discussion and Consideration on a Phased Approach for the Soledad Container Village Project to Increase Feasibility

Attachments:

[Staff Report](#)

[Attachment A - Presentation](#)

COUNCIL ACTION: _____

3. Workforce Housing Rental Policy Framework

Attachments:
[Staff Report](#)

COUNCIL ACTION: _____

4. Resolution No. 6224, A Resolution of The City Council of the City of Soledad Authorizing the City Manager to Defer the Development Impact Fee for the Eden Housing Affordable Housing Project on Parcel E and Secure Payment by a Deed of Trust and Promissory Note

Attachments:
[Staff Report](#)
[Resolution No. 6224](#)
[Exhibit A](#)
[Exhibit B](#)
[Attachment A](#)

COUNCIL ACTION: _____

IX. MAYOR'S REPORTS AND ACKNOWLEDGEMENTS

X. COUNCILMEMBERS' REPORTS AND ACKNOWLEDGEMENTS

XI. CITY MANAGER'S REPORT

XII. FUTURE AGENDA ITEMS

XIII. 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.

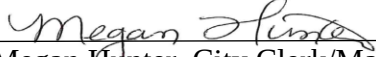
Advanced submittal of public comments via email are due by 2:00 P.M. on the day of the scheduled meeting to the Deputy City Clerk at darlene.noriega@cityofsoledad.com Comments are limited to 250 words or less and effort will be made to read your comment into the record, but some comments may not be read 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, April 11, 2025, at 5:00 p.m.



Megan Hunter, City Clerk/Manager

04/11/2025



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 16, 2025

Minutes

City of Soledad
Joint City Council/Successor Agency/Housing Authority/Successor Housing Agency/
Regular Meeting
April 2, 2025

CALL TO ORDER

Mayor Velazquez Called the Joint City Council/ Successor Agency/ Housing Authority/ Successor Housing Agency/ Regular Meeting to order at 6:04 p.m.

ROLL CALL

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

Mayor/Chair	Anna M. Velazquez
Mayor Pro Tem/Agency Member	Fernando Cabrera
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.

MEETING RECESS TO CLOSED SESSION

Mayor Velazquez recessed at 6:06 p.m.

MEETING RECONVENED FROM CLOSED SESSION

Mayor Velazquez reconvened the meeting at 6:32 p.m.

CLOSED SESSION REPORT

City Attorney Mike Rodriguez reported with respect to closed session item no. 1; the City Council conferred with legal counsel and the City Manager and provided direction. No other reportable action was taken.

PLEDGE OF ALLEGIANCE

Kaitlyn Zamudio led the Pledge of Allegiance.

ADDITIONS/MODIFICATIONS TO THE AGENDA

1. The City will present a Proclamation recognizing April 2025 as Autism Awareness Month.
2. The City has a proclamation recognizing April 16-22, 2025, as National Library Week. A representative from the Library was unable to attend to accept it. However, the proclamation will be read into the record and placed on the City of Soledad website.

PUBLIC COMMENT

None

YOUTH COUNCIL REPORT

Soledad Youth Council member Angelina Flores, Giovani Bravo, and Natalia Millan presented the Soledad Youth Council report.

COUNCIL PRESENTATIONS

1. Councilmember Banuelos presented a Proclamation of the City Council of the City of Soledad in Recognition of April 2025 as "Purple Up! For Military Kids" Month.

Carissa McCann, Allison Garcia, and Samantha Guerrero were present to accept the proclamation and thanked the council for it.

2. The City Council presented a Proclamation of the City Council of the City of Soledad in Recognition of April 16-22, 2025, as National Library Week.

A representative from the Library was unable to attend to accept the proclamation. However, City Manager Hunter said the proclamation will be placed on the City of Soledad website.

3. The City Council presented a proclamation of the City Council of the City of Soledad in honor of Autism Awareness Month

Acting Police Chief Fred Lombardi and Victim Advocate Caitlan Zamudio attended the meeting to accept the proclamation and thanked the council for it. Chief Lombardi informed the Council that all officers receive training on how to communicate and respond to community members with autism and believes that Soledad is the only police department in Monterey County with all officers who are trained on this.

CONSENT CALENDAR

There were no public comments.

Mayor Velazquez requested to comment item C-7.

Motion: Councilmember Banuelos motioned to approve items C-1, C-2, C-3, C-4, C-5, C-6, C-8, and C-9. Motion was seconded by Mayor Pro Tem Cabrera and carried by unanimous vote:

Action

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

C-1. Minutes of 03/19/2025

C-2. Warrants of 03/12/2025 – 03/24/2025.

C-3. Human Resources Department Activity Report

C-4. Fire Department Activity Report

C-5. Police Department Activity Report

C-6. Public Works Department Activity Report

C-8. Community Engagement Department Activity Report

C-9. Parks and Recreation Department Activity Report

Motion: Councilmember Ansaldo-Sanchez motioned to approve items C-7. Motion was seconded by Mayor Velazquez and carried by unanimous vote:

Action

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

C-7. Community and Economic Development Department Activity Report.

Mayor Velazquez asked that the Community and Economic Development give a brief overview of the SBDC Day Expo.

Economic Development Coordinator Tencia Vargas presented the details of the event.

PUBLIC HEARING NO. 1

PH-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

Economic Development Coordinator Tencia Vargas presented the staff report and recommendations based on the Council's direction.

City Manager Hunter clarified that the program income is coming back to the City from repayment of Business Loans, which is largely how the income was generated.

Mayor Velazquez asked what the added enhancements to the Community Center would be.

City Manager Hunter said it would be for the HVAC.

Open the Public Hearing: 7:10 p.m.

There were no public comments.

Closed the Public Hearing: 7:11 p.m.

Motion: Councilmember Ansaldo-Sanchez motioned to approve Resolution No. 6215. 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

Motion: Councilmember Ansaldo-Sanchez motioned to approve Resolution No. 6216. Motion was seconded by Mayor Pro Tem Cabrera and carried by unanimous vote:

Action

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

BUSINESS

B-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

Assistant Engineer Juan Huerta presented the staff report and photos.

There were no public comments.

Mayor Velazquez asked if Union Pacific was responsible for any of the maintenance of the area.

City Manager Hunter said the installation section is the City's responsibility.

Motion: Mayor Velazquez motioned to approve item Resolution No. 6213. Motion was seconded by Councilmember Caldera and carried by unanimous vote:

Action

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

B-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.

City Manager Hunter presented the staff report and PowerPoint presentation.

There were no public comments.

Councilmembers had numerous questions and comments.

Both City Manager Hunter and Acting Police Chief Fred Lombardi provided further clarification regarding the needed position.

Motion: Councilmember Ansaldo-Sanchez motioned to approve item Resolution No. 6214. 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

B-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

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

Economic Development Coordinator Tencia Vargas provided further clarification regarding the item.

Councilmembers had numerous comments.

There were no public comments.

Motion: Councilmember Banuelos motioned to approve item Resolution No. 6218. Motion was seconded by Mayor Velazquez and carried by unanimous vote:

Action

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

Motion: Mayor Pro Tem Cabrera motioned to approve item Resolution No. 6217. Motion was seconded by Councilmember Banuelos and carried by unanimous vote:

Action

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

B-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

Financial Analyst Jesus Yanez presented the staff report.

There were no public comments.

Motion: Councilmember Banuelos motioned to approve item Resolution No. 6219. Motion was seconded by Mayor Pro Tem Cabrera and carried by unanimous vote:

Action

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

B-5. Discussion on Designated Council Representative for Legislative Advocacy

City Manager Hunter presented the staff report and encouraged the council to discuss the item in more depth.

Mayor Velazquez said that both she and Councilmember Ansaldo-Sanchez are members of the Legislative Subcommittee. There has been past discussion and a decision that Councilmember Ansaldo-Sanchez will attend the Legislative Conference.

Mayor Pro Tem Cabrera said his only request was that he could attend the Legislative conference on his own to learn. He is actually on the City of Soledad Legislative Committee.

Councilmember Ansaldo-Sanchez welcomed Mayor Pro Tem Cabrera's attendance. He feels it would be better to have a limited number of representatives to prevent confusion.

City Manager Hunter believed that having more than two council members attend the meeting may be a violation of the Brown Act.

Mayor Velazquez said the meeting with the representatives is only 15 to 20 minutes in total. She believes it is okay for Mayor Pro Tem Cabrera to attend; however, there should be no more than two representatives, and Councilmember Ansaldo-Sanchez will take the lead.

Mayor Pro Tem Cabrera said he has decided not to attend after all.

Mayor Velazquez said the city's priorities are economic development, Housing, Immigration, Budget deficits and impacts on the community, and Public Safety funding.

There were no further comments.

Council Action:

This item was to provide staff direction and no other action was taken.

MAYOR'S REPORTS AND ACKNOWLEDGMENTS

1. On 03/20, she was invited to Los Padres Elementary School for Career
2. During the month of May she attended standing meetings with City Manager Hunter to discuss the agenda and other critical issues.
3. On 03/21, she attended the Encampment visit with Supervisor Lopez, CEO De La Rosa, and City staff.
4. On 03/24, she attended the South County Mayors and Manager meeting.
5. On 03/24, she attended the LAFCO meeting regarding special districts.
6. On 03/25, she attended Career Day at San Vicente Elementary School.
7. On 03/25, she attended a meeting with the Alliance on Aging LADAP.
8. On 03/26, she attended the Women in Leadership Recognition event.
9. On 03/30, she attended a webinar with the Monterey Bay Division.
10. On 04/01, she attended a meeting with Supervisor Lopez and the South County Mayors.

COUNCILMEMBERS' REPORTS AND ACKNOWLEDGMENTS

Councilmember Banuelos had three items to report:

1. On 03/26, she attended the Women in Leadership Recognition Day.
2. On 03/27, she attended the Affordable Housing Subcommittee meeting.
3. On 04/01, she met with City Manager Hunter for the Agenda briefing.

Mayor Pro Tem Cabrera had five items to report:

1. On 03/27, he attended the Legislative Committee meeting.
2. On 03/27, he attended the Affordable Housing Subcommittee meeting.
3. On 03/31, he attended the Cesar Chavez annual march.
4. On 03/30, he attended a webinar with the Monterey Bay Division.
5. On 04/01, he met with City Manager Hunter to discuss the agenda.

Councilmember Ansaldo-Sanchez had five items to report:

1. On 03/25, he attended the Board of Supervisors meeting to accept a resolution for Transgender Day of Visibility.
2. On 03/27, he attended the Legislative Subcommittee meeting.
3. On 03/28, he met with City Manager Hunter for the agenda briefing.
4. On 03/30, he attended the Salinas Valley Pride Celebration Board Transgender Day of Visibility Day event.
5. He acknowledged Speaker Rivas regarding his speaking on transgender athletes.

Councilmember Caldera had two items to report:

1. On 04/01, he met with City Manager Hunter for the agenda briefing.
2. On 04/02, he received many complaints regarding the traffic.

CITY MANAGERS' REPORT

City Manager Hunter had eight items to report:

1. She apologized for the traffic in the City throughout the morning.
2. She thanked the council members and staff for answering calls from the public regarding the traffic problem.
3. There will be another ramp closure on either 04/08, 04/09, or 04/10. However, the ramp will not close until after morning peak hours. The ramp will open again before 3:00 p.m.
4. The City will educate and let everyone know when the closures will occur. The City will also make sure not to have closure during peak hours.
5. On Saturday, 04/05, City staff and council members will have a Strategic Planning Session, starting at 9:00.
6. She reminded the Council and Community members that there is a Police Chief survey that needs a response.
7. There is a Life Skills/Youth Jobs workshop on 04/12 at the Community Center.
8. Community Engagement Manager Jesus Valenzuela's last day with the City of Soledad is 04/11. Someone else will be hired for that position after the job description is updated.

FUTURE AGENDA ITEMS

Councilmember Caldera had no request.

Councilmember Ansaldo Sanchez had one request:

1. He asked that the resolution regarding immigration and added language regarding the LGBTQ+ community come back to the council.

Councilmember Banuelos had no request.

Mayor Pro Tem Cabrera had one request:

1. He would like to start the conversation regarding signs in the parks.

Mayor Velazquez had two requests:

1. She would like an update regarding the Soledad Market Place.
2. She would also like the resolution regarding immigration to come back to the council with the added language that was discussed.

ADJOURNMENT

Meeting adjourned at 9:24 p.m.

Minutes Approved: April 16, 2025

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 16, 2025



Soledad, CA

Check Report

By Check Number

Date Range: 03/25/2025 - 04/09/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: APRAB-Mechanics Bank						
Payment Type: EFT						
BENITEZ	BENITEZ SECURITY SERVICE INC	03/28/2025	EFT	0.00	720.00	10115
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Distribution Amount		
2656	Invoice	03/26/2025	Rental Security	0.00	720.00	
	100-2200-52200		PROFESSIONAL SERVICES...		720.00	
			Rental Security			
GOLSTA	GOLDEN STATE WARRIORS LLC	03/28/2025	EFT	0.00	3,204.00	10116
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Distribution Amount		
10481	Invoice	03/26/2025	Jr. Warriors Jerseys	0.00	3,204.00	
	100-2200-52031		PROGRAM SUPPLIES		3,204.00	
			Jr. Warriors Jerseys			
MADRIG	JOSUE FABIAN MADRIGAL	03/28/2025	EFT	0.00	400.00	10117
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Distribution Amount		
032625	Invoice	03/26/2025	Basketball Referee	0.00	400.00	
	100-2200-52200		PROFESSIONAL SERVICES...		400.00	
			Basketball Referee			
ANDLOC	RUTH MARIA MILLA-LEON	03/28/2025	EFT	0.00	447.62	10118
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Distribution Amount		
C46151	Invoice	03/26/2025	ReKey Prop Room	0.00	447.62	
	100-1400-52518		FACILITIES EXPENSE		447.62	
			ReKey Prop Room			
AKEL	AKEL ENGINEERING GROUP, INC.	04/07/2025	EFT	0.00	193.00	10119
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Distribution Amount		
241196-04	Invoice	04/04/2025	Hydraulic Sewer Model	0.00	193.00	
	310-0000-52200		PROFESSIONAL SERVICES...		193.00	
			Hydraulic Sewer Model			
ALLSAF	ALL SAFE INTEGRATED SYSTEMS	04/07/2025	EFT	0.00	105.00	10120
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Distribution Amount		
130199	Invoice	04/04/2025	Security Alarm	0.00	105.00	
	100-1400-52200		PROFESSIONAL SERVICES...		105.00	
			Security Alarm			
CANNOA	CANNON CORPORATION	04/07/2025	EFT	0.00	25,658.26	10121
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Distribution Amount		
91472-R	Invoice	04/04/2025	Well Upgrades	0.00	25,658.26	
	309-0000-57000		CAPITAL OUTLAY - IMPR...		25,658.26	
			Well Upgrades			
BONNER	CAROLYN JOY BONNER	04/07/2025	EFT	0.00	200.00	10122
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Distribution Amount		
040825	Invoice	04/04/2025	Musician for South County Senior Social	0.00	200.00	
	100-2200-52200		PROFESSIONAL SERVICES...		200.00	
			Musician for South County Senio...			
CITGON	CITY OF GONZALES	04/07/2025	EFT	0.00	120,419.33	10123

Check Report

Date Range: 03/25/2025 - 04/09/2025

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		
FY2024-25	Invoice	04/04/2025	Subvention Agreement	0.00	120,419.33	
	100-8000-52180		MOTOR VEHICLE TO GON... Subvention Agreement		120,419.33	
FASTEN	FASTENAL COMPANY	04/07/2025	EFT	0.00	20.33	10124
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
CASOE59156	Invoice	04/04/2025	6" Wrench	0.00	20.33	
	310-0000-52051		TOOLS & MINOR EQUIPM... 6" Wrench		20.33	
FIRST	FIRST ALARM	04/07/2025	EFT	0.00	2,111.22	10125
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
874181	Invoice	04/04/2025	Alarm Services	0.00	2,111.22	
	100-1200-52520		MAINTENANCE AGREEM...		621.03	
	100-2100-52520		MAINTENANCE AGREEM...		173.67	
	100-2100-52520		MAINTENANCE AGREEM...		125.65	
	100-8000-52520		MAINTENANCE AGREEM...		192.84	
	309-0000-52520		MAINTENANCE AGREEM...		137.60	
	310-0000-52520		MAINTENANCE AGREEM...		718.75	
	312-0000-52520		MAINTENANCE AGREEM...		26.73	
	410-0000-52520		MAINTENANCE AGREEM...		114.95	
HAENER	FOUNDATION HA ENERGY GENERATION, LLC	04/07/2025	EFT	0.00	36,740.96	10126
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
4003	Invoice	04/04/2025	Windpower WWTP Mar 2025	0.00	36,740.96	
	310-0000-52400		UTILITIES Windpower WWTP Mar 2025		36,740.96	
MARKMI	MARK A. MILLER	04/07/2025	EFT	0.00	4,182.50	10127
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
3	Invoice	04/04/2025	Manhole Rehab	0.00	3,552.50	
	310-0000-57000		CAPITAL OUTLAY - IMPR...		3,552.50	
Duplicate Invoice...	Invoice	04/04/2025	Recycled Water Conveyance	0.00	630.00	
	213-0000-52200		PROFESSIONAL SERVICES... Recycled Water Conveyance		630.00	
MISLAW	MISSION LAWN AND GARDEN CARE	04/07/2025	EFT	0.00	6,460.00	10128
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
8133	Invoice	04/04/2025	Maintenance - Liberty Ct.	0.00	400.00	
	651-0000-52516		LANDSCAPE MAINT. (EAS...		400.00	
8136	Invoice	04/04/2025	Landscape Maint	0.00	1,650.00	
	410-0000-52531		STREET MAINTENANCE		1,350.00	
	647-0000-52530		STREET LANDSCAPING		300.00	
8138	Invoice	04/04/2025	Orchard Lane Maint.	0.00	2,800.00	
	650-0000-52519		MAINTENANCE		2,800.00	
8140	Invoice	04/04/2025	Gabilan Maint.	0.00	680.00	
	410-0000-52531		STREET MAINTENANCE		680.00	
8142	Invoice	04/04/2025	Orchard Landscape	0.00	780.00	
	651-0000-52516		LANDSCAPE MAINT. (EAS...		780.00	
8147	Invoice	04/04/2025	Monthly Maint. - FD	0.00	150.00	
	100-1400-52518		FACILITIES EXPENSE		150.00	
MOBAAN	MONTEREY BAY ANALYTICAL SERVICES	04/07/2025	EFT	0.00	7,132.80	10129

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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		
250250L-WW	Invoice	04/04/2025	WW Monitoring 2/25	0.00	7,132.80	
	310-0000-52053		LAB ANALYSIS & TESTING		7,132.80	
CULLIG	QUALITY WATER ENTERPRISES, INC.	04/07/2025	EFT	0.00	208.79	10130
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
1252543	Invoice	04/04/2025	Water Services	0.00	164.09	
	309-0000-52520		MAINTENANCE AGREEM...		164.09	
1253570	Invoice	04/04/2025	WWTP - Water System	0.00	44.70	
	309-0000-52053		LAB ANALYSIS & TESTING		22.35	
	310-0000-52053		LAB ANALYSIS & TESTING		22.35	
SAFEST	SAFESTORE, INC	04/07/2025	EFT	0.00	889.69	10131
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
SS3008	Invoice	04/04/2025	Prop / Evidence Storage	0.00	889.69	
	100-1400-52050		PROPERTY EVIDENCE RO...		889.69	
SHREDD	SHREDDING SOURCE SOLUTIONS	04/07/2025	EFT	0.00	185.00	10132
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
8905	Invoice	04/04/2025	Document Shredding	0.00	110.00	
	100-1310-52230		LEASE CONTRACTS		110.00	
8928	Invoice	04/04/2025	Shredding Service	0.00	75.00	
	100-1400-52200		PROFESSIONAL SERVICES...		75.00	
VASQUEZ SHOT	VASQUES SHOTOKAN KARATE ACADEMY LLC	04/07/2025	EFT	0.00	1,600.20	10133
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
033125	Invoice	04/04/2025	Karate Instructor Pay - March	0.00	1,600.20	
	100-2200-52200		PROFESSIONAL SERVICES...		1,600.20	
VOSTIS	VOSTI'S INC	04/07/2025	EFT	0.00	1,786.12	10134
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
032525	Invoice	04/04/2025	Cabin Air Filters	0.00	183.41	
	100-1400-52080		FLEET SERVICES		183.41	
275512-1	Invoice	04/04/2025	Brake Hoses	0.00	433.91	
	100-1400-52080		FLEET SERVICES		433.91	
275513-1	Invoice	04/04/2025	Car Lift Service Fee	0.00	437.00	
	100-1400-52080		FLEET SERVICES		437.00	
275529-1	Invoice	04/04/2025	Air Filters	0.00	283.57	
	100-1400-52080		FLEET SERVICES		283.57	
275530-1	Invoice	04/04/2025	Oil Filters	0.00	115.50	
	100-1400-52080		FLEET SERVICES		115.50	
275535-1	Invoice	04/04/2025	Motor Oil	0.00	332.73	
	100-1400-52080		FLEET SERVICES		332.73	
WINSUP	WINSUPPLY MONTEREY COUNTY CA CO	04/07/2025	EFT	0.00	514.21	10135
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
163056.02	Invoice	04/04/2025	Circ Pump	0.00	514.21	
	309-0000-52533		WELL MAINTENANCE PR...		514.21	
Total EFT:				0.00	213,179.03	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payment Type: Regular						
VASQUEZ SHOT	VASQUES SHOTOKAN KARATE ACADEMY LLC	03/26/2025	Regular	0.00	-1,600.20	56837
VASQUEZ SHOT	VASQUES SHOTOKAN KARATE ACADEMY LLC	03/26/2025	Regular	0.00	1,600.20	57008
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
021925	Invoice	03/07/2025	Karate Instructor FEB	0.00	1,600.20	
	100-2200-52200		PROFESSIONAL SERVICES...		1,600.20	
ALCANA	ALCANTAR ACE HARDWARE	03/27/2025	Regular	0.00	310.97	57009
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
4816	Invoice	03/26/2025	Fasteners Washers	0.00	16.38	
	309-0000-52525		REPAIRS & MAINTENANCE..		16.38	
5148	Invoice	03/26/2025	Janitorial	0.00	3.27	
	100-2200-52518		FACILITIES EXPENSE		3.27	
5155	Invoice	03/26/2025	Hardware - FD	0.00	19.14	
	100-1450-52041		OPERATIONAL SUPPLIES		19.14	
5516	Invoice	03/26/2025	Paint Supplies - FD	0.00	259.97	
	100-1450-52518		FACILITIES EXPENSE		259.97	
5679	Invoice	03/26/2025	Flag Pole Repair	0.00	12.21	
	100-2200-52525		REPAIRS & MAINTENANCE..		12.21	
AMAZON	AMAZON CAPITAL SERVICES	03/27/2025	Regular	0.00	509.28	57010
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
1GRD-1TCQ-DLGX	Invoice	03/26/2025	Office Badges	0.00	134.36	
	100-2200-52040		OFFICE SUPPLIES		134.36	
1GYD-D4HK-7W...	Invoice	03/26/2025	Mixed Expenses	0.00	171.54	
	100-2200-52031		PROGRAM SUPPLIES		17.35	
	100-2200-52031		PROGRAM SUPPLIES		78.33	
	100-2200-52518		FACILITIES EXPENSE		75.86	
1LHL-9GR4-CP77	Credit Memo	03/26/2025	Little Einsteins	0.00	-25.32	
	100-2200-52031		PROGRAM SUPPLIES		-25.32	
1LR3-YF36-DW9K	Credit Memo	03/26/2025	Office Acrylic Stands	0.00	-28.01	
	100-2200-52040		OFFICE SUPPLIES		-28.01	
1RVH-P6YW-37VV	Invoice	03/26/2025	Facility Expenses	0.00	203.85	
	100-2100-52518		FACILITIES EXPENSE		128.48	
	100-2200-52518		FACILITIES EXPENSE		75.37	
1WWV-3LJX-7P...	Invoice	03/26/2025	Fuel Bottles - FD	0.00	52.86	
	100-1450-52051		TOOLS & MINOR EQUIPM...		52.86	
CARRIL	ANDRE CARRILLO	03/27/2025	Regular	0.00	205.48	57011
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
041525	Invoice	03/26/2025	Red Dot Training	0.00	205.48	
	100-1400-52091		TRAVEL, MEETINGS & TRA...		205.48	
DEROTIC	DEROTIC, LLC	03/27/2025	Regular	0.00	4,919.60	57012
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
SO-5770	Invoice	03/26/2025	FD PPV FAN FOR T37	0.00	4,919.60	
	100-1450-57000		CAPITAL OUTLAY - IMPR...		4,919.60	
ALHAMB	DS SERVICES OF AMERICA, INC.	03/27/2025	Regular	0.00	524.52	57013

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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		
18185522	031425	03/26/2025	Water & Dispenser	0.00	524.52	
	100-1250-52040		OFFICE SUPPLIES		4.52	
	100-2200-52040		OFFICE SUPPLIES		104.37	
	100-8000-52040		OFFICE SUPPLIES		415.63	
SAAVEDRAE	ELIZABETH C SAAVEDRA	03/27/2025	Regular	0.00	462.00	57014
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
031025	Invoice	03/26/2025	Folklorico Instructor	0.00	462.00	
	100-2200-52200		PROFESSIONAL SERVICES...		462.00	
FSANCH	FERNANDO ANSALDO-SANCHEZ	03/27/2025	Regular	0.00	513.86	57015
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
032525	Invoice	03/26/2025	League of California Cities	0.00	513.86	
	100-1000-52091		TRAVEL, MEETINGS & TRA...		513.86	
CIT	FIRST-CITIZENS BANK & TRUST CO	03/27/2025	Regular	0.00	134.95	57016
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
46653389	Invoice	03/26/2025	Copier Lease	0.00	134.95	
	100-2200-52230		LEASE CONTRACTS		134.95	
JAV la	J.A.V. Language Solutions LLC	03/27/2025	Regular	0.00	1,080.00	57017
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
25-0118	Invoice	03/26/2025	Translation	0.00	540.00	
	100-1000-52200		PROFESSIONAL SERVICES...		540.00	
25-0119	Invoice	03/26/2025	Translation - Prof. Serv.	0.00	540.00	
	100-1000-52200		PROFESSIONAL SERVICES...		540.00	
MARTINEZM	MARQUEZ MARTINEZ	03/27/2025	Regular	0.00	75.00	57018
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
031325	Invoice	03/26/2025	Coach Refund	0.00	75.00	
	100-0000-48615		RECREATION REVENUE		75.00	
MPEXPR	MP EXPRESS, INC.	03/27/2025	Regular	0.00	152.09	57019
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
77213	Invoice	03/26/2025	Bus. Cards	0.00	152.09	
	100-1400-52040		OFFICE SUPPLIES		152.09	
P.G.E.	PACIFIC GAS & ELECTRIC	03/27/2025	Regular	0.00	50,319.36	57020
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
031425	Invoice	03/26/2025	Signals	0.00	257.12	
	410-0000-52400		UTILITIES		257.12	
031425B	Invoice	03/26/2025	Gallardo Park Lights	0.00	1,610.07	
	100-2100-52400		UTILITIES		1,610.07	
031425C	Invoice	03/26/2025	Orchard Landscape	0.00	15.42	
	651-0000-52400		UTILITIES		15.42	
031425D	Invoice	03/26/2025	Orchard Villas Landscape	0.00	112.07	
	651-0000-52400		UTILITIES		112.07	
031425E	Invoice	03/26/2025	Water	0.00	31,259.87	
	309-0000-52400		UTILITIES		31,259.87	
031425F	Invoice	03/26/2025	Miravale II St. Lights	0.00	132.36	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	651-0000-52422	STREET LIGHTING	Miravale II St. Lights		132.36	
031425G	Invoice	03/26/2025	Lights	0.00	50.22	
	410-0000-52400	UTILITIES	Lights		50.22	
031425H	Invoice	03/26/2025	Signals	0.00	164.71	
	410-0000-52400	UTILITIES	Signals		164.71	
031425J	Invoice	03/26/2025	Lights	0.00	7.76	
	410-0000-52400	UTILITIES	Lights		7.76	
031425K	Invoice	03/26/2025	Orchard Park	0.00	354.31	
	651-0000-52400	UTILITIES	Orchard Park		354.31	
031625	Invoice	03/26/2025	Liberty Ct. Landscape	0.00	12.91	
	651-0000-52400	UTILITIES	Liberty Ct. Landscape		12.91	
031725	Invoice	03/26/2025	Fire Dept.	0.00	1,130.98	
	100-1450-52400	UTILITIES	Fire Dept.		1,130.98	
031725B	Invoice	03/26/2025	Signals	0.00	93.54	
	410-0000-52400	UTILITIES	Signals		93.54	
031825	Invoice	03/26/2025	Soledad 255	0.00	961.12	
	100-1400-52400	UTILITIES	Soledad 255		961.12	
031825B	Invoice	03/26/2025	Signals	0.00	16.56	
	410-0000-52400	UTILITIES	Signals		16.56	
031825C	Invoice	03/26/2025	Lights	0.00	134.51	
	410-0000-52400	UTILITIES	Lights		134.51	
031825D	Invoice	03/26/2025	Water	0.00	14,005.83	
	309-0000-52400	UTILITIES	Water		14,005.83	
SOLERO	ROTARY CLUB OF SOLEDAD	03/27/2025	Regular	0.00	1,000.00	57021
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
032425	Invoice	03/26/2025	Facility Rental Deposit	0.00	1,000.00	
	100-0000-21200		DEPOSIT LIABILITY		1,000.00	
TRICON	TRI-COUNTY FIRE PROTECTION, INC.	03/27/2025	Regular	0.00	105.00	57022
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
030525	Invoice	03/26/2025	Extinguisher Maint - FD	0.00	105.00	
	100-1450-52520		MAINTENANCE AGREEM...		105.00	
TYLER	TYLER TECHNOLOGIES	03/27/2025	Regular	0.00	1,000.00	57023
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
025-502183	Invoice	03/26/2025	AR License Fee	0.00	1,000.00	
	100-8000-52200		PROFESSIONAL SERVICES...		1,000.00	
USBANP	U.S. BANK CORPORATE PAYMENT SYSTEM	03/27/2025	Regular	0.00	2,554.65	57024
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
030625JP	Invoice	03/26/2025	Credit Card Purchases	0.00	2,554.65	
	100-2200-52049		PRINTING & ADVERTISING		39.25	
	100-2200-52200		PROFESSIONAL SERVICES...		1,873.45	
	100-2200-52518		FACILITIES EXPENSE		641.95	
UTILTE	UTILITY TELECOM GROUP, LLC	03/27/2025	Regular	0.00	4,481.15	57025
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
90239000000025...	Invoice	03/26/2025	City Phones	0.00	4,481.15	
	100-8000-52410		TELEPHONE/DATA/PAGER		4,481.15	
VICTOR	WILSON VICTORY	03/27/2025	Regular	0.00	500.00	57026

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Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
032625	Invoice	03/26/2025	Basketball Referee	0.00	500.00	
	100-2200-52200		PROFESSIONAL SERVICES...		500.00	
AFLAC	AFLAC HEADQUARTERS	04/04/2025	Regular	0.00	1,936.33	57027
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0000393	Invoice	04/04/2025	AFLAC CONTRIBUTION	0.00	785.74	
	100-0000-21140		AFLAC PAYABLE		269.58	
	309-0000-21140		AFLAC PAYABLE		98.04	
	310-0000-21140		AFLAC PAYABLE		373.41	
	311-0000-21140		AFLAC PAYABLE		22.13	
	312-0000-21140		AFLAC PAYABLE		5.32	
	410-0000-21140		AFLAC PAYABLE		4.83	
	416-0000-21140		AFLAC PAYABLE		12.43	
INV0000394	Invoice	04/04/2025	AFLAC CONTRIBUTION	0.00	1,150.59	
	100-0000-21140		AFLAC PAYABLE		598.74	
	309-0000-21140		AFLAC PAYABLE		70.89	
	310-0000-21140		AFLAC PAYABLE		420.50	
	311-0000-21140		AFLAC PAYABLE		20.54	
	312-0000-21140		AFLAC PAYABLE		3.52	
	410-0000-21140		AFLAC PAYABLE		6.84	
	416-0000-21140		AFLAC PAYABLE		29.56	
CALIFS	CALIFORNIA STATE DISBURSEMENT UNIT	04/04/2025	Regular	0.00	1,061.07	57028
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0000396	Invoice	04/04/2025	CHILD SUPPORT CONTRIBUTION	0.00	1,061.07	
	100-0000-21194		CHILD SUPPORT/GARNISH...		931.38	
	309-0000-21194		CHILD SUPPORT/GARNISH...		20.88	
	312-0000-21194		CHILD SUPPORT/GARNISH...		16.60	
	410-0000-21194		CHILD SUPPORT/GARNISH...		44.84	
	416-0000-21194		CHILD SUPPORT/GARNISH...		47.37	
COMM F	COMMUNITY FOUNDATION FOR MONTEREY CC	04/04/2025	Regular	0.00	140.00	57029
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0000395	Invoice	04/04/2025	CAPITAL CAMPAIGN DONATION	0.00	140.00	
	100-0000-21195		MISC. PAYROLL DEDUCTI...		89.56	
	309-0000-21195		MISC. PAYROLL DEDUCTI...		21.17	
	310-0000-21195		MISC. PAYROLL DEDUCTI...		21.15	
	311-0000-21195		MISC. PAYROLL DEDUCTI...		8.12	
VANTAG	MISSION SQUARE-303584	04/04/2025	Regular	0.00	10,862.24	57030
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0000392	Invoice	04/04/2025	EMPLOYEE DEDUCTION	0.00	136.59	
	100-0000-21210		ICMA PAYABLE		94.64	
	309-0000-21210		ICMA PAYABLE		13.11	
	310-0000-21210		ICMA PAYABLE		13.11	
	311-0000-21210		ICMA PAYABLE		13.11	
	312-0000-21210		ICMA PAYABLE		2.62	
INV0000397	Invoice	04/04/2025	DEFERRED-EMPLOYEE PORTION	0.00	545.82	
	100-0000-21145		DEFERRED COMP. PAYAB...		10.45	
	309-0000-21145		DEFERRED COMP. PAYAB...		421.29	
	310-0000-21145		DEFERRED COMP. PAYAB...		114.08	
INV0000398	Invoice	04/04/2025	Directors' 7% Ret. Contr.	0.00	472.07	
	100-0000-21171		PERS		241.81	
	309-0000-21171		PERS		92.10	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	310-0000-21171	PERS	Directors' 7% Ret. Contr.		92.10	
	311-0000-21171	PERS	Directors' 7% Ret. Contr.		46.06	
INV0000399	Invoice	04/04/2025	DEFERRED-EMPLOYEE PORTION	0.00	7,670.00	
	100-0000-21145		DEFERRED COMP. PAYAB...		3,363.01	
	309-0000-21145		DEFERRED COMP. PAYAB...		973.41	
	310-0000-21145		DEFERRED COMP. PAYAB...		2,385.70	
	311-0000-21145		DEFERRED COMP. PAYAB...		259.98	
	312-0000-21145		DEFERRED COMP. PAYAB...		217.04	
	410-0000-21145		DEFERRED COMP. PAYAB...		360.11	
	416-0000-21145		DEFERRED COMP. PAYAB...		101.62	
	531-0000-21145		DEFERRED COMP. PAYAB...		9.13	
INV0000400	Invoice	04/04/2025	DEFERRED-EMPLOYEE PORTION	0.00	2,037.76	
	100-0000-21145		DEFERRED COMP. PAYAB...		1,671.77	
	309-0000-21145		DEFERRED COMP. PAYAB...		126.51	
	310-0000-21145		DEFERRED COMP. PAYAB...		126.51	
	311-0000-21145		DEFERRED COMP. PAYAB...		7.03	
	410-0000-21145		DEFERRED COMP. PAYAB...		40.45	
	416-0000-21145		DEFERRED COMP. PAYAB...		65.49	
PRINCI	PRINCIPAL LIFE INSURANCE COMPANY	04/04/2025	Regular	0.00	3,632.82	57031
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0000401	Invoice	04/04/2025	DENTAL INSURANCE	0.00	3,105.81	
	100-0000-21160		MEDICAL INSURANCE PA...		1,494.00	
	121-0000-21160		MEDICAL INSURANCE PA...		28.05	
	309-0000-21160		MEDICAL INSURANCE PA...		363.72	
	310-0000-21160		MEDICAL INSURANCE PA...		890.49	
	311-0000-21160		MEDICAL INSURANCE PA...		61.87	
	312-0000-21160		MEDICAL INSURANCE PA...		61.96	
	410-0000-21160		MEDICAL INSURANCE PA...		167.05	
	416-0000-21160		MEDICAL INSURANCE PA...		37.02	
	531-0000-21160		MEDICAL INSURANCE PA...		1.65	
INV0000422	Invoice	04/04/2025	VISION INSURANCE	0.00	527.01	
	402-0000-48011		CITY EMPLOYEE CONTRIB...		527.01	
SEIU L	SEIU LOCAL 521	04/04/2025	Regular	0.00	1,365.30	57032
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0000416	Invoice	04/04/2025	EMPLOYEE CONTRIBUTION	0.00	23.00	
	100-0000-21185		SEIU LOCAL 521		10.15	
	309-0000-21185		SEIU LOCAL 521		1.26	
	310-0000-21185		SEIU LOCAL 521		9.74	
	312-0000-21185		SEIU LOCAL 521		0.52	
	410-0000-21185		SEIU LOCAL 521		1.33	
INV0000417	Invoice	04/04/2025	EMPLOYEE CONTRIBUTION	0.00	1,342.30	
	100-0000-21185		SEIU LOCAL 521		451.97	
	309-0000-21185		SEIU LOCAL 521		165.40	
	310-0000-21185		SEIU LOCAL 521		641.18	
	311-0000-21185		SEIU LOCAL 521		13.16	
	312-0000-21185		SEIU LOCAL 521		11.82	
	410-0000-21185		SEIU LOCAL 521		51.74	
	531-0000-21185		SEIU LOCAL 521		7.03	
SPOA	SOLEDAD POLICE OFFICERS ASSOCIATION	04/04/2025	Regular	0.00	780.00	57033

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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		
INV0000420	Invoice	04/04/2025	POLICE OFFICERS CONTRIBUTIONS	0.00	780.00	
	100-0000-21190	SOLEDAD POLICE OFFICE...	POLICE OFFICERS CONTRIBUTIO...		738.18	
	416-0000-21190	SOLEDAD POLICE OFFICE...	POLICE OFFICERS CONTRIBUTIO...		41.82	
STAEDD	STATE OF CALIFORNIA E.D.D.	04/04/2025	Regular	0.00	11,882.66	57034
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0000425	Invoice	04/04/2025	STATE TAX W/H	0.00	11,882.66	
	100-0000-21130	STATE TAX PAYABLE	STATE TAX W/H		7,196.62	
	121-0000-21130	STATE TAX PAYABLE	STATE TAX W/H		111.56	
	309-0000-21130	STATE TAX PAYABLE	STATE TAX W/H		1,025.23	
	310-0000-21130	STATE TAX PAYABLE	STATE TAX W/H		2,443.76	
	311-0000-21130	STATE TAX PAYABLE	STATE TAX W/H		248.56	
	312-0000-21130	STATE TAX PAYABLE	STATE TAX W/H		144.37	
	410-0000-21130	STATE TAX PAYABLE	STATE TAX W/H		422.53	
	416-0000-21130	STATE TAX PAYABLE	STATE TAX W/H		257.37	
	531-0000-21130	STATE TAX PAYABLE	STATE TAX W/H		32.66	
STPERS	STATE OF CALIFORNIA PERS	04/04/2025	Regular	0.00	53,174.37	57035
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0000402	Invoice	04/04/2025	CHIEF & LIEUTENANT	0.00	1,720.88	
	100-0000-21171	PERS	CHIEF & LIEUTENANT		1,720.88	
INV0000403	Invoice	04/04/2025	City of Soledad Conf PEPRA	0.00	295.10	
	100-0000-21171	PERS	City of Soledad Conf PEPRA		147.57	
	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		29.49	
INV0000404	Invoice	04/04/2025	EMPLOYEE CONTRIBUTION	0.00	10,920.78	
	100-0000-21171	PERS	EMPLOYEE CONTRIBUTION		4,682.32	
	121-0000-21171	PERS	EMPLOYEE CONTRIBUTION		237.46	
	309-0000-21171	PERS	EMPLOYEE CONTRIBUTION		942.04	
	310-0000-21171	PERS	EMPLOYEE CONTRIBUTION		3,775.73	
	311-0000-21171	PERS	EMPLOYEE CONTRIBUTION		325.29	
	312-0000-21171	PERS	EMPLOYEE CONTRIBUTION		149.45	
	410-0000-21171	PERS	EMPLOYEE CONTRIBUTION		742.91	
	531-0000-21171	PERS	EMPLOYEE CONTRIBUTION		65.58	
INV0000405	Invoice	04/04/2025	City of Soledad Regular Empl	0.00	11,389.57	
	100-0000-21171	PERS	City of Soledad Regular Empl		4,904.64	
	121-0000-21171	PERS	City of Soledad Regular Empl		241.14	
	309-0000-21171	PERS	City of Soledad Regular Empl		1,016.58	
	310-0000-21171	PERS	City of Soledad Regular Empl		3,894.17	
	311-0000-21171	PERS	City of Soledad Regular Empl		360.26	
	312-0000-21171	PERS	City of Soledad Regular Empl		151.77	
	410-0000-21171	PERS	City of Soledad Regular Empl		754.42	
	531-0000-21171	PERS	City of Soledad Regular Empl		66.59	
INV0000406	Invoice	04/04/2025	City of Soledad Police	0.00	6,251.13	
	100-0000-21171	PERS	City of Soledad Police		5,879.11	
	416-0000-21171	PERS	City of Soledad Police		372.02	
INV0000407	Invoice	04/04/2025	City of Soledad Conf. Employee	0.00	330.78	
	100-0000-21171	PERS	City of Soledad Conf. Employee		168.64	
	309-0000-21171	PERS	City of Soledad Conf. Employee		81.07	
	310-0000-21171	PERS	City of Soledad Conf. Employee		81.07	
INV0000408	Invoice	04/04/2025	City of Soledad Reg Managers	0.00	573.86	
	100-0000-21171	PERS	City of Soledad Reg Managers		154.94	
	309-0000-21171	PERS	City of Soledad Reg Managers		143.46	
	310-0000-21171	PERS	City of Soledad Reg Managers		143.46	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	311-0000-21171	PERS	City of Soledad Reg Managers		57.39	
	312-0000-21171	PERS	City of Soledad Reg Managers		28.69	
	410-0000-21171	PERS	City of Soledad Reg Managers		45.92	
INV0000409	Invoice	04/04/2025	City of Soledad Managers	0.00	832.09	
	100-0000-21171	PERS	City of Soledad Managers		224.66	
	309-0000-21171	PERS	City of Soledad Managers		208.03	
	310-0000-21171	PERS	City of Soledad Managers		208.03	
	311-0000-21171	PERS	City of Soledad Managers		83.21	
	312-0000-21171	PERS	City of Soledad Managers		41.61	
	410-0000-21171	PERS	City of Soledad Managers		66.55	
INV0000410	Invoice	04/04/2025	City of Soledad Police	0.00	667.85	
	100-0000-21171	PERS	City of Soledad Police		667.85	
INV0000411	Invoice	04/04/2025	City of Soledad Police	0.00	2,284.04	
	100-0000-21171	PERS	City of Soledad Police		2,212.11	
	416-0000-21171	PERS	City of Soledad Police		71.93	
INV0000412	Invoice	04/04/2025	City of Soledad Police	0.00	1,355.65	
	100-0000-21171	PERS	City of Soledad Police		1,312.89	
	416-0000-21171	PERS	City of Soledad Police		42.76	
INV0000413	Invoice	04/04/2025	City of Soledad Police	0.00	6,246.56	
	100-0000-21171	PERS	City of Soledad Police		5,874.82	
	416-0000-21171	PERS	City of Soledad Police		371.74	
INV0000414	Invoice	04/04/2025	EMPLOYEE CONTRIBUTION	0.00	4,010.80	
	100-0000-21171	PERS	EMPLOYEE CONTRIBUTION		1,489.91	
	309-0000-21171	PERS	EMPLOYEE CONTRIBUTION		863.89	
	310-0000-21171	PERS	EMPLOYEE CONTRIBUTION		950.22	
	311-0000-21171	PERS	EMPLOYEE CONTRIBUTION		84.46	
	312-0000-21171	PERS	EMPLOYEE CONTRIBUTION		196.99	
	410-0000-21171	PERS	EMPLOYEE CONTRIBUTION		411.99	
	416-0000-21171	PERS	EMPLOYEE CONTRIBUTION		13.34	
INV0000415	Invoice	04/04/2025	City of Soledad Regular Empl	0.00	6,295.28	
	100-0000-21171	PERS	City of Soledad Regular Empl		2,404.87	
	309-0000-21171	PERS	City of Soledad Regular Empl		1,370.12	
	310-0000-21171	PERS	City of Soledad Regular Empl		1,495.42	
	311-0000-21171	PERS	City of Soledad Regular Empl		122.44	
	312-0000-21171	PERS	City of Soledad Regular Empl		285.68	
	410-0000-21171	PERS	City of Soledad Regular Empl		597.41	
	416-0000-21171	PERS	City of Soledad Regular Empl		19.34	
	Void	04/04/2025	Regular	0.00	0.00	57036
SUNLIF	SUN LIFE ASSURANCE COMPANY OF CANADA	04/04/2025	Regular	0.00	2,224.22	57037
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
INV0000418	Invoice	04/04/2025	LIFE, AD&D, LTD	0.00	1,849.55	
	100-0000-21150	INSURANCE PAYABLE	LIFE, AD&D, LTD		958.97	
	121-0000-21150	INSURANCE PAYABLE	LIFE, AD&D, LTD		23.42	
	309-0000-21150	INSURANCE PAYABLE	LIFE, AD&D, LTD		190.23	
	310-0000-21150	INSURANCE PAYABLE	LIFE, AD&D, LTD		451.94	
	311-0000-21150	INSUARNC PAYABLE	LIFE, AD&D, LTD		42.77	
	312-0000-21150	INSURANCE PAYABLE	LIFE, AD&D, LTD		34.68	
	410-0000-21150	INSURANCE PAYABLE	LIFE, AD&D, LTD		120.28	
	416-0000-21150	INSURANCE PAYABLE	LIFE, AD&D, LTD		21.36	
	531-0000-21150	INSURANCE PAYABLE	LIFE, AD&D, LTD		5.90	
INV0000419	Invoice	04/04/2025	SUPPLEMENTAL	0.00	374.67	
	100-0000-21150	INSURANCE PAYABLE	SUPPLEMENTAL		185.13	
	121-0000-21150	INSURANCE PAYABLE	SUPPLEMENTAL		4.11	
	309-0000-21150	INSURANCE PAYABLE	SUPPLEMENTAL		75.09	
	310-0000-21150	INSURANCE PAYABLE	SUPPLEMENTAL		69.24	
	311-0000-21150	INSUARNC PAYABLE	SUPPLEMENTAL		10.85	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	312-0000-21150	INSURANCE PAYABLE	SUPPLEMENTAL		5.87	
	410-0000-21150	INSURANCE PAYABLE	SUPPLEMENTAL		23.93	
	416-0000-21150	INSURANCE PAYABLE	SUPPLEMENTAL		0.29	
	531-0000-21150	INSURANCE PAYABLE	SUPPLEMENTAL		0.16	
UNIWAY	UNITED WAY MONTEREY COUNTY	04/04/2025	Regular	0.00	2.00	57038
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
INV0000421	Invoice	04/04/2025	UNITED WAY CONTRIBUTIONS	0.00	2.00	
	100-0000-21195	MISC. PAYROLL DEDUCTI...	UNITED WAY CONTRIBUTIONS		0.92	
	311-0000-21195	MISC. PAYROLL DEDUCTI...	UNITED WAY CONTRIBUTIONS		0.10	
	312-0000-21195	MISC. PAYROLL DEDUCTI...	UNITED WAY CONTRIBUTIONS		0.20	
	410-0000-21195	MISC. PAYROLL DEDUCTI...	UNITED WAY CONTRIBUTIONS		0.78	
ACCBUS	ACC BUSINESS	04/04/2025	Regular	0.00	2,471.24	57039
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
00001175132	Invoice	04/04/2025	Internet - City Hall	0.00	2,471.24	
	100-8000-52400	UTILITIES	Internet - City Hall		2,471.24	
AIRMED	AIR MEDICAL GROUP HOLDINGS	04/04/2025	Regular	0.00	1,725.00	57040
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
040225	Invoice	04/04/2025	Membership 2025	0.00	1,725.00	
	402-0000-51230	INSURANCE-MED,DEN,VIS...	Membership 2025		1,725.00	
ALCANA	ALCANTAR ACE HARDWARE	04/04/2025	Regular	0.00	1,136.23	57041
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
3648	Invoice	04/04/2025	Saw Blade Attachment	0.00	546.24	
	310-0000-52134	COLLECTION SYSTEM MA...	Saw Blade Attachment		546.24	
3649	Credit Memo	04/04/2025	Saw Blade Attachment	0.00	-546.24	
	310-0000-52134	COLLECTION SYSTEM MA...	Saw Blade Attachment		-546.24	
3818	Invoice	04/04/2025	PVC Fasteners	0.00	24.47	
	309-0000-52525	REPAIRS & MAINTENANCE..	PVC Fasteners		24.47	
3985	Invoice	04/04/2025	1.5x6" Nipple Galvanized	0.00	18.11	
	647-0000-52525	REPAIRS & MAINTENANCE..	1.5x6" Nipple Galvanized		18.11	
4320	Invoice	04/04/2025	2" Meter Fasteners	0.00	8.72	
	309-0000-52525	REPAIRS & MAINTENANCE..	2" Meter Fasteners		8.72	
4566	Invoice	04/04/2025	Small Shovel	0.00	9.82	
	309-0000-52051	TOOLS & MINOR EQUIPM...	Small Shovel		9.82	
5294	Invoice	04/04/2025	Screws Fastners	0.00	20.25	
	100-2100-52525	REPAIRS & MAINTENANCE..	Screws Fastners		20.25	
5341	Invoice	04/04/2025	Siphon Irrigation Pump	0.00	54.61	
	100-2100-52525	REPAIRS & MAINTENANCE..	Siphon Irrigation Pump		54.61	
5412	Invoice	04/04/2025	Facility Maintenance - FD	0.00	24.05	
	100-1450-52518	FACILITIES EXPENSE	Facility Maintenance - FD		24.05	
5428	Invoice	04/04/2025	J Clamp	0.00	6.54	
	100-2100-52525	REPAIRS & MAINTENANCE..	J Clamp		6.54	
5482	Invoice	04/04/2025	Wood & Screws	0.00	32.21	
	100-2100-52525	REPAIRS & MAINTENANCE..	Wood & Screws		32.21	
5493	Invoice	04/04/2025	Connector Crimper	0.00	60.05	
	100-2100-52525	REPAIRS & MAINTENANCE..	Connector Crimper		60.05	
5518	Invoice	04/04/2025	Wood	0.00	19.64	
	100-2100-52525	REPAIRS & MAINTENANCE..	Wood		19.64	
5536	Invoice	04/04/2025	Janitorial Supplies - Blue Building	0.00	44.97	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	310-0000-52518	FACILITIES EXPENSE	Janitorial Supplies - Blue Building		44.97	
5553	Invoice 310-0000-52134	04/04/2025	Grease Scraper	0.00	29.49	
			COLLECTION SYSTEM MA...		29.49	
5564	Invoice 310-0000-52051	04/04/2025	Shop Restock - Paste	0.00	16.38	
			TOOLS & MINOR EQUIPM...		16.38	
5619	Invoice 100-3000-57000	04/04/2025	Chamber Remov. - Electrical	0.00	42.04	
			CAPITAL OUTLAY - IMPR...		42.04	
5632	Invoice 100-3000-57000	04/04/2025	Electrical - Chamber Renovation	0.00	22.90	
			CAPITAL OUTLAY - IMPR...		22.90	
5639	Invoice 310-0000-52051	04/04/2025	Tool - Plant Repairs	0.00	18.56	
			TOOLS & MINOR EQUIPM...		18.56	
5654	Invoice 100-2100-52525	04/04/2025	Paint Primer	0.00	67.66	
			REPAIRS & MAINTENANCE..		67.66	
5662	Invoice 310-0000-52525	04/04/2025	Camera Van Repairs	0.00	13.08	
			REPAIRS & MAINTENANCE..		13.08	
5668	Invoice 310-0000-52134	04/04/2025	Wellsite Keys / Van Fastners	0.00	9.23	
			COLLECTION SYSTEM MA...		9.23	
5680	Invoice 100-2100-52525	04/04/2025	Electrical Tape	0.00	13.10	
			REPAIRS & MAINTENANCE..		13.10	
5681	Invoice 100-3000-57000	04/04/2025	Electrical - Chamber Renovation	0.00	160.35	
			CAPITAL OUTLAY - IMPR...		160.35	
5683	Invoice 100-2100-52052	04/04/2025	Leather Gloves	0.00	19.65	
			SAFETY EQUIPMENT		19.65	
5684	Invoice 310-0000-52134	04/04/2025	Bolt - Combo Truck	0.00	4.58	
			COLLECTION SYSTEM MA...		4.58	
5690	Invoice 100-3000-57000	04/04/2025	Electrical - Chamber Renovation	0.00	63.18	
			CAPITAL OUTLAY - IMPR...		63.18	
5699	Invoice 100-2100-52525	04/04/2025	Spring Paint	0.00	30.65	
			REPAIRS & MAINTENANCE..		30.65	
5713	Invoice 100-2100-52052	04/04/2025	Respirator Masks	0.00	10.48	
			SAFETY EQUIPMENT		10.48	
5733	Invoice 100-1400-52518	04/04/2025	Paint Supplies	0.00	90.19	
			FACILITIES EXPENSE		90.19	
5734	Invoice 100-2100-52525	04/04/2025	Nails	0.00	8.73	
			REPAIRS & MAINTENANCE..		8.73	
5740	Invoice 100-2100-52525	04/04/2025	Edger Blade & Outlet for Irrigation Timer	0.00	65.07	
			REPAIRS & MAINTENANCE..		65.07	
5746	Invoice 100-2100-52525	04/04/2025	Paint Rollers Extension Pole	0.00	23.58	
			REPAIRS & MAINTENANCE..		23.58	
5759	Invoice 100-2100-52525	04/04/2025	Door Hinge	0.00	14.19	
			REPAIRS & MAINTENANCE..		14.19	
5802	Invoice 310-0000-52080	04/04/2025	Flat Bed Spare Keys	0.00	21.81	
			FLEET SERVICES		21.81	
5805	Invoice 100-2100-52525	04/04/2025	Reacher Grabber Tool	0.00	26.21	
			REPAIRS & MAINTENANCE..		26.21	
5821	Invoice 651-0000-52522	04/04/2025	Fence Screws	0.00	12.21	
			PARK MAINTENANCE		12.21	
5840	Invoice 100-2200-52051	04/04/2025	Tools	0.00	14.19	
			TOOLS & MINOR EQUIPM...		14.19	
5855	Invoice 100-2100-52525	04/04/2025	Weedeater Line	0.00	15.28	
			REPAIRS & MAINTENANCE..		15.28	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	Void	04/04/2025	Regular	0.00	0.00	57042
ALLINS	ALLIANT INSURANCE SERVICES, INC-NPB MAIN	04/04/2025	Regular	0.00	87.00	57043
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
033125	Invoice	04/04/2025	Special Event Ins Pre. - Rentals UC Davis	0.00	87.00	
100-2200-52200	PROFESSIONAL SERVICES...	Special Event Ins Pre. - Rentals ...			87.00	
AMAZON	AMAZON CAPITAL SERVICES	04/04/2025	Regular	0.00	1,170.19	57044
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
11L6-7PW1-WRLD	Invoice	04/04/2025	Organizer	0.00	9.54	
100-1400-52040	OFFICE SUPPLIES	Organizer			9.54	
14D4-RX7R-NP3P	Invoice	04/04/2025	Fem Hygiene - Audit	0.00	12.64	
100-1400-52040	OFFICE SUPPLIES	Fem Hygiene - Audit			12.64	
1N6V-LY47-W93T	Invoice	04/04/2025	NRPA Grant	0.00	580.28	
100-2200-52105	SPECIAL EVENTS	NRPA Grant			580.28	
1QNQ-PNCL-9RDK	Invoice	04/04/2025	Pack Nets	0.00	128.48	
100-2100-52518	FACILITIES EXPENSE	Pack Nets			128.48	
1VGQ-DW7Y-99...	Invoice	04/04/2025	Mixed	0.00	259.33	
100-2200-52031	PROGRAM SUPPLIES	Materials for Little Einsteins Pro...			206.20	
100-2200-52040	OFFICE SUPPLIES	Acrylic Stands for Signs			53.13	
1WXN-1JWY-X6...	Invoice	04/04/2025	Manhole Inspections	0.00	166.82	
310-0000-52134	COLLECTION SYSTEM MA...	Manhole Inspections			166.82	
1XLC-V7JF-N3K9	Invoice	04/04/2025	Counter Clicker	0.00	13.10	
100-1400-52040	OFFICE SUPPLIES	Counter Clicker			13.10	
AMESUP	AMERICAN SUPPLY COMPANY	04/04/2025	Regular	0.00	1,031.22	57045
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
3056941	Invoice	04/04/2025	Janitorial Supplies	0.00	65.66	
310-0000-52518	FACILITIES EXPENSE	Janitorial Supplies			65.66	
3056947	Invoice	04/04/2025	Restroom Supplies	0.00	428.70	
100-2100-52525	REPAIRS & MAINTENANCE..	Restroom Supplies			428.70	
3056948	Invoice	04/04/2025	Facility Supplies	0.00	536.86	
100-8000-52518	FACILITIES EXPENSE	Facility Supplies			536.86	
NAVARA	ANDREA NAVARRETE	04/04/2025	Regular	0.00	414.00	57046
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
040425	Invoice	04/04/2025	CAPIO	0.00	414.00	
100-2400-52091	TRAVEL, MEETINGS & TRA...	CAPIO			414.00	
ANIMAL	ANIMAL DAMAGE MANAGEMENT, INC.	04/04/2025	Regular	0.00	200.00	57047
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
387873	Invoice	04/04/2025	Pest Control	0.00	200.00	
100-2100-52518	FACILITIES EXPENSE	Pest Control			200.00	
AUTOZO	AUTOZONE LLC	04/04/2025	Regular	0.00	1,322.18	57048
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
05509866162	Invoice	04/04/2025	Tune-Up Parts	0.00	99.16	
100-2100-52080	FLEET SERVICES	Tune-Up Parts			99.16	
05509866345	Invoice	04/04/2025	Battery	0.00	115.09	
100-2100-52080	FLEET SERVICES	Battery			115.09	
05509866346	Invoice	04/04/2025	Spark Plugs	0.00	37.19	
100-2100-52080	FLEET SERVICES	Spark Plugs			37.19	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
05509866791	Invoice	04/04/2025	Burnout and Tire Shine	0.00	33.72	
	100-1400-52080		FLEET SERVICES		33.72	
05509869188	Invoice	04/04/2025	Ignition Lock	0.00	86.33	
	100-2100-52080		FLEET SERVICES		86.33	
05509870008	Invoice	04/04/2025	Trans. Service	0.00	891.38	
	100-1400-52080		FLEET SERVICES		891.38	
05509870087	Credit Memo	04/04/2025	Credit	0.00	-391.50	
	100-1400-52080		FLEET SERVICES		-391.50	
05509870088	Invoice	04/04/2025	Brake Rotors & Pads	0.00	391.47	
	100-1400-52080		FLEET SERVICES		391.47	
05509872986	Invoice	04/04/2025	Engine Service	0.00	59.34	
	100-1400-52080		FLEET SERVICES		59.34	
BAILEY	BAILEY STREET LIMITED	04/04/2025	Regular	0.00	11,226.00	57049
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
100522568	Invoice	04/04/2025	Chlorine - Plant	0.00	11,226.00	
	310-0000-52044		CHEMICAL		11,226.00	
BPSTACTICAL	BPS TACTICAL INC	04/04/2025	Regular	0.00	13,967.44	57050
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
25010461	Invoice	04/04/2025	Patrol Vests	0.00	13,967.44	
	100-1400-52048		UNIFORM PURCHASE		13,967.44	
BURKE	BURKE, WILLIAMS & SORENSEN, LLP	04/04/2025	Regular	0.00	620.00	57051
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
339337	Invoice	04/04/2025	PRR Update / EE Relations	0.00	620.00	
	100-1310-52200		PROFESSIONAL SERVICES...		620.00	
CINTAS	CINTAS CORPORATION NO. 3	04/04/2025	Regular	0.00	601.24	57052
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
4224996953	Invoice	04/04/2025	WW/Water Uniforms	0.00	250.20	
	309-0000-52520		MAINTENANCE AGREEM...		46.43	
	310-0000-52520		MAINTENANCE AGREEM...		203.77	
4225653705	Invoice	04/04/2025	WW/Water Uniforms	0.00	351.04	
	309-0000-52520		MAINTENANCE AGREEM...		66.60	
	310-0000-52520		MAINTENANCE AGREEM...		284.44	
CITCLE	CITY CLERKS ASSOCIATION OF CALIFORNIA	04/04/2025	Regular	0.00	650.00	57053
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
200004675	Invoice	04/04/2025	CCAC Conference	0.00	650.00	
	100-1200-52091		TRAVEL, MEETINGS & TRA...		650.00	
CISO	CITY OF SOLEDAD	04/04/2025	Regular	0.00	16,996.93	57054

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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		
031525	Invoice	04/04/2025	Water Services	0.00	16,996.93	
	100-1200-52400	UTILITIES	Water Services		219.22	
	100-1400-52400	UTILITIES	Water Services		430.29	
	100-1450-52400	UTILITIES	Water Services		213.22	
	100-2100-52400	UTILITIES	Water Services		4,784.19	
	100-2200-52400	UTILITIES	Water Services		385.91	
	100-8000-52400	UTILITIES	Water Services		788.97	
	410-0000-52400	UTILITIES	Water Services		1,423.57	
	410-0000-52400	UTILITIES	Water Services		313.40	
	647-0000-52430	PARK WATER CHARGES	Water Services		202.06	
	647-0000-52431	PARKWAY WATER CHARG...	Water Services		599.41	
	650-0000-52430	PARK WATER CHARGES	Water Services		1,618.09	
	651-0000-52516	LANDSCAPE MAINT. (EAS...	Water Services		6,018.60	
CSG CO	CSG CONSULTANTS, INC.	04/04/2025	Regular	0.00	32,525.25	57055
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
60193	Invoice	04/04/2025	Quick Quack, General, Renewable Truck S...	0.00	9,487.50	
	100-1250-52200	PROFESSIONAL SERVICES...	Quick Quack, General, Renewab...		2,327.50	
	120-0000-52200	PROFESSIONAL SERVICES...	Quick Quack, General, Renewab...		3,605.00	
	120-0000-52200	PROFESSIONAL SERVICES...	Quick Quack, General, Renewab...		895.00	
	120-0000-52200	PROFESSIONAL SERVICES...	Quick Quack, General, Renewab...		2,660.00	
60299	Invoice	04/04/2025	Bldg Services	0.00	8,817.50	
	100-1250-52200	PROFESSIONAL SERVICES...	Bldg Services		8,817.50	
60594	Invoice	04/04/2025	Kidder, General, SUSL, Soledad St	0.00	8,921.25	
	100-1250-52200	PROFESSIONAL SERVICES...	Kidder, General, SUSL, Soledad ...		136.50	
	120-0000-52200	PROFESSIONAL SERVICES...	Kidder, General, SUSL, Soledad ...		692.00	
	120-0000-52200	PROFESSIONAL SERVICES...	Kidder, General, SUSL, Soledad ...		6,510.75	
	120-0000-52200	PROFESSIONAL SERVICES...	Kidder, General, SUSL, Soledad ...		1,582.00	
60599	Invoice	04/04/2025	General, Quick Quack, Truck Stop	0.00	3,515.00	
	100-1250-52200	PROFESSIONAL SERVICES...	General, Quick Quack, Truck Stop		712.50	
	120-0000-52200	PROFESSIONAL SERVICES...	General, Quick Quack, Truck Stop		142.50	
	120-0000-52200	PROFESSIONAL SERVICES...	General, Quick Quack, Truck Stop		2,660.00	
B250292	Invoice	04/04/2025	Bldg Plan, SUSL	0.00	1,784.00	
	100-1250-52200	PROFESSIONAL SERVICES...	Bldg Plan		1,130.25	
	120-0000-52200	PROFESSIONAL SERVICES...	SUSL		653.75	
CYPRESSCOAST	CYPRESS COAST FENCE	04/04/2025	Regular	0.00	12,890.00	57056
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
24-09-500-2	Invoice	04/04/2025	Fence Repair / Little League + Gallardo	0.00	12,890.00	
	100-2100-52518	FACILITIES EXPENSE	Fence Repair / Little League + Ga..		12,890.00	
NAVARR	DANIEL NAVARRO	04/04/2025	Regular	0.00	157.01	57057
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
032625	Invoice	04/04/2025	BBQ Meeting Lunch - PW	0.00	18.01	
	310-0000-52091	TRAVEL, MEETINGS & TRA...	BBQ Meeting Lunch - PW		18.01	
050225	Invoice	04/04/2025	CRWA 2025 Education & Exhibitor Expo	0.00	139.00	
	310-0000-52091	TRAVEL, MEETINGS & TRA...	CRWA 2025 Education & Exhibit...		139.00	
DATA	DATAFLOW BUSINESS SYSTEMS, INC.	04/04/2025	Regular	0.00	895.89	57058
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
416866	Invoice	04/04/2025	Copier - C.H. Front Office	0.00	296.71	
	100-8000-52520	MAINTENANCE AGREEM...	Copier - C.H. Front Office		296.71	
417429	Invoice	04/04/2025	Copier - C.H.	0.00	261.42	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	100-8000-52520	MAINTENANCE AGREEM...	Copier - C.H.		261.42	
417540	Invoice	04/04/2025	Copier - C.H.	0.00	12.50	
	100-8000-52520	MAINTENANCE AGREEM...	Copier - C.H.		12.50	
418198	Invoice	04/04/2025	Copier - PD	0.00	325.26	
	100-1400-52520	MAINTENANCE AGREEM...	Copier - PD		325.26	
ELCAMI	EL CAMINO ELECTRIC, INC.	04/04/2025	Regular	0.00	1,893.11	57059
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
7123	Invoice	04/04/2025	Crosswalk Damage Metz Rd	0.00	1,893.11	
	410-0000-57032		SIGNAL MAINTENANCE		1,893.11	
EMPINS	EMPIRE INSIGNIAS	04/04/2025	Regular	0.00	1,670.00	57060
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
2503264	Invoice	04/04/2025	Patches	0.00	1,670.00	
	100-1400-52048		UNIFORM PURCHASE		1,670.00	
FEDPAS	FEDEX	04/04/2025	Regular	0.00	32.01	57061
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
8-806-05913	Invoice	04/04/2025	Shipping - SUSJ Proj	0.00	32.01	
	120-0000-52042		POSTAGE, SHIPPING & FR...		32.01	
FERGUSONUS	FERGUSON US HOLDINGS, INC	04/04/2025	Regular	0.00	534.44	57062
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
1884634	Invoice	04/04/2025	Brass Fittings 3"	0.00	495.78	
	309-0000-52525		REPAIRS & MAINTENANCE..		495.78	
1887649	Invoice	04/04/2025	4" Nipple Brass	0.00	38.66	
	647-0000-52525		REPAIRS & MAINTENANCE..		38.66	
FIREWO	FIREWORKS & STAGE FX AMERICA, LLC	04/04/2025	Regular	0.00	650.00	57063
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
040225	Invoice	04/04/2025	City Owes Additional \$650. Fireworks Imp...	0.00	650.00	
	100-1100-52091		TRAVEL, MEETINGS & TRA...		650.00	
PEREZ	GABRIEL PEREZ	04/04/2025	Regular	0.00	139.00	57064
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
050225	Invoice	04/04/2025	CRWA 2025 Education & Exhibitor Expo	0.00	139.00	
	310-0000-52091		TRAVEL, MEETINGS & TRA...		139.00	
ARMORE	GANETE SOLUTIONS, INC.	04/04/2025	Regular	0.00	3,800.00	57065
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
1804824	Invoice	04/04/2025	Armorer Link Software	0.00	3,800.00	
	100-1400-57100		CAPITAL OUTLAY - COMP...		3,800.00	
GAVILA	GAVILAN CRANE & RIGGING, INC.	04/04/2025	Regular	0.00	1,875.00	57066
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
8494	Invoice	04/04/2025	Crane Services	0.00	1,875.00	
	310-0000-52525		REPAIRS & MAINTENANCE..		1,875.00	
GRAINE	GRAINGER	04/04/2025	Regular	0.00	71.51	57067

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Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
9405269045	Invoice	04/04/2025	State Facility Flag	0.00	71.51	
	310-0000-52518		FACILITIES EXPENSE		71.51	
GREENR	GREEN RUBBER-KENNEDY AG	04/04/2025	Regular	0.00	160.91	57068
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
G-432342	Invoice	04/04/2025	Hydrant Adapter - Flush Truck	0.00	160.91	
	310-0000-52134		COLLECTION SYSTEM MA... Hydrant Adapter - Flush Truck		160.91	
AGUIHE	HENRY TAFOLLA AGUILAR	04/04/2025	Regular	0.00	605.80	57069
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
040425	Invoice	04/04/2025	CAPIO	0.00	605.80	
	100-2400-52091		TRAVEL, MEETINGS & TRA... CAPIO		605.80	
HILINE	HI-LINE ELECTRIC COMPANY, INC.	04/04/2025	Regular	0.00	334.98	57070
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
3004570	Invoice	04/04/2025	Tread Seal Tape	0.00	33.40	
	310-0000-52051		TOOLS & MINOR EQUIPM... Tread Seal Tape		33.40	
3020273	Invoice	04/04/2025	Shop Tools	0.00	60.52	
	310-0000-52051		TOOLS & MINOR EQUIPM... Shop Tools		60.52	
3020274	Invoice	04/04/2025	Safety Gloves	0.00	88.93	
	100-1400-52080		FLEET SERVICES Safety Gloves		88.93	
3022156	Invoice	04/04/2025	Shop Restock	0.00	152.13	
	310-0000-52051		TOOLS & MINOR EQUIPM... Shop Restock		152.13	
HDL CO	HINDERLITER, DE LLAMAS & ASSOCIATES	04/04/2025	Regular	0.00	1,578.72	57071
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
SIN047986	Invoice	04/04/2025	Sales Tax/Tut Admin & Audit Jan-Mar 2025	0.00	978.72	
	100-8000-52200		PROFESSIONAL SERVICES... Sales Tax/Tut Admin & Audit Jan...		978.72	
SIN048194	Invoice	04/04/2025	Sales Tax/Tut Admin Jan-Mar 2025	0.00	600.00	
	100-8000-52200		PROFESSIONAL SERVICES... Sales Tax/Tut Admin Jan-Mar 20...		600.00	
HOMEDE	HOME DEPOT CREDIT SERVICES	04/04/2025	Regular	0.00	411.78	57072
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
032125	Invoice	04/04/2025	Home Depot Credit Card	0.00	411.78	
	100-2100-52051		TOOLS & MINOR EQUIPM... Wrenches		104.81	
	100-2100-52051		TOOLS & MINOR EQUIPM... Locking Pliers		52.42	
	100-2100-52525		REPAIRS & MAINTENANCE.. Sprinkler Timer		120.11	
	310-0000-52525		REPAIRS & MAINTENANCE.. Plywood		134.44	
HYDROT	HYDRO TURF INC.	04/04/2025	Regular	0.00	398.90	57073
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
I800346	Invoice	04/04/2025	Irrigation Valves	0.00	313.68	
	100-2100-52525		REPAIRS & MAINTENANCE.. Irrigation Valves		313.68	
I800735	Invoice	04/04/2025	Spray Nozzles	0.00	85.22	
	100-2100-52525		REPAIRS & MAINTENANCE.. Spray Nozzles		85.22	
INFOSE	INFOSEND, INC	04/04/2025	Regular	0.00	2,878.80	57074

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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		
284491	Invoice	04/04/2025	Utility Bill Mailing	0.00	2,878.80	
	309-0000-52042		POSTAGE, SHIPPING & FR...		959.60	
	310-0000-52042		POSTAGE, SHIPPING & FR...		959.60	
	311-0000-52042		POSTAGE, SHIPPING & FR...		959.60	
JP COO	J.P. COOKE COMPANY	04/04/2025	Regular	0.00	100.75	57075
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
878207	Invoice	04/04/2025	Dog Tags	0.00	100.75	
	312-0000-52235		ANIMAL SERVICES		100.75	
REYTIR	JESUS REYES	04/04/2025	Regular	0.00	115.00	57076
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
0012715	Invoice	04/04/2025	Alignment	0.00	115.00	
	100-1400-52080		FLEET SERVICES		115.00	
KSB	KSB, INC.	04/04/2025	Regular	0.00	3,523.75	57077
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
I20000036426	Invoice	04/04/2025	Shims	0.00	3,523.75	
	310-0000-52525		REPAIRS & MAINTENANCE..		3,523.75	
LNCURT	L.N. CURTIS & SON	04/04/2025	Regular	0.00	10,874.28	57078
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
PINV983835	Invoice	04/04/2025	T37 Equipment - FD	0.00	10,874.28	
	100-1450-57000		CAPITAL OUTLAY - IMPR...		10,874.28	
LAWPRO	LAWSON PRODUCTS	04/04/2025	Regular	0.00	643.82	57079
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
9312320347	Invoice	04/04/2025	Paint Supplies / Gloves Restock	0.00	449.90	
	310-0000-52051		TOOLS & MINOR EQUIPM...		329.52	
	310-0000-52052		SAFETY EQUIPMENT		120.38	
9312324255	Invoice	04/04/2025	Water Electrolytes	0.00	193.92	
	310-0000-52052		SAFETY EQUIPMENT		193.92	
MAGBRO	MAGGIORA BROS. DRILLING, INC.	04/04/2025	Regular	0.00	3,975.80	57080
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
110847	Invoice	04/04/2025	Well #11 Emergency Pump / Motor Replac...	0.00	3,860.00	
	309-0000-57000		CAPITAL OUTLAY - IMPR...		3,860.00	
702899	Invoice	04/04/2025	Well #11 Emergency Proj	0.00	57.90	
	309-0000-57000		CAPITAL OUTLAY - IMPR...		57.90	
702956	Invoice	04/04/2025	Well #11 Emergency Proj	0.00	57.90	
	309-0000-57000		CAPITAL OUTLAY - IMPR...		57.90	
MNS	MNS ENGINEERS, INC	04/04/2025	Regular	0.00	12,444.25	57081
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
87920	Invoice	04/04/2025	Grant Writing - RCP/To#18	0.00	3,211.00	
	774-0000-52200		PROFESSIONAL SERVICES...		3,211.00	
88886	Invoice	04/04/2025	Stormwater Permit Closeout	0.00	1,581.25	
	770-0000-57000		CAPITAL OUTLAY - IMPR...		1,581.25	
89154	Invoice	04/04/2025	West St. Rd. Proj.	0.00	6,502.00	
	410-0000-57000		CAPITAL OUTLAY - IMPR...		6,502.00	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
89398	Invoice	04/04/2025	Stormwater Permit Closeout	0.00	1,150.00	
	770-0000-57000		CAPITAL OUTLAY - IMPR...		1,150.00	
ARIMO	MOISES ARIZMENDI	04/04/2025	Regular	0.00	139.00	57082
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
050225	Invoice	04/04/2025	CRWA 2025 Education & Exhibitor Show	0.00	139.00	
	309-0000-52091		TRAVEL, MEETINGS & TRA...		139.00	
MONTPE	MONTEREY PENINSULA ENGINEERING	04/04/2025	Regular	0.00	115,472.50	57083
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
02-11	Invoice	04/04/2025	Fire App Bay - Bldg	0.00	50,350.00	
	211-0000-57000		CAPITAL OUTLAY - IMPR...		50,350.00	
Duplicate Invoice...	Invoice	04/04/2025	Site Work Fire Station	0.00	65,122.50	
	211-0000-57000		CAPITAL OUTLAY - IMPR...		65,122.50	
YASIN	MUSTAFA YASIN	04/04/2025	Regular	0.00	305.50	57084
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
041325	Invoice	04/04/2025	DRE - Field Certification	0.00	305.50	
	100-1400-52091		TRAVEL, MEETINGS & TRA...		305.50	
NEWSV	NEWSV MEDIA	04/04/2025	Regular	0.00	261.99	57085
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
137052	Invoice	04/04/2025	Public Notice Recycled Water	0.00	80.23	
	213-0000-52200		PROFESSIONAL SERVICES...		80.23	
137551	Invoice	04/04/2025	Public Notice HVAC	0.00	181.76	
	310-0000-52030		ORDINANCE & PUBLISHI...		181.76	
OREAUT	O'REILLY AUTO PARTS	04/04/2025	Regular	0.00	928.00	57086
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
3566-239322	Credit Memo	04/04/2025	Rental Tool	0.00	-163.86	
	100-1400-52080		FLEET SERVICES		-163.86	
3566-239417	Invoice	04/04/2025	Engine Service	0.00	102.50	
	100-8000-52080		FLEET SERVICES		102.50	
3566-239464	Credit Memo	04/04/2025	Paint	0.00	-18.56	
	100-8000-52518		FACILITIES EXPENSE		-18.56	
3566-239847	Invoice	04/04/2025	Head Lamp Bulbs	0.00	104.32	
	100-1400-52080		FLEET SERVICES		104.32	
3566-239870	Invoice	04/04/2025	Air Filter	0.00	20.44	
	100-1400-52080		FLEET SERVICES		20.44	
3566-240017	Invoice	04/04/2025	Brake Repair	0.00	111.64	
	310-0000-52080		FLEET SERVICES		111.64	
3566-240155	Invoice	04/04/2025	Transmission Bolts	0.00	10.03	
	100-1400-52080		FLEET SERVICES		10.03	
3566-240272	Invoice	04/04/2025	Engine Drain Plug	0.00	6.92	
	100-1400-52080		FLEET SERVICES		6.92	
3566-240297	Invoice	04/04/2025	Vehicle Cleaning Supplies	0.00	27.83	
	310-0000-52080		FLEET SERVICES		27.83	
3566-240402	Invoice	04/04/2025	Oil Change	0.00	73.48	
	309-0000-52080		FLEET SERVICES		73.48	
3566-240403	Invoice	04/04/2025	Oil Change Repairs	0.00	239.52	
	310-0000-52080		FLEET SERVICES		239.52	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
3566-240406	Invoice	04/04/2025	Brake Fluid	0.00	53.50	
	310-0000-52525		REPAIRS & MAINTENANCE..			
			Brake Fluid		53.50	
3566-240862	Invoice	04/04/2025	Preventive Maint.	0.00	79.94	
	100-1400-52080		FLEET SERVICES			
			Preventive Maint.		79.94	
3566-240920	Credit Memo	04/04/2025	Brake Calipers	0.00	-158.18	
	310-0000-52080		FLEET SERVICES			
			Brake Calipers		-158.18	
3566-240922	Invoice	04/04/2025	Engine Service	0.00	14.19	
	100-1400-52080		FLEET SERVICES			
			Engine Service		14.19	
3566-240931	Invoice	04/04/2025	Hoses	0.00	62.70	
	100-1400-52080		FLEET SERVICES			
			Hoses		62.70	
3566-241008	Invoice	04/04/2025	Safety Gloves	0.00	27.31	
	100-1400-52080		FLEET SERVICES			
			Safety Gloves		27.31	
4731-101468	Invoice	04/04/2025	Oil Change Filter	0.00	334.28	
	309-0000-52080		FLEET SERVICES			
			Oil Change Filter		334.28	
P.G.E.	PACIFIC GAS & ELECTRIC	04/04/2025	Regular	0.00	56,020.91	57087
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
031425L	Invoice	04/04/2025	Lights	0.00	10,181.20	
	410-0000-52400		UTILITIES			
			Lights		10,181.20	
031425M	Invoice	04/04/2025	DR Assessment Dist.	0.00	115.83	
	650-0000-52421		PARK/LANDSCAPE ELECTR...			
			DR Assessment Dist.		115.83	
031625B	Invoice	04/04/2025	Utilities	0.00	6,661.42	
	100-2100-52400		UTILITIES			
			Utilities		1,068.09	
	100-8000-52400		UTILITIES			
			Utilities		5,342.20	
	410-0000-52400		UTILITIES			
			Utilities		251.13	
032025	Invoice	04/04/2025	RSV Assessment Dist.	0.00	15.80	
	647-0000-52422		STREET LIGHTING			
			RSV Assessment Dist.		15.80	
032025B	Invoice	04/04/2025	Lights	0.00	3,107.19	
	410-0000-52400		UTILITIES			
			Lights		3,107.19	
032425	Invoice	04/04/2025	Community Center	0.00	2,942.15	
	100-2200-52400		UTILITIES			
			Community Center		2,942.15	
032525	Invoice	04/04/2025	WWTP	0.00	32,997.32	
	310-0000-52400		UTILITIES			
			WWTP		32,997.32	
PARKSON	PARKSON CORPORATION	04/04/2025	Regular	0.00	48,120.67	57088
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
AR1/51042476	Invoice	04/04/2025	Actuator - Fuzzy Filter #1	0.00	48,120.67	
	310-0000-52525		REPAIRS & MAINTENANCE..			
			Actuator - Fuzzy Filter #1		48,120.67	
PGECFM	PG&E CFM/PPC DEPARTMENT	04/04/2025	Regular	0.00	30,094.71	57089
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
031025	Invoice	04/04/2025	App Bay Fire PG&E Work	0.00	30,094.71	
	772-0000-52200		PROFESSIONAL SERVICES...			
			App Bay Fire PG&E Work		30,094.71	
PREFER	PREFERRED AERIAL & CRANE TECHNOLOGY, INC	04/04/2025	Regular	0.00	725.00	57090
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
26956	Invoice	04/04/2025	Bucket Truck Inspection	0.00	725.00	
	100-2100-52080		FLEET SERVICES			
			Bucket Truck Inspection		362.50	
	309-0000-52080		FLEET SERVICES			
			Bucket Truck Inspection		181.25	
	310-0000-52080		FLEET SERVICES			
			Bucket Truck Inspection		181.25	
FLYNNR	RACHEL FLYNN	04/04/2025	Regular	0.00	786.51	57091

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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		
040225	Invoice	04/04/2025	CED Director Candidate Interview	0.00	786.51	
	100-1200-52200		PROFESSIONAL SERVICES... CED Director Candidate Interview		786.51	
TERMIN	RENTOKIL NORTH AMERICA INC	04/04/2025	Regular	0.00	120.00	57092
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
457521391	Invoice	04/04/2025	Pest Control - FD	0.00	60.00	
	100-1450-52400		UTILITIES		60.00	
			Pest Control - FD		60.00	
457522260	Invoice	04/04/2025	OLP Pest Control	0.00	60.00	
	651-0000-52200		PROFESSIONAL SERVICES... OLP Pest Control		60.00	
MY JEE	SALINAS LINCOLN MERCURY, INC	04/04/2025	Regular	0.00	1,916.22	57093
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
261582	Invoice	04/04/2025	Door Hinge	0.00	202.77	
	100-1400-52080		FLEET SERVICES		202.77	
261899	Invoice	04/04/2025	Tire Sensors	0.00	74.12	
	100-1400-52080		FLEET SERVICES		74.12	
262430	Invoice	04/04/2025	Seat Belt	0.00	86.18	
	100-2100-52080		FLEET SERVICES		86.18	
262506	Invoice	04/04/2025	Pressure Tube	0.00	90.90	
	100-2100-52080		FLEET SERVICES		90.90	
262512	Invoice	04/04/2025	Brake Calipers	0.00	364.24	
	100-1400-52080		FLEET SERVICES		364.24	
262513	Invoice	04/04/2025	Brake Lines & Rotors	0.00	1,459.85	
	100-1400-52080		FLEET SERVICES		1,459.85	
CM261315	Credit Memo	04/04/2025	Credit	0.00	-318.14	
	100-1400-52080		FLEET SERVICES		-318.14	
CM261315.1	Credit Memo	04/04/2025	Credit Core Return	0.00	-21.85	
	100-1400-52080		FLEET SERVICES		-21.85	
CM261453	Credit Memo	04/04/2025	Credit Core Return	0.00	-21.85	
	100-1400-52080		FLEET SERVICES		-21.85	
GARCIAS	SARA GARCIA	04/04/2025	Regular	0.00	20,250.00	57094
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
021925	Invoice	04/04/2025	CDBG Small Bus. Loan - Working Capital	0.00	5,250.00	
	214-0000-52131		BUSINESS LOANS		5,250.00	
021925B	Invoice	04/04/2025	CDBG Small Bus. Loan - Reimburse Trailer ...	0.00	15,000.00	
	214-0000-52131		BUSINESS LOANS		15,000.00	
SCHWHE	SCHAAF & WHEELER	04/04/2025	Regular	0.00	20,867.50	57095
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
40880	Invoice	04/04/2025	Storm Drain Master Plan	0.00	20,562.50	
	310-0000-52200		PROFESSIONAL SERVICES... Storm Drain Master Plan		20,562.50	
40881	Invoice	04/04/2025	SWCP Review - Almond Acres	0.00	305.00	
	120-0000-52200		PROFESSIONAL SERVICES... SWCP Review - Almond Acres		305.00	
SIGIRR	SIGNATURE IRRIGATION	04/04/2025	Regular	0.00	263.57	57096
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
55457	Invoice	04/04/2025	Irrigation Repair	0.00	97.12	
	100-2100-52525		REPAIRS & MAINTENANCE.. Irrigation Repair		97.12	
55476	Invoice	04/04/2025	Parts For Grit Station	0.00	25.15	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	310-0000-52525	REPAIRS & MAINTENANCE..	Parts For Grit Station		25.15	
55477	Invoice	04/04/2025	Parts (Returned)	0.00	141.30	
	310-0000-52525	REPAIRS & MAINTENANCE..	Parts (Returned)		141.30	
SOLAUT	SOLEDAD AUTO PARTS	04/04/2025	Regular	0.00	426.70	57097
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
188321	Invoice	04/04/2025	A/C Unit Cover	0.00	184.65	
	310-0000-52051	TOOLS & MINOR EQUIPM...	A/C Unit Cover		184.65	
188336	Invoice	04/04/2025	Marking Pens	0.00	30.37	
	309-0000-52051	TOOLS & MINOR EQUIPM...	Marking Pens		30.37	
188341	Invoice	04/04/2025	Shop Restock	0.00	211.68	
	310-0000-52051	TOOLS & MINOR EQUIPM...	Shop Restock		211.68	
SOUTHM	SOUTH MONTEREY COUNTY FIRE PROTECTION	04/04/2025	Regular	0.00	819.73	57098
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
032425	Invoice	04/04/2025	Phone Lines 1st-2nd Quarter FY - FD	0.00	819.73	
	100-1450-52520	MAINTENANCE AGREEM...	Phone Lines 1st-2nd Quarter FY -..		819.73	
STAPLE	STAPLES BUSINESS CREDIT	04/04/2025	Regular	0.00	1,092.53	57099
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
6027628806	Invoice	04/04/2025	Cleaning Supplies	0.00	56.03	
	100-1400-52050	PROPERTY EVIDENCE RO...	Cleaning Supplies		56.03	
6027628808	Invoice	04/04/2025	Office Supplies	0.00	77.26	
	100-1400-52040	OFFICE SUPPLIES	Office Supplies		77.26	
6027628811	Invoice	04/04/2025	Binders	0.00	81.60	
	100-1400-52040	OFFICE SUPPLIES	Binders		81.60	
6027628814	Invoice	04/04/2025	Storage Bins	0.00	196.41	
	100-1400-52040	OFFICE SUPPLIES	Storage Bins		196.41	
6027628816	Invoice	04/04/2025	Prop/Evidence Supplies	0.00	29.15	
	100-1400-52050	PROPERTY EVIDENCE RO...	Prop/Evidence Supplies		29.15	
6027628817	Invoice	04/04/2025	Office Supplies	0.00	32.78	
	100-1400-52040	OFFICE SUPPLIES	Office Supplies		32.78	
6027628819	Invoice	04/04/2025	Office Supplies	0.00	51.13	
	100-1400-52040	OFFICE SUPPLIES	Office Supplies		51.13	
6027628820	Invoice	04/04/2025	Prop/Evidence Supplies	0.00	137.24	
	100-1400-52050	PROPERTY EVIDENCE RO...	Prop/Evidence Supplies		137.24	
6027628821	Invoice	04/04/2025	Breakroom Supplies	0.00	153.69	
	100-1400-52070	FOOD SERVICES	Breakroom Supplies		153.69	
6027628822	Invoice	04/04/2025	Cleaning Supplies	0.00	70.66	
	100-1400-52080	FLEET SERVICES	Cleaning Supplies		70.66	
6027628823	Invoice	04/04/2025	WPS	0.00	85.31	
	100-1400-52070	FOOD SERVICES	WPS		85.31	
6027628824	Invoice	04/04/2025	Cleaning Supplies	0.00	66.27	
	100-1400-52518	FACILITIES EXPENSE	Cleaning Supplies		66.27	
6027628825	Invoice	04/04/2025	Office Supplies	0.00	20.75	
	100-1400-52040	OFFICE SUPPLIES	Office Supplies		20.75	
6027628826	Invoice	04/04/2025	Prop/Evidence Supplies	0.00	34.25	
	100-1400-52050	PROPERTY EVIDENCE RO...	Prop/Evidence Supplies		34.25	
STWATE	STATE WATER RESOURCES CONTROL BOARD	04/04/2025	Regular	0.00	203.00	57100

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Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
032725	Invoice	04/04/2025	Grade 1 - Waste Water Op. Renew Cert. Al...	0.00	203.00	
	310-0000-52091		TRAVEL, MEETINGS & TRA...		203.00	
SUSAN	SUSAN D. MCCARTY LONG	04/04/2025	Regular	0.00	1,200.00	57101
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
1004	Invoice	04/04/2025	CDBG Consultation	0.00	1,200.00	
	200-0000-52200		PROFESSIONAL SERVICES...		1,200.00	
THESAL	THE SALINAS VALLEY TRIBUNE	04/04/2025	Regular	0.00	49.70	57102
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
04282025	Invoice	04/04/2025	Subscription	0.00	49.70	
	100-1100-52015		SUBSCRIPTIONS		49.70	
TL ENG	TL ENGINEERING	04/04/2025	Regular	0.00	4,350.00	57103
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
1648	Invoice	04/04/2025	Analysis Cont. Support - Front St.	0.00	250.00	
	412-0000-57000		CAPITAL OUTLAY - IMPR...		250.00	
1669	Invoice	04/04/2025	App Bay Proj. Engineering Services	0.00	4,100.00	
	211-0000-52200		PROFESSIONAL SERVICES...		4,100.00	
TMOBIL	T-MOBILE USA, INC	04/04/2025	Regular	0.00	1,463.95	57104
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
032125	Invoice	04/04/2025	Cell Phones	0.00	1,463.95	
	100-1400-52415		CELLULAR PHONE		32.12	
	100-1500-52415		CELLULAR PHONE		33.95	
	100-2100-52415		CELLULAR PHONE		213.67	
	309-0000-52415		CELLULAR PHONE		276.92	
	309-0000-52415		CELLULAR PHONE		29.55	
	310-0000-52415		CELLULAR PHONE		682.87	
	310-0000-52415		CELLULAR PHONE		29.55	
	311-0000-52415		CELLULAR PHONE		9.75	
	312-0000-52415		CELLULAR PHONE		36.99	
	410-0000-52415		CELLULAR PHONE		118.58	
TRICIT	TRI-CITIES DISPOSAL AND RECYCLING, INC.	04/04/2025	Regular	0.00	163,308.55	57105
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
0001142350	Invoice	04/04/2025	Corp Yard Landfill Fees	0.00	3,031.64	
	647-0000-52532		STREET SWEEPING		1,010.55	
	649-0000-52532		STREET SWEEPING		1,010.55	
	651-0000-52532		STREET SWEEPING		1,010.54	
2025-03	Invoice	04/04/2025	Garbage Fees / March 2025	0.00	160,276.91	
	311-0000-52230		LEASE CONTRACTS		160,276.91	
TRICON	TRI-COUNTY FIRE PROTECTION, INC.	04/04/2025	Regular	0.00	192.28	57106
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
103284	Invoice	04/04/2025	Extinguisher Maint - FD	0.00	192.28	
	100-1450-52520		MAINTENANCE AGREEM...		192.28	
TYLER	TYLER TECHNOLOGIES	04/04/2025	Regular	0.00	11,235.00	57107

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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		
025-502335	Invoice	04/04/2025	System Conversion Fees	0.00	11,235.00	
	100-8000-52200	PROFESSIONAL SERVICES...	System Conversion Fees		4,494.00	
	309-0000-52200	PROFESSIONAL SERVICES...	System Conversion Fees		2,247.00	
	310-0000-52200	PROFESSIONAL SERVICES...	System Conversion Fees		2,247.00	
	311-0000-52200	PROFESSIONAL SERVICES...	System Conversion Fees		2,247.00	
USBANP	U.S. BANK CORPORATE PAYMENT SYSTEM	04/04/2025	Regular	0.00	393.88	57108
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
030625RD	Invoice	04/04/2025	Credit Card Purchases	0.00	393.88	
	100-2200-52031	PROGRAM SUPPLIES	Easy Bake - Program Supplies		30.09	
	100-2200-52031	PROGRAM SUPPLIES	Refund for Basketball Uniforms		59.10	
	100-2200-52031	PROGRAM SUPPLIES	Pre-K: Tiny Chefs		4.99	
	100-2200-52031	PROGRAM SUPPLIES	Easy Bake - Program Supplies		13.47	
	100-2200-52031	PROGRAM SUPPLIES	Pre-K: Tiny Chefs		19.74	
	100-2200-52031	PROGRAM SUPPLIES	Pre-K: Tiny Chefs		16.34	
	100-2200-52031	PROGRAM SUPPLIES	Easy Bake - Program Supplies		37.61	
	100-2200-52031	PROGRAM SUPPLIES	Janitorial: Tide Pods		43.68	
	100-2200-52031	PROGRAM SUPPLIES	Easy Bake - Program Supplies		8.14	
	100-2200-52031	PROGRAM SUPPLIES	Little Einsteins - Program Suppli...		9.38	
	100-2200-52031	PROGRAM SUPPLIES	Pre-K: Tiny Chefs		20.34	
	100-2200-52031	PROGRAM SUPPLIES	Easy Bake - Program Supplies		33.25	
	100-2200-52031	PROGRAM SUPPLIES	Easy Bake - Program Supplies		24.39	
	100-2200-52031	PROGRAM SUPPLIES	Special Events: Promotional		1.00	
	100-2200-52031	PROGRAM SUPPLIES	Pre-K: Tiny Chefs		3.99	
	100-2200-52031	PROGRAM SUPPLIES	Easy Bake - Program Supplies		35.12	
	100-2200-52031	PROGRAM SUPPLIES	Pre-K: Tiny Chefs		18.96	
	100-2200-52031	PROGRAM SUPPLIES	Easy Bake - Program Supplies		10.88	
	100-2200-52031	PROGRAM SUPPLIES	Pre-K: Tiny Chefs		14.69	
	100-2200-52031	PROGRAM SUPPLIES	Easy Bake - Program Supplies		27.91	
	100-2200-52031	PROGRAM SUPPLIES	Pre-K: Tiny Chefs		9.46	
	100-2200-52031	PROGRAM SUPPLIES	Pre-K: Tiny Chefs		13.12	
	100-2200-52031	PROGRAM SUPPLIES	Seniors: SOCO-Program Supplies		37.99	
	100-2200-52105	SPECIAL EVENTS	Special Events: Promotional Ban...		79.85	
	100-2200-52115	SUNDRY	Sundry Water Bottles		41.98	
	100-2200-52518	FACILITIES EXPENSE	Facility: Music Subscription		11.99	
	100-2200-52518	FACILITIES EXPENSE	Refund: Facility Wall Decal		-233.58	
VOYAG	US BANK VOYAGER FLEET SYSTEMS, INC.	04/04/2025	Regular	0.00	13,366.09	57109
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
8691428362513	Invoice	04/04/2025	Fuel	0.00	13,366.09	
	100-1400-52085	FUEL	Fuel		4,896.50	
	100-1400-52086	FUEL	Fuel		288.56	
	100-1450-52086	FUEL	Fuel		1,289.99	
	100-2100-52085	FUEL	Fuel		1,456.64	
	100-2100-52085	FUEL	Fuel		57.07	
	100-8000-52080	FLEET SERVICES	Fuel		384.72	
	309-0000-52085	FUEL	Fuel		1,238.23	
	310-0000-52085	FUEL	Fuel		2,396.46	
	311-0000-52085	FUEL	Fuel		23.12	
	312-0000-52085	FUEL	Fuel		427.90	
	312-0000-52085	FUEL	Fuel		238.12	
	410-0000-52085	FUEL	Fuel		668.78	
WALLAC	WALLACE GROUP	04/04/2025	Regular	0.00	28,275.40	57110

Check Report

Date Range: 03/25/2025 - 04/09/2025

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		
64619	Invoice	04/04/2025	Recycled Water Proj.	0.00	3,627.00	
	213-0000-52200		PROFESSIONAL SERVICES...		3,627.00	
64620	Invoice	04/04/2025	CM Front St. Proj.	0.00	17,616.90	
	412-0000-57000		CAPITAL OUTLAY - IMPR...		17,616.90	
64626	Invoice	04/04/2025	Landscape Proj. - Front St.	0.00	7,031.50	
	412-0000-57000		CAPITAL OUTLAY - IMPR...		7,031.50	
XNAUT	X-NAUT LLC	04/04/2025	Regular	0.00	1,086.91	57111
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
824201	Invoice	04/04/2025	T37 Mount - FD	0.00	1,086.91	
	100-1450-57000		CAPITAL OUTLAY - IMPR...		1,086.91	
Z&M EN	Z&M ENTERPRISE, LLC	04/04/2025	Regular	0.00	3,673.81	57112
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
1356	Invoice	04/04/2025	Wiper Cylinder Kit - UV Station	0.00	3,673.81	
	310-0000-52525		REPAIRS & MAINTENANCE..		3,673.81	
DEPFOR	DEPARTMENT OF FORESTRY AND FIRE PROTECT	04/09/2025	Regular	0.00	404,286.24	57116
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
173737	Invoice	04/09/2025	2nd Quarter Annual Invoice	0.00	404,286.24	
	100-1450-52200		PROFESSIONAL SERVICES...		404,286.24	
Total Regular:				0.00	1,236,404.20	

Check Report

Date Range: 03/25/2025 - 04/09/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payment Type: Bank Draft						
EFTPS	EFTPS	04/04/2025	Bank Draft	0.00	9,013.04	DFT0000048
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
INV0000423	Invoice	04/04/2025	MEDICARE W/H	0.00	9,013.04	
	100-0000-21110		FICA/MEDICARE PAYABLE		5,054.10	
	121-0000-21110		FICA/MEDICARE PAYABLE		85.30	
	309-0000-21110		FICA/MEDICARE PAYABLE		796.74	
	310-0000-21110		FICA/MEDICARE PAYABLE		2,081.72	
	311-0000-21110		FICA/MEDICARE PAYABLE		184.52	
	312-0000-21110		FICA/MEDICARE PAYABLE		140.16	
	410-0000-21110		FICA/MEDICARE PAYABLE		520.60	
	416-0000-21110		FICA/MEDICARE PAYABLE		124.78	
	531-0000-21110		FICA/MEDICARE PAYABLE		25.12	
EFTPS	EFTPS	04/04/2025	Bank Draft	0.00	38,538.04	DFT0000049
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
INV0000424	Invoice	04/04/2025	FICA W/H	0.00	38,538.04	
	100-0000-21110		FICA/MEDICARE PAYABLE		21,610.32	
	121-0000-21110		FICA/MEDICARE PAYABLE		364.72	
	309-0000-21110		FICA/MEDICARE PAYABLE		3,406.34	
	310-0000-21110		FICA/MEDICARE PAYABLE		8,901.14	
	311-0000-21110		FICA/MEDICARE PAYABLE		789.28	
	312-0000-21110		FICA/MEDICARE PAYABLE		599.58	
	410-0000-21110		FICA/MEDICARE PAYABLE		2,225.72	
	416-0000-21110		FICA/MEDICARE PAYABLE		533.44	
	531-0000-21110		FICA/MEDICARE PAYABLE		107.50	
EFTPS	EFTPS	04/04/2025	Bank Draft	0.00	28,592.58	DFT0000050
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
INV0000426	Invoice	04/04/2025	FEDERAL TAX	0.00	28,592.58	
	100-0000-21120		FEDERAL TAX PAYABLE		16,906.36	
	121-0000-21120		FEDERAL TAX PAYABLE		271.87	
	309-0000-21120		FEDERAL TAX PAYABLE		2,356.09	
	310-0000-21120		FEDERAL TAX PAYABLE		6,293.27	
	311-0000-21120		FEDERAL TAX PAYABLE		555.68	
	312-0000-21120		FEDERAL TAX PAYABLE		348.56	
	410-0000-21120		FEDERAL TAX PAYABLE		1,221.13	
	416-0000-21120		FEDERAL TAX PAYABLE		556.65	
	531-0000-21120		FEDERAL TAX PAYABLE		82.97	
Total Bank Draft:				0.00	76,143.66	

Bank Code APRAB Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	283	104	0.00	1,238,004.40
Manual Checks	0	0	0.00	0.00
Voided Checks	0	3	0.00	-1,600.20
Bank Drafts	3	3	0.00	76,143.66
EFT's	34	21	0.00	213,179.03
	320	131	0.00	1,525,726.89

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	283	104	0.00	1,238,004.40
Manual Checks	0	0	0.00	0.00
Voided Checks	0	3	0.00	-1,600.20
Bank Drafts	3	3	0.00	76,143.66
EFT's	34	21	0.00	213,179.03
	320	131	0.00	1,525,726.89

Fund Summary

Fund	Name	Period	Amount
999	POOLED CASH	3/2025	73,619.53
999	POOLED CASH	4/2025	1,452,107.36
			1,525,726.89



CITY OF SOLEDAD

STAFF REPORT

SUBJECT: Resolution No. 6190, A Resolution of the City Council of the City of Soledad Approving and Authorizing the City Manager to Execute a Facility Lease Between the City and the Soledad Lions Club

TO: Honorable Mayor Velazquez and City Council

FROM: Jessica Potts, Parks and Recreation Director

THROUGH: Megan Hunter, City Manager

MEETING DATE: April 16, 2025

Recommendation

It is recommended that the City Council of the City of Soledad consider and adopt Resolution No. 6190, "Approving and Authorizing the City Manager to Execute a Facility Lease Between the City of Soledad and the Soledad Lions Club".

Executive Summary

Staff recommends that the City approve the renewal of the Facility Lease (Lease) between the City and the Soledad Lions Club for the continued use of the building located at 161 Park St. for a term of three years. The agreement includes an option to renew or cancel as necessary, in accordance with future needs and the Housing Element. The City's Housing Element identified this location along with the surrounding city-owned property (mechanic shop and corporation yard) as potential sites for infill housing and requires the City to initiate a request for proposals (RFP) to redevelop these sites in 2025. Additionally, the agreement will be amended to allow the City up to 150 hours of annual use for City programs and services.

Background

The City and the Soledad Lions Club entered into a Lease in November of 1995, allowing them to utilize the building located at 161 Park St. for various community-oriented uses such as meetings, rentals, food preparation for various community fundraisers, and other charitable events that benefit local residents. Their ongoing service and engagement with the community have been instrumental in supporting numerous service organizations, as well as civic and philanthropic endeavors.

Review & Analysis

The Soledad Lions Club's use of the facility at 161 Park St. is important to the community, enabling their continued ability to meet, provide events, and fundraising efforts. These activities benefit residents and contribute to the City's overall community-building efforts.

The City has identified the property located at 161 Park St. as a potential site for redevelopment of an affordable housing project, which could include a community center on the ground floor, as part of the Housing Element of the City's General Plan. Although the City committed to initiating a request for proposal (RFP) process in 2025 to redevelop the site, it is highly unlikely that any developer would be able to break ground before three years. Therefore, given the long-standing relationship and positive impact the Lions Club has had in the community, staff recommends renewing the Lease for a term of three years, with provisions for extension or cancellation in alignment with the Housing Element, and to accommodate the City's evolving needs.

Key amendments and provisions in the renewal of the Use Agreement include:

- **Term and Flexibility:** The agreement will be renewed for three years, with an option for renewal or cancellation based on the City's future development plans for the property.
- **Annual City Use:** The agreement will be amended to allow the City to use the facility for up to 150 hours annually for City programs and service needs. This provision ensures that the City has access to the facility for activities that support the broader community, while still respecting the Lions Club's ongoing use.
- **Community Impact:** The Lions Club's activities will continue to provide essential services to the community, while the City will have flexibility to use the space for municipal purposes, as needed.
- **Future Redevelopment:** The property is identified for potential redevelopment as a part of the Housing Element of the City's General Plan, which may involve the construction of affordable housing with a community room/center. The renewal agreement provides the City with the ability to reassess the ongoing suitability of the facility for Lions Club use in the context of future development needs.

Staff recommends the approval of the Lease renewal with the Soledad Lions Club for the building at 161 Park St. for a three-year term, with the option for renewal or cancellation, based on the City's future development needs. The lease will also be amended to allow the City up to 150 hours of annual use for City programs and service needs. The renewal will ensure the continuation of valuable community services while providing the City with the flexibility to meet future development and programming requirements.

Financial Considerations

The Lions Club will continue to be responsible for the facility's operational costs, including utilities, insurance, and general maintenance, as well as paying \$150 rent per month. The City will utilize the facility for up to 150 hours per year for City programs and services, with any associated costs or fees to be managed within the existing framework of the agreement.

Alternatives

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

Planning/CEQA

The City of Soledad has determined that the proposed action of approving a Facility Use Agreement with the Lions Club is not a project as defined by the California Environmental Quality Act (CEQA)

per Guidelines Section 15378. Because the proposed action and this matter have no potential to cause any effect on the environment or because it falls within a category of activities excluded as projects pursuant to CEQA Guidelines section 15378. The work that the Lion's Club may undertake is minor maintenance work to existing facilities and is also exempt under CEQA Guidelines Section 15301-Existing Facilities.

Public Notice Requirements

Not Applicable.

Attachment(s):
Resolution No. 6190
Exhibit A
Lease Amendment

RESOLUTION NO. 6190

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLEDAD
APPROVING AND AUTHORIZING THE CITY MANAGER TO EXECUTE A
FACILITY LEASE BETWEEN THE CITY AND THE SOLEDAD LIONS CLUB**

WHEREAS, the City of Soledad (the “City”) and the Soledad Lions Club entered into a Facility Lease in November 1995, allowing the Lions Club to utilize the building located at 161 Park St. for community-oriented purposes; and

WHEREAS, the Lions Club has used the facility to host meetings, fundraisers, charitable events, and other activities that provide significant benefits to the community, supporting civic, philanthropic, and service initiatives; and

WHEREAS, the City acknowledges the importance of the Lions Club’s continued service to the community and its alignment with the City’s goals of fostering community engagement and support; and

WHEREAS, the City has identified the property located at 161 Park Street as a potential site for redevelopment as part of the Housing Element of the City’s General Plan, which may include affordable senior housing and a community center; and

WHEREAS, the proposed Lease renewal provides a three-year term, with the flexibility to renew or cancel the agreement based on future development needs and priorities, ensuring alignment with the City’s long-term goals; and

WHEREAS, the Lease will be amended to allow the City up to 150 hours of annual use of the facility for City programs and services, further benefiting the broader community; and

WHEREAS, the Soledad Lions Club will remain responsible for operational costs, including utilities, insurance, general maintenance, and monthly rent in the amount of \$150 ensuring the facility’s continued upkeep; and

WHEREAS, the City Council finds that the proposed Lease renewal supports community needs, allows for City use of the facility, and provides flexibility for future redevelopment of the property.

NOW THEREFORE BE IT HEREBY RESOLVED by the City Council of the City of Soledad that the Council hereby approves the “Facility Lease” (Exhibit A) between the City of Soledad and Soledad Lions Club, a copy of which is attached hereto as **Exhibit A** and by this reference incorporated herein, in substantial form and content. Upon completion to the satisfaction of the City Manager and City Attorney, the Council authorizes and directs the City Manager to execute the Lease on behalf of the City of Soledad.

PASSED AND ADOPTED by the City Council of the City of Soledad, at a regular meeting duly held on the 16th 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

LEASE

THIS LEASE, is made as of the 28th day of November, 1995, between the CITY OF SOLEDAD, a municipal corporation, hereinafter called "Lessor", and SOLEDAD LIONS CLUB, a corporation, hereinafter called "Lessee".

That the Lessor, for and in consideration of the rents, covenants and agreements hereinafter set forth to be paid, kept and performed by the Lessee, does hereby lease and let unto the Lessee and the said Lessee does hereby take and hire from the Lessor, those certain premises located at the corner of Park and Acacia Streets in the City of Soledad, California, consisting of a lot of land improved with a 100' x 20' building, said premises being commonly known as the "Boy Scout Hall."

The terms and conditions of this lease are as follows:

1. Term. The term of this lease shall be thirty (30) years, commencing on December 1, 1994, and ending on December 31, 2024.

2. Use. The demised premises may be used by the Lessee for a meeting hall and may also be rented by Lessee to private groups or individuals; provided, that local scouting groups shall have priority in the use of the facilities for Scout meetings and activities.

3. Rental Regulations. A standardized criteria and rental application procedure shall be established by Lessee and

approved by the Lessor not later than ninety (90) days after the execution of this lease. Lessee may impose rental charges for use of the facility and said rental charges must be approved by Lessor.

4. **Rental**. As and for the rental of said premises during said term, Lessee agrees to pay to Lessor, the sum of One Hundred Fifty Dollars (\$150) per month, payable monthly in advance, commencing December 1, 1994. The minimum monthly rent provided for in this section shall be subject to adjustment at the commencement of the 10th year of the term, and every fifth year thereafter at the discretion of the City.

5. **Repairs**. The Lessee shall at its own expense furnish labor, materials and supplies needed to make repairs to the demised premises during the term of this lease. The Lessor shall not be called upon to make any improvements or repairs or replacements upon the demised premises, or any part thereof, and the Lessee agrees that it will, at its own expense, keep said premises and all improvements thereon in good order and condition during the term of this lease. Lessee's taking possession of the premises on commencement of the term shall constitute Lessee's acknowledgment that the premises are in good condition.

6. **Improvements and Alterations**. Lessor hereby gives to the Lessee the right and privilege at all times during the term of this lease or any renewal thereof to make, at Lessee's expense, such changes, improvements, alterations and additions to the demised

premises as Lessee may desire, providing they are not of the kind and character that will impair the structural strength of the building of which the said demised premises are a part or a whole. All such changes, improvements, alterations and additions to the demised premises, including locks, bolts and other fixtures, whether made by the Lessee or by any other person, save and except movable furniture, fixtures and equipment installed by the Lessee in the said premises and which can be removed therefrom without injury to the said premises, immediately when made shall become and be the property of the Lessor and shall not be removed from or changed in the said premises without the consent in writing of the Lessor first had and obtained. Before making any improvement or alteration of the premises, Lessee shall obtain and pay for all permits required by City ordinances.

7. Utilities. Lessee shall pay for all utilities and services used by Lessee upon the demised premises.

8. Indemnity. Lessee waives any and all claims for injury to person or property occurring on or about the demised premises and agrees to indemnify and defend Lessor against all claims, demands and liability on account of injury to persons and property of third persons on or about the said premises, arising from Lessee's occupancy, use or rental of said premises. Lessee further agrees that at all times during the term of this lease, or any extension or renewal thereof, Lessee will carry public liability insurance in an amount satisfactory to Lessor, but in no event less

than \$1,000,000 showing Lessor as an additional insured and providing that said policy or policies may not be cancelled or modified without at least thirty (30) days' prior written notice to Lessor. A certificate of insurance evidencing such coverage shall be provided to Lessor. Should Lessee fail to obtain such insurance coverage, Lessor may obtain the same for Lessor's own protection at Lessee's expense, and the cost thereof shall be prepaid by Lessee to Lessor upon demand.

9. Liens. Lessee agrees to keep said premises free from liens of every character, and in the event any liens for labor or materials should arise during the term hereof on account of any act or omission by Lessee, Lessee agrees forthwith to discharge and pay the same.

10. Compliance with Laws. The Lessee shall not do, or permit to be done, or keep, or permit to be kept, in or about the said premises, anything which shall be a nuisance or which shall be in violation of any law, ordinance, rule or regulation of any governmental authority, or of any rule or regulation of the Insurance Services Office, relating to the said premises, or which shall increase, or tend to increase, the existing rates of insurance of the said premises.

11. Default. Should the Lessee abandon the demised premises or otherwise breach this lease, then the Lessor may re-enter and repossess the demised premises and remove all persons and property therefrom, without notice and without liability for

trespass, and this lease shall thereupon terminate. Upon such termination the lessor may recover from the Lessee as damages all sums provided for in Section 1951.2 of the Civil Code, including but not limited to the worth at the time of award of the amount by which the unpaid rent for the balance of the term after the time of award exceeds the amount of such rental loss for the same period that the Lessee proves could be reasonably avoided.

12. Waiver. The waiver by Lessor of any default or breach of this lease by Lessee shall not be deemed or held to be a waiver of any subsequent or other default or breach hereof by said Lessee.

13. Personal Property Taxes. Lessee agrees to pay when due all taxes levied upon personal property of all kinds belonging to the Lessee and located upon the demised premises.

14. Holding Over. In case Lessee holds over the term of this lease, such holding over shall be deemed a tenancy from month to month only, and upon the same terms and conditions as are herein stated.

15. Assignment and Subletting. Lessee shall not assign this lease, or any interest herein, or underlet the said premises, or any part thereof, without the consent of the Lessor in writing first had and obtained, and neither this lease, nor any interest herein of the Lessee, shall be assignable in proceedings by or against the Lessee in bankruptcy, or in insolvency, or in any other manner by operation of law; provided, however, that the provisions of this paragraph shall not preclude the Lessee from allowing other

civic groups or organizations to use the barbecue and kitchen facilities on the premises for specific events which are not scheduled on a regular basis.

16. Waiver of Right of Action. Each party to this lease waives any right of action that it may later acquire against the other for loss or damage to its property or to property in which it may have any interest, where such loss is caused by fire or any of the extended coverage hazards and arises out of or is connected with the leasing or occupancy of the premises demised by this lease.

17. Attorneys' Fees. In case either party shall bring suit against the other to compel the performance of, or to recover for the breach of, any covenant, agreement or conditions herein written, or, in the case of the Lessor, to recover possession of the demised premises or to remove from the record this lease or any lien or encumbrance thereon created by the Lessee, the prevailing party shall be entitled to a reasonable attorney's fee, to be fixed by the court and made a part of any judgment entered therein.

18. Inspection. Lessor shall have the right to enter premises, or any part thereof, at all reasonable times for the purpose of inspecting the same or for any other lawful purpose.

19. Modification. Notwithstanding the foregoing terms and conditions, Lessor and Lessee shall have the right to modify this lease, or any part thereof, upon the mutual consent of both parties. Such consent shall be obtained in writing, signed by authorized representatives of both lessor and Lessee.

20. California Law. This lease shall be construed and interpreted in accordance with the laws of the State of California.

IN WITNESS WHEREOF, the said parties have hereunto set their hands in duplicate, the day and year first hereinabove written.

LESSOR:

CITY OF SOLEDAD, a
municipal corporation

By: [Signature]
MAYOR

By: [Signature]
CITY CLERK

LESSEE:

SOLEDAD LIONS CLUB, a
corporation,

By: [Signature]
PRESIDENT

By: [Signature]
SECRETARY

APPROVED AS TO FORM

[Signature]
CITY ATTORNEY

AMENDMENT TO LEASE

This Lease Amendment is made on the ____ day of April, 2025, by and between the City of Soledad, a municipal corporation (“Lessor”), and the Soledad Lions Club, a non-profit corporation (“Lessee”).

Recitals

A. Lessor and Lessee have been parties to a lease agreement (the “Lease”) for use of an onsite structure and attendant property located at 161 Park Street, Soledad (the “Premises”) since 1995. The term of the Lease expired in December of 2024 and Lessee has continued to occupy and use the Premises on a month-to-month basis.

B. During the term of the Lease, Lessee has used the Premises for various community-oriented uses such as meetings, rentals, food preparation for various local fundraisers, and other charitable events that have benefited local residents.

C. Lessee’s ongoing service and engagement with the Soledad community has been instrumental in supporting numerous service organizations, as well as civic and philanthropic endeavors.

D. Lessor has identified the Premises as a potential site for redevelopment of an affordable senior housing project, which would include a community center on the ground floor, as part of the Housing Element of the Soledad General Plan.

E. Notwithstanding the timing constraints imposed by the above-referenced anticipated future use of the Premises, Lessor and Lessee desire to enter into a short-term extension of the Lease while Lessor’s plans for the use of the Premises are developed.

NOW, THEREFORE, the Parties hereto do hereby agree that the Lease, a copy of which is attached hereto as Exhibit A and by this reference incorporated herein, is amended as follows:

1. Term. The Term of the Lease is extended for a period of three (3) years, commencing May 1, 2025. Lessee shall have the right to request two (2) one-year options at the expiration of the lease term and the first extension (if any) thereof. Notice of the desire to execute an option must be provided by Lessee to Lessor in writing at least three (3) months in advance of the expiration of the then-current term. Approval of any such request shall be in the sole discretion of Lessor.

2. City Use of Premises. Lessee shall allow Lessor the right to use the Premises for an annual maximum of one hundred and fifty (150) hours at no cost for Lessor-approved programs and activities. The Parties agree to cooperate in coordinating programs and activities conducted on the Premises so as to avoid conflicting uses. The Parties shall make reasonable attempts to meet at least annually for the purposes of scheduling anticipated uses of the facilities,

which shall thereafter be memorialized on a Master Calendar held by both Parties. In addition to such pre-scheduled uses, Lessor's use of the Premises for other programs and activities shall be scheduled on a use-by-use basis, subject to the afore-referenced goal of avoiding any user conflict. Lessor shall use reasonable efforts to submit requests for use of the Premises at least thirty (30) days prior to an anticipated use.

Lessor shall be responsible for the supervision of participants in its respective programs and activities. Lessor shall also be solely responsible for set-up and clean-up for each Lessor use at Lessor's cost. Clean-up shall include removal of all trash and debris from the Premises.

3. Lease Termination. Lessor and Lessee acknowledge and agree that Lessor has recently identified the Premises for future use for housing, the timing of which has not been determined. Based on Lessee's successful use of the Premises, this Amendment has been prepared and is being executed in recognition of the mutual benefits to the Parties derived from an additional short-term extension of the Lease. However, notwithstanding the Term set forth in Section 1, due to the uncertainty of when Lessor will initiate its use of the Premises for housing or in the event of a declared emergency or unsafe condition of the building, Lessor may, at its sole discretion, terminate this Lease by providing Lessee with six (6) months written notice. In the event of termination, Lessor will make every effort to ensure that Lessee's scheduled use commitments can be fulfilled prior to termination.

4. Sale or Serving of Alcoholic Beverages. Lessee and all renters are prohibited from selling or serving alcoholic beverages on the Premises without first obtaining liability insurance coverage for such use. The Lessee shall provide the City with proof of liability insurance coverage before any on-Premises event or meeting involving the sale or service of alcoholic beverages is permitted. Alcohol options are limited to beer and wine. All events at which alcohol will be sold or served require security, at the user's cost, with the security guard to attendee ratio set at 1:50. Additionally, all meetings and events conducted at the Premises at which alcohol will be sold or served must obtain a permit from the Soledad Police Department. The aforesaid requirements shall be set forth in Lessee's standard rental application. Lessee shall keep current and accurate records of compliance with all of the foregoing requirements for Premises use by both Lessee and renters. Guidance on the required security and alcohol permitting process may be provided by the Soledad Parks and Recreation Department.

[Continued on next page]

5. With the exceptions noted herein, all other terms and conditions of the Lease shall remain unchanged and shall be in full force and effect throughout the term of this Lease.

LESSOR

City of Soledad, a municipal corporation

By: _____
Megan Hunter
City Manager

Dated: _____

LESSEE

SOLEDAD LIONS CLUB, a non-profit corporation

By: _____
President

Dated: _____



CITY OF SOLEDAD

STAFF REPORT

SUBJECT: Resolution No. 6220, A Resolution of the City Council of the City of Soledad Accepting the Corp Yard Modular Building Project as Complete by Blok Modular Constructors, Inc. and Authorizing the Release of Retention in the Amount of \$15,374.69

TO: Honorable Mayor Velazquez and City Council

FROM: Alex Ramos, Assistant Engineer

THROUGH: Megan Hunter, City Manager

MEETING DATE: April 16, 2025

Recommendation

It is recommended that the City Council of the City of Soledad consider and adopt Resolution No. 6220, “Accepting the Corp Yard Modular Building Project as Complete by Blok Modular Constructors, Inc. and Authorizing the Release of Retention in the Amount of \$15,374.69.”

Executive Summary

The work completed by Blok Modular Constructors, Inc. (Blok Modular) has been finished and inspected. Therefore, staff recommends accepting the Corp Yard Modular Building Project and releasing the retention payment to Blok Modular.

Background

The City Corporation Yard (Corp Yard) serves as the operational base for the Public Works Streets and Parks Staff (PW Staff). It consists of two facilities situated on either side of State Street, featuring a modular office building that provides office space and a breakroom for the PW Staff, steel buildings serving as shop and vehicle maintenance areas, and a location for equipment and vehicle storage. The modular office building at the Corp Yard, which was over 40 years old, urgently needed to be replaced.

On February 8, 2022, the City of Soledad entered into an agreement with ISA In Studio Architecture, Inc. for Limited Professional Architectural Services to develop the Conceptual Design for the Corp Yard (Corp Yard Upgrades) for a fixed fee of \$8,000. Subsequently, on April 3, 2024, the City Council approved a contract with Blok Modular Constructors, Inc. for construction services amounting to \$279,780, with a 10% contingency, bringing the total not to exceed \$307,758 for the Corp Yard Modular Office Building Project.

Review & Analysis

During the construction phase of the project, some modifications were made to the agreement to reflect the needs of the project in a total of four (4) contract change orders (CCO):

\$279,780.00 Total Amount of Contract Approved

- \$16,479.61 CCO #1 - Ramp design & purchase and relocation of windows to accommodate breakroom.
Slight modification to the overall layout modification of the
- \$2,253.83 CCO #2 - modular building to relocate the utility connection points to avoid long trenching costs.
- \$ 5,601.33 CCO #3 - Demolition and removal of the old modular office.
- \$ 3,379.00 CCO #4 - Abatement of the Roof Mastic per appropriate means.

\$307,493.77 Total Construction Cost

Public Works Staff has inspected and reported that the Corp Yard Modular Building Project work has been completed by the project documents and all work performed by Blok Modular is now complete. Therefore, Staff recommends that the City accept the project as complete and release the retention.

Financial Considerations

This project was approved to use American Rescue Plan Act (ARPA) funding for this project in the amount of \$280,000, and the remaining funding was to be funded through Measure Y, for which the Council had previously allocated \$35,000 for this project in Fiscal Year 23/24.

Alternatives

- Adopt the proposed Resolution.
- Do not adopt the proposed Resolution.

Planning/CEQA

The proposed replacement of the Modular Office Building is Categorically Exempt from Class 32 pursuant to Section 15332 (Infill) of the California Environmental Quality Act (CEQA) because it meets the following conditions: (a) The project is consistent with the applicable general plan and zoning designation. (b) The proposed development occurs within the City Limits on a project site of no more than five acres substantially surrounded by urban uses. (c) The project site has no value as a habitat for endangered, rare, or threatened species. (d) Approval of the project would not result in any significant effects relating to traffic, noise, air, or water quality. (e) All required utilities and public services can adequately serve the site.

Public Notice Requirements

None required.

Attachment(s):
Resolution No. 6220

RESOLUTION NO. 6220

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLEDAD
ACCEPTING THE CORP YARD MODULAR BUILDING PROJECT AS COMPLETED
BY BLOK MODULAR CONSTRUCTORS, INC. AND AUTHORIZING THE RELEASE
OF RETENTION IN THE AMOUNT OF \$15,374.96**

WHEREAS, the City's corporation yard (Corp Yard) is the base of operations for the Public Works Streets and Parks Staff (PW Staff) comprised of two facilities on both sides of State Street which consists of a modular office building that functions as office space and breakroom, steel buildings that function as shop and vehicle maintenance areas, and a storage location for equipment and vehicles; and

WHEREAS, it has been a long-standing desire from both City Council and Staff to replace the existing modular office building that has been at the Corp Yard for more than 40 years, and the current state of the modular was too far gone to continue operating out of; and

WHEREAS, outdated infrastructure made it increasingly difficult to perform maintenance on the building without having to replace entire sections or components, and the size of the modular building at 12'x 60', did not allow adequate capacity for anticipated staff growth; and

WHEREAS, on February 8, 2022, an agreement between the City of Soledad and In Studio Architecture, Inc. for Limited Professional Architectural Services was executed for the Conceptual Design for the Corp Yard (Corp Yard Upgrades) for a fixed fee of \$8,000; and

WHEREAS, on April 3, 2024, the City Council approved a contract with Blok Modular Constructors, Inc. for construction services in the amount of \$279,780 with a 10% Contingency for a total not to exceed \$307,758 for the Corp Yard Modular Office Building Project; and

WHEREAS, Public Works Staff has inspected the Corp Yard Modular Building Project and determined that all work performed by Blok Modular Constructors, Inc. has been completed according to the project documents, and therefore, Staff is recommending that the City accept the project as complete and release retention in the amount of \$15,374.69.

NOW THEREFORE, BE IT HEREBY RESOLVED, by the City Council of the City of Soledad that the Corp Yard Modular Building Project work is hereby accepted and the release of the agreement retention payment to Blok Modular Constructors, Inc. is hereby authorized.

PASSED AND ADOPTED by the City Council of the City of Soledad at a regular meeting duly held on the 16th day of April 2025 by the following vote:

AYES, and in favor thereof, Councilmembers:

NOES, Councilmembers:

ABSENT, Councilmembers:

ABSTAIN, Councilmembers:

ATTEST:

ANNA M.VELAZQUEZ, Mayor

MEGAN HUNTER, City Manager



CITY OF SOLEDAD

STAFF REPORT

SUBJECT: Resolution No. 6221, A Resolution of the City Council of the City of Soledad Approving A Professional Services Agreement Amendment with The Wallace Group for Construction Management Services for The Front Street Maintenance Project and Authorizing the City Manager to Execute the Contract Amendment for \$97,138 for a Total Revised Agreement Amount not to Exceed \$404,698

TO: Honorable Mayor Velazquez and City Council

FROM: Alex Ramos, Assistant Engineer

THROUGH: Megan Hunter, City Manager

MEETING DATE: April 16, 2025

Recommendation

It is recommended that the City Council of the City of Soledad Consider and Adopt Resolution No. 6221, “Approving a Professional Services Agreement Amendment with the Wallace Group for Construction Management Services for the Front Street Maintenance Project and Authorizing the City Manager to Execute the Contract Amendment for \$97,138 for a total revised agreement amount not to exceed \$404,698”.

Executive Summary

Due to the added scope of the Front Street Maintenance Project and schedule delays caused by long lead items, the Wallace Group is requesting a contract amendment. To date, the project has had a total of six (6) contract change orders, which include the Front Street Downtown Enhancements, Time & Material Items, quantity increases, and the replacement of the sunken storm drain inlets near the underpass. Wallace Group has assisted the City in developing, coordinating, and overseeing said change orders until completion. These change orders have resulted in additional working days to the original contract. Furthermore, long lead items have pushed the completion date to a new estimated date in the summer, thus requiring Wallace Group to extend their Construction Management and Inspection efforts until the project is finished. The Contract Amendment proposal is based on their estimated time and materials, not lump sum, and therefore, Wallace Group only bills for actual effort expended.

Background

Front Street is an existing two-lane arterial that runs from H De La Rosa (4th Street) to Moranda Road, paralleling Highway 101, and spans about 1.5 miles. Over the years, Front Street has undergone a major

revamp as part of the 2003 Front Street Revitalization Project in which a portion of the street corridor from Benito St. to East St. provided two 14' travel lanes, diagonal parking on both sides, decorative streetlights in the downtown corridor, a 10' landscape median, 14' sidewalk on the west and 10' sidewalk on the east. Additionally, curb extensions (bulb-outs) were included and located at five intersections with benches and seating opportunities along with colored, decorative concrete sidewalks.

Due to existing tree root uplift, significant curb, gutter, and sidewalk areas have been damaged, resulting in drainage issues, ADA and pedestrian accessibility issues, and even preventing certain businesses from opening their front doors. Bollards at the curb extensions are in disrepair, offer minimal useful lighting at night for pedestrians, and are too bright at road level for vehicles. Four traffic signal lights are located along the corridor at San Vicente Road, East Street, Oak Street, and Nestles Road. North of Benito St. and south of East St., the street geometrics include center turn pockets, bike lanes, parallel parking, and standard curb, gutter, and sidewalk.

On May 1, 2024, the City Council of the City of Soledad approved a consulting services agreement with Wallace Group for construction management and inspection services for the Front Street Maintenance Project in the amount of \$299,830 plus a 10% contingency for a total not to exceed \$329,813.

On May 15, 2024, the City Council of the City of Soledad approved a construction services contract with Monterey Peninsula Engineering (MPE) for the Front Street Maintenance Project in the amount of \$3,729,757 plus a contingency, for a total not to exceed \$3,916,245.

Review & Analysis

This Contract Amendment provided by the Wallace Group covers the additional scope and schedule delays due to long lead items. Over \$820,000 has been added to the project, a list of the change orders to date:

1. CCO 1 – PG&E Conduit Installation to the Soledad Owned Parcels
2. CCO 2 – AC Grindings & Stamped Asphalt Cross Walks
3. CCO 3 – Tree Well Lighting Time and Material (T&Ms) Tickets
4. CCO 4 – Various T&Ms for concrete work and other work performed as part of this project.
5. CCO 5 – Storm Drain Inlet Replacement
6. CCO 6 – Quantity Increases

These change orders required significant effort to develop, coordinate, and oversee, all of which the Wallace Group assisted the City in completing. In addition to the increased costs, these items have added an extra 43 working days to the original contract duration for this project, which in turn required Wallace Group to extend their efforts to perform their CM services. Additionally, due to long lead items, the project has been extended with a new, revised estimated completion date of June 2025. This contract amendment will also address the additional time required for Wallace Group to continue CM Services through the updated completion date.

Based upon the change to scope, Wallace Group is requesting an additional \$97,138 (based on estimated time and materials, not lump sum) to the original contract for an amended contract price of \$404,698. This new price will cover the full-time construction management and inspections performed by Wallace Group. Staff recommends approval of this amendment to ensure adequate construction management to complete the Front Street Maintenance Project.

Original CM Contract Amount: \$299,830

CA#1 \$5,000 Front Street Downtown Corridor Enhancement Cost Estimates & Recommendations

CA#2 \$3,000 Front/West Street Curb Ramp Assessments and Recommendation Tech Memo

CA#3 \$97,138 Request for Additional Scope & Time to Original Contract and to Complete Project

Total Project Cost: \$404,698

Financial Considerations

Funding to cover this contract amendment shall be funded through Measure X Capital Projects.

Alternatives

- Adopt Resolution as proposed by Staff.
- Authorize the City Manager to execute a modified Resolution.
- Do not adopt the proposed Resolution. This alternative is not recommended as the work is necessary to complete the project.

Planning/CEQA

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

Public Notice Requirements

None required.

Attachment(s):

Resolution No. 6221

Exhibit A

RESOLUTION NO. 6221

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLEDAD APPROVING A PROFESSIONAL SERVICES AGREEMENT AMENDMENT WITH THE WALLACE GROUP FOR CONSTRUCTION MANAGEMENT SERVICES FOR THE FRONT STREET MAINTENANCE PROJECT AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE CONTRACT AMENDMENT FOR \$97,138 FOR A TOTAL REVISED AGREEMENT AMOUNT NOT TO EXCEED \$404,698

WHEREAS, to facilitate a successful project delivery, the City of Soledad utilizes Construction Management and Inspection (CM) Services to supplement City Staff on major construction projects such as this to provide daily oversight; and

WHEREAS, on May 1, 2024, the Soledad City Council approved a Consulting Services Agreement with Wallace Group for CM services on the Front Street Maintenance Project in the amount of \$299,830 plus a 10% contingency for a total not to exceed \$329,813; and

WHEREAS, on May 15, 2024, the Soledad City Council approved a Construction Services contract with Monterey Peninsula Engineering (MPE) in the amount of \$3,729,757 plus a 5% contingency for a total not to exceed an amount of \$3,916,245 for the Front Street Maintenance Project; and

WHEREAS, this project has had a total of six (6) contract change orders that encompassed the Front Street Downtown Enhancements (Lighting, electrical conduits, and Stamped Asphalt), Time & Material (T&M) items, quantity increases, and the replacement of the sunken storm drain inlets near the underpass, Wallace Group has performed extensive effort to assist the City develop, coordinate, and then oversee these change order items until completion; and

WHEREAS, the original agreement with Wallace Group for CM on this project was to cover 120 calendar days but change orders have added 43 working days to the original contract. In addition, long lead items have significantly pushed the completion date of this project, requiring an additional 50 working days on top of the 43 working days for a new total of 250 calendar days; and

WHEREAS, Wallace Group has requested an agreement amendment in the amount of \$97,138 to cover the additional time and materials (not lump sum) spent providing CM to the City of Soledad for this project, and staff recommends approval of this amendment; and

WHEREAS, this contract amendment shall be funded through the Measure X Capital Projects Fund: 412-0000-57000.

NOW THEREFORE, BE IT HEREBY RESOLVED, by the City Council of the City of Soledad that the Professional Services Agreement Amendment between the City of Soledad and Wallace Group, a copy of which is attached hereto marked as “**Exhibit A,**” to include an additional

\$97,138 for additional services, is hereby approved 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 16th 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

CONTRACT AMENDMENT

Project Name: Soledad Front Street Improvements	CA No. 03
Client Name: City of Soledad	Project/Phase No. 1001-0004
Attention: Don Wilcox, PE	Date: March 25, 2025
Address: 248 Main Street, Soledad, CA 93960	



Wallace Group requests the Client's authorization to proceed with revisions to the contract agreement for the above referenced project as herein described. The approval below incorporates this document as a part of the original contract signed May 1, 2024. If approved, please return one signed original Contract Amendment to Wallace Group.

Description and Purpose of the Revision(s)

Wallace Group requests additional budget to account for the added scope to the project and schedule impacts due to long lead items. Significant scope (over \$820,000) has been added to the project and Wallace Group has assisted in the development of these change orders which are outlined below:

1. CCO_001 - PG&E Conduit installation: +12 days
2. CCO_002 - AC Grindings + Stamped Asphalt Cross Walks: +14 Days
3. CCO_003 - Tree Well Lighting T&M: +5 Days
4. CCO_004 - Various T&Ms: +0 Days
5. CCO_005 - Storm Drain Inlet Replacement: +12 Days
6. CCO_006 - Quantity Increases: +0 days

Total: +43 days

Long lead items (video detection cameras and luminaires) have also contributed to extending the contract period for this project with a new estimated completion date of June 1, 2025 based on schedule provided by the contractor on 3/19/2025. Wallace Group's original estimated budget accounted for work through a completion date of 11/26/2024. This contract amendment accounts for 50 additional working days of construction management (1.5 hours/day) and inspection (8 hours/day) to the estimated completion of the project.

Original Budget: \$299,830.00

Prior Revised Budget (Prior CA's): \$307,830.00

Additional Requested (CA#3): \$97,138.00

New Total Budget: \$404,698.00

Revision(s) Represent:

- () a change in previous instructions
 (x) a change in Scope of Services
 () other:

Revision(s) Budget:

- (x) hourly (time & materials) \$97,138.00
 () progress billing: \$
 () not-to-exceed w/o authorization: \$

Revision(s) will be invoiced as:

- (x) increase to an item within the existing contract
 (x) a new item added to existing contract

CIVIL AND
TRANSPORTATION
ENGINEERING

CONSTRUCTION
MANAGEMENT

LANDSCAPE
ARCHITECTURE

MECHANICAL
ENGINEERING

PLANNING

PUBLIC WORKS
ADMINISTRATION

SURVEYING /
GIS SOLUTIONS

WATER RESOURCES

WALLACE GROUP
A California Corporation

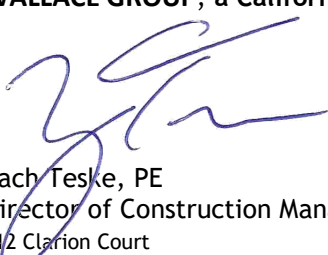
612 CLARION CT
SAN LUIS OBISPO
CALIFORNIA 93401

T 805 544-4011
F 805 544-4294

Issued by,
WALLACE GROUP, a California Corporation

APPROVED BY CLIENT:




Zach Teske, PE
Director of Construction Management
612 Clarion Court
San Luis Obispo
California 93401
T 805 544-4011
F 805 544-4294
www.wallacegroup.us

Signature

Printed Name

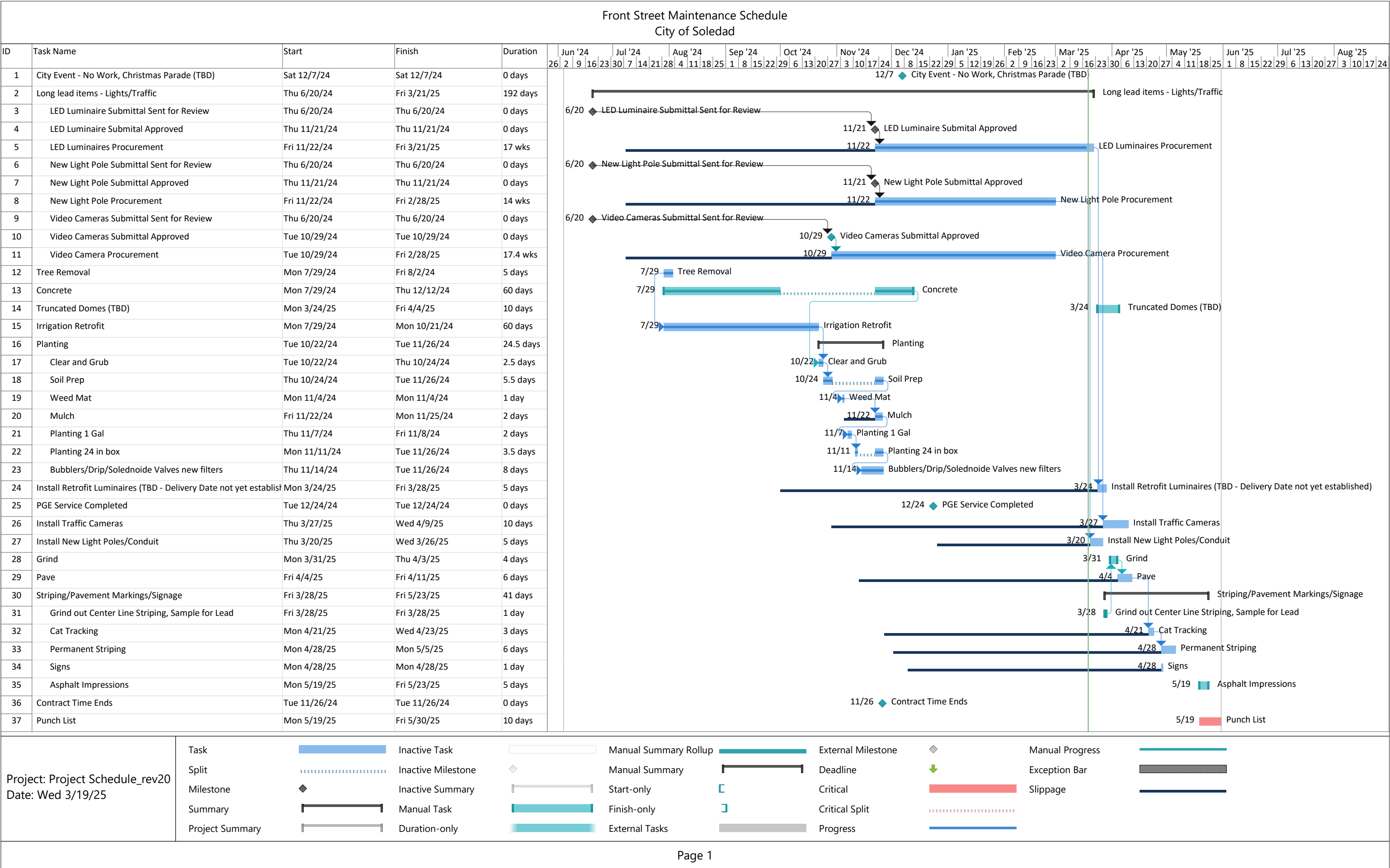
Title

Date

Wallace Group Team Resource Estimate for the 1001-0004 City Of Soledad Front St. Maintenance Project CA #3

PHASE/TASK	TASK DESCRIPTION	Director of Construction Management (Zach Teske, PE) HRS	ASSISTANT RESIDENT ENGINEER II HRS	PREVAILING WAGE CONSTRUCTION INSPECTOR HRS	Earth Systems Pacific (QA Materials Testing) Cost	Misc. Direct Costs Cost	TOTAL LABOR HOURS HRS	LABOR \$	TOTAL COST \$
	RATE	\$228	\$180	\$185					
1	Pre-Construction								
2	Construction	75		400		\$5,250	475	\$91,100	\$96,350
3	Post-Construction								
4	Earth Systems								
	SUB-TOTALS	75		400		\$5,250	475		
	WALLACE GROUP LABOR COSTS	\$17,100		\$74,000					\$91,100
	WALLACE GROUP DIRECT COSTS								\$5,250
	SUBCONSULTANT DIRECT COSTS								
	DIRECT COSTS OVERHEAD @							15%	\$788
	TOTAL								\$97,138

Task Budgets may fluctuate within Overall Budget





CITY OF SOLEDAD

STAFF REPORT

SUBJECT: Resolution No. 6222, A Resolution of the City Council of the City of Soledad Approving Amendment No. 1 to the Consulting Services Agreement With Robin Warbey to Correct an Error and Increase Compensation by \$50,000 for a Total Amount Not To Exceed Amount of \$100,000 and Authorizing the City Manager to Execute Said Agreement on Behalf of the City

TO: Honorable Mayor Anna Velazquez and City Council

FROM: Megan Hunter, City Manager

THROUGH: Megan Hunter, City Manager

MEETING DATE: April 16, 2025

Recommendation

It is recommended that the City Council of the City of Soledad Consider and Adopt Resolution No. 6222, “Approving Amendment No. 1 to the Consulting Services Agreement With Robin Warbey to Correct an Error and Increase Compensation by \$50,000 for a Total Amount Not To Exceed Amount of \$100,000 and Authorizing the City Manager to Execute Said Agreement on Behalf of the City”.

Robin Warbey Consulting provides on-call Information Technology Services and was contracted to support the transition after the departure of the IT Director.

Executive Summary

Following the resignation of IT Director Steven Andranigian, the City hired Robin Warbey as a consultant to support the transition. Robin’s prior experience with the City of Greenfield and familiarity with Soledad’s IT systems made him an ideal choice. Early in his work, he identified serious IT vulnerabilities, including outdated infrastructure, lack of cloud backups, and manual security processes. Since then, he and our new IT Technician, Diego Herrera have worked to stabilize the system, but more upgrades are required and our network servers must be replaced. This means undertaking additional work that was not anticipated. Therefore, staff recommends that the Council approve a contract amendment adding \$50,000 for a total not to exceed amount to \$100,000, raising travel expenses to \$6,000, and correcting the contract end date to June 30, 2025. Funding for this contract will come from salary savings for the vacant IT Director position.

Background

After approximately eight years with the City, Steven Andranigian, the Information Technology (IT) Director, tendered his resignation. The IT Technician had also resigned several months earlier. Although we had recently completed the hiring process for a new IT Technician, Steven's departure would leave very little time for training the new staff.

Steven stayed for six weeks after his resignation to assist with the transition. Recognizing that we would need additional support, I reached out to several cities to inquire about their IT support options, many of which involved engaging consultants. From the list of consultants, I contacted several potential candidates and ultimately decided to work with Robin Warbey who was supporting the City of Greenfield. Because of this experience, he was already familiar with much of the software we use and understood our needs. He also could serve as a link between Soledad and Greenfield, allowing our IT staff to support each other during system outages, similar to the mutual aid provided by our police department.

After reviewing his rates, which were similar or lower than other competitors, the City entered into a Consulting Services Agreement with Robin Warbey on October 9, 2024, in an amount not to exceed \$50,000. This amount was within the approval authority of the City Manager.

Review & Analysis

Robin started his contract at the same time that our new IT Technician (Diego Herrera) started and about two weeks before Steven left. There was not much time for either Diego or Robin to understand the systems that Steven had set up. Relatively early on, Robin discovered that many of the City's IT configurations were set up to require significant manual intervention, relying heavily on IT staff. For example, our emails were screened daily for security as opposed to being set up through a 3rd party system to screen. These decisions pre-dated me and may have been done to save money, but it is not sustainable for a small city with 1-2 IT personnel.

As Robin and Diego have been addressing various IT issues, staff have come to learn that over the years, there has been a patchwork of IT fixes that have left our system very vulnerable. For example, when Robin first started, we learned that data was not being backed up to the cloud—a best practice. Since then, we have been methodically working to back up our systems to the cloud. In addition, we learned that all of our network drives are housed on one physical server from 2016 with a network closet full of fragile wires, cables, and switches that urgently need to be replaced.

Given the vulnerability of our systems, I asked Robin to undertake a replacement of our network servers for City Hall and the Police and Public Works Departments. This will take extra time and effort and was not anticipated when the not-to-exceed amount was set at \$50,000. It is recommended that the City Council approve an amendment to increase the contract by \$50,000 for a new not-to-exceed amount of \$100,000. In addition, we recommend increasing allowable travel expenses to \$6,000 since he will need to spend more time in Soledad to support the replacement of the network servers. Robin charges on an hourly basis so the City will only be billed for time spent on IT support.

Robin with support from Diego has completed several important projects:

- 1) Incode (Financing System) Data Conversion
- 2) Deployment of New Body Worn Camera System
- 3) Installation of New Firewall
- 4) Cloud Backup of All Data
- 5) Repair of LiveScan Machine
- 6) Automation of Email Scanning

In addition to the amendment outlined above, staff is also recommending that the termination date be corrected to June 30, 2025. The termination was inadvertently written as June 30, 2024, instead of June 30, 2025.

As noted above, Robin has uncovered serious IT equipment deficiencies that will have to be addressed. The purchase of new network servers for City Hall have been approved since it is within the City Manager spending authority. However, we anticipate an additional \$100,000 in IT related costs that are needed. When we have final quotes, the purchase of additional IT equipment will come back to the Council for consideration.

Financial Considerations

The cost of this contract will be covered by salary savings. The annual cost of an IT Director including benefits is \$212,788.41. Robin's contract is \$100,000 for 9 months. If we had an IT Director, the salary and benefits would be \$159,591.31, a difference of nearly \$60,000.

Alternatives

1. Approve the resolution as presented; or
2. Do not approve this resolution. This is not recommended as the City urgently needs these IT services to ensure the continuing functioning of the City including emergency services.

Planning/CEQA

Providing IT services is not considered a project under the California Environmental Quality Act (CEQA).

Public Notice Requirements

None required.

Attachment(s):
Resolution No. 6222
Exhibit A
Executed Consulting Services Agreement

RESOLUTION NO. 6222

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLEDAD
APPROVING AMENDMENT NO. 1 TO THE CONSULTING SERVICES AGREEMENT
WITH ROBIN WARBEY TO CORRECT AN ERROR AND INCREASE
COMPENSATION BY \$50,000 FOR A TOTAL NOT TO EXCEED AMOUNT OF
\$100,000 AND AUTHORIZING THE CITY MANAGER TO EXECUTE SAID
AGREEMENT**

WHEREAS, Following the resignation of IT Director Steven Andranigian, the City hired Robin Warbey (“Robin”) as a consultant to support the transition; and

WHEREAS, Robin’s prior experience with the City of Greenfield and familiarity with Soledad’s IT systems made him an ideal choice; and

WHEREAS, after Robin started, he quickly identified serious IT vulnerabilities, including outdated infrastructure, lack of cloud backups, and manual security processes; and

WHEREAS, since then, he and our new IT Technician, Diego Herrera have worked to stabilize the system, but more upgrades are needed and our network servers must be replaced; and

WHEREAS, to replace our network servers and switches, which are urgently needed, Robin would have to undertake additional work that was not anticipated in the contract with an original not-to-exceed amount of \$50,000; and

WHEREAS, Robin will have to travel more extensively to support the replacement of the networks requiring an increase in travel expenses to \$6,000; and

WHEREAS, this additional work is required to ensure the stability of the City’s networks, which run various operating functions including those for emergency systems; and

WHEREAS, the contract was executed on October 9, 2024, but inadvertently the City set the expiration date on June 30, 2024, instead of June 30, 2025; and

WHEREAS, the cost of this contract will be covered by salary savings as Robin’s contract for 9 months of service is approximately \$60,000 less than the salary and benefits of the vacant IT Director position.

NOW THEREFORE, BE IT HEREBY RESOLVED, by the City Council of the City of Soledad that Amendment No. 1 to the Consulting Services Agreement With Robin Warbey Consulting correcting an error and increasing compensation by \$50,000 for a total amount not to exceed \$100,000 a copy of which is attached hereto as **Exhibit A**, and by this reference incorporated herein, is hereby approved, and the City Manager is authorized and directed to execute the same on behalf of the City.

PASSED AND ADOPTED by the City Council of the City of Soledad at a regular meeting duly held on the 16th day of April 2025 by the following vote:

AYES, and in favor thereof, Councilmembers:

NOES, Councilmembers:

ABSENT, Councilmembers:

ABSTAIN, Councilmembers:

ATTEST:

ANNA M. VELAZQUEZ, Mayor

MEGAN HUNTER, City Manager



April 16, 2025

**CONTRACT AMENDMENT NUMBER 1
TO THE CONTRACT TITLED:**

**CONSULTING SERVICES AGREEMENT BETWEEN THE CITY OF SOLEDAD AND
ROBIN WARBEY CONSULTING**

On April 16, 2025, the City Council of the City of Soledad Adopted Resolution No. ____, "Approving Amendment #1 to the Consulting Services Agreement With Robin Warbey to Correct an Error and Increase Compensation by \$50,000 for a Total Amount Not To Exceed \$100,000 and Authorizing the City Manager to Execute Said Agreement on Behalf of the City".

Robin Warbey Consulting provides on-call Information Technology Services and was contracted to support the transition after the departure of the IT Director.

By this Amendment:

The Consulting Services Agreement between the City of Soledad and Robin Warbey Consulting dated October 9, 2024, is amended to:

1. Correct an error on the term end date to end on June 30, 2025
2. Increase the compensation by \$50,000 for a total amount not to exceed \$100,000.
3. Allow for travel expenses up to \$6,000.

Megan Hunter
City Manager

Robin Warbey
Robin Warbey Consulting

CONSULTING SERVICES AGREEMENT BETWEEN THE CITY OF SOLEDAD AND ROBIN WARBEY CONSULTING

THIS AGREEMENT for consulting services is made by and between the City of Soledad ("City") and Robin Warbey Consulting ("Consultant") (together sometimes referred to as the "Parties") as of 10/9/2024 (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 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 October 9, 2024 and shall end on June 30, 2024, 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 in the manner and 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 \$50,000, notwithstanding any contrary indications that may be contained in Consultant's proposal, for services to be performed and reimbursable costs incurred under this Agreement. In the event of a conflict between this Agreement and Consultant's proposal, attached as Exhibit A, regarding the amount of compensation, the Agreement shall prevail. City shall pay Consultant for services rendered pursuant to this Agreement at the time and in the manner set forth herein. The payments specified below shall be the only payments from City to Consultant for services rendered pursuant to this Agreement. Consultant shall submit all invoices to City in the manner specified herein. Except as specifically authorized by City in writing, Consultant shall not bill City for duplicate services performed by more than one person.

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

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

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

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

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

2.4 Total Payment. City shall pay for the services to be rendered by Consultant pursuant to this Agreement. City shall not pay any additional sum for any expense or cost whatsoever

incurred by Consultant in rendering services pursuant to this Agreement. City shall make no payment for any extra, further, or additional service pursuant to this Agreement.

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

- 2.5 **Hourly Fees.** Fees for work performed by Consultant on an hourly basis shall not exceed the amounts shown on attachment Exhibit A.
- 2.6 **Reimbursable Expenses.** Reimbursable expenses are specified below and shall not exceed \$2,500 for travel related expenses. Reimbursable expenses are included in the total amount of compensation provided under this Agreement that shall not be exceeded.
- 2.7 **Payment of Taxes.** Consultant is solely responsible for the payment of employment taxes incurred under this Agreement and any similar federal or state taxes.
- 2.8 **Payment upon Termination.** In the event that the City or Consultant terminates this Agreement pursuant to Section 8, the City shall compensate the Consultant for all outstanding costs and reimbursable expenses incurred for work satisfactorily completed as of the date of written notice of termination. Consultant shall maintain adequate logs and timesheets to verify costs incurred to that date.
- 2.9 **Authorization to Perform Services.** The Consultant is not authorized to perform any services or incur any costs whatsoever under the terms of this Agreement until receipt of authorization from the Contract Administrator.

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

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

Section 4. INSURANCE REQUIREMENTS. Before beginning any work under this Agreement, Consultant, at its own cost and expense, unless otherwise specified below, shall procure the types and amounts of insurance listed below against claims for injuries to persons or damages to property that may arise from or in connection with the performance of the work hereunder by the Consultant and its agents,

representatives, employees, and subcontractors. Consistent with the following provisions, Consultant shall provide proof satisfactory to City of such insurance that meets the requirements of this section and under forms of insurance satisfactory in all respects, and that such insurance is in effect prior to beginning work to the City. Consultant shall maintain the insurance policies required by this section throughout the term of this Agreement. The cost of such insurance shall be included in the Consultant's bid. Consultant shall not allow any subcontractor to commence work on any subcontract until Consultant has obtained all insurance required herein for the subcontractor(s) and provided evidence that such insurance is in effect to City. Verification of the required insurance shall be submitted and made part of this Agreement prior to execution. Consultant shall maintain all required insurance listed herein for the duration of this Agreement.

4.1 Workers' Compensation. Consultant shall, at its sole cost and expense, maintain Statutory Workers' Compensation Insurance and Employer's Liability Insurance for any and all persons employed directly or indirectly by Consultant. The Statutory Workers' Compensation Insurance and Employer's Liability Insurance shall be provided with limits of not less than \$ 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 \$ 1,000,000 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, 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 accident 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 shall 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.

4.3.3 Additional Requirements. A certified endorsement to include contractual liability shall be included in the policy

4.4 All Policies Requirements.

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

4.4.2 Verification of coverage. Prior to beginning any work under this Agreement, Consultant shall furnish City with 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 certified 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.

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 certified endorsements for each subcontractor. All coverages for subcontractors shall be subject to all of the requirements stated herein.

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

- Obtain such insurance and deduct and retain the amount of the premiums for such insurance from any sums due under the Agreement;
- Order Consultant to stop work under this Agreement or withhold any payment that becomes due to Consultant hereunder, or both stop work and withhold any payment, until Consultant demonstrates compliance with the requirements hereof; and/or
- Terminate this Agreement.

Section 5. INDEMNIFICATION AND CONSULTANT'S RESPONSIBILITIES. To the full extent permitted by law, Consultant shall indemnify, defend and hold harmless City, its governing body, officers, agents, employees from and against any and all liability, loss damage, claims, expenses and costs (including, without limitation, reasonable attorney fees and cost and costs of litigation) (collectively "Liability") of every nature which arises out of, pertains to, or relates to the negligence, recklessness or willful misconduct of Consultant in the performance of this Agreement, except such Liability caused by the active negligence, sole negligence or willful misconduct of City. This indemnification obligation is not limited in any way by any limitation on the amount or type of damages or compensation payable to or for Consultant or its agents or employees under Worker's Compensation acts, disability benefits acts, or other employee benefit acts. This indemnification obligation is not limited by any limitation on the amount or type of damages available under any applicable insurance coverage and shall survive expiration or early termination of this Agreement. This section is applicable to services provided under this agreement that are design professional services provided by a licensed architect, landscape architect, professional engineer, or professional land surveyor.

With respect to third party claims against the Consultant, the Consultant waives any and all rights of any type of 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 2783, 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.

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 and regulations applicable to the performance of the work hereunder, including but not limited to, the California Building Code, the Americans with Disabilities Act, and any copyright, patent or trademark law. Consultant's Failure to comply with any law(s) or regulation(s) applicable to the performance of the work hereunder shall constitute a breach of contract.
- 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.

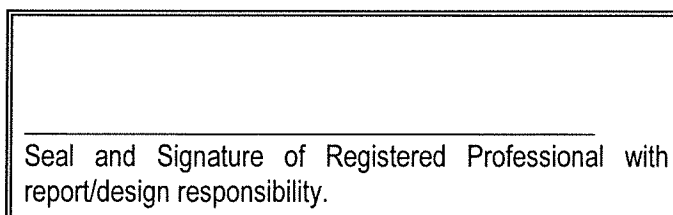
10.9 Contract Administration. This Agreement shall be administered by Beatriz Trujillo, Housing Analyst ("Contract Administrator"). All correspondence shall be directed to or through the Contract Administrator or his or her designee.

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

Robin Warbey Consulting
1738 River City Way
Sacramento, CA 95833

Any written notice to City shall be sent to:
Megan Hunter, City Manager
City of Soledad
P.O. Box 248
Soledad, CA 93960

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



10.12 Integration. This Agreement, including the scope of work attached hereto and incorporated herein as Exhibits A, 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

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

[SIGNATURES ON FOLLOWING PAGE]

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

CITY OF SOLEDAD

Megan Hunter

Megan Hunter (Oct 9, 2024 12:23 PDT)

Megan Hunter, City Manager

Date: 10/09/24

CONSULTANT

Robin Warbey

Robin Warbey

Date: 10/07/24

EXHIBIT A

Timeframe: Consultation shall be ongoing at the discretion of the City Manager. The initial phase of consultation shall focus on supporting IT staff transition until City determines that process is completed satisfactorily. Upon completion of initial phase other tasks may be assigned by the City.

Scope of Work: Initial consultation shall focus on providing IT support to facilitate departure of outgoing IT Director and onboarding of new IT staff. This shall include working with outgoing staff to document system to the extent possible, working to maintain system security and integrity during transition, and providing ongoing technical and practical support to new staff. Other tasks as directed by City Manager or delegates.

Reporting: Consultant reports directly to the City Manager, unless by explicit agreement.

Compensation: Consultant bills at \$165.00/hour. The rate is the same for onsite and remote support. Invoices are sent monthly via electronic mail and City agrees to provide the Consultant contact information for person responsible for Accounts Payable.

Consultant may submit up to \$2,500 in reimbursable costs for travel related expenses for onsite work during the term of the contract.

Remote Support: Consultation is provided both on-site and via remote support technologies. Consultant makes every reasonable effort to facilitate the delivery of seamless remote support, and the City agrees to receive support this way when appropriate.

Confidentiality: Data obtained during and as a result of consultation for the City will be confidential and shared with the City, and the City's professional advisors, and others only at the City Manager's express direction. Consultant will not copy or otherwise remove the City's data from the City's premises without a specific reason and without specific permission from the City Manager.

Response Times: The City understands that Consultant strives for the fastest response times possible. The City further understands that response times will vary depending on overall workload and that Consultant reserves the right to prioritize work based on urgency, even if the work is for another client. Client understands that Consultant utilizes remote access and support technologies to improve response times.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
10/9/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION** IS **WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER TechInsurance, Division of Specialty Program Group LLC 203 N. LaSalle St., 20th Floor, Chicago, IL 60601	CONTACT NAME:		
	PHONE (A/C, No, Ext): (800) 688-1984	FAX (A/C, No): 312-690-4123	
INSURED Robin Warbey Consulting 1738 River City Way, Sacramento, CA, 95833	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A: ACE American Insurance Company		22667
	INSURER B: Pacific Indemnity Company (Chubb)		20346
	INSURER C:		
	INSURER D:		
	INSURER E:		
INSURER F:			

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
B	☒ COMMERCIAL GENERAL LIABILITY	Yes		d97079493	2/9/2024	2/9/2025	EACH OCCURRENCE \$ 1,000,000	
	☐ CLAIMS-MADE ☒ OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000	
							MED EXP (Any one person) \$ 5,000	
							PERSONAL & ADV INJURY \$ 1,000,000	
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE \$ 2,000,000	
	☒ POLICY ☐ PRO-JECT ☐ LOC						PRODUCTS - COMP/OP AGG \$ 2,000,000	
	OTHER:						\$	
B	AUTOMOBILE LIABILITY	Yes		d97079493	2/9/2024	2/9/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000	
	☐ ANY AUTO						☐ SCHEDULED AUTOS	BODILY INJURY (Per person) \$
	☐ ALL OWNED AUTOS						☐ NON-OWNED AUTOS	BODILY INJURY (Per accident) \$
	☒ HIRED AUTOS						☒	PROPERTY DAMAGE (Per accident) \$
							\$	
	UMBRELLA LIAB						EACH OCCURRENCE \$	
	EXCESS LIAB						AGGREGATE \$	
	☐ DED ☐ RETENTION \$						\$	
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	Y / N ☐ N / A					PER STATUTE ☐ OTH-ER ☐	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)						E.L. EACH ACCIDENT \$	
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$	
							E.L. DISEASE - POLICY LIMIT \$	
A	Professional Liability (Errors and Omissions)			D97078841	2/9/2024	2/9/2025	Occurrence/Aggregate \$2,000,000 / \$2,000,000	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

City of Soledad, its officers, officials, employees, and volunteers are listed as additional insureds with respects to general liability arising out of work or operations performed by or on behalf of the Consultant; or automobiles hired and non owned by the Consultant when required by written contract.

CERTIFICATE HOLDER

CANCELLATION

City of Soledad 248 Main Street Soledad, CA 93960	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE

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CITY OF SOLEDAD

STAFF REPORT

SUBJECT: Resolution No. 6223, A Resolution of The City Council of the City of Soledad Approving a Memorandum of Understanding Between The City of Soledad and El Pájaro Community Development Corporation for The Regional Women’s Business Center Program

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 16, 2025

Recommendation

Staff recommends that the City Council consider and adopt Resolution No. 6223, “Approving a Memorandum of Understanding Between the City of Soledad and El Pájaro Community Development Corporation for The Regional Women’s Business Center Program.”

Executive Summary

The proposed Memorandum of Understanding (MOU) seeks to renew the partnership between the City of Soledad and El Pajaro Community Development Corporation (CDC). This renewed collaboration will facilitate business-focused training programs, including comprehensive business planning courses, the Empresari@ Business Program, and comprehensive workshops covering food preparation, childcare business development, and marketing/social media strategies.

Background

In May 2021, the City Council approved a Memorandum of Understanding (MOU) between the City of Soledad and El Pajaro CDC to provide essential business resources to support local businesses during the Covid-19 pandemic. This MOU, effective from May 2021 through June 2024, enabled the CDC to assist struggling businesses while fostering the creation and retention of enterprises and jobs within the City of Soledad. These resources were available on a weekly basis at the Gateway Center, located at 502 Front Street.

To further support the local small business community, City staff have re-engaged with El Pajaro CDC to offer comprehensive business consulting services to both current and aspiring business owners in Soledad. These services include assistance with loan packaging, marketing strategies, microlending, general business consulting, and financial education and literacy, catering to entrepreneurs at all stages.

Additionally, El Pájaro CDC provides business coaching in Spanish or English based on demand and specialized education and support for food-based businesses and childcare entrepreneurship.

Review & Analysis

The City's initial partnership with El Pajaro CDC successfully assisted local businesses by offering resources that helped sustain operations, create new enterprises, and retain jobs within Soledad during economic uncertainties related to the pandemic. These services were critical in addressing the immediate needs of businesses affected by the pandemic.

Given the community's ongoing need for business support, City staff has re-engaged with El Pajaro CDC to extend these services beyond the pandemic. The new collaboration aims to continue fostering economic growth by offering general business consulting and providing much-needed financial literacy education for entrepreneurs and specialized support for food-based businesses and childcare entrepreneurs, further enhancing the program's relevance to the specific needs of local industries within our community.

This continued partnership aligns with the City's commitment to supporting the small business community, enhancing local economic stability, and fostering an environment conducive to entrepreneurship. Staff recommends moving forward with the renewal of the MOU (Exhibit A) to ensure sustained support for Soledad's existing and new businesses.

Financial Considerations

Per the terms of the MOU, each agency will be responsible for its own expenses, and there is no direct budgetary impact on City funds.

Alternatives

- Adopt the proposed Resolution, which will authorize the City Manager to execute the Memorandum of Understanding with El Pajaro CDC.
- Disapprove or take no action on the Memorandum of Understanding and provide further direction to staff. Such action would delay the provision of additional resources to our local business community.

Planning/CEQA

The proposed planning services agreement is not a project as defined by the California Environmental Quality Act (CEQA) (CEQA Guidelines Section 15378). Because the matter does not cause a direct or foreseeable indirect physical change on or in the environment, this matter is not a project. Any subsequent discretionary projects resulting from this action will be assessed for CEQA applicability.

Public Notice Requirements

Not required.

Attachment(s):
Resolution No. 6223
Exhibit A

RESOLUTION NO. 6223

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLEDAD APPROVING A MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF SOLEDAD AND EL PÁJARO COMMUNITY DEVELOPMENT CORPORATION (CDC) FOR THE REGIONAL WOMEN'S BUSINESS CENTER PROGRAM.

WHEREAS, the City of Soledad has supported the growth and development of local businesses, particularly in response to challenges such as the economic disruptions caused by the COVID-19 pandemic; and

WHEREAS, the City Council of the City of Soledad previously approved a Memorandum of Understanding (MOU) with El Pajaro Community Development Corporation (CDC), effective from May 2021 through June 2024, through which the partnership provided valuable business support to local businesses, helping them navigate economic uncertainties and fostering the creation and retention of businesses and jobs within Soledad; and

WHEREAS, the City of Soledad recognizes the ongoing need for business support in the community, and through discussions with El Pájaro CDC, it has been determined that the partnership should continue with the aim of providing comprehensive business consulting, financial literacy education, and specialized support for food-based businesses and childcare entrepreneurship, to enhance local economic stability and support small business growth; and

WHEREAS, under the terms of the MOU, El Pájaro CDC will provide these services at the Gateway Center, located at 502 Front Street, with session dates and times to be determined based on demand; and

WHEREAS, per the terms of the Memorandum of Understanding (MOU), each participating agency shall be responsible for its own expenses, ensuring that there is no direct budgetary impact on City fund; and

WHEREAS, the City Manager will be authorized to execute the agreement, as outlined in the MOU **Exhibit A**, upon approval by the City Council.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOLEDAD, as follows:

1. The City Council hereby approves the Memorandum of Understanding (MOU) between the City of Soledad and El Pájaro Community Development Corporation for the Regional Women's Business Center Program, as presented.
2. The City Manager is hereby authorized and directed to execute the MOU on behalf of the City of Soledad, in accordance with its terms and conditions.
3. Each organization in this MOU is responsible for its own expenses under the terms of the MOU, and there is no direct financial impact on City funds. Any future changes to the agreement, including potential charges for space rental or the need for additional services, will be subject to review and reconsideration by the City Council.

PASSED AND ADOPTED by the City Council of the City of Soledad at a regular meeting duly held on the 16th 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

**Memorandum of
Understanding Between
El Pajaro Community Development Corporation And The City of Soledad
Regional Women's Business Center Program**

This Memorandum of Understanding (MOU) establishes a type of partnership between the City of Soledad and *El Pájaro Community Development Corporation*, with an effective date of May 1, 2025.

I. MISSION

El Pajaro Community Development Corporation (El Pajaro CDC,) was formed in 1979 with the mission of "Promoting equal access to economic opportunity." Our organization has a demonstrated record of delivering micro and small business development services in Santa Cruz, Monterey and San Benito County (Tri-County area) to disadvantaged entrepreneurs.

The City of Soledad, as part of its established goals, desires to emphasize partnerships and opportunities with small business, and provide local and current businesses with support, including minority and women-owned businesses.

Together, the Parties enter into this Memorandum of Understanding to mutually promote community economic development opportunities for the City of Soledad Residents. El Pájaro Community Development Corporation (El Pájaro CDC) will deliver services through its Regional Women's Business Center. This program aims to increase economic opportunity for low and moderate-income individuals living in and businesses that operate within the City of Soledad. This project also aims to stimulate the creation and retention of business enterprises and jobs within the City of Soledad.

II. PURPOSE AND SCOPE

El Pájaro CDC will facilitate micro-enterprise development by conducting activities that include increasing primarily low- and very low-income underserved entrepreneurs' access to technical assistance and loan capital resources. Special attention will be given to current and aspiring entrepreneurs in small food-based and childcare businesses.

The City of Soledad will offer office space and outreach support to benefit the City of Soledad's entrepreneurial community's access to culturally relevant business development services, resources, and financing.

The goal of this partnership is to support the community's ability to develop local businesses that will generate jobs and asset-building opportunities by offering free services and affordable financing to current businesses and aspiring entrepreneurs.

Each organization in this MOU is responsible for its own expenses related to this MOU. Funds will not be exchanged between the parties for tasks associated with this MOU.

III. RESPONSIBILITIES

1. El Pajaro CDC will offer business coaching and training services, business training via video conferencing, and in-person sessions at the site designated by The City of Soledad.

Trainings include business workshops on diverse topics related to long-term business development and management training, and coaching will be provided in Spanish or English, depending on the demand for services. Accommodations will be provided for other languages (i.e. Indigenous). Some of the business training may include but are not limited to the following:

- Long Term Business Development and Management - In-depth Training (1 to 10 sessions)
- El Pájaro CDC's Empresari@ Program* - to be offered during Spring and Fall.
- Fall classes to be presented through videoconference.

The individual or series of workshops may include the topics listed below. All classes will adjust to support current and aspiring entrepreneurs based on the need.

Class topics

- Business planning, marketing, and managing business finances and operations.
- Financial Capability module including budgeting, credit management, and access to credit counseling.
- Assistance in analyzing business ideas
- One-on-one professional business consulting
- Access to micro-loan programs to help start or improve small businesses
- Technical Assistance for Food Based and Childcare Entrepreneurs

Topics for technical assistance will include, but will not be limited to:

- Business start-up counseling and referral
- Business plan development assistance
- Loan prepackaging
- Micro-lending
- Group Orientation
- Financial capability and credit counseling services

2. El Pajaro CDC will produce outreach materials that will include the logo of the City of Soledad. Both parties will review and authorize the materials to comply with funder requirements.
3. The City of Soledad will offer:
 - Space at the Gateway Center located at 502 Front Street, Soledad
 - Outreach support

Each party will appoint a person to serve as the official contact and coordinate the activities of each organization in carrying out this MOU. The initial appointees of each organization are:

EL Pajaro CDC Contacts:

Carmen Herrera Mansir, Executive Director

City of Soledad Contact:

Megan Hunter, City Manager

Beatriz Trujillo, Community & Economic Development Director

Tencia C. Vargas, Economic Development Coordinator

IV. TERMS OF UNDERSTANDING

The term of this MOU is for a period of 3 years from the effective date of this agreement and may be extended upon written mutual agreement. It shall be reviewed at least annually to ensure that it is fulfilling its purpose and to make any necessary revisions.

Either organization may terminate this MOU upon thirty (30) days written notice without penalties or liabilities.

Authorization

The signing of this MOU is not a formal undertaking. It implies that the signatories will strive to reach, to the best of their ability, the objectives stated in the MOU.

On behalf of the organization I represent, I wish to sign this MOU and contribute to its further development.

Your organization:

Carmen Herrera Mansir
Executive Director
El Pajaro CDC

Date

Partnering organization:

Megan Hunter
City Manager
City of Soledad

Date



CITY OF SOLEDAD

STAFF REPORT

SUBJECT: Discussion and Consideration on a Phased Approach for the Soledad Container Village Project to Increase Feasibility

TO: Honorable Mayor Velasquez 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 16, 2025

Recommendation

It is recommended that the City Council of Soledad review the staff report and provide direction on ownership and a potential phased approach to the Soledad Container Village Project in an effort to improve the feasibility and likelihood of securing grant funding or favorable loans.

Executive Summary

The City Council has actively supported the development of the Container Village Project, an innovative multi-use space made up of repurposed shipping containers designed to host restaurants, retail shops, and incubator businesses. The Council approved a contract with ELS Architecture to create a conceptual plan, provide a construction estimate, and identify potential revenue streams. The City Council also allocated \$300,000 in ARPA funds for site preparation and to serve as a match for a USDA Rural Development Grant to conduct a feasibility study.

The City has contracted the Monterey County Business Council (MCBC) to assist with a feasibility study. During this process, it has become apparent that a private developer is unlikely to participate, and securing \$10.2 million in funding will be extremely challenging. Recent discussions with the Small Business Administration (SBA), the Economic Development Administration (EDA), and MCBC have suggested a phased approach. This strategy would lessen the City's initial financial burden, better align with federal funding requirements, and provide greater flexibility as market conditions change. Adopting this approach presents a prudent pathway for revitalizing Downtown Soledad, opening new economic opportunities while managing risks and maximizing the potential for grant funding.

Background

Soledad is one of the fastest-growing communities in South Monterey County. To support this growth and expand economic opportunities, the City is implementing strategies to transform Downtown Soledad into a vibrant destination—one that attracts both tourists and locals looking for a place to visit,

shop, and gather. The Soledad Container Village Project has the potential to revitalize downtown by introducing dining, business incubation, and tourism opportunities. Over the past three years, City staff have been diligently working to develop a clear vision and strategic roadmap for this initiative.

Key Milestones in the Development of the Soledad Container Village Project:

- September 25, 2021 – ***Special Economic Development Workshop***
The City held a workshop to discuss potential development opportunities for the vacant lots on Front Street.
- May 5, 2022 – ***Approval of ARPA Funding***
The City Council allocated \$1 million in American Rescue Plan Act (ARPA) funds for economic development initiatives, including \$300,000 for the Container Village Project.
- August 17, 2022 – ***Architect Selection***
ELS Architecture was selected to design the project.
- October 17, 2022 – ***Community Workshop***
A public workshop was held to gather community input on the vision and potential uses for the Container Village.
- April 19, 2023 – ***Joint City Council and Planning Commission Workshop***
ELS Architecture presented three conceptual designs for the project, along with a detailed three-year pro forma outlining financial projection.
- August 7, 2024 – ***USDA Grant Application***
The City applied for a \$50,000 USDA Rural Development grant for a feasibility study and was awarded funding on September 5, 2024.
- January 31, 2025 – ***SBA Site Visit***
Representatives from the Small Business Administration (SBA) toured the proposed site and met with City staff to discuss potential funding opportunities through the Economic Development Administration (EDA).
- February 26, 2025 – ***Meeting with SBA, EDA, and MCBC***
City staff met with representatives from the Small Business Administration (SBA), Economic Development Administration (EDA), and Monterey County Business Council (MCBC) to discuss the project in detail. During the meeting, EDA recommended phasing the project to increase its feasibility for funding, as a phased approach would require fewer matching funds from the City compared to a single large-scale project.

Review & Analysis

The Soledad Container Village Project is a significant economic development initiative aimed at revitalizing Downtown Soledad by introducing new dining, retail, and entertainment opportunities. While the project holds strong potential for community and economic growth, its estimated development cost of \$7 million to \$10.2 million presents financial challenges, necessitating the pursuit of external funding sources.

Using ARPA funding, City staff has been preparing the site for development. The City has utilized the Cesar Chavez Restroom and Front Street Maintenance Projects to establish utility connections at the Container Village site. Additionally, Phase I and Phase II soil testing have been conducted, with results indicating that no remediation is needed. This suggests that the project is likely to be categorically exempt from the California Environmental Quality Act (CEQA). Staff has concluded that the next steps involve a more detailed analysis of the project's financial feasibility.

To undertake the feasibility study, City staff actively pursued grant funding, securing a \$50,000 USDA

Rural Development Grant in August 2024, which will be matched by an additional \$50,000 from the City. This study, currently being developed in collaboration with the Monterey County Business Council, will provide critical insights into the project's viability, ownership structure, and funding strategy.

Determining the ownership structure is crucial, as, being a city-owned property, any sale or leasing arrangement must comply with the Surplus Lands Act (SLA). The SLA requires the City to first offer the property for housing development before entering into any negotiations with a commercial developer. This process can take 6-12 months.

Even if the City identifies a private developer, there would be limited control over lease arrangements for the property. This could result in high lease rates that attract "chain stores" instead of local small businesses that contribute to the uniqueness of Downtown. Such an outcome would not align with the Council's goals for the Container Village. Therefore, it is recommended that the City consider developing the project in partnership with an operator while retaining ownership.

After further discussions with the Small Business Administration (SBA) and the Economic Development Administration (EDA), staff has become more optimistic about the City's ability to develop the Container Village by taking a phased approach and structuring the project to align with federal funding criteria. Following a site visit by the SBA and consultations with SBA and EDA representatives, staff were advised that phasing the project into multiple stages would significantly increase grant eligibility. This phased approach would allow for incremental funding opportunities, reducing the City's upfront financial burden and increasing the likelihood of securing EDA grants, which typically require matching funds.

There are potential funding opportunities we could pursue, but it is essential to ensure that the City Council supports city ownership and a phased approach. We will continue the feasibility study to outline our options, but we need direction from the City Council on whether to detail a phased implementation approach in the study. This approach will enable the City to:

- Increase funding opportunities,
- Reduce the City's financial burden (minimizing the required local match for large-scale grants), and
- Ensure long-term feasibility, allowing for adjustments based on market demand and funding availability.

In the interim, staff is also interested in developing a food truck pod to demonstrate the viability of a future container village with minimal capital investment. As part of this effort, staff will reach out to Downtown businesses. The feasibility study will explore this interim use, and staff will return to the Council for further direction on the food truck pod.

Financial Considerations

Providing direction to staff on the Container Village Project will not have a direct fiscal impact to the City's General Fund. Staff may return in the future for additional funding requests to carry out the development of the Container Village Project.

Alternatives

- Approve a Phased Approach with City-Defined Phases
The City Council could direct staff to develop a specific phasing structure, prioritizing certain components of the project (example: retail spaces first, followed by dining and entertainment

elements).

- Delay the project until full funding is secured

This alternative can pause development efforts until sufficient grant funding or other financial resources are secured.

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 only a discussion of adopting a phase approach for the Soledad Container Village project. 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

No public hearing is required.

Attachment(s):

Attachment A - Presentation

SOLEDAD CONTAINER VILLAGE

PRESENTING A PHASED APPROACH FOR DEVELOPMENT

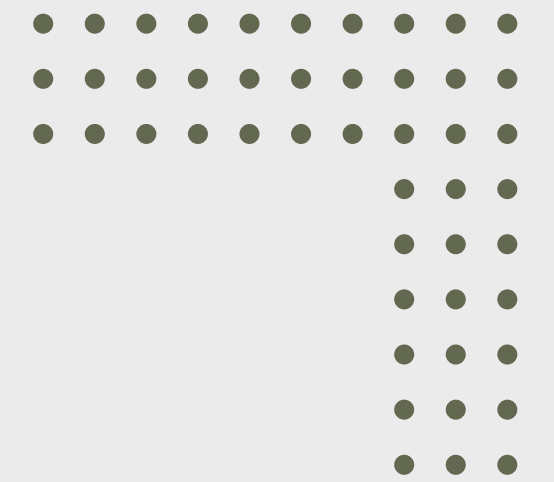
Presented By:

Beatriz Trujillo
Community & Economic Development
Director

Tencia C. Vargas
Economic Development
Coordinator

Date:
April 16, 2025





PROJECT OVERVIEW

The Soledad Container Village Project is a major economic development effort focused on revitalizing Downtown Soledad through the introduction of new dining, retail, and entertainment venues.

This proposed development would be located on Front Street on a city owned property that is currently undeveloped (APN No: 022-211-017).





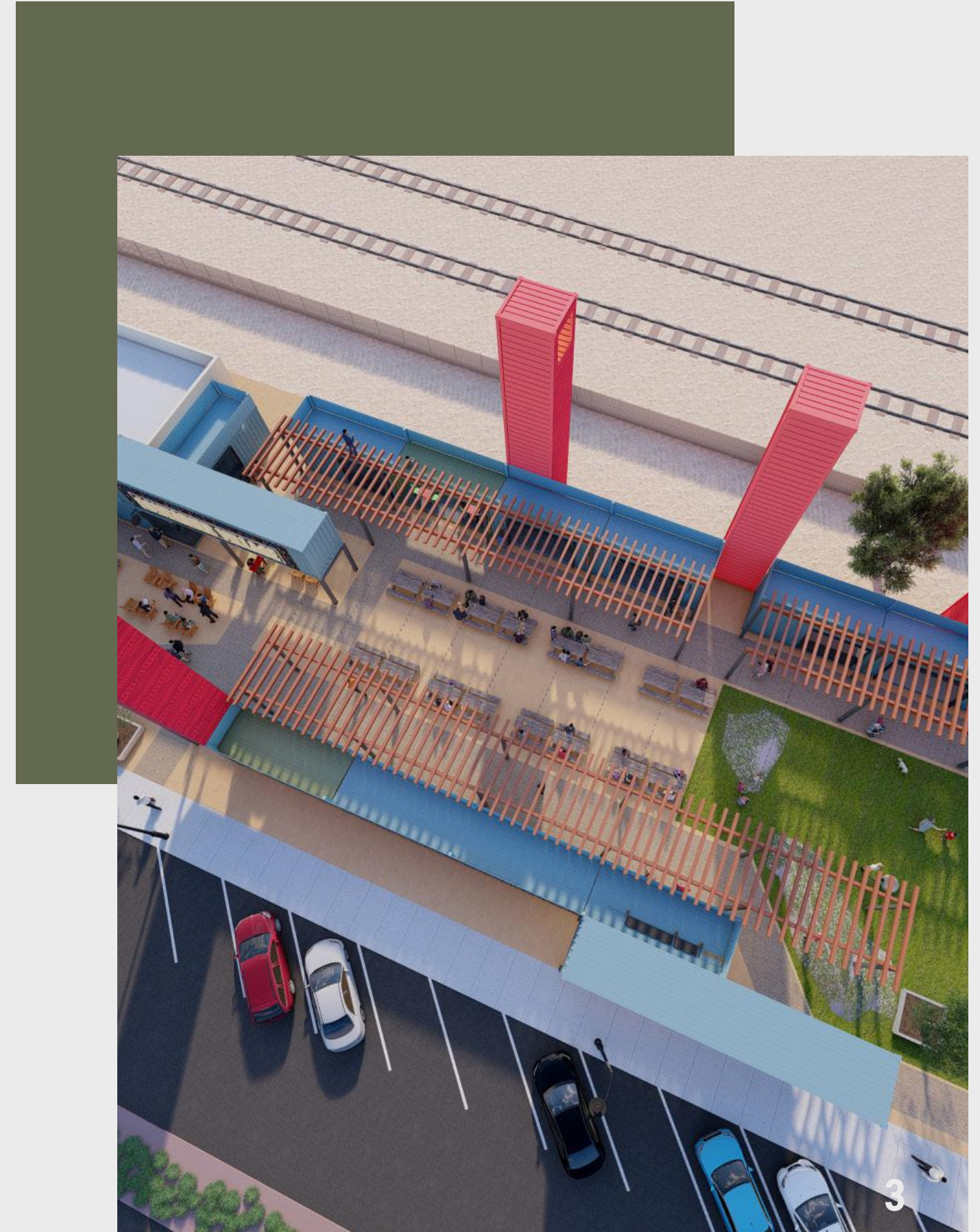
PROGRESS & KEY MILESTONES

2021-2022:

- Sept 25, 2021 – Economic Development Workshop
- May 5, 2022 – ARPA funding allocated toward project
- Aug 17, 2022 – ELS Architecture selected
- Oct 17, 2022 – Community input workshop

2023–2025:

- Apr 19, 2023 – Concept designs & 3-year pro forma presented to Council & Planning Commission
- Sept 5, 2024 – Awarded \$50K USDA grant for feasibility study
- Jan 31, 2025 – SBA site visit
- Feb 26, 2025 – Meeting with SBA, EDA & MCBC: Phased approach recommended





CURRENT PROGRESS & FUNDING



In August 2024, the City secured a \$50,000 USDA Rural Development Grant to fund a feasibility study, now underway in partnership with the Monterey County Business Council. The study will assess project viability, ownership models, and funding strategies.

Federal Agency Engagement:

City staff has engaged with the Small Business Administration (SBA) and Economic Development Administration (EDA) to explore a range of potential funding opportunities and align the project with federal funding requirements. Given the proposed project cost of \$7 million to \$10.2 million, both agencies recommended a phased approach. This strategy would make the project more feasible by increasing funding eligibility, reducing the upfront financial burden, and allowing for incremental progress based on available funding.



PHASE APPROACH

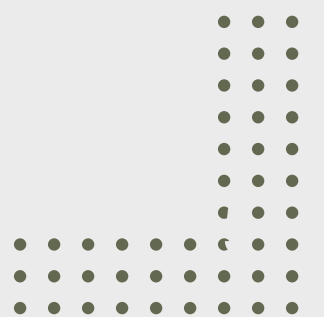


Phased Approach:

Staff is recommending a phased implementation strategy to:

- Increase access to grant funding
- Minimize required local matching funds
- Ensure flexibility and long-term feasibility based on market demand and funding availability

By adopting a phased approach, the City can effectively advance the Soledad Container Village Project while maximizing funding opportunities and minimizing financial risks.





THANK YOU.

QUESTIONS & COMMENTS





CITY OF SOLEDAD

STAFF REPORT

SUBJECT: Workforce Housing Rental Policy Framework

TO: Honorable Mayor Anna Velazquez and City Council

FROM: Beatriz Trujillo, Community and Economic Development Director

THROUGH: Megan Hunter, City Manager

MEETING DATE: April 16, 2025

Recommendation

It is recommended that the City Council review the staff report and provide direction to staff regarding the creation and adoption of a Workforce Housing Rental Policy for the City's owned residential properties based upon a proposed framework.

Executive Summary

The City of Soledad is facing significant housing challenges, especially for its workforce, with 71.5% of residents commuting over 10 miles to work and limited affordable housing options. The shortage of rental units in South County complicates recruitment efforts, particularly for the Soledad Police Department, which currently has six vacant positions. In response, the City Council approved Resolution No. 6197 on February 19, 2025, to purchase a one-bedroom apartment for workforce housing. City staff recommends prioritizing eligibility for employees earning between 80% and 160% of the Area Median Income (AMI) to improve recruitment and retention. Staff is seeking direction on a proposed Workforce Housing Rental Policy Framework. This framework features a two-year fixed tenancy and a lottery system if demand exceeds supply, with five priority tiers based on job roles. Continued eligibility will be assessed using criteria such as income and employment status.

Background

According to the Census Longitudinal-Employer Household Dynamics Origin-Destination Employment Statistics (LODES), 71.5% of Soledad's workforce commutes more than 10 miles to their jobs. The housing market in South County is extremely tight, with few available units and high rental prices. In Soledad, the rental stock of one-bedroom apartments is very limited, with the majority of available options consisting of rooms in private homes rather than standalone rental units. These housing challenges have significantly impacted recruitment efforts, especially for the Soledad Police Department, which currently has six vacancies. Housing has been identified as a barrier to recruitment, and the City recently lost a highly qualified officer due to these difficulties. On February 19, 2025, the City Council approved Resolution No. 6197, which authorizes the purchase of a one-bedroom apartment to provide workforce housing for income-qualified City employees. Staff recommends

prioritizing eligibility for employees earning between 80% and 160% of the Area Median Income (AMI) to support recruitment and retention efforts.

Review & Analysis

Creating a Workforce Rental Housing Policy is relatively straightforward because the City must comply with the California Fair Employment and Housing Act, and the County has already set rental rates based on income.

Rental Rates

The U.S. Department of Housing and Urban Development (HUD) defines housing as affordable when it costs no more than 30% of a household's income. For the fiscal year 2024-2025, the monthly salary of a police officer ranges from \$7,043 to \$8,400. Based on this salary, the suggested monthly rent is between \$2,000 and \$2,500. It is recommended that we use this rent range as a benchmark to ensure consistency with other affordable housing providers.

Term

It is recommended to limit tenancy to a two-year term. The main reason for providing housing is to assist with recruitment. A two-year period allows employees enough time to save money and secure alternate housing options afterward.

The California Fair Employment and Housing Act (FEHA) is the primary state law that prohibits discrimination in housing. According to FEHA (Gov. Code 12900–12996), there is no specific requirement for open-ended tenancies. However, it does mandate that any housing policy, including fixed-term limits, must be implemented in a nondiscriminatory manner. When a workforce housing program establishes a two-year fixed term, this term must be applied uniformly to all eligible tenants. Additionally, re-certification should be based on objective criteria, such as income and employment, to avoid any disparate impact on protected classes under FEHA.

Workforce Housing Eligibility & Prioritization Framework

Staff requires guidance on prioritizing the units due to expected high demand. To address this, we recommend the following Workforce Housing Eligibility and Prioritization Framework. This framework aims to support strategic recruitment and retention while guiding the development of a Workforce Housing Policy.

We have outlined Priority Tiers for the Council's consideration and discussion, integrating elements from all three previously proposed alternatives. If demand exceeds supply, the framework will be administered through a lottery system.

Please note that all tenancies will be limited to a two-year term, and eligibility for re-certification will be subject to City review.

Tier 1: Emergency and First Responder Recruitment

- Newly hired First Responders and Emergency Personnel (e.g., Police Officers, Firefighters)
- Includes potential use of units as short-term relocation housing (3–6 months) for key leadership roles such as Chief of Police or Fire Chief (see explanation below)

Tier 2: Emergency and First Responder Retention

- Current First Responders and Emergency Personnel residing outside of Soledad but employed by the City of Soledad

Tier 3: Other City of Soledad Employees (Recruitment & Retention)

- The first priority would be to recruit for more challenging positions to fill, such as engineers and water and wastewater operators.
- The second priority would be for employee retention.

Tier 4: Essential Public Employees (Recruitment & Retention)

- Teachers, Utility Workers, Healthcare Workers, and other public-facing service providers whose roles are critical to the community.

Tier 5: General Workforce – At-Risk Soledad Residents

- Soledad residents currently employed but at risk of homelessness due to displacement, unaffordable housing costs, or unstable living arrangements.

Re-Certification and Continued Eligibility

After the two-year occupancy term, tenants may apply for re-certification based on:

- Continued eligibility under one of the priority tiers.
- Active employment in an eligible role.
- Proof of primary residency and updated income verification.
- Demonstrated efforts to transition into permanent housing (for General Workforce applicants).

Extensions beyond two years are not guaranteed and will depend on unit availability and demand within higher-priority tiers.

Chief of Police Recruitment

The staff is requesting the use of the unit for 3 to 6 months for the newly hired Chief of Police. Currently, the applicant pool does not include any candidates who live in the area, which makes it likely that finding housing for someone unfamiliar with the community will be challenging. This temporary arrangement would provide the new Chief with a place to stay until they can secure permanent housing. It is expected that the new Chief will start around June.

Based on the Council's direction, staff will collaborate with the City Attorney to finalize the Workforce Housing Rental Policy. This will enable us to proceed swiftly to ensure the unit is occupied as soon as possible.

Financial Considerations

The Community and Economic Development Department will coordinate closely with the Finance Department to ensure that the workforce housing program is financially self-sustaining through the collection of rental income. Together, both departments will establish a dedicated appropriation fund to monitor the program's ongoing financial health and performance.

In addition, the Community and Economic Development Department will continue to work in partnership with the City's Finance and Legal Departments to ensure full regulatory compliance, fiscal accountability, and adherence to applicable state and local laws governing the management of public assets and housing programs.

Alternatives

- Accept the proposed framework and direct staff to draft a Workforce Housing Rental Policy.
- Provide revisions to the proposed framework and direct staff to draft a revised Workforce Housing Rental Policy.

Planning/CEQA

The proposed workforce rental housing project is subject to CEQA but qualifies for a Class 1 Exemption under CEQA Guidelines § 15301, which applies to the operation, repair, maintenance, leasing, or minor alteration of existing structures. The project involves the use of an existing, built-out, move-in-ready housing unit for workforce rental, with no physical construction, expansion, or significant changes to the current use.

Public Notice Requirements

None.



CITY OF SOLEDAD

STAFF REPORT

SUBJECT: Resolution No. 6224, A Resolution of The City Council of the City of Soledad Authorizing the City Manager to Defer the Development Impact Fee for the Eden Housing Affordable Housing Project on Parcel E and Secure Payment by a Deed of Trust and Promissory Note

TO: Honorable Mayor Anna Velasquez and City Council

FROM: Beatriz Trujillo, Community and Economic Development Director

THROUGH: Megan Hunter, City Manager

MEETING DATE: April 16, 2025

Recommendation

It is recommended that the City Council of the City of Soledad consider and approve Resolution No. 6224, "Authorizing the City Manager to Defer the Development Impact Fee for the Eden Housing Affordable Housing Project on Parcel E and Secure Payment by a Deed of Trust and Promissory Note."

Executive Summary

Eden Housing, in partnership with Agha Development, is advancing a 40-unit affordable housing project on Parcel E of the approved PUD 2018-02 site. The Project fulfills the inclusionary housing obligation tied to the original development approval, with 39 units designated for low- and very-low-income households and one manager's unit. The City, through the Affordable Housing Agreement, previously committed to providing a \$10,000 impact fee credit per affordable unit, totaling \$390,000.

Eden Housing is seeking a deferral of the remaining \$610,640 in development impact fees to strengthen its application for Federal Low-Income Housing Tax Credits (LIHTC), which are a crucial source of funding. This deferral will provide the local public match required by the LIHTC program without necessitating a subsidy from the General Fund. The deferred amount will be secured by a Deed of Trust and Promissory Note, with payment due 55 years after the issuance of the Certificate of Occupancy, upon the project's completion of the affordability term.

The Affordable Housing Ad-Hoc Committee reviewed and supported the proposal on March 27, 2025. Staff recommends Council approval of the impact fee deferral to support the project's financial viability and further the City's affordable housing goals.

Background

On March 6, 2019, the City Council approved Planned Unit Development (PUD) 2018-02 through Resolution No. 5482, authorizing the development of 132 housing units, including 104 single-family residences and 28 apartment units, on an 8.56-acre parcel owned by Agha Development (Owner). Following entitlement approval, the Owner entered into an Affordable Housing Agreement with the City of Soledad, committing to constructing 28 low-income and very-low-income rental units and 24 moderate-income ownership units, totaling 52 affordable housing units. After careful consideration, the Owner decided to partner with Eden Housing, a nonprofit affordable housing developer, to fulfill the inclusionary housing requirement. On November 27, 2023, the City's Affordable Housing Ad-Hoc Committee met with the Owner to review a proposal for a partnership with Eden Housing. Under this proposal, the Owner would transfer the development-ready Parcel E (Project) to Eden Housing for a nominal fee. Eden Housing assumes responsibility for constructing the very-low-income and low-income housing units. On June 19, 2024, the City Council approved a Density Bonus, allowing Eden Housing to develop 40 multi-family homes designated for low- and very-low-income households.

Review & Analysis

Eden Housing's affordable housing project comprises 39 low- and very-low income units plus one manager unit. Under the terms of the Affordable Housing Agreement, the City has committed to providing a \$10,000 impact fee credit for each affordable unit. This commitment represents a total of \$390,000 in credits specifically for the 39 affordable deed-restricted units. Eden Housing, is actively pursuing multiple funding sources—including the highly competitive Federal Low-Income Housing Tax Credits (LIHTC) program. A critical component of the LIHTC application is the demonstration of a local public match. On February 24, 2025, Eden Housing formally requested a deferral of its development impact fees to meet this requirement.

It is important to note that the City created a Program in the Housing Element to provide city funding to facilitate the development of affordable housing. The fee deferral will demonstrate implementation of the Housing Element and would result in 39 units at the deepest affordability levels to help fulfill our Regional Needs Housing Allocation (RHNA) of 165 low and very low-income units.

The total estimated impact fees for the Project are \$1,000,640. With the City's commitment of \$390,000 in credits, there remains a balance of \$610,640. Staff is proposing that the City defer this remaining balance. The deferral is intended to bolster Eden Housing's competitive position in securing LIHTC funding, which is instrumental to advancing affordable housing in the community. In accordance with California law, cities may defer development impact and building permit fees when such deferrals are funded from non-fee revenues. This safeguards against improper cross-subsidization among fee payers. The City can use the fee deferral as a tool to provide local matches for these types of projects without having to secure actual cash subsidies through the General Fund. To secure the deferral, the arrangement would be formalized through a Deed of Trust (Exhibit A) recorded against the Project and a Promissory Note (Exhibit B). Under the terms of the arrangement, the principal balance of the deferred fees will be repaid 55 years following the issuance of the Certificate of Occupancy, coinciding with the end of the affordability period.

On March 27, 2025, the City's Affordable Housing Ad-Hoc Committee reviewed the proposal and recommended bringing it forward for full Council consideration. City staff has worked with Eden Housing's legal counsel and the City Attorney to prepare the necessary legal documents. Staff recommends that the Council approve the \$610,640 fee deferral. This deferral facilitates the necessary local match for the LIHTC application and strengthens Soledad's commitment to expanding affordable

housing opportunities. The approval will help ensure the financial viability of Eden Housing's Project and contribute to the broader strategic goals of community development and housing affordability.

Financial Considerations

Although the City is potentially losing \$610,640 in development impact fees, without the fee deferral, it is unlikely that the project could secure the necessary tax credits to be constructed. More importantly, the City can use the fee deferral as a tool to provide the local match to these projects without having to secure actual cash subsidies through the General Fund.

Alternatives

- Approve the proposed Resolution, authorizing the City Manager to defer the development impact fee for the Eden Housing affordable housing project on Parcel E and secure payment by a Deed of Trust and Promissory Note.
- Deny the proposed impact fee deferral for the Eden Housing affordable housing project on Parcel E, and provide further direction to staff.

Planning/CEQA

Adopting a resolution for an impact fee deferral is not considered a project for CEQA purposes.

Public Notice Requirements

None required

Attachment(s):
Resolution No. 6224
Exhibit A
Exhibit B
Attachment A

RESOLUTION NO. 6224

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLEDAD
AUTHORIZING THE CITY MANAGER TO DEFER THE DEVELOPMENT IMPACT
FEE FOR THE EDEN HOUSING AFFORDABLE HOUSING PROJECT ON PARCEL E
AND SECURE PAYMENT BY A DEED OF TRUST AND PROMISSORY NOTE**

WHEREAS, Eden Housing, in partnership with Agha Development, is advancing a 40-unit affordable housing project on Parcel E of the approved PUD 2018-02 site; and

WHEREAS, On June 19, 2024, the City Council approved a Density Bonus, allowing Eden Housing to develop 40 multi-family homes designated for low- and very-low-income households; and

WHEREAS, Eden Housing is actively pursuing funding from the highly competitive Federal Low-Income Housing Tax Credits (LIHTC) program for the Parcel E affordable housing project (Project); and

WHEREAS, A critical component of the LIHTC application is the demonstration of a local public match.

WHEREAS, Eden Housing's Project comprises 39 low- and very-low income units plus one manager unit and under the terms of the Affordable Housing Agreement, the City has committed to providing a \$10,000 impact fee credit for each affordable unit; and

WHEREAS, the City's commitment represents a total of \$390,000 in credits specifically for the 39 affordable deed-restricted units; and

WHEREAS, the total estimated impact fees for the Project are \$1,000,640, and with the City's commitment of \$390,000 in credits, there remains a balance of \$610,640; and

WHEREAS, the deferred amount will be secured by a Deed of Trust and Promissory Note, with payment due 55 years after the issuance of the Certificate of Occupancy, upon the project's completion of the affordability term; and

WHEREAS, the fee deferral facilitates the necessary local match for the LIHTC application without having to secure actual cash subsidies through the General Fund and strengthens Soledad's commitment to expanding affordable housing opportunities; and

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

1. The City Council hereby approves Deed of Trust as set forth in **Exhibit A**, attached hereto and incorporated herein by reference.
2. The City Council approves the Promissory Note as set forth in **Exhibit B**, attached hereto and incorporated herein by reference.

3. The City Council authorizes the City Manager and Executive Director, or their designee, to execute all documents necessary to effectuate the transactions contemplated by this Resolution.

PASSED AND ADOPTED by the City Council of the City of Soledad and the Housing Authority of the City of Soledad at a regular meeting duly held on the 16th day of April 2025 by the following vote:

AYES, and in favor thereof, Councilmembers:

NOES, Councilmembers:

ABSENT, Councilmembers:

ABSTAIN, Councilmembers:

ANNA M. VELAZQUEZ, Mayor/Chair

ATTEST:

MEGAN HUNTER, City Clerk/ Executive Director

When recorded mail to:

City of Soledad
248 Main Street
Soledad, California, 93960

DEED OF TRUST WITH ASSIGNMENT OF RENTS

This DEED OF TRUST WITH ASSIGNMENT OF RENTS, made as of the ____ day of _____, 2025, between

_____, a California nonprofit public benefit corporation, herein called “**TRUSTOR**”, whose address is _____, and

First American Title Company, herein called “**TRUSTEE**”, and

[**City of Soledad, a California**] _____, herein called “**BENEFICIARY**”

Trustor irrevocably grants, transfers and assigns to Trustee in Trust, with Power of Sale that property in the City of Soledad, County of MONTEREY, State of CALIFORNIA, described as follows:

SEE **EXHIBIT A** ATTACHED

Together with the rents, issues and profits thereof, subject, however, to the right, power and authority hereinafter given to and conferred upon Beneficiary to collect and apply such rents, issues and profits.

FOR THE PURPOSE OF SECURING (1) payment of the sum of _____ **DOLLARS AND NO CENTS (\$_____)** with interest thereon according to the terms of a promissory note or notes of even date herewith made by TRUSTOR, payable to order of BENEFICIARY, and extensions or renewals thereof; (2) the performance of each agreement of TRUSTOR incorporated by reference or contained herein or reciting it is so secured; (3) payment of additional sums and interest thereon which may hereafter be loaned to Trustor, or his or her successors or assigns, when evidenced by a promissory note or notes reciting that they are secured by this Deed of Trust.

To protect the security of this Deed of Trust, and with respect to the property above described, Trustor agrees:

(1) To keep said property in good condition and repair, ordinary wear and tear excepted; not to remove or demolish any building thereon; to complete or restore promptly and in good and workmanlike manner any building which may be constructed, damaged or destroyed thereon and to pay when due all claims for labor performed and materials furnished therefor (or to bond over

any liens to Beneficiary's reasonable satisfaction); to comply with all laws affecting said property or requiring any alterations or improvements to be made thereon; not to commit or permit waste thereof; not to commit, suffer or permit any act upon said property in violation of the law; to cultivate, irrigate, fertilize, fumigate, prune and do all other acts which from the character or use of said property may be reasonably necessary, the specific enumerations herein not excluding the general.

(2) To provide, maintain and deliver to Beneficiary fire insurance satisfactory to and with loss payable to Beneficiary. The amount collected under any fire or other insurance policy may be applied by Beneficiary upon any indebtedness secured hereby and in such order as beneficiary may determine, or at option of Beneficiary the entire amount so collected or any part thereof may be released to Trustor. Such application or release shall not cure or waive any default or notice of default hereunder or invalidate any act done pursuant to such notice.

(3) To appear in and defend any action or proceeding purporting to affect the security hereof or the rights or powers of Beneficiary or Trustee; and to pay all costs and expenses, including cost of evidence of title and attorney's fees in a reasonable sum, in any action or proceeding in which Beneficiary or Trustee may appear, and in any suit brought by Beneficiary to foreclose this Deed of Trust.

(4) To pay: at least ten days before delinquency all taxes and assessments affecting said property when due, all encumbrances, charges and liens, with interest, on said property or any part thereof, which appear to be prior or superior hereto; all costs, fees and expenses of this Trust. Should Trustor fail to make any payment or to do any act as herein provided, then Beneficiary or Trustee, but without obligation so to do and without notice to or demand upon Trustor and without releasing Trustor from any obligation hereof, may: make or do the same in such manner and to such extent as either may deem necessary to protect the security hereof, Beneficiary or Trustee being authorized to enter upon said property for such purposes; appear in and defend any action or proceeding purporting to affect the security hereof or the rights or powers of Beneficiary or Trustee; pay, purchase, contest or compromise any encumbrance, charge, or lien which in the judgment of either appears to be prior or superior hereto; and, in exercising any such powers, pay necessary expenses, employ counsel and pay his or her reasonable fees.

(5) To pay immediately and without demand all sums so expended by Beneficiary or Trustee, with interest from date of expenditure at the amount allowed by law in effect at the date hereof, and to pay for any statement provided for by law in effect at the date hereof regarding the obligation secured hereby, any amount demanded by the Beneficiary not to exceed the maximum allowed by law at the time when said statement is demanded.

(6) That any award of damages in connection with any condemnation for public use of or injury to said property or any part thereof is hereby assigned and shall be paid to Beneficiary who may apply or release such moneys received by him or her in the same manner and with the same effect as above provided for disposition or proceeds of fire or other insurance.

(7) That by accepting payment of any sum secured hereby after its due date, Beneficiary does not waive his or her right either to require prompt payment when due of all other sums so secured or to declare default for failure so to pay.

(8) That at any time or from time to time, without liability therefor and without notice, upon written request of Beneficiary and presentation of this Deed and said note for endorsement, and without affecting the personal liability or any person for payment of the indebtedness secured hereby, Trustee may: reconvey any part of said property; consent to the making of any map or plat thereof; join in granting any easement thereon; or join in any extension agreement or any agreement subordinating the lien or charge hereof.

(9) That upon written request of Beneficiary stating that all sums secured hereby have been paid, and upon surrender of this Deed and said note to Trustee for cancellation and retention or other disposition as Trustee in its sole discretion may choose and upon payment of its fees, Trustee shall reconvey, without warranty, the property then held hereunder. The recitals in such reconveyance of any matters or facts shall be conclusive proof of the truthfulness thereof. The Grantee in such reconveyance may be described as the person or persons legally entitled thereto.

(10) That as additional security, Trustor hereby gives to and confers upon Beneficiary the right, power and authority, during the continuance of these Trusts, to collect the rents, issues and profits of said property, reserving unto Trustor the right, prior to any default by Trustor in payment of any indebtedness secured hereby or in performance of any agreement hereunder, to collect and retain such rents, issues and profits as they become due and payable. Upon any such default, Beneficiary may at any time without notice, either in person, by agent, or by a receiver to be appointed by a court, and without regard to the adequacy of any security for the indebtedness hereby secured, enter upon and take possession of said property or any part thereof, in his or her own name sue for or otherwise collect such rents, issues, and profits, including those past due and unpaid, and apply the same, less costs and expenses of operation and collection, including reasonable attorney's fees, upon any indebtedness secured hereby, and in such order as Beneficiary may determine. The entering upon and taking possession of said property, the collection of such rents, issues and profits and the application thereof as aforesaid, shall not cure or waive any default or notice of default hereunder or invalidate any act done pursuant to such notice.

(11) That upon default by Trustor in payment of any indebtedness secured hereby or in performance of any agreement hereunder beyond any applicable notice or cure period, Beneficiary may declare all sums secured hereby immediately due and payable by delivery to Trustee of written declaration of default and demand for sale and of written notice of default and of election to cause to be sold said property, which notice Trustee shall cause to be filed for record. Beneficiary also shall deposit with Trustee this Deed, said note and all documents evidencing expenditures secured hereby.

After the lapse of such time as may then be required by law following the recordation of said notice of default, and notice of sale having been given as then required by law, Trustee without demand on Trustor, shall sell said property at the time and place fixed by it in said notice of sale, either as a whole or in separate parcels, and in such order as it may determine, at public auction to the highest bidder for cash in lawful money of the United States, payable at time of sale. Trustee may

postpone sale of all or any portion of said property by public announcement at such time and place of sale, and from time to time thereafter may postpone such sale by public announcement at the time fixed by the preceding postponement. Trustee shall deliver to such purchaser its deed conveying the property so sold, but without any covenant or warranty, express or implied. The recitals in such deed of any matters or facts shall be conclusive proof of the truthfulness thereof. Any person, including Trustor, Trustee, or Beneficiary as hereinafter defined, may purchase at such sale.

After deducting all costs, fees and expenses of Trustee and of this Trust, including cost of evidence of title in connection with sale, Trustee shall apply the proceeds of sale to payment of: all sums expended under the terms hereof, not then repaid, with accrued interest at the amount allowed by law in effect at the date hereof; all other sums then secured hereby; and the remainder, if any, to the person or persons legally entitled thereto.

(12) Beneficiary, or any successor in ownership of any indebtedness secured hereby, may from time to time, by instrument in writing, substitute a successor or successors to any Trustee named herein or acting hereunder, which instrument, executed by the Beneficiary and duly acknowledged and recorded in the office of the recorder of the county or counties where said property is situated, shall be conclusive proof of proper substitution of such successor Trustee or Trustees, who shall, without conveyance from the Trustee predecessor, succeed to all its title, estate, rights, powers and duties. Said instrument must contain the name of the original Trustor, Trustee and Beneficiary hereunder, the book and page where this Deed is recorded and the name and address of the new Trustee.

(13) That this Deed applies to, inures to the benefit of, and binds all parties hereto, their heirs, legatees, devisees, administrators, executors, successors, and assigns. The term Beneficiary shall mean the owner and holder, including pledgees, of the note secured hereby, whether or not named as Beneficiary herein. In this Deed, whenever the context so requires, the masculine gender includes the feminine and/or the neuter, and the singular number includes the plural. Personal liability for the indebtedness secured hereby shall be limited as set forth in the other documents evidencing and/or securing such indebtedness.

(14) The Trustee accepts this Trust when this Deed, duly executed and acknowledged, is made a public record as provided by law. Trustee is not obliged to notify any party hereto of pending sale under any other Deed of Trust or of any action or proceeding in which Trustor, Beneficiary or Trustee shall be a party unless brought by Trustee. Beneficiary may charge for a statement regarding the obligation secured hereby, provided the charge thereof does not exceed the maximum allowed by law.

(15) This Deed of Trust will subordinate in lien priority to any commercial lender's deed of trust or deed in lieu provided as security for a construction loan for the development of the Project.

The undersigned Trustor, requests that a copy of any notice of default and any notice of sale hereunder be mailed to him or her at his or her address hereinbefore set forth.

Trustor:

[_____,
a California nonprofit public benefit corporation,]

By: _____
[NAME,
TITLE]

EXHIBIT A

LEGAL DESCRIPTION OF THE PROPERTY

DRAFT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)

County of _____)

On _____ before me, _____, Notary Public, personally appeared, _____, who proved to me the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her their authorized capacity(ies), and that by his/her/their signature (s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under penalty of perjury under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____

**Promissory Note
Secured by Deed of Trust
(Deferred Fees Proceeds Note)**

Principal Amount: \$610,640.

_____, 2025

FOR VALUE RECEIVED, [_____] a California nonprofit public benefit corporation] ("Maker") promises to pay The City of [Soledad] ("Holder") the amount of [Six hundred ten thousand six hundred forty dollars /100 Dollars (\$\$610,640) (the "Deferred Fee Proceeds"). The Deferred Fee Proceeds may be referred to herein as the Loan.

1. SECURITY. This Note shall be secured by a deed of trust (the "Deed of Trust") recorded against Maker's interest in that certain real property located in [City of Soledad], California, as more particularly described in the Deed of Trust (the "Property").

2. MATURITY DATE. The maturity date for the Deferred Fee Proceeds shall be the date which is fifty-five (55) years from the date of recordation of the Deed of Trust (the "Maturity Date").

3. REPAYMENT OF LOAN PROCEEDS. This Note shall be repaid with interest as follows:

- (a) Interest. The outstanding principal balance of the Loan shall not bear interest.
- (b) Payments – Permanent Period. All payments will be deferred until the Maturity Date.
- (c) Payment of Principal upon Event of Default or Sale. Notwithstanding anything to the contrary contained herein, in the event the Property is sold or upon an Event of Default, which continues beyond expiration of applicable notice and cure periods, payment of the outstanding principal balance of the Loan shall be due and payable.
- (d) The indebtedness evidenced by this Note may be subordinated in right of payment to the prior payment in full of all amounts then due and payable (including, but not limited to, all amounts due and payable by virtue of any default or acceleration or upon maturity) with respect to any construction loan made by a commercial lender ("Senior Lender") to the extent and in the manner provided in any subordination agreements entered into in connection therewith (the "Subordination Agreement"). The rights and remedies of the payee and each subsequent holder of this Note shall be deemed, by virtue of such holder's acquisition of this Note, to have agreed to perform and observe all of the terms, covenants and conditions to be performed or observed by the "Subordinate Lender" under the Subordination Agreement.
- (e) Prepayment. This Note may be prepaid in whole or part at any time and from time to time without penalty, fee or premium.

(f) Place of Payment. Any payment required under this Note shall be made payable to The City of Soledad, 248 Main St, Soledad, California, 93960. The place of payment may be changed from time to time as Holder may from time to time designate in writing. Payments shall be in lawful money of the United States of America.

4. COLLECTION. This Note evidences the Loan and is secured by the Deed of Trust recorded against the Property. The terms of the Deed of Trust are incorporated herein by this reference. Maker agrees to pay

all the collection and enforcement costs, expenses and attorneys' fees paid or incurred by the holder of this Note or adjudged by a court in any litigation or controversy connected with this Note, or security for it, including but not limited to actions for declaratory relief that any such holder is required to prosecute or defend and actions for relief based on rescission, or actions to cancel this Note that any such holder is required to defend.

5. DEFAULT.

(a) The occurrence of any of the following shall constitute an "Event of Default" under this Note: (i) Maker fails to pay to Holder any amount due hereunder within ten (10) days of notice from Holder that such payments is due; (ii) any default by Maker of any other covenant under this Note; (iii) any default by Maker under the Deed of Trust or any other document evidencing or securing the Loan; (iv) Maker fails to pay any taxes or assessments due on the Property when due (subject to Maker's right to contest the same in good faith); or (v) Maker's bankruptcy, whether voluntary or involuntary that is not dismissed within ninety (90) days.

(b) Upon the occurrence of any Event of Default which continues beyond expiration of applicable notice and cure periods, or at any time thereafter, at the option of Holder hereof and without notice, the entire unpaid principal and interest owing on this Note shall become immediately due and payable. This option may be exercised at any time following any such event, and the acceptance of one or more installments thereafter shall not constitute a waiver of Holder's option. Holder's failure to exercise such option shall not constitute a waiver of such option with respect to any subsequent event. Holder's failure in the exercise of any other right or remedy hereunder or under any agreement which secures the indebtedness or is related thereto shall not affect any right or remedy and no single or partial exercise of any such right or remedy shall preclude any further exercise thereof.

(c) Notwithstanding anything to the contrary in this Note or the Deed of Trust (collectively, the "Loan Documents") and except with respect to any obligation to make payments to Holder, Maker shall have the right to cure any defaults under the Loan Documents and Holder agrees to accept cures tendered by Maker within thirty (30) days of written notice to Maker of such default, plus such additional time as is reasonably necessary to cure the default provided Maker has commenced the cure within such thirty (30) day period and is diligently prosecuting the cure to completion.

(d) Notwithstanding anything to the contrary in the Loan Documents, the limited partner(s) of Maker (collectively, the "Limited Partner") shall have the right, but not the obligation, to cure any defaults of Maker hereunder, and Holder agrees to accept cures tendered by the Limited Partner on behalf of Maker within the cure periods described in this Section 5. The Limited Partner may replace Borrower's general partner(s) in furtherance of a cure and shall have a reasonable period of time thereafter to effect a cure.

(e) The Note is a nonrecourse obligation of Maker and its partners. Neither Maker nor any of its partners nor any other party shall have any personal liability for repayment of this Note. The sole recourse of the Holder under the Loan Documents for repayment of the Note shall be the exercise of its rights against the Property.

6. WAIVER. Maker and any endorsers hereof and all others who may become liable for all or any part of this obligation, severally waive presentment for payment, demand and protest and notice of protest, and of dishonor and nonpayment of this Note, and expressly consent to any extension of the time of payment hereof or of any installment hereof, to the release of any party liable for this obligation, and any such extension or release may be made without notice to any of said parties and without any way affecting or discharging this liability.

7. ATTORNEY FEES. Maker agrees to pay immediately upon demand all costs and expenses of Holder, including reasonable attorneys' fees, (i) after an Event of Default this Note be placed in the hands of an attorney or attorneys for collection, (ii) if after an Event of Default hereunder or under the Deed of Trust, Holder finds it necessary or desirable to secure the services or advice of one or more attorneys with regard to collection of this Note against Maker, any guarantor or any other party liable therefore or to the protection of its rights under the Loan Documents, or (iii) if Holder seeks to have the Property abandoned by or reclaimed from any estate in bankruptcy, or attempts to have any stay or injunction prohibiting the enforcement or collection of the Note or prohibiting the enforcement of the Loan Documents or any other agreement evidencing or securing this Note lifted by any bankruptcy or other courts.

8. INTEGRATION. This Note, the Deed of Trust and the other loan documents relating to this Note, embody the agreement between Holder and Maker for the Loan and its terms and conditions.

9. AMENDMENTS. This Note may not be modified or amended except by an instrument in writing executed by the parties sought to be bound thereby.

10. GOVERNING LAW. This Note shall be governed by and construed in accordance with the laws of the State of California.

[SIGNATURE ON FOLLOWING PAGE]

Executed as of the date first written above.

_____,
a California nonprofit public benefit corporation,

By: _____
[NAME, TITLE]

DRAFT

Attachment 18A - Local Development Impact Fees

Project Name: Miravale E Apartments

Itemize all local impact fees to be paid. The total must correspond with the total local impact fees line item shown in the development budget of the application.

Pursuant to Regulation Section 10302(bb), Local development impact fees are defined as: The amount of impact fees, mitigation fees, or capital facilities fees imposed by municipalities, county agencies, or other jurisdictions such as public utility districts, school districts, water agencies, resource conservation districts, etc.

NOTE: Permit processing fees, building permit fees, and plan check fees are NOT considered local development impact fees.

Type of Fees to be Paid	Amount of Fee
Community Development Fees	\$ -
Drainage Facilities	\$ -
Facilities Assessment	\$ -
Fire Facilities	\$ -
General Facilities	\$ -
Governmental/Environmental	\$ 171,160
Law Enforcement Facilities	\$ -
Library Facilities	\$ -
Parks & Recreation	\$ 281,200
Public Facilities	\$ 53,400
Schools	\$ -
Streets & Signals	\$ -
Traffic Fees	\$ 188,440
Waste Water Collection	\$ 107,200
Waste Water Treatment	\$ -
Water Facilities	\$ 98,000
Other: Admin	\$ 29,160
Other: Storm Drain	\$ 72,080
Other:	\$ -
Other:	\$ -
Other:	\$ -
Total Local Development Impact Fees	\$ 1,000,640

Agency/Jurisdiction Name: City of Soledad
 Name of Signatory: _____
 Title of Signatory: _____

Phone: _____
 Email: _____
 Date: _____

Signature: _____

Attachment 18A - Local Development Impact Fees

Project Name:

DRAFT