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

WEDNESDAY, SEPTEMBER 2, 2026

CITY HALL, COUNCIL CHAMBERS

6:00 PM

The public meeting will open at 6:00 p.m.

https://cityofsoledad.zoom.us/j/81637618365
Or Call:
1-669-900-6833 and use Meeting ID: 816 3761 8365

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

Mayor Anna Velazquez
Mayor Pro Tem Fernando Ansaldo-Sánchez
Councilmember Fernando Cabrera
Councilmember Evarista Bañuelos
Councilmember Ben Caldera

I. CALL TO ORDER

II. ROLL CALL

III. PUBLIC COMMENT - CLOSED SESSION ITEMS

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

IV. CLOSED SESSION

1. The City Council will recess to closed session pursuant to Government Code Section 54956.9(a) to confer with its attorney regarding pending litigation which has been initiated formally and to which the City is a party: Claim of DEM Enterprises, LLC.
2. The City Council will recess to closed session pursuant to Government Code Section 54956.8 to give instructions to the City's negotiator concerning the sale/exchange/lease of property located at APN: 257-082-005-000

V. CLOSED SESSION REPORTS

VI. PLEDGE OF ALLEGIANCE

VII. ADDITIONS/MODIFICATIONS TO THE AGENDA

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

VIII. PUBLIC COMMENT

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

IX. COUNCIL PRESENTATIONS

1. A Proclamation of the City Council of the City of Soledad Recognizing the Month of September as National Childhood Cancer Awareness Month.
2. A Proclamation of the City Council of the City of Soledad Proclaiming September 15th - October 15th, 2026, National Hispanic Heritage Month.
3. A Proclamation of the City Council of the City of Soledad Recognizing the Month of September as National Recovery Month.

X. PRESENTATIONS

1. El Pájaro Community Development Corporation Annual Report

Attachments:
Staff Report
2025-2026 City of Soledad Annual Report
2025-2026 City of Soledad Annual Report Presentation

2. Monterey County Business Council Annual Report

Attachments:
Staff Report
MCBC. Soledad

XI. CONSENT CALENDAR

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

1. Minutes

Attachments:
Staff Report
Minutes of 08/12/2026
Minutes of 08/19/2026

COUNCIL ACTION: _____

2. Warrants

Attachments:
Staff Report
08/14/2026 - 08/27/2026

COUNCIL ACTION: _____

3. Human Resources Activity Report

Attachments:
Staff Report

COUNCIL ACTION: _____

4. Community and Economic Development Department Activity Report

Attachments:
Staff Report
Building Permits Issued Aug. 2026

COUNCIL ACTION: _____

5. Parks & Recreation Department Activity Report

Attachments:
Staff Report

COUNCIL ACTION: _____

6. Public Works Activity Report

Attachments:
Staff Report
Public Works Activity Report

COUNCIL ACTION: _____

7. Police Department Activity Report

Attachments:
Staff Report
Police Department Activity Report 08/2026

COUNCIL ACTION: _____

8. Fire Department Activity Report

Attachments:
Staff Report
Soledad Activity Report 08/2026
Call Volume 08/2026

COUNCIL ACTION: _____

9. Community Engagement Activity Report, August 2026

Attachments:
Staff Report
Activity Report Community Engagement 08/2026

COUNCIL ACTION: _____

10. Resolution No. 6414, A Resolution of the City Council of the City of Soledad Approving the Agreement with HR Sheet Metal Heating and Air Conditioning, for $30,900, Authorizing the City Manager to Execute Said Agreement, and Approving a FY 26/27 Budget Amendment in the Amount of $30,900

Attachments:
Staff Report
Resolution No. 6414
Exhibit A - Agreement - HR Sheet Metal
Attachment 1 - HVAC Quote

COUNCIL ACTION: _____

11. Resolution No. 6415, A Resolution of the City Council of the City of Soledad Approving Amendment No. 3 to the Professional Services Agreement with PlaceWorks, Inc. to Extend the Term and Increase Compensation by $25,000 for a Total Amount Not to Exceed $1,273,801 for the City's 2045 General Plan Update and 2023-2031 Housing Element Implementation and Authorizing the City Manager to Execute Said Agreement

Attachments:
Staff Report
Resolution No. 6415
Exhibit A - Amendment No. 3 to Placeworks CSA
Attachment 1 - GP Budget Memo
Attachment 2 - Consulting Services Agreement.

COUNCIL ACTION: _____

XII. BUSINESS

1. Resolution No. 6416, A Resolution of the City Council Of The City of Soledad Authorizing Amendments to the County of Monterey Encampment Resolution Funding Program - Round 3 (ERF-3) Standard Agreement and Professional Services Agreement in a Combined Amount Not To Exceed $500,000, for a Total Program Amount Not To Exceed $3.3 Million, and Authorizing Execution of Related Documents, and Approving a Corresponding Budget Amendment

Attachments:
Staff Report
Resolution No. 6416
Attachment 1 - Standard Agreement
Attachment 2 - Standard Agreement Amendments 1, 2, 3 & 4
Attachment 3 - Professional Services Agreement
Attachment 4 - Professional Services Agreement Amendment No. 1
Presentation

COUNCIL ACTION: _____

2. Community Engagement Strategies Presentation

Attachments:
Staff Report
Community Engagement Strategies

COUNCIL ACTION: _____

3. Strategic Plan Quarterly Update - Q2 2026

Attachments:
Staff Report
Strategic Plan Implementation Dashboard - Quarter 2 Update
Strategic Plan Progress Highlights - 2026 2nd Quarter

COUNCIL ACTION: _____

4. Presentation and Acceptance of the Soledad Container Village Feasibility Study and 2024 United States Department of Agriculture Rural Business Development Fund (USDA) Rural Business Development Grant Closeout Report

Attachments:
Staff Report
Soledad Container Village Feasibility Study

COUNCIL ACTION: _____

XIII. MAYOR'S REPORTS AND ACKNOWLEDGEMENTS

XIV. COUNCILMEMBERS' REPORTS AND ACKNOWLEDGEMENTS

XV. CITY MANAGER'S REPORT

XVI. FUTURE AGENDA ITEMS

XVII. ADJOURNMENT

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

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

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

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

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

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

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, August 28, 2026, at 5:00 p.m.

Megan Hunter, City Clerk/Manager 08/28/2026

COUNCIL COMMUNICATION

SUBJECT: **El Pájaro Community Development Corporation Annual Report**

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

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

THROUGH: **Megan Hunter, City Manager**

MEETING DATE: **September 2, 2026**

GROWING SOLEDAD'S SMALL BUSINESSES

A Year of Direct Business Support Through the El Pájaro CDC & City of Soledad Partnership

Report Period: May 1, 2025 – June 30, 2026

Executive Summary

In its first full year as an official City of Soledad partner, El Pájaro Community Development Corporation (CDC) turned a Memorandum of Understanding into measurable momentum for South Monterey County entrepreneurs. Through consistent, on-the-ground presence at the Soledad Gateway Center, El Pájaro CDC delivered hands-on business advising, capital readiness support, and training directly to the people building South Monterey County's economy.

The results speak for themselves: El Pájaro CDC served 88 clients across South Monterey County, and Soledad alone accounted for 39 of them, 44.3% of the entire region's client base, making it the single largest service area in South County. Soledad clients included pre-venture entrepreneurs, startups, and established businesses, demonstrating continued demand for culturally relevant and accessible business development services in the community.

City of Soledad Impact at a Glance

39 Clients Served	209 Counseling Sessions	184 Counseling Hours	126 Hours On-Site in Soledad
29 Women Entrepreneurs Served	42 Training Participants	36 Office Hour Days Delivered	44.3% of All Regional Clients

Partnership Overview

On May 21, 2025, El Pájaro CDC and the City of Soledad formalized a Memorandum of Understanding that opened the door for a lasting, on-the-ground partnership. The agreement allows El Pájaro CDC to operate from City facilities, putting business advising, training, capital access and specialized programming within easy reach of South County entrepreneurs, rather than requiring them to travel outside their community for support.

El Pájaro CDC is proud of what this partnership has built in just over a year and is grateful to the City of Soledad for the space and collaboration that made it possible. The relationship provides a strong foundation for connecting local entrepreneurs to core services and to specialized offerings such as El Pájaro CDC's Food Business Development Programs, Women's Business Center and Microloan Program.

Location and Hours

- Location: Soledad Gateway Center, 502 Front Street, Soledad, CA

- In-person office hours: Thursdays, 9:30 AM0 1:00 PM (1st and 3rd of the month)
- Virtual appointments: Available throughout the month for added flexibility

Services Provided

El Pájaro CDC delivered a full spectrum of business development services to entrepreneurs and small business owners in Soledad and across South Monterey County, meeting clients wherever they are in their business journey.

- Business consulting and coaching: One-on-one advising for entrepreneurs at every stage, from idea development to business expansion.
- Training and education: Workshops, courses, and training series on business planning, financial literacy, digital marketing, operations, customer service, budgeting, taxes and bookkeeping.
- Access to capital: Guidance on loan readiness, financing options, and El Pájaro CDC's Microloan Program.
- Business incubation: Referrals and support through El Pájaro CDC's Commercial Kitchen Incubator and Plaza Vigil Business Incubator, when applicable.

Client Reach and Outcomes

South Monterey County

Across South Monterey County, El Pájaro CDC served 88 clients. Client business stages showed strong demand for startup and early-stage support: 48 participants (54.5%) were in the pre-venture or nascent phase, 34 clients (38.6%) were established businesses operating for more than one year, and 6 clients (6.8%) were businesses operating for less than one year.

Behind those numbers is a sustained commitment of staff time and expertise, our team provided 505 counseling sessions totaling 430 hours of direct, one-on-one support, concentrated in the areas clients need most: access to capital, training and business planning.

City of Soledad

In Soledad, El Pájaro CDC served 39 clients: 22 pre-venture or nascent entrepreneurs, 16 established businesses, and 1 startup. Women entrepreneurs represented the majority of clients served, with 29 women compared to 10 men, highlighting El Pájaro CDC’s role in expanding economic opportunity for women business owners in South County. Over the past four years, 7 Soledad clients have accessed capital through El Pájaro CDC loan and/or grant programs, totaling $137,999. During this reporting period, El Pájaro CDC awarded $7,999 in grants to 1 woman farmer and 1 home-based childcare provider.

El Pájaro CDC delivered 209 counseling sessions in Soledad, totaling 184 hours of direct support, with the greatest demand centered on access to capital, pre-venture guidance, and business planning.

Training and Community Engagement

El Pájaro CDC expanded its reach in Soledad through a robust mix of in-person and virtual training. In-person programming alone engaged 42 participants across 20 hours of instruction, including:

- Childcare Business Education Program hosted at the Hartnell College Soledad Education Center

- Two (2) Microenterprise Home Kitchen Operation (MEHKO) information sessions presented in partnership with the Monterey County Health Department
- Taking Flight with El Pájaro CDC informational session introducing participants to the organization's services, programs, and resources available to support entrepreneurs and small businesses.

Soledad residents also had access to virtual webinars and regional programs covering business budgeting, tax preparation, choosing a tax preparer, bank reconciliation, bookkeeping, customer service, marketing, food business development through the Recipe to Success series, Small Business Week programming, the Empresari@ program, Día del Empresario in the City of Salinas, and computer courses in City of Salinas. Together, these offerings ensured entrepreneurs could build skills on their own schedule, regardless of location.

Office Hours and Staff Investment

Since relaunching office hours through June 30, 2026, El Pájaro CDC provided 36 days of in-person office hours in Soledad: 22 days in 2025 on a weekly schedule and 14 days in 2026 on a twice-monthly schedule held on the first and third Thursday of each month.

With each office hour session lasting approximately 3.5 hours, El Pájaro CDC invested an estimated 126 hours in direct on-site availability in Soledad, in addition to virtual appointments and staff time dedicated to preparation, outreach, follow-up and client support.

Challenges and Lessons Learned

El Pájaro CDC proactively adjusted its office hour schedule in response to observed activity levels and staff capacity, shifting from weekly to twice-monthly sessions in 2026. This data-informed change preserved a consistent, reliable presence in Soledad while aligning staffing with actual client demand.

The clearest lesson from this first year: office hours deliver the greatest impact when paired with coordinated outreach and clear program themes, and strong referral pathways. Deepening collaboration with City staff remains the most direct path to increasing visibility, connecting more businesses to services, and ensuring entrepreneurs know exactly when and how to get support.

Looking Ahead: Opportunities and Recommendations

- Continue coordinating outreach strategies with the City of Soledad to promote office hours, workshops, and available business resources.
- Use consistent messaging across City and El Pájaro CDC communication channels to increase awareness among local entrepreneurs.
- Focus office hours on high-demand topics, including access to capital, business planning, startup guidance, and support for food businesses.
- Continue offering virtual appointments to supplement in-person office hours and provide flexible access for entrepreneurs.
- Strengthen referral pathways to specialized support, including the Food Development Programs, Women's Business Center, and Microloan Program.



Growing Soledad's Small Businesses

El Pájaro CDC & City of Soledad Partnership

Report Period: May 1 , 2025 – June 30, 2026

Partnership Purpose

- MOU formalized on May 21, 2025.
- Services delivered at Soledad Gateway Center.
- Support included advising, training, capital readiness and referrals.
- Reduced barriers by bringing resources closer to entrepreneurs.







El Pájaro
COMMUNITY
DEVELOPMENT CORPORATION
— SINCE 1979 —

Soledad Impact at a Glance

39 Clients Served	**209** Counseling Sessions	**184** Counseling Hours	**126** Hours On-Site in Soledad
29 Women Entrepreneurs Served	**42** Training Participants	**36** Office Hour Days Delivered	**44.3%** of All Regional Clients



Who Was Served

We supported entrepreneurs at different stages:

- 22 pre-venture or nascent entrepreneurs
- 16 established businesses
- 1 startup business
- Majority of Soledad clients were women entrepreneurs
- Seven Soledad clients have accessed El Pájaro CDC loans and/or grants in the past four years





Services and Engagement

El Pájaro CDC provided wraparound small business support:

- One-on-one business advising and coaching
- Training on business planning, budgeting, taxes, bookkeeping, marketing, and customer service *(virtually available)*
- Access-to-capital support and microloan guidance
- Spanish-language entrepreneurship programming (Empresari@ Program)
- Virtual appointments for added flexibility
- **Childcare Business Education Program and MEHKO info sessions in Soledad!**







Lessons Learned

Outreach and coordinated themes are essential to increasing impact.

- Office hours shifted from weekly to twice monthly based on demand and staff capacity
- Consistent presence remains valuable
- Greatest impact comes from pairing office hours with:
  - Clear outreach
  - Program themes
  - Strong referral pathways
  - City collaboration

Looking Ahead

Continued collaboration can deepen reach and visibility.

- Coordinate outreach with the City of Soledad
- Use consistent messaging across City and El Pájaro CDC channels
- Align office hours with high-demand topics:
  - Access to capital
  - Business planning
  - Startup guidance
  - Food business support
- Strengthen referrals to specialized programs
- Continue virtual appointments



Thank You

23 EAST BEACH ST., #209
WATSONVILLE, CA 95076

(831) 722 -1224

INFO@ELPAJAROCDC.ORG

WWW.ELPAJAROCDC.ORG

COUNCIL COMMUNICATION

SUBJECT: **Monterey County Business Council Annual Report**

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

FROM: **Jose Luis Barajas, Monterey County Business Council**

THROUGH: **Megan Hunter, City Manager**

MEETING DATE: **September 2, 2026**



Driving Economic Development

MONTEREY COUNTY BUSINESS COUNCIL

City of Soledad FY 25-26 Annual Report

AGENDA

1 Monterey County Business Council

2 Building Business Back

3 Monarch SBDC Affiliate

4 Monterey Bay APEX Accelerator



MONTEREY COUNTY BUSINESS COUNCIL

Established in 1995, Monterey County Business Council operates a number of programs designed to support and elevate the local business community.

These programs collectively enhance the economic vitality of Monterey County, making it a thriving environment for businesses to succeed and grow.

- Building Business Back
- Monterey Bay APEX Accelerator
- Monarch SBDC Affiliate
- South Salinas Valley Broadband Authority
- South County Roundtable
- and more!



Narratives, Economic Realities and the State of Small Business in Monterey County


The View from D.C. with MCBC

Promoting Economic Development and Sustaining Businesses

South County Roundtable

A convening of South County City Managers to discuss regional economic development challenges, identify opportunities, and develop collaborative solutions.

South Salinas Valley Broadband Authority

The ultimate goal of the SSVBA is to deploy open-access municipal broadband across Soledad, Gonzales, Greenfield, King City, and unincorporated D3 Monterey County.

Supervisor Speaker Series

An engaging platform for business and industry leaders to engage directly with our County Supervisors, fostering dialogue on local economic and policy issues.

Monthly Luncheons

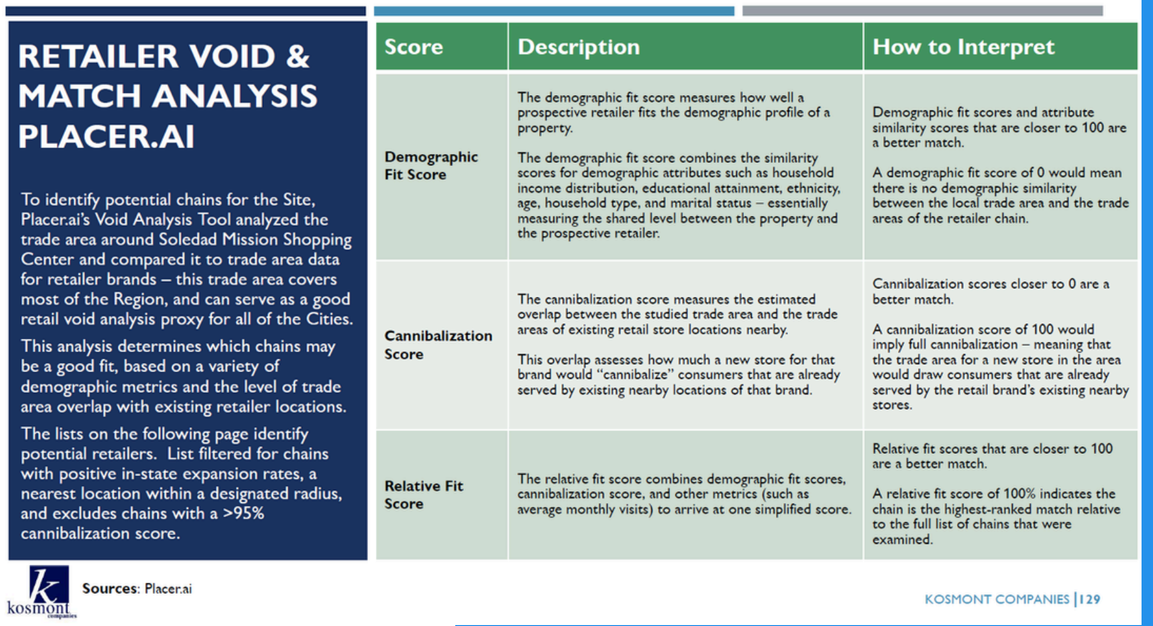
A dynamic networking platform for local business leaders and professionals to engage with the “movers and shakers” of the community to discuss issues of interest to the business community.

Regional Economic Development

MCBC advances regional economic growth by leading data-driven analyses that inform policy, investment, and community development across Monterey County.

Through the support of the County of Monterey, regional municipalities, and MCBC members, these insights are made available at no cost to local businesses and organizations.

- 2024 South County Retail Market Assessment
- 2024 Economic Impacts of Defense Spending in Monterey County
- 2024 Monterey Industries & Economic Trends Report
- 2025 Monterey County Economic Trends & Small Business Report
- 2026 Soledad Container Village Feasibility Study



RETAILER VOID & MATCH ANALYSIS PLACER.AI

To identify potential chains for the Site, Placer.ai's Void Analysis Tool analyzed the trade area around Soledad Mission Shopping Center and compared it to trade area data for retailer brands – this trade area covers most of the Region, and can serve as a good retail void analysis proxy for all of the Cities.

This analysis determines which chains may be a good fit, based on a variety of demographic metrics and the level of trade area overlap with existing retailer locations.

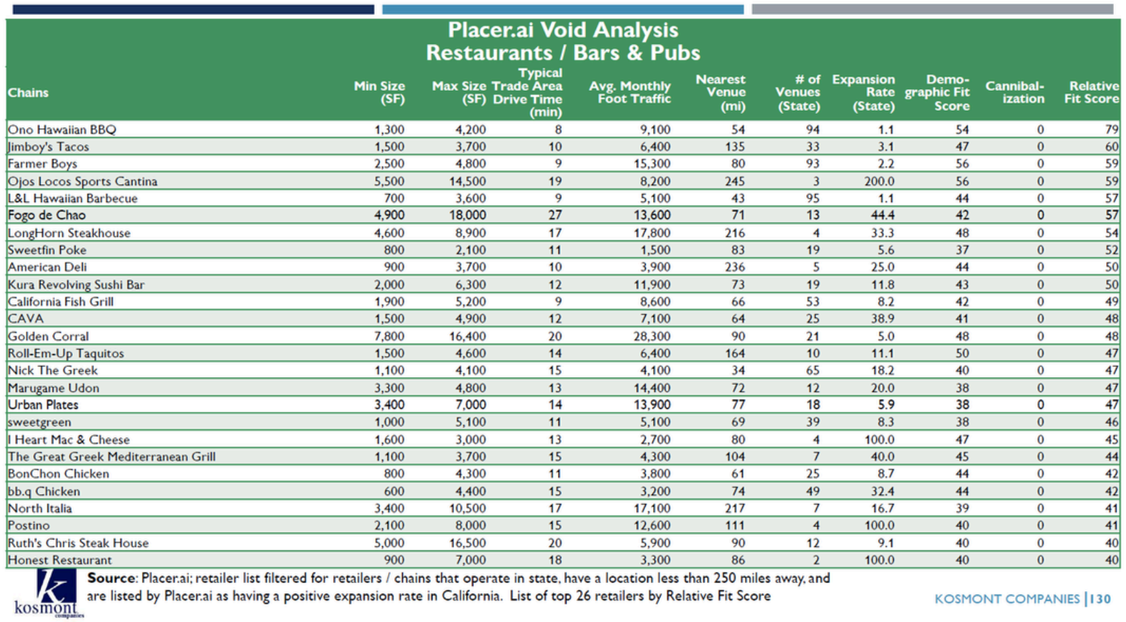
The lists on the following page identify potential retailers. List filtered for chains with positive in-state expansion rates, a nearest location within a designated radius, and excludes chains with a >95% cannibalization score.

Score	Description	How to Interpret
Demographic Fit Score	The demographic fit score measures how well a prospective retailer fits the demographic profile of a property. The demographic fit score combines the similarity scores for demographic attributes such as household income distribution, educational attainment, ethnicity, age, household type, and marital status – essentially measuring the shared level between the property and the prospective retailer.	Demographic fit scores and attribute similarity scores that are closer to 100 are a better match. A demographic fit score of 0 would mean there is no demographic similarity between the local trade area and the trade areas of the retailer chain.
Cannibalization Score	The cannibalization score measures the estimated overlap between the studied trade area and the trade areas of existing retail store locations nearby. This overlap assesses how much a new store for that brand would "cannibalize" consumers that are already served by existing nearby locations of that brand.	Cannibalization scores closer to 0 are a better match. A cannibalization score of 100 would imply full cannibalization – meaning that the trade area for a new store in the area would draw consumers that are already served by the retail brand's existing nearby stores.
Relative Fit Score	The relative fit score combines demographic fit scores, cannibalization score, and other metrics (such as average monthly visits) to arrive at one simplified score.	Relative fit scores that are closer to 100 are a better match. A relative fit score of 100% indicates the chain is the highest-ranked match relative to the full list of chains that were examined.

kosmont companies

Sources: Placer.ai

KOSMONT COMPANIES | 129



Placer.ai Void Analysis
Restaurants / Bars & Pubs

Chains	Min Size (SF)	Max Size (SF)	Typical Trade Area Drive Time (min)	Avg. Monthly Foot Traffic	Nearest Venue (mi)	# of Venues (State)	Expansion Rate (State)	Demo-graphic Fit Score	Cannibal-ization	Relative Fit Score
Ono Hawaiian BBQ	1,300	4,200	8	9,100	54	94	1.1	54	0	79
Jimboy's Tacos	1,500	3,700	10	6,400	135	33	3.1	47	0	60
Farmer Boys	2,500	4,800	9	15,300	80	93	2.2	56	0	59
Ojos Locos Sports Cantina	5,500	14,500	19	8,200	245	3	200.0	56	0	59
L&L Hawaiian Barbecue	700	3,600	9	5,100	43	95	1.1	44	0	57
Fogo de Chao	4,900	18,000	27	13,600	71	13	44.4	42	0	57
LongHorn Steakhouse	4,600	8,900	17	17,800	216	4	33.3	48	0	54
Sweetfin Poke	800	2,100	11	1,500	83	19	5.6	37	0	52
American Deli	900	3,700	10	3,900	236	5	25.0	44	0	50
Kura Revolving Sushi Bar	2,000	6,300	12	11,900	73	19	11.8	43	0	50
California Fish Grill	1,900	5,200	9	8,600	66	53	8.2	42	0	49
CAVA	1,500	4,900	12	7,100	64	25	38.9	41	0	48
Golden Corral	7,800	16,400	20	28,300	90	21	5.0	48	0	48
Roll-Em-Up Taquitos	1,500	4,600	14	6,400	164	10	11.1	50	0	47
Nick The Greek	1,100	4,100	15	4,100	34	65	18.2	40	0	47
Marugame Udon	3,300	4,800	13	14,400	72	12	20.0	38	0	47
Urban Plates	3,400	7,000	14	13,900	77	18	5.9	38	0	47
sweetgreen	1,000	5,100	11	5,100	69	39	8.3	38	0	46
I Heart Mac & Cheese	1,600	3,000	13	2,700	80	4	100.0	47	0	45
The Great Greek Mediterranean Grill	1,100	3,700	15	4,300	104	7	40.0	45	0	44
BonChon Chicken	800	4,300	11	3,800	61	25	8.7	44	0	42
bb.q Chicken	600	4,400	15	3,200	74	49	32.4	44	0	42
North Italia	3,400	10,500	17	17,100	217	7	16.7	39	0	41
Postino	2,100	8,000	15	12,600	111	4	100.0	40	0	41
Ruth's Chris Steak House	5,000	16,500	20	5,900	90	12	9.1	40	0	40
Honest Restaurant	900	7,000	18	3,300	86	2	100.0	40	0	40

kosmont companies

Source: Placer.ai; retailer list filtered for retailers / chains that operate in state, have a location less than 250 miles away, and are listed by Placer.ai as having a positive expansion rate in California. List of top 26 retailers by Relative Fit Score

KOSMONT COMPANIES | 130



Rural South Monterey County Business Outreach

BUILDING BUSINESS BACK

A PROGRAM OF COUNTY OF MONTEREY CALIFORNIA 1850

IN PARTNERSHIP WITH MCBC MONTEREY COUNTY BUSINESS COUNCIL

BBB serves all businesses in Monterey County with an emphasis on those operating in unincorporated areas and those owned by women, minorities and/or LGBTQ+.

All of our services are FREE because the County of Monterey has dedicated funding to helping businesses recover from the Covid-19 pandemic and thrive.





Economic Development Department
County of Monterey
tinyurl.com/MoCoEconDev

BUILDING BUSINESS BACK

A PROGRAM OF

IN PARTNERSHIP WITH

MONTEREY COUNTY BUSINESS COUNCIL

Our Mission

We help Monterey County businesses recover from the pandemic by offering resources, connections, and support.

Our Vision

A Monterey County economy that lifts all.

Key Initiatives

Satellite Office Hours
Disaster Relief
ERC Tax Credit

Supporting Historically Underserved Communities

El Sueño Americano con su ITIN
Business with Pride Campaign
Lady Boss: Women Mean Business

Information Hub

Our website serves as a central hub of information for all things business. We regularly update our website with resources available to Monterey County businesses.

Business Workshops

Our team hosts workshops on a number of topics of interest to business owners in a hybrid format with interpretation into Spanish. Some workshops are held solely in Spanish.

Technical Support

We provide technical assistance in order to facilitate access to resources. Our team helps businesses with few digital and computer skills fill out and prepare applications.



Employee Retention Tax Credit Workshop - King City

2026 Soledad Container Village Feasibility Study

The City received a USDA Rural Business Development Grant to study the feasibility and economic impact of a proposed public market/business incubator on a ½-acre City-owned site adjacent to Cesar Chavez Park.

Repurposed shipping containers could create a vibrant destination featuring food vendors, small retail businesses, and community gathering spaces—serving residents, supporting emerging entrepreneurs, and attracting visitors from Highway 101.

Recognizing the potential cost of full buildout, the City is exploring lower-cost pilot concepts such as food trucks, farmers markets, pop-up retail, and temporary landscaping to test demand and refine the vision.

The City plans to retain ownership of the site while partnering with a nonprofit operator to manage the project and lease spaces to local businesses.

MCBC engaged Kosmont Companies to assess opportunities and challenges, review comparable container marketplaces, and identify potential implementation strategies.



ELS Architecture Mockup



ELS Architecture Mockup

BUILDING BUSINESS BACK

A PROGRAM OF

IN PARTNERSHIP WITH

Launched through a partnership between the Monterey County Business Council and the County of Monterey, and funded by $3 million in ARPA support from the Monterey County Board of Supervisors, the BBB program was created to uplift our small, minority-owned, and underserved businesses in the wake of the COVID-19 pandemic.

- Delivered 650+ technical assistance consultations,
- Conducted 33 workshops and 2,674+ in-person visits,
- Held bilingual “Road to Recovery” sessions for 630+ attendees,
- Established 4 satellite offices across rural and hard-to-reach areas,
- Provided disaster relief assistance to 100+ businesses,
- Launched the South County Roundtable for regional economic coordination,
- Partnered on equity-driven campaigns like “Business with Pride”,
- Supported studies on retail feasibility, employment trends, and the impact of the military on our local economy, and
- Assisted local businesses in securing over $800,000 in Employee Retention Tax Credits (ERC) by helping them determine eligibility and navigate the application process.







BUILDING BUSINESS BACK

A PROGRAM OF

IN PARTNERSHIP WITH

MONTEREY COUNTY BUSINESS COUNCIL

AMERICA'S SBDC CALIFORNIA
CENTRAL CA NETWORK

MONARCH
Small Business Development Center
HOSTED BY UNIVERSITY OF CALIFORNIA MERCED

MONTEREY | SAN BENITO | MERCED | MARIPOSA

Supporting Childcare Entrepreneurs

Nurture

COMIENZOS BRILLANTES
INICIATIVA PARA PROMOVER EL DESARROLLO INFANTIL

BRIGHT BEGINNINGS
EARLY CHILDHOOD DEVELOPMENT INITIATIVE

The Nurture Home-Based Childcare Entrepreneurship Program is a free, bilingual 12-week virtual training program offered through a partnership between Nurture, Bright Beginnings, and the Monarch Small Business Development Center (SBDC).

The partnership helps aspiring entrepreneurs launch licensed home-based childcare businesses through business training, one-on-one coaching, and startup resources.

Participants who complete the program and obtain their childcare license receive a $1,000 - $2,500 startup grant. Graduates also receive ongoing no-cost business advising through the Monarch SBDC to help grow their businesses, expand access to quality childcare, and support Monterey County's workforce and economy.

30 Monterey County Participants (FY 2025 - 2026)*

7 Soledad Participants

Created between **42** and **56** new home-based childcare slots for Monterey County families**







A PROGRAM OF

IN PARTNERSHIP WITH

Shop Local.
Celebrate Community.
Experience El Mercadito.

El Mercadito is a regional pop-up market in Soledad that brings together South Monterey County small businesses, food vendors, and cultural programming in a vibrant, family-friendly space. It creates a consistent platform for local entrepreneurs to sell, connect, and grow while celebrating the region's culture and community. Vendors are also connected to no-cost business advising through the SBDC and Building Business Back programs.

To date, we have had vendors from each of the 4 South County Cities as well as the unincorporated parts of Monterey County.

About the SBDC

AMERICA'S SBDC CALIFORNIA
CENTRAL CA NETWORK

MONARCH
Small Business Development Center
HOSTED BY UNIVERSITY OF CALIFORNIA MERCED

MONTEREY | SAN BENITO | MERCED | MARIPOSA

We offer FREE:

- Expert 1-on-1 business advising
- Workshops
- & resources to small businesses and entrepreneurs

Through an affiliate agreement with UC Merced, we have bilingual staff in English and Spanish that serve our main office in Salinas and Outreach Centers in Monterey and Soledad

- Wednesdays in Soledad from 9 AM - 4 PM

Our business advisors speak English, Spanish, Japanese, Portuguese and Arabic. Other languages and accommodations are available upon request.



AMERICA'S SBDC CALIFORNIA
CENTRAL CA NETWORK

MONARCH
Small Business Development Center
HOSTED BY UNIVERSITY OF CALIFORNIA MERCED

MONTEREY | SAN BENITO | MERCED | MARIPOSA

MONTEREY COUNTY BUSINESS COUNCIL

Our Impact

July 1, 2025 - June 30, 2026

27 Soledad-Based Businesses Served

21 Home-Based Businesses

7 New Businesses

2 New Jobs Created

$80K Increase in Year-Over-Year Taxable Income

16 Woman-Owned Businesses & Entrepreneurs

$400K Employment Training Panel Grant Awardee*

Top Services Requested

1. Nurture Child Care Training
2. Access to Capital
3. Managing a Business
4. Startup Assistance

Top Business Sectors Served

1. Child Care Services
2. Full and Limited Service Restaurants
3. Fitness and Recreation Centers, Sports and Recreation Instruction



The Money Map Workshop - Soledad


SBDC team at SVCC Annual Awards Luncheon



Soledad Chamber of Commerce with Monarch SBDC Business Advisor Lourdes Uranday in Sacramento receiving ETP Gran

MONTEREY BAY APEX ACCELERATOR

Our Impact

July 1, 2025 - June 30, 2026

The Monterey Bay APEX Accelerator currently serves three Soledad-based businesses; none have secured federal contracts to date due to the highly competitive nature of government contracting.*

Many clients in South Monterey County are still building capacity and are early in their contracting journey, with similar trends observed in North Monterey County.

Despite a federal government shutdown during this period, counselors remained actively engaged, supporting businesses and preparing them for future opportunities.

Through SAM.gov and related advising, we continue working one-on-one with businesses to strengthen readiness and position them for future contract success.

**Our system only tracks federal contracts, it is possible that clients may have won State or Local contracts that aren not captured in the data presented*



Feral Productions (APEX Client) at Joint Interagency Field Experimentation at Camp Roberts hosted by the Naval Postgraduate School

85

Federal Contracts Won by Monterey County APEX Clients

$129M

Value of Federal Contracts Won by Monterey County APEX Clients

272

APEX Clients Served in Monterey County



Client Demographics

20	Women-Owned
73	Hispanic-Owned
60	Veteran-Owned
36	Service-Disabled Veteran-Owned
13	8(a) or DBE
37	HUB Zone













Thank You!

Contact Us

jose@mcbc.biz

123 Capitol St, Suite B
Salinas, CA 93901

(831) 216-1300

linktr.ee/MontereyCountyBusiness

COUNCIL COMMUNICATION

SUBJECT: **Minutes**

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

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

THROUGH: **Megan Hunter, City Manager**

MEETING DATE: **September 2, 2026**

Minutes

City of Soledad
Joint City Council/Successor Agency/Housing Authority/Successor Housing Agency/
Special Budget Workshop Meeting
August 12, 2026

CALL TO ORDER

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

ROLL CALL

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

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

THE FOLLOWING COUNCILMEMBER WAS ABSENT

Councilmember/Agency Member	Ben Caldera

PLEDGE OF ALLEGIANCE

Ana Ambriz led the Pledge of Allegiance.

ADDITIONS/MODIFICATIONS TO THE AGENDA

None

PUBLIC COMMENT

Maria Rusconi shared information about a new Committee in Soledad, the Soledad Golden Senior Committee. She also shared numerous events the Committee is currently planning.

Maria Flores shared that she is also a part of the new committee. She thanked Mayor Velazquez for her support since the beginning. She hopes that there will continue to be support for the committee, which is important and a need for the seniors in the Community.

There were no other public comments.

PRESENTATION

1. Budget Workshop Presentation FY 2026-2027

Assistant City Manager Mike Howard presented the proposed Budget and PowerPoint presentation.

There were no public comments.

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

ADJOURNMENT

Meeting adjourned at 7:49 p.m.

Minutes Approved: September 2, 2026

_____
ANNA M. VELAZQUEZ, Mayor/Chair

_____
MEGAN HUNTER, City Clerk

Minutes

City of Soledad
Joint City Council/Successor Agency/Housing Authority/Successor Housing Agency/
Regular Meeting
August 19, 2026

CALL TO ORDER

Mayor Pro Tem Ansaldo-Sánchez called the Joint City Council/ Successor Agency/ Housing Authority/ Successor Housing Agency/ Regular Meeting to order at 6:00 p.m.

ROLL CALL

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

Mayor/Chair	Anna M. Velazquez – Arrived at 6:44 p.m.
Mayor Pro Tem/Agency Member	Fernando Ansaldo-Sánchez
Councilmember/Agency Member	Fernando Cabrera
Councilmember/Agency Member	Evarista Bañuelos
Councilmember/Agency Member	Ben Caldera

THE FOLLOWING COUNCILMEMBER WAS ABSENT

None

PLEDGE OF ALLEGIANCE

Mike Howard led the Pledge of Allegiance.

ADDITIONS/MODIFICATIONS TO THE AGENDA

None.

PUBLIC COMMENT

There were no public comments.

YOUTH COUNCIL INTRODUCTION

1. Soledad Youth Council Introduction for Program Year 2026-2027

Parks and Recreation Director Ana Ambriz presented the staff report and introduced the newest members of the Soledad Youth Council:

1. Marilyn Ramirez
2. Fernando Cabrera-Andrade
3. Emmanuel Castro
4. Raeleen Ramirez
5. Alexander Ortiz
6. Carmen Pizana
7. Chidalu Elelleh
8. Darleen Vasquez
9. Nehyna Hernandez
10. Fernanda Tranado
11. Abigail Richardson
12. David Pantoja
13. Stephanie Martinez

COUNCIL PRESENTATION

A Proclamation of the City Council of the City of Soledad was presented to the Pinnacles National Park in Honor of National Park Day.

Pinnacles National Park Chief Ranger Just Fey was present in the meeting to accept the proclamation. He thanked the council for the recognition on behalf of Pinnacles National Park.

CONSENT CALENDAR

There were no public comments.

Motion: Councilmember Bañuelos motioned to approve C-1, C-2, C-3, C-4, C-5, C-6, C-7, and C-8. Motion was seconded by Councilmember Cabrera and passed by the following vote:

Action

Ayes:	Bañuelos, Cabrera, Caldera, Ansaldo-Sánchez
Noes:	None
Abstain:	None
Absent:	Velazquez

1. Minutes 08/05/2026

2. Warrants of 07/25/2026 – 08/13/2026

3. Resolution No. 6379, A Resolution of the City Council of the City of Soledad Approving the Adoption of a Supplemental Authorizing Resolution to Incorporate all HOME Investment Partnerships (HOME) Program Funding Sources in Compliance with HUD Contracting Requirements

4. Resolution No. 6405, A Resolution of the City Council of the City of Soledad Supporting a Pilot Rail Service Connecting Los Angeles and the San Francisco Bay Area for the Summer 2028 Olympics

5. Resolution No. 6406, A Resolution of the City Council of the City of Soledad Approving a Contract for Construction Services with Clean Infusion LLC in an Amount of $161,868.00 plus a 10% Contingency ($16,186.80) for a Total Not-To-Exceed Amount of $178,054.80 for the Installation of a Replacement Central Gear Drive Unit for Water Reclamation Facility (WRF) Secondary Clarifier #1 and Authorizing the City Manager to Execute Said Contract on Behalf of the City of Soledad

6. Resolution No. 6407, A Resolution of the City Council of the City of Soledad Approving a Consulting Services Agreement with Cannon Corporation for Instrumentation and Controls (I&C) Services, in an Amount Not to Exceed $120,000, and Authorizing the City Manager to Execute Said Agreement on Behalf of the City of Soledad

7. Resolution No. 6408, A Resolution of the City Council of the City of Soledad Accepting a Grant in the Amount of $167,219.33 and Authorizing the City Manager to Execute an Agreement with the Monterey Bay Air Resources District (MBARD) for the AB2766 Clean Air Management Program (CAMP) Grant on Behalf of the City of Soledad

8. Resolution No. 6409, A Resolution of the City Council of the City of Soledad Authorizing the Submittal of an Application to the California Strategic Growth Council (SGC) for a Community Resilience Centers (CRC) Round 2 Planning Grant in the Amount of $500,000

PUBLIC HEARING

PH-1. Ordinance No. 782, An Ordinance of the City Council of the City of Soledad Retroactively Authorizing the Purchase and Use of an Unmanned Aerial System (Drone) and Making Findings in Compliance with Soledad Police Department Policy Manual Policy 709-Military Equipment
and
Ordinance No. 783, An Ordinance of the City Council of the City of Soledad Retroactively Authorizing the Purchase and Use of Two FN Herstal 303 Less Lethal Launchers and Ammunition and Making Findings in Compliance with Soledad Police Department Policy Manual Policy 709-Military Equipment

City Attorney Mike Rodriquez presented the staff report.

Public Hearing opened for both Public Hearing items, Ordinance 782, and Ordinance No. 783 - 6:34 p.m.

There were no public comments.

Public Hearing closed – 6:35 p.m.

Motion: Councilmember Bañuelos motioned to approve Ordinance No. 782, read by title only. Motion was seconded by Councilmember Cabrera, and passed by the following vote:

Action

Ayes:	Bañuelos, Cabrera, Caldera, Ansaldo-Sánchez
Noes:	None
Abstain:	None
Absent:	Velazquez

Motion: Councilmember Cabrera motioned to approve Ordinance No. 783, read by title only. Motion was seconded by Councilmember Caldera, and passed by the following vote:

Action

Ayes:	Cabrera, Caldera, Bañuelos, Ansaldo-Sánchez
Noes:	None
Abstain:	None
Absent:	Velazquez

BUSINESS

B-1. Resolution No. 6404/SA-2026-02, A Joint Resolution of the City Council of the City of Soledad and the Successor Agency of the Soledad Redevelopment Agency Accepting and Approving the 2026-2027 Fiscal Year Proposed Budget and Approving and/or Directing Implementation of other Budget Related Actions

Assistant City Manager Mike Howard presented the staff report and PowerPoint presentation.

Mayor Velazquez entered the meeting at 6:44 p.m. and presided over the remainder of the meeting.

All City Department representatives were present to provide clarification, as needed.

There were no public comments.

The council asked numerous questions regarding the proposed budget, but expressed support.

Motion: Councilmember Cabrera motioned to adopt Resolution No. 6404/SA-2026-02. Motion was seconded by Mayor Pro Tem Ansaldo-Sánchez and passed by the following vote:

Action
Ayes: Cabrera, Ansaldo-Sánchez, Caldera, Bañuelos, Velazquez
Noes: None
Abstain: None
Absent: None

B-2. Resolution No. 6413, A Resolution of the City Council of the City of Soledad Authorizing the City Manager and City Attorney to Negotiate, Prepare, and Execute a Deferred Development Impact Fee Agreement with Stock Five Development, Inc.

Senior Planner Ariana Mora presented the staff report.

There were no public comments.

Motion: Councilmember Bañuelos motioned to Approve Resolution No. 6413. Motion was seconded by Mayor Velazquez and passed by the following vote:

Action
Ayes: Bañuelos, Velazquez, Caldera, Cabrera, Ansaldo-Sánchez
Noes: None
Abstain: None
Absent: None

B-3. Resolution No. 6410, A Resolution of the City Council of the City of Soledad Approving a Contract for Construction Services with Cervantes Landscape Services, Inc. (CLS) in an Amount of $378,500 plus a 5% Contingency ($18,925) for a Total-Not-to-Exceed Amount of $397,425 for the Front Street Landscape Improvements Project and Authorizing the City Manager to Execute said Contract on Behalf of the City of Soledad

Engineering Project Manager Alex Ramos presented the staff report.

City Manager Hunter said Engineering Project Manager Alex Ramos made an extra effort to the local landscaping companies. He also encouraged subcontracting; however, no bids were received from local landscapers.

There were no public comments.

Motion: Councilmember Cabrera motioned to approve Resolution No. 6410. Motion was seconded by Councilmember Bañuelos and passed by the following vote:

Action
Ayes: Cabrera, Bañuelos, Caldera, Ansaldo-Sánchez, Velazquez
Noes: None
Abstain: None
Absent: None

B-4. Consideration of Adoption for Resolution No's. 6411 and 6412, Resolutions of the City Council of the City of Soledad Appointing a Nominee to the Office of Mayor and a Nominee to the Office of District 1 Councilmember and Canceling the City's General Municipal Election for Mayor and the City's General Election for Councilmember in District 1, scheduled for Tuesday, November 3, 2026, Pursuant to Elections Code Section 10299

City Attorney Mike Rodriquez presented the staff report. He explained that because there was only one qualified candidate from District 1 and one candidate for Mayor, the council had the option to either appoint or proceed with the election. If the council decides to appoint instead of holding the election, there will be significant cost savings.

There were no public comments.

The Council engaged in a thorough discussion regarding the item.

Prior to taking action on Resolution No. 6411, Councilmember Cabrera recused himself from the meeting.

Motion: Mayor Pro Tem Ansaldo-Sánchez motioned to approve Resolution No. 6411. Motion was seconded by Councilmember Caldera and passed by the following vote:

Action

Ayes:	Bañuelos, Caldera, Ansaldo-Sánchez, Velazquez
Noes:	None
Abstain:	Cabrera
Absent:	None

Councilmember Cabrera returned to the meeting after the vote.

Prior to taking action on Resolution No. 6412, Mayor Pro Tem Ansaldo-Sánchez recused himself from the meeting.

Motion: Councilmember Bañuelos motioned to approve Resolution No. 6412. Motion was seconded by Councilmember Caldera and passed by the following vote:

Action

Ayes:	Bañuelos, Caldera, Cabrera, Velazquez
Noes:	None
Abstain:	Ansaldo-Sánchez
Absent:	None

After the vote, Mayor Pro Tem Ansaldo-Sánchez returned to the meeting.

B-5. Acceptance of the City of Soledad Successor Agency's Audited Financial Statements for the Fiscal Year Ended June 30, 2026

Assistant City Manager Mike Howard presented the staff report.

There were no public comments.

Motion: Councilmember Cabrera motioned to accept the City and Soledad Successor Agency's Audited Financial Statements for the Fiscal Year Ended June 30, 2025. Motion was seconded by Mayor Pro Tem Ansaldo-Sánchez and passed by the following vote:

Action

Ayes:	Cabrera, Ansaldo-Sánchez, Caldera, Bañuelos, Velazquez
Noes:	None
Abstain:	None
Absent:	None

MAYOR'S REPORTS AND ACKNOWLEDGEMENTS

Mayor Velazquez reported four items:

1. On 08/08, she attended the Paint the Valley Purple event. She thanked Supervisor Lopez for providing the banners.

2. On 08/18, she met with City Manager Hunter, Community & Economic Development Director Beatriz Trujillo, Community Engagement Manager Eric Mora, and Legislative Assistant for Congresswoman Zoe Lofgren, Pedro De Anda Plascencia.
3. On 08/18, she met with Maria Elena Manzo and other members of COPA regarding workforce development efforts and healthcare.
4. She highlighted Severiano Flores, a Pinnacles High School student who has been accepted to Cal State CSUMB.

COUNCILMEMBERS' REPORTS AND ACKNOWLEDGEMENTS

Councilmember Caldera reported one item:
1. He congratulated both Mayor Pro Tem Ansaldo- Sánchez and Councilmember Cabrera.

Councilmember Cabrera reported three items:
1. On 08/08, he attended the Paint the Valley Purple event.
2. On 08/14, he attended Music in the Park.
3. He also congratulated Severiano Flores, a Pinnacles High School student who has been accepted to Cal State CSUMB.

Councilmember Ansaldo-Sánchez reported three items:
1. On 08/12, he attended the Special Meeting Budget Workshop.
2. On 08/01, he attended El Mercadito.
3. He was not able to attend the Paint the Valley Purple event, but felt thankful that his Grandfather's memory was included with the banners.

Councilmember Bañuelos reported thirteen items:
1. She attended the welcoming teachers back event at Soledad High School.
2. On 08/06, she attended the Soledad Farmers Market.
3. On 08/06, she visited the Soledad Historical Society Museum.
4. On 08/08, she attended the Paint the Valley Purple event.
5. She volunteered for the church fiesta.
6. She participated in the San Vicente Elementary School Welcome Back day. She thanked the Soledad Police Department and Fire Department for also participating.
7. She attended the Citizens Advisory Committee at CTF.
8. On 08/12, she attended the Historical Society meeting.
9. She attended Pauline Tomasini's 90th birthday party. She thanked Eden Valley Care Center for hosting.
10. She attended Music at the Park.
11. She thanked the Soledad Parks and Recreation Department for putting on the Music at the Park event.
12. She met with members of the Mexican Consulate.
13. On Saturday, 08/22, the Soledad Cemetery will be celebrating its 100th anniversary, and she encouraged others to attend the celebration.

CITY MANAGER'S REPORT

City Manager Hunter had seven items:
1. She acknowledged Finance Director and Assistant City Manager Mike Howard for his great work and the efforts he put into the budget and audit.
2. She acknowledged the Executive Team for their efforts in helping balance the budget.
3. She acknowledged the great tag-team of Chief Arreola and Deputy Chief Santiago; the transparency that the Police Department is showing the Community in how they are solving crimes and addressing things right away.
4. She reminded the council about the Community of the Know Your Rights Workshop at the Soledad Community Center at 6:00 p.m on 8/26.
5. There will be a 9/11 Memorial event.
6. There will be a POW Flag raising on 09/01 and an event on 09/20.
7. On 08/19, the Leadership Council approved Tenant Based Rental Assistance prioritization for Sendero participants.

FUTURE AGENDA ITEMS

Councilmember Bañuelos had no future agenda items.

Mayor Pro Tem Ansaldo-Sánchez had no future agenda items.

Councilmember Cabrera had no future agenda items.

Councilmember Caldera had no future agenda items.

Mayor Velazquez asked that the Flock camera system item be brought back to the council. She would like to have further discussion regarding the system updates, retention of information, and other system features.

ADJOURNMENT

Meeting adjourned at 10:18 p.m.

Minutes Approved: September 02, 2026

_____
ANNA M. VELAZQUEZ, Mayor/Chair

_____
MEGAN HUNTER, City Clerk

COUNCIL COMMUNICATION

SUBJECT: **Warrants**

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

FROM: **Mike Howard, Assistant City Manager**

THROUGH: **Megan Hunter, City Manager**

MEETING DATE: **September 2, 2026**

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: APRAB-Mechanics Bank						
CANNOA	CANNON CORPORATION	08/24/2026	EFT	0.00	4,218.75	10648

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
96349	Invoice	06/30/2026	CH/PD Generator Upgrade	0.00	182.25
	100-8000-52518	FACILITIES EXPENSE	CH/PD Generator Upgrade	182.25	
96359	Invoice	06/30/2026	Water System Reliability	0.00	4,036.50
	309-0000-57000	CAPITAL OUTLAY - IMPR...	Water System Reliability	4,036.50	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
MISLAW	MISSION LAWN AND GARDEN CARE	08/24/2026	EFT	0.00	85.00	10649

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
9037	Invoice	06/30/2026	Tree Repair	0.00	85.00
	651-0000-52516	LANDSCAPE MAINT. (EAS...	Tree	85.00	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
JOLLEYR	RYAN P JOLLEY CPA A CALIFORNIA PROFESSION	08/24/2026	EFT	0.00	51,500.00	10650

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
080426	Invoice	06/30/2026	FY 2024-25 Audited Financial Statements	0.00	51,500.00
	100-1300-52225	AUDITING SERVICES	FY 2024-25 Audited Financial Sta...	32,758.08	
	309-0000-52225	AUDITING SERVICES	FY 2024-25 Audited Financial Sta...	5,101.67	
	310-0000-52225	AUDITING SERVICES	FY 2024-25 Audited Financial Sta...	4,833.16	
	311-0000-52225	AUDITING SERVICES	FY 2024-25 Audited Financial Sta...	4,833.16	
	410-0000-52225	AUDITING SERVICES	FY 2024-25 Audited Financial Sta...	3,973.93	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
CANNOA	CANNON CORPORATION	08/24/2026	EFT	0.00	9,776.75	10651

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
96675	Invoice	08/21/2026	CH/PD Generator Upgrade	0.00	5,685.25
	100-8000-52518	FACILITIES EXPENSE	CH/PD Generator Upgrade	5,685.25	
96704	Invoice	08/21/2026	Water System Reliability	0.00	4,091.50
	309-0000-57000	CAPITAL OUTLAY - IMPR...	Water System Reliability	4,091.50	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
FASTEN	FASTENAL COMPANY	08/24/2026	EFT	0.00	871.38	10652

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
CASAL179106	Invoice	08/21/2026	Traffic Cones	0.00	435.69
	310-0000-52052	SAFETY EQUIPMENT	Traffic Cones	435.69	
CASAL179361	Invoice	08/21/2026	Safety Cones	0.00	435.69
	310-0000-52134	COLLECTION SYSTEM MA...	Safety Cones	435.69	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
GYMREP	GUILLIEMO GARCIA	08/24/2026	EFT	0.00	480.00	10653

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
01662	Invoice	08/21/2026	FD Treadmill Maintenance	0.00	480.00
	100-1450-52525	REPAIRS & MAINTENANCE..	FD Treadmill Maintenance	480.00	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
WELBURNT	TESS WELBURN	08/24/2026	EFT	0.00	2,261.25	10654

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
S202607	Invoice	08/21/2026	July 2026 Payroll Service	0.00	2,261.25
	100-1300-52200	PROFESSIONAL SERVICES...	July 2026 Payroll Service	2,261.25	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
USABLU	USABLUE BOOK	08/24/2026	EFT	0.00	926.79	10655

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		
INV01116062	Invoice	08/21/2026	W3 Display	0.00	474.02	
	310-0000-52525	REPAIRS & MAINTENANCE..	W3 Display	474.02		
INV01125228	Invoice	08/21/2026	Ammonia Reagents- Op. Process Control	0.00	452.77	
	310-0000-52053	LAB ANALYSIS & TESTING	Ammonia Reagents- Op. Process...	452.77		
WILLDA	WILLDAN FINANCIAL SERVICES	08/24/2026	EFT	0.00	930.00	10656
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
010-67020	Invoice	08/21/2026	Water/Sewer Rate Study	0.00	930.00	
	309-0000-52200	PROFESSIONAL SERVICES...	Water/Sewer Rate Study	465.00		
	310-0000-52200	PROFESSIONAL SERVICES...	Water/Sewer Rate Study	465.00		
AFLAC	AFLAC HEADQUARTERS	08/21/2026	Regular	0.00	2,523.85	60922
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0001714	Invoice	08/21/2026	AFLAC CONTRIBUTION	0.00	1,141.03	
	100-0000-21140	AFLAC PAYABLE	AFLAC CONTRIBUTION	303.38		
	213-0000-21140	AFLAC PAYABLE	AFLAC CONTRIBUTION	2.88		
	309-0000-21140	AFLAC PAYABLE	AFLAC CONTRIBUTION	220.21		
	310-0000-21140	AFLAC PAYABLE	AFLAC CONTRIBUTION	526.46		
	311-0000-21140	AFLAC PAYABLE	AFLAC CONTRIBUTION	31.92		
	312-0000-21140	AFLAC PAYABLE	AFLAC CONTRIBUTION	7.27		
	410-0000-21140	AFLAC PAYABLE	AFLAC CONTRIBUTION	48.91		
INV0001715	Invoice	08/21/2026	AFLAC CONTRIBUTION	0.00	1,382.82	
	100-0000-21140	AFLAC PAYABLE	AFLAC CONTRIBUTION	665.38		
	213-0000-21140	AFLAC PAYABLE	AFLAC CONTRIBUTION	0.58		
	309-0000-21140	AFLAC PAYABLE	AFLAC CONTRIBUTION	241.33		
	310-0000-21140	AFLAC PAYABLE	AFLAC CONTRIBUTION	383.45		
	311-0000-21140	AFLAC PAYABLE	AFLAC CONTRIBUTION	39.71		
	312-0000-21140	AFLAC PAYABLE	AFLAC CONTRIBUTION	7.37		
	410-0000-21140	AFLAC PAYABLE	AFLAC CONTRIBUTION	45.00		
CALIFS	CALIFORNIA STATE DISBURSEMENT UNIT	08/21/2026	Regular	0.00	1,556.87	60923
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0001717	Invoice	08/21/2026	CHILD SUPPORT CONTRIBUTION	0.00	1,556.87	
	100-0000-21194	CHILD SUPPORT/GARNISH..	CHILD SUPPORT CONTRIBUTION	1,370.74		
	309-0000-21194	CHILD SUPPORT/GARNISH..	CHILD SUPPORT CONTRIBUTION	41.33		
	312-0000-21194	CHILD SUPPORT/GARNISH..	CHILD SUPPORT CONTRIBUTION	71.62		
	410-0000-21194	CHILD SUPPORT/GARNISH..	CHILD SUPPORT CONTRIBUTION	73.18		
COMM F	COMMUNITY FOUNDATION FOR MONTEREY CC	08/21/2026	Regular	0.00	115.00	60924
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0001716	Invoice	08/21/2026	CAPITAL CAMPAIGN DONATION	0.00	115.00	
	100-0000-21195	MISC. PAYROLL DEDUCTI...	CAPITAL CAMPAIGN DONATION	89.31		
	309-0000-21195	MISC. PAYROLL DEDUCTI...	CAPITAL CAMPAIGN DONATION	10.29		
	310-0000-21195	MISC. PAYROLL DEDUCTI...	CAPITAL CAMPAIGN DONATION	10.29		
	311-0000-21195	MISC. PAYROLL DEDUCTI...	CAPITAL CAMPAIGN DONATION	5.11		
FTB	FRANCHISE TAX BOARD	08/21/2026	Regular	0.00	200.00	60925
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0001722	Invoice	08/21/2026	Franchise Tax Board	0.00	200.00	
	100-0000-21194	CHILD SUPPORT/GARNISH..	Franchise Tax Board	200.00		
VANTAG	MISSION SQUARE-303584	08/21/2026	Regular	0.00	13,730.40	60926

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		
INV0001712	Invoice	08/21/2026	EMPLOYEE DEDUCTION	0.00	1,786.37	
	100-0000-21210	ICMA PAYABLE	EMPLOYEE DEDUCTION	234.09		
	213-0000-21210	ICMA PAYABLE	EMPLOYEE DEDUCTION	4.91		
	309-0000-21210	ICMA PAYABLE	EMPLOYEE DEDUCTION	472.97		
	310-0000-21210	ICMA PAYABLE	EMPLOYEE DEDUCTION	1,037.21		
	311-0000-21210	ICMA PAYABLE	EMPLOYEE DEDUCTION	33.84		
	312-0000-21210	ICMA PAYABLE	EMPLOYEE DEDUCTION	3.35		
INV0001713	Invoice	08/21/2026	457 ROTH	0.00	60.00	
	310-0000-21145	DEFERRED COMP. PAYAB...	457 ROTH	60.00		
INV0001718	Invoice	08/21/2026	Directors' 7% Ret. Contr.	0.00	990.82	
	100-0000-21171	PERS	Directors' 7% Ret. Contr.	387.61		
	309-0000-21171	PERS	Directors' 7% Ret. Contr.	217.42		
	310-0000-21171	PERS	Directors' 7% Ret. Contr.	217.42		
	311-0000-21171	PERS	Directors' 7% Ret. Contr.	168.37		
INV0001719	Invoice	08/21/2026	DEFERRED-EMPLOYEE PORTION	0.00	10,040.00	
	100-0000-21145	DEFERRED COMP. PAYAB...	DEFERRED-EMPLOYEE PORTION	4,610.25		
	213-0000-21145	DEFERRED COMP. PAYAB...	DEFERRED-EMPLOYEE PORTION	31.00		
	309-0000-21145	DEFERRED COMP. PAYAB...	DEFERRED-EMPLOYEE PORTION	1,982.96		
	310-0000-21145	DEFERRED COMP. PAYAB...	DEFERRED-EMPLOYEE PORTION	2,354.69		
	311-0000-21145	DEFERRED COMP. PAYAB...	DEFERRED-EMPLOYEE PORTION	596.37		
	312-0000-21145	DEFERRED COMP. PAYAB...	DEFERRED-EMPLOYEE PORTION	130.76		
	410-0000-21145	DEFERRED COMP. PAYAB...	DEFERRED-EMPLOYEE PORTION	333.97		
INV0001720	Invoice	08/21/2026	DEFERRED-EMPLOYEE PORTION	0.00	853.21	
	100-0000-21145	DEFERRED COMP. PAYAB...	DEFERRED-EMPLOYEE PORTION	853.21		
PRINCI	PRINCIPAL LIFE INSURANCE COMPANY	08/21/2026	Regular	0.00	3,450.20	60927
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
INV0001721	Invoice	08/21/2026	DENTAL INSURANCE	0.00	3,450.20	
	100-0000-21160	MEDICAL INSURANCE PA...	DENTAL INSURANCE	2,033.97		
	121-0000-21160	MEDICAL INSURANCE PA...	DENTAL INSURANCE	50.95		
	213-0000-21160	MEDICAL INSURANCE PA...	DENTAL INSURANCE	6.28		
	309-0000-21160	MEDICAL INSURANCE PA...	DENTAL INSURANCE	486.29		
	310-0000-21160	MEDICAL INSURANCE PA...	DENTAL INSURANCE	699.36		
	311-0000-21160	MEDICAL INSURANCE PA...	DENTAL INSURANCE	64.93		
	312-0000-21160	MEDICAL INSURANCE PA...	DENTAL INSURANCE	37.41		
	410-0000-21160	MEDICAL INSURANCE PA...	DENTAL INSURANCE	70.99		
	531-0000-21160	MEDICAL INSURANCE PA...	DENTAL INSURANCE	0.02		
PRINCI	PRINCIPAL LIFE INSURANCE COMPANY	08/21/2026	Regular	0.00	522.22	60928
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
INV0001743	Invoice	08/21/2026	VISION INSURANCE	0.00	522.22	
	402-0000-48011	CITY EMPLOYEE CONTRIB...	VISION INSURANCE	522.22		
SEIU L	SEIU LOCAL 521	08/21/2026	Regular	0.00	1,339.10	60929
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
INV0001738	Invoice	08/21/2026	EMPLOYEE CONTRIBUTION	0.00	38.00	
	100-0000-21185	SEIU LOCAL 521	EMPLOYEE CONTRIBUTION	24.38		
	309-0000-21185	SEIU LOCAL 521	EMPLOYEE CONTRIBUTION	0.73		
	310-0000-21185	SEIU LOCAL 521	EMPLOYEE CONTRIBUTION	10.25		
	312-0000-21185	SEIU LOCAL 521	EMPLOYEE CONTRIBUTION	0.53		
	410-0000-21185	SEIU LOCAL 521	EMPLOYEE CONTRIBUTION	2.11		
INV0001739	Invoice	08/21/2026	EMPLOYEE CONTRIBUTION	0.00	1,301.10	
	100-0000-21185	SEIU LOCAL 521	EMPLOYEE CONTRIBUTION	467.62		
	213-0000-21185	SEIU LOCAL 521	EMPLOYEE CONTRIBUTION	1.94		

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
309-0000-21185	SEIU LOCAL 521		EMPLOYEE CONTRIBUTION		279.34	
310-0000-21185	SEIU LOCAL 521		EMPLOYEE CONTRIBUTION		503.59	
311-0000-21185	SEIU LOCAL 521		EMPLOYEE CONTRIBUTION		9.27	
312-0000-21185	SEIU LOCAL 521		EMPLOYEE CONTRIBUTION		11.78	
410-0000-21185	SEIU LOCAL 521		EMPLOYEE CONTRIBUTION		27.56	
SPOA	SOLEDAD POLICE OFFICERS ASSOCIATION	08/21/2026	Regular	0.00	840.00	60930

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
Account Number	Account Name		Item Description	Distribution Amount	
INV0001742	Invoice	08/21/2026	POLICE OFFICERS CONTRIBUTIONS	0.00	840.00
100-0000-21190	SOLEDAD POLICE OFFICE…		POLICE OFFICERS CONTRIBUTIO…	840.00	

STPERS	STATE OF CALIFORNIA PERS	08/21/2026	Regular	0.00	63,228.78	60931

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
Account Number	Account Name		Item Description	Distribution Amount	
INV0001724	Invoice	08/21/2026	CHIEF & LIEUTENANT	0.00	3,544.31
100-0000-21171	PERS		CHIEF & LIEUTENANT	3,544.31	
INV0001725	Invoice	08/21/2026	City of Soledad Conf PEPRA	0.00	313.66
100-0000-21171	PERS		City of Soledad Conf PEPRA	156.85	
309-0000-21171	PERS		City of Soledad Conf PEPRA	62.73	
310-0000-21171	PERS		City of Soledad Conf PEPRA	62.73	
311-0000-21171	PERS		City of Soledad Conf PEPRA	31.35	
INV0001726	Invoice	08/21/2026	EMPLOYEE CONTRIBUTION	0.00	12,679.26
100-0000-21171	PERS		EMPLOYEE CONTRIBUTION	6,084.85	
121-0000-21171	PERS		EMPLOYEE CONTRIBUTION	208.14	
213-0000-21171	PERS		EMPLOYEE CONTRIBUTION	34.21	
309-0000-21171	PERS		EMPLOYEE CONTRIBUTION	1,533.79	
310-0000-21171	PERS		EMPLOYEE CONTRIBUTION	3,359.85	
311-0000-21171	PERS		EMPLOYEE CONTRIBUTION	382.47	
312-0000-21171	PERS		EMPLOYEE CONTRIBUTION	131.01	
410-0000-21171	PERS		EMPLOYEE CONTRIBUTION	944.58	
531-0000-21171	PERS		EMPLOYEE CONTRIBUTION	0.36	
INV0001727	Invoice	08/21/2026	City of Soledad Regular Empl	0.00	13,294.65
100-0000-21171	PERS		City of Soledad Regular Empl	6,386.61	
121-0000-21171	PERS		City of Soledad Regular Empl	212.97	
213-0000-21171	PERS		City of Soledad Regular Empl	34.99	
309-0000-21171	PERS		City of Soledad Regular Empl	1,633.59	
310-0000-21171	PERS		City of Soledad Regular Empl	3,502.05	
311-0000-21171	PERS		City of Soledad Regular Empl	423.48	
312-0000-21171	PERS		City of Soledad Regular Empl	134.07	
410-0000-21171	PERS		City of Soledad Regular Empl	966.52	
531-0000-21171	PERS		City of Soledad Regular Empl	0.37	
INV0001728	Invoice	08/21/2026	City of Soledad Police	0.00	8,859.79
100-0000-21171	PERS		City of Soledad Police	8,859.79	
INV0001729	Invoice	08/21/2026	City of Soledad Conf. Employee	0.00	351.78
100-0000-21171	PERS		City of Soledad Conf. Employee	179.35	
309-0000-21171	PERS		City of Soledad Conf. Employee	86.22	
310-0000-21171	PERS		City of Soledad Conf. Employee	86.21	
INV0001730	Invoice	08/21/2026	City of Soledad Reg Managers	0.00	645.83
100-0000-21171	PERS		City of Soledad Reg Managers	174.38	
309-0000-21171	PERS		City of Soledad Reg Managers	161.47	
310-0000-21171	PERS		City of Soledad Reg Managers	161.47	
311-0000-21171	PERS		City of Soledad Reg Managers	64.59	
312-0000-21171	PERS		City of Soledad Reg Managers	32.29	
410-0000-21171	PERS		City of Soledad Reg Managers	51.63	
INV0001731	Invoice	08/21/2026	City of Soledad Managers	0.00	939.23
100-0000-21171	PERS		City of Soledad Managers	253.58	
309-0000-21171	PERS		City of Soledad Managers	234.81	

Vendor Number	Vendor Name		Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	310-0000-21171	PERS		City of Soledad Managers		234.81	
	311-0000-21171	PERS		City of Soledad Managers		93.93	
	312-0000-21171	PERS		City of Soledad Managers		46.95	
	410-0000-21171	PERS		City of Soledad Managers		75.15	
INV0001732	Invoice	08/21/2026	City of Soledad Police		0.00	1,370.42	
	100-0000-21171	PERS		City of Soledad Police		1,370.42	
INV0001733	Invoice	08/21/2026	City of Soledad Police		0.00	1,126.36	
	100-0000-21171	PERS		City of Soledad Police		1,126.36	
INV0001734	Invoice	08/21/2026	City of Soledad Police		0.00	665.40	
	100-0000-21171	PERS		City of Soledad Police		665.40	
INV0001735	Invoice	08/21/2026	City of Soledad Police		0.00	8,757.88	
	100-0000-21171	PERS		City of Soledad Police		8,757.88	
INV0001736	Invoice	08/21/2026	EMPLOYEE CONTRIBUTION		0.00	4,143.21	
	100-0000-21171	PERS		EMPLOYEE CONTRIBUTION		1,638.51	
	213-0000-21171	PERS		EMPLOYEE CONTRIBUTION		20.64	
	309-0000-21171	PERS		EMPLOYEE CONTRIBUTION		1,060.48	
	310-0000-21171	PERS		EMPLOYEE CONTRIBUTION		975.98	
	311-0000-21171	PERS		EMPLOYEE CONTRIBUTION		69.43	
	312-0000-21171	PERS		EMPLOYEE CONTRIBUTION		113.87	
	410-0000-21171	PERS		EMPLOYEE CONTRIBUTION		264.30	
INV0001737	Invoice	08/21/2026	City of Soledad Regular Empl		0.00	6,537.00	
	100-0000-21171	PERS		City of Soledad Regular Empl		2,643.66	
	213-0000-21171	PERS		City of Soledad Regular Empl		30.01	
	309-0000-21171	PERS		City of Soledad Regular Empl		1,667.65	
	310-0000-21171	PERS		City of Soledad Regular Empl		1,544.73	
	311-0000-21171	PERS		City of Soledad Regular Empl		100.87	
	312-0000-21171	PERS		City of Soledad Regular Empl		165.59	
	410-0000-21171	PERS		City of Soledad Regular Empl		384.49	
	Void		08/21/2026	Regular	0.00	0.00	60932
SUNLIF	SUN LIFE ASSURANCE COMPANY OF CANADA		08/21/2026	Regular	0.00	2,673.67	60933

Payable #	Payable Type	Post Date	Payable Description		Discount Amount	Payable Amount
	Account Number	**Account Name**		**Item Description**	**Distribution Amount**	
INV0001723	Invoice	08/21/2026	LIFE, AD&D, LTD		0.00	1,272.01
	100-0000-21150	INSURANCE PAYABLE		LIFE, AD&D, LTD		742.06
	121-0000-21150	INSURANCE PAYABLE		LIFE, AD&D, LTD		10.87
	213-0000-21150	INSURANCE PAYABLE		LIFE, AD&D, LTD		2.99
	309-0000-21150	INSURANCE PAYABLE		LIFE, AD&D, LTD		159.37
	310-0000-21150	INSURANCE PAYABLE		LIFE, AD&D, LTD		244.13
	311-0000-21150	INSUARNCE PAYABLE		LIFE, AD&D, LTD		30.60
	312-0000-21150	INSURANCE PAYABLE		LIFE, AD&D, LTD		15.33
	410-0000-21150	INSURANCE PAYABLE		LIFE, AD&D, LTD		66.64
	531-0000-21150	INSURANCE PAYABLE		LIFE, AD&D, LTD		0.02
INV0001740	Invoice	08/21/2026	LIFE, AD&D, LTD		0.00	1,049.79
	100-0000-21150	INSURANCE PAYABLE		LIFE, AD&D, LTD		608.36
	121-0000-21150	INSURANCE PAYABLE		LIFE, AD&D, LTD		10.44
	213-0000-21150	INSURANCE PAYABLE		LIFE, AD&D, LTD		2.14
	309-0000-21150	INSURANCE PAYABLE		LIFE, AD&D, LTD		128.15
	310-0000-21150	INSURANCE PAYABLE		LIFE, AD&D, LTD		206.95
	311-0000-21150	INSUARNCE PAYABLE		LIFE, AD&D, LTD		21.42
	312-0000-21150	INSURANCE PAYABLE		LIFE, AD&D, LTD		12.88
	410-0000-21150	INSURANCE PAYABLE		LIFE, AD&D, LTD		59.43
	531-0000-21150	INSURANCE PAYABLE		LIFE, AD&D, LTD		0.02
INV0001741	Invoice	08/21/2026	SUPPLEMENTAL		0.00	351.87
	100-0000-21150	INSURANCE PAYABLE		SUPPLEMENTAL		196.19
	121-0000-21150	INSURANCE PAYABLE		SUPPLEMENTAL		1.39
	213-0000-21150	INSURANCE PAYABLE		SUPPLEMENTAL		0.47
	309-0000-21150	INSURANCE PAYABLE		SUPPLEMENTAL		41.78

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	310-0000-21150 INSURANCE PAYABLE		SUPPLEMENTAL		62.88	
	311-0000-21150 INSUARNCE PAYABLE		SUPPLEMENTAL		13.53	
	312-0000-21150 INSURANCE PAYABLE		SUPPLEMENTAL		6.11	
	410-0000-21150 INSURANCE PAYABLE		SUPPLEMENTAL		29.52	
AMAZON	AMAZON CAPITAL SERVICES	08/21/2026	Regular	0.00	941.98	60934
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
1MXH-NTJH-XW...	Invoice	06/30/2026	ACM Workstation	0.00	89.84	
	100-1300-52040	OFFICE SUPPLIES	ACM Workstation	89.84		
1Y4H-MJP7-H3GN	Invoice	06/30/2026	Server Backup Storage	0.00	852.14	
	100-1320-57100	CAPITAL OUTLAY - COMP...	Server Backup Storate	852.14		
BADGER	BADGER METER, INC.	08/21/2026	Regular	0.00	1,407.47	60935
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
80241270	Invoice	06/30/2026	Badger Cell Signal	0.00	1,407.47	
	309-0000-52521	METER REPAIR/REPLACE...	Badger Cell Signal	1,407.47		
EDGES	EDGES ELECTRICAL GROUP, LLC	08/21/2026	Regular	0.00	263.54	60936
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
S6727674.001	Invoice	06/30/2026	Cuble- Cla- Valv.	0.00	263.54	
	309-0000-52525	REPAIRS & MAINTENANCE..	Cuble- Cla- Valv.	263.54		
JAV la	J.A.V. Language Solutions LLC	08/21/2026	Regular	0.00	411.20	60937
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
26-0273	Invoice	06/30/2026	Prof. Service/Translation	0.00	411.20	
	100-1000-52200	PROFESSIONAL SERVICES...	Prof. Service/Translation	411.20		
MONTPE	MONTEREY PENINSULA ENGINEERING	08/21/2026	Regular	0.00	723,851.84	60938
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
06-34	Invoice	06/30/2026	WRF Manhole Replacement	0.00	723,851.84	
	310-0000-57000	CAPITAL OUTLAY - IMPR...	WRF Manhole Replacement	723,851.84		
PAVEME	PAVEMENT ENGINEERING, INC.	08/21/2026	Regular	0.00	2,800.00	60939
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
2606-153	Invoice	06/30/2026	2026 Pavement Management Update	0.00	2,800.00	
	412-0000-57000	CAPITAL OUTLAY - IMPR...	2026 Pavement Management U...	2,800.00		
SALINA	S & L INVESTMENTS	08/21/2026	Regular	0.00	212.77	60940
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
023087	Invoice	06/30/2026	Range Mstr. Diaz	0.00	92.75	
	100-1400-52048	UNIFORM PURCHASE	Range Mstr. Diaz	92.75		
023097	Invoice	06/30/2026	Uniforms- Zamudio	0.00	120.02	
	100-1400-52048	UNIFORM PURCHASE	Uniforms- Zamudio	120.02		
USBANP	U.S. BANK CORPORATE PAYMENT SYSTEM	08/21/2026	Regular	0.00	14,020.84	60941

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		
030626MH	Invoice	06/30/2026	Credit Card Purchases	0.00	12,160.55	
	100-1000-52091	TRAVEL, MEETINGS & TRA...	Conference Registration for Cou...	650.00		
	100-1000-52091	TRAVEL, MEETINGS & TRA...	Hotel Reservation for 04/21 (This..	699.33		
	100-1000-52091	TRAVEL, MEETINGS & TRA...	Hotel Reservation for Councilm...	581.42		
	100-1100-52010	MEMBERSHIP DUES	Membership Dues / ICSC Monte...	175.00		
	100-1100-52015	SUBSCRIPTIONS	Harvard Business Review Magaz...	135.00		
	100-1100-52091	TRAVEL, MEETINGS & TRA...	Hotel Reservation for CM Hunter..	597.26		
	100-1100-52091	TRAVEL, MEETINGS & TRA...	Membership Dues / ICSC Monte...	650.00		
	100-1320-52520	MAINTENANCE AGREEM...	IT	99.00		
	100-1320-52520	MAINTENANCE AGREEM...	IT	120.00		
	100-1320-52520	MAINTENANCE AGREEM...	IT	207.98		
	100-1320-52520	MAINTENANCE AGREEM...	IT	48.30		
	100-1320-52520	MAINTENANCE AGREEM...	IT	39.99		
	100-1320-52520	MAINTENANCE AGREEM...	IT	210.00		
	100-1320-52520	MAINTENANCE AGREEM...	IT	522.00		
	100-1320-52520	MAINTENANCE AGREEM...	IT	0.58		
	100-1320-52520	MAINTENANCE AGREEM...	IT	99.75		
	100-1320-52520	MAINTENANCE AGREEM...	IT	491.40		
	100-1320-52520	MAINTENANCE AGREEM...	IT	1,168.57		
	100-1320-52520	MAINTENANCE AGREEM...	IT	31.50		
	100-1320-52520	MAINTENANCE AGREEM...	IT	36.55		
	121-0000-52525	REPAIRS & MAINTENANCE..	Sendera Supplies	1,059.89		
	121-0000-52525	REPAIRS & MAINTENANCE..	Sendero Supplies	2,993.33		
	121-0000-52525	REPAIRS & MAINTENANCE..	Sendero Supplies	1,543.70		
070626MEH	Invoice	06/30/2026	Credit Card Purchases	0.00	1,860.29	
	100-1100-52091	TRAVEL, MEETINGS & TRA...	Snipe IT	39.99		
	100-1100-52115	SUNDRY	Supplies	22.69		
	100-1100-52115	SUNDRY	Supplies	22.69		
	100-1320-52520	MAINTENANCE AGREEM...	Mircosoft	491.40		
	100-1320-52520	MAINTENANCE AGREEM...	Kaseya.com	99.75		
	100-1320-52520	MAINTENANCE AGREEM...	DropBox	522.00		
	100-1320-52520	MAINTENANCE AGREEM...	Dreamhost	19.99		
	100-1320-52520	MAINTENANCE AGREEM...	Microsoft	234.00		
	100-1320-52520	MAINTENANCE AGREEM...	Dreamhost	207.98		
	100-1320-52520	MAINTENANCE AGREEM...	Microsoft	48.30		
	100-1320-52520	MAINTENANCE AGREEM...	Microsoft	31.50		
	100-1320-52520	MAINTENANCE AGREEM...	Mail Chimp	120.00		
	Void	08/21/2026	Regular	0.00	0.00	60942
ACCBUS	ACC BUSINESS	08/21/2026	Regular	0.00	2,050.49	60943
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
1703059112	Invoice	08/21/2026	CH Internet	0.00	2,050.49	
	100-8000-52400	UTILITIES	2050.49	2,050.49		
ALCANA	ALCANTAR ACE HARDWARE	08/21/2026	Regular	0.00	1,585.43	60944
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
15720/1	Invoice	08/21/2026	Cable Ties/ Stamples	0.00	17.01	
	100-2100-52525	REPAIRS & MAINTENANCE..	Cable Ties/ Stamples	17.01		
15946/1	Invoice	08/21/2026	Duct Tape	0.00	14.19	
	651-0000-52522	PARK MAINTENANCE	Duct Tape	14.19		
16030/1	Invoice	08/21/2026	Storm/ Outfall Repairs	0.00	324.79	
	310-0000-52170	PROGRAM COST	Storm/ Outfall Repairs	324.79		
16053/1	Invoice	08/21/2026	Conference Room Camera	0.00	6.11	
	100-1320-52051	TOOLS & MINOR EQUIPM...	Conference Room Camera	6.11		
16202/1	Invoice	08/21/2026	Fasteners	0.00	2.34	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	100-8000-52518 FACILITIES EXPENSE		Fasteners		2.34	
16260/1	Invoice	08/21/2026	Wire- WWTP Signs	0.00	20.75	
	310-0000-52051 TOOLS & MINOR EQUIPM...		Wire- WWTP Signs		20.75	
16277/1	Invoice	08/21/2026	FD Supplies	0.00	72.78	
	100-1450-52041 OPERATIONAL SUPPLIES		FD Supplies		72.78	
16296/1	Invoice	08/21/2026	Shop Janitorial Supllies	0.00	85.92	
	310-0000-52518 FACILITIES EXPENSE		Shop Janitorial Supllies		85.92	
16299/1	Invoice	08/21/2026	Surveying Stakes - Utilities	0.00	52.42	
	120-0000-52200 PROFESSIONAL SERVICES...		Surveying Stakes - Utilities		52.42	
16321/1	Invoice	08/21/2026	5/16 Nut Driver Tool	0.00	6.54	
	100-2100-52051 TOOLS & MINOR EQUIPM...		5/16 Nut Driver Tool		6.54	
16322/1	Invoice	08/21/2026	Facility Supplies	0.00	31.21	
	100-2200-52518 FACILITIES EXPENSE		Facility Supplies		31.21	
16338/1	Invoice	08/21/2026	Tie- Wire Banners	0.00	17.47	
	100-2100-52525 REPAIRS & MAINTENANCE..		Tie- Wire Banners		17.47	
16340/1	Invoice	08/21/2026	Restroom Partition Repair	0.00	17.02	
	650-0000-52421 PARK/LANDSCAPE ELECTR...		Restroom Partition Repair		17.02	
16426/1	Invoice	08/21/2026	DEF Shop	0.00	272.58	
	310-0000-52525 REPAIRS & MAINTENANCE..		DEF Shop		272.58	
16427/1	Invoice	08/21/2026	Radiator Flush - J.Deere	0.00	9.78	
	310-0000-52525 REPAIRS & MAINTENANCE..		Radiator Flush - J.Deere		9.78	
16470/1	Invoice	08/21/2026	Wall Patch, Bolts and screws	0.00	46.52	
	100-1400-52518 FACILITIES EXPENSE		Wall Patch, Bolts and screws		46.52	
16472/1	Invoice	08/21/2026	Fasteners	0.00	0.91	
	100-1400-52518 FACILITIES EXPENSE		Fasteners		0.91	
16474/1	Invoice	08/21/2026	Hard Hats	0.00	69.90	
	309-0000-52052 SAFETY EQUIPMENT		Hard Hats		34.95	
	310-0000-52052 SAFETY EQUIPMENT		Hard Hats		34.95	
16509/1	Invoice	08/21/2026	Plywood for Hydrant	0.00	42.60	
	309-0000-52525 REPAIRS & MAINTENANCE..		Plywood for Hydrant		42.60	
16515/1	Invoice	08/21/2026	TImer Batteries	0.00	10.91	
	100-2100-52525 REPAIRS & MAINTENANCE..		TImer Batteries		10.91	
16519/1	Invoice	08/21/2026	Cable Ties	0.00	6.22	
	100-2100-52525 REPAIRS & MAINTENANCE..		Cable Ties		6.22	
16530/1	Invoice	08/21/2026	Car Wash Soap	0.00	9.82	
	309-0000-52525 REPAIRS & MAINTENANCE..		Car Wash Soap		9.82	
16538/1	Invoice	08/21/2026	Trowel for Stucco - Lyons	0.00	52.41	
	309-0000-52051 TOOLS & MINOR EQUIPM...		Trowel for Stucco - Lyons		52.41	
16540/1	Invoice	08/21/2026	Paint equipment	0.00	22.25	
	100-1400-52518 FACILITIES EXPENSE		Paint equipment		22.25	
16560/1	Invoice	08/21/2026	Trap Strap - Vac. Trailer	0.00	13.08	
	310-0000-52134 COLLECTION SYSTEM MA...		Trap Strap - Vac. Trailer		13.08	
16596/1	Invoice	08/21/2026	Facility Supplies	0.00	10.91	
	100-2200-52518 FACILITIES EXPENSE		Facility Supplies		10.91	
16606/1	Invoice	08/21/2026	Cement Tools/Bags Backflow	0.00	234.67	
	100-8000-52518 FACILITIES EXPENSE		Cement Tools/Bags Backflow		114.54	
	309-0000-52051 TOOLS & MINOR EQUIPM...		Cement Tools/Bags Backflow		120.13	
16611/1	Invoice	08/21/2026	Flush Lever - Gateway Center	0.00	8.29	
	100-1200-52525 REPAIRS & MAINTENANCE..		Flush Lever - Gateway Center		8.29	
16622/1	Invoice	08/21/2026	Hydrant Cement Oak/Monterey	0.00	96.02	
	309-0000-52525 REPAIRS & MAINTENANCE..		Hydrant Cement Oak/Monterey		96.02	
16637/1	Invoice	08/21/2026	Fasteners - Shop	0.00	10.01	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	100-2100-52518 FACILITIES EXPENSE		Fasteners - Shop		10.01	
	Void	08/21/2026	Regular	0.00	0.00	60945
ALPAUT	ALPHA AUTO PARTS & GLASS	08/21/2026	Regular	0.00	412.03	60946
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
565863	Invoice	08/21/2026	Driver Side Window Repair	0.00	412.03	
	100-2100-52080	FLEET SERVICES	Driver Side Window Repair	412.03		
AMAZON	AMAZON CAPITAL SERVICES	08/21/2026	Regular	0.00	1,851.96	60947
11TV-9NTT-69C6	Invoice	08/21/2026	Sample Dippers	0.00	316.60	
	310-0000-52051	TOOLS & MINOR EQUIPM...	Sample Dippers	316.60		
16KJ-F3WK-9HDY	Invoice	08/21/2026	IT Tools	0.00	16.38	
	100-1320-52051	TOOLS & MINOR EQUIPM...	IT Tools	16.38		
171Y-RJ7D-CK1C	Invoice	08/21/2026	City Council Meetings - Remote	0.00	131.09	
	100-1320-52051	TOOLS & MINOR EQUIPM...	City Council Meetings - Remote	131.09		
19XP-GL1C-NGH9	Invoice	08/21/2026	Monitors for CH	0.00	272.18	
	100-1320-52051	TOOLS & MINOR EQUIPM...	Monitors for CH	272.18		
1C9W-KJJC-YT4W	Invoice	08/21/2026	FD Station Supplies	0.00	170.62	
	100-1450-52041	OPERATIONAL SUPPLIES	FD Station Supplies	170.62		
1CGL-VMK9-L9KL	Invoice	08/21/2026	Audio for City Events	0.00	140.87	
	100-1320-52051	TOOLS & MINOR EQUIPM...	Audio for City Events	140.87		
1D6W-JVH1-WN...	Invoice	08/21/2026	PD Sergeant's Office	0.00	75.04	
	100-1400-52051	TOOLS & MINOR EQUIPM...	PD Sergeant's Office Cabling	75.04		
1FXY-WV1N-FW...	Invoice	08/21/2026	IT Tools	0.00	7.64	
	100-1320-52051	TOOLS & MINOR EQUIPM...	IT Tools	7.64		
1GK4-7YFV-QXDR	Invoice	08/21/2026	City Events Audio	0.00	39.95	
	100-1320-52051	TOOLS & MINOR EQUIPM...	City Events Audio	39.95		
1GWG-PPDW-HM...	Invoice	08/21/2026	IT Tools	0.00	43.64	
	100-1320-52051	TOOLS & MINOR EQUIPM...	IT Tools	43.64		
1L4D-L7QG-7FCQ	Invoice	08/21/2026	PD Sergeant Office	0.00	231.96	
	100-1400-52051	TOOLS & MINOR EQUIPM...	PD Sergeant Office	231.96		
1M9C-H9YV-FLYR	Invoice	08/21/2026	Drill Rivet Shop	0.00	97.74	
	310-0000-52051	TOOLS & MINOR EQUIPM...	Drill Rivet Shop	97.74		
1R39-L4G3-77TV	Invoice	08/21/2026	FIrst Aid and Shower Curtain for Facility	0.00	32.84	
	100-2200-52518	FACILITIES EXPENSE	FIrst Aid and Shower Curtain for ...	32.84		
1T6J-DYG9-9D63	Invoice	08/21/2026	PD Sergeant Office	0.00	45.60	
	100-1400-52051	TOOLS & MINOR EQUIPM...	PD Sergeant Office	45.60		
1VVD-1VKN-WJGP	Invoice	08/21/2026	Rivet Nuts- Shop	0.00	42.40	
	310-0000-52051	TOOLS & MINOR EQUIPM...	Rivet Nuts- Shop	42.40		
1WMP-WXHL-94...	Invoice	08/21/2026	Floor Creeper	0.00	93.47	
	310-0000-52134	COLLECTION SYSTEM MA...	Floor Creeper	93.47		
1XN3-FDG1-MK71	Invoice	08/21/2026	C. Chambers Streamline	0.00	93.94	
	100-1320-52051	TOOLS & MINOR EQUIPM...	C. Chambers Streamline	93.94		
AMESUP	AMERICAN SUPPLY COMPANY	08/21/2026	Regular	0.00	241.44	60948
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
3096161	Invoice	08/21/2026	Janitorial/ Facility Supplies	0.00	241.44	
	310-0000-52518	FACILITIES EXPENSE	Janitorial/ Facility Supplies	241.44		
AT&T	AT&T	08/21/2026	Regular	0.00	545.00	60949

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		
637804	Invoice	08/21/2026	DG2600661	0.00	545.00	
	417-0000-52130	ASSET FORFEITURE - RET...	DG2600661	545.00		
AUTOZO	AUTOZONE LLC	08/21/2026	Regular	0.00	91.07	60950
06290350979	Invoice	08/21/2026	Oil Change- Unit 52	0.00	62.39	
	100-1400-52080	FLEET SERVICES	Oil Change- Unit 52	62.39		
06290351029	Invoice	08/21/2026	Thermostat Coolant	0.00	28.68	
	100-1400-52080	FLEET SERVICES	Thermostat Coolant	28.68		
06290351075	Invoice	08/21/2026	Thermostat Unit 52	0.00	22.93	
	100-1400-52080	FLEET SERVICES	Thermostat Unit 52	22.93		
06290351189	Credit Memo	08/21/2026	Credit- Unit 52	0.00	-22.93	
	100-1400-52080	FLEET SERVICES	Credit- Unit 52	-22.93		
B&H FOTO	B&H FOTO & ELECTRONICS CORP	08/21/2026	Regular	0.00	964.36	60951
246390778	Invoice	08/21/2026	Conference Room Video Camera	0.00	964.36	
	100-8000-57000	CAPITAL OUTLAY - IMPR...	Conference Room Video Camera	964.36		
BACKFL	BACKFLOW DISTRIBUTORS INC.	08/21/2026	Regular	0.00	2,322.87	60952
85672	Invoice	08/21/2026	1" Backflow - Fleet Shop	0.00	940.45	
	100-2100-52518	FACILITIES EXPENSE	1" Backflow - Fleet Shop	940.45		
85923	Invoice	08/21/2026	1.5" Backflow/Vosti Park	0.00	1,382.42	
	100-2100-52518	FACILITIES EXPENSE	1.5" Backflow/Vosti Park	1,382.42		
BAILEY	BAILEY STREET LIMITED	08/21/2026	Regular	0.00	30,410.28	60953
100522703	Invoice	08/21/2026	Polymers - Plant	0.00	11,156.61	
	310-0000-52044	CHEMICAL	Polymers - Plant	11,156.61		
100522706	Invoice	08/21/2026	Chlorine Plant	0.00	19,253.67	
	310-0000-52044	CHEMICAL	Chlorine Plant	19,253.67		
BLUEALLY	BLUEALLY TECHNOLOGY SOLUTIONS LLC	08/21/2026	Regular	0.00	4,182.25	60954
INV103134	Invoice	08/21/2026	PW Desktop - Joel	0.00	1,698.75	
	100-2100-57100	CAPITAL OUTLAY - COMP...	PW Desktop - Joel	1,698.75		
INV99703	Invoice	08/21/2026	CM New PC	0.00	2,483.50	
	100-1100-57100	CAPITAL OUTLAY - COMP...	CM New PC	2,483.50		
BRIOTIX	BRIOTIX HEALTH, LP	08/21/2026	Regular	0.00	1,107.00	60955
SI-61106	Invoice	08/21/2026	Ergonomics PW/PD	0.00	1,107.00	
	100-1310-52200	PROFESSIONAL SERVICES...	Ergonomics PW/PD	1,107.00		
CPCA T	CALIFORNIA POLICE CHIEFS ASSOCIATION	08/21/2026	Regular	0.00	185.00	60956
17886	Invoice	08/21/2026	DC'S Memebership	0.00	185.00	
	100-1400-52010	MEMBERSHIP DUES	DC'S Memeberships	185.00		

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
HRSHEET	CARLOS HERNANDEZ	08/21/2026	Regular	0.00	1,200.00	60957

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
000611	Invoice	08/21/2026	Replace Sampler Compressor	0.00	1,200.00
	310-0000-52525	REPAIRS & MAINTENANCE..	Replace Sampler Compressor	1,200.00	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
CAROLL	CAROLLO ENGINEERS, INC.	08/21/2026	Regular	0.00	84,266.75	60958

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
FB86790-32	Invoice	08/21/2026	Recycled Water Conenyance Project	0.00	84,266.75
	213-0000-52200	PROFESSIONAL SERVICES...	Recycled Water Conenyance Pro...	84,266.75	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
CCSLI	CCSLI INC	08/21/2026	Regular	0.00	321.04	60959

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
23077A	Invoice	08/21/2026	Prof. Services/ASL/Translation	0.00	321.04
	100-1000-52200	PROFESSIONAL SERVICES...	Prof. Services/ASL/Translation	321.04	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
CINTAS	CINTAS CORPORATION NO. 3	08/21/2026	Regular	0.00	1,483.11	60960

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
4276275798	Invoice	08/21/2026	WW/Water Uniforms	0.00	417.65
	309-0000-52520	MAINTENANCE AGREEM...	Uniforms/Water	61.81	
	310-0000-52520	MAINTENANCE AGREEM...	Uniforms/WW	355.84	
4277765960	Invoice	08/21/2026	WW/Water Uniforms	0.00	272.52
	309-0000-52520	MAINTENANCE AGREEM...	Uniforms/Water	45.29	
	310-0000-52520	MAINTENANCE AGREEM...	Uniforms/WW	227.23	
4278541847	Invoice	08/21/2026	Parks/St Uniforms	0.00	100.65
	100-1400-52520	MAINTENANCE AGREEM...	Parks/St Uniforms	7.63	
	100-1500-52520	MAINTENANCE AGREEM...	Parks/St Uniforms	2.47	
	100-2100-52520	MAINTENANCE AGREEM...	Parks/St Uniforms	48.86	
	311-0000-52520	MAINTENANCE AGREEM...	Parks/St Uniforms	0.84	
	312-0000-52520	MAINTENANCE AGREEM...	Parks/St Uniforms	9.23	
	410-0000-52520	MAINTENANCE AGREEM...	Parks/St Uniforms	31.62	
4278541864	Invoice	08/21/2026	WW/WATER UNIFORMS	0.00	244.67
	309-0000-52520	MAINTENANCE AGREEM...	WW/WATER UNIFORMS	39.72	
	310-0000-52520	MAINTENANCE AGREEM...	WW/WATER UNIFORMS	204.95	
4279261521	Invoice	08/21/2026	Park/St Uniforms	0.00	92.50
	100-1400-52520	MAINTENANCE AGREEM...	Park/St Uniforms	7.01	
	100-1500-52520	MAINTENANCE AGREEM...	Park/St Uniforms	2.27	
	100-2100-52520	MAINTENANCE AGREEM...	Park/St Uniforms	44.90	
	311-0000-52520	MAINTENANCE AGREEM...	Park/St Uniforms	0.77	
	312-0000-52520	MAINTENANCE AGREEM...	Park/St Uniforms	8.49	
	410-0000-52520	MAINTENANCE AGREEM...	Park/St Uniforms	29.06	
4279261584	Invoice	08/21/2026	WW/WATER UNIFORMS	0.00	355.12
	309-0000-52520	MAINTENANCE AGREEM...	WW/WATER UNIFORMS	61.81	
	310-0000-52520	MAINTENANCE AGREEM...	WW/W	293.31	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
CISO	CITY OF SOLEDAD	08/21/2026	Regular	0.00	396.37	60961

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
071526A	Invoice	08/21/2026	Sendero Water	0.00	396.37
	121-0000-52200	PROFESSIONAL SERVICES...	Sendero Water	396.37	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
CORE&M	CORE & MAIN LP	08/21/2026	Regular	0.00	1,661.49	60962

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		
Z526982	Invoice	08/21/2026	Stock Brass/Copper Clamp Repair	0.00	1,661.49	
	309-0000-52525	REPAIRS & MAINTENANCE..	Stock Brass/Copper Clamp Repair	1,661.49		
CWEA	CWEA	08/21/2026	Regular	0.00	35.00	60963
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
909230	Invoice	08/21/2026	Op. Instrum./ J. Zavala	0.00	35.00	
	310-0000-52091	TRAVEL, MEETINGS & TRA..	Op. Instrum./ J. Zavala	35.00		
CWEA	CWEA	08/21/2026	Regular	0.00	35.00	60964
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
909231	Invoice	08/21/2026	Op. Instrum/ M. Guerrero	0.00	35.00	
	310-0000-52091	TRAVEL, MEETINGS & TRA..	Op. Instrum/ M. Guerrero	35.00		
DESMOND	DESMOND & LOUIS, INC	08/21/2026	Regular	0.00	425.00	60965
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
14191	Invoice	08/21/2026	PIO Training - Sgt Contreras	0.00	425.00	
	100-1400-52091	TRAVEL, MEETINGS & TRA..	PIO Training - Sgt Contreras	425.00		
EDGES	EDGES ELECTRICAL GROUP, LLC	08/21/2026	Regular	0.00	601.64	60966
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
S6768111.001	Invoice	08/21/2026	Labels- for plant/equipment	0.00	314.71	
	310-0000-52051	TOOLS & MINOR EQUIPM...	Labels- for plant/equipment	314.71		
S6790427.001	Invoice	08/21/2026	E Stop - Pull Station	0.00	286.93	
	310-0000-52525	REPAIRS & MAINTENANCE..	E Stop - Pull Station	286.93		
LOPEZE	EVA LOPEZ	08/21/2026	Regular	0.00	212.33	60967
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
081426	Invoice	08/21/2026	Refund for Impound Release Charge	0.00	212.33	
	100-0000-46365	VEHICLE IMPOUND/RELE...	Refund for Impound Release Cha..	207.15		
	100-0000-46365	VEHICLE IMPOUND/RELE...	Refund for Impound Release Cha..	5.18		
FEDEXF	FEDEX FREIGHT	08/21/2026	Regular	0.00	426.07	60968
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
9066312161	Invoice	08/21/2026	Freight for FRM	0.00	426.07	
	310-0000-52042	POSTAGE, SHIPPING & FR...	Freight for FRM	426.07		
FERGUSONUS	FERGUSON US HOLDINGS, INC	08/21/2026	Regular	0.00	539.44	60969
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
1931780	Invoice	08/21/2026	Brass Stock/Backflow Vosti Park	0.00	539.44	
	100-2100-52525	REPAIRS & MAINTENANCE..	Brass Stock/Backflow Vosti Park	187.73		
	309-0000-52525	REPAIRS & MAINTENANCE..	Brass Stock/Backflow Vosti Park	351.71		
GRANIC	GRANICUS, LLC	08/21/2026	Regular	0.00	1,001.20	60970
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
234302	Invoice	08/21/2026	Maintenance Agrement/Non Dept	0.00	1,001.20	
	100-8000-52520	MAINTENANCE AGREEM...	Maintenance Agrement/Non De...	1,001.20		
GREENR	GREEN RUBBER-KENNEDY AG	08/21/2026	Regular	0.00	470.66	60971

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		
G-441515	Invoice	08/21/2026	EQ Basin- Clean Up	0.00	470.66	
	310-0000-52525	REPAIRS & MAINTENANCE..	EQ Basin- Clean Up	470.66		
HACH C	HACH COMPANY	08/21/2026	Regular	0.00	1,936.81	60972
15108600	Invoice	08/21/2026	Digital PH Sensor- Headworks	0.00	1,288.85	
	310-0000-52051	TOOLS & MINOR EQUIPM...	Digital PH Sensor- Headworks	1,288.85		
15108601	Invoice	08/21/2026	Digital PH Sensor	0.00	647.96	
	310-0000-52051	TOOLS & MINOR EQUIPM...	Digital PH Sensor	647.96		
HILLYA	HILLYARD, INC.	08/21/2026	Regular	0.00	563.14	60973
90238637	Invoice	08/21/2026	Facility Expense - Supplies	0.00	563.14	
	100-2200-52518	FACILITIES EXPENSE	Facility Expense - Supplies	563.14		
CORIX	ICONIX WATERWORKS (US) INC.	08/21/2026	Regular	0.00	480.61	60974
U2616028259	Invoice	08/21/2026	1.5" Union Vosti Park Backflow	0.00	99.64	
	100-2100-52525	REPAIRS & MAINTENANCE..	1.5" Union Vosti Park Backflow	99.64		
U2616028750	Invoice	08/21/2026	3" Flange/Basket School District	0.00	380.97	
	309-0000-52521	METER REPAIR/REPLACE...	3" Flange/Basket School District	380.97		
BARRON	IVAN BARRON	08/21/2026	Regular	0.00	144.26	60975
080426	Invoice	08/21/2026	Travel Expense	0.00	144.26	
	310-0000-52091	TRAVEL, MEETINGS & TRA..	Travel Expense	144.26		
JAV la	J.A.V. Language Solutions LLC	08/21/2026	Regular	0.00	839.05	60976
26-0276	Invoice	08/21/2026	Prof. Services/Translation	0.00	374.95	
	100-1000-52200	PROFESSIONAL SERVICES...	Prof. Services/Translation	374.95		
26-0288	Invoice	08/21/2026	Prof Services/Translation	0.00	464.10	
	100-1000-52200	PROFESSIONAL SERVICES...	Prof Services/Translation	464.10		
JP COO	J.P. COOKE COMPANY	08/21/2026	Regular	0.00	255.70	60977
943604	Invoice	08/21/2026	Stamps	0.00	255.70	
	100-1400-52040	OFFICE SUPPLIES	Stamps	255.70		
JARFAY	JARVIS FAY LLP	08/21/2026	Regular	0.00	14,572.00	60978
22312	Invoice	08/21/2026	Legal/General	0.00	13,914.00	
	100-1150-52215	ATTORNEY SERVICES	Legal/General	13,914.00		
22313	Invoice	08/21/2026	Legal/ Miramonte	0.00	238.50	
	120-0000-52200	PROFESSIONAL SERVICES...	Legal/ Miramonte	238.50		
22314	Invoice	08/21/2026	Legal Svcs - Almond Acres	0.00	185.50	
	120-0000-52200	PROFESSIONAL SERVICES...	Legal Svcs - Almond Acres	185.50		
22389	Invoice	08/21/2026	Legal/ Hacienda Sewer Matter	0.00	234.00	
	310-0000-52200	PROFESSIONAL SERVICES...	Legal/ Hacienda Sewer Matter	234.00		

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
REYTIR	JESUS REYES	08/21/2026	Regular	0.00	1,532.04	60979

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
16183	Invoice	08/21/2026	Tire Replacement Detective Charger	0.00	1,364.98
	100-1400-52080	FLEET SERVICES	Tire Replacement Detective Cha...	1,364.98	
16395	Invoice	08/21/2026	Tire Sensor- P.D. Unit 51	0.00	167.06
	100-1400-52080	FLEET SERVICES	Tire Sensor- P.D. Unit 51	167.06	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
JIMETI	JIMENEZ TIRE SERVICE, INC.	08/21/2026	Regular	0.00	359.96	60980

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
13307	Invoice	08/21/2026	Tire Replacement	0.00	359.96
	100-8000-52080	FLEET SERVICES	Tire Replacement	359.96	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
FLORJC	JUAN CHRISTIAN FLORES	08/21/2026	Regular	0.00	191.19	60981

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
081326	Invoice	08/21/2026	26/27 Boot Reimbursement- J. Flores	0.00	191.19
	100-2100-52048	UNIFORM PURCHASE	26/27 Boot Reimbursement- J. F...	86.04	
	312-0000-52520	MAINTENANCE AGREEM...	26/27 Boot Reimbursement- J. F...	19.12	
	410-0000-52520	MAINTENANCE AGREEM...	26/27 Boot Reimbursement- J. F...	86.03	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
HUERTAJUAN	JUAN HUERTA	08/21/2026	Regular	0.00	314.99	60982

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
081826	Invoice	08/21/2026	Reimburse for Civil Exam/Course- J. Huerta	0.00	314.99
	100-1500-52091	TRAVEL, MEETINGS & TRA...	Reimburse for Civil Exam/Course...	78.75	
	309-0000-52091	TRAVEL, MEETINGS & TRA...	Reimburse for Civil Exam/Course...	78.75	
	310-0000-52091	TRAVEL, MEETINGS & TRA...	Reimburse for Civil Exam/Course...	78.75	
	410-0000-52091	TRAVEL, MEETINGS & TRA...	Reimburse for Civil Exam/Course...	78.74	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
LAWPRO	LAWSON PRODUCTS	08/21/2026	Regular	0.00	471.48	60983

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
9313644671	Invoice	08/21/2026	Keystock-Shop	0.00	81.39
	310-0000-52051	TOOLS & MINOR EQUIPM...	Keystock-Shop	81.39	
9313703760	Invoice	08/21/2026	Gloves- Shop/Ops	0.00	159.85
	310-0000-52052	SAFETY EQUIPMENT	Gloves- Shop/Ops	159.85	
9313719398	Invoice	08/21/2026	Gloves- Shop	0.00	230.24
	310-0000-52052	SAFETY EQUIPMENT	Gloves- Shop	230.24	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
LEYTOW	LEYVA'S TOWING, INC.	08/21/2026	Regular	0.00	200.00	60984

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
16620	Invoice	08/21/2026	Boom Transport	0.00	200.00
	100-2200-52105	SPECIAL EVENTS	Boom Transport	200.00	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
SAAVED	MIGUEL SAAVEDRA	08/21/2026	Regular	0.00	140.00	60985

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
081226	Invoice	08/21/2026	D3 CERT. Reimbursement - M. Saavedra	0.00	140.00
	309-0000-52091	TRAVEL, MEETINGS & TRA...	D3 CERT. Reimbursement - M. S...	140.00	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
MNS	MNS ENGINEERS, INC	08/21/2026	Regular	0.00	22,515.88	60986

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
26080432	Invoice	08/21/2026	West St. Rd. Diet	0.00	22,515.88
	410-0000-57000	CAPITAL OUTLAY - IMPR...	West St. Rd. Diet	22,515.88	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
MOBAAN	MONTEREY BAY ANALYTICAL SERVICES	08/21/2026	Regular	0.00	8,831.80	60987

Vendor Number / Payable #	Vendor Name / Payable Type / Account Number	Post Date	Payment Date / Payable Description / Account Name	Payment Type / Item Description	Discount Amount / Discount Amount / Distribution Amount	Payment Amount / Payable Amount	Number
260702_005	Invoice 309-0000-52053	08/21/2026	3rd QTR PFAS LAB ANALYSIS & TESTING	3rd QTR PFAS	0.00	1,950.00 1,950.00	
260715_058	Invoice 310-0000-52053	08/21/2026	WW Quarterly- 7/15 LAB ANALYSIS & TESTING	WW Quarterly- 7/15	0.00	2,559.60 2,559.60	
260718_010	Invoice 310-0000-52053	08/21/2026	WW Weekly- 7/18/26 LAB ANALYSIS & TESTING	WW Weekly- 7/18/26	0.00	765.90 765.90	
260722_048	Invoice 309-0000-52053	08/21/2026	July Week #4 Bacti LAB ANALYSIS & TESTING	July Week #4 Bacti	0.00	135.00 135.00	
260729_064	Invoice 310-0000-52053	08/21/2026	WW Daily Uv- 7/29/26 LAB ANALYSIS & TESTING	WW Daily Uv- 7/29/26	0.00	125.60 125.60	
260729_065	Invoice 310-0000-52053	08/21/2026	WW Weekly- 7/29/26 LAB ANALYSIS & TESTING	WW Weekly- 7/29/26	0.00	618.30 618.30	
260731_027	Invoice 310-0000-52053	08/21/2026	WW Daily UV- 7/31/26 LAB ANALYSIS & TESTING	WW Daily UV- 7/31/26	0.00	146.00 146.00	
260801_007	Invoice 310-0000-52053	08/21/2026	WW Daily Uv- 8/1/26 LAB ANALYSIS & TESTING	WW Daily Uv- 8/1/26	0.00	146.00 146.00	
260802_007	Invoice 310-0000-52053	08/21/2026	WW Daily Uv- 8/02/26 LAB ANALYSIS & TESTING	WW Daily Uv- 8/02/26	0.00	146.00 146.00	
260803_054	Invoice 310-0000-52053	08/21/2026	WW Daily UV- 8/03/26 LAB ANALYSIS & TESTING	WW Daily UV- 8/03/26	0.00	125.60 125.60	
260804_078	Invoice 310-0000-52053	08/21/2026	WW Daily UV- 8/4/26 LAB ANALYSIS & TESTING	WW Daily UV- 8/4/26	0.00	125.60 125.60	
260805_022	Invoice 310-0000-52053	08/21/2026	WW Daily UV- 8/5/26 LAB ANALYSIS & TESTING	WW Daily UV- 8/5/26	0.00	125.60 125.60	
260805_023	Invoice 310-0000-52053	08/21/2026	Well 15/ POU Testing- 8/5/26 LAB ANALYSIS & TESTING	Well 15/ POU Testing- 8/5/26	0.00	133.20 133.20	
260805_033	Invoice 309-0000-52053	08/21/2026	August Week #1 Bacti LAB ANALYSIS & TESTING	August Week #1 Bacti	0.00	135.00 135.00	
260805_056	Invoice 309-0000-52053	08/21/2026	August Well #9 EFF LAB ANALYSIS & TESTING	August Well #9 EFF	0.00	50.40 50.40	
260806_069	Invoice 310-0000-52053	08/21/2026	WW Daily UV- 8/6/26 LAB ANALYSIS & TESTING	WW Daily UV- 8/6/26	0.00	125.60 125.60	
260807_031	Invoice 310-0000-52053	08/21/2026	WW Daily UV- 8/7/26 LAB ANALYSIS & TESTING	WW Daily UV- 8/7/26	0.00	146.00 146.00	
260808_010	Invoice 310-0000-52053	08/21/2026	WW Daily UV- 8/8/26 LAB ANALYSIS & TESTING	WW Daily UV- 8/8/26	0.00	146.00 146.00	
260809_010	Invoice 310-0000-52053	08/21/2026	WW Daily UV- 8/9/26 LAB ANALYSIS & TESTING	WW Daily UV- 8/9/26	0.00	146.00 146.00	
260810_039	Invoice 310-0000-52053	08/21/2026	WW Daily UV- 8/10/26 LAB ANALYSIS & TESTING	WW Daily UV- 8/10/26	0.00	125.60 125.60	
260811_069	Invoice 310-0000-52053	08/21/2026	WW Daily UV- 8/11/26 LAB ANALYSIS & TESTING	WW Daily UV- 8/11/26	0.00	125.60 125.60	
260811_106	Invoice 309-0000-52053	08/21/2026	Aug. Week #2 Bacti LAB ANALYSIS & TESTING	Aug. Week #2 Bacti	0.00	135.00 135.00	
260812_032	Invoice 310-0000-52053	08/21/2026	WW Daily UV- 8/12/26 LAB ANALYSIS & TESTING	WW Daily UV- 8/12/26	0.00	125.60 125.60	
260813_069	Invoice 310-0000-52053	08/21/2026	WW Daily UV- 8/13/26 LAB ANALYSIS & TESTING	WW Daily UV- 8/13/26	0.00	30.60 30.60	
260814_017	Invoice 310-0000-52053	08/21/2026	WW Daily UV- 8/14/26 LAB ANALYSIS & TESTING	WW Daily UV- 8/14/26	0.00	146.00 146.00	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
260815_008	Invoice 08/21/2026	WW Daily UV- 8/15/26		0.00	146.00	
	310-0000-52053	LAB ANALYSIS & TESTING	WW Daily UV- 8/15/26		146.00	
260816_008	Invoice 08/21/2026	WW Daily UV- 8/16/26		0.00	146.00	
	310-0000-52053	LAB ANALYSIS & TESTING	WW Daily UV- 8/16/26		146.00	
MOCOWE	MONTEREY COUNTY WEEKLY CLASSIFIEDS	08/21/2026	Regular	0.00	380.00	60988
Payable #	**Payable Type** **Post Date**	**Payable Description**		**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
18-030708-00007	Invoice 08/21/2026	Public Notice- Publishing		0.00	380.00	
	100-1100-52030	ORDINANCE & PUBLISHI...	Public Notice- Publishing	380.00		
MONTPE	MONTEREY PENINSULA ENGINEERING	08/21/2026	Regular	0.00	12,920.00	60989
Payable #	**Payable Type** **Post Date**	**Payable Description**		**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
07-23	Invoice 08/21/2026	West St. Rd. Diet- Construction		0.00	12,920.00	
	410-0000-57000	CAPITAL OUTLAY - IMPR...	West St. Rd. Diet- Construction	12,920.00		
MOTIND	MOTION INDUSTRIES, INC.	08/21/2026	Regular	0.00	57.30	60990
Payable #	**Payable Type** **Post Date**	**Payable Description**		**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
CA19-00811760	Invoice 08/21/2026	Seal- Mower Attachment		0.00	57.30	
	310-0000-52525	REPAIRS & MAINTENANCE..	Seal- Mower Attachment	57.30		
NEWSV	NEWSV MEDIA	08/21/2026	Regular	0.00	603.68	60991
Payable #	**Payable Type** **Post Date**	**Payable Description**		**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
185763	Invoice 08/21/2026	Publishing of Public Notices		0.00	603.68	
	100-1100-52030	ORDINANCE & PUBLISHI...	Publishing of Public Notices	603.68		
OREAUT	O'REILLY AUTO PARTS	08/21/2026	Regular	0.00	510.33	60992
Payable #	**Payable Type** **Post Date**	**Payable Description**		**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
3566-311567	Invoice 08/21/2026	Oil Additive Unit S6		0.00	21.84	
	100-1400-52080	FLEET SERVICES	Oil Additive Unit S6	21.84		
3566-312182	Invoice 08/21/2026	Cargo Straps		0.00	39.31	
	310-0000-52051	TOOLS & MINOR EQUIPM...	Cargo Straps	39.31		
3566-312355	Invoice 08/21/2026	Oil Change PW-38		0.00	57.50	
	100-2100-52080	FLEET SERVICES	Oil Change PW-38	57.50		
3566-312373	Invoice 08/21/2026	Wire Cutters		0.00	11.46	
	310-0000-52134	COLLECTION SYSTEM MA...	Wire Cutters	11.46		
3566-312605	Invoice 08/21/2026	Car Wash- Vehicles		0.00	65.69	
	310-0000-52080	FLEET SERVICES	Car Wash- Vehicles	65.69		
3566-312774	Invoice 08/21/2026	Oil Change- 2021 RAM/W-4		0.00	77.13	
	309-0000-52080	FLEET SERVICES	Oil Change- 2021 RAM/W-4	77.13		
3566-313238	Invoice 08/21/2026	Oil/Air Filters- Forklift		0.00	119.75	
	310-0000-52525	REPAIRS & MAINTENANCE..	Oil/Air Filters- Forklift	119.75		
3566-313381	Invoice 08/21/2026	Air Filter- Forklift		0.00	46.52	
	310-0000-52525	REPAIRS & MAINTENANCE..	Air Filter- Forklist	46.52		
3566-313592	Invoice 08/21/2026	Mowers		0.00	58.04	
	100-2100-52080	FLEET SERVICES	Mowers	58.04		
3566-313869	Invoice 08/21/2026	Surge Protection		0.00	13.09	
	100-2100-52525	REPAIRS & MAINTENANCE..	Surge Protection	13.09		
P.G.E.	PACIFIC GAS & ELECTRIC	08/21/2026	Regular	0.00	3,587.03	60993

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		
072026A	Invoice	08/21/2026	Utilites	0.00	3,587.03	
	100-1450-52400	UTILITIES	Fire Dept.	908.66		
	410-0000-52400	UTILITIES	Lights	2,204.26		
	651-0000-52400	UTILITIES	Orchard Villas	474.11		
PASSPO	PASSPORT LABS, INC	08/21/2026	Regular	0.00	1,549.44	60994
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV-1061981	Invoice	08/21/2026	Citation Paper- AV	0.00	1,549.44	
	418-0000-52015	SUBSCRIPTIONS	Citation Paper- AV	1,549.44		
PAVEME	PAVEMENT ENGINEERING, INC.	08/21/2026	Regular	0.00	6,833.75	60995
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
2607-085	Invoice	08/21/2026	2026 Slurry Seal- Phase 2	0.00	6,833.75	
	411-0000-57000	CAPITAL OUTLAY - IMPR...	2026 Slurry Seal- Phase 2	3,006.85		
	649-0000-57000	CAPITAL PROJECTS	2026 Slurry Seal- Phase 2	1,981.79		
	652-0000-57000	CAPITAL PROJECTS	2026 Slurry Seal- Phase 2	1,845.11		
PENINS	PENINSULA WELDING & MEDICAL SUPPLY, INC.	08/21/2026	Regular	0.00	22.61	60996
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
301966	Invoice	08/21/2026	6' Hose- Plant	0.00	22.61	
	310-0000-52051	TOOLS & MINOR EQUIPM...	6' Hose- Plant	22.61		
QUICOM	QUINN COMPANY	08/21/2026	Regular	0.00	1,304.89	60997
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
PC020320200	Invoice	08/21/2026	QUINN CAT- Bucket Blade	0.00	73.09	
	310-0000-52525	REPAIRS & MAINTENANCE..	QUINN CAT- Bucket Blade	73.09		
PC020320466	Invoice	08/21/2026	Bucket Blade- Bobcat	0.00	359.90	
	310-0000-52525	REPAIRS & MAINTENANCE..	Bucket Blade- Bobcat	359.90		
WON20016258	Invoice	08/21/2026	Grease Trap	0.00	871.90	
	100-2200-52518	FACILITIES EXPENSE	Grease Trap	871.90		
TERMIN	RENTOKIL NORTH AMERICA INC	08/21/2026	Regular	0.00	127.95	60998
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
474172659	Invoice	08/21/2026	Pest Control Corp Yrad	0.00	63.00	
	100-2100-52520	MAINTENANCE AGREEM...	Pest Control Corp Yrad	63.00		
474401204	Invoice	08/21/2026	FD- Pest Control	0.00	64.95	
	100-1450-52400	UTILITIES	FD- Pest Control	64.95		
SALSOL	SALINAS VALLEY SOLID WASTE AUTHORITY	08/21/2026	Regular	0.00	86,645.18	60999
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
26914	Invoice	08/21/2026	Solid Waste Fees/ July 2026	0.00	22,990.00	
	311-0000-52230	LEASE CONTRACTS	Solid Waste Fees/ July 2026	22,990.00		
27021	Invoice	08/21/2026	Solid Waste Fees/ July 2026	0.00	63,655.18	
	311-0000-52230	LEASE CONTRACTS	Solid Waste Fees/ July 2026	63,655.18		
MEDCLE	SANDRA LOPEZ MEDINA	08/21/2026	Regular	0.00	450.00	61000
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
20129	Invoice	08/21/2026	Unit. Disinfecting	0.00	450.00	
	100-1400-52080	FLEET SERVICES	Unit. Disinfecting	450.00		

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
GAVILANPRINTERS	SHYLA M GONZALES	08/21/2026	Regular	0.00	98.96	61001

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
37033	Invoice	08/21/2026	Office Supllies- Business Cards for Megan	0.00	98.96
	100-1100-52040	OFFICE SUPPLIES	Office Supllies- Business Cards fo..	98.96	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
SOUBAY	SOUTH BAY REGIONAL PUBLIC SAFETY TRAININ	08/21/2026	Regular	0.00	1,246.00	61002

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
179310INV	Invoice	08/21/2026	Training - FTO Trujillo	0.00	1,246.00
	100-1400-52091	TRAVEL, MEETINGS & TRA..	Training - FTO Trujillo	1,246.00	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
SPCAMO	SPCA OF MONTEREY COUNTY	08/21/2026	Regular	0.00	5,275.00	61003

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
07-26	Invoice	08/21/2026	SPCA- Fees	0.00	5,275.00
	312-0000-52235	ANIMAL SERVICES	SPCA- Fees	5,275.00	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
SPECT	SPECTRUM	08/21/2026	Regular	0.00	150.00	61004

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
107895501080726	Invoice	08/21/2026	CorpYard - Internet	0.00	150.00
	100-2100-52520	MAINTENANCE AGREEM...	CorpYard - Internet	150.00	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
SPECT	SPECTRUM	08/21/2026	Regular	0.00	140.93	61005

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
156875601080726	Invoice	08/21/2026	CH Back up Internet	0.00	140.93
	100-1320-52520	MAINTENANCE AGREEM...	CH Back up Internet	140.93	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
STAPLE	STAPLES BUSINESS CREDIT	08/21/2026	Regular	0.00	197.00	61006

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
6069562604	Invoice	08/21/2026	Office Furniture	0.00	59.89
	100-1250-52040	OFFICE SUPPLIES	Office Furniture	59.89	
6069562605	Invoice	08/21/2026	Office Supplies	0.00	137.11
	309-0000-52040	OFFICE SUPPLIES	Office Supplies	27.42	
	310-0000-52040	OFFICE SUPPLIES	Office Supplies	109.69	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
STWAB	STATE WATER RESOURCE CONTROL BOARD	08/21/2026	Regular	0.00	80.00	61007

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
081026	Invoice	08/21/2026	D2 Cert. Renewal- J. Garcia	0.00	80.00
	309-0000-52091	TRAVEL, MEETINGS & TRA..	D2 Cert. Renewal- J. Garcia	80.00	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
SYNAGRO	SYNAGRO - WWT, INC	08/21/2026	Regular	0.00	19,816.79	61008

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
70463	Invoice	08/21/2026	Biosolids- July 2026	0.00	19,816.79
	310-0000-52526	SLUDGE DISPOSAL	Biosolids- July 2026	19,816.79	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
TELEDYNE	TELEDYNE FLIR COMMERCIAL SYSTEMS, INC	08/21/2026	Regular	0.00	7,865.13	61009

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
9002495541	Invoice	08/21/2026	Advanced Thermal Camera	0.00	7,865.13
	309-0000-52051	TOOLS & MINOR EQUIPM...	Advanced Thermal Camera	1,573.03	
	310-0000-52051	TOOLS & MINOR EQUIPM...	Advanced Thermal Camera	6,292.10	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
TMOBIL	T-MOBILE USA, INC	08/21/2026	Regular	0.00	128.14	61010

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		
072126C	Invoice	08/21/2026	IT - Phone	0.00	128.14	
	100-1320-52415	CELLULAR PHONE	IT - Phone	128.14		
TMOBIL	T-MOBILE USA, INC	08/21/2026	Regular	0.00	1,000.00	61011
L2607310205	Invoice	08/21/2026	DG2600661	0.00	1,000.00	
	417-0000-52130	ASSET FORFEITURE - RET...	DG2600661	1,000.00		
TRACK	TRACNET	08/21/2026	Regular	0.00	32,127.01	61012
10180	Invoice	08/21/2026	New Server	0.00	32,127.01	
	415-0000-57100	CAPITAL OUTLAY - COMP...	New Server	32,127.01		
TRAFFI	TRAFFIC SAFETY STORE	08/21/2026	Regular	0.00	603.96	61013
INV916972	Invoice	08/21/2026	Class 2- Safety Vest- Plant	0.00	603.96	
	310-0000-52052	SAFETY EQUIPMENT	Class 2- Safety Vest- Plant	603.96		
USBANP	U.S. BANK CORPORATE PAYMENT SYSTEM	08/21/2026	Regular	0.00	11,888.42	61014
080426FU	Invoice	08/21/2026	Credit Card Purchases	0.00	609.06	
	100-1310-52200	PROFESSIONAL SERVICES...	Office Chair	436.99		
	121-0000-52200	PROFESSIONAL SERVICES...	PODS - Pick Up	172.07		
080626AA	Invoice	08/21/2026	Credit Card Purchases	0.00	58.47	
	100-2200-52031	PROGRAM SUPPLIES	Ribbon	10.90		
	100-2200-52031	PROGRAM SUPPLIES	Cupcakes/water	47.57		
080626DN	Invoice	08/21/2026	Credit Card Purchases	0.00	46.85	
	100-1100-52115	SUNDRY	Wash and Dry City's Table Cloths	20.00		
	100-1100-52115	SUNDRY	Laundry Soap for City's Table Clo...	21.84		
	100-1200-52105	SPECIAL EVENTS	Zip Ties to Lock Portable Restro...	5.01		
080626DW	Invoice	08/21/2026	Credit Card Purchases	0.00	1,007.18	
	309-0000-52091	TRAVEL, MEETINGS & TRA...	APWA Chapter Meeting D. Wilc...	25.00		
	309-0000-52520	MAINTENANCE AGREEM...	Google Suite	310.80		
	310-0000-52091	TRAVEL, MEETINGS & TRA...	APWA Chapter Meeting D. Wilc...	25.00		
	310-0000-52091	TRAVEL, MEETINGS & TRA...	Wastewater Treatment Course ...	237.25		
	310-0000-52520	MAINTENANCE AGREEM...	Public Works	310.80		
	651-0000-52522	PARK MAINTENANCE	Doggie Bags for OLP	98.33		
080626EM	Invoice	08/21/2026	Credit Card Purchases	0.00	262.89	
	100-1200-52105	SPECIAL EVENTS	Ad for 2026 Hot Summer Days	68.48		
	100-1300-52040	OFFICE SUPPLIES	Dot Stickers for Budget Worksh...	47.16		
	100-1300-52070	FOOD SERVICES	Pan Dulce for Comm Budget Wo...	46.00		
	100-1300-52070	FOOD SERVICES	Coffee for Budget Workshop	22.00		
	100-2400-52040	OFFICE SUPPLIES	Coffee for July 2026 Civics Acad...	22.00		
	100-2400-52040	OFFICE SUPPLIES	Pan Dulce for July 2026 Civics Ac...	19.50		
	100-2400-52040	OFFICE SUPPLIES	Pan Dulce for the PM July 2026 C..	19.00		
	100-2400-52040	OFFICE SUPPLIES	Pan Dulce - Special Mtg Civics A...	18.75		
080626FL	Invoice	08/21/2026	Credit Card Purchases	0.00	130.73	
	100-1400-52400	UTILITIES	Cable Service	130.73		
080626HR	Invoice	08/21/2026	Credit Crad Purchases	0.00	40.63	
	100-8000-52518	FACILITIES EXPENSE	Park & Ride Lot Sign	78.59		
	100-8000-52525	REPAIRS & MAINTENANCE..	CREDIT Refigerator Seal	-112.88		
	310-0000-52518	FACILITIES EXPENSE	Bottled Water	39.92		

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	310-0000-52518 FACILITIES EXPENSE		Bottled Water		35.00	
080626MEH	Invoice	08/21/2026	Credit Card Purchases	0.00	5,952.61	
	100-1100-52091 TRAVEL, MEETINGS & TRA...		IT- Reaccuring Charge		48.30	
	100-1100-52115 SUNDRY		Candy for Budget Outreach @ El...		40.98	
	100-1320-52520 MAINTENANCE AGREEM...		IT- Reaccuring Charge		1,168.57	
	100-1320-52520 MAINTENANCE AGREEM...		IT- Reaccuring Charge		491.40	
	100-1320-52520 MAINTENANCE AGREEM...		IT- Reaccuring Charge		99.75	
	100-1320-52520 MAINTENANCE AGREEM...		IT- Reaccuring Charge		522.00	
	100-1320-52520 MAINTENANCE AGREEM...		IT- Reaccuring Charge		243.29	
	100-1320-52520 MAINTENANCE AGREEM...		IT- Reaccuring Charge		39.99	
	100-1320-52520 MAINTENANCE AGREEM...		IT- Reaccuring Charge		207.98	
	100-1320-52520 MAINTENANCE AGREEM...		IT- Reaccuring Charge		2,888.90	
	100-1320-52520 MAINTENANCE AGREEM...		IT- Reaccuring Charge		49.95	
	100-1320-52520 MAINTENANCE AGREEM...		IT- Reaccuring Charge		120.00	
	100-1320-52520 MAINTENANCE AGREEM...		IT- Reaccuring Charge		31.50	
080626MH	Invoice	08/21/2026	Credit Card Purchases	0.00	3,780.00	
	100-1320-52520 MAINTENANCE AGREEM...		Security Software for Password ...		360.00	
	100-1400-52520 MAINTENANCE AGREEM...		Annual Subscription for PD		3,420.00	
	Void	08/21/2026	Regular	0.00	0.00	61015
UBS	UNIVERSAL BUILDING SERVICES & SUPPLY CO, L	08/21/2026	Regular	0.00	1,472.98	61016
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
Account Number	**Account Name**		**Item Description**	**Distribution Amount**		
548734	Invoice	08/21/2026	Janitorial Svcs - City Hall	0.00	571.27	
	100-8000-52518 FACILITIES EXPENSE		Janitorial Svcs - City Hall	571.27		
548736	Invoice	08/21/2026	Janitorial Svcs - PD	0.00	371.47	
	100-1400-52518 FACILITIES EXPENSE		Janitorial Svcs - PD	371.47		
548737	Invoice	08/21/2026	Janitorial Svcs - WRF Main Building	0.00	330.24	
	310-0000-52518 FACILITIES EXPENSE		Janitorial Svcs - WRF Main Buildi...	330.24		
548738	Invoice	08/21/2026	Janitorial Svcs - WRF Office Trailer	0.00	133.04	
	310-0000-52518 FACILITIES EXPENSE		Janitorial Svcs - WRF Office Trail...	133.04		
548739	Invoice	08/21/2026	Janitorial Svcs - WRF Blue Building	0.00	66.96	
	310-0000-52518 FACILITIES EXPENSE		Janitorial Svcs - WRF Blue Buildi...	66.96		
UTILTE	UTILITY TELECOM GROUP, LLC	08/21/2026	Regular	0.00	8,766.62	61017
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
Account Number	**Account Name**		**Item Description**	**Distribution Amount**		
90239000000026...	Invoice	08/21/2026	City Phones	0.00	8,766.62	
	100-8000-52410 TELEPHONE/DATA/PAGER		City Phones	8,766.62		
GUZMANW	WENDOLYN GUZMAN	08/21/2026	Regular	0.00	98.00	61018
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
Account Number	**Account Name**		**Item Description**	**Distribution Amount**		
081426	Invoice	08/21/2026	Refund of incorrect utlity payment	0.00	98.00	
	100-0000-48026 MISCELLANEOUS REVENUE		Refund of incorrect utlity payme...	98.00		
Z&M EN	Z&M ENTERPRISE, LLC	08/21/2026	Regular	0.00	156.95	61019
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
Account Number	**Account Name**		**Item Description**	**Distribution Amount**		
2279	Invoice	08/21/2026	UV Station- OEM Screws	0.00	156.95	
	310-0000-52525 REPAIRS & MAINTENANCE..		UV Station- OEM Screws	156.95		

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
EFTPS	EFTPS	08/21/2026	Bank Draft	0.00	10,114.54	DFT0000205

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
INV0001744	Invoice	08/21/2026	MEDICARE W/H	0.00	10,114.54
	100-0000-21110	FICA/MEDICARE PAYABLE	MEDICARE W/H	6,214.36	
	121-0000-21110	FICA/MEDICARE PAYABLE	MEDICARE W/H	115.20	
	213-0000-21110	FICA/MEDICARE PAYABLE	MEDICARE W/H	20.40	
	309-0000-21110	FICA/MEDICARE PAYABLE	MEDICARE W/H	1,125.18	
	310-0000-21110	FICA/MEDICARE PAYABLE	MEDICARE W/H	1,755.02	
	311-0000-21110	FICA/MEDICARE PAYABLE	MEDICARE W/H	218.46	
	312-0000-21110	FICA/MEDICARE PAYABLE	MEDICARE W/H	107.92	
	410-0000-21110	FICA/MEDICARE PAYABLE	MEDICARE W/H	547.64	
	531-0000-21110	FICA/MEDICARE PAYABLE	MEDICARE W/H	0.12	
	652-0000-21110	FICA/MEDICARE PAYABLE	MEDICARE W/H	10.24	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
EFTPS	EFTPS	08/21/2026	Bank Draft	0.00	43,247.76	DFT0000206

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
INV0001745	Invoice	08/21/2026	FICA W/H	0.00	43,247.76
	100-0000-21110	FICA/MEDICARE PAYABLE	FICA W/H	26,571.46	
	121-0000-21110	FICA/MEDICARE PAYABLE	FICA W/H	492.60	
	213-0000-21110	FICA/MEDICARE PAYABLE	FICA W/H	87.10	
	309-0000-21110	FICA/MEDICARE PAYABLE	FICA W/H	4,810.60	
	310-0000-21110	FICA/MEDICARE PAYABLE	FICA W/H	7,504.04	
	311-0000-21110	FICA/MEDICARE PAYABLE	FICA W/H	934.50	
	312-0000-21110	FICA/MEDICARE PAYABLE	FICA W/H	460.98	
	410-0000-21110	FICA/MEDICARE PAYABLE	FICA W/H	2,342.14	
	531-0000-21110	FICA/MEDICARE PAYABLE	FICA W/H	0.56	
	652-0000-21110	FICA/MEDICARE PAYABLE	FICA W/H	43.78	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
STAEDD	STATE OF CALIFORNIA E.D.D.	08/21/2026	Bank Draft	0.00	13,741.91	DFT0000207

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
INV0001746	Invoice	08/21/2026	STATE TAX W/H	0.00	13,741.91
	100-0000-21130	STATE TAX PAYABLE	STATE TAX W/H	9,001.31	
	121-0000-21130	STATE TAX PAYABLE	STATE TAX W/H	114.65	
	213-0000-21130	STATE TAX PAYABLE	STATE TAX W/H	32.96	
	309-0000-21130	STATE TAX PAYABLE	STATE TAX W/H	1,486.28	
	310-0000-21130	STATE TAX PAYABLE	STATE TAX W/H	2,127.14	
	311-0000-21130	STATE TAX PAYABLE	STATE TAX W/H	329.79	
	312-0000-21130	STATE TAX PAYABLE	STATE TAX W/H	119.11	
	410-0000-21130	STATE TAX PAYABLE	STATE TAX W/H	530.45	
	531-0000-21130	STATE TAX PAYABLE	STATE TAX W/H	0.22	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
EFTPS	EFTPS	08/21/2026	Bank Draft	0.00	32,970.71	DFT0000208

Vendor Number / Payable #	Vendor Name / Payable Type	Post Date	Payment Date / Payable Description	Payment Type	Discount Amount / Discount Amount	Payment Amount / Payable Amount	Number
	Account Number	**Account Name**		**Item Description**		**Distribution Amount**	
INV0001747	Invoice	08/21/2026	FEDERAL TAX		0.00	32,970.71	
	100-0000-21120		FEDERAL TAX PAYABLE	FEDERAL TAX		21,734.19	
	121-0000-21120		FEDERAL TAX PAYABLE	FEDERAL TAX		295.90	
	213-0000-21120		FEDERAL TAX PAYABLE	FEDERAL TAX		78.65	
	309-0000-21120		FEDERAL TAX PAYABLE	FEDERAL TAX		3,274.07	
	310-0000-21120		FEDERAL TAX PAYABLE	FEDERAL TAX		5,507.88	
	311-0000-21120		FEDERAL TAX PAYABLE	FEDERAL TAX		738.80	
	312-0000-21120		FEDERAL TAX PAYABLE	FEDERAL TAX		274.52	
	410-0000-21120		FEDERAL TAX PAYABLE	FEDERAL TAX		1,022.85	
	531-0000-21120		FEDERAL TAX PAYABLE	FEDERAL TAX		0.52	
	652-0000-21120		FEDERAL TAX PAYABLE	FEDERAL TAX		43.33	

Bank Code APRAB Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	236	94	0.00	1,232,566.97
Manual Checks	0	0	0.00	0.00
Voided Checks	0	4	0.00	0.00
Bank Drafts	4	4	0.00	100,074.92
EFT's	13	9	0.00	71,049.92
	253	**111**	**0.00**	**1,403,691.81**

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	236	94	0.00	1,232,566.97
Manual Checks	0	0	0.00	0.00
Voided Checks	0	4	0.00	0.00
Bank Drafts	4	4	0.00	100,074.92
EFT's	13	9	0.00	71,049.92
	253	**111**	**0.00**	**1,403,691.81**

Fund Summary

Fund	Name	Period	Amount
999	POOLED CASH	8/2026	1,403,691.81
			1,403,691.81

COUNCIL COMMUNICATION

SUBJECT: **Human Resources Activity Report**

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

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

THROUGH: **Megan Hunter, City Manager**

MEETING DATE: **September 2, 2026**

Open Recruitment:
N/A

Recruitment/Vacancy Status Update: Positions will remain vacant until further notice.
Community Engagement Coordinator
Community Services Officer
Information Technology Manager
Police Officer
Recreation Program Coordinator
Wastewater Collections Systems Supervisor
Water Reclamation Shift Supervisor

New Hire:
N/A

Temporary Staffing:
(2) Administrative Assistant (Police Department) – Peak workload in the Records Division
(1) Maintenance Worker – Parks Maintenance – Backfill for WC injury
(2) Office Specialist (Community and Economic Development) – (1) Peak workload in the Planning and Building Division, (1) Grant Funded - ERF
(1) Utility Maintenance Mechanic – (1) Backfill for vacant WR Shift Supervisor

COUNCIL COMMUNICATION

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

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

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

THROUGH: **Megan Hunter, City Manager**

MEETING DATE: **September 2, 2026**

ECONOMIC DEVELOPMENT DIVISION UPDATES:

CDBG BUSINESS ASSISTANCE LOAN PROGRAM
Staff will continue to manage and administer the CDBG Business Assistance Loan Program, including oversight of the existing loan portfolio and available Program Income funds. As funding becomes available, staff will conduct outreach to the local business community to increase awareness of the program and provide information regarding application process.

BUSINESS ENGAGEMENT
On August 1st, the City, in partnership with the Monterey County Business Council and the Soledad Chamber of Commerce, hosted its fifth El Mercadito at Cesar Chavez Park. The event featured 16 local vendors offering a variety of products, food, and services. Entertainment and family-friendly activities included music by DJ Audrix, face painting by Erin, and a performance by the Costa de America Folklorico dance group, creating a welcoming atmosphere for families to shop, enjoy good food and entertainment and support local businesses. With the funding support of the Monterey County Business Council, a professional content creator was also present at the event to capture photos and video footage of El Mercadito. The content will be used in future marketing and promotional efforts to increase awareness of El Mercadito, highlight participating vendors, and showcase the event to the broader community. The next regularly scheduled El Mercadito will be held on September 5th, from 11:00 a.m. to 4:00 p.m. at Cesar Chavez Park.

CITY PARTNERSHIPS
Staff continues to advance the City's economic development goals through strategic partnerships with El Pajaro Community Development Corporation (CDC) and the Monterey County Business Council (MCBC). These partnerships provide local businesses and entrepreneurs with access to technical assistance, business growth, and strengthen Soledad's local economy. Through these partnerships, members of the local

business community also have access to workshops and training opportunities offered by El Pajaro CDC and MCBC. These workshops are tailored to the needs of small businesses and entrepreneurs and provide practical tools, resources, and information to help businesses strengthen their operations, address challenges, and support their continued growth and long-term success.

SOLEDAD CONTAINER VILLAGE
Staff will provide a comprehensive report on the completed Soledad Container Village Feasibility Study, which was funded through the USDA Rural Business Development Grant. The report will summarize the study's findings, recommendations, and proposed next steps for the project.

HOUSING DIVISION UPDATES:

ENCAMPMENT RESOLUTION
Sendero remains fully operational and is currently serving 14 participants, each residing in an individual modular unit and receiving wraparound services through Step Up to support their transition to permanent housing. We are happy to report continued progress toward permanent housing. Three Sendero participants have now been approved for housing through Casa de Esperanza in King City, and one additional participant has been approved for an apartment. City staff and Step Up continue working closely with participants to complete the necessary steps for their transitions into permanent housing. The two participants who were enrolled in a three-month residential treatment program through Sun Street have now returned to Sendero and continue receiving support and case management services. Step Up also continues assisting participants with obtaining essential identification documents and addressing other barriers that may impact their ability to secure permanent housing. The city recently conducted outreach at the riverbed after identifying several individuals living in the area. City staff made contact with the individuals to offer assistance, connect them with available resources, and provide information regarding services. A cleanup of the area was also completed, and as of Tuesday afternoon, the riverbed has been fully cleared and cleaned. Sendero is anticipated to close by the end of this year. With the closure approaching, Step Up is working diligently with each participant to identify permanent housing opportunities and help ensure they are connected to appropriate housing and supportive services before the program ends. City staff will continue working closely with Step Up and participants throughout this transition. Participant services continue without interruption. Overnight security remains in place, and Step Up continues providing daily on-site support and case management.

YOUTH PROGRAM DEMONSTRATION PROGRAM
During August, City staff continued communications with the Coalition of Homeless Services and HUD regarding the (YHDP) grant transfer. The City is waiting for HUD's approval and a response to the renewal application. Upon approval, funding will support continued youth services at the Gateway Center.

HHAP - HOMELESS HOUSING, ASSISTANCE, AND PREVENTION PROGRAM
City staff anticipate officially launching youth outreach efforts and the Youth Hub at the Gateway Center in the coming weeks. The launch will include targeted outreach to youth in the community and the implementation of supportive services designed to connect eligible youth with housing resources, case management, and other essential services,

with the goal of transitioning youth into stable, permanent housing.

WORKFORCE HOUSING
Staff are currently coordinating with eligible employees to facilitate occupancy of the unit. The first eligible employee is anticipated to move into the unit in the coming weeks and may reside there for up to two years, provided program requirements continue to be met.

PRO-HOUSING APPLICATION
The city continues collaborating with its consultant to prepare the application, incorporating HCD's feedback and recommendations to strengthen the housing production components prior to submission.

PLANNING & BUILDING DIVISION UPDATES:

SOLEDAD GENERAL PLAN
As part of the ongoing 2045 General Plan Update, the City of Soledad is working closely with the planning consultant PlaceWorks, Inc. and the General Plan Steering Committee to develop a long-term vision for growth, mobility, and land use in the community. Following the completion of the Land Use Alternatives and the initiation of the Environmental Impact Report (EIR) process, the next major phase of the General Plan Update will involve producing an Administrative General Plan. In April 2026, staff received the first draft of the General Plan Update. However, Staff identified several areas that required significant improvements. As a result, the staff returned the draft to Placeworks for revisions and design modifications. Additionally, Environmental Analysis is still in progress. Due to the extra work required for these items, it is expected that a new budget amendment will be proposed for the existing contract as part of the FY 26/27 budget process to allocate additional funds for the completion of this document. To ensure a transparent and community-led process, City staff will continue to coordinate with the Steering Committee, which is made up of community members and local stakeholders, as well as the Soledad Planning Commission and City Council. This coordination will facilitate public engagement once a draft of the general plan is available for review and comment. For more information about the General Plan Update, please visit the project website at www.soledadgeneralplan2045.com or obtain materials in person at City Hall.

SOLEDAD MARKETPLACE
The City of Soledad has approved the building application for Quick Quack Car Wash. The permit has been issued, and the applicant plans to begin construction in December 2026. No further applications have been submitted.

ALMOND ACRES SUBDIVISION
The proposed residential subdivision consists of 55 single-family and 12 multi-family housing units, located between Cedar and Orchard Lane. The project received entitlement on July 1, 2026, and at this time the Applicant is working on the Conditions of Approval before a Final Map is provided for review and consideration of approval to the Planning Commission and the City Council.

SUHSD HOUSING PROJECT
Staff is actively collaborating with SUSD to advance the construction process. The building permit has been issued as of April 4th, 2025. The City is working closely with

the applicant to ensure that the remaining deferred items are addressed.

MIRAMONTE (FORMER MIRAVALE III)
Staff is actively working with the Local Agency Formation Commission (LAFCO) to secure the Certification of Completion. City Manager Megan Hunter has been leading discussions with LAFCO regarding the agricultural conservation easement, and staff will continue coordinating to meet all requirements. It is important to highlight that the project already benefits several key approvals, including a certified Environmental Impact Report, an adopted Specific Plan, and a Vesting Tentative Tract Map. While the Development Agreement remains under preparation, much of the overall development framework is already in place. The Development Agreement will primarily address infrastructure phasing, financing strategies, and the affordable housing program. In parallel, staff has been working closely with the Developer's team to complete the draft Parks and Landscape Master Plan and the Fire Station/Police Substation Plan. These documents will provide further support for the Development Agreement's approval. On September 3, 2025, the Soledad City Council approved the formation of an Advisory Committee for the Miramonte Specific Plan, where the Committee's primary focus is on housing-related issues. The Miramonte Ad Hoc Committee held its first meeting on December 15, 2025. At that meeting, the Committee requested to meet on a regular basis, specifically on the second Monday of each month, to receive updates related to new housing development. A special meeting was scheduled on May 20, 2026 and was also livestreamed via the City of Soledad YouTube Channel. During this meeting, the developer received feedback on the proposed housing plan and will need to make modifications based on the Ad-Hoc discussion. The next regular meeting is tentatively scheduled for September 14, 2026.

BUILDING AND PLANNING DIVISION PERMIT ISSUANCE LOG:
The report is provided as Attachment 1.

Permit List

29 Records

Permit #	Issued	Any Parcel Number	Site Address	Type	Project Description	Valuation Totals
260131	07/27/2026	22121009000	625 MAIN ST	RESIDENTIAL PLUMBING	Repiping all water lines inside the house using PEX piping and replacing all the drains with ABS pipes	$20,433.00
260154	07/27/2026	22311010000	759 MALAGA CT	RESIDENTIAL BUILDING STUCCO	EXTERIRO STUCCO OF HOME	$5,000.00
260008	07/28/2026	022491007000	2293 H. DeLaRosa Sr. Street	COMMERCIAL TENANT IMPROVEMENT	Tenant improvement to the Pharmacy area	$235,812.00
260156	07/29/2026	22411080000	170 ROCKROSE ST	RESIDENTIAL RE-ROOF	REROOF 1100 SQ REPLACE WITH SHINGLES	$5,000.00
TUP-26012	07/30/2026	22051007000	1438 MONTEREY ST	TEMPORARY USE OF LAND PERMIT	TUP - CHURCH CONVENTION AT 1438 MONTEREY ST 7/31-8/01 10AM-8PM	
260149	07/31/2026	22083005000	233 PARK ST	RESIDENTIAL RE-ROOF	Tear off existing and install 1700sqft of asphalt shingles	$9,890.00
260122	08/03/2026	022022022000	254 SOLEDAD STREET	RESIDENTIAL FIRE SYSTEMS	NEW FIRE SPRINKLER SYSTEM	$9,000.00
260135	08/03/2026	022022022000	254-A SOLEDAD STREET	RESIDENTIAL FIRE SYSTEMS	NEW FIRE SPRINKLER SYSTEM	$4,500.00
260119	08/04/2026	022241005000	105 Buena Vista Park	RESIDENTIAL WINDOW REPLACEMENT	105 BUENA VISTA PARK - Replace 7 windows and 1 patio door with retrofit vinyl windows and patio door.	$12,315.00
260100	08/05/2026	22223019000	1305 FRONT ST	NEW COMMERCIAL SIGN	Signage fuel brand change. Everything "Shell" to be "Chevron".	$57,950.00
260121	08/05/2026	22303015000	1445 MADERA ST	SOLAR / PV SYSTEM	Install 3.78 kW PV System (9 modules) + 27 kWH Energy Storage System (2)	$44,234.15

Permit #	Issued	Any Parcel Number	Site Address	Type	Project Description	Valuation Totals
260153	08/05/2026	022421005000	960 Peverini Street	RESIDENTIAL HVAC SYSTEM	Replace existing failed air conditioner 48K btu/ 4Ton LENNOX ML14KC1-048 Like for like in the same location	$10,278.00
260163	08/05/2026	22091002000	373 SOLEDAD ST	RESIDENTIAL ELECTRICAL	UPGRADE ELECTRICAL METER FORM 100AMP TO 200AMP	$2,800.00
260164	08/05/2026	22533084000	1288 SAN ANTONIO ST	SOLAR / PV SYSTEM	ROOF MOUNT SOLAR 12 MOSULES, 5.4KWS, 1 INVERTER, 1ESS	$32,000.00
B-26028	08/05/2026	022-024-007-000	713 FRONT STREET	BUSINESS LICENSE ZONING REVIEW	Zoning Compliance - Metro by T-Mobile 713 Front Street Retail sales of wireless phones, mobile devices, phone accessories, prepaid products, and activation of wireless communication services	
260166	08/06/2026	22483060000	1125 SAN FERNANDO	SOLAR / PV SYSTEM	ROOF MOUNT SOLAR 9 MOSULES, 4.05 KWS, 1INVERTER, 1ESS	$20,622.00
TUP-26011	08/07/2026	22013014000	235 MAIN ST	TEMPORARY USE OF LAND PERMIT	OUR LADY OF SOLITUDE ANNUAL PARISH FIESTA ON AUGUST 9, 2026 - STREET CLOSURE OF MONTEREY STREET BETWEEN ENCINAL AND MAIN STREET	
260159	08/13/2026	022084021000	261 Pine Street	RESIDENTIAL BUILDING STUCCO	261 PINE ST STUCCO THE EXTERIOR OF HOUSE	$10,000.00
260165	08/14/2026	22517048000	557 VENTURA CT	RESIDENTIAL PLUMBING	Install Rain Soft TCM75 Water Treatment Systen	$7,550.00
260170	08/18/2026	022192053000	1775 JOHNSON DR	RESIDENTIAL RE-ROOF	remove & replace comp. shingles 30yrs.	$8,000.00
260171	08/19/2026	22311028000	628 MALAGA CT	SOLAR / PV SYSTEM	ROOF MOUNT SOALR 8 MODULES, 3.6 KWS, 1 INVERTER, 1ESS	$18,991.00
260172	08/19/2026	22093012000	701 MARKET ST	SOLAR / PV SYSTEM	ROOF MOUNT SOLAR 9 MODULES, 4.05 KWS, 1 INVERTER, 1 BUSBAR, 1ESS	$20,915.00
260012	08/20/2026	22084023000	281-A PINE ST	ACCESSORY DWELLING UNIT	New Detached ADU 749 SQ. FT.	$127,929.20

Permit #	Issued	Any Parcel Number	Site Address	Type	Project Description	Valuation Totals
260173	08/20/2026	022533089000	1270 SAN ANTONIO ST	SOLAR / PV SYSTEM	ROOF MOUNT SOLAR 10 MODULES. 4.1 KWS, 2 BUSBAR	$10,250.00
260174	08/20/2026	022073031000	295 4TH ST	SOLAR / PV SYSTEM	ROOF MOUNT SOLAR 12 MODULES, 4.92 KWS, 1 POWERWALL, 1ESS	
CE-2025-01	08/20/2026	22072015000	205 3RD ST	CODE ENFORECEMENT	Unsafe Building Concerns 1. Unsuitable for Human Occupancy 2. Unsafe Electrical 3. Accumulation of rubbish, debris in back yard 4. Accessory Structures on the property are in disrepair	
B-26030	08/21/2026	022-292-042	502 Nestles Rd	BUSINESS LICENSE ZONING REVIEW	Coffee Trailer VELOZ CAFE- 502 NESTLES RD -BUSINESS LICENSE ZONING REVIEW	
260167	08/24/2026	22522004000	638 CADENA DR	RESIDENTIAL ELECTRICAL	Install 2 dedicated circuits in the office room.	$1,900.00
B-26032	08/25/2026	022-224-004-000	2092 H de la Rosa St	BUSINESS LICENSE ZONING REVIEW	FOOD TRUCK - TREJOS CARNITAS Y MARISCOS ON STREET AT 299 NESTLES RD	

COUNCIL COMMUNICATION

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

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

FROM: **Ana Ambriz, Parks and Recreation Director**

THROUGH: **Megan Hunter, City Manager**

MEETING DATE: **September 2, 2026**

Executive Summary

The Soledad Community Center continued to offer a variety of recreational activities, community resources, and event spaces for residents of all ages throughout August. Participation remained steady, with 444 active memberships, 3,697 facility visits, and 324 program registrations recorded during the month.

Program Highlights

- **Youth and Adult Sports:** Sports programming continued to see strong community participation throughout August, with 283 participants enrolled in basketball, volleyball, and karate. Registration is now open for the upcoming Fall Youth Soccer, Youth and Volleyball seasons. In addition, community members can register for a free basketball clinic in partnership with Hartnell College, providing local youth with an opportunity to develop their skills and enjoy a game. Residents can register online through the City's recreation catalog or visit the Community Center for in-person registration assistance. City of Soledad Recreation Catalog.

- **Summer Camp:** The beginning of August marked the conclusion of our Summer Camp program, wrapping up a successful summer filled with fun, learning, and engaging activities for local youth. Throughout the program, an average of 30 participants attended each week, demonstrating strong interest from families looking for safe and enriching summer opportunities. Campers took part in a variety of themed activities designed to encourage creativity, physical activity, learning, and social interaction, helping create positive and memorable summer experiences.

- **Adult and Senior Programs:** The Senior Travel Club enjoyed a memorable adventure to San Jose, exploring the beautiful Japanese Friendship Garden and taking in its peaceful scenery. The group also spent time at the zoo, discovering a

variety of animals and enjoying a fun-filled day of exploration, connection, and new experiences. Registration for a spooky adventure is now open and scheduled for October 7, 2026.

Youth Council Program

- The Youth Council was officially introduced to the City Council on August 19. The group will reconvene in early September to continue developing and refining their initiative and project. Members will also prepare to present an update to the City Council in October, highlighting their progress and upcoming goals.

Events, Partnerships and Collaborations

- August was filled with community events and celebrations. The Community Center continues to serve as the largest community facility, hosting community meetings, programs, and celebrations. On August 4, the Community Center was transformed into a space where residents could positively interact with law enforcement, community-based organizations, and local businesses as part of National Night Out.

- On August 8, the City partnered with Relay for Life as part of its Paint the Valley Purple initiative. The City hosted a community health fair and ceremony honoring cancer survivors and recognizing those impacted by cancer. The event featured food distribution by Celebration Nation, health screenings provided by Mee Memorial Hospital and Clinica de Salud del Valle de Salinas, and valuable resources from local health-related organizations. The City also secured a donation of healthy snacks from the local Soledad Grocery Outlet, which were distributed to event attendees.

- On August 14, SPR hosted the final Music in the Park summer concert, featuring local favorite Chicano All Stars. The event brought the community together for an evening of live music, local food vendors, and family-friendly lawn games. Residents of all ages enjoyed the welcoming atmosphere and lively entertainment, with the event drawing an enthusiastic crowd. The successful conclusion of the summer concert series highlighted the community's strong support for outdoor events and opportunities to gather, connect, and celebrate together.

- On August 14, the Community Center was transformed into a local resource center in partnership with the Consulado General de México. The Consulate utilized the gymnasium to bring essential services directly to the community, assisting residents with dual citizenship applications and related consular needs. The event served more than 100 community members in just a few hours, highlighting the Community Center's important role as an accessible hub for connecting residents with valuable services and resources.

- On August 26, the City will partner with Watsonville Law Center to host a Know Your Rights Workshop, offering free immigration legal consultations and family planning resources to community members. To ensure these services are accessible to a broad range of residents, assistance will be available in Spanish, Mixteco, Triqui, and Zapotec. The workshop reflects the City's ongoing commitment to

connecting residents with trusted legal resources and culturally and linguistically accessible services.

- The Orchard Lane Splash Pad remained a well-loved community amenity throughout August, drawing families looking for a fun way to stay cool during the summer heat. During weekend hours, Park Attendants were present to oversee the facility, encourage safe and appropriate use, maintain a clean and welcoming environment, and provide assistance to visitors when needed.

Facilities & Rentals

	Council Waiver	**City/SPR Use**	**Rented**
Sports Fields	0	0	93
SCC Facility	4	6	0
Park Reservations	1	1	2

COUNCIL COMMUNICATION

SUBJECT: **Public Works Activity Report**

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

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

THROUGH: **Megan Hunter, City Manager**

MEETING DATE: **September 2, 2026**

PUBLIC WORKS DEPARTMENT ACTIVITY REPORT

COUNCIL MEETING DATE: September 2, 2026

Public Works & Engineering Projects and Activities

- **RW Conveyance Project ($16.6M)**
  - All of the main pipes are in the streets, and the trench patches are paved with permanent hot mix. Continuing the conversion of the park and school site irrigation system from potable to recycled water (purple) and RW pump station construction at the city's wastewater treatment plant.
  - The ancillary sewer main project on Main Street has also been completed.
  - Project Ribbon Cutting has been scheduled for December 12, 2026.

- **West Street Road Diet & Complete Street Project ($3.5M)**
  - West Street Road Diet has begun construction, with the demolition and repouring of the sidewalks on West St.

- **Front Street Median Landscaping Project**
  - Project has completed bidding and should be heading for award at the next city council meeting

- **Facilities Improvements**
  - PW staff responded to a power outage on 8/21 at various City facilities to ensure the continued operation of facilities with minimum impact.
  - PW Staff began testing Stormwater Basins located throughout the City to ensure they are in proper working order.

Projects currently out to Bid

- The City has put out its bid package for the Water Smart and Energy Efficiency grant on its procurement portal.
- The City has also put out an RFQ for its On Call Consultants list to renew its on-call list to provide quicker and more efficient procurement for professional consulting services

Water Resources Projects and Activities

Drinking Water System Operation and Maintenance

- Cross-Connection Control Program
  - Backflow Prevention Assembly (BPA) annual testing ~95% complete; final notice deliveries
  - New BPA installation(s)
    - Corp Yard (for mechanic shop area) – BPA functional; enclosure work ongoing
    - Lions Hall – in progress
    - Vosti Park – pending
- Asphalt repairs (Grade Break Engineering) – five sites scheduled for Palm St and Oak St
- Hydrant Flushing Program – ongoing; twice/year (primary focus is on dead ends)
- Hydrant(s) Repairs/Replacements – none
- Main Leak(s) – none
- Service Leak(s) – repairs complete:
  - North Street (4 inch) near Little League
  - Palm St (3/4 inch) – two pinhole leaks
- New/Replaced Service(s) – none
- Broken Meters – added to list upon discovery during meter reading; meter replacements ongoing
- Pressure Reducing Valves (PRVs)
  - 3-inch ClaVal (valve) repair at Metz/Orchard PRV – wiring upsize complete
  - Flowmeter installations completed at Serra Lane PRV; pending at Metz/Orchard PRV
  - Serra Lane PRV pressure gauge installation – pending
- Valve exercising – in progress; continuous process
- Tanks
  - Ixom mixer from La Cuesta Tank 1 pulled for troubleshooting; amperage okay, but not mixing.
  - Pole extension needed on top of tank ladders for safety; climbing gear needs to be compatible.
- Wells
  - Applying for a new state permit for Well #15 (the stand-alone potable well for the WRF) and adding chlorination to the drinking water system at the WRF.
  - Static and pumping water levels – manual reads, plus SCADA pak programming for real-time groundwater level monitoring.
  - Well 09 third leg not communicating; need I&C to troubleshoot through SCADA

Drinking Water Quality Monitoring (July 2026)

- Weekly Revised Total Coliform Rule (RTCR) Bacteriological sample collection – Distribution System (treated/disinfected water) – Total Coliform and E. coli monitoring (all results Not Detected, ND)
- Monthly (July 2026)
  - Iron and Manganese – Well 09 Effluent
- Quarterly (2026 Q3)

- Iron and Manganese – Well 09 Raw
- Manganese – Well 06
- Disinfection By-Products (DBP) *TTHM and HAA5 – Distribution System
- Bacteriological (Total Coliform and E. coli) – all Wells and Tanks
- PFAS (per and polyfluoroalkyl substances) – Wells (Raw)

Drinking Water State Monitoring and Reporting – July 2026

- CA State Water Resources Control Board (SWRCB), Division of Drinking Water (DDW) Submittals

  DDW Monthly Reporting (covers June 2026) – *Submitted July 03, 2026*
  - Revised Total Coliform Rule – Monthly compilation of Weekly sampling
  - Well 09 Treatment Plant field monitoring data
  - Well 09 Effluent (Iron and Manganese)
  - Wells and Tanks Status
  - Well Production (Pumping Volumes)

  DDW Quarterly Reporting (covers Apr/May/Jun 2026) – Submitted July 03, 2026
  - Maximum Residual Disinfection Level (MRDL) for Chlorinated Systems
  - Disinfection By-Products (DBP) – Trihalomethanes (THMs) and Haloacetic Acids (HAAs)
  - Well 06 Raw Manganese
  - Well 09 Raw (Iron and Manganese)
  - Raw Groundwater Coliform (Bacteriological) Monitoring – Wells 06/07/09/10/11
  - Polyfluoroalkyl Substances (PFAS) – Raw Groundwater Monitoring – all Wells

- CA SWRCB PFAS Monitoring (General Order No. DW-2025-0002-DDW)
  → 2026 Q3 sample collected in July; all wells Not Detected (ND)
  → initial monitoring requirement complete

- CA SWRCB, Safe and Affordable Funding for Equity and Resilience (SAFER) Clearinghouse Submittals

  SAFER Monthly Report (covers June 2026) – *Submitted July 03, 2026*
  - Drought and Conservation Report – includes information on water shortage, source (well) reporting, potable supply (groundwater production), and demand (customer consumption), residential and non-residential demand, estimated water loss, maximum day demand (MDD), supply augmentation, and demand reduction.

Water Reclamation Facility (WRF) Operation and Maintenance

Wastewater Treatment

- Headworks
  → OEM roller brush from Screen 1 moved to Screen 2; after-market have alignment issues
  → Conveyor belt jumping; gearbox replacement scheduled for the end of July
- Biological Nutrient Reactors
  → Aeration Blower Replacement PLC programmed and placed on Blower #3; under 90-day warranty.

→ Anoxic Mixer to be shipped out for repair due to intermittent electrical issues (power cord)

- Clarifier #1 out of service – *mandatory pre-bid site walk meeting held July 23, 2026*
  → Main central gear drive purchase from SPS Engineering (City Council approved May 20, 2026)
  → Request for Bids (RFB) posted July 10, 2026, for clarifier equipment installation; closes Aug 07
  → Limitorque actuator to be purchased separately; part of installation project
  → Bids were received on project and will be heading for award for replacement of gear drive.
- Equalization (EQ) Basin
  → Rented a trash pump with a 6-inch suction hose to clean out sludge buildup on the bottom of the basin
  → Coordination with RW contractor to use EQ as temporary W-3 water source; Water Board approval given on July 17, 2026 (by-pass Fuzzy Filters and UV; go direct to RIBs)
- Fuzzy Filters
  → Maintenance team replaced burned-out step transformer
  → Filter 2 quarterly cleaning complete; Filter 1 quarterly cleaning pending
  → Filter 4 strainers cleaned out; Filter 3 strainer to be cleaned out next
- Chlorination Equipment
  → Chlorine Feed Pumps 1 and 2 repairs are almost complete; replaced Human-Machine Interface (HMI) on Feed Pump 3
- UV Channel Maintenance – weekly maintenance ongoing
  → Wiper blade assembly parts on order

<u>Rapid Infiltration Basins (RIBs)</u>

- Weed abatement (spraying) and mechanical brush clearance along the levee – ongoing maintenance
  → Possibility of contracting maintenance work; benefit/cost analysis needed
- Discing within RIBs continues (for better infiltration/percolation)
- Ripping (5-foot deep) after discing was also completed

<u>Sludge (Biosolids) Processing</u>

- New hose installation complete
- Screw Press #1 chain repair pending; needle valve replaced; running Screw Press #2 only

Vehicle/Tractor Maintenance and Repairs

- Water and WW trucks/vehicles - Maintenance Team continues routine maintenance and repairs
- Tractor (John Deere)
  - Additional repair work needed due to disc set damage (bearings, spacers, and discs)
  - Pacific Ag Rentals (PAR) will be onsite for additional repairs (fluid leaks, etc.)
- Crane Truck – crane non-functional; replacement crane identified; awaiting new budget
- Dump Truck – needs assessment/evaluation (3-yard size for Water Team preferred)

Wastewater Quality Monitoring

- Sample Collection for Certified Laboratory Analysis
  → Daily Grabs – UV Channel Effluent (Total Coliform and E. coli)
  → Weekly Grabs and Composites – Influent (City and Prison); UV Channel Effluent
  → Monthly Grabs and Composites – Influent (City and Prison); UV Channel Effluent; RIB Influent
    - RIB collection point changed to an alternate Effluent collection point in the new permit
- Sample Collection for Process Control
  → 2-3x/week (Ammonia and Nitrate, Total Suspended Solids, Settled Sludge Volume Index, etc.)

- UV Transmittance (UVT) Testing
  → Currently 1x/day for the next two months

Wastewater State Reporting – July 2026

- CA SWRCB, Central Coast Regional Water Quality Control Board (CCRWCB) Submittals for Master Water Reclamation Requirements (Order R3-2008-0042) – NEW PERMIT pending (likely October 2026)
  CCRWQCB Quarterly Reporting (2026 Quarter 2 – Apr/May/June – due July 30, 2026)
  - Waste Discharge Requirements Self-Monitoring Report
  - Certified laboratory analytical data results required

- CalRecycle Recycling and Disposal Reporting System (RDRS) – Biosolids Recycler/Composter RDRS #RD13269
  Quarterly Reporting (2026 Quarter 2 – Apr/May/Jun) – due September 01, 2026)
  - Tonnage recycled/composted: Tons (per certified scale weight tickets; Synagro)
  - Biosolids delivery to Liberty Composting

Collections (Sanitary Sewer)

- Weekly hot spots monitoring; jetting and cleaning (as needed)
  → Los Coches/Nestles cleaning complete; need to jet Los Coches line toward Dutch Bros.
- Mission Controls level floats hot spot installation 50% complete; alarm monitoring for high/low levels.

Stormwater

- Storm drain cleaning has continued; manholes and inlets

→ San Vicente Road will require additional effort
- Outfall A sample(s) results received; grate repaired; weeds cut back; holding pond disced and ripped on 07/22/2026 for improved percolation.
- Save The Whales – Public Outreach and Public Education (PEPO) agreement in place for 2026/2027.

Other Water Resources Activities
- Water Reclamation Operator (Operator-In-Training, OIT) – started July 06, 2026
- AMI Metering – Water and Energy Efficiency Grant (WEEG)
  → Progress Report 03 due Oct 2026
  → RFP in progress
- SCADA Servers (Water and Wastewater) Integration
  → upgrade running in parallel with existing; reliability testing is ongoing; bugs being worked out
- Urban Water Management Plan (UWMP) and Water Shortage Contingency Plan (WSCP) complete
  → DWR Submittals (including DWR Tables) completed July 01, 2026
- Water System Facilities Reliability and Condition Assessment – final document under review
- WRF Aeration System Evaluation and Optimization Study – consultant site visit pending
- Recycled Water Quality Compliance Evaluation – consultant proposal received; agreement pending
- Hacienda Septic To Sewer Project support – ongoing
- Wastewater Permit – Central Coast Regional Water Quality Control Board (CCRWQCB)
  → Big Order (R3-2020-0020) – Discharges from Domestic Wastewater Systems with Flows Greater Than 100,000 Gallons Per Day (GPD) – second review complete
  → Recycled Water Order (WQ-2016-0068-DDW) – awaiting CCRWQCB edits/review
- Recycled Water Use Areas
  → Request to add additional Recycled Water Use Areas (parks and schools)
    - DDW requires Site Use Report for each park and school (draft template provided)
- Source Control Program (Fats, Oils, and Grease – FOG)
  → Review of Food Service Establishment (FSE) list and FSE permitting process
  → Selected BMP Compliance software for FOG Program tracking
    - Kick-off meeting to be scheduled with BMP Compliance Group; implementation pending

Work Commencing at West St



PW Staff performing repairs on Well 7



PW Staff performing testing on SW basins



PW Staff performing a Leak Repair



City Manager Changing a Water Meter Change with PW Staff



AGENDA ITEM NO. 7.

COUNCIL COMMUNICATION

SUBJECT: **Police Department Activity Report**

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

FROM: **Jorge Arreola, Acting Chief of Police**

THROUGH: **Megan Hunter, City Manager**

MEETING DATE: **September 2, 2026**

SOLEDAD POLICE DEPARTMENT

Monthly Crime Date and Calls for Service 2026

Activity	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.
Murder/Attempted Murder	0	0	0	0	1	0	0	0				
Sexual Assault	1	1	0	1	0	0	0	0				
2025-Armed Robbery	0	0	0	0	0	0	1	0	0	0	1	0
Armed Robbery	0	0	0	0	0	1	0	0				
2025-Strong Arm Robbery	0	0	0	0	0	0	0	0	1	0	0	0
Strong Arm Robbery	0	0	0	0	0	1	0	1				
Aggravated Assault	3	2	0	1	5	2	5	3				
Arson	0	0	0	0	0	0	0	0				
Burglary	0	2	0	3	0	1	0	0				
Auto Theft	1	1	1	3	1	1	0	0				
DUI Stops at checkpoint	0	0	0	0	0	0	0	0				
Minor ABC/TOBACCO Violations	0	0	0	0	0	0	0	0				
Youth Violence Related Incidents	1	2	4	2	4	5	0	0				
Traffic Citations/Warnings Issued	96	107	72	99	137	125	148	111				
Total Arrests	22	27	24	23	31	23	29	31				
Dogs Impounded	13	10	7	6	0	1	5	4				
Cats & Other Impounds	0	1	1	0	1	0	0	3				
ACO Contacts	23	18	15	15	38	14	16	17				
Animals transported to SPCA	4	5	5	4	0	1	3	4				
Code Enforcement Contacts	89	91	145	98	59	45	29	66				
Parking Enforcement Citations/Warnings	17	46	77	64	69	43	26	64				
Vehicle Abatement Contacts	31	43	36	45	28	38	32	31				
Commercial Enforcement Contacts	0	0	0	0	0	0	0	56				
Community Policing	50	51	55	60	62	44	60	41				
Victim Advocate Contacts	57	56	59	15	10	3	28	35				
Domestic Violence	4	6	7	5	2	7	6	8				
Total Calls for Service	1,094	975	950	978	1,364	883	1,080	1,174				
TOTAL MONTHLY ACTIVITY	1,506	1,444	1,458	1,422	1,812	1,238	1,468	1,649				

Soledad Police Department

Department Activity Report

CSO: ALEJANDRE	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.
Abandoned Vehicles												
72-Hour Tag: Public	0	0	0	6	7	13	26	23				
72-Hour Tag: Private	0	0	0	0	0	2	0	1				
Vehicles Towed	0	1	0	0	0	2	3	1				
Total AV Contacts	0	1	0	6	7	17	29	25	0	0	0	0
Commercial Enforcement												
Commercial Enforcement Contacts	0	0	0	0	0	0	0	0	0	0	0	0
Animal Control												
Dog Licenses Issued	3	0	0	4	25	10	1	1				
Dogs In Custody	5	4	4	3	0	1	3	2				
Other Animals In Custody	0	0	0	0	1	0	0	0				
Animal Bites	0	1	0	1	0	0	1	0				
SPCA Transport	3	4	1	1	0	1	1	1				
Deceased Animals	0	0	0	1	5	2	3	2				
Citations	0	0	0	2	0	0	0	0				
Warning Citations	0	1	0	0	0	0	0	0				
Breeding License Applications	0	0	0	0	0	0	0	0				
Contacts regarding Breeding	0	0	0	0	0	0	0	0				
Total Animal Control Contacts	11	10	5	12	31	14	9	6	0	0	0	0
Municipal Code Violations												
Complaints	7	10	38	14	13	11	10	15				
Warnings	7	9	0	14	13	10	10	14				
Citations	0	1	0	0	1	1	0	1				
Total Municipal Code Contacts	14	20	38	28	27	22	20	30	0	0	0	0
Calls for Service												
Other Calls for Service	25	33	36	27	26	31	27	49				
Total Calls for Service	50	64	79	73	91	84	85	110	0	0	0	0

Soledad Police Department

Department Activity Report

CSO: P. Celaya	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.
Abandoned Vehicles												
72-Hour Tag: Public	27	40	36	18	17	15	2	27				
72-Hour Tag: Private	2	0	0	1	2	2	0	0				
Vehicles Towed	2	2	0	2	4	4	1	4				
Total AV Contacts	31	42	36	21	24	21	3	31				
Commercial Enforcement												
Commercial Enforcement Contacts	0	0	0	0	0	0	0	0				
Animal Control												
Dog Licenses Issued	0	0	0	11	2	0	0	0				
Dogs In Custody	2	1	0	0	1	0	2	2				
Other Animals In Custody	0	0	1	1	0	0	0	3				
Animal Bites	0	0	0	3	0	0	0	1				
SPCA Transport	1	0	0	0	1	0	2	3				
Deceased Animals	0	0	0	0	1	0	3	2				
Citations	0	0	0	0	0	0	0	0				
Warning Citations	0	0	0	0	0	0	0	0				
Breeding License Applications	0	0	0	0	0	0	0	0				
Contacts regarding Breeding	0	0	0	0	0	0	0	0				
Total Animal Control Contacts	3	1	1	13	5	0	7	11				
Municipal Code Violations												
Complaints	3	9	9	7	12	10	7	12				
Warnings	8	6	5	4	1	1	0	3				
Citations	8	46	50	37	11	12	2	21				
Total Municipal Code Contacts	19	36	64	46	24	23	9	36				
Calls for Service												
Other Calls for Service	50	29	28	19	15	23	28	28				
Total Calls for Service	103	108	129	99	68	67	47	106				

Victim Assistance Advocate activity report- C. Zamudio

July 20th 2026-August 20th 2026

Referral Services: 6

- CALVCB
- SILVER STAR RESOURCE CENTER
- DA'S VICTIMS UNIT
- HOLDING ON TO HOPE
- MCRCC
- U-VISA ASSISTANCE
- 211
- YWCA
- SPECIAL NEEDS ID REGISTRY

Follow-ups: 8

On-scene crisis response: 1

Meetings: 0

Victim Advocate Training: 1

NOVA TRAINING CONFRENCE

Schools visited: 1

- KIDS CONTACTED DURING VISIT: APPROXIMATELY 100

Community Outreach: 2

FIRST DAY OF SCHOOL STICKERS HANDED OUT
NATIONAL NIGHT OUT

Social Media: 16

Website: 0

TOTAL: 35

07/27/2026 -
08/21/2026

2026

Soledad Police Department

COMMUNITY ENGAGEMENT REPORT

Citizen Contacts: Officers have made multiple contacts with community members throughout their shifts.
Business Checks: Officers conducted 26 business outreach contacts.
Apartment/Residential contacts: Officers made 14 well-being checks with residents.
Schools: Officers conduct patrols of school zones during high traffic times.
City Parks: Continuous patrols and walk-throughs.
Youth Outreach: Youth provided stickers throughout the reporting period.
Special Events: National Night Out
Social media: Instagram- 359,509 Views. Facebook - 614,299 views. (433% increase with the new direction of social media transparency).
Churches: Daily patrol of churches throughout the city.
Misc: N/A

Prepared by: *Acting Deputy Chief Santiago*

COUNCIL COMMUNICATION

SUBJECT: **Fire Department Activity Report**

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

FROM: **Jason Luckenbach, Assistant Chief**

THROUGH: **Megan Hunter, City Manager**

MEETING DATE: **September 2, 2026**

Fire Department August Activity Report

City of Soledad Fire Department

525 Monterey Street, Soledad, CA 93960

STAFF REPORT

August 25th, 2026

To: Mayor Velazquez and City Council

From: Jason Luckenbach, Fire Chief

Subject: **Activity Report – August 2026**

BUSINESS INSPECTIONS / PRE-PLANS:

- (13) Life/Safety Business Inspections have been completed
- (3) Re-Inspections completed

PUBLIC RELATIONS EVENTS:

- August 4th – Fire Crews attended the National Night Out event at the Community Center.



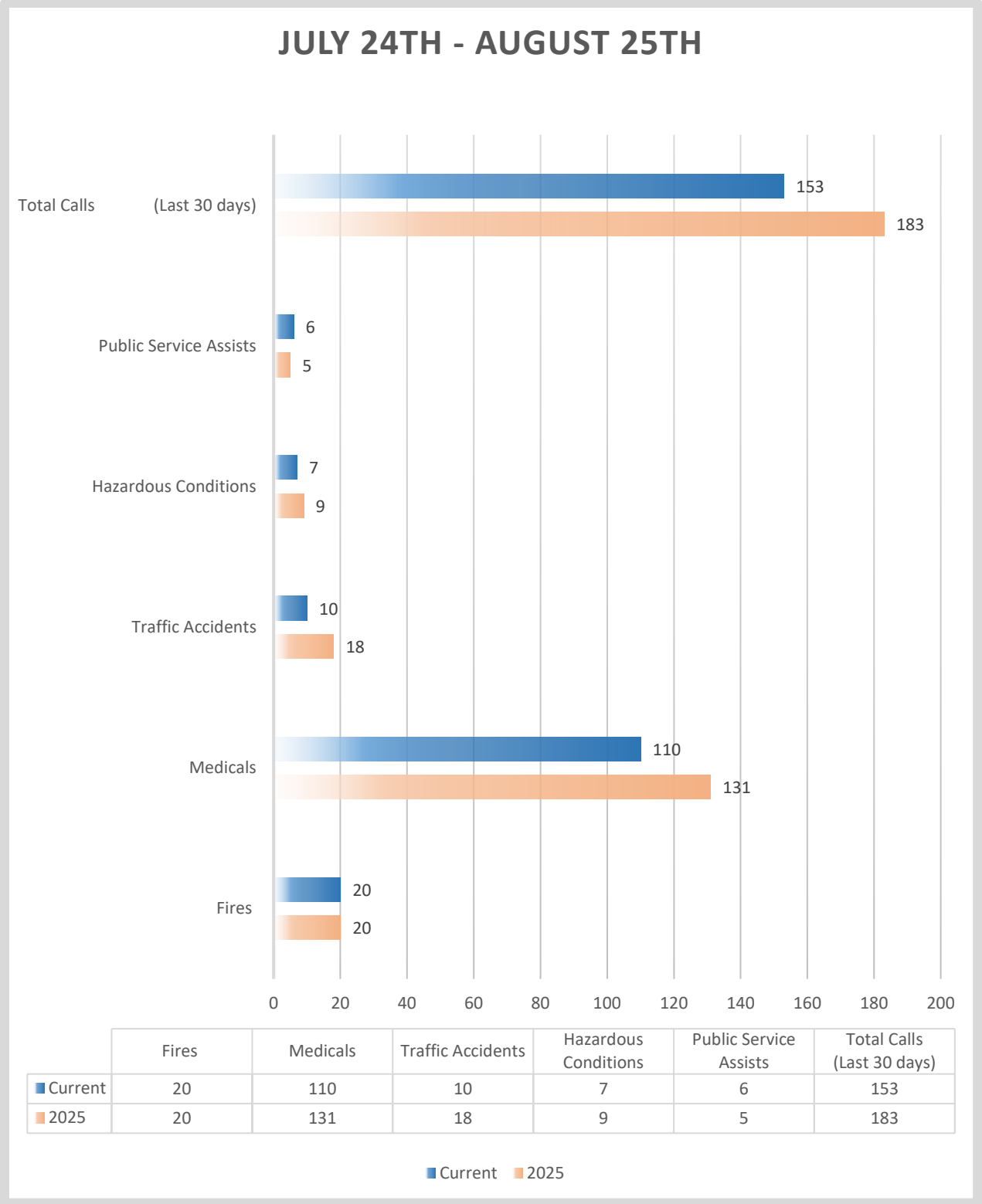
- August 12th – The station fire crew attend the "Back to School" celebration at San Vicente Elementary.



SIGNIFICANT INCIDENTS:

- No significant events to report for the month of August.

Station 37 - Call Volume



	Fires	Medicals	Traffic Accidents	Hazardous Conditions	Public Service Assists	Total Calls (Last 30 days)
Current	20	110	10	7	6	153
2025	20	131	18	9	5	183

COUNCIL COMMUNICATION

SUBJECT: **Community Engagement Activity Report, August 2026**

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

FROM: **Eric Mora, Community Engagement Manager**

THROUGH: **Megan Hunter, City Manager**

MEETING DATE: **September 2, 2026**

Below are a couple of highlights from Community Engagement's work in the month of August 2026:

Economic Development Activity Communication Support (Strategic Plan Goal 1.1 Build a Resilient and Diverse Local Economy by Supporting Business Attraction, Retention and Expansion)

In the month of June, the Community Engagement team supported several economic development activities including promotion for El Mercadito's August 2026 event.

Civics Academy August Meeting (Strategic Plan 4.6.2 – Strengthen community participation and civic engagement.)

The Community Engagement Manager met with the Civics Academy on Friday, August 14th. The Civics Academy is now offering two meetings, one in the morning and one in the evening in a hybrid setting to allow for greater community participation. The Civics Academy assisted the Community Engagement Manager in promoting the Know Your Rights training that was offered on August 26 by putting up posters across town, talking with agricultural workers, and passing out flyers at food distribution events. Members of the Civics Academy also starred in a Spanish language video encouraging residents to attend the Know Your Rights Training. The video received 10.8K impressions online.

Community Partnerships (3.3.2 – Identify and eliminate inequities in city service delivery.)

The Community Engagement team supported outreach for the August 8th Paint the Valley Purple event, including a call for banner to honor residents and loved one who have dealt with cancer. Because of the City's outreach, the City received 16 banners (originally only 10 had been designed for Soledad but neighboring cities were unable to promote their designated banners and Soledad received more). Three social media posts were created to

feature the launch of the banners and the event which yielded 16.9K impressions, 6.6K, and 20.4K impressions respectively. On August 14th, the Mexican Consulate hosted a Dual Citizenship information session which served over 200 Soledad residents. The Community Engagement team coordinated the event and distributed flyers for the August 26 Know Your Rights event.

The Community Engagement Manager also met with Catholic Charities to discuss plans for a pilot program to offer Medi-Cal and CalFresh renewal assistance in Soledad. The program will launch in the fall and the cadence of the office hours will be evaluated in December. The office hours program intends to ensure that Soledad residents who require asistance with the Medi-Cal/ CalFresh renewal process will be able to receive that assistance close to home.

New Website Launch (10.4.2 – Transform the City's Website, Meeting Systems, and Digital Tools to Support Accessible and Transparent Governance)

Updates to the new website continue and the Community Engagement Team has been working with IT and individual departments to make adjustments to the website to ensure that information is up to date and accessible to the community

Supporting Fire and Police Departments with Annual 9/11 Event (4.3.5 – Honor influential figures, community leaders, and veterans.)

The Community Engagement team has provided support to the Soledad Fire and Police Department in promoting the upcoming 9/11 event. Together, the group has launch a series of videos to highlight the meaning of 9/11 for first responders on the eve of the 25th anniversary of 9/11.

COUNCIL COMMUNICATION

SUBJECT: Community Engagement Activity Report, August 2026

TO: The Honorable Mayor Anna Velazquez and Soledad City Council

FROM: Eric Mora, Community Engagement Manager

THROUGH: Megan Hunter, City Manager

MEETING DATE: September 2, 2026

Below are a couple of highlights from Community Engagement's work in the month of August 2026:

Economic Development Activity Communication Support (Strategic Plan Goal 1.1 Build a Resilient and Diverse Local Economy by Supporting Business Attraction, Retention and Expansion)

In the month of June, the Community Engagement team supported several economic development activities including promotion for El Mercadito's August 2026 event.

Civics Academy August Meeting (Strategic Plan 4.6.2 – Strengthen community participation and civic engagement.)

The Community Engagement Manager met with the Civics Academy on Friday, August 14th. The Civics Academy is now offering two meetings, one in the morning and one in the evening in a hybrid setting to allow for greater community participation. The Civics Academy assisted the Community Engagement Manager in promoting the Know Your Rights training that was offered on August 26 by putting up posters across town, talking with agricultural workers, and passing out flyers at food distribution events. Members of the Civics Academy also starred in a Spanish language video encouraging residents to attend the Know Your Rights Training. The video received 10.8K impressions online.

Community Partnerships (3.3.2 – Identify and eliminate inequities in city service delivery.)

The Community Engagement team supported outreach for the August 8th Paint the Valley Purple event, including a call for banner to honor residents and loved one who have dealt with cancer. Because of the City's outreach, the City received 16 banners (originally only 10 had been designed for Soledad but neighboring cities were unable to promote their designated banners and Soledad received more). Three social media posts were created to feature the launch of the banners and the event which yielded 16.9K impressions, 6.6K, and 20.4K impressions respectively.

On August 14th, the Mexican Consulate hosted a Dual Citizenship information session which served over 200 Soledad residents. The Community Engagement team coordinated the event and distributed flyers for the August 26 Know Your Rights event.

The Community Engagement Manager also met with Catholic Charities to discuss plans for a pilot program to offer Medi-Cal and CalFresh renewal assistance in Soledad. The program will launch in the fall and the cadence of the office hours will be evaluated in December. The office hours program intends to ensure that Soledad residents who require asistance with the Medi-Cal/ CalFresh renewal process will be able to receive that assistance close to home.

New Website Launch (10.4.2 – Transform the City's Website, Meeting Systems, and Digital Tools to Support Accessible and Transparent Governance)
Updates to the new website continue and the Community Engagement Team has been working with IT and individual departments to make adjustments to the website to ensure that information is up to date and accessible to the community

Supporting Fire and Police Departments with Annual 9/11 Event (4.3.5 – Honor influential figures, community leaders, and veterans.)
The Community Engagement team has provided support to the Soledad Fire and Police Department in promoting the upcoming 9/11 event. Together, the group has launch a series of videos to highlight the meaning of 9/11 for first responders on the eve of the 25th anniversary of 9/11.

CITY OF SOLEDAD
STAFF REPORT

SUBJECT: **Resolution No. 6414, A Resolution of the City Council of the City of Soledad Approving the Agreement with HR Sheet Metal Heating and Air Conditioning, for $30,900, Authorizing the City Manager to Execute Said Agreement, and Approving a FY 26/27 Budget Amendment in the Amount of $30,900**

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

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

THROUGH: **Megan Hunter, City Manager**

MEETING DATE: **September 2, 2026**

Recommendation

It is recommended that the City Council of the City of Soledad consider and adopt Resolution No. 6414, "Approving the Agreement with HR Sheet Metal Heating and Air Conditioning, for the Amount of $30,900, Authorizing the City Manager to Execute Said Agreement, and Approving a FY 26/27 Budget Amendment in the Amount of $30,900".

Executive Summary

The City of Soledad has experienced ongoing issues with the HVAC systems serving the Police Department facility, including the recent failure of the unit serving the back-office area. A previous HVAC assessment identified the existing units as being at or near the end of their useful life, and contractors evaluating the failed equipment determined that repair was not a viable long-term solution because the units were more than 20 years old. Staff requested quotes from three local HVAC contractors to expedite replacement, with HR Sheet Metal Heating and Air Conditioning submitting the sole quote received in the amount of $30,900. Staff recommends accepting the quote and proceeding with the replacement of the two non-functional HVAC units to restore adequate cooling to the Police Department facility. Because this expenditure was not included in the recently adopted FY 26/27 budget, the Council must approve a budget amendment before the contract with HR Sheet Metal Heating and Air Conditioning can be executed.

Background

The City of Soledad has experienced ongoing issues with the heating, ventilation, and air conditioning (HVAC) systems serving the Police Department facility. A previous HVAC assessment identified the existing units as being at or near the end of their useful life and recommended replacement. More recently, the HVAC unit serving the back-office area of the Police Department failed, leaving that

portion of the facility without adequate air conditioning. Given the age of the existing equipment and the immediate need to restore adequate cooling, the City sought contractor evaluations and replacement options.

Although the expenditure is within the City Manager contract authorization of up to $50,000, this expense was not included in the FY 26/27 budget. Thus, a budget amendment approved by Council is required to move forward with the HVAC replacement.

Review & Analysis

To address the failed equipment and provide a reliable long- term solution, Staff prepared a scope of work for the replacement and installation of the two affected HVAC units and requested quotes from three local HVAC contractors. The request was issued to contractors who could evaluate the existing equipment and proceed with the work promptly due to the summer heat and the operational needs of the Police Department.

One quote was received on August 14, 2026, from HR Sheet Metal Heating and Air Conditioning for $30,900 for the purchase and installation of the two HVAC Units. The two remaining contractors declined to submit quotes. Based on the age and condition of the existing units, as well as the need to restore reliable air conditioning to the facility, Staff recommends accepting the quote from HR Sheet Metal Heating and Air Conditioning and proceeding with the replacement of the two HVAC units. This is an urgent need as the Police Department has been without functioning air conditioning in the back half of the offices for several months and as temperatures have risen, it has been extremely uncomfortable for staff.

Financial Considerations

This project will be funded by the General Fund and will require a Budget Amendment in the amount of $30,900 to the FY 26/27 Budget. For this reason, Council action is required.

Strategic Plan Alignment

The approval of HR Sheet Metal Heating and Air Conditioning agreement will result in a budget amendment to increase the appropriation of the General Fund line-item, 100-1400-52518 Police Department Facilities, increasing that line-item to $50,900 from $20,000. Staff proposes to fund this cost from the General Fund Capital Projects Fund interest earnings in place of using General Fund Operating Reserves.

Alternatives

- Approve the resolution as presented; or
- Reject the proposed resolution and provide alternative direction. This is not recommended as a portion of the Police Department offices are without air conditioning.

Planning/CEQA

The proposed project is categorically exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15301, Class 1, Existing Facilities. 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. The proposed HVAC replacement involves existing mechanical equipment and does not expand the existing use of the Police Department facility.

Public Notice Requirements

None required.

Attachment(s):
Resolution No. 6414
Exhibit A - Agreement - HR Sheet Metal
Attachment 1 - HVAC Quote

RESOLUTION NO. 6414

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLEDAD APPROVING THE AGREEMENT WITH HR SHEET METAL HEATING AND AIR CONDITIONING, FOR $30,900, AUTHORIZING THE CITY MANAGER TO EXECUTE SAID AGREEMENT, AND APPROVING A FY 26/27 BUDGET AMENDMENT IN THE AMOUNT OF $30,900

WHEREAS, the City of Soledad owns and operates the Police Department facility, which requires functioning heating, ventilation, and air conditioning (HVAC) systems to support City operations and provide suitable working conditions for employees; and

WHEREAS, the existing HVAC units serving the Police Department facility are more than 20 years old and have experienced ongoing operational issues; and

WHEREAS, a previous HVAC assessment identified the existing HVAC units as being at or near the end of their useful life and recommended replacement; and

WHEREAS, the HVAC unit serving the back-office area of the Police Department facility recently failed, resulting in inadequate air conditioning to a portion of the facility; and

WHEREAS, the City requested quotes from three local HVAC contractors for the replacement of the affected HVAC units; and

WHEREAS, HR Sheet Metal Heating and Air Conditioning submitted a quote dated August 14, 2026, in the amount of $30,900, and the two remaining contractors declined to submit quotes; and

WHEREAS, based on the age and condition of the existing HVAC equipment and the need to restore reliable air conditioning to the Police Department facility, Staff recommends replacement of the two affected HVAC units; and

WHEREAS, the project will require a $30,900 budget amendment to the Fiscal Year 2026/27 General Fund budget; and

WHEREAS, the project is consistent with Goal 4.5.3 of the City's Strategic Plan, “Assess and modernize community facilities,” which provides that the City is responsible for ensuring all city facilities are safe and sustainable; and

WHEREAS, the proposed project is categorically exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15301, Class 1, Existing Facilities, as the project consists of the replacement of existing mechanical equipment involving negligible or no expansion of the existing use of the facility.

NOW THEREFORE, BE IT RESOLVED, by the City Council of the City of Soledad that the agreement between the City and HR Sheet Metal Heating and Air Conditioning attached as **Exhibit A**, in the amount of $30,900 for the replacement of two HVAC units at the Police Department facility is hereby approved, the $30,900 General Fund budget amendment for Fiscal Year 2026/27 is hereby approved, and the City Manager is hereby authorized and directed to execute all documents necessary to proceed with the HVAC replacement project 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 2nd day of September 2026, 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

SERVICE AGREEMENT BETWEEN
THE CITY OF SOLEDAD AND
HR SHEET METAL

THIS AGREEMENT for services is made by and between the City of Soledad ("City") and **HR Sheet Metal**__ ("Contractor") (together referred to as the "Parties") as of September 2, 2026 (the "Effective Date").

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

1.1 **Term of Services.** The term of this Agreement shall begin on the Effective Date and shall end on June 30, 2027, the date of completion specified in Exhibit A, and Contractor 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 Contractor 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.** Contractor shall perform all services required pursuant to this Agreement according to the standards observed by a competent practitioner of the profession in which Contractor is engaged.

1.3 **Assignment of Personnel.** Contractor 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, Contractor shall, immediately upon receiving notice from City of such desire of City, reassign such person or persons.

1.4 **Time.** Contractor 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 Contractor's obligations hereunder.

1.5 **Public Works Requirements.** Because the services described in Exhibit A include "work performed during the design and preconstruction phases of construction including, but not limited to, inspection and land surveying work," the services constitute a public works within the definition of Section 1720(a)(1) of the California Labor Code. As a result, Contractor is required to comply with the provisions of the Labor Code applicable to public works, to the extent set forth in Exhibit C. Contractor shall waive, indemnify, hold harmless, and defend City concerning any liability arising out of Labor Code Section 1720 *et seq.*

Section 2. **COMPENSATION.** City hereby agrees to pay Contractor a sum not to exceed **$30,900**, notwithstanding any contrary indications that may be contained in Contractor's proposal, for services to be

performed and reimbursable costs incurred under this Agreement. In the event of a conflict between this Agreement and Contractor's proposal, attached as Exhibit A, regarding the amount of compensation, the Agreement shall prevail. City shall pay Contractor 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 Contractor for services rendered pursuant to this Agreement. Contractor shall submit all invoices to City in the manner specified herein. Except as specifically authorized by City in writing, Contractor shall not bill City for duplicate services performed by more than one person.

Contractor and City acknowledge and agree that compensation paid by City to Contractor under this Agreement is based upon Contractor's estimated costs of providing the services required hereunder, including salaries and benefits of employees and subcontractors of Contractor. Consequently, the parties further agree that compensation hereunder is intended to include the costs of contributions to any pensions and/or annuities to which Contractor 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.** Contractor 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 Contractor and each employee, agent, and subcontractor of Contractor performing services hereunder;
- The Contractor's signature;
- Contractor shall give separate notice to the City when the total number of hours worked by Contractor and any individual employee, agent, or subcontractor of Contractor reaches or exceeds 800 hours within a 12-month period under this Agreement and any other agreement between Contractor 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 Contractor 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 Contractor.

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 Contractor pursuant to this Agreement. City shall not pay any additional sum for any expense or cost whatsoever incurred by Contractor 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 Contractor 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 Contractor on an hourly basis shall not exceed the amounts shown on the compensation schedule attached hereto as Exhibit B.

2.6 **Reimbursable Expenses.** Reimbursable expenses are specified below, and shall not exceed $ 0. Expenses not listed below are not chargeable to City. Reimbursable expenses are included in the total amount of compensation provided under this Agreement that shall not be exceeded.

2.7 **Payment of Taxes.** Contractor 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 Contractor terminates this Agreement pursuant to Section 8, the City shall compensate the Contractor for all outstanding costs and reimbursable expenses incurred for work satisfactorily completed as of the date of written notice of termination. Contractor shall maintain adequate logs and timesheets to verify costs incurred to that date.

2.9 **Authorization to Perform Services.** The Contractor 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, Contractor 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 Contractor 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 Contractor'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, Contractor, 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 Contractor and its agents, representatives, employees, and subcontractors. Consistent with the following provisions, Contractor 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. Contractor 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 Contractor's bid. Contractor shall not allow any subcontractor to commence work on any subcontract until Contractor 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. Contractor shall maintain all required insurance listed herein for the duration of this Agreement.

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

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

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

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

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

c. For any claims related to this Agreement or the work hereunder, the Contractor'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 Contractor'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.** Contractor, 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 $2,000,000 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, Contractor must purchase an extended period coverage for a minimum of five years after completion of work under this Agreement.

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

4.4 All Policies Requirements.

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

4.4.2 Verification of coverage. Prior to beginning any work under this Agreement, Contractor shall furnish City with complete copies of all policies delivered to Contractor by the insurer, including complete copies of all endorsements attached to those policies. All copies of policies and endorsements shall show the signature of a person authorized by that insurer to bind coverage on its behalf. If the City does not receive the required insurance documents prior to the Contractor beginning work, it shall not waive the Contractor'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. Contractor shall disclose to and obtain the written approval of City for the self-insured retentions and deductibles before beginning any of the services or work called for by any term of this Agreement. At the option of the City, either: the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the City, its officers, employees, and volunteers; or the Contractor shall provide a financial guarantee satisfactory to the City guaranteeing payment of losses and related investigations, claim administration and defense expenses.

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

4.4.5 Waiver of Subrogation. Contractor hereby agrees to waive subrogation which any insurer or contractor may require from vendor by virtue of the payment of any loss. Contractor 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 Contractor, its employees, agents, and subcontractors.

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

4.5 **Remedies.** In addition to any other remedies City may have if Contractor 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 Contractor'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 Contractor to stop work under this Agreement or withhold any payment that becomes due to Contractor hereunder, or both stop work and withhold any payment, until Contractor demonstrates compliance with the requirements hereof; and/or
- Terminate this Agreement.

Section 5. INDEMNIFICATION AND CONTRACTOR'S RESPONSIBILITIES.

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

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

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

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

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

Section 6. STATUS OF CONTRACTOR.

6.1 **Independent Contractor.** At all times during the term of this Agreement, Contractor shall be an independent contractor and shall not be an employee of City. City shall have the right to control Contractor only insofar as the results of Contractor'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 Contractor accomplishes services rendered pursuant to this Agreement. Notwithstanding any other City, state, or federal policy, rule, regulation, law, or ordinance to the contrary, Contractor 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 **Contractor Not an Agent.** Except as City may specify in writing, Contractor shall have no authority, express or implied, to act on behalf of City in any capacity whatsoever as an agent. Contractor 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.** Contractor and any subcontractors shall comply with all laws applicable to the performance of the work hereunder.

7.3 **Other Governmental Regulations.** To the extent that this Agreement may be funded by fiscal assistance from another governmental entity, Contractor 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.** Contractor represents and warrants to City that Contractor 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. Contractor represents and warrants to City that Contractor 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, Contractor and any subcontractors shall obtain and maintain during the term of this Agreement valid Business Licenses from City.

7.5 **Nondiscrimination and Equal Opportunity.** Contractor 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 Contractor under this Agreement. Contractor 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 Contractor thereby.

Contractor 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 Contractor.

Contractor 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, Contractor shall be entitled to compensation for services performed to the effective date of termination; City, however, may condition payment of such compensation upon Contractor delivering to City any or all documents, photographs, computer software, video and audio tapes, and other materials provided to Contractor or prepared by or for Contractor 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. Contractor understands and agrees that, if City grants such an extension, City shall have no obligation to provide Contractor 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 Contractor 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 Contractor recognize and agree that this Agreement contemplates personal performance by Contractor and is based upon a determination of Contractor'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 Contractor. Contractor may not assign this Agreement or any interest therein without the prior written approval of the Contract Administrator. Contractor 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 Contractor shall survive the termination of this Agreement.

8.6 **Options upon Breach by Contractor.** If Contractor 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 Contractor pursuant to this Agreement;

8.6.3 Retain a different Contractor to complete the work described in Exhibit A not finished by Contractor; or

8.6.4 Charge Contractor 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 Contractor pursuant to Section 2 if Contractor had completed the work.

Section 9. KEEPING AND STATUS OF RECORDS.

9.1 **Records Created as Part of Contractor'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 Contractor prepares or obtains pursuant to this Agreement and that relate to the matters covered hereunder shall be the property of the City. Contractor 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 Contractor 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 **Contractor's Books and Records.** Contractor 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 Contractor to this Agreement.

9.3 **Inspection and Audit of Records.** Any records or documents that Section 9.2 of this Agreement requires Contractor 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.** Contractor 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.** Contractor may serve other clients, but none whose activities within the corporate limits of City or whose business, regardless of location, would place Contractor in a "conflict of interest," as that term is defined in the Political Reform Act, codified at California Government Code Section 81000 *et seq.*

Contractor 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.*

Contractor 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 Contractor was an employee, agent, appointee, or official of the City in the previous twelve months, Contractor warrants that it did not participate in any manner in the forming of this Agreement. Contractor understands that, if this Agreement is made in violation of Government Code § 1090 *et seq.*, the entire Agreement is void and Contractor will not be entitled to any compensation for services performed pursuant to this Agreement, including reimbursement of expenses, and Contractor will be required to reimburse the City for any sums paid to the Contractor. Contractor 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.** Contractor 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 Don Wilcox, Public Works Director ("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 Contractor shall be sent to:

HR Sheet Metal.
26 7th St.
Greenfield, CA 93927
Attn: Carlos Hernandez

Any written notice to City shall be sent to:
City of Soledad
P.O. Box 156
Soledad, CA 93960
Attn: Don Wilcox, Public Works Director

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

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

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

Exhibit A	Scope of Services
Exhibit B	Payment Schedule
Exhibit C	Public Works Requirements

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

[SIGNATURES ON FOLLOWING PAGE]

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

CITY OF SOLEDAD

_____
Megan Hunter, City Manager

Attest:

_____
Megan Hunter, City Clerk

Approved as to Form:

_____
Michael Rodriquez, City Attorney

HR Sheet Metal.

_____
Carlos Hernandez, Owner

EXHIBIT A

SCOPE OF SERVICES

.

EXHIBIT B

COMPENSATION SCHEDULE

EXHIBIT C

PROVISIONS REQUIRED FOR PUBLIC WORKS CONTRACTS PURSUANT TO CALIFORNIA LABOR CODE SECTION 1720 *ET SEQ.*

HOURS OF WORK:

A. In accordance with California Labor Code Section 1810, 8 hours of labor in performance of the services described in Exhibit A shall constitute a legal day's work under this contract.

B. In accordance with California Labor Code Section 1811, the time of service of any worker employed in performance of the services described in Exhibit A is limited to eight hours during any one calendar day, and forty hours during any one calendar week, except in accordance with California Labor Code Section 1815, which provides that work in excess of eight hours during any one calendar day and forty hours during any one calendar week is permitted upon compensation for all hours worked in excess of eight hours during any one calendar day and forty hours during any one calendar week at not less than one-and-one-half times the basic rate of pay.

C. The Contractor and its subcontractors shall forfeit as a penalty to the City $25 for each worker employed in the performance of the services described in Exhibit A for each calendar day during which the worker is required or permitted to work more than 8 hours in any one calendar day, or more than 40 hours in any one calendar week, in violation of the provisions of California Labor Code Section 1810 and following.

WAGES:

A. In accordance with California Labor Code Section 1773.2, the City has determined the general prevailing wages in the locality in which the services described in Exhibit A are to be performed for each craft or type of work needed to be as published by the State of California Department of Industrial Relations, Division of Labor Statistics and Research, a copy of which is on file in the City Public Works Office and shall be made available on request. The Contractor and subcontractors engaged in the performance of the services described in Exhibit A shall pay no less than these rates to all persons engaged in performance of the services described in Exhibit A.

B. In accordance with Labor Code Section 1775, the Contractor and any subcontractors engaged in performance of the services described in Exhibit A shall comply Labor Code Section 1775, which establishes a penalty of up to $50 per day for each worker engaged in the performance of the services described in Exhibit A that the Contractor or any subcontractor pays less than the specified prevailing wage. The amount of such penalty shall be determined by the Labor Commissioner and shall be based on consideration of the mistake, inadvertence, or neglect of the Contractor or subcontractor in failing to pay the correct rate of prevailing wages, or the previous record of the Contractor or subcontractor in meeting applicable prevailing wage obligations, or the willful failure by the Contractor or subcontractor to pay the correct rates of

prevailing wages. A mistake, inadvertence, or neglect in failing to pay the correct rate of prevailing wages is not excusable if the Contractor or subcontractor had knowledge of their obligations under the California Labor Code. The Contractor or subcontractor shall pay the difference between the prevailing wage rates and the amount paid to each worker for each calendar day or portion thereof for which each worker was paid less than the prevailing wage rate. If a subcontractor worker engaged in performance of the services described in Exhibit A is not paid the general prevailing per diem wages by the subcontractor, the Contractor is not liable for any penalties therefore unless the Contractor had knowledge of that failure or unless the Contractor fails to comply with all of the following requirements:

1. The contract executed between the Contractor and the subcontractor for the performance of part of the services described in Exhibit A shall include a copy of the provisions of California Labor Code Sections 1771, 1775, 1776, 1777.5, 1813, and 1815.

2. The Contractor shall monitor payment of the specified general prevailing rate of per diem wages by the subcontractor by periodic review of the subcontractor's certified payroll records.

3. Upon becoming aware of a subcontractor's failure to pay the specified prevailing rate of wages, the Contractor shall diligently take corrective action to halt or rectify the failure, including, but not limited to, retaining sufficient funds due the subcontractor for performance of the services described in Exhibit A.

4. Prior to making final payment to the subcontractor, the Contractor shall obtain an affidavit signed under penalty of perjury from the subcontractor that the subcontractor has paid the specified general prevailing rate of per diem wages for employees engaged in the performance of the services described in Exhibit A and any amounts due pursuant to California Labor Code Section 1813.

C. In accordance with California Labor Code Section 1776, the Contractor and each subcontractor engaged in performance of the services described in Exhibit A shall keep accurate payroll records showing the name, address, social security number, work, straight time and overtime hours worked each day and week, and the actual per diem wages paid to each journeyman, apprentice, worker, or other employee employed in performance of the services described in Exhibit A. Each payroll record shall contain or be verified by a written declaration that it is made under penalty of perjury, stating both of the following:

1. The information contained in the payroll record is true and correct.

2. The employer has complied with the requirements of Sections 1771, 1811, and 1815 for any work performed by the employer's employees on the public works project.

The payroll records required pursuant to California Labor Code Section 1776 shall be certified and shall be available for inspection by the Owner and its authorized representatives, the

Division of Labor Standards Enforcement, the Division of Apprenticeship Standards of the Department of Industrial Relations and shall otherwise be available for inspection in accordance with California Labor Code Section 1776.

D. In accordance with California Labor Code Section 1777.5, the Contractor, on behalf of the Contractor and any subcontractors engaged in performance of the services described in Exhibit A, shall be responsible for ensuring compliance with California Labor Code Section 1777.5 governing employment and payment of apprentices on public works contracts.

E. In case it becomes necessary for the Contractor or any subcontractor engaged in performance of the services described in Exhibit A to employ for the services described in Exhibit A any person in a trade or occupation (except executive, supervisory, administrative, clerical, or other non manual workers as such) for which no minimum wage rate has been determined by the Director of the Department of Industrial Relations, the Contractor shall pay the minimum rate of wages specified therein for the classification which most nearly corresponds to services described in Exhibit A to be performed by that person. The minimum rate thus furnished shall be applicable as a minimum for such trade or occupation from the time of the initial employment of the person affected and during the continuance of such employment.

HR Sheet Metal Inc

Lic:1049850
Carlos Hernandez
831-214-7603
07/21/2026

Proposal: HVAC

To: City of Soledad (requested by Tony)
Job Address: Soledad Police Dept. (236 Main St. Soledad, CA 93960)

We propose to furnish all materials and perform all labor necessary, per plan and specifications provided to this date, on the above job for the sum of:

Proposed Equipment

- **Manufacturer:** Bryant
- **Model Number:** BRSP 575CNWB36060N
- **Quantity:** 2 Units

Scope of Work

Contractor Will Provide:

- **Crane Service**: Lift and remove old units; place new units on the roof.
- **Disposal**: Haul off and legally dispose of old units.
- **Installation**: Install the 2 new package units listed above.
- **Gas Work**: Replace gas shutoff valves; reconnect gas service.
- **Ductwork**: Fabricate and connect all supply, return, and fresh air ductwork to existing building systems.
- **Roof Supports**: Supply and install new roof support systems as needed.
- **Materials**: Provide new condensate drain lines, freon, sheet metal, tape, screws, and mastic.
- **Schedule**: Work will occur Monday–Friday, 8:00 AM to 5:00 PM.

City Will Provide:

- Power disconnection and reconnection.
- New electrical power disconnects.
- Structural approval based on the model numbers listed above.

Price: $30,900

Note: Time and Material included in the price. If you have any questions, please contact me at the number above. This proposal is valid for 30 days. **Omits**: Carpentry, Gas, Electrical, Hers testing or any other labor, material, or equipment not listed in the above scope of work.

AGENDA ITEM NO. 11.

CITY OF SOLEDAD
STAFF REPORT

SUBJECT: **Resolution No. 6415, A Resolution of the City Council of the City of Soledad Approving Amendment No. 3 to the Professional Services Agreement with PlaceWorks, Inc. to Extend the Term and Increase Compensation by $25,000 for a Total Amount Not to Exceed $1,273,801 for the City's 2045 General Plan Update and 2023-2031 Housing Element Implementation and Authorizing the City Manager to Execute Said Agreement**

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

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

THROUGH: **Megan Hunter, City Manager**

MEETING DATE: **September 2, 2026**

Recommendation

It is recommended that the City Council of the City of Soledad consider and adopt Resolution No. 6415, "Approving Amendment No. 3 to the Professional Services Agreement with PlaceWorks, Inc. to Extend the Term and Increase Compensation by $25,000 for a Total Amount Not to Exceed $1,273,801 for the City's 2045 General Plan Update and 2023-2031 Housing Element Implementation and Authorizing the City Manager to Execute Said Agreement."

Executive Summary

Staff recommends that the City Council approve Amendment No. 3 to the Professional Services Agreement with PlaceWorks, Inc. to extend the contract through June 30, 2027, and reallocate $25,000 in existing Community & Economic Development professional services funds as compensation for the completion of the environmental reports for the 2045 General Plan Update (GPU). The amendment does not change the scope of work and provides the additional time and funding needed to complete the remaining work and bring the GPU forward for consideration. The additional time is needed due to the expanded community engagement during the land use phase, continued review and refinement of the GPU, and remaining environmental work. Amendment No. 3 would increase the total contract amount to $1,273,801, with no additional General Fund appropriation requested.

Background

The City has been working with PlaceWorks since 2022 to update the 2045 General Plan and 2023–2031 Housing Element. Since then, the City has completed and adopted its 6th Cycle Housing Element

and continued working with PlaceWorks on Housing Element implementation and compliance, which is closely connected to the GPU. As the project has progressed, the PlaceWorks agreement has been amended to address the City's evolving needs. On December 4, 2024, the City Council approved Amendment No. 1, adding $79,900 for Housing Element implementation and related planning work, primarily using REAP 2.0 grant funding. On March 19, 2025, the City Council approved Amendment No. 2, extending the contract through December 31, 2026.

Additional time and funding are now needed to complete the remaining environmental work and draft General Plan. Amendment No. 3 proposes adding $25,000 as compensation for services for the remaining environmental work and extending the contract through June 30, 2027, using existing CED professional services funds approved in the FY 2026/27 budget, with no additional General Fund appropriation requested.

Review & Analysis

The 2045 Siempre Soledad General Plan Update (GPU) has included significant technical work and an expanded community engagement process focused on future land use and development. As part of this process, the City provided additional opportunities for residents, businesses, community groups, and the General Plan Steering Committee to share their ideas and feedback. In addition, the City incorporated Housing Element implementation work that supports the GPU and helps connect the newly adopted Housing Element to the City's long-term planning.

As a result of this expanded outreach, additional time was needed to review and incorporate community feedback into the proposed land use and circulation maps. The project is now moving into the final stages, including completion of the Draft General Plan and Environmental Impact Report (EIR), public review, and preparation of the documents for Planning Commission and City Council consideration. To complete the remaining work, PlaceWorks has identified an additional $25,000 in funding needs. Amendment No. 3 includes two proposed actions:

1. Funding: Reallocate $25,000 from existing Community and Economic Development (CED) professional services funds approved in the FY 2026/27 budget as compensation for the completion of the remaining environmental work.
2. Contract Extension: Extend the PlaceWorks contract through June 30, 2027, providing additional time to complete the GPU and related environmental review.

With approval of Amendment No. 3, the existing scope of work would not change, and the total PlaceWorks contract amount would increase to $1,273,801, with no additional General Fund appropriation requested. Therefore, staff recommends approval of Amendment No. 3 to provide the funding and time needed to complete the remaining work and move the GPU forward for public, Planning Commission, and City Council consideration.

Financial Considerations

This contract amendment for term extension and funding shall be funded by reallocating funds from the existing professional services line item 100-1200-5200 within the Planning/Community Development category of the Community and Economic Development Department budget that was recently approved in the Fiscal Year 2026–27 Budget; no additional General Fund appropriation is requested. The breakdown of the amendments and costs is as follows:

$1,168,901.00	2045 General Plan Update and 2031 Housing Element Update Contract Amount
$79,900.00	Amendment No. 1- Funding through REAP 2.0 Grant
$0	Amendment No. 2 - Time Extension until Dec. 31, 2026
$25,000.00	Amendment No. 3 - This Amendment
$1,273,801.00	- Total Not-to-Exceed Contract Amount

Strategic Plan Alignment

Approval of Amendment No. 3 supports the City Council's 2025 Strategic Plan by providing the resources needed to complete the 2045 General Plan Update and related zoning and land use reforms. The proposed $25,000 reallocation supports the Economy and Housing pillars by advancing policies that encourage economic development, infill and mixed-use development, increased housing opportunities, and affordable housing. Completing the Draft General Plan and EIR will help keep implementation of these strategic priorities on schedule.

Alternatives

- Approve the resolution as presented; or
- Modify the resolution; or
- Do not approve the Resolution. This is not recommended as it would cause further delay to the General Plan Update process.

Planning/CEQA

Approval of Amendment No. 3 to the professional services agreement with PlaceWorks is not a project under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15378(b)(5), as it is an administrative action that does not result in a direct or reasonably foreseeable indirect physical change in the environment. Environmental review for the 2045 General Plan Update, including preparation of the Draft Environmental Impact Report (EIR), will be conducted separately and brought before the City Council for consideration prior to adoption of the General Plan.

Public Notice Requirements

None required.

Attachment(s):
Resolution No. 6415
Exhibit A - Amendment No. 3 to Placeworks CSA
Attachment 1 - GP Budget Memo
Attachment 2 - Consulting Services Agreement.

RESOLUTION NO. 6415

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLEDAD APPROVING AMENDMENT NO. 3 TO THE PROFESSIONAL SERVICES AGREEMENT WITH PLACEWORKS, INC. TO EXTEND THE TERM AND INCREASE COMPENSATION BY $25,000 FOR A TOTAL AMOUNT NOT TO EXCEED $1,273,801 FOR THE CITY'S 2045 GENERAL PLAN UPDATE AND 2023-2031 HOUSING ELEMENT IMPLEMENTATION AND AUTHORIZING THE CITY MANAGER TO EXECUTE SAID AGREEMENT

WHEREAS, on October 5, 2022, the City Council approved a professional services agreement with PlaceWorks, Inc. to provide consulting services for updating the City's General Plan and Housing Element; and

WHEREAS, Amendment No. 1 was approved on December 4, 2024, in the amount of $79,900 and funded through the Regional Early Action Planning Grants 2.0 (REAP 2.0) program, primarily supporting Housing Element implementation while advancing components of the General Plan Update (GPU); and

WHEREAS, Amendment No. 2 was approved on March 19, 2025, to extend consulting services until December 31, 2026; and

WHEREAS, the 2045 Siempre Soledad General Plan Update is a State-mandated document that establishes the City's long-term vision for land use, housing, transportation, and environmental planning, and timely completion is essential to comply with State law; and

WHEREAS, as the project progressed, additional tasks, including preparation of the Draft 2045 General Plan and Draft Environmental Impact Report (EIR), revisions based on public feedback, and community engagement activities, have been identified as necessary to complete the GPU; and

WHEREAS, the existing Professional Services Agreement is currently set to expire on December 31, 2026, and additional time is necessary to complete the remaining General Plan and environmental review work; and

WHEREAS, Amendment No. 3 will extend the term of the Professional Services Agreement through June 30, 2027, and provide an additional $25,000 in funding to support completion of the GPU and associated environmental review; and

WHEREAS, approval of Amendment No. 3 does not modify the existing scope of work but provides additional funding and time to ensure the timely completion of the GPU and associated environmental review; and

WHEREAS, contract amendments that increase the amount of a previously approved contract require City Council approval to ensure transparency, fiscal accountability, and policy oversight; and

WHEREAS, the approval of this amendment is an administrative action and does not constitute a "project" under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines §15378(b)(5). Environmental review for the General Plan Update, including the Draft EIR, will be conducted and presented to the City Council for consideration prior to adoption.

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

1. The City Council hereby approves Amendment No. 3 to the Professional Services Agreement with PlaceWorks, Inc. (**Exhibit A**), increasing funding for compensation in the amount of $25,000, extending the term of the agreement through June 30, 2027, for a total contract amount not to exceed $1,273,801.

2. The City Manager is hereby authorized to execute Amendment No. 3 to the Professional Services Agreement with PlaceWorks, Inc., consistent with the terms and conditions approved by the City Council, including the additional funding of up to $25,000 and the contract extension through June 30, 2027.

PASSED AND ADOPTED by the City Council of the City of Soledad at a regular meeting duly held on the 2nd day of September 2026, 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

September 2, 2026

CONTRACT AMENDMENT NUMBER 3
TO THE CONTRACT TITLED:

PROFESSIONAL SERVICES AGREEMENT BETWEEN THE CITY OF SOLEDAD AND PLACEWORKS, INC. AGREEMENT FOR THE CITY'S 2045 GENERAL PLAN UPDATE AND 2023- 2031 HOUSING ELEMENT IMPLEMENTATION

On September 2, 2026, the City Council of the City of Soledad Adopted Resolution No. 6415, "Approving Amendment No. 3 to the Professional Services Agreement with PlaceWorks, Inc. to Extend the Term and Increase Compensation by $25,000 for a Total Amount Not to Exceed $1,273,801 for the City's 2045 General Plan Update and 2023-2031 Housing Element Implementation and Authorizing the City Manager to Execute Said Agreement".

By this Amendment:

1. The Consulting Services Agreement between the City of Soledad and Placeworks Inc. dated October 5, 2022, is amended to continue services as described in the attached proposal, marked **Attachment 1**, and to increase compensation for services by $25,000 for a total amount not to exceed $1,273,801.

2. The Consulting Services Agreement between the City of Soledad and PlaceWorks, Inc., dated October 5, 2022, shall be amended to extend services until June 30, 2027.

3. Unless otherwise stated herein, all other terms and conditions of the Professional Services Agreement with PlaceWorks Inc. shall remain in full force and effect throughout the extended term.

Megan Hunter City Manager City of Soledad	Charlie Knox Senior Principal PlaceWorks Inc.

MEMORANDUM

DATE August 6, 2026

TO Beatriz Trujillo, Director, and Ariana Mora, Senior Planner
City of Soledad Planning Division

FROM Amy Sinsheimer, PlaceWorks

RE **Soledad General Plan Update Budget Augmentation Request**

Over the past three years, PlaceWorks has worked diligently on the General Plan Update for the City of Soledad in collaboration with City staff. As of July 2026, PlaceWorks has completed the following tasks outlined in the consulting agreement between the City and PlaceWorks:

- PlaceWorks supported a number of community engagement events, including workshops, community events, and online engagement activities, attending the events, preparing materials, and providing summaries.
- PlaceWorks prepared existing conditions reports, in collaboration with BAE and Kimley Horn.
- PlaceWorks prepared a Briefing Book that summarizes the existing conditions reports for the community.
- PlaceWorks prepared the Vision and Guiding Principles for the General Plan.
- PlaceWorks prepared a Policy Audit of the existing General Plan.
- PlaceWorks prepared Draft Alternatives for the General Plan, followed by the Preferred Alternative that will serve as the basis for the new General Plan maps and text.
- PlaceWorks prepared a Climate Vulnerability Assessment that analyzes how climate change may affect the populations and community assets in and around Soledad.
- PlaceWorks commenced work on the Draft General Plan and Draft Environmental Impact Report.
- PlaceWorks held biweekly meetings with City staff and completed other project management tasks.

- PlaceWorks attended General Plan Steering Committee, Planning Commission, and City Council meetings.

In addition, the PlaceWorks team has completed a series of tasks that went beyond the contracted scope of work, including:

- Added rounds of revisions and refinements for the General Plan Alternatives.
- Support for and during the Community & Economic Development mixer held in September 2024.
- Formatting of the Briefing Book to create a Spanish version.
- One-on-one meetings with Bluepoint Planning during the development of the Parks and Recreation Master Plan.
- Incorporation of the City's new Master Strategic Plan into the General Plan over multiple iterations.
- Additional meetings with City staff due to extension of the overall project timeline not related to performance by the PlaceWorks team.

BUDGET AUGMENT REQUEST

The PlaceWorks team is requesting an augment of $25,000 beyond the original contracted amount for the project to cover the additional work completed, which will be used to fund some of the needed remaining work on the General Plan Update and Environmental Impact Report.

**CONSULTING SERVICES AGREEMENT BETWEEN
THE CITY OF SOLEDAD AND
PLACEWORKS, INC**

THIS AGREEMENT for consulting services is made by and between the City of Soledad ("City") and PlaceWorks, Inc, ("Consultant") (together referred to as the "Parties") as of January 1, 2023 (the "Effective Date").

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

1.1 Term of Services. The term of this Agreement shall begin on the Effective Date and shall end on April 1, 2025, unless the term of the Agreement is otherwise terminated or extended, as provided for in Section 8. The time provided to Consultant to complete the services required by this Agreement shall not affect the City's right to terminate the Agreement, as referenced in Section 8.

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

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

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

1.5 Public Works Requirements.

Intentionally Left Blank

Section 2. COMPENSATION. City hereby agrees to pay Consultant a not-to-exceed amount of $1,169,051.00, notwithstanding any contrary indications that may be contained in Consultant's proposal, for services to be performed and reimbursable costs incurred under this Agreement. In the event of a conflict between this Agreement and Consultant's proposal, attached as Exhibit A, regarding the amount of compensation, the Agreement shall prevail. City shall pay Consultant for services rendered pursuant to this Agreement at the time and in the manner set forth herein. The payments specified below shall be the only payments from City to Consultant for services rendered pursuant to this Agreement. Consultant shall submit all invoices to City in the manner specified herein. Except as specifically authorized by City in writing, Consultant shall not bill City for duplicate services performed by more than one person.

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

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

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

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

2.3 **Final Payment.** City shall withhold $40,000.00 of the total sum due pursuant this Agreement and shall pay the same within 60 days after completion of all services and submittal to City of a final invoice if all services required have been satisfactorily performed.

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

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

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

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

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

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

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

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

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

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

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

4.1 **Workers' Compensation.** Consultant shall, at its sole cost and expense, maintain Statutory Workers' Compensation Insurance and Employer's Liability Insurance for any and all persons employed directly or indirectly by Consultant. The Statutory Workers' Compensation Insurance and Employer's Liability Insurance shall be provided with limits of not less than $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 (most recent edition), Code 1 (any auto). No endorsement shall be attached limiting the coverage.

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

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

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

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

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

4.3 Professional Liability Insurance.

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

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

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

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

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

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

4.4 All Policies Requirements.

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

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

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

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

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

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

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

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

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

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

- Terminate this Agreement.

Section 5. INDEMNIFICATION AND CONSULTANT'S RESPONSIBILITIES.

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

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

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

Notwithstanding the foregoing, to the extent that the Consultant's services are subject to California Civil Code Section 2782.8., the above indemnity, including the cost to defend, shall be limited to the extent required by Civil Code Section 2782.8. In no event shall the cost to defend charged to the Consultant exceed the Consultant's proportionate percentage of fault.

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

Section 6. STATUS OF CONSULTANT.

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

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

Section 7. LEGAL REQUIREMENTS.

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

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

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

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

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

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

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

Section 8. TERMINATION AND MODIFICATION.

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

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

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

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

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

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

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

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

8.6.1 Immediately terminate the Agreement;

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

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

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

Section 9. KEEPING AND STATUS OF RECORDS.

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

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

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

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

Section 10 MISCELLANEOUS PROVISIONS.

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

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

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

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

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

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

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

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

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

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

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

10.9 **Contract Administration.** This Agreement shall be administered by Bryan Swanson, Community and Economic Development Director ("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:

PlaceWorks, Inc.
Attn: Kara L. Kosel Director, Finance
3 MacArthur Place, Suite 1100
Santa Ana, CA 92707

Any written notice to City shall be sent to:

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

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

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

10.12 **Integration.** This Agreement, including the scope of work attached hereto and incorporated herein as Exhibit A represents the entire and integrated agreement between City and

Consultant and supersedes all prior negotiations, representations, or agreements, either written or oral.

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

[SIGNATURES ON FOLLOWING PAGE]

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

CITY OF SOLEDAD

Brent M. Slama, City Manager

Attest:

Brent M. Slama, City Clerk

Approved as to Form:

Michael Rodriquez
Michael Rodriquez (Nov 18, 2022 13:20 PST)

Michael Rodriquez, City Attorney

Placeworks, Inc.

Charlie Knox, Principal

December 4, 2024

CONTRACT AMENDMENT NUMBER 1
TO THE CONTRACT TITLED:

PROFESSIONAL SERVICES AGREEMENT BETWEEN THE CITY OF SOLEDAD AND PLACEWORKS, INC. AGREEMENT IN AN AMOUNT NOT TO EXCEED $79,900 FOR THE CITY'S 2045 GENERAL PLAN UPDATE AND 2023- 2031 HOUSING ELEMENT IMPLEMENTATION

On December 4, 2024, the City Council of the City of Soledad Adopted Resolution No. 6178, "Approving And Authorizing The City Manager To Execute Amendment No. 1 To The Place Works, Inc. Agreement In An Amount Not To Exceed $79,900 For The City's 2045 General Plan Update And 2023–2031 Housing Element Implementation".

By this Amendment:

1. The Consulting Services Agreement between the City of Soledad and Place Works Inc. dated October 5, 2022, is amended to include additional services as described in the attached proposal, marked Exhibit B, for an amount not to exceed $79,990.

Megan Hunter
City Manager
City of Soledad

Charlie Knox
Senior Principal
Place Works Inc.

March 19, 2025

CONTRACT AMENDMENT NUMBER 2
TO THE CONTRACT TITLED:

CONSULTING SERVICES AGREEMENT BETWEEN THE CITY OF SOLEDAD AND PLACEWORKS INC. TO PROVIDE CONTRACT PLANNING SERVICES FOR THE CITY'S 2045 GENERAL PLAN UPDATE

On March 19th, 2025, the City Council of the City of Soledad Adopted Resolution No. 6210, "Approving Amendment No. 2 to Extend the Term of the 2045 General Plan Update Professional Services Agreement with PlaceWorks Inc. to December 31, 2026."

By this Amendment:

1. The Consulting Services Agreement between the City of Soledad and PlaceWorks, Inc., dated October 5, 2022, shall be amended to extend services as described in Exhibit B attached herein until December 31, 2026.

2. Unless otherwise stated herein, all other terms and conditions of the Professional Services Agreement with PlaceWorks Inc. shall remain in full force and effect throughout the extended term.

Megan Hunter
Megan Hunter (Mar 25, 2025 15:04 PDT)

Megan Hunter
City Manager
City of Soledad

Charlie Knox

Charlie Knox
Senior Principal
Place Works Inc.

CITY OF SOLEDAD
STAFF REPORT

SUBJECT: **Resolution No. 6416, A Resolution of the City Council Of The City of Soledad Authorizing Amendments to the County of Monterey Encampment Resolution Funding Program - Round 3 (ERF-3) Standard Agreement and Professional Services Agreement in a Combined Amount Not To Exceed $500,000, for a Total Program Amount Not To Exceed $3.3 Million, and Authorizing Execution of Related Documents, and Approving a Corresponding Budget Amendment**

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

FROM: **Beatriz Trujillo, Community and Economic Development Director and Kimberly Herrera, Management Analyst**

THROUGH: **Megan Hunter, City Manager**

MEETING DATE: **September 2, 2026**

Recommendation

It is recommended that the City Council adopt Resolution No. 6416:

1. Authorizing amendments to the City's existing Encampment Resolution Funding Round 3 (ERF-3) Standard Agreement and Professional Services Agreement with the County of Monterey to accept up to $500,000 in additional funding, for a combined total program amount not to exceed $3.3 million; and
2. Authorizing the City Manager, in consultation with the City Attorney, to finalize and execute the amendments and any other documents necessary to accept, administer, and implement the additional funding, subject to final approval by the State and County; and
3. Approving a budget amendment and appropriation of grant funds.

Executive Summary

The City of Soledad has received approximately $2.8 million in Encampment Resolution Funding Round 3 (ERF-3) through the County of Monterey to establish and operate the Sendero Interim Housing Site and provide services to individuals transitioning from the Soledad/Salinas River encampment. Since opening, Sendero has supported fourteen (14) individuals in transitioning to permanent housing, while fourteen (14) remaining participants continue to receive case management, behavioral health services, and housing assistance. Unanticipated costs associated with operating a provisional encampment for approximately ten months, extending motel stays, and addressing other operational needs have created a need for additional funding. The County has identified up to $500,000 in additional ERF-3 funds that may be allocated between the City's existing Standard Agreement and Professional Services Agreement, subject to State and County approval. The funding would support

Sendero operations through December 2026, and continued participant services through June 2027. Staff recommends authorizing amendments to one or both agreements for a combined increase not to exceed $500,000, bringing the total authorized ERF-3 funding to an amount not to exceed approximately $3.3 million.

Background

On January 17, 2024, the City Council authorized City staff to collaborate with the County of Monterey on submission of an ERF-3 application addressing the Salinas River/Soledad Encampment. The County submitted the application on January 31, 2024, and on April 18, 2024, was notified by the California Interagency Council on Homelessness (Cal ICH) of its intent to award $4,726,964. As part of the partnership, the County subgranted a portion of funding to the City to support project implementation.

Prior to the ERF-3 award, the City and County had already been coordinating cleanup and response efforts under a County-funded Standard Agreement originally executed on April 8, 2024, in the amount of $25,000 and later amended to a total of $40,000.

Following the ERF-3 award, Amendment No. 3 incorporated $542,756 in ERF funding, bringing the Standard Agreement to $582,756. On August 21, 2025, the City Council approved Resolution No. 6147 authorizing up to $2.5 million in ERF related funding through two County agreements: a Standard Agreement for salaries, operations, and program administration, and a Professional Services Agreement for development of the Sendero Interim Housing Site.

On February 19, 2025, through Resolution No. 6199, the City Council authorized an additional $200,000 under the Professional Services Agreement for Sendero-related development expenses. Further, On May 20, 2026. through Resolution No. 6366, the City Council approved Amendment No.4 to the Standard Agreement to increase the funding by $30,000 for a total not to exceed amount of $612,756.

To date, the City Council has authorized the acceptance of up to approximately $2.8 million in ERF related funding from the County of Monterey, including $2,148,331.60 under the Professional Services Agreement and $612,756 under the Standard Agreement, for a combined total of $2,761,087.60. Since March 2026, Sendero Interim Housing has continued to provide participants with a safer and more stable living environment while supporting their transition toward permanent housing. Participants have access to wraparound supportive services, housing assistance, and connections to programs that promote long-term stability.

This funding and related anticipated expenditures were not included in the FY 26/27 budget and therefore a budget amendment appropriating the grant funds is required.

Review & Analysis

Since opening, the Sendero Interim Housing Site has remained a critical resource for individuals transitioning from the City's provisional encampment. Participants receive individualized case management, connections to behavioral health and substance use treatment, and housing navigation services intended to address barriers, promote stability, and support successful transitions to permanent housing.

Participants have made significant progress toward housing stability. Three (3) participants are currently employed, all participants are engaged in behavioral health services, and four (4) have

received substance use treatment. To date, fourteen (14) individuals have successfully transitioned to permanent housing, and fourteen (14) participants remain at Sendero.

Of the remaining participants, four (4) have been approved to move into Casa de Esperanza in King City, and two (2) additional participants are awaiting approval. Two (2) participants are pursuing family reunification, while the remaining six (6) are expected to transition to permanent housing through tenant-based rental assistance. Step Up on Second continues to work closely with each participant to address individual barriers and facilitate appropriate and sustainable housing placements.

Since the ERF-3 program began, the City has continuously evaluated and adjusted its response to meet changing operational, health, and safety needs. As is common with projects serving individuals experiencing homelessness, implementation required the City to respond to circumstances that were not fully anticipated when the original budget was developed. Although the City budgeted for motel vouchers, the original budget did not contemplate the need to rapidly establish and operate a provisional encampment. The provisional site ultimately operated for approximately eight (8) months while Sendero was being developed. The City also incurred motel voucher costs for a longer period than originally anticipated. These necessary adjustments resulted in additional expenditures for temporary shelter, security, sanitation, utilities, site operations, and other essential services.

Although ERF-3 funds remain available through June 30, 2027, current project costs allow Sendero to remain open to participants only through December 2026. Based on participants' current housing plans and progress, the City anticipates that most participants will be housed or otherwise transitioned from the site by that time. Following the closure of on-site operations, Step Up will continue providing case management, housing stabilization, and supportive services through June 2027 to assist participants with maintaining their housing placements and connecting to other necessary resources.

To address the project's remaining financial and operational needs, the County of Monterey has identified up to $500,000 in additional ERF-3 funding for potential allocation to the City. The County is working with the State to obtain the approvals necessary to reallocate these funds. Depending on the State's final approval, the additional funding may be distributed between the City's existing Standard Agreement and Professional Services Agreement with the County. The additional funding would allow the City to maintain Sendero's operations through its anticipated closure in December 2026, continue supportive services through June 2027, and address eligible costs incurred as the City adapted its response to changing conditions. Eligible expenses may include facility maintenance, final payment to site development contractors, utilities, security, sanitation, supportive services, and other costs necessary to maintain a safe and functional program. The City is currently in discussions with the County regarding additional funding that could potentially extend Sendero operations through April 2027. However, because no additional funding has been committed at this time, the City is planning for Sendero to close in December 2026.

A portion of the funding will also support the City's coordinated response with Caltrans and the Soledad Police Department to a newly identified encampment within the Soledad/Salinas Riverbed. The City coordinated cleanup and outreach activities to remove accumulated debris, trash, and other materials; address immediate health and safety concerns; and improve conditions within the riverbed. Individuals encountered during this effort were offered connections to appropriate services and available resources.

Approval of the proposed action would authorize amendments to one or both existing County agreements in a combined amount not to exceed $500,000, subject to final approval of the funding reallocation by the State and County. If the full amount is approved, the City's total authorized ERF-3

funding would increase to an amount not to exceed approximately $3.3 million. Staff further recommends authorizing the City Manager, in consultation with the City Attorney, to finalize and execute the amendments and any other documents necessary to accept and administer the additional funding. This includes a budget amendment and appropriation of grant funds.

Financial Considerations

The proposed amendments to the grant agreements will not impact on the City's General Funds, as the County has identified and agreed to provide additional funds for the Sendero Interim Housing Site. The City is working with the County to identify other sources of funding to extend operations of Sendero to April 2027.

A budget amendment and appropriation of grant funds is also necessary as this was not included in the FY 26/27 budget.

Strategic Plan Alignment

This item advances Goal 2.3.2 of the City Council Strategic Plan: "Implement comprehensive homelessness solutions grounded in Housing First and interim-to-permanent strategies to achieve functional zero homelessness." Continued funding for the Sendero Interim Housing Site supports the City's ongoing commitment to providing stable interim housing, operational continuity, and coordinated wraparound services for participants through June 30, 2027, while assisting individuals in transitioning toward permanent housing opportunities

Alternatives

1. Approve City Manager to Amend Contract to the County of Monterey Standard Agreement for the Encampment Resolution Funding Program- Round 3 (ERF-3).
2. Do not approve City Manager to Amend Contract. This alternative is not recommended, as it would interrupt services for participants and the continuity of operations for the site.

Planning/CEQA

The ERF-3 amendment to accept additional funding does not constitute a "Project" under the California Environmental Quality Act (CEQA). The City of Soledad has determined that the proposed action is not a project as defined in CEQA Guidelines Section 15378 because it will not result in a direct or reasonably foreseeable indirect physical change to the environment.

Public Notice Requirements

Not required.

Attachment(s):
Resolution No. 6416
Attachment 1 - Standard Agreement
Attachment 2 - Standard Agreement Amendments 1, 2, 3 & 4
Attachment 3 - Professional Services Agreement
Attachment 4 - Professional Services Agreement Amendment No. 1
Presentation

RESOLUTION NO. 6416

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLEDAD AUTHORIZING AMENDMENTS TO THE COUNTY OF MONTEREY ENCAMPMENT RESOLUTION FUNDING PROGRAM - ROUND 3 (ERF-3) STANDARD AGREEMENT AND PROFESSIONAL SERVICES AGREEMENT IN A COMBINED AMOUNT NOT TO EXCEED $500,000, FOR A TOTAL PROGRAM AMOUNT NOT TO EXCEED $3.3 MILLION, AND AUTHORIZING EXECUTION OF RELATED DOCUMENTS, AND APPROVING A CORRESPONDING BUDGET AMENDMENT

WHEREAS, on January 17, 2024, the City Council authorized City staff to collaborate with the County of Monterey in the development and submission of an Encampment Resolution Funding Program - Round 3 (ERF-3) application addressing the Salinas River/Soledad Encampment; and

WHEREAS, prior to the ERF-3 award, the City and County entered into a County-funded Standard Agreement on April 8, 2024, in the amount of $25,000 to support cleanup and response efforts related to the encampment, which was later administratively amended to a total amount of $40,000; and

WHEREAS, following the County's receipt of the ERF-3 award from the California Interagency Council on Homelessness (Cal ICH), the City Council adopted Resolution No. 6147 on August 21, 2024, authorizing the City Manager to accept up to $2.5 million in ERF-related funding through two agreements with the County of Monterey, including a Standard Agreement for salaries, operations, and program administration, and an Agreement for Professional Services for the development of the Sendero Interim Housing Site; and

WHEREAS, Amendment No. 3 to the Standard Agreement incorporated $542,756 in ERF funding in addition to the previously authorized $40,000 in County funding, increasing the Standard Agreement total to $582,756; and

WHEREAS, on February 19, 2025, the City Council adopted Resolution No. 6199 authorizing an additional $200,000 under the Professional Services Agreement for development-related expenses associated with the Sendero Interim Housing Site, increasing the Professional Services Agreement total to $2,148,331.60 and the City's total ERF-related funding allocation to $2,691,087.60; and

WHEREAS, on May 20, 2026, the City Council adopted Resolution No. 6366 authorizing Amendment No. 4 to the Standard Agreement to increase funding by $30,000, for a total not-to-exceed amount of $612,756; and

WHEREAS, the County of Monterey has identified up to $500,000 in additional ERF-3 funding for potential allocation to the City, subject to final approval by the State and County, and such funding may be distributed between the existing Standard Agreement and Professional Services Agreement; and

WHEREAS, additional funding is necessary to address unanticipated eligible costs associated with the rapid establishment and approximately ten-month operation of a provisional encampment, the extended use of motel vouchers, and related temporary shelter, security, sanitation, utility, site operation, and program expenses; and

WHEREAS, the additional funding will support continued operation of the Sendero Interim Housing Site through its anticipated closure in December 2026 and continued case management, housing stabilization, and supportive services through June 30, 2027; and

WHEREAS, a portion of the additional funding may also support eligible costs associated with the City's coordinated response with Caltrans and the Soledad Police Department to a newly identified encampment within the Soledad/Salinas Riverbed; and

WHEREAS, acceptance of the additional ERF-3 funding will have no impact on the City's General Fund.

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

1. The City Council authorizes amendments to the City's existing ERF-3 Standard Agreement and Professional Services Agreement with the County of Monterey to accept up to $500,000 in additional funding, in any allocation between the two agreements approved by the State and County, for a combined total program amount not to exceed approximately $3.3 million; and
2. The City Manager, in consultation with the City Attorney, is authorized to finalize and execute the amendments and any other documents necessary to accept, administer, and implement the additional funding, subject to final approval by the State and County; and
3. The City Council approves a corresponding budget amendment to the FY 26/27 budget and appropriation of grant funds.

PASSED AND ADOPTED by the City Council of the City of Soledad at a regular meeting duly held on the 2nd of September 2026 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

COUNTY OF MONTEREY STANDARD AGREEMENT

This **Agreement** is made by and between the County of Monterey, a political subdivision of the State of California (hereinafter "County") and:

City of Soledad

(hereinafter "CONTRACTOR").

In consideration of the mutual covenants and conditions set forth in this Agreement, the parties agree as follows:

1.0 GENERAL DESCRIPTION:

The County hereby engages CONTRACTOR to perform, and CONTRACTOR hereby agrees to perform, the services described in **Exhibit A** in conformity with the terms of this Agreement. The goods and/or services are generally described as follows:

Provide: Encampment debris clean up of unincorporated areas along and in the river bed of the Salinas River near the City of Soledad.

2.0 PAYMENT PROVISIONS:

2.1 County shall pay the CONTRACTOR in accordance with the payment provisions set forth in **Exhibit A**, subject to the limitations set forth in this Agreement. The total amount payable by County to CONTRACTOR under this Agreement shall not exceed the sum of: **$ 25,000**

3.0 TERM OF AGREEMENT:

3.01 The term of this Agreement is from April 8, 2024 **to** June 30, 2024, unless sooner terminated pursuant to the terms of this Agreement. This Agreement is of no force or effect until signed by both CONTRACTOR and County and with County signing last, and **CONTRACTOR may not commence work before County signs this Agreement.**

3.02 The County reserves the right to cancel this Agreement, or any extension of this Agreement, without cause, with a thirty day (30) written notice, or with cause immediately.

4.0 SCOPE OF SERVICES AND ADDITIONAL PROVISIONS:

The following attached exhibits are incorporated herein by reference and constitute a part of this Agreement:

Exhibit A Scope of Services/Payment Provisions

Exhibit B Other: Map of Area for Clean-up

5.0 PERFORMANCE STANDARDS:

5.01 CONTRACTOR warrants that CONTRACTOR and CONTRACTOR's agents, employees, and subcontractors performing services under this Agreement are specially trained, experienced, competent, and appropriately licensed to perform the work and deliver the services required under this Agreement and are not employees of the County, or immediate family of an employee of the County.

5.02 CONTRACTOR, its agents, employees, and subcontractors shall perform all work in a safe and skillful manner and in compliance with all applicable laws and regulations. All work performed under this Agreement that is required by law to be performed or supervised by licensed personnel shall be performed in accordance with such licensing requirements.

5.03 CONTRACTOR shall furnish, at its own expense, all materials, equipment, and personnel necessary to carry out the terms of this Agreement, except as otherwise specified in this Agreement. CONTRACTOR shall not use County premises, property (including equipment, instruments, or supplies) or personnel for any purpose other than in the performance of its obligations under this Agreement.

6.0 PAYMENT CONDITIONS:

6.01 Prices shall remain firm for the initial term of the Agreement and, thereafter, may be adjusted annually as provided in this paragraph. The County does not guarantee any minimum or maximum amount of dollars to be spent under this Agreement.

6.02 Negotiations for rate changes shall be commenced, by CONTRACTOR, a minimum of ninety days (90) prior to the expiration of the Agreement. Rate changes are not binding unless mutually agreed upon in writing by the County and the CONTRACTOR.

6.03 Invoice amounts shall be billed directly to the ordering department.

6.04 CONTRACTOR shall submit such invoice periodically or at the completion of services, but in any event, not later than 30 days after completion of services. The invoice shall set forth the amounts claimed by CONTRACTOR for the previous period, together with an itemized basis for the amounts claimed, and such other information pertinent to the invoice. The County shall certify the invoice, either in the requested amount or in such other amount as the County approves in conformity with this Agreement and shall promptly submit such invoice to the County Auditor-Controller for payment. The County Auditor-Controller shall pay the amount certified within 30 days of receiving the certified invoice.

6.05 The Parties agree that CONTRACTOR and its subcontractors shall be reimbursed for mileage based upon the Internal Revenue Service (IRS) standard business mileage rate at the time of travel.

7.0 TERMINATION:

7.01 During the term of this Agreement, the County may terminate the Agreement for any reason by giving written notice of termination to the CONTRACTOR at least thirty (30) days prior to the effective date of termination. Such notice shall set forth the effective date of termination. In the event of such termination, the amount payable under this Agreement shall be reduced in proportion to the services provided prior to the date of termination.

7.02 The County may cancel and terminate this Agreement for good cause effective immediately upon written notice to CONTRACTOR. "Good cause" includes the failure of CONTRACTOR to perform the required services at the time and in the manner provided under this Agreement. If County terminates this Agreement for good cause, the County may be relieved of the payment of any consideration to CONTRACTOR, and the County may proceed with the work in any manner, which County deems proper. The cost to the County shall be deducted from any sum due the CONTRACTOR under this Agreement.

7.03 The County's payments to CONTRACTOR under this Agreement are funded by local, state and federal governments. If funds from local, state and federal sources are not obtained and continued at a level sufficient to allow for the County's purchase of the indicated quantity of services, then the County may give written notice of this fact to CONTRACTOR, and the obligations of the parties under this Agreement shall terminate immediately, or on such date thereafter, as the County may specify in its notice, unless in the meanwhile the parties enter into a written amendment modifying this Agreement.

8.0 INDEMNIFICATION:

CONTRACTOR shall indemnify, defend, and hold harmless the County, its officers, agents, and employees, from and against any and all claims, liabilities, and losses whatsoever (including damages to property and injuries to or death of persons, court costs, and reasonable attorneys' fees) occurring or resulting to any and all persons, firms or corporations furnishing or supplying work, services, materials, or supplies in connection with the performance of this Agreement, and from any and all claims, liabilities, and losses occurring or resulting to any person, firm, or corporation for damage, injury, or death arising out of or connected with the CONTRACTOR's performance of this Agreement, unless such claims, liabilities, or losses arise out of the sole negligence or willful misconduct of the County. "CONTRACTOR's performance" includes CONTRACTOR's action or inaction and the action or inaction of CONTRACTOR's officers, employees, agents and subcontractors.

9.0 INSURANCE REQUIREMENTS:

9.01 **Evidence of Coverage:** Prior to commencement of this Agreement, the Contractor shall provide a "Certificate of Insurance" certifying that coverage as required herein has been obtained. Individual endorsements executed by the insurance carrier shall accompany the certificate. In addition, the Contractor upon request shall provide a certified copy of the policy or policies.

This verification of coverage shall be sent to the County's Contracts/Purchasing Department, unless otherwise directed. The Contractor shall not receive a "Notice to Proceed" with the work under this Agreement until it has obtained all insurance required and the County has approved such insurance. This approval of insurance shall neither relieve nor decrease the liability of the Contractor.

9.02 **Qualifying Insurers:** All coverages, except surety, shall be issued by companies which hold a current policy holder's alphabetic and financial size category rating of not less than A- VII, according to the current A.M. Best's Rating Guide or a company of equal financial stability that is approved by the County's Purchasing Agent.

9.03 **Insurance Coverage Requirements:** Without limiting CONTRACTOR's duty to indemnify, CONTRACTOR shall maintain in effect throughout the term of this Agreement a policy or policies of insurance with the following minimum limits of liability:

Commercial General Liability Insurance: including but not limited to premises and operations, including coverage for Bodily Injury and Property Damage, Personal Injury, Contractual Liability, Broad form Property Damage, Independent Contractors, Products and Completed Operations, with a combined single limit for Bodily Injury and Property Damage of not less than $1,000,000 per occurrence, and $2,000,000 in the aggregate.
(Note: any proposed modifications to these general liability insurance requirements shall be attached as an Exhibit hereto, and the section(s) above that are proposed as not applicable shall be lined out in blue ink. All proposed modifications are subject to County approval.)

Auto Liability Coverage: must include all motor vehicles, including owned, leased, non-owned, and hired vehicles, used in providing services under this Agreement, with a combined single limit or Bodily Injury and Property Damage of not less than $1,000,000 per occurrence.
(Note: any proposed modifications to these auto insurance requirements shall be attached as an Exhibit hereto, and the section(s) above that are proposed as not applicable shall be lined out in blue ink. All proposed modifications are subject to County approval.)

Workers' Compensation Insurance: if CONTRACTOR employs others in the performance of this Agreement, in accordance with California Labor Code section 3700 and with Employer's Liability limits not less than $1,000,000 each person, $1,000,000 each accident and $1,000,000 each disease.
(Note: any proposed modifications to these workers' compensation insurance requirements shall be attached as an Exhibit hereto, and the section(s) above that are proposed as not applicable shall be lined out in blue ink. All proposed modifications are subject to County approval.)

Professional Liability Insurance: if required for the professional services being provided, (e.g., those persons authorized by a license to engage in a business or profession regulated by the California Business and Professions Code), in the amount of not less than $1,000,000 per claim and $2,000,000 in the aggregate, to cover liability for malpractice or errors or omissions made in the course of rendering professional services. If professional liability insurance is written on a "claims-made" basis rather than an occurrence basis, the CONTRACTOR shall, upon the expiration or earlier termination of this Agreement, obtain extended reporting coverage ("tail coverage") with the same liability limits. Any such tail coverage shall continue for at least three years following the expiration or earlier termination of this Agreement.
(Note: Professional liability insurance coverage is required if the contractor is providing a professional service regulated by the state. Examples of service providers regulated by the state are insurance agents, professional architects and engineers, doctors, certified public accountants, lawyers, etc. However, other professional Contractors, such as computer or software designers, technology services, and services providers such as claims administrators, should also have professional liability. If in doubt, consult with your risk or contract manager.)

If the contractor maintains broader coverage and/or higher limits than the minimums shown above, the County requires and shall be entitled to the broader coverage and/or higher limits maintained by the contractor.

9.04 Other Requirements:

All insurance required by this Agreement shall be with a company acceptable to the County and issued and executed by an admitted insurer authorized to transact Insurance business in the State of California. Unless otherwise specified by this Agreement, all such insurance shall be written on an occurrence basis, or, if the policy is not written on an occurrence basis, such policy with the coverage required herein shall continue in effect for a period of three years following the date CONTRACTOR completes its performance of services under this Agreement.

Each liability policy shall provide that the County shall be given notice in writing at least thirty days in advance of any endorsed reduction in coverage or limit, cancellation, or intended non-renewal thereof. Each policy shall provide coverage for Contractor and additional insureds with respect to claims arising from each subcontractor, if any, performing work under this Agreement, or be accompanied by a certificate of insurance from each subcontractor showing each subcontractor has identical insurance coverage to the above requirements.

Additional Insured Status:

The County of Monterey, its officers, officials, employees, and volunteers are to be covered as additional insureds on the commercial general liability policy with respect to liability arising out of work or operations performed by or on behalf of the CONTRACTOR including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage shall be provided in the form of an endorsement to the CONTRACTOR'S insurance (at least as broad as ISO Form CG 20 10 11 85 or if not available, through the addition of both CG 20 10, CG 20 26, CG 20 33, or CG 20 38; and CG 20 37 if a later edition is used).

Primary Coverage:

For any claims related to this contract, the CONTRACTOR'S insurance coverage shall be primary and non-contributory and at least as broad as ISO CG 20 01 04 13 as respects the County, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by the County, its officers, officials, employees, or volunteers shall be excess of the CONTRACTOR'S insurance and shall not contribute with it. This requirement shall also apply to any Excess or Umbrella liability policies.

Waiver of Subrogation:

CONTRACTOR hereby grants to County a waiver of any right to subrogation which any insurer of said CONTRACTOR may acquire against the County by virtue of the payment of any loss under such insurance. CONTRACTOR agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the County has received a waiver of subrogation endorsement from the insurer.

Prior to the execution of this Agreement by the County, CONTRACTOR shall file certificates of insurance with the County's contract administrator and County's Contracts/Purchasing Division, showing that the CONTRACTOR has in effect the insurance required by this Agreement. The CONTRACTOR shall file a new or amended certificate of insurance within five calendar days after any change is made in any insurance policy, which would alter the information on the certificate then on file. Acceptance or approval of insurance shall in no way modify or change the indemnification clause in this Agreement, which shall continue in full force and effect. CONTRACTOR shall always during the term of this Agreement maintain in force the insurance coverage required under this Agreement and shall send, without demand by County, annual certificates to County's Contract Administrator and County's Contracts/Purchasing Division. If the certificate is not received by the expiration date, County shall notify CONTRACTOR and CONTRACTOR shall have five calendar days to send in the certificate, evidencing no lapse in coverage during the interim. Failure by CONTRACTOR to maintain such insurance is a default of this Agreement, which entitles County, at its sole discretion, to terminate this Agreement immediately.

10.0 RECORDS AND CONFIDENTIALITY:

10.1 **Confidentiality:** CONTRACTOR and its officers, employees, agents, and subcontractors shall comply with any and all federal, state, and local laws, which provide for the confidentiality of records and other information. CONTRACTOR shall not disclose any confidential records or other confidential information received from the County or prepared in connection with the performance of this Agreement, unless County specifically permits CONTRACTOR to disclose such records or information. CONTRACTOR shall promptly transmit to County any and all requests for disclosure of any such confidential records or information. CONTRACTOR shall not use any confidential information gained by CONTRACTOR in the performance of this Agreement except for the sole purpose of carrying out CONTRACTOR's obligations under this Agreement.

10.2 **County Records:** When this Agreement expires or terminates, CONTRACTOR shall return to County any County records which CONTRACTOR used or received from County to perform services under this Agreement.

10.3 **Maintenance of Records:** CONTRACTOR shall prepare, maintain, and preserve all reports and records that may be required by federal, state, and County rules and regulations related to services performed under this Agreement. CONTRACTOR shall maintain such records for a period of at least three years after receipt of final payment under this Agreement. If any litigation, claim, negotiation, audit exception, or other action relating to this Agreement is pending at the end of the three-year period, then CONTRACTOR shall retain said records until such action is resolved.

10.4 **Access to and Audit of Records:** The County shall have the right to examine, monitor and audit all records, documents, conditions, and activities of the CONTRACTOR and its subcontractors related to services provided under this Agreement. Pursuant to Government Code section 8546.7, if this Agreement involves the expenditure of public funds in excess of $10,000, the parties to this Agreement may be subject, at the request of the County or as part of any audit of the County, to the examination and audit of the State Auditor pertaining to matters connected with the performance of this Agreement for a period of three years after final payment under the Agreement.

10.5 **Royalties and Inventions:** County shall have a royalty-free, exclusive and irrevocable license to reproduce, publish, and use, and authorize others to do so, all original computer programs, writings, sound recordings, pictorial reproductions, drawings, and other works of similar nature produced in the course of or under this Agreement. CONTRACTOR shall not publish any such material without the prior written approval of County.

11.0 NON-DISCRIMINATION:

11.1 During the performance of this Agreement, CONTRACTOR, and its subcontractors, shall not unlawfully discriminate against any person because of race, religious creed, color, sex, national origin, ancestry, physical disability, mental disability, medical condition, marital status, age (over 40), sexual orientation, or any other characteristic set forth in California Government code § 12940(a), either in CONTRACTOR's employment practices or in the furnishing of services to recipients. CONTRACTOR shall ensure that the evaluation and treatment of its employees and applicants for employment and all persons receiving and requesting services are free of such discrimination. CONTRACTOR and any subcontractor shall, in the performance of this Agreement, fully comply with all federal, state, and local laws and regulations which prohibit discrimination. The provision of services primarily or exclusively to such target population as may be designated in this Agreement shall not be deemed to be prohibited discrimination.

12.0 COMPLIANCE WITH TERMS OF STATE OR FEDERAL GRANTS:

If this Agreement has been or will be funded with monies received by the County pursuant to a contract with the state or federal government in which the County is the grantee, CONTRACTOR will comply with all the provisions of said contract, to the extent applicable to CONTRACTOR as a subgrantee under said contract, and said provisions shall be deemed a part of this Agreement, as though fully set forth herein. Upon request, County will deliver a copy of said contract to CONTRACTOR, at no cost to CONTRACTOR.

13.0 COMPLIANCE WITH APPLICABLE LAWS:

13.1 CONTRACTOR shall keep itself informed of and in compliance with all federal, state, and local laws, ordinances, regulations, and orders, including but not limited to all state and federal tax laws that may affect in any manner the Project or the performance of the Services or those engaged to perform Services under this AGREEMENT as well as any privacy laws including, if applicable, HIPAA. CONTRACTOR shall procure all permits and licenses, pay all charges and fees, and give all notices require by law in the performance of the Services.

13.2 CONTRACTOR shall report immediately to County's Contracts/Purchasing Officer, in writing, any discrepancy or inconsistency it discovers in the laws, ordinances, regulations, orders, and/or guidelines in relation to the Project of the performance of the Services.

13.3 All documentation prepared by CONTRACTOR shall provide for a completed project that conforms to all applicable codes, rules, regulations, and guidelines that are in force at the time such documentation is prepared.

14.0 INDEPENDENT CONTRACTOR:

In the performance of work, duties, and obligations under this Agreement, CONTRACTOR is always acting and performing as an independent contractor and not as an employee of the County. No offer or obligation of permanent employment with the County or County department or agency is intended in any manner, and CONTRACTOR shall not become entitled by virtue of this Agreement to receive from County any form of employee benefits including but not limited to sick leave, vacation, retirement benefits, workers' compensation coverage, insurance or disability benefits. CONTRACTOR shall be solely liable for and obligated to pay directly all applicable taxes, including federal and state income taxes and social security, arising out of CONTRACTOR's performance of this Agreement. In connection therewith, CONTRACTOR shall defend, indemnify, and hold County harmless from any and all liability which County may incur because of CONTRACTOR's failure to pay such taxes.

15.0 NOTICES:

Notices required under this Agreement shall be delivered personally or by first-class, postage pre-paid mail to the County and CONTRACTOR'S contract administrators at the addresses listed below:

FOR COUNTY:	**FOR CONTRACTOR:**
Roxanne Wilson, CAO Homeless Services Director	Megan Hunter, City Manager
Name and Title	Name and Title
168 West Alisal Street, 3rd Floor, Salinas, CA 93901	248 Main Street, Soledad, CA 93960
Address	Address
831-755-5445	831-223-5043
Phone:	Phone:

16.0 MISCELLANEOUS PROVISIONS.

16.01 **Conflict of Interest:** CONTRACTOR represents that it presently has no interest and agrees not to acquire any interest during the term of this Agreement, which would directly, or indirectly conflict in any manner or to any degree with the full and complete performance of the services required to be rendered under this Agreement.

16.02 **Amendment:** This Agreement may be amended or modified only by an instrument in writing signed by the County and the CONTRACTOR.

16.03 **Waiver:** Any waiver of any terms and conditions of this Agreement must be in writing and signed by the County and the CONTRACTOR. A waiver of any of the terms and conditions of this Agreement shall not be construed as a waiver of any other terms or conditions in this Agreement.

16.04 **Contractor:** The term "CONTRACTOR" as used in this Agreement includes

CONTRACTOR's officers, agents, and employees acting on CONTRACTOR's behalf in the performance of this Agreement.

16.05 **Disputes:** CONTRACTOR shall continue to perform under this Agreement during any dispute.

16.06 **Assignment and Subcontracting:** The CONTRACTOR shall not assign, sell, or otherwise transfer its interest or obligations in this Agreement without the prior written consent of the County. None of the services covered by this Agreement shall be subcontracted without the prior written approval of the County. Notwithstanding any such subcontract, CONTRACTOR shall continue to be liable for the performance of all requirements of this Agreement.

16.07 **Successors and Assigns:** This Agreement and the rights, privileges, duties, and obligations of the County and CONTRACTOR under this Agreement, to the extent assignable or delegable, shall be binding upon and inure to the benefit of the parties and their respective successors, permitted assigns, and heirs.

16.08 **Headings:** The headings are for convenience only and shall not be used to interpret the terms of this Agreement.

16.09 **Time is of the Essence:** Time is of the essence in each and all of the provisions of this Agreement.

16.10 **Governing Law:** This Agreement shall be governed by and interpreted under the laws of the State of California; venue shall be Monterey County.

16.11 **Non-exclusive Agreement:** This Agreement is non-exclusive and both County and CONTRACTOR expressly reserve the right to contract with other entities for the same or similar services.

16.12 **Construction of Agreement:** The County and CONTRACTOR agree that each party has fully participated in the review and revision of this Agreement and that any rule of construction to the effect that ambiguities are to be resolved against the drafting party shall not apply in the interpretation of this Agreement or any amendment to this Agreement.

16.13 **Counterparts:** This Agreement may be executed in two or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same Agreement.

16.14 **Authority:** Any individual executing this Agreement on behalf of the County or the CONTRACTOR represents and warrants hereby that he or she has the requisite authority to enter into this Agreement on behalf of such party and bind the party to the terms and conditions of this Agreement.

16.15 **Integration:** This Agreement, including the exhibits, represent the entire Agreement between the County and the CONTRACTOR with respect to the subject matter of this Agreement and shall supersede all prior negotiations, representations, or agreements, either written or oral, between the County and the CONTRACTOR as of the effective date of this Agreement, which is the date that the County signs the Agreement.

16.16 **Interpretation of Conflicting Provisions:** In the event of any conflict or inconsistency between the provisions of this Agreement and the Provisions of any exhibit or other attachment to this Agreement, the provisions of this Agreement shall prevail and control.

17.0 CONSENT TO USE OF ELECTRONIC SIGNATURES.

17.1 The parties to this Agreement consent to the use of electronic signatures via DocuSign to execute this Agreement. The parties understand and agree that the legality of electronic signatures is governed by state and federal law, 15 U.S.C. Section 7001 et seq.; California Government Code Section 16.5; and, California Civil Code Section 1633.1 *et. seq.* Pursuant to said state and federal law as may be amended from time to time, the parties to this Agreement hereby authenticate and execute this Agreement, and any and all Exhibits to this Agreement, with their respective electronic signatures, including any and all scanned signatures in portable document format (PDF).

17.2 **Counterparts.**

The parties to this Agreement understand and agree that this Agreement can be executed in two (2) or more counterparts and transmitted electronically via facsimile transmission or by delivery of a scanned counterpart in portable document format (PDF) via email transmittal.

17.3 **Form: Delivery by E-Mail or Facsimile.**

Executed counterparts of this Agreement may be delivered by facsimile transmission or by delivery of a scanned counterpart in portable document format (PDF) by e-mail transmittal, in either case with delivery confirmed. On such confirmed delivery, the signatures in the facsimile or PDF data file shall be deemed to have the same force and effect as if the manually signed counterpart or counterparts had been delivered to the other party in person.

********** THIS SECTION INTENTIONALLY LEFT BLANK **********

18.0 SIGNATURE PAGE.

IN WITNESS WHEREOF, County and CONTRACTOR have executed this Agreement as of the day and year written below.

COUNTY OF MONTEREY

By: DocuSigned by: Debra Wilson
Contracts/Purchasing Officer
Date: 4/8/2024 | 12:58 PM PDT

By: DocuSigned by: Deborah Padinelli
Department Head (if applicable)
Date: 4/8/2024 | 12:59 PM PDT

Approved as to Form
County Counsel
Susan K. Blitch, Acting County Counsel

By: DocuSigned by: Marina Pantchenko
County Counsel
Date: 4/3/2024 | 9:01 AM PDT

Approved as to Fiscal Provisions

By: DocuSigned by: Jennifer Forsyth
Auditor/Controller
Date: 4/3/2024 | 10:15 AM PDT

Approved as to Liability Provisions
Office of the County Counsel-Risk Management

By: DocuSigned by: David Bolton, Risk Manager
David Bolton, Risk Manager
Date: 4/3/2024 | 9:09 AM PDT

CONTRACTOR

City of Soledad
Contractor/Business Name *

By: DocuSigned by: Megan Hunter, City Manager
(Signature of Chair, President, or Vice-President)
Megan Hunter, City Manager
Name and Title
Date: 4/2/2024 | 9:50 AM PDT

By: DocuSigned by: Mike Rodriquez, City Attorney
(Signature of Secretary, Asst. Secretary, CFO, Treasurer, or Asst. Treasurer)
Mike Rodriquez, City Attorney
Name and Title
Date: 4/2/2024 | 4:17 PM PDT

County Board of Supervisors' Agreement No. _____ approved on _____

*INSTRUCTIONS: If CONTRACTOR is a corporation, including non-profit corporations, the full legal name of the corporation shall be set forth above together with the signatures of two (2) specified officers per California Corporations Code Section 313. If CONTRACTOR is a Limited Liability Corporation (LLC), the full legal name of the LLC shall be set forth above together with the signatures of two (2) managers. If CONTRACTOR is a partnership, the full legal name of the partnership shall be set forth above together with the signature of a partner who has authority to execute this Agreement on behalf of the partnership. If CONTRACTOR is contracting in an individual capacity, the individual shall set forth the name of the business, if any, and shall personally sign the Agreement or Amendment to said Agreement.

[1]Approval by County Counsel is required

[2]Approval by Auditor-Controller is required

[3]Approval by Risk Management is necessary only if changes are made in paragraphs 8 or 9

DocuSign Envelope ID: 453B8236-465C-4DBD-9F98-35A3E55F9DFD

EXHIBIT-A

To Agreement by and between
CAO -Homeless Services, hereinafter referred to as "COUNTY"
AND
City of Soledad "CONTRACTOR"

Scope of Services / Payment Provisions

A. SCOPE OF SERVICES

A.1 SALINAS RIVER ENCAMPMENT DEBRIS AND TRASH REMOVAL PROJECT. The CONTRACTOR shall provide services and staff, and otherwise do all things necessary for or incidental to the performance of work, as set forth below:

A.1.1 CONTRACTOR shall provide trash and debris clean-up of encampment areas along and in the Salinas River as located on the map of unincorporated/private areas (Exhibit B) just outside the jurisdictional boundaries of the City of Soledad (City) for the purpose of removing multiple abandoned vehicles, large amounts of trash and other unhealthy hazards causing pollution to the river and the community. The encampment clean-up project services will include the following:

	Salinas River Encampment Debris Removal Project	**Performed By CONTRACTOR:**
1.	Encampment Community Outreach: • Provide staff to perform outreach and notification to encampment residents of the plan to remove debris and trash from the area. • Provide staff for onsite support to residents for concerns and questions on the day(s) of clean-up as necessary. • Secure storage unit for encampment residents' valuables (if needed)	City Community Development Department
2.	Outsource Debris and Trash Removal Contracts: • Coordinate and outsource services to remove abandoned vehicles and unload trash dumpsters from the targeted area.	City Public Works Department
3.	Performance of Debris and Trash Removal: • Assist with the trash and debris removal. • Inform encampment residents how to reduce excessive debris and illegal dumping for safety to ensure the area remain free of excessive debris and illegal dumping.	City Police and Fire Department

B. PAYMENT PROVISIONS

B.1 COMPENSATION/ PAYMENT

COUNTY shall pay an amount not to exceed $25,000.00 for the performance of all things necessary for or incidental to the performance of work as set forth in the Scope of Services. CONTRACTOR'S compensation for services rendered shall be based on the following rates or in accordance with the following terms:

PROJECT SERVICES	Maximum Cost
SALINAS RIVER ENCAMPMENT DEBRIS AND TRASH REMOVAL PROJECT. For the project services, as described in Exhibit A, Section A.1.1, to provide trash and debris clean-up of encampment areas along and in the Salinas River for the purpose of removing multiple unhealthy hazards causing pollution to the river and the community.	$25,000.00

B.2 CONTRACTORS BILLING PROCEDURES

CONTRACTOR shall send invoices by email to the COUNTY CAO Homeless Services Contracts Management Analyst on a form acceptable to setting forth the amounts claimed by the CONTRACTOR for the previous month, together with an itemized basis for the amounts claimed, and such other information pertinent to the invoice as the COUNTY may require. The Contract Administrator or his or her designee shall certify the invoice within seven (7) business days of receipt of the invoice; either in the requested amount or in such other amount as the COUNTY approves in conformity with this Agreement and shall promptly submit such invoice to the COUNTY Auditor-Controller for payment. The COUNTY Auditor-Controller shall pay the amount certified within thirty (30) days of receiving the certified invoice. CONTRACTOR shall not receive reimbursement for travel expenses unless set forth in this Agreement.

NOTE: Payment may be based upon satisfactory acceptance of each deliverable, payment after completion of each major part of the Agreement, payment at conclusion of the Agreement, etc.

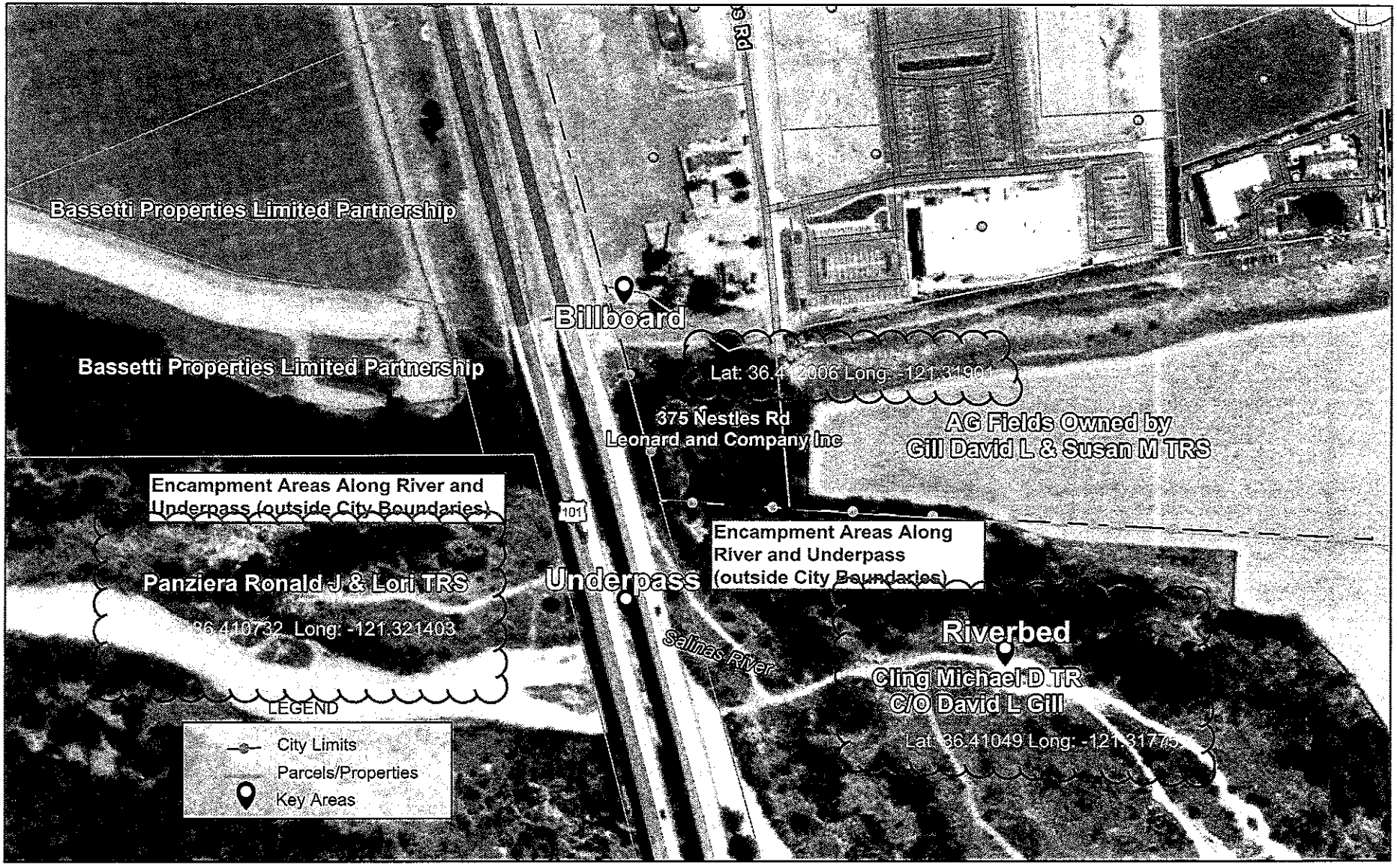
COUNTY may, in its sole discretion, terminate the contract or withhold payments claimed by CONTRACTOR for services rendered if CONTRACTOR fails to satisfactorily comply with any term or condition of this Agreement.

No payments in advance or in anticipation of services or supplies to be provided under this Agreement shall be made by COUNTY.

COUNTY shall not pay any claims for payment for services submitted after July 29, 2024.

DocuSign Envelope ID: 453B8236-465C-4DBD-9F98-35A3E55F9DFD

City Limits and Nearby Properties



1/30/2023

1:3,220

0 0.02 0.04 0.08 mi

0 0.04 0.07 0.14 km

Maxar, Microsoft, Esri Community Maps Contributors, California State Parks, © OpenStreetMap, Microsoft, Esri, HERE, Garmin, SafeGraph,

CITY OF SOLEDAD
PLANNING DIVISION

Attachement 2

AMENDMENT #1 TO AGREEMENT BY AND BETWEEN COUNTY OF MONTEREY & CITY OF SOLEDAD

This Amendment #1 is made and entered into by and between the County of Monterey, a political subdivision of the State of California, (hereinafter "COUNTY"), and the City of Soledad (hereinafter "CONTRACTOR").

WHEREAS, COUNTY and CONTRACTOR entered into an AGREEMENT for an encampment clean-up of unincorporated areas along and in the riverbed of the Salinas River near the City of Soledad for the period of April 8, 2024 to June 30, 2024 for a contract total of $25,000.00; and,

WHEREAS, the parties wish to amend the AGREEMENT via AMENDMENT 1 to **add $10,000.00** for CONTRACTOR to provide motel vouchers for encampment occupants for a total contract amount of **$35,000.00,** extend the term of the agreement to June 30, 2025 and to replace Exhibit A with Exhibit A-1.

NOW THEREFORE, the County and CONTRACTOR hereby agree to amend the AGREEMENT in the following manner:

1. **Paragraph 2, "PAYMENT PROVISIONS", shall be amended by removing** "The total amount payable by County to CONTRACTOR under this agreement shall not exceed $25,000.00", **and replacing it with "**The total amount payable by County to CONTRACTOR under this agreement shall not exceed $35,000.00."

2. **Paragraph 3, "TERM OF AGREEMENT", shall be amended by removing** "The term of this Agreement is from April 8, 2024 to June 30, 2024, unless sooner terminated pursuant to the terms of this Agreement", **and replacing it with "**The term of this Agreement is from April 8, 2024 to June 30, 2025, unless sooner terminated pursuant to the terms of this Agreement".

3. **Paragraph 4, "SCOPE OF SERVICES AND ADDITIONAL PROVISIONS", shall be amended by removing** "Exhibit A" and **replacing it with** "Exhibit A-1".

4. Except as provided herein, all remaining terms, conditions and provisions of the AGREEMENT are unchanged and unaffected by this AMENDMENT and shall continue in full force and effect as set forth in the AGREEMENT.

5. A copy of this AMENDMENT shall be attached to the original AGREEMENT, dated April 8, 2024, respectively.

This space left blank intentionally.

IN WITNESS WHEREOF, the parties have executed this AMENDMENT on the day and year written below.

COUNTY ADMINISTRATIVE OFFICE (CAO) **Sonia M. De La Rosa, CAO** DocuSigned by: By: Deborah Paolinelli DPCPE819B73E478... Deborah Paolinelli, Assistant CAO Date: 6/12/2024 | 8:39 AM PDT	**CITY OF SOLEDAD** DocuSigned by: By: Damon C. Wasson, Chief of Police 6CAB28DF0C88490... Acting City Manager Damon C. Wasson, Chief of Police Date: 6/11/2024 | 12:58 PM PDT
CONTRACTS/PURCHASING (C/P): DocuSigned by: By: Debra Wilson PhD 7B741837AA3D41D... Debra R. Wilson, C/P Officer Date: 6/12/2024 | 10:23 AM PDT	**CITY OF SOLEDAD** DocuSigned by: By: Mike Rodriquez, City Attorney 058A5A4B1458408... City Attorney Mike Rodriquez, City Attorney Date: 6/11/2024 | 2:30 PM PDT
APPROVED AS TO FORM: Office of the County Counsel-Risk Management, Susan K. Blitch, County Counsel DocuSigned by: By: Anne Brereton A40691E5DE63405... Anne Brereton, Deputy County Counsel Date: 6/11/2024 | 4:54 PM PDT	
APPROVED AS TO RISK MANAGEMENT: Office of the County Counsel-Risk Management, Susan K. Blitch, County Counsel DocuSigned by: By: David Bolton 3E7A6EF11DD8446... David Bolton, Risk Manager Date: 6/11/2024 | 5:01 PM PDT	
APPROVED AS TO FISCAL PROVISIONS: Rupa Shah, Auditor-Controller DocuSigned by: By: Patricia Ruiz E79EF64E57454F6... Date: 6/12/2024 | 7:19 AM PDT	

Amendment #1 to CAO Homeless Services Program Agreement with the City of Soledad
Term: April 8, 2024 to June 30, 2025

EXHIBIT A-1

To Agreement by and between
CAO -Homeless Services, hereinafter referred to as "COUNTY"
AND
City of Soledad "CONTRACTOR"

Scope of Services / Payment Provisions

A. SCOPE OF SERVICES

A.1 SALINAS RIVER ENCAMPMENT DEBRIS AND TRASH REMOVAL PROJECT. The CONTRACTOR shall provide services and staff, and otherwise do all things necessary for or incidental to the performance of work, as set forth below:

A.1.1 CONTRACTOR shall provide motel vouchers, engagement community outreach for encampment occupants, and trash and debris clean-up of encampment areas along and in the Salinas River as located on the map of unincorporated/private areas (Exhibit B) outside the jurisdictional boundaries of the City of Soledad (City) for the purpose of removing multiple abandoned vehicles, large amounts of trash and other unhealthy hazards causing pollution to the river for the safety and wellness of encampment occupants and the community.

The encampment clean-up project services will include the following:

	Salinas River Encampment Debris Removal Project	Performed By CONTRACTOR:
1.	Motel Vouchers for Encampment Occupants • Provide temporary housing at local hotels to provide for encampment occupants as necessary.	City Community Development Department
2.	Encampment Community Outreach: • Provide staff to perform outreach and notification to encampment occupants of the plan to remove debris and trash from the area. • Provide staff for onsite support to residents for concerns and questions on the day(s) of clean-up as necessary. • Secure storage unit for encampment occupants' valuables (if needed)	City Community Development Department
3.	Outsource Debris and Trash Removal Contracts: • Coordinate and outsource services to remove abandoned vehicles and unload trash dumpsters from the targeted area.	City Public Works Department
4.	Performance of Debris and Trash Removal: • Assist with the trash and debris removal. • Inform encampment residents how to reduce excessive debris and illegal dumping for safety to ensure the area remain free of excessive debris and illegal dumping.	City Police and Fire Department

B. PAYMENT PROVISIONS

B.1 COMPENSATION/ PAYMENT

COUNTY shall pay an amount not to exceed $35,000.00 for the performance of all things necessary for or incidental to the performance of work as set forth in the Scope of Services. CONTRACTOR'S compensation for services rendered shall be based on the following rates or in accordance with the following terms:

PROJECT SERVICES	Maximum Cost
SALINAS RIVER ENCAMPMENT DEBRIS AND TRASH REMOVAL PROJECT. For the project services, as described in Exhibit A-1, Section A.1.1, to provide motel vouchers & engagement community outreach for encampment occupants and trash & debris clean-up of encampment areas along and in the Salinas River for the purpose of removing multiple unhealthy hazards causing pollution to the river and for the safety and wellness of encampment occupants and the community.	$35,000.00

B.2 CONTRACTORS BILLING PROCEDURES

CONTRACTOR shall send invoices by email to the COUNTY CAO Homeless Services Contracts Management Analyst on a form acceptable to setting forth the amounts claimed by the CONTRACTOR for the previous month, together with an itemized basis for the amounts claimed, and such other information pertinent to the invoice as the COUNTY may require. The Contract Administrator or his or her designee shall certify the invoice within seven (7) business days of receipt of the invoice; either in the requested amount or in such other amount as the COUNTY approves in conformity with this Agreement and shall promptly submit such invoice to the COUNTY Auditor-Controller for payment. The COUNTY Auditor-Controller shall pay the amount certified within thirty (30) days of receiving the certified invoice. CONTRACTOR shall not receive reimbursement for travel expenses unless set forth in this Agreement.

NOTES: Payment may be based upon satisfactory acceptance of each deliverable, payment after completion of each major part of the Agreement, payment at conclusion of the Agreement, etc. COUNTY may, in its sole discretion, terminate the contract or withhold payments claimed by CONTRACTOR for services rendered if CONTRACTOR fails to satisfactorily comply with any term or condition of this Agreement.

No payments in advance or in anticipation of services or supplies to be provided under this Agreement shall be made by COUNTY.

COUNTY shall not pay any claims for payment for services rendered in Fiscal Year 2023-2024 submitted after July 29, 2024, and for payment for services rendered in Fiscal Year 2024-2025 that are submitted after July 29, 2025.

DocuSign Envelope ID: AA98F818-FE05-4FD8-80F3-D47AD6F7F2A4

AMENDMENT #2 TO AGREEMENT BY AND BETWEEN COUNTY OF MONTEREY & CITY OF SOLEDAD

This Amendment #2 is made and entered into by and between the County of Monterey, a political subdivision of the State of California, (hereinafter "COUNTY"), and the City of Soledad (hereinafter "CONTRACTOR").

WHEREAS, COUNTY and CONTRACTOR entered into an AGREEMENT for an encampment clean-up of unincorporated areas along and in the riverbed of the Salinas River near the City of Soledad for the period of April 8, 2024 to June 30, 2024 for a contract total of $25,000.00; and,

WHEREAS, the parties amended the AGREEMENT via AMENDMENT 1 by adding an additional year and $10,000.00 to the Agreement for an aggregate term of April 8, 2024 to June 30, 2025 and an aggregate total of $35,000.00; and,

WHEREAS, the parties wish to amend the AGREEMENT via AMENDMENT 2 to **add $5,000.00** for CONTRACTOR to provide motel vouchers for encampment occupants for a total contract amount of **$40,000.00,** and to replace Exhibit A-1 with Exhibit A-2.

NOW THEREFORE, the County and CONTRACTOR hereby agree to amend the AGREEMENT in the following manner:

1. **Paragraph 2, "PAYMENT PROVISIONS", shall be amended by removing** "The total amount payable by County to CONTRACTOR under this agreement shall not exceed $35,000.00", **and replacing it with** "The total amount payable by County to CONTRACTOR under this agreement shall not exceed $40,000.00."

2. **Paragraph 4, "SCOPE OF SERVICES AND ADDITIONAL PROVISIONS", shall be amended by removing** "Exhibit A-1" and **replacing it with** "Exhibit A-2".

3. Except as provided herein, all remaining terms, conditions and provisions of the AGREEMENT are unchanged and unaffected by this AMENDMENT and shall continue in full force and effect as set forth in the AGREEMENT.

4. A copy of this AMENDMENT shall be attached to the original AGREEMENT, and AMENDMENT 1 dated April 8, 2024, and June 12, 2024, respectively.

This space left blank intentionally.

IN WITNESS WHEREOF, the parties have executed this AMENDMENT on the day and year written below.

COUNTY ADMINISTRATIVE OFFICE (CAO) **Sonia M. De La Rosa, CAO** By: DocuSigned by: Deborah Paolinelli DFCFE819B75E478... Deborah Paolinelli, Assistant CAO Date: 6/26/2024 | 6:28 PM PDT	**CITY OF SOLEDAD** By: DocuSigned by: Megan Hunter 5102E34C753F4D1... City Manager Date: 6/24/2024 | 2:52 PM PDT
CONTRACTS/PURCHASING (C/P): By: DocuSigned by: Debra Wilson PhD 7B741937AA8D41B... Debra R. Wilson, C/P Officer Date: 6/26/2024 | 6:45 PM PDT	**CITY OF SOLEDAD** By: DocuSigned by: Mike Rodriguez, City Attorney 858A5A4B1459480... City Attorney Date: 6/25/2024 | 8:55 AM PDT
APPROVED AS TO FORM: Office of the County Counsel-Risk Management, Susan K. Blitch, County Counsel By: DocuSigned by: Anne Brereton A46091E3DE63489... Anne Brereton, Deputy County Counsel Date: 6/26/2024 | 2:00 PM PDT	
APPROVED AS TO RISK MANAGEMENT: Office of the County Counsel-Risk Management, Susan K. Blitch, County Counsel By: DocuSigned by: David Bolton 68FDC283FF8243C... David Bolton, Risk Manager Date: 6/26/2024 | 3:45 PM PDT	
APPROVED AS TO FISCAL PROVISIONS: Rupa Shah, Auditor-Controller By: DocuSigned by: Jennifer Forsyth 4E7E65787B454AE... Date: 6/26/2024 | 4:34 PM PDT	

Amendment #2 to CAO Homeless Services Program Agreement with the City of Soledad
Term: April 8, 2024 to June 30, 2025

Docusign Envelope ID: 2C705652-B7AC-456E-9BE0-95B543D3D073
Docusign Envelope ID: BFFF1DDE-0F8A-486A-A22A-98ACB23C4119

AMENDMENT #3 TO AGREEMENT BY AND BETWEEN COUNTY OF MONTEREY & CITY OF SOLEDAD

This Amendment #3 is made and entered into by and between the County of Monterey, a political subdivision of the State of California, (hereinafter "COUNTY"), and the City of Soledad (hereinafter "CONTRACTOR").

WHEREAS, COUNTY and CONTRACTOR entered into an AGREEMENT for an encampment clean-up of unincorporated areas along and in the riverbed of the Salinas River near the City of Soledad for the period of April 8, 2024 to June 30, 2024 for a contract total of $25,000.00; and,

WHEREAS, the parties amended the AGREEMENT via AMENDMENT 1 by adding an additional year and $10,000.00 to the Agreement for an aggregate term of April 8, 2024 to June 30, 2025 and an aggregate total of $35,000.00; and,

WHEREAS, the parties amended the AGREEMENT via AMENDMENT 2 to add $5,000.00 for CONTRACTOR to provide motel vouchers for encampment occupants for a total contract amount of $40,000.00, and to replace Exhibit A-1 with Exhibit A-2; and,

WHEREAS, the parties wish to amend the AGREEMENT via AMENDMENT 3 to add $542,756.00, an additional two years for an aggregate term of April 8, 2024 to June 30, 2027 for a total contract amount of $582,756.00, to replace Exhibit A-2 with Exhibit A-3 and to add Exhibit C and Exhibit D for CONTRACTOR to develop a street outreach and motel voucher program to address encampment concerns for the unsheltered encampment occupants.

NOW THEREFORE, the County and CONTRACTOR hereby agree to amend the AGREEMENT in the following manner:

1. **Paragraph 2, "PAYMENT PROVISIONS", shall be amended by removing** "The total amount payable by County to CONTRACTOR under this agreement shall not exceed $40,000.00", **and replacing it with** "The total amount payable by County to CONTRACTOR under this agreement shall not exceed $582,756.00."

2. **Paragraph 3, "TERM OF AGREEMENT", shall be amended by removing** "The term of this Agreement is from April 8, 2024 to June 30, 2025, unless sooner terminated pursuant to the terms of this Agreement", **and replacing it with** "The term of this Agreement is from April 8, 2024 to June 30, 2027, unless sooner terminated pursuant to the terms of this Agreement".

3. **Paragraph 4, "SCOPE OF SERVICES AND ADDITIONAL PROVISIONS", shall be amended by removing** "Exhibit A-2" and **replacing it with** "Exhibit A-3", **by adding** "Exhibit C: Additional Provisions", "Exhibit D: Invoice and Reporting Form".

4. Except as provided herein, all remaining terms, conditions and provisions of the AGREEMENT are unchanged and unaffected by this AMENDMENT and shall continue in full force and effect as set forth in the AGREEMENT.

Docusign Envelope ID: 2C705652-B7AC-456E-9BE0-95B543D3D073
Docusign Envelope ID: BFFF1DDE-0F8A-486A-A22A-98ACB23C4119

5. A copy of this AMENDMENT shall be attached to the original AGREEMENT, AMENDMENT 1, and AMENDMENT 2 dated April 8, 2024, June 12, 2024, and June 26, 2024, respectively.

This space left blank intentionally.

Docusign Envelope ID: 2C705652-B7AC-456E-9BE0-95B543D3D073
Docusign Envelope ID: BFFF1DDE-0F8A-486A-A22A-98ACB23C4119

IN WITNESS WHEREOF, the parties have executed this AMENDMENT on the day and year written below.

COUNTY ADMINISTRATIVE OFFICE (CAO) **Sonia M. De La Rosa, CAO** By: DocuSigned by: Deborah Paolinelli DFCFEB19875E478... Deborah Paolinelli, Assistant CAO Date: 10/15/2024 | 9:25 AM PDT	**CITY OF SOLEDAD** By: Signed by: Megan Hunter 3102E3AC751EAD1... City Manager Date: 9/11/2024 | 4:50 PM PDT
CONTRACTS/PURCHASING (C/P): By: Signed by: Debra R. Wilson 9F0A0CA1A01E43C... Debra R. Wilson, C/P Officer Date: 10/14/2024 | 3:58 PM PDT	**CITY OF SOLEDAD** By: Signed by: Mike Rodriguez, City Attorney 05B65A4B14594... City Attorney Date: 9/13/2024 | 10:48 AM PDT
APPROVED AS TO FORM: Office of the County Counsel-Risk Management, Susan K. Blitch, County Counsel By: DocuSigned by: Anne Brereton AA6091E5DE63A89... Anne Brereton, Deputy County Counsel Date: 9/13/2024 | 4:25 PM PDT	
APPROVED AS TO RISK MANAGEMENT: Office of the County Counsel-Risk Management, Susan K. Blitch, County Counsel By: DocuSigned by: David Bolton 3E7A9EF41DD8448... David Bolton, Risk Manager Date: 9/14/2024 | 7:07 PM PDT	
APPROVED AS TO FISCAL PROVISIONS: Rupa Shah, Auditor-Controller By: DocuSigned by: Jennifer Forsyth 4E7E867875464AE... Date: 9/13/2024 | 4:48 PM PDT	

AMENDMENT #4 TO AGREEMENT BY AND BETWEEN COUNTY OF MONTEREY & CITY OF SOLEDAD

THIS AMENDMENT #4 is made and entered into by and between the County of Monterey, a political subdivision of the State of California, (hereinafter "COUNTY"), and the City of Soledad (hereinafter "CONTRACTOR").

WHEREAS, COUNTY and CONTRACTOR entered into an AGREEMENT for an encampment Salinas River bed clean-up of unincorporated areas along and in the riverbed of the Salinas River near the City of Soledad for the period of April 8, 2024 to June 30, 2024 for a total contract total of $25,000.00; and

WHEREAS, the parties amended the AGREEMENT via AMENDMENT #1 to extend the term by one additional year, and add $10,000.00 to the Agreement for an aggregate term of April 8, 2024 to June 30, 2025 and an aggregate contract total of $35,000.00; and

WHEREAS, the parties amended the AGREEMENT via AMENDMENT #2 to add $5,000.00 for CONTRACTOR to provide motel vouchers for encampment occupants for a total contract amount of $40,000.00, and to replace Exhibit A-1 with Exhibit A-2; and

WHEREAS, the parties amended the AGREEMENT via AMENDMENT #3 to add $542,756.00 of Encampment Resolution Grant Round 3 Funding ("ERF-3-R"), to extend the contract term an additional two years, to replace Exhibit A-2 with Exhibit A-3 and to add Exhibit C and Exhibit D for CONTRACTOR to develop a street outreach and motel voucher program to address encampment concerns for the unsheltered encampment occupants for an aggregate term of April 8, 2024, to June 30, 2027, for an aggregate contract total of $582,756.00; and

WHEREAS, the parties wish to amend the AGREEMENT via AMENDMENT #4 **to add additional ERF-3-R funds in the amount of $30,000, consisting of $15,000 interim housing support under CONTRACTOR'S Motel Voucher Program and $15,000 for Soledad's Street Outreach Program, replace Exhibit A-3 with Exhibit A-4, replace Exhibit D with Exhibit D-4, resulting in a revised total contract amount of $612,756.00** with no change to the contract term end of June 30, 2027.

NOW THEREFORE, the COUNTY and CONTRACTOR agree to amend the AGREEMENT in the following manner:

1. Paragraph 4, "SCOPE OF SERVICES AND ADDITIONAL PROVISIONS", shall be amended by removing "Exhibit A-3" and replacing it with "Exhibit A-4".

2. Section A.1, "STREET OUTREACH AND MOTEL VOUCHER PROGRAM", shall be amended by adding "4. Professional Services for Street Outreach Program."

3. **Exhibit A-4 replaces** Exhibit A-3 to reflect **additional scope of services and payment provisions** for Interim Housing and Street Outreach**,** and the **addition of $30,000** for a new contract total of **$612,756.00.**

4. **Exhibit D-4 replaces** Exhibit D to reflect the amended budget per approved budget modifications for a total new contract amount of **$612,756.00**.

5. Except as provided herein, all remaining terms, conditions and provisions of the AGREEMENT are unchanged and unaffected by this AMENDMENT #4 and shall continue in full force and effect as set forth in the AGREEMENT.

6. A copy of this AMENDMENT #4 shall be attached to the original AGREEMENT, AMENDMENT #1, AMENDMENT #2 and AMENDMENT #3 dated April 8, 2024, June 12, 2024, June 26, 2024, and October 15, 2024, respectively.

7. A copy of this Amendment #4 shall be attached to the Original Agreement.

This space left blank intentionally.

DRAFT

IN WITNESS WHEREOF, the parties have executed this AMENDMENT #4 on the day and year written below.

DRAFT

COUNTY ADMINISTRATIVE OFFICE (CAO) **Sonia M. De La Rosa, CAO** By: _____ Deborah Paolinelli, Assistant CAO Date: _____	**CITY OF SOLEDAD** By: _____ Megan Hunter, City Manager Date: _____
CONTRACTS/PURCHASING (C/P): By: _____ Debra R. Wilson, C/P Officer Date: _____	**CITY OF SOLEDAD** By: _____ Michael Rodriquez, City Attorney Date: _____
APPROVED AS TO FORM: Office of the County Counsel-Risk Management, Susan K. Blitch, County Counsel By: _____ Anne Brereton, Deputy County Counsel Date: _____	
APPROVED AS TO RISK MANAGEMENT: Office of the County Counsel-Risk Management, Susan K. Blitch, County Counsel By: _____ David Bolton, Risk Manager Date: _____	
APPROVED AS TO FISCAL PROVISIONS: Rupa Shah, Auditor-Controller By:_____ Date:_____	

DRAFT

COUNTY OF MONTEREY AGREEMENT FOR PROFESSIONAL SERVICES WITH SURVEYORS, ARCHITECTS, ENGINEERS & DESIGN PROFESSIONALS

This Professional Services Agreement ("Agreement") is made by and between the County of Monterey, a political subdivision of the State of California (hereinafter "County") and:
CITY OF SOLEDAD,
(hereinafter "CONTRACTOR").

In consideration of the mutual covenants and conditions set forth in this Agreement, the parties agree as follows:

1. **SERVICES TO BE PROVIDED.** The County hereby engages CONTRACTOR to perform, and CONTRACTOR hereby agrees to perform, the services described in **Exhibit A** in conformity with the terms of this Agreement. The services generally provided are described as follows:
for the development and construction of a non-congregate interim housing facility to provide temporary shelter for the occupants living in an encampment site located along the Salinas River adjacent to the City of Soledad.

2. **PAYMENTS BY COUNTY.** County shall pay the CONTRACTOR in accordance with the payment provisions set forth in **Exhibit A**, subject to the limitations set forth in this Agreement. The total amount payable by County to CONTRACTOR under this Agreement shall not exceed the sum of $1,955,000.00.

3. **TERM OF AGREEMENT.** The term of this Agreement is from January 7, 2025 **to** June 30, 2027, unless sooner terminated pursuant to the terms of this Agreement. This Agreement is of no force or effect until signed by both CONTRACTOR and County and with County signing last, and CONTRACTOR may not commence work before County signs this Agreement.

4. **ADDITIONAL PROVISIONS/EXHIBITS.** The following attached exhibits are incorporated herein by reference and constitute a part of this Agreement:

Exhibit A Scope of Services/Payment Provisions

Exhibit B: Encampment Site Map
Exhibit C: Interim Housing Facility Site Map
Exhibit D: Additional Provisions
Exhibit E: Expenditure and Activity Report Template
Exhibit F: Budget

5. **PERFORMANCE STANDARDS.**

5.01. CONTRACTOR warrants that CONTRACTOR and CONTRACTOR's agents, employees, and subcontractors performing services under this Agreement are specially trained, experienced, competent, and appropriately licensed to perform the work and deliver the services required under this Agreement and are not employees of the County, or immediate family of an employee of the County.

Docusign Envelope ID: 86BABAE5-174B-4F14-AEEA-AD8817309003

5.02. CONTRACTOR, its agents, employees, and subcontractors shall perform all work in a safe and skillful manner and in compliance with all applicable laws and regulations. All work performed under this Agreement that is required by law to be performed or supervised by licensed personnel shall be performed in accordance with such licensing requirements.

5.03. CONTRACTOR shall furnish, at its own expense, all materials, equipment, and personnel necessary to carry out the terms of this Agreement, except as otherwise specified in this Agreement. CONTRACTOR shall not use County premises, property (including equipment, instruments, or supplies) or personnel for any purpose other than in the performance of its obligations under this Agreement.

6. PAYMENT CONDITIONS.

6.01. CONTRACTOR shall submit to the Contract Administrator an invoice on a form acceptable to County. If not otherwise specified, the CONTRACTOR may submit such invoice periodically or at the completion of services, but in any event, not later than 30 days after completion of services. The invoice shall set forth the amounts claimed by CONTRACTOR for the previous period, together with an itemized basis for the amounts claimed, and such other information pertinent to the invoice as the County may require. The Contract Administrator or his or her designee shall certify the invoice; either in the requested amount or in such other amount as the County approves in conformity with this Agreement, and shall promptly submit such invoice to the County Auditor-Controller for payment. The County Auditor-Controller shall pay the amount certified within 30 days of receiving the certified invoice.

6.02. CONTRACTOR shall not receive reimbursement for travel expenses unless set forth in this Agreement.

7. TERMINATION.

7.01. During the term of this Agreement, the County may terminate the Agreement for any reason by giving written notice of termination to the CONTRACTOR at least thirty (30) days prior to the effective date of termination. Such notice shall set forth the effective date of termination. In the event of such termination, the amount payable under this Agreement shall be reduced in proportion to the services provided prior to the date of termination.

7.02. The County may cancel and terminate this Agreement for good cause effective immediately upon written notice to CONTRACTOR. "Good cause" includes the failure of CONTRACTOR to perform the required services at the time and in the manner provided under this Agreement. If County terminates this Agreement for good cause, the County may be relieved of the payment of any consideration to CONTRACTOR, and the County may proceed with the work in any manner, which County deems proper. The cost to the County shall be deducted from any sum due the CONTRACTOR under this Agreement.

8. INDEMNIFICATION.

8.01 For purposes of the following indemnification provisions ("Indemnification Agreement"), "design professional" has the same meaning as set forth in California Civil Code section 2782.8. If any term, provision or application of this Indemnification Agreement is found to be invalid, in violation of public policy or unenforceable to any extent, such finding shall not invalidate any

Docusign Envelope ID: 86BABAE5-174B-4F14-AEEA-AD8817309003

other term or provision of this Indemnification Agreement and such other terms and provisions shall continue in full force and effect. If there is any conflict between the terms, provisions or application of this Indemnification Agreement and the provisions of California Civil Code Sections 2782 or 2782.8, the broadest indemnity protection for County under this Indemnity Agreement that is permitted by law shall be provided by CONTRACTOR.

8.02 Indemnification for Design Professional Services Claims:

CONTRACTOR shall indemnify, defend and hold harmless County, its governing board, directors, officers, employees, and agents against any claims that arise out of, or pertain to, or relate to the negligence, recklessness, or willful misconduct of CONTRACTOR, its employees, subcontractors, and agents in the performance of design professional services under this Agreement, excepting only liability arising from the sole negligence, active negligence or willful misconduct of County, or defect in a design furnished by County, but in no event shall the amount of such CONTRACTOR's liability exceed such CONTRACTOR's proportionate percentage of fault as determined by a court, arbitrator or mediator, or as set out in a settlement agreement. In the event one (1) or more defendants to any action involving such claim or claims against County is unable to pay its share of defense costs due to bankruptcy or dissolution of the business, such CONTRACTOR shall meet and confer with the other parties to such action regarding unpaid defense costs.

8.03 Indemnification for All Other Claims or Loss:

For any claim, loss, injury, damage, expense or liability other than claims arising out of CONTRACTOR's performance of design professional services under this Agreement, CONTRACTOR shall indemnify, defend and hold harmless County, its governing board, directors, officers, employees, and agents against any claim for loss, injury, damage, expense or liability resulting from or alleging injury to or death of any person or loss of use of or damage to property, arising from or related to the performance of services under this Agreement by CONTRACTOR, its employees, subcontractors or agents, excepting only liability arising from the sole negligence, active negligence or willful misconduct of County, or defect in a design furnished by County.

9. INSURANCE.

9.01 Evidence of Coverage:

Prior to commencement of this Agreement, the Contractor shall provide a "Certificate of Insurance" certifying that coverage as required herein has been obtained. Individual endorsements executed by the insurance carrier shall accompany the certificate. In addition, the Contractor upon request shall provide a certified copy of the policy or policies.

This verification of coverage shall be sent to the County's Contracts/Purchasing Division, unless otherwise directed. The CONTRACTOR shall not receive a "Notice to Proceed" with the work under this Agreement until it has obtained all insurance required and such, insurance has been approved by the County. This approval of insurance shall neither relieve nor decrease the liability of the CONTRACTOR.

9.02 Qualifying Insurers:

All coverages, except surety, shall be issued by companies which hold a current policy holder's alphabetic and financial size category rating of not less than A VII, according to the current A.M.

Docusign Envelope ID: 86BABAE5-174B-4F14-AEEA-AD8817309003

Best's Rating Guide or a company of equal financial stability that is approved by the County's Purchasing Agent.

9.03 Insurance Coverage Requirements: Without limiting CONTRACTOR's duty to indemnify, CONTRACTOR shall maintain in effect throughout the term of this Agreement a policy or policies of insurance with the following minimum limits of liability:

Commercial General Liability Insurance: including but not limited to premises and operations, including coverage for Bodily Injury and Property Damage, Personal Injury, Contractual Liability, Broad form Property Damage, Independent Contractors, Products and Completed Operations, with a combined single limit for Bodily Injury and Property Damage of not less than $1,000,000 per occurrence, and $2,000,000 in the aggregate.
(Note: any proposed modifications to these general liability insurance requirements shall be attached as an Exhibit hereto, and the section(s) above that are proposed as not applicable shall be lined out in blue ink. All proposed modifications are subject to County approval.)

Auto Liability Coverage: must include all motor vehicles, including owned, leased, non-owned, and hired vehicles, used in providing services under this Agreement, with a combined single limit or Bodily Injury and Property Damage of not less than $1,000,000 per occurrence.
(Note: any proposed modifications to these auto insurance requirements shall be attached as an Exhibit hereto, and the section(s) above that are proposed as not applicable shall be lined out in blue ink. All proposed modifications are subject to County approval.)

Workers' Compensation Insurance, if CONTRACTOR employs others in the performance of this Agreement, in accordance with California Labor Code section 3700 and with Employer's Liability limits not less than $1,000,000 each person, $1,000,000 each accident and $1,000,000 each disease.
(Note: any proposed modifications to these workers' compensation insurance requirements shall be attached as an Exhibit hereto, and the section(s) above that are proposed as not applicable shall be lined out in blue ink. All proposed modifications are subject to County approval.)

Professional Liability Insurance: if required for the professional services being provided, (e.g., those persons authorized by a license to engage in a business or profession regulated by the California Business and Professions Code), in the amount of not less than $1,000,000 per claim and $2,000,000 in the aggregate, to cover liability for malpractice or errors or omissions made in the course of rendering professional services. If professional liability insurance is written on a "claims-made" basis rather than an occurrence basis, the CONTRACTOR shall, upon the expiration or earlier termination of this Agreement, obtain extended reporting coverage ("tail coverage") with the same liability limits. Any such tail coverage shall continue for at least three years following the expiration or earlier termination of this Agreement.
(Note: Professional liability insurance coverage is required if the contractor is providing a professional service regulated by the state. Examples of service providers regulated by the state are insurance agents, professional architects and engineers, doctors, certified public accountants, lawyers, etc. However, other professional Contractors, such as computer or software designers, technology services, and services providers such as claims administrators, should also have professional liability. If in doubt, consult with your risk or contract manager.)

Docusign Envelope ID: 86BABAE5-174B-4F14-AEEA-AD8817309003

If the contractor maintains broader coverage and/or higher limits than the minimums shown above, the County requires and shall be entitled to the broader coverage and/or higher limits maintained by the contractor.

9.04 Other Requirements:

All insurance required by this Agreement shall be with a company acceptable to the County and issued and executed by an admitted insurer authorized to transact Insurance business in the State of California. Unless otherwise specified by this Agreement, all such insurance shall be written on an occurrence basis, or, if the policy is not written on an occurrence basis, such policy with the coverage required herein shall continue in effect for a period of three years following the date CONTRACTOR completes its performance of services under this Agreement.

Each liability policy shall provide that the County shall be given notice in writing at least thirty days in advance of any endorsed reduction in coverage or limit, cancellation, or intended non-renewal thereof. Each policy shall provide coverage for Contractor and additional insureds with respect to claims arising from each subcontractor, if any, performing work under this Agreement, or be accompanied by a certificate of insurance from each subcontractor showing each subcontractor has identical insurance coverage to the above requirements.

Additional Insured Status:
The County of Monterey, its officers, officials, employees, and volunteers are to be covered as additional insureds on the commercial general liability policy with respect to liability arising out of work or operations performed by or on behalf of the CONTRACTOR including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage shall be provided in the form of an endorsement to the CONTRACTOR'S insurance (at least as broad as ISO Form CG 20 10 11 85 or if not available, through the addition of both CG 20 10, CG 20 26, CG 20 33, or CG 20 38; and CG 20 37 if a later edition is used).

Primary Coverage:
For any claims related to this contract, the CONTRACTOR'S insurance coverage shall be primary and non-contributory and at least as broad as ISO CG 20 01 04 13 as respects the County, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by the County, its officers, officials, employees, or volunteers shall be excess of the CONTRACTOR'S insurance and shall not contribute with it. This requirement shall also apply to any Excess or Umbrella liability policies.

Waiver of Subrogation:
CONTRACTOR hereby grants to County a waiver of any right to subrogation which any insurer of said CONTRACTOR may acquire against the County by virtue of the payment of any loss under such insurance. CONTRACTOR agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the County has received a waiver of subrogation endorsement from the insurer.

Prior to the execution of this Agreement by the County, CONTRACTOR shall file certificates of insurance with the County's contract administrator and County's Contracts/Purchasing Division, showing that the CONTRACTOR has in effect the insurance required by this Agreement. The CONTRACTOR shall file a new or amended certificate of insurance within five calendar days

Docusign Envelope ID: 86BABAE5-174B-4F14-AEEA-AD8817309003

after any change is made in any insurance policy, which would alter the information on the certificate then on file. Acceptance or approval of insurance shall in no way modify or change the indemnification clause in this Agreement, which shall continue in full force and effect. CONTRACTOR shall always during the term of this Agreement maintain in force the insurance coverage required under this Agreement and shall send, without demand by County, annual certificates to County's Contract Administrator and County's Contracts/Purchasing Division. If the certificate is not received by the expiration date, County shall notify CONTRACTOR and CONTRACTOR shall have five calendar days to send in the certificate, evidencing no lapse in coverage during the interim. Failure by CONTRACTOR to maintain such insurance is a default of this Agreement, which entitles County, at its sole discretion, to terminate this Agreement immediately.

10. **RECORDS AND CONFIDENTIALITY.**

10.01 Confidentiality. CONTRACTOR and its officers, employees, agents, and subcontractors shall comply with any and all federal, state, and local laws, which provide for the confidentiality of records and other information. CONTRACTOR shall not disclose any confidential records or other confidential information received from the County or prepared in connection with the performance of this Agreement, unless County specifically permits CONTRACTOR to disclose such records or information. CONTRACTOR shall promptly transmit to County any and all requests for disclosure of any such confidential records or information. CONTRACTOR shall not use any confidential information gained by CONTRACTOR in the performance of this Agreement except for the sole purpose of carrying out CONTRACTOR's obligations under this Agreement.

10.02 County Records. When this Agreement expires or terminates, CONTRACTOR shall return to County any County records which CONTRACTOR used or received from County to perform services under this Agreement.

10.03 Maintenance of Records. CONTRACTOR shall prepare, maintain, and preserve all reports and records that may be required by federal, state, and County rules and regulations related to services performed under this Agreement. CONTRACTOR shall maintain such records for a period of at least three years after receipt of final payment under this Agreement. If any litigation, claim, negotiation, audit exception, or other action relating to this Agreement is pending at the end of the three-year period, then CONTRACTOR shall retain said records until such action is resolved.

10.04 Access to and Audit of Records. The County shall have the right to examine, monitor and audit all records, documents, conditions, and activities of the CONTRACTOR and its subcontractors related to services provided under this Agreement. Pursuant to Government Code section 8546.7, if this Agreement involves the expenditure of public funds in excess of $10,000, the parties to this Agreement may be subject, at the request of the County or as part of any audit of the County, to the examination and audit of the State Auditor pertaining to matters connected with the performance of this Agreement for a period of three years after final payment under the Agreement.

10.05 Royalties and Inventions. County shall have a royalty-free, exclusive and irrevocable license to reproduce, publish, and use, and authorize others to do so, all original computer programs, writings, sound recordings, pictorial reproductions, drawings, and other works of similar nature produced in the course of or under this Agreement. CONTRACTOR shall not publish any such material without the prior written approval of County.

Docusign Envelope ID: 86BABAE5-174B-4F14-AEEA-AD8817309003

11. **NON-DISCRIMINATION.** During the performance of this Agreement, CONTRACTOR, and its subcontractors, shall not unlawfully discriminate against any person because of race, religious creed, color, sex, national origin, ancestry, physical disability, mental disability, medical condition, marital status, age (over 40), sexual orientation, or any other characteristic set forth in California Government code § 12940(a), either in CONTRACTOR's employment practices or in the furnishing of services to recipients. CONTRACTOR shall ensure that the evaluation and treatment of its employees and applicants for employment and all persons receiving and requesting services are free of such discrimination. CONTRACTOR and any subcontractor shall, in the performance of this Agreement, fully comply with all federal, state, and local laws and regulations which prohibit discrimination. The provision of services primarily or exclusively to such target population as may be designated in this Agreement shall not be deemed to be prohibited discrimination.

12. **COMPLIANCE WITH TERMS OF STATE OR FEDERAL GRANT.** If this Agreement has been or will be funded with monies received by the County pursuant to a contract with the state or federal government in which the County is the grantee, CONTRACTOR will comply with all the provisions of said contract, to the extent applicable to CONTRACTOR as a subgrantee under said contract, and said provisions shall be deemed a part of this Agreement, as though fully set forth herein. Upon request, County will deliver a copy of said contract to CONTRACTOR, at no cost to CONTRACTOR.

13. **COMPLIANCE WITH APPLICABLE LAWS.**

    13.01 CONTRACTOR shall keep itself informed of and in compliance with all federal, state, and local laws, ordinances, regulations, and orders, including but not limited to all state and federal tax laws that may affect in any manner the Project or the performance of the Services or those engaged to perform Services under this Agreement as well as any privacy laws including, if applicable, Health Insurance Portability and Accountability Act (HIPAA). CONTRACTOR shall procure all permits and licenses, pay all charges and fees, and give all notices require by law in the performance of the Services.

    13.02 CONTRACTOR shall report immediately to County's Contracts/Purchasing Officer, in writing, any discrepancy or inconsistency it discovers in the laws, ordinances, regulations, orders, and/or guidelines in relation to the Project of the performance of the Services.

    13.03 All documentation prepared by CONTRACTOR shall provide for a completed project that conforms to all applicable codes, rules, regulations, and guidelines that are in force at the time such documentation is prepared.

14. **INDEPENDENT CONTRACTOR.** In the performance of work, duties, and obligations under this Agreement, CONTRACTOR is at all times acting and performing as an independent contractor and not as an employee of the County. No offer or obligation of permanent employment with the County or particular County department or agency is intended in any manner, and CONTRACTOR shall not become entitled by virtue of this Agreement to receive from County any form of employee benefits including but not limited to sick leave, vacation, retirement benefits, workers' compensation coverage, insurance or disability benefits. CONTRACTOR shall be solely liable for and obligated to pay directly all applicable taxes, including federal and state income taxes and social security, arising out of CONTRACTOR's performance of this Agreement. In connection therewith, CONTRACTOR shall defend, indemnify, and hold County harmless from any and all liability, which County may incur because of CONTRACTOR's failure to pay such taxes.

Docusign Envelope ID: 86BABAE5-174B-4F14-AEEA-AD8817309003

15. **NOTICES.** Notices required under this Agreement shall be delivered personally or by first-class, postage pre-paid mail to the County and CONTRACTOR's Contract Administrators at the addresses listed below:

FOR COUNTY:	**FOR CONTRACTOR:**
Roxanne Wilson, Homeless Services Director	Megan Hunter, City Manager
Name and Title	Name and Title
County Administrative Office Homelessness Strategy and Initiatives Division 168 West Alisal Street, 3rd Floor, Salinas, CA 93901	City of Soledad, 248 Main Street, Soledad, CA 93960
Address	Address
831-755-5341	831-233-5014
Phone	Phone

16. **MISCELLANEOUS PROVISIONS.**

16.01 Conflict of Interest. CONTRACTOR represents that it presently has no interest and agrees not to acquire any interest during the term of this Agreement, which would directly or indirectly conflict in any manner or to any degree with the full and complete performance of the professional services required to be rendered under this Agreement.

16.02 Amendment. This Agreement may be amended or modified only by an instrument in writing signed by the County and the CONTRACTOR.

16.03 Waiver. Any waiver of any terms and conditions of this Agreement must be in writing and signed by the County and the CONTRACTOR. A waiver of any of the terms and conditions of this Agreement shall not be construed as a waiver of any other terms or conditions in this Agreement.

16.04 Contractor. The term "CONTRACTOR" as used in this Agreement includes CONTRACTOR's officers, agents, and employees acting on CONTRACTOR's behalf in the performance of this Agreement.

16.05 Disputes. CONTRACTOR shall continue to perform under this Agreement during any dispute.

16.06 Assignment and Subcontracting. The CONTRACTOR shall not assign, sell, or otherwise transfer its interest or obligations in this Agreement without the prior written consent of the County. None of the services covered by this Agreement shall be subcontracted without the prior written approval of the County. Notwithstanding any such subcontract, CONTRACTOR shall continue to be liable for the performance of all requirements of this Agreement.

16.07 Successors and Assigns. This Agreement and the rights, privileges, duties, and obligations of the County and CONTRACTOR under this Agreement, to the extent assignable or delegable, shall be binding upon and inure to the benefit of the parties and their respective successors, permitted assigns, and heirs.

Docusign Envelope ID: 86BABAE5-174B-4F14-AEEA-AD8817309003

16.08 Headings. The headings are for convenience only and shall not be used to interpret the terms of this Agreement.

16.09 Time is of the Essence. Time is of the essence in each and all of the provisions of this Agreement.

16.10 Governing Law. This Agreement shall be governed by and interpreted under the laws of the State of California.

16.11 Non-exclusive Agreement. This Agreement is non-exclusive and both County and CONTRACTOR expressly reserve the right to contract with other entities for the same or similar services.

16.12 Construction of Agreement. The County and CONTRACTOR agree that each party has fully participated in the review and revision of this Agreement and that any rule of construction to the effect that ambiguities are to be resolved against the drafting party shall not apply in the interpretation of this Agreement or any amendment to this Agreement.

16.13 Authority. Any individual executing this Agreement on behalf of the County or the CONTRACTOR represents and warrants hereby that he or she has the requisite authority to enter into this Agreement on behalf of such party and bind the party to the terms and conditions of this Agreement.

16.14 Integration. This Agreement, including the exhibits, represent the entire Agreement between the County and the CONTRACTOR with respect to the subject matter of this Agreement and shall supersede all prior negotiations, representations, or agreements, either written or oral, between the County and the CONTRACTOR as of the effective date of this Agreement, which is the date that the County signs the Agreement.

16.15 Interpretation of Conflicting Provisions. In the event of any conflict or inconsistency between the provisions of this Agreement and the Provisions of any exhibit or other attachment to this Agreement, the provisions of this Agreement shall prevail and control.

16.16 Independent Contractor Compliance with Government Code Section 1097.6 (c). This section applies to those situations when a contractor/consultant is awarded a Contract for a preliminary phase of a project, with future phases to be bid separately. This section does not apply to those situations when a Contract is awarded for multiple phases of a project under a single contract/proposal. When applicable, and as described below, contractor/consultant's duties and services under this agreement shall not include preparing or assisting the public entity with any portion of the public entity's preparation of a request for proposals, request for qualifications, or any other solicitation regarding a subsequent or additional contract with the public entity. The public entity entering this agreement shall at all times retain responsibility for public contracting, including with respect to any subsequent phase of this project. Contractor/consultant's participation in the planning, discussions, or drawing of project plans or specifications shall be limited to conceptual, preliminary, or initial plans or specifications. Contractor/consultant shall cooperate with the public entity to ensure that all bidders for a subsequent contract on any subsequent phase of this project have access to the same information, including all conceptual, preliminary, or initial plans or specifications prepared by contractor pursuant to this agreement.

Docusign Envelope ID: 86BABAE5-174B-4F14-AEEA-AD8817309003

17. **CONSENT TO USE OF ELECTRONIC SIGNATURES**.

17.01 The parties to this Agreement consent to the use of electronic signatures via DocuSign to execute this Agreement. The parties understand and agree that the legality of electronic signatures is governed by state and federal law, 15 USC Section 7001 *et seq*.; California Government Code Section 16.5; and, California Civil Code Section 1633.1 *et seq.* Pursuant to said state and federal law as may be amended from time to time, the parties to this Agreement hereby authenticate and execute this Agreement, and any and all Exhibits to this Agreement, with their respective electronic signatures, including any and all scanned signatures in portable document format (PDF).

17.02 Counterparts. The parties to this Agreement understand and agree that this Agreement can be executed in two (2) or more counterparts and transmitted electronically via facsimile transmission or by delivery of a scanned counterpart in PDF via email transmittal.

17.03 Form: Delivery by E-Mail or Facsimile. Executed counterparts of this Agreement may be delivered by facsimile transmission or by delivery of a scanned counterpart in PDF by e-mail transmittal, in either case with delivery confirmed. On such confirmed delivery, the signatures in the facsimile or PDF data file shall be deemed to have the same force and effect as if the manually signed counterpart or counterparts had been delivered to the other party in person.

********** THIS SECTION INTENTIONALLY LEFT BLANK **********

Docusign Envelope ID: 86BABAE5-174B-4F14-AEEA-AD8817309003

IN WITNESS WHEREOF, County and CONTRACTOR have executed this Agreement as of the day and year written below.

COUNTY OF MONTEREY	CONTRACTOR
By: DocuSigned by: Tom Spencer 30F2300D718745F...	CITY OF SOLEDAD
Contracts/Purchasing Officer	Contractor's Business Name*
Date: 1/13/2025 | 4:47 PM PST	
By: DocuSigned by: Deborah Padinelli DFCFE819B75E478...	By: DocuSigned by: Megan Hunter, City Manager 3BF2DEB3A143448...
Department Head (if applicable)	(Signature of Chair, President, or Vice-President)*
Date: 1/14/2025 | 8:29 AM PST	
By:	Megan Hunter, City Manager
Board of Supervisors (if applicable)	Name and Title
Date:	Date: 12/6/2024 | 5:08 PM PST
Approved as to Form Office of the County Counsel[1] Susan K. Blitch, County Counsel	
By: DocuSigned by: Anne Brereton A46091E5DE63489...	By: Signed by: Mike Rodriquez, City Attorney 058A5A4B1459498...
County Counsel	(Signature of Secretary, Asst. Secretary, CFO, Treasurer or Asst. Treasurer)*
Date: 12/10/2024 | 7:47 AM PST	
Approved as to Fiscal Provisions[2]	Mike Rodriquez, City Attorney
	Name and Title
By:	Date: 12/9/2024 | 5:17 PM PST
Auditor/Controller	
Date:	
Approved as to Liability Provisions Office of the County Counsel-Risk Management[3]	
By: Signed by: David Bolton 68FDC263FF6243C...	
David Bolton, Risk Manager	
Date: 12/10/2024 | 9:54 AM PST	

County Board of Supervisors' Agreement Number: _____.

*INSTRUCTIONS: If CONTRACTOR is a corporation, including non-profit corporations, the full legal name of the corporation shall be set forth above together with the signatures of two (2) specified officers per California Corporations Code Section 313. If CONTRACTOR is a Limited Liability Corporation (LLC), the full legal name of the LLC shall be set forth above together with the signatures of two (2) managers. If CONTRACTOR is a partnership, the full legal name of the partnership shall be set forth above together with the signature of a partner who has authority to execute this Agreement on behalf of the partnership. If CONTRACTOR is contracting in an individual capacity, the individual shall set forth the name of the business, if any, and shall personally sign the Agreement or Amendment to said Agreement.

[1]Approval by County Counsel is required for all Professional Service Agreements over $100,000

[2]Approval by Auditor/Controller is required for all Professional Service Agreements

[3]Approval by Risk Manager is required only if changes are made in paragraphs 8 or 9

Docusign Envelope ID: 86BABAE5-174B-4F14-AEEA-AD8817309003

SCOPE OF SERVICES/PAYMENT PROVISIONS

CITY OF SOLEDAD ("CONTRACTOR")
ENCAMPMENT RESOLUTION FUNDING PROGRAM
DEVELOPMENT OF A 16-BED NON-CONGREGATE INTERIM HOUSING FACILITY

A. FUNDING AMOUNT **$1,955,000.00 ERF-3-R Funding**

B. CONTRACT TERM January 7, 2025 to June 30, 2027

C. CONTACT INFORMATION

COUNTY Contract Manager:	COUNTY of Monterey Administrative Office Sarah Federico, Management Analyst II 168 W. Alisal St, 3rd Floor Salinas, CA 93901 Phone: (831) 755-5341 federicos@countyofmonterey.gov
COUNTY Contract Monitor:	COUNTY of Monterey Administrative Office Dania Valdez, Management Analyst I 168 W. Alisal St, 3rd Floor Salinas, CA 93901 Phone: (831) 796-3049 valdezd2@countyofmonterey.gov
CONTRACTOR Information:	City of Soledad, City Manager's Office Megan Hunter, City Manager 248 Main Street, Soledad, CA 93960 Phone: (831) 223-5043 mhunter@cityofsoledad.gov
Location of Interim Housing:	Parcel APN Number: 022-291-010-000 990 Los Coches Road, Soledad, CA 93960

D. SUBAWARD INFORMATION

SUBAWARD: HCD Encampment Resolution Funding, round 3 (ERF-3-R)
CONTRACTOR UEI Number: N/A
Date COUNTY Awarded Funding: April 18, 2024
CFDA Passthrough Information and Dollar Amount: N/A
Federal Award Identification Number (FAIN): N/A
Federal Award Description: N/A
Research and Development: No
Maximum Allowable Indirect Cost Rate: None

Docusign Envelope ID: 86BABAE5-174B-4F14-AEEA-AD8817309003

E. BACKGROUND

Since 2022, the COUNTY of Monterey ("COUNTY") has partnered with the City of Soledad ("CONTRACTOR") and the local Continuum of Care ("CoC") agency, to address encampment concerns for the unsheltered individuals living at an encampment site located along the Salinas River, on unincorporated, public, and private lands adjacent to the City of Soledad.

CONTRACTOR, in partnership with the COUNTY, will utilize an Encampment Resolution Funding Program grant ("ERF-3-R") to develop, build and provide property management for a 16-bed capacity temporary, non-congregate interim housing facility in Soledad and will perform oversight of the programmatic and fiscal components under the terms of the ERF-3-R grant requirements of the State Grant Agreement.[1]

The goal of the Soledad Interim Housing Facility is to provide low-barrier, temporary living facilities and access to comprehensive services in a housing-focused service model to the unsheltered individuals of the Soledad Salinas River encampments. The daily operations and services for program participants of the interim housing facility will be provided for by an experienced services provider through a separate agreement with the COUNTY.

F. DESCRIPTION OF SERVICES

CONTRACTOR shall provide services and staff, and otherwise do all things necessary for or incidental to the performance of work, as set forth below:

F.1 CONTRACTOR shall in accordance with laws associated with the development and permitting of emergency shelters, manage, arrange, supervise, and coordinate the planning, design, entitlement, permitting, construction, completion and property management for a 16-bed capacity non-congregate Interim Housing Facility ("Interim Housing") that will provide temporary living facilities to the occupants of an encampment site located along the Salinas River adjacent to Soledad, see Encampment Site Map (**EXHIBIT B)**, until the program participants have transitioned to permanent or other transitional housing, no later than the grant expenditure deadline of June 30, 2027.

F.1.a CONTRACTOR and COUNTY agree the Interim Housing shall be constructed on real property owned by the City of Soledad located at 990 Los Coches Road, Soledad, CA 93960 ("Site"), see the Interim Housing property map (**EXHIBIT C).**

F.1.b CONTRACTOR and COUNTY agree CONTRACTOR shall be the owner and developer of the Interim Housing, upon execution of this Agreement.

F.1.c CONTRACTOR agrees to maintain insurance for the Site during and after development of the Interim Housing.

F.1.d CONTRACTOR shall execute a no-fee Interim Housing facility use agreement with the selected services provider contracted by the COUNTY to operate and provide services to the program participants temporarily living at the Interim Housing, upon notification of the Certificate of Occupancy issuance until June 30, 2027.

[1] State Grant Agreement

Docusign Envelope ID: 86BABAE5-174B-4F14-AEEA-AD8817309003

F.1.e CONTRACTOR, upon the transition and exit of all program participants of the Interim Housing to other types of housing or permanent housing, may choose to repurpose, deconstruct and/or relocate the Interim Housing at CONTRACTOR'S sole discretion, time, and expense.

F.2 CONTRACTOR shall identify and contract with an experienced modular unit provider to design and develop manufactured parts to build a temporary, non-congregate and relocatable 16-bed Interim Housing that shall include restrooms, showers, a laundry unit, staff offices and restroom, an intake/security unit, and common areas for indoor/outdoor dining, a pet area, storage, breakroom, bike racks and a parking area, hereinafter referred to as "Interim Housing Project."

F.2.a CONTRACTOR shall work with the identified modular unit provider to manage, arrange, supervise and coordinate the planning, design, entitlement, permitting, development, construction, and completion of the Interim Housing Project and COUNTY shall have input on any issues that may arise related to managing, arranging, supervising, and coordinating the planning, design, entitlement, permitting, development, construction, and completion of the Interim Housing Project for oversight purposes and to ensure the project is moving towards successful completion pursuant to the rules set forth in the State Grant Agreement.

F.2.b CONTRACTOR shall oversee the development, design and construction of the Interim Housing Project as herein described, in accordance with a mutually approved Construction Plan and all other permits and approvals granted by the Soledad's Public Works and Planning Departments pertaining to the Interim Housing Project.

F.2.c CONTRACTOR shall require any subcontractor(s), employees and consultants hired to comply with all directions, rules and regulations of any fire marshal, health officer, building official or other officer of every governmental agency having jurisdiction over the Site or the Interim Housing Project. All design and construction work on the Interim Housing Project shall be performed by licensed design professionals including licensed contractors, engineers, or architects, as applicable and in accordance with state and local laws and regulations.

F.2.d CONTRACTOR shall be responsible for obtaining the required permits for the construction of the Interim Housing Project, including but not limited to any required grading, utility connections, and Site improvements.

F.2.e CONTRACTOR shall be responsible for ensuring that all contracts related to the Interim Housing Project are prepared and executed in a form and with substantive provisions sufficient to meet all legal, regulatory, and project-specific requirements. CONTRACTOR shall provide copies of any and all executed contracts secured for services to be performed as described in this Agreement to the COUNTY upon request.

F.2.f CONTRACTOR shall own all Plans and Specifications and all other materials, prepared in connection with the Interim Housing Project. Upon completion or any termination of this Agreement, the CONTRACTOR shall retain sole custody of all such materials and CONTRACTOR shall provide the COUNTY with any and all copies of such materials upon request by COUNTY within thirty (30) days.

F.3 CONTRACTOR shall be responsible for the Interim Housing's utilities, property maintenance and onsite security management as follows:

Docusign Envelope ID: 86BABAE5-174B-4F14-AEEA-AD8817309003

F.3.a CONTRACTOR shall provide Site utilities and property maintenance, which may include basic facilities and gardening maintenance as needed to maintain the Interim Housing Site during the time it is in use under this Agreement. Property maintenance services may be staff or contracted to outside vendors.

F.3.b CONTRACTOR shall provide nightly on-site security at the Interim Housing from 10:00 pm to 6:00 a.m., seven (7) days a week including weekends and holidays. Security may be provided by CONTRACTOR's staff or contracted to outside vendors.

F.3.c CONTRACTOR shall provide the Interim Housing with onsite and/or on-call support coverage for scheduling gaps as needed, in coordination with the Soledad Police Department and the Interim Housing's services provider.

F.4 CONTRACTOR, its employees, agents, third party consultants, general contracts, and any subcontractor(s) hired under this Agreement shall abide by confidentiality and non-discrimination provisions in accordance with Sections II and III of EXHIBIT D and by including the following language in the subcontract agreements:

F.4.a During the performance of this Agreement, CONTRACTOR and all subcontractors shall not unlawfully discriminate against any person because of race, religious creed, color, sex, national origin, ancestry, physical disability, mental disability, medical condition, marital status, age (over 40), sexual orientation, or any other characteristic set forth in the California Government Code section 12940(a), either in CONTRACTOR and/or subcontractors' employment practices.

F.4.b CONTRACTOR and all subcontractors shall comply with all federal, state, and local laws and regulations which prohibit discrimination.

F.4.c CONTRACTOR and subcontractors shall ensure for the purpose of ERF-3-R evaluation to allow the State, and COUNTY and its officers, employees, agents, consultants, and contractors ("Parties") shall have the right to enter the Soledad Interim Housing during normal business hours to conduct work, inspections, investigations, in accordance with this Agreement.

F.5 CONTRACTOR shall ensure all Interim Housing Project activities with any subcontractors including the modular unit provider, third party consultants, licensed general contractors, timelines, construction plans, operation schedules, shall be reported to the COUNTY Contract Manager as identified in Section C in regularly scheduled weekly project status meetings and documented in the quarterly project activities report.

G. ERF-3-R FINANCIAL OVERSIGHT AND ACCOUNTING

G.1 CONTRACTOR shall ensure all development, program operations and objectives advance ERF-3-R's objective and fall under the ERF-3-R eligible use category for Interim Sheltering, with costs limited to newly developed clinically enhanced congregate shelters, new or existing non-congregate shelters, and operations of existing navigation centers and shelters based on demonstrated need that are well suited for eligible persons.

G.1.a Restoration of the riverbed encampment site is not a permitted eligible use for ERF-3-R funds.

G.2 CONTRACTOR shall collect data on **all eligible expenditures including subcontractor(s) invoices** in such a manner that all expenses are classified as Interim

Docusign Envelope ID: 86BABAE5-174B-4F14-AEEA-AD8817309003

Sheltering, utilizing the template approved by the COUNTY Contract Manager, **EXHIBIT E**.

G.3 All proceeds from any interest-bearing account established by the CONTRACTOR or subcontractors for the deposit of ERF-3-R funds, along with any interest-bearing accounts must be used for eligible activities and reported on as required by the State and reported to the COUNTY in quarterly reporting defined in Section I of this Agreement.

G.4 CONTRACTOR and subcontractor(s) shall collaborate with COUNTY Contract Manager to prepare and submit all budget modifications to the State for review and ultimate approval.

G.5 CONTRACTOR shall execute all subcontractor agreements by June 30, 2025, and expend all funds by the expenditure deadline of June 30, 2027.

G.6 ERF-3-R shall not be used for costs associated with activities in violation, conflict, or inconsistent with Health Safety Code Sections 50250 – 50254, other applicable laws, the terms and conditions of this Agreement, State guidance or directives, the Notice of Funding Availability under which the COUNTY (Grantee) applied, representations contained in the COUNTY's application, and the Purpose of the ERF-3-R Program.

G.7 CONTRACTOR nor their subcontractors and/or agents shall directly or indirectly use ERF-3-R awards for any use or activity that is in violation, conflict, or inconsistent with the legislative intent of the authorizing statute to ensure the safety and wellness of people experiencing homelessness in encampments. ERF-3-R funded activities that cause a traumatic effect are inconsistent with ensuring the safety and wellness of people experiencing homelessness in encampments.

G.8 CONTRACTOR shall not use ERF-3-R to supplant existing local funds for homeless housing, assistance, prevention, or encampment resolution including site restoration or waste management.

G.9 CONTRACTOR acknowledges that this Agreement is valid and enforceable only if sufficient funds are made available from State to the COUNTY for the administration of the services under this Agreement.

G.10 In the event ERF-3-R funding is terminated or reduced, or the CONTRACTOR breaches any of the duties under this Agreement, CONTRACTOR agrees to cooperate with COUNTY to return any unused funds within thirty (30) days of written notice from the COUNTY.

H. MONITOR EXPENDITURES AND SERVICE PERFORMANCE

H.1 CONTRACTOR shall inform the COUNTY Contract Manager of the failure to perform any component of this executed agreement and any executed SUBCONTRACTOR agreement, in accordance with the performance standards and compliance provisions defined in this Section and **Section I. of EXHIBIT D.**

H.1.a. CONTRACTOR may perform its duties and obligations hereunder with its own employees and/or by engaging consultants, contractors, and subcontractors and in accordance with the provisions outlined in Additional Provisions

H.1.b. CONTRACTOR shall be responsible for hiring, supervising, training, and terminating all of its employees and staff members performing any of the Services relating to the Interim Housing Project. The persons designated by CONTRACTOR as its representatives ("**Representatives**") shall represent

Docusign Envelope ID: 86BABAE5-174B-4F14-AEEA-AD8817309003

CONTRACTOR as its agents and all written communications given to or by those Representatives shall be as if given to or by CONTRACTOR.

H.1.c. CONTRACTOR and its employees, agents, third party consultants, subcontractors, and general contracts shall at all times perform CONTRACTORS' obligations hereunder in a good and workmanlike manner. Any employee, agent, third party consultant, subcontractor or general contract performing work for the Interim Housing Project who, in the reasonable opinion of the COUNTY and in accordance with **Section IV. EXHIBIT D** does not perform its work in a skillful manner or appears to be incompetent or to act in a disorderly or intemperate manner shall, at the written request of the COUNTY, be promptly removed from performing work on the Interim Housing Project.

H.1.d. CONTRACTOR shall fully comply with all applicable laws and regulations relating to Workers' Compensation Insurance (WCI), social security, unemployment insurance, hours of labor, wages, working conditions, other employer-employee related laws, including the California Labor Code, and the provisions listed in non-discrimination program requirements set forth in **Section III. of EXHIBIT D**, as applicable to CONTRACTOR'S employees, agents, third party consultants, subcontractors' and general contractors

H.2 CONTRACTOR shall participate in annual contract monitoring conducted by COUNTY staff to review fiscal integrity, customer service, business management, and service delivery and may include an on-site visit. Completion of this measure shall be documented through issuance of a contract monitoring report provided by COUNTY Contract Monitor listed in Section C.

I. REPORTING

I.1 CONTRACTOR shall provide Interim Housing Project updates at regularly scheduled project status meetings to the COUNTY to ensure regular communication and oversight of the Interim Housing Project progress until the project is complete or June 30, 2027, whichever occurs first. If CONTRACTOR is unable to attend a regularly scheduled meeting, CONTRACTOR shall provide notification and status report via email to the COUNTY Contract Manager listed in Section C.

I.2 CONTRACTOR shall submit quarterly reports on ERF-3-R expenditures with invoices and project activities addressing performance of activities as outlined in Section F. Description of Services and expenditures as outlined in the budget (**EXHIBIT F)** for the prior quarterly reporting period, to the COUNTY Contract Manager per the schedule below and using the Expenditure and Activity Report Template provided in **EXHIBIT E.**

I.3 Quarterly Expenditure and Activity Reporting Schedule:

Due Date	Reporting Period Beginning date	Reporting Period End Date
January 10, 2025	October 1 2024	December 31, 2024
April 10, 2025	January 1, 2025	March 31, 2025
July 10, 2025	April 1, 2025	June 30, 2025

Docusign Envelope ID: 86BABAE5-174B-4F14-AEEA-AD8817309003

October 10, 2025	July 1, 2025	September 30, 2025
January 10, 2026	October 1, 2025	September 30, 2025
April 10, 2026	January 1, 2026	March 31, 2026
July 10, 2026	April 1, 2026	June 30, 2026
October 10, 2026	July 1, 2026	September 30, 2026
January 10, 2027	October 1, 2026	December 31, 2026
April 10, 2027	January 1, 2027	March 31, 2027
July 10, 2027	April 1, 2027	June 30, 2027
October 31, 2027	October 1, 2024	June 30, 2027

I.4 CONTRACTOR shall submit contract monitoring report defined in Section H.2 to the COUNTY Contract Manager Monitor no later than July 10, 2025, July 10, 2026, and July 10, 2027, respectively.

J. PAYMENT PROVISIONS AND EXPENDITURE REPORTING INSTRUCTIONS

J.1 The maximum amount payable by COUNTY to CONTRACTOR under the terms of this Agreement shall not exceed **one million nine hundred fifty-five thousand dollars and zero cents ($1,955,000.00)** as set forth in the budget (**EXHIBIT F)**.

J.2 A pre-payment of **one million nine hundred fifty-five thousand dollars and zero cents ($1,955,000.00)** shall be paid to the CONTRACTOR upon execution of this Agreement. This pre-payment will have a certified invoice, which will be approved by the COUNTY Homelessness Strategy and Initiatives Division, and is agreed upon now, in this Agreement, for all expenditure amounts claimed shall be offset against the pre-payment until all funds are exhausted or the term of the agreement has ended, whichever occurs first.

J.3 CONTRACTOR shall submit original signed quarterly expenditure reports per the schedule as defined in Section I.3, reflecting expenditures for the reporting period and a reduction against the advanced amount to the COUNTY setting forth amounts expended with an itemized basis for the amounts claimed and such other information pertinent to the expense on the form set forth in **EXHIBIT E**. The COUNTY Contract Manager shall certify the expenditures for the claimed amounts or in such other amount as the COUNTY approves in conformity with this Agreement within (10) business days of receiving the report.

J.3.a Allowable claims shall be the CONTRACTOR's actual costs of developing, supervising, and delivering services defined in Sections F, G.1 and G.2 under this Agreement. Only activities related to the expense categories listed in **EXHIBIT F** as contract expenses may be claimed as allowable claims.

J.3.b Any request to change eligible use of funds defined in Section G.1 must be made in writing to the COUNTY Contract Manager listed in Section C.

J.3.c If at any time during the term of this Agreement it is determined there will be unspent ERF-3-R funds, CONTRACTOR agrees to cooperate with COUNTY to

Docusign Envelope ID: 86BABAE5-174B-4F14-AEEA-AD8817309003

return any unused funds within thirty (30) days of written notice from the COUNTY.

J.3.d All ERF-3-R funds must be expended by CONTRACTOR by June 30, 2027.

J.3.e The final quarterly expenditure report will be due no later than July 10, 2027, and final work product report due by October 31, 2027.

K. INDEMNIFICATION AND INSURANCE

K.1 CONTRACTOR shall indemnify and make whole the COUNTY should any funds be stolen, used in fraudulent activities, or not used for the purposes set forth in this Agreement.

K.2 CONTRACTOR shall ensure that any subcontractor agreements for design professionals includes the indemnification provisions as set out in Section 8.0-8.03 of this Agreement to indemnify, defend and hold harmless County, its governing board, directors, officers, employees, and agents.

K.3 CONTRACTOR shall ensure that the subcontractor obtains and maintains commercial general liability insurance coverage, worker's compensation, auto and professional liability insurance for any services performed. Subcontractor shall meet the same insurance requirements as set out in Section 9.0 of this Agreement. The subcontractor shall be required to name County of Monterey, its officers, officials, employees, and volunteers as additional insured.

(End of EXHIBIT A)

Docusign Envelope ID: 86BABAE5-174B-4F14-AEEA-AD8817309003

EXHIBIT B

City Limits and Nearby Properties



1/30/2023

1:3,220

0 0.02 0.04 0.08 mi

0 0.04 0.07 0.14 km

Maxar, Microsoft, Esri Community Maps Contributors, California State Parks, © OpenStreetMap, Microsoft, Esri, HERE, Garmin, SafeGraph,

CITY OF SOLEDAD
PLANNING DIVISION

Docusign Envelope ID: 86BABAE5-174B-4F14-AEEA-AD8817309003

990 Los Coches Rd

City Owned Property

APN: 022-291-010-000 Parcel
Size-Acres: 6.94

EXHIBIT C
PROPERTY SITE MAP



Docusign Envelope ID: 86BABAE5-174B-4F14-AEEA-AD8817309003

HOMELESSNESS STRATEGY AND INITIATIVES DIVISION
OF THE COUNTY ADMINISTRATIVE OFFICE

ADDITIONAL PROVISIONS

I. PERFORMANCE STANDARDS & COMPLIANCE

1.01 Outcome objectives and performance standards: CONTRACTOR shall for the entire term of this Agreement provide the service outcomes set forth in **Exhibit A.** CONTRACTOR shall meet the contracted level of service and the specified performance standards described in **Exhibit A**, unless prevented from doing so by circumstances beyond CONTRACTOR's control, including but not limited to, natural disasters, fire, theft, and shortages of necessary supplies or materials due to labor disputes.

1.02 County monitoring of services: COUNTY shall monitor services provided under this Agreement in order to evaluate the effectiveness and quality of services provided.

1.03 Notice of defective performance: COUNTY shall notify CONTRACTOR in writing within thirty (30) days after discovering any defects in CONTRACTOR's performance. CONTRACTOR shall promptly take action to correct the problem and to prevent its recurrence. Such corrective action shall be completed and a written report made to the COUNTY concerning such action not later than thirty (30) days after the date of the COUNTY's written notice to CONTRACTOR.

1.04 Termination for cause: Notwithstanding Section 7.02 of the Agreement, if the corrective actions required above are not completed and the report to the COUNTY not made within thirty (30) days, the COUNTY may terminate this Agreement by giving five (5) days' written notice to CONTRACTOR.

1.05 Training for Staff: CONTRACTOR shall insure that sufficient training is provided to its volunteer and paid staff to enable them to perform effectively on the project, and to increase their existing level of skills. Additionally, CONTRACTOR shall ensure that all staff completes Division 21 Civil Rights training.

1.06 Bi-lingual Services: CONTRACTOR shall ensure that qualified staff is available to accommodate non-English speaking, and limited English proficient, individuals.

1.07 Assurance of drug free-workplace: CONTRACTOR shall submit to the COUNTY evidence of compliance with the California Drug-Free Workplace Act of 1990, Government Code sections 8350 et seq., by doing the following:

- Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance is prohibited in the person's or organization's workplace and specifying the actions that will be taken against employees for violations of the prohibition;

Docusign Envelope ID: 86BABAE5-174B-4F14-AEEA-AD8817309003

HOMELESSNESS STRATEGY AND INITIATIVES DIVISION OF THE COUNTY ADMINISTRATIVE OFFICE

ADDITIONAL PROVISIONS

- Establishing a drug-free awareness program to inform employees about all of the following:
  1) the dangers of drug abuse in the workplace;
  2) the organization's policy of maintaining a drug-free workplace;
  3) any available drug counseling, rehabilitation, and employee assistance programs;
  4) the penalties that may be imposed upon employees for drug abuse violations;
  5) requiring that each employee engaged in the performance of the contract or grant be given a copy of the company's drug-free policy statement and that, as a condition of employment on the contract or grant, the employee agrees to abide by the terms of the statement.

II. CONFIDENTIALITY

CONTRACTOR and its officers, employees, agents, and subcontractors shall comply with Welfare and Institutions (W & I) Code Sec. 10850, 45 CFR Sec. 205.50, and all other applicable provisions of law which provide for the confidentiality of records and prohibit their being opened for examination for any purpose not directly connected with the administration of public social services. Whether or not covered by W&I Code Sec. 10850 or by 45 CFR Sec. 205.50, confidential medical or personnel records and the identities of clients and complainants shall not be disclosed unless there is proper consent to such disclosure or a court order requiring disclosure. Confidential information gained by CONTRACTOR from access to any such records, and from contact with its clients and complainants, shall be used by CONTRACTOR only in connection with its conduct of the program under this Agreement. The COUNTY, through the Director of Homelessness Strategy and Initiatives Division of the County Administrative Office (CAO-HSI), and his/her representatives, shall have access to such confidential information and records to the extent allowed by law, and such information and records in the hands of the COUNTY shall remain confidential and may be disclosed only as permitted by law.

III. NON-DISCRIMINATION

CONTRACTOR certifies that to the best of its ability and knowledge it will comply with the nondiscrimination program requirements set forth in this Section.

3.01 Discrimination Defined: The term "discrimination" as used in this contract, is the same term that is used in Monterey County Code, Chapter 2.80 "Procedures for Investigation and Resolution of Discrimination Complaints"; it means the illegal denial of equal employment opportunity, harassment (including sexual harassment and violent harassment), disparate treatment, favoritism, subjection to unfair or unequal working conditions, and/or other discriminatory practice by any Monterey County official, employee or agent, due to an individual's race, color, ethnic group, national origin, ancestry, religious creed, sex, sexual

Docusign Envelope ID: 86BABAE5-174B-4F14-AEEA-AD8817309003

orientation, age, veteran's status, cancer-related medical condition, physical handicap (including AIDS) or disability. The term also includes any act of retaliation.

3.02 Application of Monterey COUNTY Code Chapter 2.80: The provisions of Monterey COUNTY Code Chapter 2.80 apply to activities conducted pursuant to this Agreement. Complaints of discrimination made by CONTRACTOR against the COUNTY, or by recipients of services against CONTRACTOR, may be pursued using the procedures established by Chapter 2.80. CONTRACTOR shall establish and follow its own written procedures for the prompt and fair resolution of discrimination complaints made against CONTRACTOR by its own employees and agents and shall provide a copy of such procedures to COUNTY on demand by COUNTY.

3.03 Compliance with laws: During the performance of this Agreement, CONTRACTOR shall comply with all applicable federal, state and local laws and regulations which prohibit discrimination, including but not limited to the following:

- **California Fair Employment and Housing Act**, California Government Code Sec. 12900 et seq., see especially Section 12940 (c), (h), (1), (i), and (j); and the administrative regulations issued thereunder, 2 Calif. Code of Regulations Secs. 7285.0 et seq. (Division 4 - Fair Employment and Housing Commission);

- **California Government Code Secs. 11135 - 11139.5,** as amended (Title 2, Div. 3, Part 1, Chap. 1, Art. 9.5) and any applicable administrative rules and regulations issued under these sections; including **Title 22 California Code of Regulations 98000-98413**.

- **Federal Civil Rights Acts of 1964 and 1991** (see especially Title VI, 42 USC Secs. 2000d et seq.), as amended, and all administrative rules and regulations issued thereunder (see especially 45 CFR Part 80);

- **The Rehabilitation Act of 1973**, Secs. 503 and 504 (29 USC Sec. 793 and 794), as amended; all requirements imposed by the applicable HHS regulations (45 CFR Parts 80, 84 and 91); and all guidelines and interpretations issued pursuant thereto;

- **7 Code of Federal Regulations (CFR),** Part 15 and **28 CFR** Part 42;

- **Title II of the Americans with Disabilities Act of 1990** (P.L. 101-336), 42 U.S.C. Secs. 12101 et seq. and 47 U.S.C. Secs. 225 and 611, and any federal regulations issued pursuant thereto (see 24 CFR Chapter 1; 28 CFR Parts 35 and 36; 29 CFR Parts 1602, 1627, and 1630; and 36 CFR Part 1191);

Docusign Envelope ID: 86BABAE5-174B-4F14-AEEA-AD8817309003

HOMELESSNESS STRATEGY AND INITIATIVES DIVISION OF THE COUNTY ADMINISTRATIVE OFFICE

ADDITIONAL PROVISIONS

- **Unruh Civil Rights Act**, Calif. Civil Code Sec. 51 et seq., as amended;
- **Monterey COUNTY Code**, Chap. 2.80.;
- **Age Discrimination in Employment Act 1975,** as amended **(ADEA),** 29 U.S.C. Secs 621 et seq.;
- **Equal Pay Act of 1963**, 29 U.S.C. Sec. 206(d);
- **California Equal Pay Act**, Labor Code Sec.1197.5.
- **California Government Code** Section 4450**;**
- **The Dymally-Alatorre Bilingual Services Act; Calif. Government Code Sec. 7290 et seq.**
- **The Food Stamp Act of 1977, as amended and in particular Section 272.6.**
- **California Code of Regulations, Title 24, Section 3105A(e)**
- **Removal of Barriers to Inter-Ethnic Adoption Act of 1996, Section 1808**

3.04 Written assurances: Upon request by COUNTY, CONTRACTOR will give any written assurances of compliance with the Civil Rights Acts of 1964 and 1991, the Rehabilitation Act of 1973 and/or the Americans with Disabilities Act of 1990, as may be required by the federal government in connection with this Agreement, pursuant to 45 CFR Sec. 80.4 or 45 CFR Sec. 84.5, and 91; 7 CFR Part 15; and 28 CFR Part 35**,** or other applicable State or federal regulation.

3.05 Written non-discrimination policy: Contractor shall maintain a written statement of its non-discrimination policies which shall be consistent with the terms of this Agreement. Such statement shall be available to employees, recipients of services, and members of the public, upon request.

3.06 Grievance Information: CONTRACTOR shall advise applicants who are denied CONTRACTOR's services, and recipients who do receive services, of their right to present grievances, and of their right to a State hearing concerning services received under this Agreement.

Docusign Envelope ID: 86BABAE5-174B-4F14-AEEA-AD8817309003

HOMELESSNESS STRATEGY AND INITIATIVES DIVISION OF THE COUNTY ADMINISTRATIVE OFFICE

ADDITIONAL PROVISIONS

3.07 Notice to Labor Unions: CONTRACTOR shall give written notice of its obligations under paragraphs 4.01 - 4.08 to labor organizations with which it has a collective bargaining or other agreement.

3.08 Access to records by government agencies: CONTRACTOR shall permit access by COUNTY and by representatives of the State Department of Fair Employment and Housing, and any state agency providing funds for this Agreement, upon reasonable notice at any time during normal business hours, but in no case less than 24 hours' notice, to such of its books, records, accounts, facilities, and other sources of information as the inspecting party may deem appropriate to ascertain compliance with these non-discrimination provisions.

3.09 Binding on Subcontractors: The provisions of paragraphs 3.01 - 3.08 shall also apply to all of CONTRACTOR's subcontractors. CONTRACTOR shall include the non-discrimination and compliance provisions of these paragraphs in all subcontracts to perform work or provide services under this Agreement.

IV. ADDITIONAL REQUIREMENTS

4.01 Covenant Against Contingent Fees: CONTRACTOR warrants that no person or selling agency has been employed or retained to solicit this Agreement. There has been no agreement to make commission payments in order to obtain this Agreement. For breach or violation of this warranty, COUNTY shall have the right to terminate this Agreement without liability or, at its discretion, to deduct from the Agreement price or consideration, or otherwise recover, the full amount of such commission, percentage, brokerage, or contingency fee.

4.02 Debarment, Suspension and Fraud, and Abuse: CONTRACTOR certifies to the best of its knowledge and belief, that it and any subcontractors:

- **a)** Are not presently debarred, suspended, proposed for disbarment, declared ineligible, or voluntarily excluded from covered transactions by any federal or State department or agency.
- **b)** Have not, within a three-year period preceding this Agreement, been convicted of, or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, State, or local) transaction or contract under a public transaction; violation of federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.
- **c)** Are not presently indicted for, or otherwise criminally or civilly charged by a governmental entity (federal, State, or local) with commission of any of the offenses in 4.02(b).

Docusign Envelope ID: 86BABAE5-174B-4F14-AEEA-AD8817309003

d) Have not, within a three-year period preceding this Agreement, had one or more public transactions (federal, State, or local) terminated for cause or default.

4.03 CONTRACTOR shall report immediately to COUNTY in writing, any incidents of alleged fraud and/or abuse by either CONTRACTOR or its subcontractors.

4.04 CONTRACTOR shall maintain any records, documents, or other evidence of fraud and abuse until otherwise notified by COUNTY.

4.05 CONTRACTOR agrees to timely execute any and all amendments to this Agreement or other required documentation relating to the debarment/suspension status of any subcontractors.

V. CONTRACT ADMINISTRATORS

5.01 Contract Administrator – CONTRACTOR: CONTRACTOR hereby designates its CITY MANAGER OF SOLEDAD as its Contract Administrator for this Agreement. All matters concerning this Agreement which are within the responsibility of CONTRACTOR shall be under the direction of, or shall be submitted to, the CONTRACTOR's Contract Administrator. CONTRACTOR may, in its sole discretion, change its designation of the Contract Administrator, and shall promptly give written notice to COUNTY of any such change.

5.02 Contract Administrator – COUNTY: COUNTY hereby designates the DIRECTOR OF HOMELESSNESS STRATEGY AND INITIATIVES DIVISION (CAO-HSI) as its Contract Administrator for this Agreement. All matters concerning this Agreement which are within the responsibility of COUNTY shall be under the direction of, or shall be submitted to, the Director or such other COUNTY employee in the CAO-HSI as the Director may appoint. COUNTY may, in its sole discretion, change its designation of the Contract Administrator, and shall promptly give written notice to CONTRACTOR of any such change.

VI. CONTRACT DEPENDENT ON GOVERNMENT FUNDING

COUNTY's payments to CONTRACTOR under this Agreement are funded by the State and/or Federal governments. If funds from State and/or Federal sources are not obtained and continued at a level sufficient to allow for COUNTY's purchase of the indicated quantity of services, then COUNTY may give written notice of this fact to CONTRACTOR, and the obligations of the parties under this Agreement shall terminate immediately, or on such date thereafter, as COUNTY may specify in its notice, unless in the meanwhile the parties enter into a written Amendment modifying this Agreement.

Docusign Envelope ID: 86BABAE5-174B-4F14-AEEA-AD8817309003

HOMELESSNESS STRATEGY AND INITIATIVES DIVISION OF THE COUNTY ADMINISTRATIVE OFFICE

ADDITIONAL PROVISIONS

VII. APPEAL PROCESS

In the event of a dispute or grievance regarding the terms and conditions of this Agreement, both parties shall abide by the following procedures:

a) CONTRACTOR shall first discuss the problem informally with the designated CAO-HSI Contact/Program Analyst. If the problem is not resolved, CONTRACTOR must, within fifteen (15) working days of the failed attempt to resolve the dispute with Contact/Program Analyst, submit a written complaint, together with any evidence, to the CAO-HSI Director. The complaint must include a description of the disputed issues, the legal authority/basis for each issue which supports CONTRACTOR's position, and the remedy sought. The CAO-HSI Director shall, within fifteen (15) working days after receipt of CONTRACTOR's written complaint, make a determination on the dispute, and issue a written decision and reasons therefore. All written communication shall be pursuant to Section 14. NOTICES of this Agreement. Should CONTRACTOR disagree with the decision of the Director, CONTRACTOR may appeal the decision to the County Administrative Officer (CAO Officer).

b) CONTRACTOR's appeal of the Director's decision must be submitted to the CAO Officer within ten (10) working days from the date of the decision; be in writing, state the reasons why the decision is unacceptable, and include the original complaint, the decision that is the subject of appeal, and all supporting documents. Within twenty (20) working days from the date of CONTRACTOR'S appeal, the CAO Officer, or his/her designee, shall meet with CONTRACTOR to review the issues raised on appeal. The CAO Officer shall issue a final written decision within fifteen (15) working days of such meeting.

c) CONTRACTOR may appeal the final decision of the CAO Officer in accordance with the procedures set forth in Division 25.1 (commencing with Section 38050) of the Health and Safety Code and the regulations adopted thereunder. (Title 1, Subchapter 2.5 commencing with Section 251, or Subchapter 3 commencing with Section 300, whichever is applicable, of the California Code of Regulations).

d) CONTRACTOR shall continue to carry out the obligations under this Agreement during any dispute.

e) Costs incurred by CONTRACTOR for administrative/court review are not reimbursable by COUNTY.

Docusign Envelope ID: 86BABAE5-174B-4F14-AEEA-AD8817309003

Agency Name and Address: **City of Soledad**
Agency Contract Administrator: Megan Hunter, City Manager
Email Address: mhunter@cityofsoledad.com
Direct Phone Number: 831-223-5043

Remit to: HomelessServices@countyofmonterey.gov
cc: federicos@countyofmonterey.gov

Contract Term: **December 3, 2024 to June 30, 2027**
Contract Amount: **$1,955,000.00**

Initial Payment Balance:	$1,955,000.00
Unencumbered:	*$ 1,955,000.00*
Unexpended:	*$ 1,955,000.00*
To Date Expenses:	$ -

Reporting Period:	
Report Date:	
Report Number:	

Expenditure Table

Expense Type	Eligible Use Category	Encumbered	Expended	Services Provided By:	Notes/Status Updates
Modular Units	Interim Sheltering			AMEG	
	Total	$ -	$ -		

Summary of Expenditure and Project Activities [Attach all subcontractor invoices and any other supporting documentation.]

Include Interim Housing Progress

Budget Modification Request: Y*/N *attach proposed budget.

I certify that this report is correct and complete to the best of my knowledge and that the costs are eligible pursuant to the terms of the contract.

Person Completing Report Title Authorizing Signature/Date

County Contract Manager Approval

Docusign Envelope ID: 86BABAE5-174B-4F14-AEEA-AD8817309003

BUDGET

January 7, 2025 to June 30, 2027

Agency Name: CITY OF SOLEDAD – ERF-3-R PROGRAM

Project Description: Development of a 16-bed non-congregate interim housing facility

Expense Categories*	Amount
Development and Construction	$ 1,655,000.00
Property Maintenance & Security (24 months)	$ 300,000.00
Total Project Budget	**$ 1,955,000.00**

Budget Narrative

Expense Categories	Line-Item narrative
Development and Construction	Costs for the purchase of modular units, furniture, fixtures & equipment, site development, planning and design, permitting, entitlements, bonding, utility hookups, decking/grading/gravel to build a pet-friendly, non-congregate and relocatable interim housing facility that includes: 16 sleeping quarters, hygiene units, office units, a laundry unit, an intake/security unit, break room unit, outdoor common areas, area for pets, area for parking, bike racks and storage space for residents' belongings.
Property Management, Maintenance & Property Security	Costs for maintaining the Interim Housing Facility property management needs, including monthly utilities, basic maintenance, and repairs to units/appliances/plumbing, and for the provision of onsite security management from 10:00 p.m. to 6:00 a.m. 7-days a week, 365 days a year for up to 24 months.

*ERF-3-R Eligible Use Category	Eligible Use Description	Total Maximum Allowable Amount
Interim Sheltering	Interim sheltering, limited to newly developed clinically enhanced congregate shelters, new or existing non-congregate shelters, and operations of existing navigation centers and shelters based on demonstrated need that are well suited for eligible persons.	**$ 1,955,000.00**

Program Code: ERFG2SOLED
Program Name: Soledad Encampment Resolution Funding Program

AMENDMENT #1 TO AGREEMENT A-17196
BY AND BETWEEN
COUNTY OF MONTEREY & CITY OF SOLEDAD

THIS AMENDMENT #1 is made and entered into by and between the County of Monterey, a political subdivision of the State of California, (hereinafter "COUNTY"), and the City of Soledad (hereinafter "CONTRACTOR").

WHEREAS, COUNTY and CONTRACTOR entered into an AGREEMENT for the development, construction, and property management of a non-congregate interim housing facility to provide temporary shelter for the occupants living in the Salinas River Soledad encampment for the period of January 7, 2025 to June 30, 2027 for a contract total of $1,955,000.00; and,

WHEREAS, the parties wish to amend the AGREEMENT via AMENDMENT #1 to **add $193,332.00** to support the development of additional provisional interim shelter during the construction of the 16-bed interim housing facility to address emergency encampment concerns for the unsheltered encampment occupants living in the Salinas River Soledad encampment with no change to the contract term for a **revised** contract total of **$2,148,332.00.**

NOW THEREFORE, the COUNTY and CONTRACTOR agree to amend the AGREEMENT in the following manner:

This Agreement is hereby amended on the terms and conditions set forth in the Original Agreement and Amendment #1 incorporated herein by this reference, except as specifically set forth below.

1. **SECTION 1.0, "SERVICES TO BE PROVIDED" is amended to read as follows:**
   The COUNTY hereby engages CONTRACTOR to perform, and CONTRACTOR hereby agrees to perform the services described in **Exhibit A-1** in conformity with the terms of this Agreement.

2. **SECTION 2.0, "PAYMENTS BY COUNTY" is amended to read as follows:**
   COUNTY shall pay the CONTRACTOR in accordance with the payment provisions set forth in **Exhibit A-1,** subject to the limitations set forth in this Agreement. The total amount payable by County to CONTRACTOR under this Agreement shall not exceed the sum of **$2,148,332.00.**

3. **Exhibit A-1** replaces Exhibit A and reflects the **addition of $193,332.00** for a new contract total of **$2,148,332.00.**

4. **Exhibit D-1** replaces Exhibit D and references the new **Exhibit A-1.**

5. **Exhibit E-1** replaces Exhibit E and reflects the addition of **$193,332.00** and the new contract total of **$2,148,332.00.**

6. **Exhibit F-1** replaces Exhibit F and reflects the addition of **$193,332.00** and the new contract total of **$2,148,332.00.**

Docusign Envelope ID: 8FF0CF8C-72C4-48D1-9D1A-166989E2C838

7. Except as provided herein, all remaining terms, conditions and provisions of the AGREEMENT are unchanged and unaffected by this AMENDMENT #1 and shall continue in full force and effect as set forth in the AGREEMENT.

8. A copy of this AMENDMENT #1 shall be attached to the original AGREEMENT, dated January 7, 2025, respectively.

This space left blank intentionally.

Docusign Envelope ID: 8FF0CF8C-72C4-48D1-9D1A-166989E2C838

IN WITNESS WHEREOF, the parties have executed this AMENDMENT on the day and year written below.

COUNTY ADMINISTRATIVE OFFICE (CAO) **Sonia M. De La Rosa, CAO** DocuSigned by: By: Deborah Paolinelli DFCFE819B75E478... Deborah Paolinelli, Assistant CAO Date: 3/13/2025 | 9:10 AM PDT	**CITY OF SOLEDAD** Signed by: By: Donald Wilcox, Acting City Manager B727C988970141A... City Manager Date: 3/10/2025 | 10:57 AM PDT
CONTRACTS/PURCHASING (C/P): DocuSigned by: By: Tom Spencer 38F2300D7187745F... Debra R. Wilson, C/P Officer Date: 3/13/2025 | 8:14 AM PDT	**CITY OF SOLEDAD** Signed by: By: Mike Rodriguez, City Attorney 058A5A4B1459498... City Attorney Date: 3/11/2025 | 9:22 AM PDT
APPROVED AS TO FORM: Office of the County Counsel-Risk Management, Susan K. Blitch, County Counsel DocuSigned by: By: Anne Brereton A4609TE5DE63459... Anne Brereton, Deputy County Counsel Date: 3/12/2025 | 4:55 PM PDT	
APPROVED AS TO RISK MANAGEMENT: Office of the County Counsel-Risk Management, Susan K. Blitch, County Counsel Signed by: By: David Bolton, Risk Manager 08FDC263FF0243C... David Bolton, Risk Manager Date: 3/13/2025 | 8:05 AM PDT	

ENCAMPMENT RESOLUTION FUNDING- ROUND 3 (ERF-3)

SENDERO INTERIM HOUSING

September 2, 2026



OUTCOMES UPDATE

14
Permanent Housing Placements

14
Residents at Sendero

3
Employeed Participants

4
Recieved Substance Use Treatment

All participants are engaged in behavioral health, and individualized support continues as they work towards permanent housing

SENDERO PATICIPANTS HOUSING GOALS

Every Participant at Sendero (14) has a housing plan

4
Approved to Casa de Esperanza

2
Awaiting Approval

2
Family Reunification

6
Tenant-Based Rental Assistance



Participants are actively meeting with Step Up case managers for a smooth transition

SENDERO'S CLOSURE & ADDITONAL FUNDS

- Staff continues to seek additional funding opportunities. However the current funds can only support site operations through December 2026
- Participants will continue to recieve wrap-around services though June 2027 to maintain housing stability
- The additional funds are gap funding to address higher-than-anticipated expenditures and emerging needs to resolve the riverbed encampment, such as the 8-month provisional encampment.
- Additional enforcement and clean-up efforts

DISCUSSION AND Q&A



CITY OF SOLEDAD
STAFF REPORT

SUBJECT: **Community Engagement Strategies Presentation**

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

FROM: **Eric Mora, Community Engagement Manager**

THROUGH: **Megan Hunter, City Manager**

MEETING DATE: **September 2, 2026**

Recommendation

Receive and file the report on community engagement strategies

Executive Summary

Meaningful community engagement is an important component of effective local government. Consistent opportunities for residents to receive information, provide input, and understand how public feedback informs City decisions can strengthen trust and transparency. The City of Soledad currently engages the community through a variety of methods, including public meetings, City Council meetings, websites, social media, email communications, community events, partnerships, and direct person-to-person outreach. The purpose of this report is to provide the City Council with an overview of current engagement strategies as well as highlighting a couple of priority areas for the community engagement team in the coming months.

Background

The City of Soledad established the Community Engagement job description in December 2020. At that time the purpose of the position was to focus on leveraging our parks and recreation center with available regional programs that can provide community programs for the Soledad Community, specifically the elderly and youth. Additionally, the position would focus on neighborhood and community outreach including but not limited to community infrastructure, volunteer programs, Soledad Youth Council and securing grants through establishing relationships with various philanthropic foundations and non-profit organizations.

The Community Engagement Manager position was not filled until January 2022, due to the COVID-19 pandemic. In September 2021, the City Council approved the Community Engagement Coordinator position to enhance the community engagement efforts. The department operated with two full-time positions until January 2026, when the Community Engagement Coordinator left to pursue other interests. Since that time the City has not filled the Community Engagement Coordinator position due to General Fund budget constraints.

Since the creation of the Community Engagement Department the purpose has evolved. The City now has a greater social media presence and is working on establishing partnerships. Work with the Youth Council is now under the direction of the Parks and Recreation Director, while the Community Engagement Manager continues to work with the Civics Academy.

Review & Analysis

The City of Soledad uses a variety of strategies to further the City's Community Engagement goals:

Social Media

The City of Soledad has established a strong presence on social media, particularly through its existing Facebook and Instagram platforms. During the first nine months of the new Community Engagement team's operations, the team has focused on expanding the City's capacity to provide timely, accessible, and engaging information to residents across a variety of topics. These efforts have included communications regarding road closures and other service impacts, emergency notifications, City department accomplishments, community and city events, programs, and other information of interest to residents.

The team has also worked to broaden the City's reach and improve the accessibility and inclusivity of its communications. Key accomplishments during the first nine months include:

- Expanded Spanish-language communications: Increased the City's ability to communicate with Spanish-speaking residents by producing videos and other content entirely in Spanish, rather than relying solely on translated text or captions.
- Improved accessibility: Began incorporating accessibility features into video communications, including ADA-conscious design practices such as captions and accessible visual and audio content, positioning the City to meet evolving accessibility expectations for government communications that will go into effect next year.
- Increased Instagram engagement and reach: Grew the City's Instagram following by 35% during the team's first nine months, from December 2025 through August 2026.
- Expanded the City's social media presence by launching three new accounts: Launched new official City of Soledad accounts on LinkedIn, Nextdoor, and TikTok, allowing the City to reach different audiences.

These efforts represent an important step toward establishing a more proactive and accessible communications infrastructure for the City. Rather than relying on a single communications channel, the Community Engagement team is expanding the City's ability to meet residents where they are, provide information in multiple languages and formats, and build stronger connections with the community.

Newsletter

The City of Soledad maintains a quarterly community newsletter as an additional channel for sharing timely information about City services, programs, events, projects, and community resources. As part of the Community Engagement team's efforts to improve the accessibility and effectiveness of City communications, the newsletter format has been redesigned to better align with evolving ADA accessibility requirements and best practices.

The redesigned format incorporates increased color contrast, larger and more readable font sizes, improved content organization, and a stronger visual hierarchy to make information easier for residents to navigate and understand.

The City's newsletter currently reaches over 2,000 subscribers through Mailchimp, providing the City with a direct communication channel to residents and community members who have opted to receive updates.

The newsletter redesign represents an opportunity not only to improve accessibility, but also to strengthen the City's ability to communicate consistently and effectively with residents through a direct, reliable, and measurable communications platform.

Civics Academy
Following a hiatus due to the departure of the previous Community Engagement Manager, the City of Soledad's Civics Academy has resumed regular meetings. A key challenge identified during the transition was the lack of consistent recordkeeping and documentation of prior meetings and activities as well as a pending graduation ceremony and shirts for the first cohort of the civics academy.

Since reconvening, the Civics Academy has provided residents with opportunities to learn about and engage with City operations and initiatives. Recent sessions have included:

- Presentations on the City of Soledad's budget process;
- An introduction to the City's new Parks Director, Ana Ambriz;
- An overview of the Clean California grant and solicitation of feedback for debris hot spots; and
- Regular updates on City events, programs, and community activities.

To increase accessibility and participation, the Civics Academy has expanded its meeting schedule from one in-person meeting per month to two hybrid meetings per month—one morning session and one evening session. This expanded schedule provides residents with greater flexibility to participate based on their schedules and availability. Staff will continue to strengthen recordkeeping and documentation practices while expanding outreach and participation in the Civics Academy.

Media Ad Hoc Committee
The Community Engagement Manager leads an internal Media Ad Hoc Committee comprised of representatives from each City department. The committee meets on a monthly basis at City Hall to identify and coordinate departmental communication and community engagement needs.

The committee provides a collaborative forum for departments to brainstorm communications strategies, identify outreach opportunities, and ensure that departmental needs are effectively supported. The group also works to strengthen each department's capacity to independently engage with the community through effective communication, outreach, and public information efforts.

Partnerships
A key component of the City of Soledad's community engagement strategy is the development and maintenance of strong partnerships with community-based organizations (CBOs), government agencies, and other community partners. While many of the City's longstanding partnerships have traditionally been initiated through the efforts of elected officials, the Community Engagement team is actively working to maintain, strengthen, and expand these relationships to increase access to services and resources for Soledad residents.

Recent partnership highlights include:

- **Mexican Consulate:** The City continues to partner with the Mexican Consulate to bring events and services directly to Soledad. This partnership provides Mexican nationals residing in Soledad with opportunities to engage with Consular representatives in their own community and access services without having to travel outside the area.
- **Catholic Charities:** The City established a new partnership with Catholic Charities to provide CalFresh and Medi-Cal enrollment assistance in Soledad. The partnership helps ensure that residents who may need assistance navigating these programs can access support close to home. Watsonville Law Center: The City partnered with the Watsonville Law Center to host a "Know Your Rights" workshop, providing residents with free legal consultations, information, and assistance in completing family emergency plans.
- **First 5 Monterey County:** Dolly Parton's Imagination Library: Through targeted community outreach and promotion, Soledad has achieved the highest enrollment among South County cities in the Dolly Parton Imagination Library program and ranks third overall in Monterey County, behind only two Salinas ZIP codes. This reflects the impact of coordinated outreach efforts to connect local families with early childhood literacy resources.

Website
The City of Soledad launched a new website in July 2026, spearheaded by the Information Technology (IT) Department. Since the launch, the Community Engagement Manager has worked closely with City departments to review and update departmental webpages, ensuring that information is current, accurate, and easily accessible to the public.

The Community Engagement Manager has also advocated for enhancements to improve the City's overall communications infrastructure, including the development of a community calendar, a centralized press release repository, and other website improvements designed to streamline the dissemination of information and provide residents with a more user-friendly resource for accessing City programs, services, events, and updates.

Events
The Community Engagement Team coordinates and supports a variety of City events and community engagement activities throughout the year. The team also provides direct support to City departments in planning and executing press conferences, ribbon cuttings, community events, and other City-sponsored activities.

This support includes coordinating communications and outreach, assisting with event logistics, developing promotional materials such as flyers, social media graphics, and other informational materials, promoting events to the community, and helping ensure that City-sponsored activities effectively inform and engage residents.

Media
The Community Engagement Team serves as a primary point of contact for local and regional media, helping to amplify the City's voice and ensure timely and accurate information is shared through traditional media platforms.

The team develops and distributes press releases and media advisories, maintains and updates media contact lists, and coordinates with reporters and media outlets on City-related inquiries and announcements. The team also monitors and reviews media coverage of the City, identifying significant stories, emerging issues, and public sentiment, and provides regular briefings to City leadership to

support informed decision-making and effective communication

Forthcoming Work
As outlined in the City's Strategic Plan, the Community Engagement team will advance a coordinated, data-informed, and equity-focused approach to strengthening relationships between the City and the community. The team's work will focus on three interconnected priorities:

- 3.2.1 – Use data to advance equitable and effective community engagement. The Community Engagement team will use demographic data to community feedback to better understand who is and who is not participating in City programs, services, and decision-making processes. This information will help the City identify gaps in outreach, tailor engagement strategies to the needs of different communities, and evaluate the effectiveness of engagement efforts over time.
- 3.2.2 – Update a citywide community engagement strategy with measurable and equity-focused goals. The team will support the development and implementation of a comprehensive, citywide community engagement strategy that establishes consistent practices across City departments. The strategy will identify clear goals, measurable outcomes, priority audiences, and appropriate engagement methods, while ensuring that residents have meaningful opportunities to provide input on issues that affect their neighborhoods and quality of life.
- 3.3.1 – Strengthen community connections through partnerships and access to local resources. The Community Engagement team will strengthen relationships with community-based organizations to help expand the City's reach, connect residents with available resources and services, and create additional opportunities for residents to participate in civic life. By working collaboratively with trusted community partners, the City can improve access to information and resources while building stronger, more sustained relationships with residents.

Financial Considerations

There are no financial considerations tied to this presentation

Strategic Plan Alignment

The Community Engagement Department supports Goal 3.2 - Strengthen Inclusive and Equitable Participation in all City Planning and Decision-Making Processes

Alternatives

None

Planning/CEQA

The presentation of the Community Engagement Strategies is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15262, as the Plan is a planning document that does not commit the City to any specific project or physical improvements. Environmental impacts of any future projects identified in the Plan will be evaluated separately in accordance with CEQA prior to their implementation.

Public Notice Requirements

None

Attachment(s):
Community Engagement Strategies


CITY OF SOLEDAD
EST.
1921
CALIFORNIA
COMMUNITY ENGAGEMENT
STRATEGIES
Eric Mora, Community Engagement Manager, City of Soledad
Siempre Soled



OFFICE OVERVIEW

The Office of Community Engagement spearheads the City's initiatives in public information, civic engagement, website and digital communications management, and legislative advocacy.

The Office's primary mission is to enhance public awareness of City programs and initiatives, and encourage meaningful participation in local government.

OFFICE OF COMMUNITY ENGAGEMENT STAFF

Eric Mora, Community Engagement Manager

Community Engagement Coordinator **(VACANT, Unfunded for FY 26/27)**

CURRENT STRATEGIES

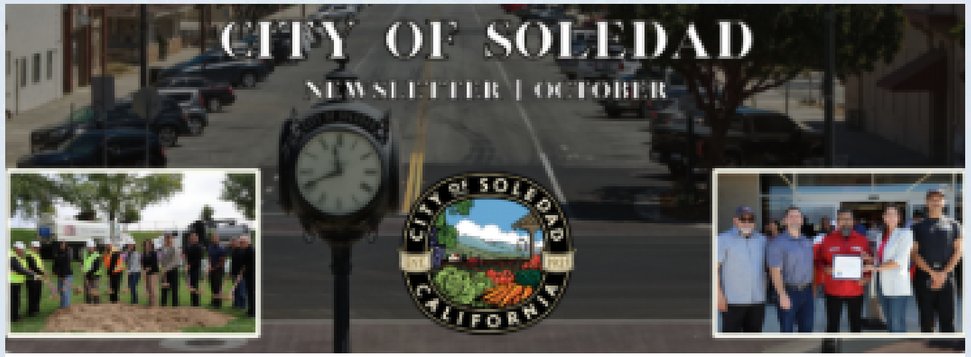




SOCIAL MEDIA

-Facebook
-Instagram
-LinkedIn (New!)
-Nextdoor (New!)
-TikTok (New!)

NEWSLETTER



City of Soledad Newsletter

Welcome to the City of Soledad's monthly newsletter. Here, you will get the latest scoop on our news, upcoming events, and important updates. Brought to you by City Manager Megan Hunter and the Community Engagement Office.

Grand Opening of Tractor Supply Marks Milestone for Soledad



CITY OF SOLEDAD
NEWSLETTER | JANUARY 20, 2026

WELCOME

New Year, New Newsletter Format 🎉. Welcome to the City of Soledad's (redesigned) monthly newsletter. Here, you will get the latest scoop on the City's news, upcoming events, and important updates.

The City of Soledad's newsletter is brought to you by the City Manager the Community Engagement Office.



MEGAN HUNTER
City Manager
City of Soledad



ERIC MORA
Community Engagement Manager
City of Soledad

PAST EVENTS



Soledad Family Welcomes First Baby Born in Monterey County in 2026

The Soledad City Council began their January 14, 2026 City Council meeting by presenting a certificate of recognition to Elizabeth Medina Mora and Sergio Mora, Soledad residents and proud parents to Noah Mora Medina, Monterey County's first baby of the year.

Noah was born at 12:00:09 am on New Year's Day, arriving only 9 seconds into

CIVICS ACADEMY



MEDIA AD HOC COMMITTEE

Comprised of representativies of each City Department

Expand City’s capacity for effective communication

Coordinating communication efforts for events and city’s work

Learning community

PARTNERSHIPS

Mexican Consulate: hosted Rutas informativas, Consul Movil events and Dual Citizenship information sessions to ensure that Soledad residents don't have to travel all the way to San Jose for essential services

Catholic Charities: new partnership to launch Cal Fresh and Medical enrollment assistance to ensure that residents who need help can receive it close to home

Watsonville Law Center: hosted Know Your Rights workshop with free legal consulations, information, and assistance completing family emergency plans

First 5 (Dolly Parton Imagination Library): due to outreach efforts, Soledad is the highest enrolled South County City in the Dolly Parton Imagination Library (3rd overall to two Salinas zip codes)


HOME
COMMUNITY
GOVERNMENT
WEBSITE
Quick Links
News
Calendar
Social Media
GATEWAY TO
THE PINNACLES

EVENTS

- Tacos with the Team
- State of the City
- Press Conferences
- Ribbon Cuttings

MEDIA

Press Releases & Media Advisories

Maintain media contact lists

Review media coverage and brief city leadership on significant stories or public sentiment



FORTHCOMING WORK



STRATEGIC PLAN

3.2.1 – Use data to advance equitable and effective community engagement

3.2.2 – Update a citywide community engagement strategy with measurable and equity-focused goals.

3.3.1 – Strengthen community connections through partnerships and access to local resources.

CITY OF SOLEDAD
STAFF REPORT

SUBJECT: **Strategic Plan Quarterly Update - Q2 2026**

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

FROM: **Jesus Yanez, Finance Management Analyst**

THROUGH: **Megan Hunter, City Manager**

MEETING DATE: **September 2, 2026**

Recommendation

It is recommended that the City Council of the City of Soledad receive and accept the Second Quarter 2026 Strategic Plan Progress Report, which provides an overview of the City's implementation efforts and key accomplishments to date.

Executive Summary

The Second Quarter 2026 Strategic Plan Progress Report summarizes implementation efforts for the quarter ending June 30, 2026 (April–June). The Strategic Plan serves as a five-year roadmap informed by community priorities and guides City operations, budgeting, and service delivery. Initial results indicate that implementation is well underway, with 74% of urgent objectives and 23% of semi-urgent objectives completed or on track. The City has also strengthened accountability by integrating Strategic Plan tracking into its operations through dashboards, reporting mechanisms, and enhanced departmental coordination. Moving forward, the City will continue aligning resources with strategic priorities, maintaining transparency through quarterly progress updates, and refining the plan to address evolving community needs.

Background

On November 5, 2026, the City Council adopted the 2025-2030 Strategic Plan, establishing a clear vision, mission, and set of priorities to guide City operations, resource allocation, and decision-making over the next five years. The Strategic Plan was developed collaboratively by the City Council and staff, incorporating input from community stakeholders and residents gathered through various planning efforts to ensure it reflects Soledad's shared values and long-term vision. Each priority is supported by specific goals, measurable objectives, and key initiatives that align with the City's budget, capital planning, and departmental work programs. Implementation will be monitored through regular progress reports and performance indicators to ensure accountability and transparency.

Review & Analysis

The Strategic Plan is organized around the Siempre Soledad General Plan Guiding Principles, which were shaped by input from hundreds of community stakeholders. These Guiding Principles establish nine foundational pillars—Economy, Housing, Environmental Justice and Equity, Community Places, Mobility, Safety, Youth, and Health. The 2025-2030 Strategic Plan is organized around these pillars. A tenth element—focused on internal operations—has been incorporated to ensure the City has the organizational capacity, staffing, and resources necessary to implement the Strategic Plan successfully. The Strategic Plan serves as a comprehensive roadmap for achieving the City's vision, with ten overarching priorities that reflect Soledad's commitment to service excellence, sustainability, and quality of life.

To balance near-term action with long-term planning, the Strategic Plan spans a five-year horizon (2025–2030). Objectives are categorized by priority level to guide implementation:

- ***Urgent Priorities***: 1–2 years
- ***Semi-Urgent Priorities***: 2–4 years
- ***Long-Term Priorities***: 5+ years

Second Quarter Progress *(April 1 - June 30, 2026)*

The attached report includes:

- A high-level summary of Urgent and Semi-Urgent Objectives, categorized as Completed, On Track, or Not Started, providing a clear snapshot of implementation progress.
- A detailed attachment outlining major milestones and departmental accomplishments.

Examples of the major milestones include:

- Issued the building permit for Quick Quack car wash as part of the build out for the Soledad Marketplace
- Secured a $300,000 CDBG Planning Grant to further project design and implementation efforts of the Container Village Project
- Executed an Exclusive Negotiating Agreement (ENA) with Eden Housing for 143 affordable housing units at 540 Gabilan
- Secured approximately $182,000 in HHAP funding through the Coalition for Homeless Services Providers for a Transitional Aged Youth program under development in Soledad
- Completed installation of all purple pipe within the City of Soledad for the Recycled Water Project, advanced associated pipe installation work to approximately 95% completion
- Installed "Talk To Me Technology" boards at Orchard Lane and Vosti Parks
- Secured a $300,000 Clean California Community Cleanup and Employment Pathway (CCEP) Grant

The City continues to take the necessary actions to institutionalize the Strategic Plan in daily operations:

- Integrating Strategic Plan alignment into all City Council staff reports
- Developing a digital progress dashboard to track implementation
- Assigning goal champions across departments for accountability
- Including Strategic Plan updates in Executive Team meetings
- Committing to quarterly public reporting to ensure transparency

In addition, the City's new website launched in June which includes access to the Strategic Plan, quarterly reports, and a real-time dashboard to keep the community informed.

The Strategic Plan is intended to be a living document. The City Council will review and update the plan annually to ensure it remains responsive to evolving conditions, priorities, and community needs.

Future quarterly reports will continue to track progress, identify challenges, and highlight opportunities for alignment and improvement.

Financial Considerations

Although an accomplishment to highlight for the 3rd Quarter update, staff utilized the Strategic Plan to develop the Fiscal Year 2026–2027 budget.

Given the limited discretionary funding, the budget prioritizes:

- Urgent actions that can be completed within existing resources
- Initiatives already incorporated into departmental work plans
- Projects eligible for grant funding or external resources

This approach is intended to advance Strategic Plan implementation while minimizing impacts on the General Fund.

Strategic Plan Alignment

This report directly supports Goal 10.1: Maintain and Track Progress on the Strategic Plan and Align with Department Work Programs, serving as a key accountability and performance tracking mechanism for the City Council and the community.

Alternatives

This item provides a report to the Council on our progress. No other action is required.

Planning/CEQA

The adoption of the Soledad Strategic Plan is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15262, as the Plan is a planning document that does not commit the City to any specific project or physical improvements. Environmental impacts of any future projects identified in the Plan will be evaluated separately in accordance with CEQA prior to their implementation.

Public Notice Requirements

None required.

Attachment(s):
Strategic Plan Implementation Dashboard - Quarter 2 Update
Strategic Plan Progress Highlights - 2026 2nd Quarter

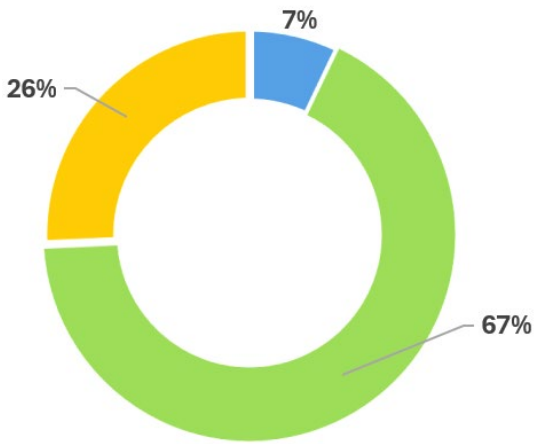
2026 Q2 Update

City of Soledad Strategic Plan Implementation Dashboard

The 2026-2030 City of Soledad Strategic Plan includes 70 objectives that are categorized as **Urgent**, which are to be completed within one to two years of implementation; and 72 objectives categorized as **Semi-Urgent** to be completed within two to four years. This report shares progress towards completing these actions to advance the City's strategic Goals.

Visit https://soledadstrategicplan.com/ for more details.

URGENT

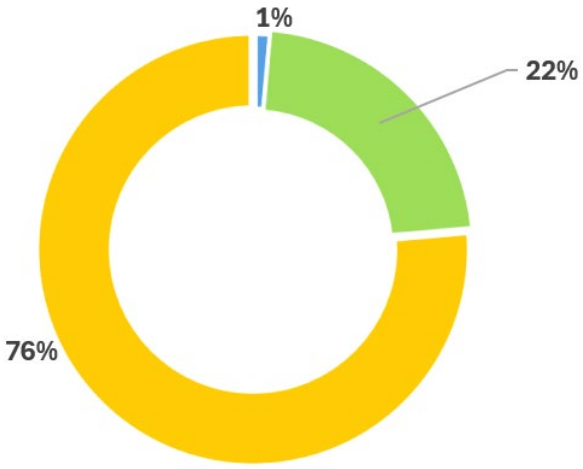


Department Lead Key	
CED	Community & Economic Development
CM	City Manager
CE	Community Engagement
FIN	Finance
HR	Human Resources
IT	Information Technology
FD	Fire Department
REC	Recreation
PD	Police Department
PW	Public Works

Status Key

- COMPLETED
- ON TRACK
- NOT STARTED

SEMI URGENT



Department Lead Key	
CED	Community & Economic Development
CM	City Manager
CE	Community Engagement
FIN	Finance
HR	Human Resources
IT	Information Technology
FD	Fire Department
REC	Recreation
PD	Police Department
PW	Public Works

Status Key

- COMPLETED
- ON TRACK
- NOT STARTED

ECONOMY: We cultivate a thriving economy that supports quality retail for our residents' shopping needs, small businesses, and regional tourism. We aim to provide our residents with secure and well-paying jobs that will serve as the background of their livelihoods. Residents are able to shop locally for their essential needs		
1.1 - Goal: Build a Resilient and Diverse Local Economy by Supporting Business Attraction, Retention, and Expansion		
1.1.1 - Increase Soledad's marketability to attract business investment	→	CED
1.1.2 - Provide technical assistance, resources, and engagement opportunities to help retain and grow Soledad businesses.	→	CED
1.1.3 – Redevelop underutilized sites to support light industrial, office, and retail growth	→	CED
1.2 - Goal: Promote Tourism, Hospitality, and Agrotourism		
1.2.1 – Develop and implement a comprehensive tourism and hospitality strategy focused on local assets (Pinnacles, wineries, historic sites).	■	CED
1.2.2 - Redevelop underutilized properties to construct a major hotel to strengthen tourism	▲	CM
1.2.4 - Position Soledad as a Regional Destination through Branding, Gateway Enhancements, and Visitor Experience Improvements	→	CM
1.3 - Goal: Enhance Downtown Revitalization, Placemaking and Infrastructure Improvements		
1.3.2 - Develop the Container Village as a small business incubator and Downtown catalyst.	→	CM/CED
1.3.3 - Beautify downtown with façade, signage, lighting, art, and landscaping programs.	→	CED
1.3.4 – Update and implement Downtown Specific Plan (land use, design, pedestrian access).	→	CED
1.3.6 - Ensure that downtown infrastructure is shovel-ready (water, sewer, fiber, EV).	→	CED/PW
1.3.7 – Activate the Downtown with regular cultural, culinary, and community events.	→	REC/CE/CED
1.4 - Goal: Evaluate Zoning, Land Use, and Sustainable Development		
1.4.1 - Update general plan and zoning codes to support retail, industrial redevelopment, and highway access.	→	CED
1.4.3 - Activate city vacant land with tailored incentives and developer outreach.	→	CED

HOUSING: We ensure access to quality, safe, and diverse housing near schools, jobs, retail, and parks that is affordable to residents of all income levels.		
2.1 - Goal: Promote, Support, and Expand the Development of Diverse and Affordable Housing to Meet Community Needs		
2.1.1 - Facilitate the development of 734 housing units by 2031 to meet the Regional Housing Needs Allocation (RHNA) through active pipeline projects and strategic developer partnerships.	➡	CED
2.1.2 - Expand innovative housing options (ADUs, Cottages).	➡	CED
2.1.3 - Expand housing opportunities for all Soledad residents.	➡	CED
2.2 - Goal: Develop Infrastructure and Promote Smart Growth		
2.2.2 - Negotiate a Development Agreement for Miramonte to ensure adequate provision of infrastructure and public services at each stage of the project's build out.	➡	CM
2.3 - Goal: Expand Housing Resources for Vulnerable Populations		
2.3.1 – Expand permanent housing options for homeless individuals, seniors, farmworkers, large families, single parents, and other vulnerable groups.	➡	CED
2.3.2 - Implement comprehensive homelessness solutions grounded in Housing First and interim-to-permanent strategies to achieve functional zero homelessness.	▲	CED
2.3.3 – Provide temporary emergency housing in hotels for vulnerable populations	■	CED
2.4.1 – Preserve and improve existing housing stock.	➡	CED
2.5 - Goal: Promote Homeownership, Financial Literacy, and First-Time Buyer Assistance		
2.5.1 - Provide education on housing affordability and the homebuying process	■	CED
2.5.2 - Promote the Mortgage Credit Certificate (MCC) Program	■	CED
2.6 - Goal: Promote Fair Housing, Equity, and Inclusion		
2.6.1 - Strengthen and enforce fair housing policies.	■	CED
2.6.2 - Revitalize the Soledad Housing Authority to Advance Equity and Expand Funding Access	■	FIN
2.7 - Goal: Evaluate and Activate City-Owned and Vacant Land for Housing Development		
2.7.1 - Advance infill on underutilized or vacant property through re-zoning and updated standards.	■	CM
2.7.2 - Activate city-owned sites for housing/public-private partnerships.	■	CM
2.7.3 – Expand strategic site acquisition.	▲	CM/ CED
2.8 - Goal: Develop Incentives and Sustainable Housing Funding Programs		
2.8.1 - Pursue grants and establish a local housing trust fund.	■	CED
2.8.2 - Update development impact fees to promote affordability.	➡	CED

ENVIRONMENTAL JUSTICE AND EQUITY: We improve the health and well-being of our local community by addressing environmental, social, and economic obstacles. We are committed to diversity, equity, and inclusion and believe everyone has a voice in shaping Soledad. We engage together as equal partners in local decision-making processes to reduce inequalities and disparities in our community.		
3.2 - Goal: Strengthen Inclusive and Equitable Participation in all City Planning and Decision-Making Processes		
3.2.1 - Use data to advance equitable and effective community engagement.		CE
3.2.2 – Update a citywide community engagement strategy with measurable and equity-focused goals.		CE
3.2.3 – Build city capacity by hiring and training staff skilled in authentic community engagement.		CE/HR
3.3 – Goal: Intentionally Allocate Resources to Eliminate Disparities in City Services and Outcomes		
3.3.1 – Strengthen community connections through partnerships and access to local resources.		CE/CED
3.4 - Goal: Promote Sustainable Infrastructure and Environmental Resiliency		
3.4.1 – Upgrade and modernize water, wastewater, and stormwater systems for long-term sustainability and efficiency.		PW
3.4.3 - Expand Water Reuse and Conservation Systems		PW
3.4.4 – Develop and implement a comprehensive Climate Action Plan integrated into all city operations		PW

COMMUNITY PLACES: We value parks, public gathering spaces, recreation, cultural events, and vibrant community places that are comfortable and welcoming to all, regardless of age or abilities. We advance our beautiful park and recreation system with amenities that offer moments of play and connection with our neighbors.		
4.1 - Enhance and Expand Public Parks, Open Space, and Community Facilities		
4.1.1 – Ensure all city parks and public spaces are safe, accessible, and vibrant through improved amenities, infrastructure, and connectivity.	→	REC/PW
4.1.3 – Expand and modernize the Community Center for youth, seniors, and multicultural programming.	→	REC/PW
4.2 - Expand Recreational Programming		
4.2.2 – Improve public awareness and access to recreational programming through multilingual and digital outreach	→	REC
4.2.3 – Encourage physical activity, social connection, and overall well-being by offering diverse wellness opportunities and accessible outdoor spaces for residents of all ages.	→	REC
4.2.4 – Expand cultural programming and opportunities for creative expression.	→	REC
4.3 - Goal: Promote Historical Preservation and Celebrate Soledad's Culture and Heritage		
4.3.4 – Develop a comprehensive plan for murals, banners, and installations celebrating local culture and history.	→	CED/CM
4.4 - Goal: Promote Events, Entertainment, and Social Engagement		
4.4.1 – Host citywide and recurring events.	→	CED/CED /CM
4.4.3 – Promote Arts, Live Shows, and Performance Engagement	→	REC/CE
4.4.4 – Provide opportunities for social engagement by connecting seniors, teens, and farmworkers to community activities.	→	REC/CE
4.5 - Goal: Improve City Facilities and Create New Community Spaces		
4.5.2 – Expand broadband access in key areas.	→	CM
4.6 - Strengthen Community Services, Engagement, and Social Support		
4.6.2 – Strengthen community participation and civic engagement.	→	CE

MOBILITY: We have high-quality road and public transit systems that help prevent traffic fatalities and severe injuries, minimize traffic congestion, and allow convenient access to daily destinations. We are proud of our safe, walkable, accessible, and bikeable neighborhoods that promote non-automobile modes of transportation.		
5.1 - Goal: Promote Active Transportation and Pedestrian Safety		
5.1.1 – Upgrade key transportation corridors near schools, parks, and transit stops to enhance safety, accessibility and comfort for pedestrians and cyclists.		PW
5.2 – Goal: Advance Vision Zero by Implementing the Safe Routes to School Plan and Other Safety Improvements		
5.2.1 – Implement the Safe Routes to School Plan		PW
5.2.3 – Enhance citywide pedestrian safety infrastructure.		PW
5.2.4 – Strengthen traffic enforcement and speed management.		PW
5.2.5 – Launch public awareness and education campaigns..		PW
5.2.6 – Pursue funding and partnerships for Vision Zero implementation.		PW
5.4 - Goal: Improve Traffic Management, Road Safety, and Infrastructure		
5.4.2 – Improve roadway conditions through data-driven maintenance and capital planning		PW
5.6 - Goal: Increase Mobility Innovation and Future Planning Capabilities		
5.6.3 – Conduct transportation impact fee and cost allocation studies.		PW

SAFETY: We prioritize a safe and open community with streets that have ample lighting, well maintained sidewalks and roads, highly visible crosswalks, protected bike lanes, and convenient freeway access that accommodates routes for emergency evacuation. Our safety and law enforcement providers are our partners in preventing crime, developing community-based intervention programs, and preparing for emergencies. We are committed to building long-term resilience and embracing environmental sustainability to protect all residents from negative environmental impacts.

6.1 - Goal: Strengthen Community Trust and Public Safety through Partnership and Community Policing		
6.1.1 – Strengthen relationships between police and residents.	→	PD
6.1.3 – Partner with Schools and Service Providers to Reduce Youth Violence	→	PD/FD
6.1.4 Enhance senior safety and well-being.	→	PD
6.2 Goal: Strengthen the Capacity of the Police Department through Recruitment, Retention, and Strategic Investment		
6.2.1 – Recruit, Retain, and Develop Community-Oriented Police Officers	▲	PD
6.2.2 – Modernize technology to enhance departmental capacity.	→	PD
6.2.3 – Invest in Equipment and Facilities to Support Operational Readiness.	→	PD
6.3 - Goal: Improve Animal Control Services and Code Enforcement		
6.3.3 – Modernize and standardize city ordinances and enforcement tools	→	PD
6.5 - Goal: Maintain Adequately Staffed and Well-Equipped Fire and Emergency Services to Protect Life, Property, and Community Safety		
6.5.1 – Strengthen Fire Services, Staffing, and Emergency Medical Response	→	FD
6.5.3 – Expand Fire Prevention, Education, and Hazard Mitigation Programs	→	FD
6.6 - Goal: Secure Sustainable and Transparent Funding for Public Safety Operations		
6.6.1 – Leverage Measure Y funding to modernize equipment, vehicles, and technology	→	PD/FD
6.6.3 – Explore a Local Parcel Tax to Sustain and Strengthen Fire and Emergency Services	▲	FIN/CM
6.6.4 – Pursue Public Safety Grants to Strengthen Police and Fire Services	→	PD/FD

YOUTH: We invest in our youth by providing safe communities, access to health care, workforce development, educational pathways, quality housing, and parks and recreational opportunities for their well-being and growth.		
7.2 - Goal: Promote Youth Leadership, Civic Engagement, and Mentorship		
7.2.2 – Reinvigorate the Youth Council to Strengthen Youth Voice and Civic Impact		REC
7.3 - Goal: Expand Recreational Activities and Cultural Exposure		
7.3.2 – Expand recreational, cultural, and wellness programming.		REC
7.4 - Goal: Enhance Mental Health, Family Support, and Community-Based Resources		
7.4.1 – Strengthen youth mental health and wellness services through community partnerships		REC

HEALTH: We promote both physical and mental health services through our infrastructure, facilities, stores, and services. This includes walking, biking, and access to healthy and safe foods. Healthcare and social services are plentiful and accessible to everyone in the community.		
8.4 - Goal: Provide Healthy Food Access and Nutrition Programs		
8.4.1 Expand access to nutritional programs.		REC
8.4.2 – Support our local farmers' market, develop community gardens, and increase cooking programs.		REC
8.5 - Goal: Enhance Senior Health, Recreation, and Social Engagement		
8.5.4 – Ensure ADA access and senior-friendly recreation.		REC

INTERNAL OPERATIONS		
10.1 - Goal: Maintain and Track Progress on the Strategic Plan and Align with Departmental Work Programs		
10.1.1 – Update and implement the Strategic Plan to reflect current Council goals.	→	CM
10.2 - Goal: Advance Good Governance, Transparency, and Effective Council Leadership		
10.2.1 – Strengthen Governance Structures and Council Effectiveness	■	CM
10.2.2 – Increase transparency, open communication, and public access	→	CM
10.2.3 – Strengthen legislative advocacy and policy influence	→	CM
10.3 - Goal: Foster a Healthy Organizational Culture and Invest in Leadership and Employee Development		
10.3.1 – Strengthen leadership development and organizational coaching.	→	HR
10.3.2 – Align employee policies and performance systems with strategic priorities.	→	HR
10.3.3 – Enhance succession planning for critical roles.	■	HR
10.3.4 – Strengthen organizational culture and employee engagement.	→	HR
10.4 - Goal: Modernize Technology and Fleet Infrastructure to Support Efficient, Secure, and Resilient City Operations		
10.4.1 – Conduct citywide hardware and software technology and infrastructure needs assessment.	→	IT
10.4.2 – Transform the City's Website, Meeting Systems, and Digital Tools to Support Accessible and Transparent Governance	→	IT
10.4.3 – Develop a fleet modernization plan to upgrade and maintain the City's vehicle fleet.	→	FIN
10.5 – Goal: Promote Fiscal Responsibility and Grow Grant Funding Capacity		
10.5.1 – Maintain fiscal stability and responsible financial management.	→	FIN
10.5.2 – Pursue grants to ensure a sustainable funding strategy.	→	PW/CED/ PD/FIRE
10.5.3 – Build capacity for collaborative and equitable grant development.	■	FIN

Strategic Plan Progress Highlights

April 1, 2026 – June 30, 2026

Economy

The City advanced economic development by supporting new retail openings through streamlined permitting, activating downtown with recurring events, expanding small-business and vendor pathways, and continuing planning and funding efforts for the Container Village Project.

Business Growth & Permitting

- Issued Quick Quack's building permit for the Soledad Marketplace.
- Completed efforts to advance tenant improvements leading to a successful opening of a Wing Stop location.
- Facilitated execution of deferred development impact fee agreement with Wood Investment Company, Inc. related to the development of a Ross store located at 423 Nestles Road.

Downtown Activation & Events

- Activated downtown by hosting a variety of events at Front Street Park and developing a regular calendar of events, including Music in the Park Series.

Small Business & Vendor Development

- Launched El Mercadito Series, a recurring monthly marketplace developed with MCBC and supported by Chamber marketing efforts, providing a proof of concept for the future Container Village Project.
- Advanced access to capital for local businesses through the City's CDBG loan program, providing financing assistance of $200,000 to Leyva Towing.

Strategic Projects & Funding

- Secured a $300,000 CDBG Planning Grant to further project design and implementation efforts of the Container Village Project.

Housing

The City furthered its housing priorities by delivering interim housing and rehousing outcomes, moving key residential projects through entitlements and environmental review, formalizing affordable housing partnerships, securing and pursuing funding for targeted programs, and adopting ordinances to remove regulatory barriers and streamline development.

Housing Production & Entitlements

- Negotiated and executed an Exclusive Negotiating Agreement (ENA) with Eden Housing to advance development of 143 affordable housing units at 540 Gabilan.

Funding & Programs

- Submitted application for additional funding for the Youth Homeless Demonstration Project and worked with BACS and HUD to initiate transfer of funding of approximately $1.2 million
- Secured $181,825.17 in HHAP funding through the Coalition for Homeless Services Providers for a Transitional Aged Youth program under development in Soledad.

Policy & Regulatory Streamlining

- Adopted three housing ordinances to remove regulatory barriers, facilitate infill and affordable housing, and streamline local development procedures—particularly for Accessory Dwelling Units (ADUs)—as required by state law.

Environmental Justice and Equity

The City invested in core water system reliability, pursuing modern metering technology to improve efficiency and customer service, and continuing construction on recycled water infrastructure to expand conservation and reduce potable water demand.

Modernization of Water, Wastewater, and Stormwater Systems

- Completed a comprehensive water assessment study to guide future infrastructure planning and conservation efforts.
- Continued a utility rate study to update water, wastewater, and stormwater rates and support long-term financial sustainability and equitable cost recovery.

Water Reuse and Conservation Systems

- Completed installation of all purple pipe within the City of Soledad for the Recycled Water Project, advanced associated pipe installation work to approximately 95% completion, and prepared to transition project work to the Water Reclamation

Facility; remaining items include CARVs work, irrigation improvements at three school sites, and punch list items.

Supported Climate Action Planning and Greenhouse Gas Reduction

- Secured Caltrans Sustainable Transportation Planning Grant for the Soledad Vehicle Miles Traveled and Greenhouse Gas Reduction Project, which was awarded on June 3, 2026.

Strengthened Community Partnerships and Access to Services for Vulnerable Populations

- Advanced the City's community engagement efforts through the "Tacos with the Team" workshop, expanding outreach to residents who are often underrepresented in public processes and creating a forum for dialogue on City services, programs, and future priorities.

Community Places

Staff continued to advance projects and partnerships that enhance community access, engagement, and quality of life. Accomplishments include securing project funding, pursuing grants for park and program improvements, expanding inclusive amenities, evaluating facility operations, and strengthening community partnerships. Staff also increased opportunities for residents to participate and provide input through advisory groups, outreach activities, events, and community programs.

Parks, Placemaking & Engagement

- Installed “Talk To Me Technology” boards at Orchard Lane and Vosti Parks to support children and adults who are non-verbal, neurodivergent, or have speech-language impairments to easily communicate with peers and caregivers, ensuring every resident can fully enjoy our public spaces.
- Evaluated the development of an application to the State for improvements at Little League/Chester Aaroe Park. Given the complexity of the grant program, staff is evaluating proposals from two grant-writing firms to assist with the application process. The effort would also require extensive community outreach, and staff is developing an engagement strategy to support the application.
- Submitted a pre-application for the Salinas Valley Resilience Hub regional project. The pre-application included a proposal to enhance cooling at Orchard Lane Park through the installation of shade structures and tree planting.
- Actively exploring the expansion of operating hours for City Park restrooms.

Community Center & Facility Improvements

- Through coordination with Central Coast Community Energy (3CE), the City secured $20,000 toward the EV Charging Station Project. The $20,000 were awarded to support the project design.
- Analyzed community center program schedules and member check-in data to identify peak and low-traffic hours, providing recommendations to optimize facility operating hours and evaluate the feasibility of expanding Saturday service hours.

Programs, Access & Communications

- Submitted a preliminary partnership agreement for the South Monterey County Promise Neighborhood Partnership initiative to fund free or low-cost programming through grants.
- Submitted a grant application to the California Arts Council to fund free afterschool arts programming.
- Actively working to develop and launch the City's official volunteer program to promote beautification and environmental stewardship.
- Actively working with representatives from each department and City Manager's office to develop a Special Event Process to streamline permitting processes.
- In partnership with Alliance on Aging, formed a Senior Advisory Group, which meets monthly.

Mobility

The City continued to promote safety and active transportation projects, implementing Safe Routes to School actions, advancing Vision Zero planning, and strengthening roadway maintenance planning to support safer, more accessible travel citywide.

Transportation Safety and Active Transportation Program

- Advanced the West Street Road Diet Project by selecting a contractor and entering into a contract with MPE; construction is planned to begin on or shortly after July 13, 2026.
- Submitted applications for both Active Transportation Program Cycle 8 and Safe Streets and Roads for All funding cycles; award status is expected in November or December 2026.

Safe Routes to School Plan Safety Improvements

- Held a town hall-style meeting in collaboration with TAMC to gather community feedback on changes to the original list of project locations, documented the input,

shared updated feedback with the design consultant, and began preparing to present information to the community again.

Vision Zero and Safety Improvements

- Initiate a contract to design striping improvements consistent with the latest MUTCD edition, including improvements near school sites and along highly used roads.
- Submitted applications for Active Transportation Program Cycle 8 and Safe Streets and Roads for all funding. Both applications incorporated community input, crash data, and equity considerations as supporting documentation. TAMC was the primary driver for these submissions, and the City is preparing to pursue additional safety projects through the recent HSIP Cycle 13 call for projects.

Roadway Maintenance

- Advanced the 2026 Slurry Seal Project by awarding PEI a contract to deliver plans, specifications, and estimates to the City by August.
- Coordinated with the City's traffic engineering to update pavement markings on applicable streets.

Public Safety

The City applied for funding to adequately staff fire and emergency services, expanded community safety education, strengthened school safety planning and presence, and invested in officer training, wellness and safety equipment.

Community Outreach

- Conducted active-threat safety audits at Eden Valley Medical Center and Soledad Medical Clinic. Officers completed physical security assessments to identify vulnerabilities related to access control, building layouts, and emergency response protocols, and provided actionable recommendations to improve facility security and occupant survivability during an incident.
- Successfully completed training courses on beyond-bias racial profiling, autism awareness, and developmental disabilities to strengthen fair, informed, and effective interactions with the community.

Equipment & Officer Safety

- Transitioned the citywide video surveillance system from a locally hosted server to a cloud platform, improving system reliability, remote accessibility, video management, and officers' ability to quickly review and obtain footage for criminal investigations.

- Evaluated and upgraded the department's body-worn camera system from WOLFCOM to GETAC, providing officers with a more reliable, user-friendly, and secure platform. The system was also transitioned from a locally hosted server to the GETAC cloud platform, improving data storage, accessibility, system management, and the secure handling of digital evidence.
- Improved the department's overall work environment by organizing workstation cables, upgrading office chairs, and providing ergonomic telephone headsets and keyboards for professional staff. These enhancements help reduce physical strain, improve posture, support employee comfort, and promote greater productivity, efficiency, and workplace morale.

Operational Efficiency

- Collaborated with the Economic Development Department to retain Civica Law for specialized expertise in municipal law and code enforcement. Their work includes reviewing outdated ordinances, evaluating complex code-enforcement cases, and providing legal guidance to strengthen the City's enforcement efforts.
- Participated in weekly Development Review Committee (DRC) meetings with representatives from the Building, Planning, Public Works, and Code Enforcement divisions. These meetings promote interdepartmental collaboration to review new and recurring violations, coordinate appropriate enforcement actions, address complex cases, and develop effective solutions.

Fire and Emergency Medical Services Staffing, Infrastructure, Equipment, and Facilities

- Submitted applications to FEMA for the Staffing for Adequate Fire and Emergency Response (SAFER) Grant in the amount of $643,566.50 to partially fund 2 firefighters over two years and Assistance to Firefighters Grant for $65,298.62 for replacement of old hose line.
- Completed a citywide inventory of fire hydrants, identified older hydrants that do not meet current City standards or Fire Department hose size requirements. Staff has noted the need to determine a funding source for future hydrant removal and replacement.

Enhanced Community Safety and Engagement

- Secured a $300,000 Clean California Community Cleanup and Employment Pathway (CCEP) grant—the only award in Monterey County—to address illegal dumping, graffiti, and neighborhood blight while creating workforce development opportunities for local young adults through a partnership with the Monterey District Conservation Corps.

Youth

The City continued to support our youth through recreational programming and formation of the FY2026-27 Youth Council cohort.

- Collected and analyzed FY2025–26 Youth Council feedback to inform ongoing program improvements and better align programming with youth needs and interests.
- Continued investing in youth leadership by establishing the FY2026–27 Youth Council and creating a platform for young residents to contribute to the community.

Internal Operations

The City focused on strengthening the internal systems, resources, and organizational capacity necessary to provide efficient, responsive, and fiscally responsible public services. Key priorities included implementing and tracking the City's Strategic Plan, improving technology, aggressively pursuing grants, strengthening governance and transparency, investing in employee development and fostering a collaborative and accountable organizational culture.

Modernize Technology and Fleet Infrastructure

- Conducted a citywide assessment of hardware and software technology with approximately 60% of the assessment completed.
    - Migrated Police Department programs to the newly installed servers, improving the City's technology infrastructure and system reliability.
    - Launched the City's new website and transitions ongoing maintenance and content management responsibilities to individual departments.
- Advanced work on a comprehensive replacement plan for the City passenger vehicle fleet to include the introduction of hybrid and electric vehicles.

Human Resources

- Strengthened City culture and engagement through three employee events; employee sponsored FIFA World Cup Competition and potluck, public service recognition luncheon, and National Parks and Recreation lunch time volleyball game.
- Engaged Public Safety employees through an online survey for the use of MBASIA safety grant funds.
- Initiated work to redesign the employee performance evaluation system to strengthen engagement and effectiveness.

Fiscal Responsibility and Grant Funding

- Advanced the Utility Rate Study to approximately 75% completion, with presentation to the City Council anticipated by the end of the year.

CITY OF SOLEDAD
STAFF REPORT

SUBJECT: **Presentation and Acceptance of the Soledad Container Village Feasibility Study and 2024 United States Department of Agriculture Rural Business Development Fund (USDA) Rural Business Development Grant Closeout Report**

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

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

THROUGH: **Megan Hunter, City Manager**

MEETING DATE: **September 2, 2026**

Recommendation

It is recommended that the City Council of the City of Soledad receive the presentation on the Container Village Feasibility Study and accept the Closeout Report for the 2024 United States Department of Agriculture (USDA) Rural Business Development Grant (RBDG).

Executive Summary

The City applied for and was awarded a total of $50,000 through the 2024 United States Department of Agricultural (USDA) Rural Business Development Grant (RBDG) program to support the completion of a comprehensive feasibility study for the proposed Soledad Container Village project. The feasibility study evaluated the viability of the proposed project and provided the City with a roadmap to guide future planning, development, and implementation of the Container Village Project. The study also provides research, analysis, and recommendations that will assist the City in determining the appropriate next steps for advancing the project. With the feasibility study completed and the grant funds fully expended, the City is presenting the grant close-out report to the City Council for acceptance and providing an opportunity for public comment regarding the completion of the grant-funded project.

Background

The City of Soledad identified the proposed Container Village as an economic development initiative intended to support small business development, entrepreneurship, and the activation of underutilized city-owned property within the Downtown Corridor. To further evaluate the concept and determine its feasibility, the City pursued funding through the United States Department of Agriculture (USDA) Rural Business Development Grant (RBDG) program.

In 2024, the City was awarded $50,000 in USDA RBDG funding to complete a comprehensive

feasibility study for the proposed Soledad Container Village. The grant required a $50,000 City match, resulting in a total project investment of $100,000. The City partnered with the Monterey County Business Council (MCBC), which subcontracted with Kosmont Companies to conduct the study and evaluate the economic and operational feasibility of developing a container-based commercial village in Soledad.

The feasibility study included research and analysis of the proposed concept, potential uses, market conditions, development considerations, and implementation strategies. The purpose of the study was to provide the City with the information necessary to evaluate the project's viability and to establish a roadmap for advancing the concept toward implementation.

As part of the project, city staff and project partners also participated in placemaking training provided through Project for Public Spaces, which helped form a broader vision for creating an active commercial destination. The feasibility study has now been completed and provides recommendations and next steps for advancing the Container Village project. As a result of the final study findings, the project has been incorporated into the City's 2026 Strategic Plan, further demonstrating the City's commitment to exploring its development as a long-term economic development and placemaking initiative.

Review & Analysis

The completed Feasibility Study provides the City with a comprehensive assessment of the economic, operational, and implementation considerations associated with the development of the Soledad Container Village. The study incorporates prior conceptual design work, construction cost estimates, operational and revenue projections, case study research, stakeholder input and financial analysis to develop a roadmap for future implementation.

The study found that the Container Village concept has several strategic advantages, including a City-owned site situated on the Downtown Core, visibility from Highway 101 and access to existing parking. At the same time, the analysis identified significant financial constraints associated with constructing the project at its originally envisioned design and scale.

The estimated development costs are $9.8-$10 million, while anticipated rental revenues would cover only a portion of the project's capital costs. As a result, the study determined that a traditional full build-out is not financially feasible without substantial grant funding, outside investment, public -private partnerships, or other funding sources.

These financial challenges were previously presented to the City Council in April of 2025; therefore, after reviewing the projected capital requirement for the full concept, the City Council directed staff to evaluate a phased approach that could reduce the City's immediate financial exposure while allowing the concept to be tested before significant permanent improvements are made.

Consistent with this direction, the Feasibility Study recommends a phased development strategy as the most viable path forward. Under this approach, the City would begin with lower-cost activation strategies such as food truck events, temporary vendor spaces and pop-up markets while evaluating participation and demand and gradually considering permanent infrastructure and container units as funding and partnerships develop. This approach is intended to minimize financial risk, build momentum and strengthen future funding opportunities.

The study also recommends that the City retain ownership of the site while considering a partnership

with an experienced third party or nonprofit operator to manage day-to-day operations. Recommendations include supporting local entrepreneurs and small businesses, providing flexible leasing and incubation opportunities, creating a diverse mix of food, retail and incorporating ongoing programming to encourage consistent activity at the site.

As an initial step toward testing this phased approach, the City launched El Mercadito on April 4, 2026. El Mercadito serves as a practical proof of concept by activating the area near the proposed Container Village site, providing opportunities for small local businesses, testing community interest in a downtown market environment, and generating information that can be used for future project planning.

The study also provided tools that support future phases of the container village project, including draft Request for Proposals for an operator/management entity and future site design services as well as a Community Outreach Plan intended to engage and recruit local entrepreneurs and small businesses.

The USDA RBDG-funded effort successfully provided the City with a planning framework, financial analysis, development strategy, procurement tools, and outreach resources to guide future decision-making and develop next steps. While the study identified financial challenges associated with the full-scale development of the container village, it concluded that the container village concept remains a viable long-term economic development opportunity when pursued in a phased approach plan.

Financial Considerations

The total project investment was $100,000. The City disbursed the first $50,000 payment in FY 2024–25 using American Rescue Plan Act (ARPA) funds to satisfy the required local match. The second $50,000 payment, issued in FY 2025–26, will be fully reimbursed through the U.S. Department of Agriculture's Rural Business Development Grant, resulting in no impact to the City's General Fund.

Strategic Plan Alignment

This project advances four objectives identified in the City's Strategic Plan:

- Section 1.1.3: Redevelop underutilized sites to support light industrial, office, and retail growth.
- Section 1.2.3: Assess the feasibility of high-impact regional destination projects.
- Section 1.2.4: Position Soledad as a regional destination through branding, gateway enhancements, and visitor experience improvements.
- Section 1.3.2: Develop the Container Village as a small-business incubator, with the Year 1 planning priority of finalizing the USDA feasibility study and phased development plan.

Completion of the feasibility study directly fulfills the Year 1 priority under Section 1.3.2 while also supporting the City's broader economic development, destination-building, and site-redevelopment objectives.

Alternatives

- Receive and accept the Closeout Report of the City of Soledad's 2024 United States Department of Agricultural (USDA) Rural Business Development Fund (RBDG).
- Do not accept the Closeout Report and provide alternative direction to staff. This alternative is not recommended, as delaying or not submitting the Closeout Report may affect the City's ability to timely complete the grant closeout process and satisfy USDA grant requirements.

Planning/CEQA

The acceptance and submittal of the Closeout Report of the 2024 United States Department of Agricultural (USDA) Rural Business Development Fund (RBDG) grant is not considered a "project" for purposes of CEQA.

Public Notice Requirements

Public Notice is not required.

Attachment(s):
Soledad Container Village Feasibility Study

Soledad Container Village Feasibility Study

Prepared for the City of Soledad
By the Monterey County Business Council (MCBC)

Soledad Container Village Feasibility Study
EXECUTIVE SUMMARY AND PROJECT OVERVIEW

Prepared for the City of Soledad
By the Monterey County Business Council (MCBC)

TABLE OF CONTENTS

OVERVIEW AND PURPOSE 2
PROCESS AND APPROACH 3
ABOUT MCBC AND KOSMONT COMPANIES 4
TIMELINE: SOLEDAD CONTAINER VILLAGE FEASIBILITY STUDY 6
KEY DELIVERABLES 11
FEASIBILITY STUDY KEY FINDINGS 12
IMPLEMENTATION STRATEGY AND KEY RECOMMENDATIONS 14
FUTURE OUTLOOK AND NEXT STEPS 15
EL MERCADITO: PROOF OF CONCEPT AND NEAR-TERM ACTION 16
CONCLUSIONS 17
APPENDICES 18

OVERVIEW AND PURPOSE

The City of Soledad envisioned a new transformative community asset—a "Container Village" as a vibrant public market and small business incubator in the downtown core. To transition this vision from concept to an actionable development plan, the City applied for and was awarded a USDA Rural Business Development Grant (RBDG). This federal funding was specifically designated to provide the technical assistance and economic planning necessary to support rural business growth and job creation within the City.

The City matched the USDA's $50,000 investment with an additional $50,000 in local funds to execute a comprehensive Feasibility Study. In fulfillment of the grant's objectives, the City partnered with the Monterey County Business Council (MCBC) to lead the project, with Kosmont Companies retained to provide the specialized economic analysis and financial modeling. This Study represents the main final deliverable for the grant, providing the data-driven roadmap required to justify future capital investment and operational sustainability for the Container Village.

The proposed project site is a City-owned parcel on Front Street adjacent to Cesar Chavez Park, positioned to benefit from recent public infrastructure investments and high visibility from Highway 101. The Container Village concept centers on utilizing repurposed shipping containers to house food vendors, retail shops, entertainment, and community-oriented gathering spaces designed to serve residents, support local entrepreneurs, cultivate new small businesses, and attract regional visitors.

This report outlines the project history, Feasibility Study process, key findings, major deliverables, and strategic recommendations, while also contextualizing the City's current effort to launch "El Mercadito" as an interim activation strategy and proof of concept.

PROCESS AND APPROACH

The Container Village Feasibility Study represents a collaborative, multi-phase effort integrating prior planning work and design, technical analysis, and market validation. The City of Soledad engaged with MCBC to guide the overall process due to MCBC's Monterey County business expertise, insights into the regional economy through various previously contracted studies and reports, and access to key players, while Kosmont led the financial, market, and implementation analysis. Key components of the process included:

- **Review of Foundational Planning Efforts:** Integration of conceptual designs (ELS Architecture), cost estimates (Cumming), and operational and revenue projections (Crafted Destinations) which the City of Soledad previously commissioned. MCBC also contributed reports that were reviewed, including the *Economic and Demographic Existing Conditions Report* from BAE Urban Economics, the *Monterey South County Retail Assessment* from Kosmont Companies, and the Monterey County *Economic Trends and Workforce Dynamics* report from Beacon Economics.
- **Market and Demographic Analysis:** Evaluation of regional population trends, visitor patterns, retail leakage, and consumer behavior in the southern Salinas Valley.
- **Professional Training and Placemaking:** Completion by several City and MCBC staff members of an online Placemaking training offered by the Project for Public Spaces to learn how to bring community-centered design principles to the project.
- **Case Study Research:** Examination of successful container villages and food truck parks nationwide to identify best practices, scalable models, and potential partners or operators. Additionally, MCBC staff conducted meetings and interviews with established small container village and market operators including The Yard in Sand City, CA; Mitote Food Park in Santa Rosa, CA; Las Islitas Food Truck and The Hangar in Watsonville, CA; and Old Town Salinas Farmers Market in Salinas, CA.
- **Financial Feasibility Assessment:** Analysis of development costs, revenue potential, funding gaps, and long-term operational sustainability.
- **Stakeholder and Community Context:** Consideration of local programming, events, local small businesses/potential vendors, and emerging activity in downtown Soledad to gauge readiness and demand.

The goal was to develop a Feasibility Study that combined the research and technical expertise of MCBC and Kosmont Companies, with feedback and direction from the City of Soledad. The result is a study that provides a comprehensive roadmap for implementation, grounded in both quantitative analysis and real-world precedents.

Project effort was distributed across multiple phases of work, including research, feasibility analysis, stakeholder coordination, economic and operational review, report development, revisions, and final production. The approximate allocation of overall project effort is summarized below:

Project Function	Approximate Share of Overall Project Effort
Research & Data Collection	30%
Feasibility & Economic Analysis	25%
Stakeholder Coordination & Meetings	15%
Report Writing & Content Development	20%
Design, Editing & Final Report Production	10%

Project work was completed through a collaborative effort involving MCBC staff and specialized subcontractor support from Kosmont Companies. MCBC engaged third-party professional consultants, Laura Pruneda and Blake Holiday, to assist with research, analysis, and report preparation. All subcontractor relationships and consulting services were administered internally by MCBC under the fixed-fee contract, ensuring efficient project delivery.

ABOUT MCBC AND KOSMONT COMPANIES

The Monterey County Business Council (MCBC) operates as a primary nexus for public-private collaboration, focusing on regional economic development and the promotion of business growth throughout the area. MCBC's expertise lies in their deep-rooted engagement with local stakeholders and their ability to facilitate targeted initiatives that strengthen the regional economy. By delivering leadership development, procurement support, and high-impact networking opportunities, MCBC maintains an on-the-ground perspective that is essential for identifying actionable economic opportunities and fostering an environment where innovation and prosperity can thrive. Through this grant, MCBC provides the essential technical assistance and business counseling framework necessary to transition local micro-entrepreneurs into the Container Village's permanent tenant base.

MCBC also brings a wealth of expertise and a library of local economic studies and reports that informed the economics aspect of the feasibility study.

Kosmont Companies is a nationally recognized real estate and financial advisory firm that specializes in the complex intersection of public sector land-use policies and private sector investment. Their expertise is defined by a data-driven approach to fiscal impact analysis, market feasibility, and the structuring of public-private transactions. With a diverse team that includes former city managers and economic development directors, they possess a unique proficiency in navigating entitlement processes and economic incentive negotiations. Their work provides the rigorous financial modeling and strategic roadmap necessary to transform conceptual development goals into sustainable, market-ready realities.

TIMELINE: SOLEDAD CONTAINER VILLAGE FEASIBILITY STUDY

October 2023: The Vision & Early Project Allocation

- Soledad city leaders publicly announce an $11 million vision to transform vacant, former rail-side packinghouse lots on Front Street into a vibrant commercial hub using repurposed shipping containers.
- The City of Soledad commits $300,000 in American Rescue Plan Act (ARPA) funding to seed preliminary engineering, environmental evaluation (CEQA), and base layout parameters.
- This initiative is strategically timed alongside an independent $4.5 million Front Street Maintenance Project funded by local Measure X. This public infrastructure alignment guaranteed that intersection visibility, pedestrian safety, utility setups, and ADA compliance were already integrated directly into the future Container Village corridor.

Completed in 2023: Background Studies & Design Architecture

- Several specialized foundational studies commissioned to evaluate the technical boundaries of the 0.69-acre parcel (APN: 022-211-017). These include:
    - Conceptual Layouts & Design: Developed by ELS Architecture (alongside PGA Design and Crafted Destinations), laying out repurposed shipping containers framing an open-air public courtyard and dining space around Cesar Chavez Park.
    - Development Cost Modeling: A Rough Order of Magnitude (ROM) construction cost estimation completed by Cumming Group.
    - Pro Forma & Revenue Projections: A 3-year commercial restaurant and incubator financial performance analysis built by Crafted Destinations.

February 2024: Federal RBDG Funding Application

- Under the USDA Rural Business Development Grant (RBDG) guidelines (Program CFDA 10.351), the formal application toolkit is submitted and approved to secure targeted economic planning assistance.

- The grant requests federal technical funding, which was set as a $50,000 USDA investment matched dollar-for-dollar by $50,000 in local municipal funds, adding up to a total of $100,000 for the feasibility phase.

September 2024: MCBC Consulting Team Begins Research and Development Work

- Monterey County Business Council (MCBC) receives the contract and operational blueprint to act as the project management entity to oversee the process and federal grant deliverables.

Oct to Dec 2024: Competitive Benchmarking & Structural Operational Research

- MCBC's third party professional consultants Laura Pruneda and Blake Holiday conduct extensive benchmarking research on successful public markets and container villages nationwide to incorporate into a viable business model. Their work establishes the following critical framework pillars:
    - Governance - Recommending a model where the City of Soledad retains absolute land ownership, partnering with a third-party nonprofit operator to handle day-to-day leasing and management.
    - Marketing - Mapping strategies to capture both local residents and high-volume tourist traffic from the nearby Highway 101 corridor, while leveraging established local resources.
    - Phasing - Outlining the mechanics of a phased rollout, demonstrating how interim activations and stepped development could test vendor capacity and foot traffic before adding permanent infrastructure.
    - Integration - Synthesizing these operational findings with the 2023 foundational baseline studies (*ELS Architecture*, *Cumming Group*, *Crafted Destinations, and South County Retail Assessment*), giving Kosmont Companies the precise structural data needed to complete the master feasibility study.
    - Outreach & Modeling – Researching various project models in California and conducting interviews with established operators to understand the nuances of their business structure and identify different business model options.

November 2024: Staff Placemaking Training

City and MCBC staff participate in an intensive online workshop through the Project For Public Spaces (PPS). PPS's *Placemaking: Making it Happen* curriculum was intentionally selected because its timeline-driven framework directly addresses the challenges of immediate, post-training activation. Rather than focusing on multi-year, capital-intensive urban design projects, the workshop emphasized the "Lighter, Quicker, Cheaper" (LQC) methodology, which empowers teams to transition from the classroom to the street by launching low-cost, short-term experimental activations, such as pop-up markets, temporary seating, and public art. This structured timeline allows staff to bypass traditional bureaucratic methods, utilizing direct place analysis and deep community visioning to quickly test concepts and measure foot traffic in real time.

2024: Surplus Land Act (SLA) Consideration

- Because the targeted Front Street parcel is city-owned, potential applicability of California's Surplus Land Act (SLA) is an important consideration for future implementation of the Container Village. The City intends to retain ownership of the property rather than sell the site. However, a future lease or operating agreement may be subject to SLA requirements depending on the structure and terms of the agreement. Final SLA applicability will be evaluated once an operator is identified and the terms of the proposed agreement are established.

March 2025: Kosmont Comes on Board to Synthesize Economic Data

- Kosmont Companies formally proposes its economic development advisory services under Kosmont *Retail NOW!* ® platform. Their draft scope is to act as the master economist—synthesizing the previous ELS, Cumming, and Crafted Destinations documents with fresh regional demographic data and financial gap modeling.

April 2025: Initial City Council Review & Phased Directive

- City staff brings Kosmont's scope of work and workplan to the Soledad City Council for programmatic review.
- Upon examining the projected $10 million+ capital requirement for full concept buildout, Council directs staff to have Kosmont analyze the possibility of a phased approach utilizing city-owned land. This strategy minimizes immediate public financial risk by prioritizing low-cost interim configurations (food trucks, market pop-

ups, and temporary layouts) to prove vendor demand before advancing to fixed capital structures.

June 2025 – Contract with Kosmont is Finalized

- With city alignment finalized, MCBC officially executes the professional services agreement contracting Kosmont Companies to lead the technical feasibility study.

August 2025: MCBC Final Deliverables Transmitted

- Kosmont Companies finalizes the Feasibility Study report, incorporating regional retail leakage analyses, tourist traffic models from the Highway 101 corridor, and break-even operational metrics.
- Fulfilling the technical assistance parameters of the USDA RBDG grant, MCBC delivers the complete development toolkit to the City of Soledad. The package includes:
    - The finalized Soledad Container Village Feasibility Study document from Kosmont.
    - Two turnkey Requests for Proposals (RFPs) designed to market the project and secure qualified site developers/operators.
    - An actionable Community Outreach Plan mapped to identify and cultivate local South County micro-entrepreneurs.

Jan – March 2026: Development of Phase 1 Proof of Concept

- The City of Soledad engages MCBC, through its in-house Small Business Development Center (SBDC), to provide assistance with launching a proof of concept small-scale market called El Mercadito in Downtown Soledad.

April 2026: Proof of Concept Launch (*El Mercadito*)

- Directly activating the Council's phasing directive and the delivered outreach frameworks, the city, in partnership with the Soledad Chamber of Commerce and MCBC, launches a new monthly El Mercadito community market at Cesar Chavez Park located on Front Street.
- Positioned alongside the designated Container Village parcel next to Cesar Chavez Park, this recurring marketplace operates as a live incubation platform. Backed by the

Small Business Development Center (SBDC) network, it is designed to test community interest and build a stable pipeline of regional small businesses prepared to eventually occupy physical containers.

Present Status (May 2026): Strategic Blueprint Integration

- The Container Village project has transitioned from an unvetted design concept into a permanent, de-risked priority within the Soledad 2026–2030 Strategic Plan.
- The city maintains its goal to retain absolute site ownership while partnering with a mission-driven nonprofit operator. Moving forward, the project's data-backed framework serves as the primary justification for seeking secondary, long-term capital construction grants.

KEY DELIVERABLES

The feasibility study produced several important deliverables for the City, including:

- Final Feasibility Study Report with comprehensive market/economic analysis, including:
    - Realistic analysis of construction and operational costs; and
    - Market analysis and recommendations of appropriate mix of businesses and lease terms to service the community and maximize revenue; and
    - Financing plan identifying possible models to fund construction; and
    - Economic impact report identifying number of businesses to benefit, jobs created, and overall impact on the economy; and
    - Recommendations regarding an ownership and operating structure, including consideration of potential California Surplus Land Act requirements associated with future implementation.
- Two Request for Proposal (RFP) Drafts: one that focuses on recruiting a potential operator/management company of the Container Village and one for a landscape designer to bring the footprint of the Village to life.
- A community outreach plan that identifies strategies and opportunities to engage the local community to build awareness and recruit new start-ups and local small business for the Village.

Together, these materials provide a strong foundation for decision-making and future project advancement.

FEASIBILITY STUDY KEY FINDINGS

1. Strong Concept with Strategic Location Advantages

The Container Village concept aligns well with Soledad's economic development objectives and physical assets. Strengths include:

- A City-owned site in the downtown core identified for potential use;
- Proximity to Cesar Chavez Park and recent streetscape improvements;
- Visibility from Highway 101, with significant daily traffic exposure; and
- Existing parking and public infrastructure.

Additionally, the region benefits from tourism activity tied to nearby destinations, including Pinnacles National Park and local wineries, creating an opportunity to capture visitor interest and spending.

2. Demonstrated Market Opportunity — with Constraints

The analysis identified meaningful demand potential:

- Estimated $2.7 million in annual sales at stabilization.
- Approximately 2,200 weekly visitors projected.
- Opportunity to recapture retail leakage (millions of annual trips leaving Soledad for dining and shopping – typically to Salinas).

However, several constraints must be addressed:

- Limited local daytime population.
- Modest household incomes relative to broader county averages.
- Dependence on weekend and visitor traffic.
- Competition from larger retail centers in nearby communities.

These factors underscore the need for a carefully phased and curated approach.

3. Significant Financial Gap for Full Build-out

The most critical finding is the financial challenge:

- Estimated development costs approach $9.8–$10 million.
- Projected rental revenues (~$150,000–$200,000 annually) cover only a small portion of capital costs.
- Long-term operational subsidies or external funding would likely be required.

This gap makes a traditional, fully built-out project infeasible in the near term without substantial grant funding or public-private partnerships.

4. High Community and Economic Development Value

Despite financial challenges, the project offers substantial benefits:

- Projected creation of 15–20 full-time equivalent (FTE) jobs at stabilization, directly supporting the USDA's objective of strengthening rural employment bases.
- Support for 5–6 small businesses at stabilization.
- Creation of an entrepreneurial incubator ecosystem.
- Activation of underutilized downtown space.
- Increased local spending retention and visitor attraction.

The Container Village is positioned both as a retail project and as a catalyst for broader downtown economic and cultural revitalization.

IMPLEMENTATION STRATEGY AND KEY RECOMMENDATIONS

The analysis prepared by Kosmont strongly recommends a phased development approach as the most viable path forward.

Phase-Based Development

Rather than pursuing full build-out immediately, the City should:

1. Start with low-cost activation strategies, such as food truck events, temporary vendor tents, and pop-up markets and programming.
2. Evaluate performance and demand, using real-world data to refine the concept.
3. Gradually invest in permanent infrastructure, including container units and site improvements, as funding and demand grow.

This approach minimizes risk, builds momentum, and strengthens future funding applications and potential grants.

Ownership and Operations Model Recommendations

- The City should retain ownership of the site.
- A nonprofit or experienced operator should manage day-to-day operations.
- This hybrid model ensures both mission alignment and professional execution.

Tenant Strategy and Programming Recommendations

- Focus on local entrepreneurs and small businesses.
- Provide flexible lease terms and incubation support.
- Curate a diverse mix of food, retail, and cultural offerings.
- Integrate programming (music, events, markets) to drive consistent visitation.

Regulatory and Funding Considerations

- Engage early with permitting and health authorities.
- Pursue grant funding, partnerships, and philanthropic support.
- Explore incremental financing tied to phased growth.

FUTURE OUTLOOK AND NEXT STEPS

The Container Village concept remains a compelling long-term opportunity for Soledad, but its success will depend on disciplined, incremental implementation.

Near-Term Priorities:

- Execute and evaluate possible events in Soledad
- Continue community engagement and vendor recruitment
- Refine operational and programming strategies
- Identify potential nonprofit/operator partners

Mid-Term Actions:

- Implement phased site improvements
- Pursue targeted grant funding and partnerships
- Pilot semi-permanent infrastructure (e.g., food truck pads, utility upgrades)

Long-Term Vision:

- Construct permanent container village elements
- Establish a permanent, fully operational public market and incubator
- Position downtown Soledad as a regional destination

EL MERCADITO: PROOF OF CONCEPT AND NEAR-TERM ACTION

Recognizing the importance of testing the market concept in real time, the City of Soledad has initiated El Mercadito Community Market, a monthly market held at Cesar Chavez Park during the spring, summer and fall months, in partnership with MCBC and the Soledad Chamber of Commerce.

While separate from the USDA-funded feasibility study, El Mercadito plays a critical strategic role in:

- Validating demand for a downtown market environment.
- Providing immediate activation of the site area.
- Offering opportunities for local vendors to participate and grow.
- Building community awareness and engagement.
- Generating data to inform future Container Village planning.

In essence, El Mercadito represents the first phase of the recommended implementation strategy — a practical, low-risk way to test assumptions and build a customer base. The event series launched in spring of 2026 as a pop-up-style community market with food vendors, handcrafted items, and entertainment. The inaugural El Mercadito was held in April 2026, followed by additional markets throughout the year, including several holiday-themed markets throughout December 2026. This early response demonstrates the potential for El Mercadito to serve as a proof of concept while building momentum toward the long-term vision for the Container Village.

CONCLUSIONS

The Soledad Container Village Feasibility Study confirms that while a full-scale development presents financial challenges, the underlying concept is sound and holds significant promise as a catalyst for rural economic development. By adopting a phased approach, leveraging interim activations like El Mercadito, and aligning public, nonprofit, and community stakeholders, the City of Soledad is prepared to transform an underutilized site into a dynamic hub that supports local entrepreneurs, enhances quality of life, and strengthens the downtown core. The path forward outlined in the Study is a strategic progression that builds momentum over time, allowing the vision to evolve based on real-world success.

The technical assistance funded through the USDA Rural Business Development Grant successfully provided the City of Soledad with the planning framework, financial analysis, implementation strategy, procurement tools, and community outreach mechanisms necessary to advance a long-term rural economic development initiative.

With the tools provided by the Monterey County Business Council and Kosmont Companies, the City is now better positioned to build the Container Village from the ground up, driving long-term job creation and sustainable economic prosperity for the City and the region.

APPENDICES

Appendix A: Foundational Technical Studies (2023)

This appendix contains the original baseline documents that established the physical and financial parameters of the site.

- **A-1: Conceptual Site Layout & Designs** *(ELS Architecture / PGA Design)* – The visual maps, container spatial configurations, and integration plans with Cesar Chavez Park.
- **A-2: Development Cost Estimates** *(Cumming Group)* – The baseline Rough Order of Magnitude (ROM) construction cost projections.
- **A-3: 3-Year Operational Pro Forma & Revenue Projections** *(Crafted Destinations)* – The micro-market restaurant and incubator financial performance models.

Appendix B: Master Economic Feasibility Study (August 2025)

- **B-1: Kosmont Companies Final Report** – The complete, data-driven report containing the regional demographic data, retail leakage analysis, and Highway 101 corridor tourist traffic models.

Appendix C: Turnkey Procurement & Implementation Toolkits

These include actionable items delivered by MCBC to ensure the project can transition smoothly from planning to execution.

- **C-1: Site Development Request for Proposals (RFP)** – A template to solicit bids from third-party landscape designers to make sure the footprint works for all phases.
- **C-2: Site Operator Request for Proposals (RFP)** – The procurement template to secure a mission-driven, likely nonprofit, operations management company.
- **C-3: Local Small Business & Entrepreneur Community Outreach Plan** – Prepared by MCBC, this is a grassroots framework used to cultivate and recruit South County micro-entrepreneurs, as well as general public outreach.

Appendix D: Federal Funding & Regulatory Compliance

- **D-1: USDA Rural Business Development Grant (RBDG) Application** – The original February 28, 2024, submission documents (Program CFDA 10.351) detailing the $50,000 federal match structure.

Appendix E: City Council Review and Project Direction

- **E-1: City Council Staff Report- April 16, 2025 –** Discussion and Consideration on a Phased Approach for the Soledad Container Village Project to Increase Feasibility – Staff report presenting the phased development approach for City Council discussion and consideration, including project feasibility considerations and recommended direction for advancing the Container Village.
- **E-2: City Council Presentation- April 16, 2025 –** Presentation provided to the City Council summarizing the proposed phased approach, project considerations, and recommended next steps.

APPENDIX A-1:
Conceptual Site Layout & Design











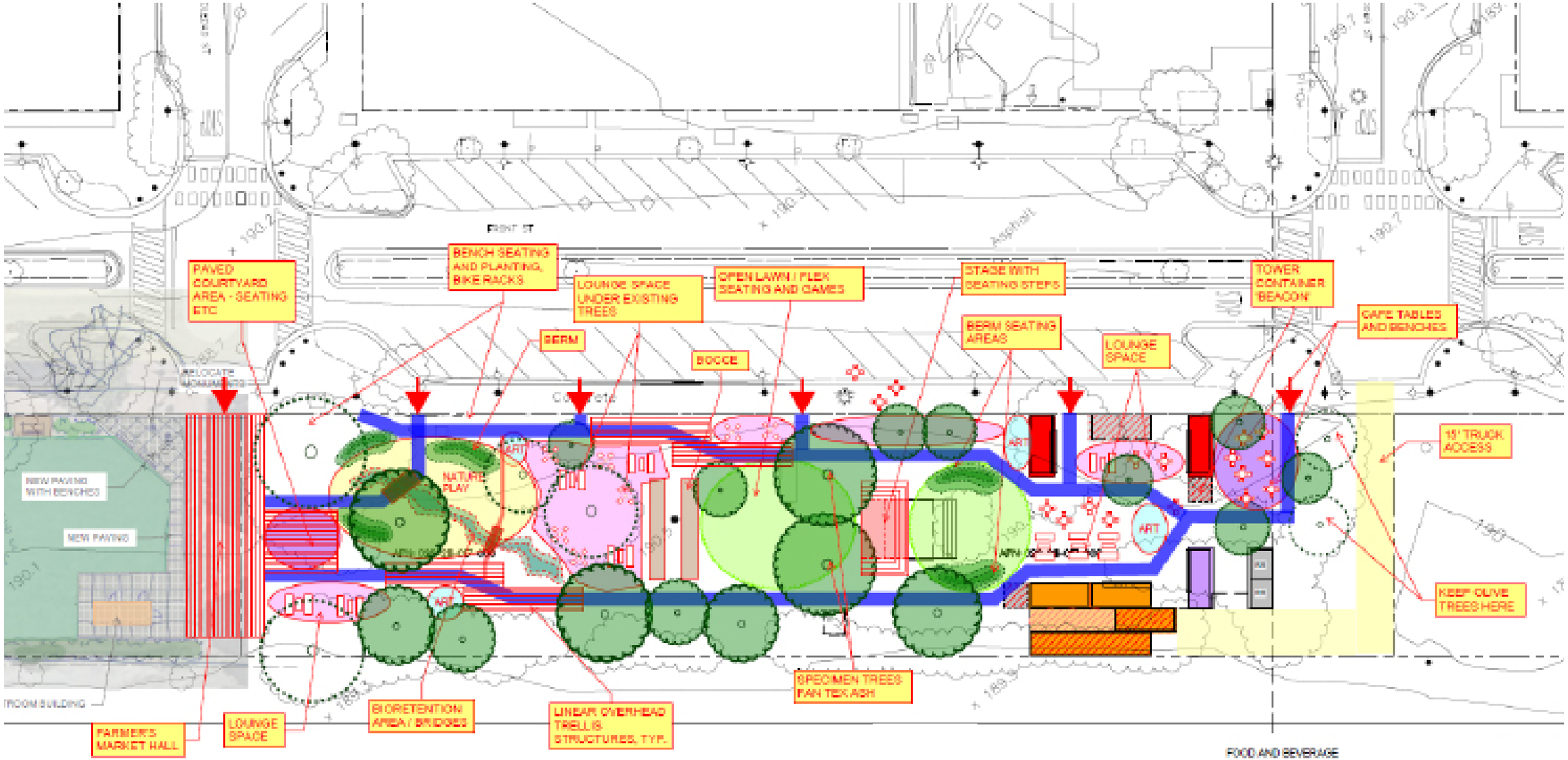






SOLEDAD
CONTAINER DEVELOPMENT

els* PGAdesign LANDSCAPE ARCHITECTS CRAFTED DESTINATIONS



OVERALL CONCEPT

OPTION 1 COURTYARD DESTINATION FOR COMMUNITY

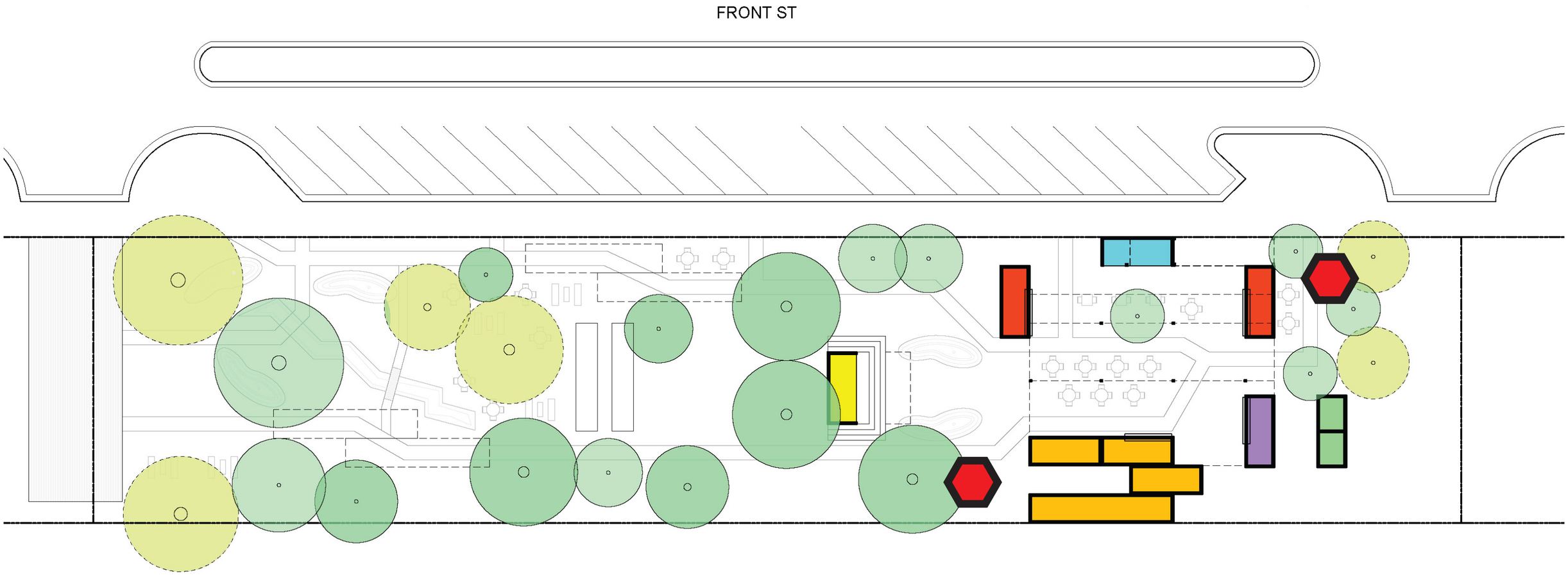
Serves community need for

- Entertainment
- Community engagement
- Food & Beverage
- Local Products and artists

The container village will be known for

- Focusing on the dining, entertainment and retail products within the container space.

- A place to meet friends/neighbors and expand friendships.
- Musical performances that bring people together.
- Courtyard layout

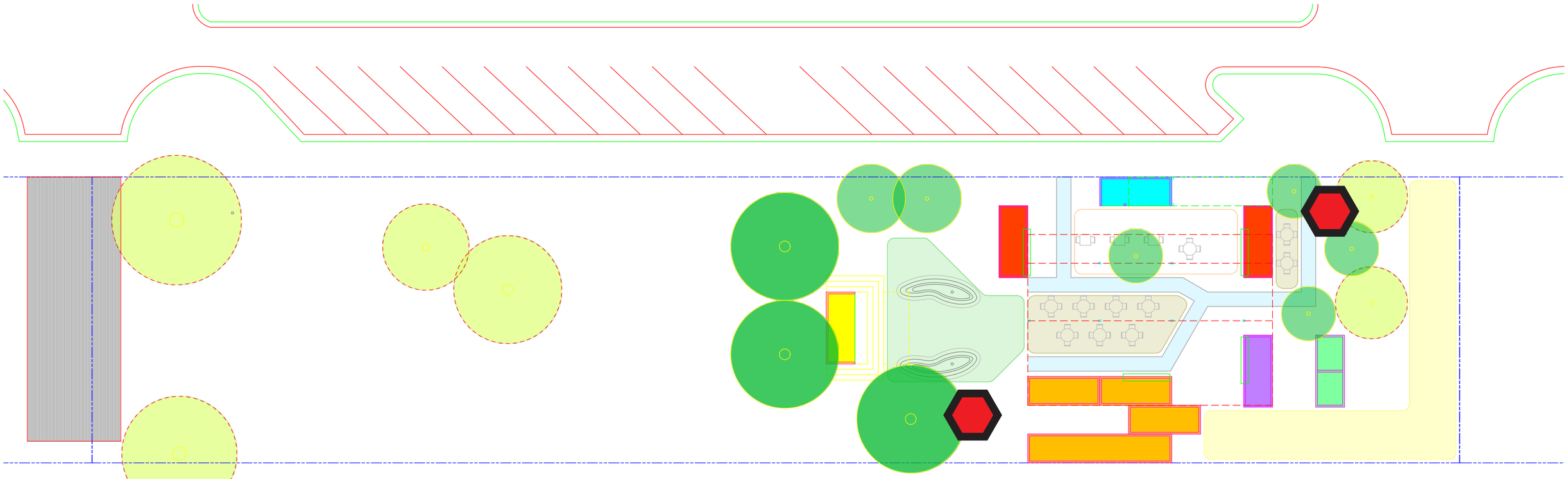


LEGEND

- FOOD & BEVERAGE
- BEVERAGE
- RETAIL
- SEATING POD
- STAGE
- CONTAINER TOWER
- CONTAINER ART
- RESTROOM
- COMMISSARY (CMU)
- CIRCULATION
- GREEN SPACE
- LOUNGE AREA
- CAFE & TABLES
- NATURE PLAY
- TRUCK LOADING ZONE
- EXISTING TREE TO REMAIN
- PROPOSED TR

OPTION 1: COURTYARD DESTINATION FOR COMMUNITY

NO PARK OPTION



LEGEND

- FOOD & BEVERAGE
- BEVERAGE
- RETAIL
- SEATING POD
- STAGE
- CONTAINER TOWER
- CONTAINER ART
- RESTROOM
- COMMISSARY (CMU)
- CIRCULATION
- GREEN SPACE
- LOUNGE AREA
- CAFE & TABLES
- NATURE PLAY
- TRUCK LOADING ZONE
- EXISTING TREE TO REMAIN
- PROPOSED TR

OPTION 1: COURTYARD DESTINATION FOR COMMUNITY







SEATING | NATURE PLAY | LOUNGE SPACE | OPEN LAWN/GAMES/FLEX | STAGE | LAWN SEATING | FOOD/BEVERAGE SALES & SEATING | SERVICE

PAVED COURTYARD

BERM SEATING

LOUNGE SPACE

TRELLIS

OPEN LAWN

SHADING ROOF

CONTAINER ABOVE

LOUNGE SEATING

FARMER'S MARKET ZONE

OVERHEAD TRELLIS

BIORETENTION ZONE

BOCCE COURTS

STAGE WITH SEATING STEPS

CAFE TABLES AND BENCHES

TRUCK ACCESS

OPTION 1: COURTYARD DESTINATION FOR COMMUNITY



OPTION 1: COURTYARD DESTINATION FOR COMMUNITY



OPTION 1: COURTYARD DESTINATION FOR COMMUNITY



OPTION 1: COURTYARD DESTINATION FOR COMMUNITY



OPTION 1: COURTYARD DESTINATION FOR COMMUNITY



OPTION 1: COURTYARD DESTINATION FOR COMMUNITY

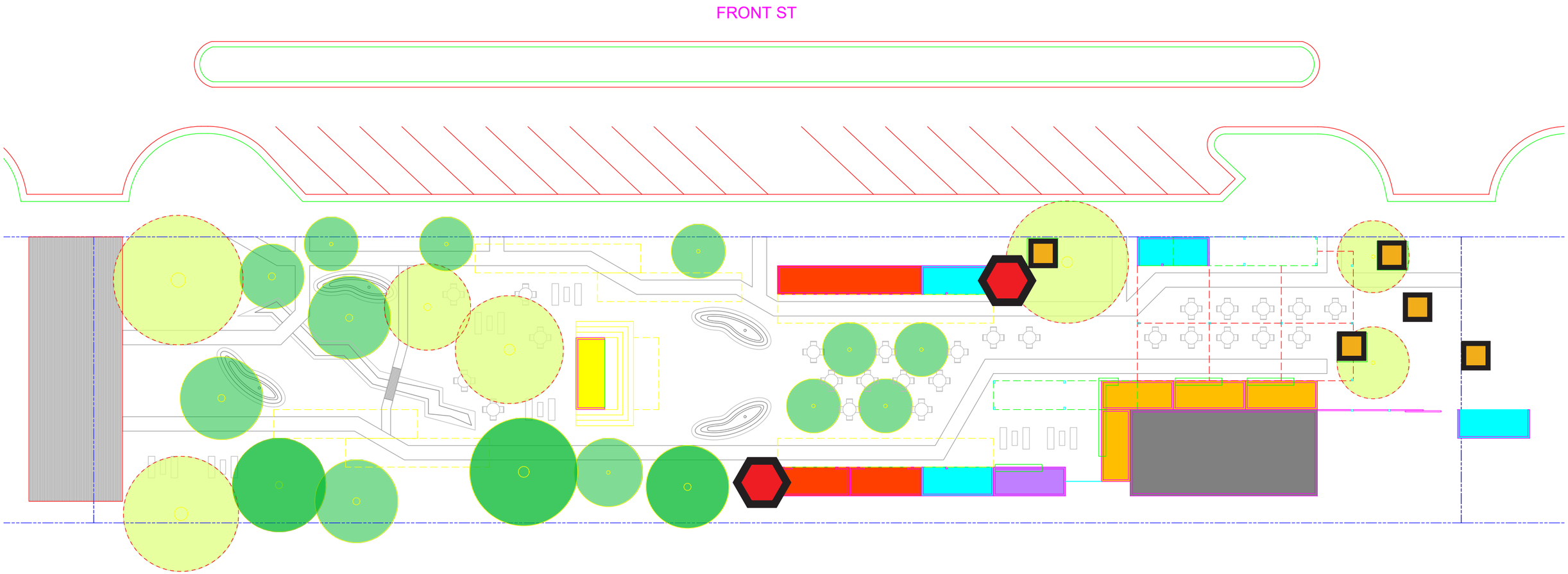
OPTION 2 FRONT STREET STROLL

Serves community need for

- Diversity in food & beverage
- Robust activities that draw crowds
- Place for an afternoon hangout
- Reinforcement of historical heritage
- Potential for growth opportunity

The container village will be known for

- A path that winds through the front of Soledad
- A place to make new friendships
- A greater awareness of wine country surroundings
- Integration with the City urban fabric (Kidder Ave axis)
- Greater understanding of local wineries
- Appreciation of local arts and historical markers

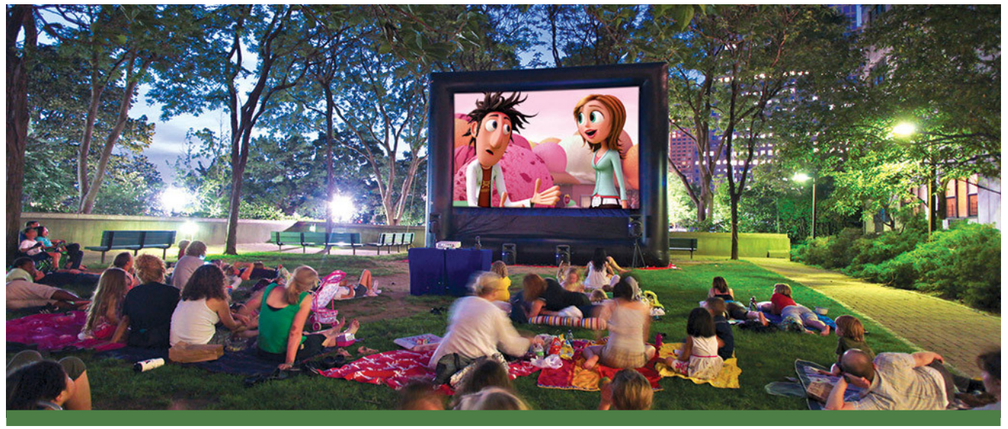


LEGEND

- FOOD & BEVERAGE
- BEVERAGE
- RETAIL
- SEATING POD
- STAGE
- CONTAINER TOWER
- CONTAINER ART
- RESTROOM
- COMMISSARY (CMU)
- CIRCULATION
- GREEN SPACE
- LOUNGE AREA
- CAFE & TABLES
- NATURE PLAY
- TRUCK LOADING ZONE
- EXISTING TREE TO REMAIN
- PROPOSED TR

OPTION 2: FRONT STREET STROLL







SEATING | NATURE PLAY | LOUNGE | STAGE | OPEN LAWN/ GAMES/FLEX | FOOD/BEVERAGE SALES & SEATING | SERVICE

PAVED COURTYARD

BERM SEATING

LOUNGE SPACE

TRELLIS

TREES W/ SEATING AND STRING LIGHTS

ART LOCATION

CONTAINER ABOVE

OPEN LAWN W/ BERM SEATING

TRELLIS

LOUNGE SEATING

FARMER'S MARKET ZONE

OVERHEAD TRELLIS

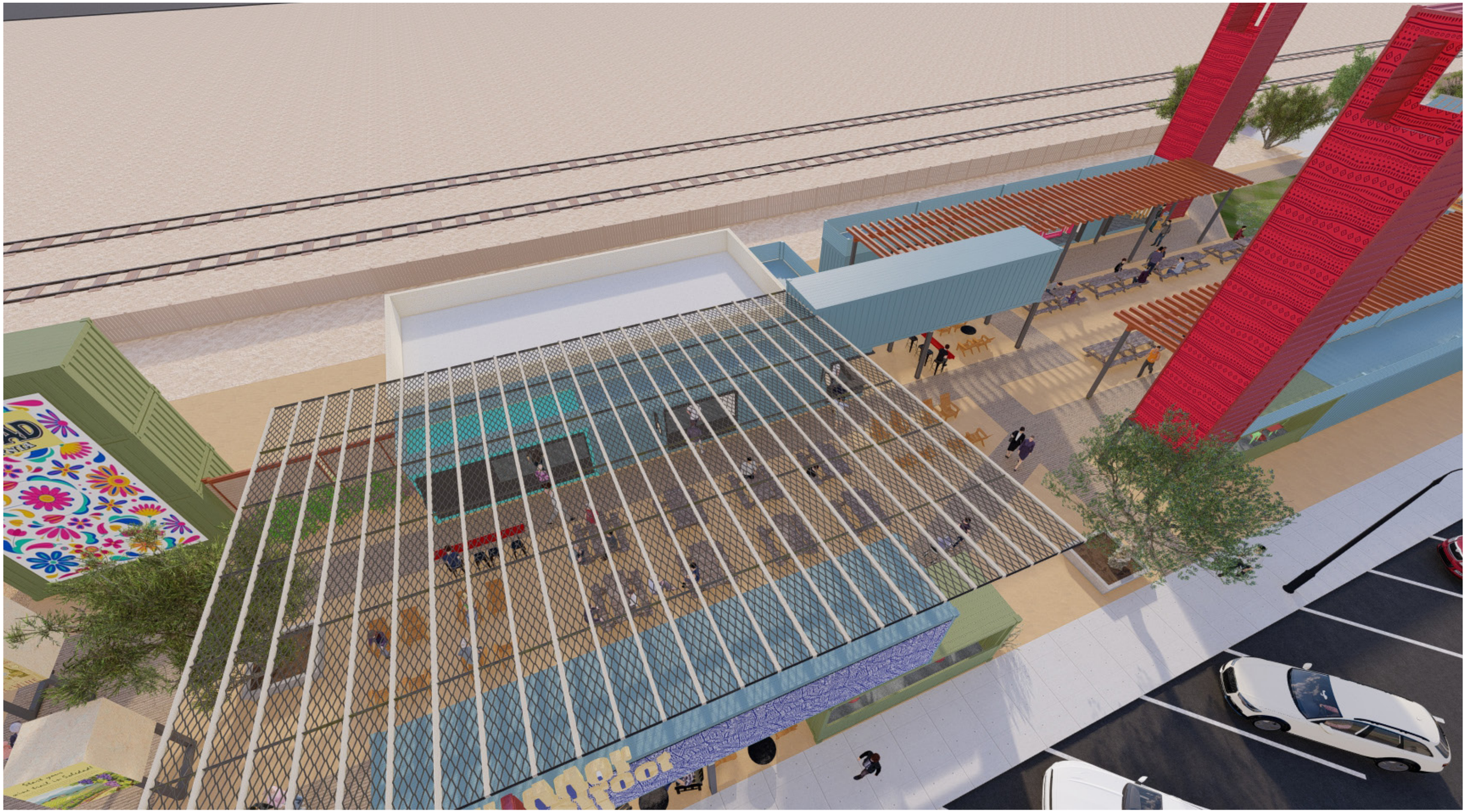
BIORETENTION ZONE

STAGE WITH SEATING STEPS

CAFE TABLES AND BENCHES

TRUCK ACCESS

OPTION 2: FRONT STREET STROLL



OPTION 2: FRONT STREET STROLL



OPTION 2: FRONT STREET STROLL



OPTION 2: FRONT STREET STROLL



OPTION 2: FRONT STREET STROLL



OPTION 2: FRONT STREET STROLL

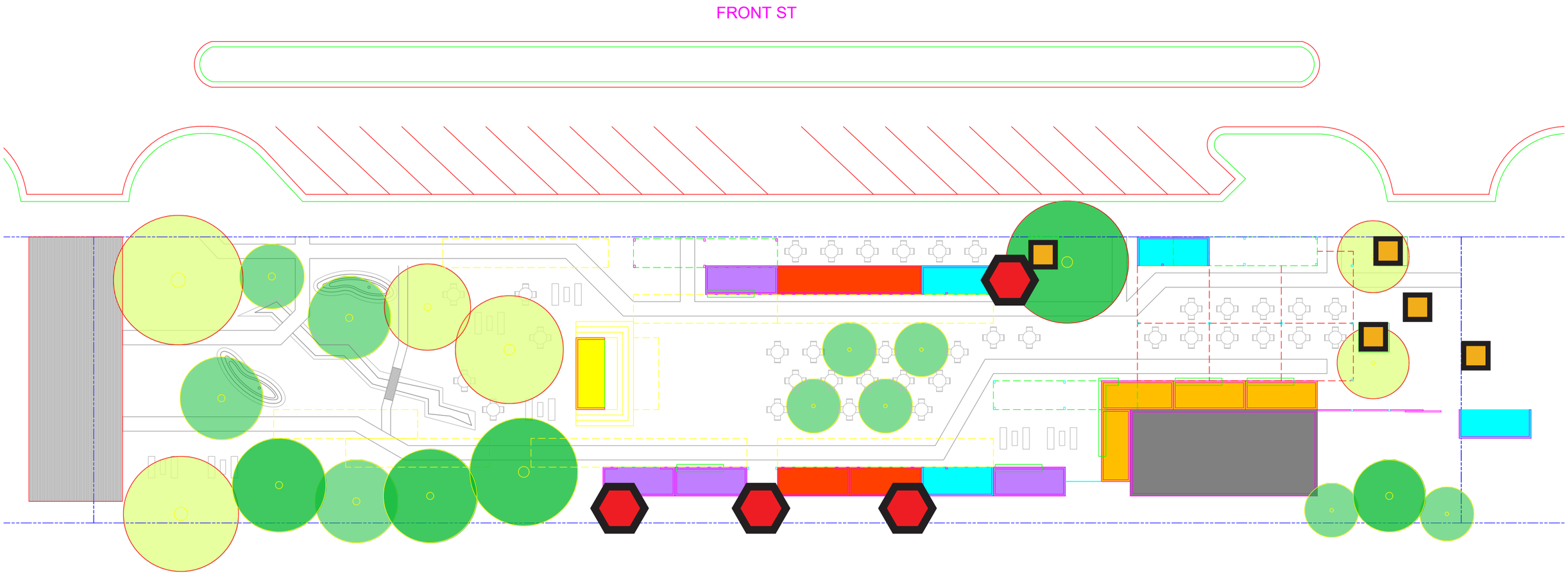
OPTION 3 CATALYST FOR SOLEDAD IDENTITY

Serves community need for

- Development of a Soledad identity
- Regional destination
- Promotion of local heritage
- Diversity in food & beverage
- Robust activities that draw crowds
- Place for an afternoon hangout

The container village will be known for

- A place to mingle with community
- Pride in Soledad as a regional destination
- Landmark on 101 that differentiates Soledad
- 7-Day a week activation



LEGEND

- FOOD & BEVERAGE
- BEVERAGE
- RETAIL
- SEATING POD
- STAGE
- CONTAINER TOWER
- CONTAINER ART
- RESTROOM
- COMMISSARY (CMU)
- CIRCULATION
- GREEN SPACE
- LOUNGE AREA
- CAFE & TABLES
- NATURE PLAY
- TRUCK LOADING ZONE
- EXISTING TREE TO REMAIN
- PROPOSED TR

OPTION 3: CATALYST FOR SOLEDAD IDENTITY









SEATING | NATURE PLAY | LOUNGE | STAGE | OPEN LAWN/ GAMES/FLEX | FOOD/BEVERAGE SALES & SEATING | SERVICE

PAVED COURTYARD

BENCHES/BIKE RACKS

BERM SEATING

LOUNGE

CONTAINER ABOVE

TRELLIS

TREES W/ SEATING AND STRING LIGHTS

ART LOCATION

ART LOCATION

CONTAINER ABOVE

OPEN LAWN

LOUNGE

TRELLIS

LOUNGE SEATING

FARMER'S MARKET ZONE

OVERHEAD TRELLIS

BIORETENTION ZONE

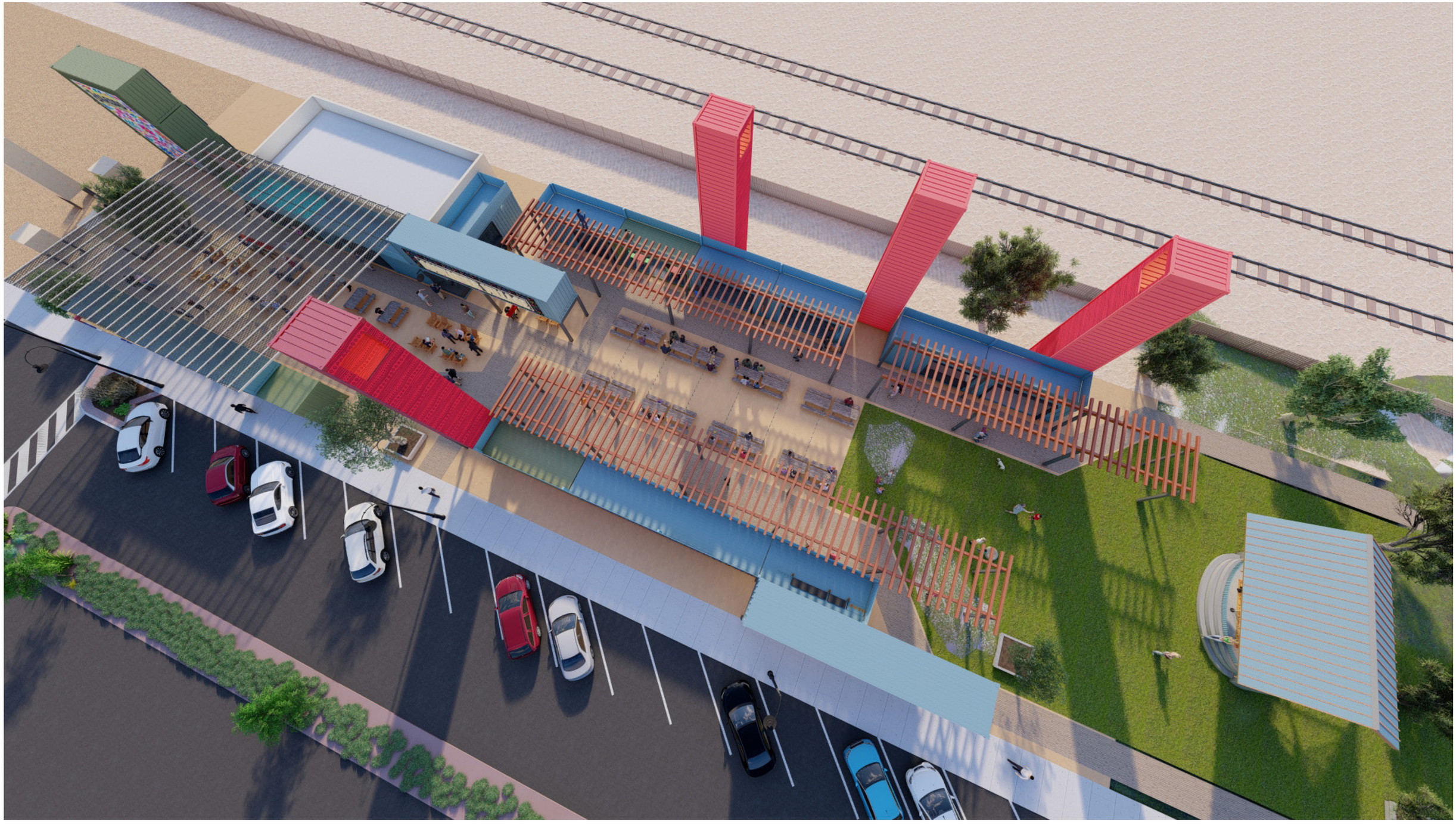
STAGE WITH SEATING STEPS

CAFE TABLES AND BENCHES

TRUCK ACCESS

OPTION 3: CATALYST FOR SOLEDAD IDENTITY


SOLEDAD



OPTION 3: CATALYST FOR SOLEDAD IDENTITY



OPTION 3: CATALYST FOR SOLEDAD IDENTITY



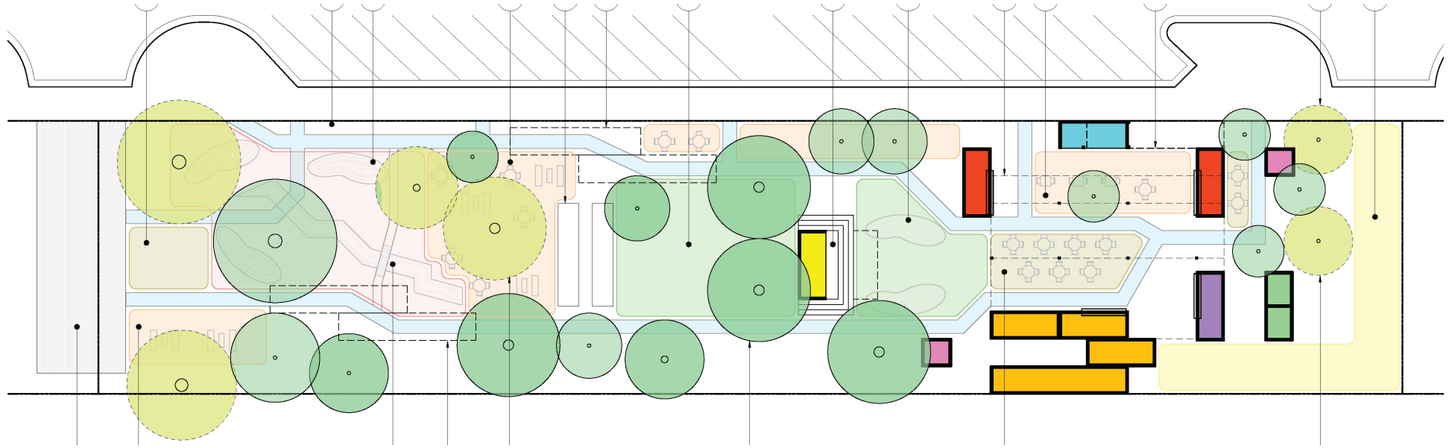
OPTION 3: CATALYST FOR SOLEDAD IDENTITY



OPTION 3: CATALYST FOR SOLEDAD IDENTITY

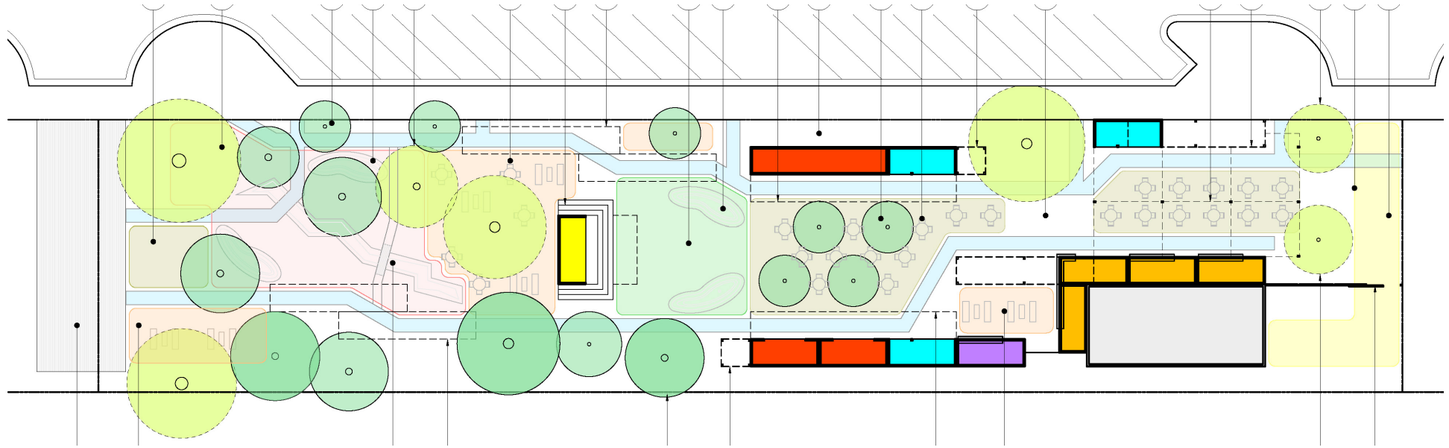
OPTION 1

COURTYARD DESTINATION FOR COMMUNITY



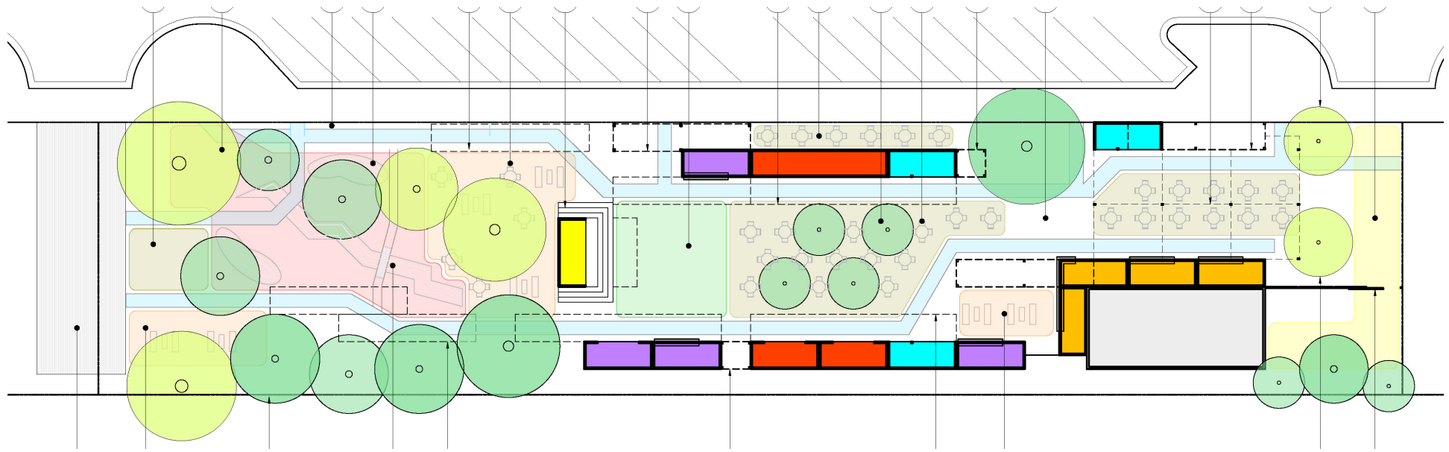
OPTION 2

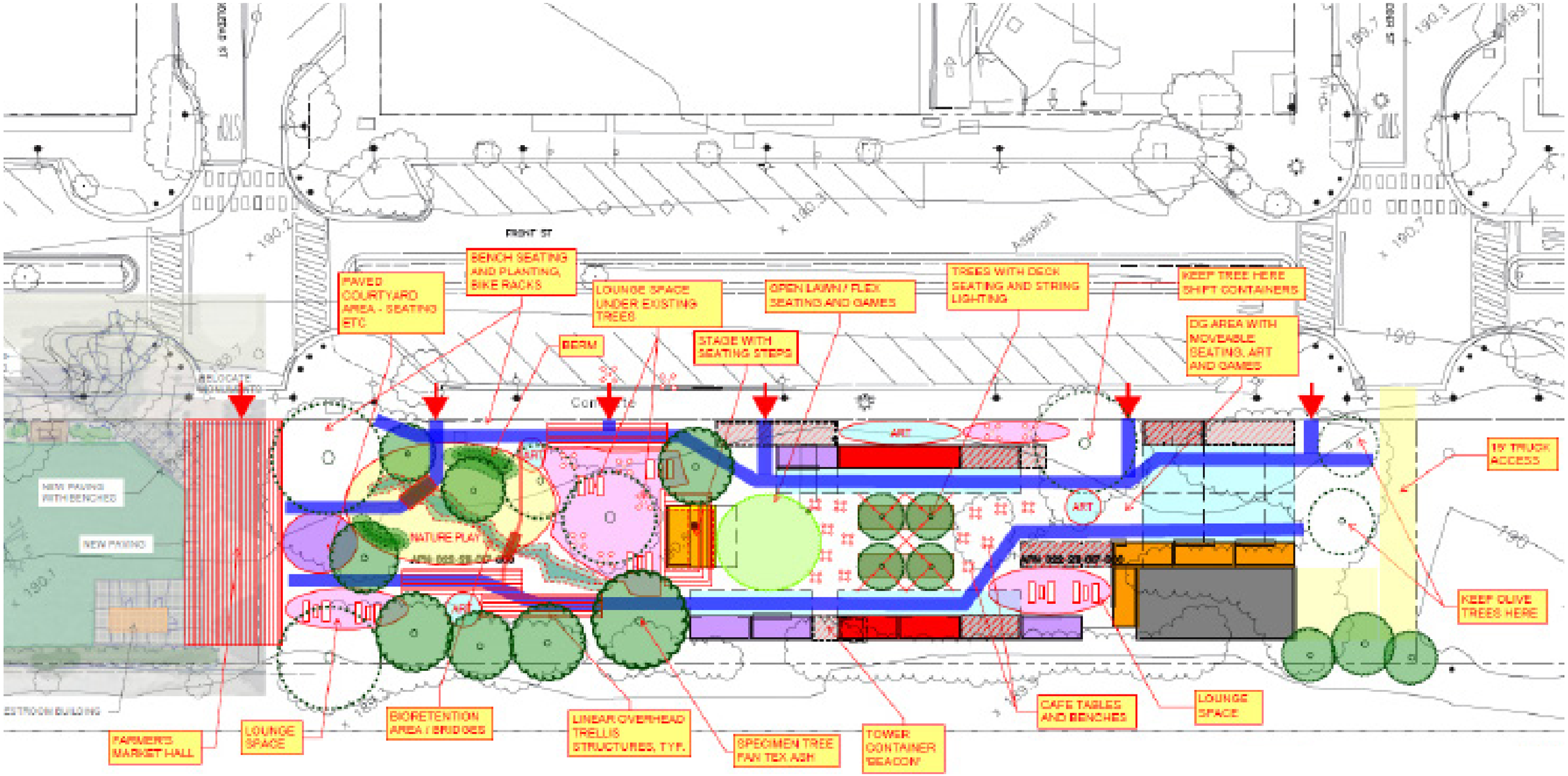
FRONT STREET STROLL



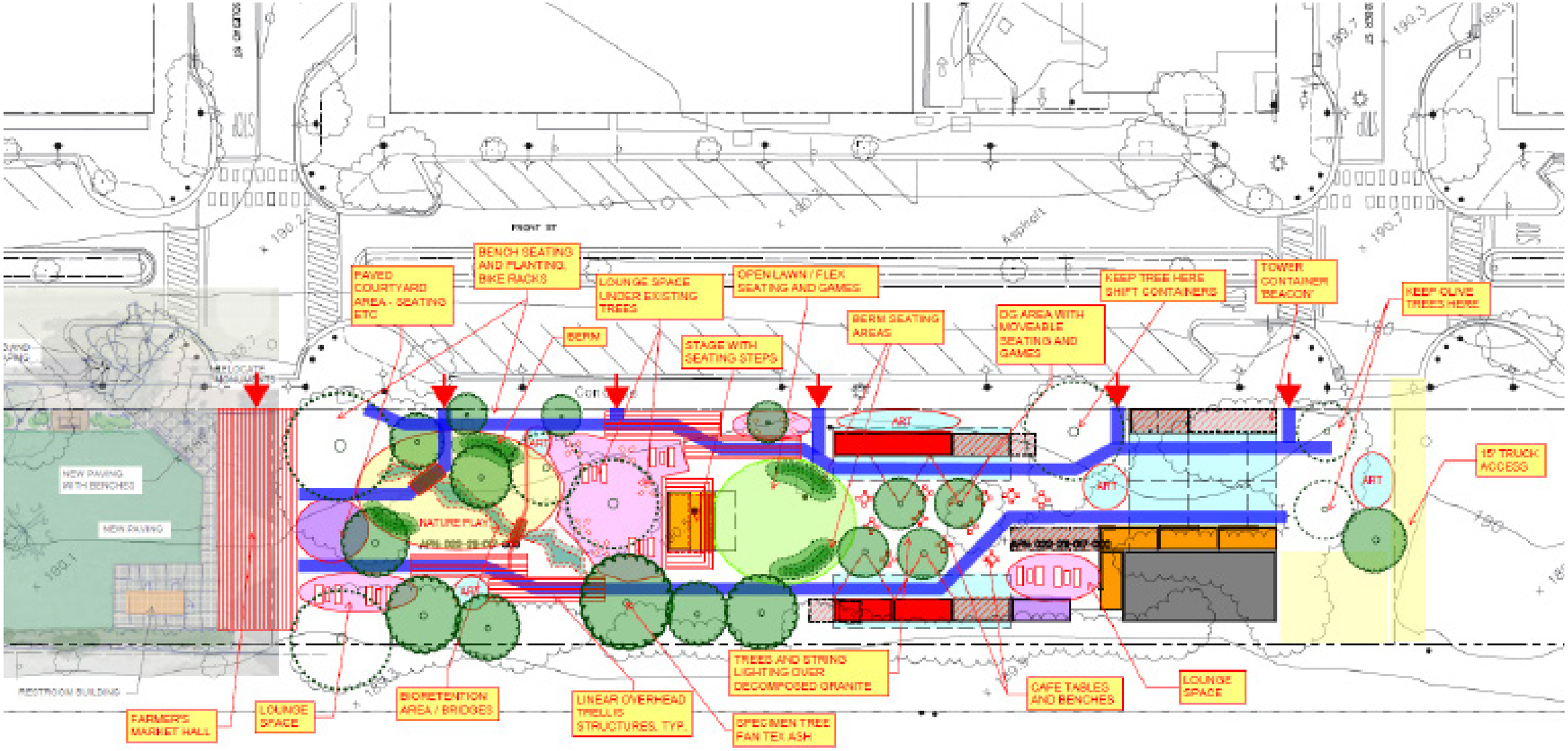
OPTION 3

CATALYST FOR SOLEDAD IDENTITY

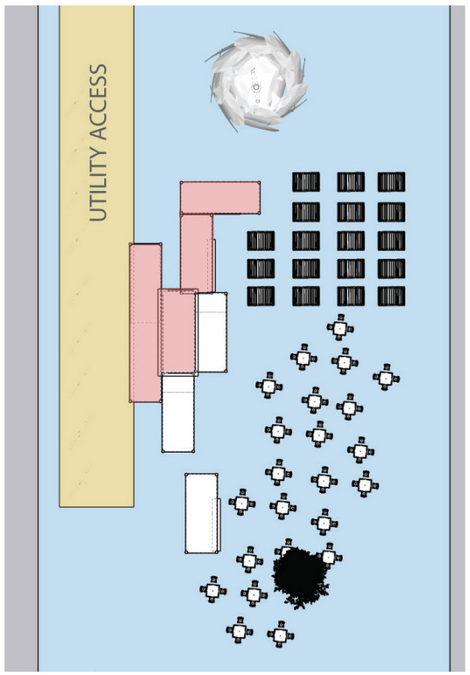




OPTION 3: LARGE PROGRAM



OPTION 2: MEDIUM PROGRAM



OPTION 1 SMALL CONTAINER PROGRAM

Small F&B Operator:

2 containers - Food/Bev Service
(260-320 sq ft) - Customer service functions, beverage refrigeration, food prep/warming, POS, hand/prep sinks

1 container - 1/2 Refrigeration; 1/2 Dry Goods
(160-250 sq ft) - Built in walk-in cooler, dry good shelving, adjacent access to utility corridor

Interstitial Space - covered area between containers
(160-200 sq ft) - Cleanup area, 3 bay sink, grease trap, employee lockers, storage

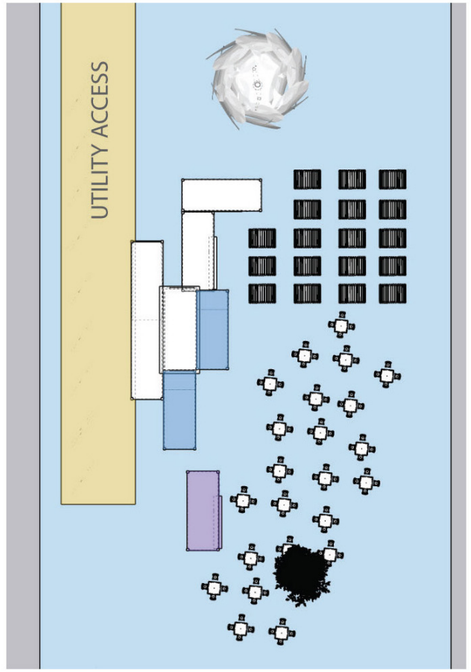
Overall Area: 3,500 sq ft (incl utilities, trash)
5 containers, plus interstitial space
Customer seating: 160-200 (~ 3,000 sq ft)

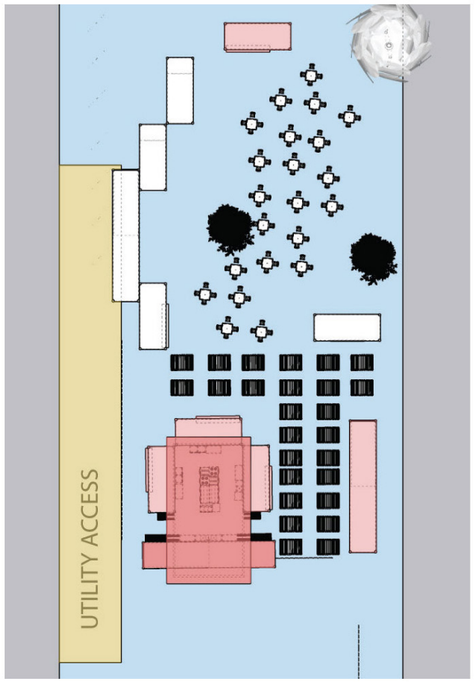
Pop-Up Retail:

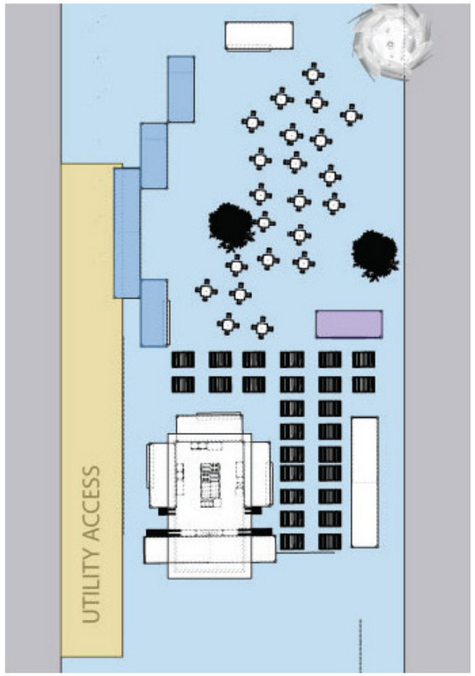
2 containers - Retail or Exhibit Functions
(320 sq ft) - Dedicated retail/exhibit functions with spill over capabilities into surrounding walk path

1 container - Pop-Up Beverage Service
(160sq ft) - Built in refrigeration & service equipment; Operated with special event licenses, replacable signage needed for each operator

Overall Area: 480 sq ft
3 containers, plus spill over area into seating/pathway







OPTION 2 MEDIUM CONTAINER PROGRAM

Commissary Kitchen:

Concrete Block Bldg

(1,200 sq ft) - Shared kitchen space/prep for 3 operators
(80 sq ft) - Cold walk-in storage
(200 sq ft) - Dish cleanup, 3 bay, grease trap
(300 sq ft) - Shared dry goods storage

Anchor F&B Operator:

1 container - Food/Bev Service

(200 sq ft) - Customer service functions, beverage refrigeration, POS, hand sinks

(2) Pop-Up Food Operators:

2 containers - Food/Bev Service

(320 sq ft) - Customer service functions, beverage refrigeration, POS, hand sinks

Beverage Dispensory:

1 container - (160 sq ft) - Beverage refrigeration, POS

Overall Area: 7,000 sq ft (incl utilities, trash)
10 containers, plus commissary kitchen
Customer seating: 320 (~ 5,000 sq ft)

Permanent Retail/Exhibit:

2 containers - (Includes partial of storage container)

(920 sq ft) - Dedicated retail/exhibit functions with spill over capabilities into surrounding walk path

Pop-Up Retail:

2 containers - Retail or Exhibit Functions

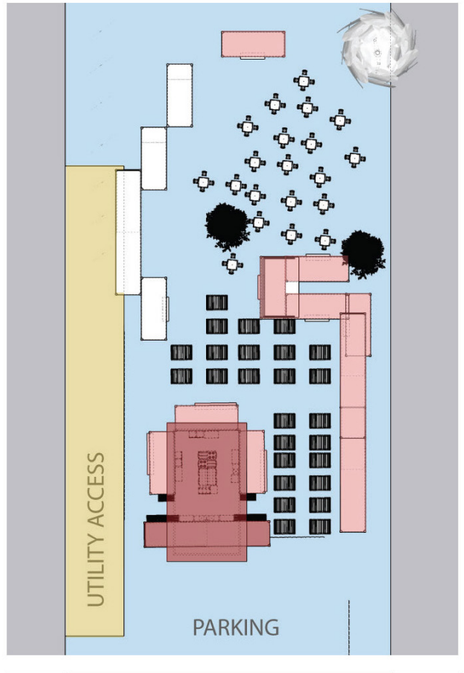
(920 sq ft) - Dedicated retail/exhibit functions with spill over capabilities into surrounding walk path; Operated with special event licenses, replacable signage needed for each operator

Pop-Up Hybrid:

1 container - Possible beverage service or retail

(160sq ft) - Built in refrigeration & service equipment; Operated with special event licenses, replacable signage needed for each operator

Overall Area: 2,000 sq ft
4 containers, 1 40 ft storage container. spill over area into seating/ pathway



OPTION 3 LARGE CONTAINER PROGRAM

Commissary Kitchen:

Concrete Block Bldg

(1,200 sq ft) - Shared kitchen space/prep for 3 operators
(80 sq ft) - Cold walk-in storage
(200 sq ft) - Dish cleanup, 3 bay, grease trap
(300 sq ft) - Shared dry goods storage

Anchor F&B Operator:

2 containers - Food/Bev Service

(200 sq ft) - Customer service functions, beverage refrigeration, POS, hand sinks

Permanent Retail/Exhibit:

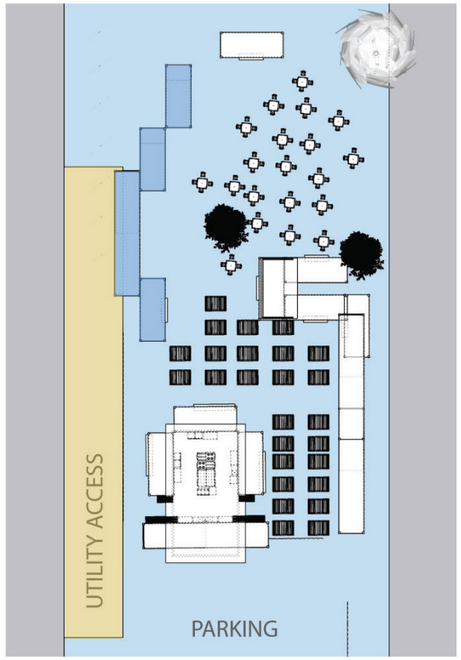
2 containers - (Includes partial of storage container)

(920 sq ft) - Dedicated retail/exhibit functions with spill over capabilities into surrounding walk path

Pop-Up Retail:

1 containers - Retail or Exhibit Functions

(460 sq ft) - Dedicated retail/exhibit functions with spill over capabilities into surrounding walk path; Operated with special event licenses, replacable signage needed for each operator



(2) Pop-Up Food Operators:

2 containers - Food/Bev Service

(160 sq ft/ea) - Customer functions, beverage refrigeration, POS

Anchor Beverage Operator:

4 containers - Beverage Only

(160 sq ft) - Customer service functions, beverage refrigeration, POS

Overall Area: 13,000 sq ft (incl utilities, trash)
15 containers, plus commissary kitchen
Customer seating: 450 (~ 7,000 sq ft)

Overall Area: 1,500 sq ft
3 containers, 1 40 ft storage container. spill over area into seating/ pathway

Entertainment Stage:

Platform above Containers

(200-240 sq ft) - Stage platform
(80 sq ft) - Band/Entertainer prep area
Stair access to stage
Lighting of stage area from nearby containers









SEATING | NATURE PLAY | LOUNGE | STAGE | OPEN LAWN/ GAMES/FLEX | FOOD/BEVERAGE SALES & SEATING | SERVICE

PAVED COURTYARD

BENCHES/BIKE RACKS

BERM SEATING

LOUNGE

CONTAINER ABOVE

TRELLIS

TREES W/ SEATING AND STRING LIGHTS

ART LOCATION

ART LOCATION

CONTAINER ABOVE

OPEN LAWN

LOUNGE

TRELLIS

LOUNGE SEATING

FARMER'S MARKET ZONE

OVERHEAD TRELLIS

BIORETENTION ZONE

STAGE WITH SEATING STEPS

CAFE TABLES AND BENCHES

TRUCK ACCESS

OPTION 3: CATALYST FOR SOLEDAD IDENTITY

APPENDIX A-2:
Development Cost Estimates

CUMMING
Building Value Through Expertise

ELS - Soledad Container Village

Soledad, California

ROM
March 10, 2023
Cumming Project No. 23-00xxx.00

Prepared for ELS Architecture & Urban Desgin

475 SANSOME STREET, SUITE 520 • SAN FRANCISCO • CALIFORNIA • 94111
PHONE: 415-748-3080 • FAX: 415-748-3090

TABLE OF CONTENTS

	Page
1. Project Introduction	
Executive Summary	3
2. Cost Summaries	
Summary	4
Summary Matrix	5
3. Control Areas	
Controls	6
4. Construction Cost Back Up	
Option 1 - Courtyard Destination for Community (Container Area)	7
Option 1 - Courtyard Destination for Community (Park Area)	14
Option 2 - Front Street Stroll (Container Area)	18
Option 2 - Front Street Stroll (Park Area)	25
Option 3 - Catalyst for Soledad Identity (Container Area)	28
Option 3 - Catalyst for Soledad Identity (Park Area)	35
5. Appendix	
Approach & Methodology	38

EXECUTIVE SUMMARY

1.1 Introduction

This estimate has been prepared, pursuant to an agreement between ELS Architecture and Urban Design and Cumming, for the purpose of establishing a probable cost of construction at the ROM design stage.

The project scope encompasses installation of repurposed shipping containers for use on a proposed development site for the City of Soledad. Three options are included herein, varying primarily in layout and the quantity of built space.

1.2 Project Schedule

	Start	Finish	Duration
Design & Engineering	Jan-23	Dec-23	12 months
Construction	Aug-24	Mar-25	8 months

1.3 Key Assumptions & Exclusions

This document should be read in association with Appendix 1 which outline cost management methodology. Key assumptions built into the above cost breakdown include

Key Assumptions
- CM@Risk
- Single Phase Construction
- Normal Working Hours
- A Single Bid Package
- Seismic Upgrade

Key Exclusions
- Project Soft Costs
- Hazardous Materials Abatement
- AV Equipment
- Schedule Acceleration, Off-Hours or Shift Work
- Design Assist MEP Trades

SUMMARY

Element	Area	Cost / SF	Total
Option 1			
Option 1 - Courtyard Destination for Community	11,274	$586.26	$6,609,496
Option 1 - Park Area	17,484	$180.70	$3,225,209
Furniture's, Fixtures and Equipment	28,758	$25.00	$718,950
Total Estimated Construction Cost	**28,758**	**$366.98**	**$10,553,655**
Option 2			
Option 2 - Front Street Stroll (Container Area)	14,159	$620.62	$8,787,313
Option 2 - Park Area	14,599	$168.75	$2,463,564
Furniture's, Fixtures and Equipment	28,758	$25.00	$718,950
Commissary	1,355	$850.00	$1,151,750
Total Estimated Construction Cost	**28,758**	**$456.28**	**$13,121,577**
Option 3			
Option 3 - Catalyst for Soledad Identity (Container Area)	16,331	$677.76	$11,068,576
Option 3 - Park Area	12,427	$184.64	$2,294,576
Furniture's, Fixtures and Equipment	28,758	$25.00	$718,950
Commissary	1,355	$850.00	$1,151,750
Total Estimated Construction Cost	**28,758**	**$529.73**	**$15,233,852**

SUMMARY MATRIX

Element		Option 1 - Courtyard Destination for Community (Container Area) Total	Cost/SF	Option 1 - Courtyard Destination for Community (Park Area) Total	Cost/SF	Option 1 Total Total	Cost/SF	Option 2 - Front Street Stroll (Container Area) Total	Cost/SF	Option 2 - Front Street Stroll (Park Area) Total	Cost/SF	Option 2 Total Total	Cost/SF	Option 3 - Catalyst for Soledad Identity (Container Area) Total	Cost/SF	Option 3 - Catalyst for Soledad Identity (Park Area) Total	Cost/SF	Option 3 Total Total	Cost/SF
02 Existing Conditions		$57,096	$5.06	$81,936	$5.81	$139,032	$4.83	$76,136	$5.38	$70,396	$4.82	$146,532	$5.10	$84,824	$5.19	$61,708	$4.97	$146,532	$5.10
03 Concrete		$330,200	$29.29		$24.91	$330,200	$11.48	$407,000	$28.74			$407,000	$14.15	$556,600	$34.08			$556,600	$19.35
05 Metals		$806,400	$71.53		$77.13	$806,400	$28.04	$812,000	$57.35			$812,000	$28.24	$915,200	$56.04			$915,200	$31.82
06 Wood, Plastics, And Composites		$75,000	$6.65		$5.66	$75,000	$2.61	$75,000	$5.30			$75,000	$2.61	$75,000	$4.59			$75,000	$2.61
08 Openings		$171,950	$15.25		$12.97	$171,950	$5.98	$288,700	$20.39			$288,700	$10.04	$433,000	$26.51			$433,000	$15.06
09 Finishes		$434,992	$38.58		$32.81	$434,992	$15.13	$794,462	$56.11			$794,462	$27.63	$990,584	$60.66			$990,584	$34.45
10 Specialties		$231,003	$20.49	$101,250	$25.25	$332,253	$11.55	$199,276	$14.07	$101,250	$6.94	$300,526	$10.45	$324,866	$19.89	$101,250	$8.15	$426,116	$14.82
11 Equipment					$0.94														
21 Fire Suppression		$43,200	$3.83		$3.26	$43,200	$1.50	$55,200	$3.90			$55,200	$1.92	$79,200	$4.85			$79,200	$2.75
22 Plumbing		$112,000	$9.93		$8.45	$112,000	$3.89	$124,000	$8.76			$124,000	$4.31	$152,000	$9.31			$152,000	$5.29
23 HVAC		$128,000	$11.35		$9.66	$128,000	$4.45	$196,000	$13.84			$196,000	$6.82	$216,000	$13.23			$216,000	$7.51
26 Electrical		$234,786	$20.83		$17.71	$234,786	$8.16	$335,737	$23.71			$335,737	$11.67	$449,731	$27.54			$449,731	$15.64
27 Communications		$36,885	$3.27		$2.78	$36,885	$1.28	$53,386	$3.77			$53,386	$1.86	$71,467	$4.38			$71,467	$2.49
28 Electrical Safety And Security		$124,160	$11.01	$124,160	$9.37	$248,320	$8.63	$179,160	$12.65			$179,160	$6.23	$239,160	$14.64			$239,160	$8.32
31 Earthwork		$67,644	$6.00	$104,904	$6.00	$172,548	$6.00	$84,954	$6.00	$87,594	$6.00	$172,548	$6.00	$97,986	$6.00	$74,562	$6.00	$172,548	$6.00
32 Exterior Improvements		$263,373	$23.36	$736,294	$44.40	$999,667	$34.76	$579,224	$40.91	$566,760	$38.82	$1,145,984	$39.85	$807,544	$49.45	$580,107	$46.68	$1,387,651	$48.25
33 Utilities		$272,548	$24.17	$34,968	$20.86	$307,516	$10.69	$278,318	$19.66	$29,198	$2.00	$307,516	$10.69	$282,662	$17.31	$24,854	$2.00	$307,516	$10.69
48 Electrical Power Generation		$442,505	$39.25	$686,247	$39.25	$1,128,752	$39.25	$555,741	$39.25	$573,011	$39.25	$1,128,752	$39.25	$640,992	$39.25	$487,760	$39.25	$1,128,752	$39.25
Subtotal Cost		$3,831,741	$339.87	$1,869,759	$347.21	$5,701,501	$198.26	$5,094,293	$359.79	$1,428,209	$97.83	$6,522,502	$226.81	$6,416,816	$392.92	$1,330,241	$107.04	$7,747,057	$269.39
Contractor Contingency	3.0%	$114,952	$10.20	$56,093	$10.42	$171,045	$5.95	$152,829	$10.79	$42,846	$2.93	$195,675	$6.80	$192,504	$11.79	$39,907	$3	$232,412	$8.08
General Requirements	3.0%	$118,401	$10.50	$57,776	$10.73	$176,176	$6.13	$157,414	$11.12	$44,132	$3.02	$201,545	$7.01	$198,280	$12.14	$41,104	$3	$239,384	$8.32
General Conditions	12.0%	$459,809	$40.78	$224,371	$41.67	$684,180	$23.79	$611,315	$43.18	$171,385	$11.74	$782,700	$27.22	$770,018	$47.15	$159,629	$13	$929,647	$32.33
Bonds & Insurance	2.0%	$76,635	$6.80	$37,395	$6.94	$114,030	$3.97	$101,886	$7.20	$28,564	$1.96	$130,450	$4.54	$128,336	$7.86	$26,605	$2	$154,941	$5.39
Contractor's Fee	10.0%	$460,154	$40.82	$224,539	$41.70	$684,693	$23.81	$611,774	$43.21	$171,514	$11.75	$783,287	$27.24	$770,595	$47.19	$159,749	$13	$930,344	$32.35
Design Contingency	20.0%	$1,012,338	$89.79	$493,987	$91.73	$1,506,325	$52.38	$1,345,902	$95.06	$377,330	$25.85	$1,723,232	$59.92	$1,695,310	$103.81	$351,447	$28	$2,046,757	$71.17
Escalation to MOC, 11/30/24	8.8%	$535,466	$47.50	$261,289	$48.52	$796,755	$27.71	$711,901	$50.28	$199,585	$13.67	$911,485	$31.70	$896,716	$54.91	$185,894	$15	$1,082,610	$37.65
Total Estimated Construction Cost		**$6,609,496**	**$586.26**	**$3,225,209**	**$180.70**	**$9,834,705**	**$344.14**	**$8,787,313**	**$620.62**	**$2,463,564**	**$168.75**	**$11,250,877**	**$391.23**	**$11,068,576**	**$677.76**	**$2,294,576**	**$184.64**	**$13,363,152**	**$464.68**

MOC - Materials of Construction?

$3,335 (or 60% of construction costs) appear to be compounded contingencies

SCHEDULE OF AREAS AND CONTROL QUANTITIES

Schedule of Areas	Option 1 - Courtyard Destination for Community (Container Area)	Option 2 - Front Street Stroll (Container Area)	Option 3 - Catalyst for Soledad Identity (Container Area)
1. Enclosed Areas (x 100%)			
New Build Containers	2,880	3,680	5,280
Sitework	25,878	25,078	23,478
Total Enclosed	28,758	28,758	28,758

SUMMARY - OPTION 1 - COURTYARD DESTINATION FOR COMMUNITY (CONTAINER AREA)

Element		Total	Cost / SF
02	Existing Conditions	$57,096	$5.06
03	Concrete	$330,200	$29.29
05	Metals	$806,400	$71.53
06	Wood, Plastics, And Composites	$75,000	$6.65
08	Openings	$171,950	$15.25
09	Finishes	$434,992	$38.58
10	Specialties	$231,003	$20.49
21	Fire Suppression	$43,200	$3.83
22	Plumbing	$112,000	$9.93
23	HVAC	$128,000	$11.35
26	Electrical	$234,786	$20.83
27	Communications	$36,885	$3.27
28	Electrical Safety And Security	$124,160	$11.01
31	Earthwork	$67,644	$6.00
32	Exterior Improvements	$263,373	$23.36
33	Utilities	$272,548	$24.17
48	Electrical Power Generation	$442,505	$39.25
	Subtotal	$3,831,741	$339.87
	Contractor Contingency 3.00%	$114,952	$10.20
	Subtotal	$3,946,694	$350.07
	General Requirements 3.00%	$118,401	$10.50
	Subtotal	$4,065,094	$360.57
	General Conditions 12.00%	$459,809	$40.78
	Subtotal	$4,524,903	$401.36
	Bonds & Insurance 2.00%	$76,635	$6.80
	Subtotal	$4,601,538	$408.15
	Contractor's Fee 10.00%	$460,154	$40.82
	Subtotal	$5,061,692	$448.97
	Design Contingency 20.00%	$1,012,338	$89.79
	Subtotal	$6,074,030	$538.76
	Escalation to MOC, 11/30/24 8.82%	$535,466	$47.50
TOTAL ESTIMATED CONSTRUCTION COST		**$6,609,496**	**$586.26**

Total Area: 11,274 SF

DETAIL ELEMENTS - OPTION 1 CONTAINER AREA

Element	Quantity	Unit	Unit Cost	Total
02 Existing Conditions				
Existing Site Demolition				
Removal of existing trees, allowance	5	ea	$750.00	$3,750
Retain trees; protection throughout the works	3	ea	$250.00	$750
Breakout hard landscape, allowance	11,274	sf	$4.00	$45,096
Dispose offsite, allowance	1	ls	$2,500.00	$2,500
Miscellaneous site demolition	1	ls	$5,000.00	$5,000
Total - Existing Conditions				**$57,096**
03 Concrete				
Foundations				
Pile Foundations				
Mobilization and testing	1	ls	$75,000.00	$75,000
Drilled piers, 16" diameter	784	lf	$300.00	$235,200
Miscellaneous				
Foundation upgrades to vertical units	2	ea	$10,000.00	$20,000
Total - Concrete				**$330,200**
05 Metals				
Miscellaneous Metals				
Shade Canopy	3,500	sf	$200.00	$700,000
Miscellaneous Metals, Allowance	1,280	gsf	$5.00	$6,400
Structural steel supports at vertical units	2	ea	$50,000.00	$100,000
Total - Metals				**$806,400**
06 Wood, Plastics, And Composites				
Casework				
Custom millwork, allowance	50	lf	$750.00	$37,500
Base Cabinets, allowance	50	lf	$450.00	$22,500
Upper Cabinets, allowance	50	lf	$300.00	$15,000
Total - Wood, Plastics, And Composites				**$75,000**
08 Openings				
Exterior Openings				
Exterior shutters	693	sf	$150.00	$103,950

DETAIL ELEMENTS - OPTION 1 CONTAINER AREA

Element	Quantity	Unit	Unit Cost	Total
Exterior Doors				
Door, Double - 6'-0 x 7'-10", allowance	7	ea	$8,500.00	$59,500
Door, Single - 3'-0 x 7'-10", allowance	1	ea	$5,000.00	$5,000
Hardware				
Finish Hardware Premium (Exterior), allowance	1	ls	$3,500.00	$3,500
Total - Openings				**$171,950**
09 Finishes				
Floor Finishes				
Raised floor	1,280	sf	$50.00	$64,000
Lino	800	sf	$15.00	$12,000
Resilient Sheet	480	sf	$15.00	$7,200
Base				
Rubber	448	lf	$4.00	$1,792
Wall Finishes				
FRP	3,300	sf	$25.00	$82,500
Wood Cladding	1,980	sf	$90.00	$178,200
Ceiling Finishes				
Gypsum Board	1,280	sf	$22.00	$28,160
Paint				
Paint - Exterior Walls	8,820	sf	$5.00	$44,100
Paint - Interior Walls	5,280	sf	$2.50	$13,200
Paint - Ceilings	1,280	sf	$3.00	$3,840
Total - Finishes				**$434,992**
10 Specialties				
Shipping Containers				
Shipping Container; 20' x 8' x 8'-6"	8	ea	$6,175.00	$49,400
Shipping Container; 40' x 8' x 8'-6"	5	ea	$9,808.50	$49,043
Relocation of containers on-site and anchorage	13	ea	$5,500.00	$71,500
Toilet Cubicles				
ADA	2	ea	$2,100.00	$4,200
Standard	6	ea	$1,700.00	$10,200
Toilet / Restroom Specialties				
Paper towel dispenser	8	ea	$400.00	$3,200
Grab Rail	8	ea	$253.00	$2,024
Mirror	8	ea	$350.00	$2,800
Soap Dispenser	8	ea	$250.00	$2,000
Towel seat cover dispenser	8	ea	$341.00	$2,728
Surface mounted toilet tissue dispenser	8	ea	$250.00	$2,000
Coat hook	8	ea	$110.00	$880
Sanitary napkin dispenser	8	ea	$242.00	$1,936

DETAIL ELEMENTS - OPTION 1 CONTAINER AREA

Element	Quantity	Unit	Unit Cost	Total
Building Signage				
Signages	11,274	gsf	$1.25	$14,093
Oversized signage sculptural, allowance	1	ls	$15,000.00	$15,000
Total - Specialties				**$231,003**
11 Equipment				
Removed from scope				
Total - Equipment				
21 Fire Suppression				
Fire Protection	2,880	sf	$15.00	$43,200
Total - Fire Suppression				**$43,200**
22 Plumbing				
Plumbing				
Standard containers, ventilation only	640	sf	$50.00	$32,000
Food service containers	640	sf	$125.00	$80,000
Total - Plumbing				**$112,000**
23 HVAC				
HVAC				
Standard containers, ventilation only	640	sf	$75.00	$48,000
Food service containers	640	sf	$125.00	$80,000
Total - HVAC				**$128,000**
26 Electrical				
Distribution equipment				
Food & Beverage (4 Containers)	640	sf	$25.00	$16,000
Restroom (1 Containers)	160	sf	$5.00	$800
Retail (2 Containers)	320	sf	$25.00	$8,000
Open Seating (1 Containers)	160	sf	$25.00	$4,000
Decorative (3 Containers)	960	sf	$12.50	$12,000
Upright Container (Tower) (2 Containers)	640	sf	$12.50	$8,000

DETAIL ELEMENTS - OPTION 1 CONTAINER AREA

Element	Quantity	Unit	Unit Cost	Total
HVAC and equipment connections				
Food & Beverage (4 Containers)	640	sf	$25.00	$16,000
Restroom (1 Containers)	160	sf	$5.00	$800
Retail (2 Containers)	320	sf	$25.00	$8,000
Open Seating (1 Containers)	160	sf	$25.00	$4,000
Decorative (3 Containers)	960	sf	$12.50	$12,000
Upright Container (Tower) (2 Containers)	640	sf	$12.50	$8,000
Convenience power				
Food & Beverage (4 Containers)	640	sf	$15.63	$10,003
Restroom (1 Containers)	160	sf	$5.00	$800
Retail (2 Containers)	320	sf	$15.63	$5,002
Open Seating (1 Containers)	160	sf	$15.63	$2,501
Decorative (3 Containers)	960	sf	$7.50	$7,200
Upright Container (Tower) (2 Containers)	640	sf	$7.50	$4,800
Lighting and lighting control				
Food & Beverage (4 Containers)	640	sf	$30.00	$19,200
Restroom (1 Containers)	160	sf	$15.00	$2,400
Retail (2 Containers)	320	sf	$30.00	$9,600
Open Seating (1 Containers)	160	sf	$30.00	$4,800
Decorative (3 Containers)	960	sf	$15.63	$15,005
Upright Container (Tower) (2 Containers)	640	sf	$15.63	$10,003
Demolition				
Electrical demolition	2,880	sf	$1.50	$4,320
Additional electrical requirements				
Firestopping and core drilling allowance	1	ls	$3,200.00	$3,200
Electrical temporary power	1	ls	$2,632.00	$2,632
Sawcut allowance	1	ls	$1,500.00	$1,500
Coordination and investigation allowance	40	hr	$127.71	$5,109
Grounding allowance	1	ls	$1,668.00	$1,668
Testing/commissioning allowance	60	hr.	$127.71	$7,663
General conditions / General requirements				
General conditions / General requirements	1	ls	$19,781.00	$19,781
Total - Electrical				**$234,786**

27 Communications

Voice and Data system				
Food & Beverage (4 Containers)	640	sf	$18.75	$12,000
Restroom (1 Containers)	160	sf	$5.00	$800
Retail (2 Containers)	320	sf	$18.75	$6,000
Open Seating (1 Containers)	160	sf	$18.75	$3,000
Decorative (3 Containers)	960	sf	$9.38	$9,005
Upright Container (Tower) (2 Containers)	640	sf	$9.50	$6,080
Total - Communications				**$36,885**

DETAIL ELEMENTS - OPTION 1 CONTAINER AREA

Element	Quantity	Unit	Unit Cost	Total
28 Electrical Safety And Security				
Access control system				
Food & Beverage (4 Containers)	640	sf	$37.50	$24,000
Restroom (1 Containers)	160	sf	$10.00	$1,600
Retail (2 Containers)	320	sf	$37.50	$12,000
Open Seating (1 Containers)	160	sf	$37.50	$6,000
Decorative (3 Containers)	960	sf	$18.75	$18,000
Upright Container (Tower) (2 Containers)	640	sf	$18.75	$12,000
Fire alarm system				
Food & Beverage (4 Containers)	640	sf	$25.00	$16,000
Restroom (1 Containers)	160	sf	$16.00	$2,560
Retail (2 Containers)	320	sf	$25.00	$8,000
Open Seating (1 Containers)	160	sf	$25.00	$4,000
Decorative (3 Containers)	960	sf	$12.50	$12,000
Upright Container (Tower) (2 Containers)	640	sf	$12.50	$8,000
Total - Electrical Safety And Security				**$124,160**
31 Earthwork				
Earthwork - Container Area				
Rough and fine grade	11,274	sf	$5.00	$56,370
Erosion control	11,274	sf	$1.00	$11,274
Total - Earthwork				**$67,644**
32 Exterior Improvements				
Exterior Improvements - Container Area				
Miscellaneous curbs, gutter, etc.	11,274	sf	$1.50	$16,911
Roads, Paths & Paving				
Generally				
Aggregate base; 6" thick assumed	209	cy	$100.00	$20,878
Aggregate base to containers; 6" thick assumed	53	cy	$100.00	$5,333
Paving				
Pathway paving	930	sf	$15.00	$13,950
Gravel; nature play	6,713	sf	$8.00	$53,704
Gravel; truck loading area	1,838	sf	$30.00	$55,140
Allowance for curbs and gutters to roads, allowance	150	sf	$36.00	$5,400
Tie into existing surfaces	5	%	$128,194.00	$6,410
Soft Landscapes, planting and irrigation systems				
Generally				
Import Topsoil; 12" Import Topsoil and 12" unamended Topsoil	209	cy	$125.00	$26,097
Trees				

DETAIL ELEMENTS - OPTION 1 CONTAINER AREA

Element	Quantity	Unit	Unit Cost	Total
Trees	6	ea	$1,500.00	$9,000
Tree staking; 2 per tree	6	ea	$250.00	$1,500
Fixtures and Fittings				
Perimeter Fencing	327	lf	$150.00	$49,050
Total - Exterior Improvements				**$263,373**
33 Utilities				
Utility Connections				
Storm drain - Container	11,274	sf	$2.00	$22,548
Water, gas, sewer	1	ls	$250,000.00	$250,000
Total - Utilities				**$272,548**
48 Electrical Power Generation				
Site service and distribution				
Site power distribution - includes conduit, medium voltage cables, splicin	11,274	sf	$16.70	$188,276
Power systems allowance UPS / generator, 250kW generator (Emergen	11,274	sf	$14.00	$157,836
Site lighting and lighting control				
Site lighting, general purpose electrical power & miscellaneous electrical	11,274	sf	$3.55	$40,023
Site communications				
Site communication distribution - includes conduit and pull string to from	11,274	sf	$3.78	$42,616
Site electronic safety and security				
Security access control, video surveillance system - includes pull boxes,	11,274	sf	$1.22	$13,754
Total - Electrical Power Generation				**$442,505**

SUMMARY - OPTION 1 - COURTYARD DESTINATION FOR COMMUNITY (PARK AREA)

Element		Total	Cost / SF
02	Existing Conditions	$81,936	$4.59
10	Specialties	$101,250	$5.67
28	Electrical Safety And Security	$124,160	$6.96
31	Earthwork	$104,904	$5.88
32	Exterior Improvements	$736,294	$41.25
33	Utilities	$34,968	$1.96
48	Electrical Power Generation	$686,247	$38.45
	Subtotal	$1,869,759	$104.76
	Contractor Contingency 3.00%	$56,093	$3.14
	Subtotal	$1,925,852	$107.90
	General Requirements 3.00%	$57,776	$3.24
	Subtotal	$1,983,628	$111.14
	General Conditions 12.00%	$224,371	$12.57
	Subtotal	$2,207,999	$123.71
	Bonds & Insurance 2.00%	$37,395	$2.10
	Subtotal	$2,245,394	$125.81
	Contractor's Fee 10.00%	$224,539	$12.58
	Subtotal	$2,469,933	$138.39
	Design Contingency 20.00%	$493,987	$27.68
	Subtotal	$2,963,920	$166.06
	Escalation to MOC, 11/30/24 8.82%	$261,289	$14.64
TOTAL ESTIMATED CONSTRUCTION COST		**$3,225,209**	**$180.70**

Total Area: 17,848 SF

DETAIL ELEMENTS - OPTION 1 PARK AREA

Element	Quantity	Unit	Unit Cost	Total
02 Existing Conditions				
Existing Site Demolition				
Removal of existing trees, allowance	5	ea	$750.00	$3,750
Retain trees; protection throughout the works	3	ea	$250.00	$750
Breakout hard landscape, allowance	17,484	sf	$4.00	$69,936
Dispose offsite, allowance	1	ls	$2,500.00	$2,500
Miscellaneous site demolition	1	ls	$5,000.00	$5,000
Total - Existing Conditions				**$81,936**
10 Specialties				
Miscellaneous				
Band Stage	450	sf	$225.00	$101,250
Total - Specialties				**$101,250**
28 Electrical Safety And Security				
Access control system				
Food & Beverage (4 Containers)	640	sf	$37.50	$24,000
Restroom (1 Containers)	160	sf	$10.00	$1,600
Retail (2 Containers)	320	sf	$37.50	$12,000
Open Seating (1 Containers)	160	sf	$37.50	$6,000
Decorative (3 Containers)	960	sf	$18.75	$18,000
Upright Container (Tower) (2 Containers)	640	sf	$18.75	$12,000
Fire alarm system				
Food & Beverage (4 Containers)	640	sf	$25.00	$16,000
Restroom (1 Containers)	160	sf	$16.00	$2,560
Retail (2 Containers)	320	sf	$25.00	$8,000
Open Seating (1 Containers)	160	sf	$25.00	$4,000
Decorative (3 Containers)	960	sf	$12.50	$12,000
Upright Container (Tower) (2 Containers)	640	sf	$12.50	$8,000
Total - Electrical Safety And Security				**$124,160**
31 Earthwork				
Earthwork				
Rough and fine grade	17,484	sf	$5.00	$87,420
Erosion control	17,484	sf	$1.00	$17,484
Total - Earthwork				**$104,904**

DETAIL ELEMENTS - OPTION 1 PARK AREA

Element	Quantity	Unit	Unit Cost	Total
32 Exterior Improvements				
Exterior Improvements				
Miscellaneous curbs, gutter, etc.	17,484	sf	$1.50	$26,226
Roads, Paths & Paving				
Generally				
Aggregate base; 6" thick assumed	324	cy	$100.00	$32,378
Paving				
Pathway paving	2,008	sf	$15.00	$30,120
Paved courtyard	500	sf	$50.00	$25,000
Gravel; nature play	7,206	sf	$8.00	$57,648
Allowance for curbs and gutters to roads, allowance	150	sf	$36.00	$5,400
Tie into existing surfaces	5	%	$118,168.00	$5,908
Wood slat trellis	1,356	sf	$175.00	$237,300
Soft Landscapes, planting and irrigation systems				
Generally				
Import Topsoil; 12" Import Topsoil and 12" unamended Topsoil	324	cy	$125.00	$40,472
Planting				
Open lawn	3,440	sf	$9.00	$30,960
Grass planting; green space	5,566	sf	$15.00	$83,490
Trees				
Trees	10	ea	$1,500.00	$15,000
Tree staking; 2 per tree	10	ea	$250.00	$2,500
Irrigation				
Allowance for fully automated water efficient irrigation system	9,006	sf	$7.00	$63,042
Fixtures and Fittings				
Perimeter Fencing	539	lf	$150.00	$80,850
Total - Exterior Improvements				**$736,294**
33 Utilities				
Utility Connections				
Storm drain - Container	17,484	sf	$2.00	$34,968
Total - Utilities				**$34,968**
48 Electrical Power Generation				
Site service and distribution				
Site power distribution - includes conduit, medium voltage cables, splici	17,484	sf	$16.70	$291,983
Power systems allowance UPS / generator, 250kW generator (Emerger	17,484	sf	$14.00	$244,776
Site lighting and lighting control				
Site lighting, general purpose electrical power & miscellaneous electrica	17,484	sf	$3.55	$62,068

DETAIL ELEMENTS - OPTION 1 PARK AREA

Element	Quantity	Unit	Unit Cost	Total
Site communications				
Site communication distribution - includes conduit and pull string to fron	17,484	sf	$3.78	$66,090
Site electronic safety and security				
Security access control, video surveillance system - includes pull boxes	17,484	sf	$1.22	$21,330
Total - Electrical Power Generation				**$686,247**

SUMMARY - OPTION 2 - FRONT STREET STROLL (CONTAINER AREA)

Element		Total	Cost / SF
02	Existing Conditions	$76,136	$5.38
03	Concrete	$407,000	$28.74
05	Metals	$812,000	$57.35
06	Wood, Plastics, And Composites	$75,000	$5.30
08	Openings	$288,700	$20.39
09	Finishes	$794,462	$56.11
10	Specialties	$199,276	$14.07
21	Fire Suppression	$55,200	$3.90
22	Plumbing	$124,000	$8.76
23	HVAC	$196,000	$13.84
26	Electrical	$335,737	$23.71
27	Communications	$53,386	$3.77
28	Electrical Safety And Security	$179,160	$12.65
31	Earthwork	$84,954	$6.00
32	Exterior Improvements	$579,224	$40.91
33	Utilities	$278,318	$19.66
48	Electrical Power Generation	$555,741	$39.25
	Subtotal	$5,094,293	$359.79
	Contractor Contingency 3.00%	$152,829	$10.79
	Subtotal	$5,247,122	$370.59
	General Requirements 3.00%	$157,414	$11.12
	Subtotal	$5,404,535	$381.70
	General Conditions 12.00%	$611,315	$43.18
	Subtotal	$6,015,851	$424.88
	Bonds & Insurance 2.00%	$101,886	$7.20
	Subtotal	$6,117,736	$432.07
	Contractor's Fee 10.00%	$611,774	$43.21
	Subtotal	$6,729,510	$475.28
	Design Contingency 20.00%	$1,345,902	$95.06
	Subtotal	$8,075,412	$570.34
	Escalation to MOC, 11/30/24 8.82%	$711,901	$50.28
TOTAL ESTIMATED CONSTRUCTION COST		**$8,787,313**	**$620.62**

Total Area: 14,159 SF

DETAIL ELEMENTS - OPTION 2 CONTAINER AREA

Element	Quantity	Unit	Unit Cost	Total
02 Existing Conditions				
Existing Site Demolition				
Removal of existing trees, allowance	5	ea	$750.00	$3,750
Retain trees; protection throughout the works	3	ea	$250.00	$750
Breakout hard landscape, allowance	14,159	sf	$4.00	$56,636
Dispose offsite, allowance	1	ls	$5,000.00	$5,000
Miscellaneous site demolition	1	ls	$10,000.00	$10,000
Total - Existing Conditions				**$76,136**
03 Concrete				
Foundations				
Pile Foundations				
Mobilization and testing	1	ls	$75,000.00	$75,000
Drilled piers, 16" diameter	1,040	lf	$300.00	$312,000
Miscellaneous				
Foundation upgrades to vertical units	2	ea	$10,000.00	$20,000
Total - Concrete				**$407,000**
05 Metals				
Miscellaneous Metals				
Shade Canopy	3,500	sf	$200.00	$700,000
Miscellaneous Metals, Allowance	2,400	gsf	$5.00	$12,000
Structural steel supports at vertical units	2	ea	$50,000.00	$100,000
Total - Metals				**$812,000**
06 Wood, Plastics, And Composites				
Casework				
Custom millwork, allowance	50	lf	$750.00	$37,500
Base Cabinets, allowance	50	lf	$450.00	$22,500
Upper Cabinets, allowance	50	lf	$300.00	$15,000
Total - Wood, Plastics, And Composites				**$75,000**
08 Openings				
Exterior Openings				
Exterior Shutters	1,188	sf	$150.00	$178,200

DETAIL ELEMENTS - OPTION 2 CONTAINER AREA

Element	Quantity	Unit	Unit Cost	Total
Exterior Doors				
Door, Double - 6'-0 x 7'-10", allowance	12	ea	$8,500.00	$102,000
Door, Single - 3'-0 x 7'-10", allowance	1	ea	$5,000.00	$5,000
Hardware				
Finish Hardware Premium (Exterior), allowance	1	ls	$3,500.00	$3,500
Total - Openings				**$288,700**
09 Finishes				
Floor Finishes				
Raised floor	2,400	sf	$50.00	$120,000
Lino	960	sf	$15.00	$14,400
Resilient Sheet	1,120	sf	$15.00	$16,800
Base				
Rubber	728	lf	$4.00	$2,912
Wall Finishes				
FRP	3,960	sf	$25.00	$99,000
Wood Cladding	4,620	sf	$90.00	$415,800
Ceiling Finishes				
Gypsum Board	2,400	sf	$22.00	$52,800
Paint				
Paint - Exterior Walls	8,820	sf	$5.00	$44,100
Paint - Interior Walls	8,580	sf	$2.50	$21,450
Paint - Ceilings	2,400	sf	$3.00	$7,200
Total - Finishes				**$794,462**
10 Specialties				
Shipping Containers				
Shipping Container; 20' x 8' x 8'-6"	15	ea	$6,175.00	$92,625
Shipping Container; 40' x 8' x 8'-6"	4	ea	$9,808.50	$39,234
Relocation of containers on-site, allowance	1	ls	$2,750.00	$2,750
Toilet Cubicles				
ADA	2	ea	$2,100.00	$4,200
Standard	6	ea	$1,700.00	$10,200
Toilet / Restroom Specialties				
Paper towel dispenser	8	ea	$400.00	$3,200
Grab Rail	8	ea	$253.00	$2,024
Mirror	8	ea	$350.00	$2,800
Soap Dispenser	8	ea	$250.00	$2,000
Towel seat cover dispenser	8	ea	$341.00	$2,728
Surface mounted toilet tissue dispenser	8	ea	$250.00	$2,000
Coat hook	8	ea	$110.00	$880

DETAIL ELEMENTS - OPTION 2 CONTAINER AREA

Element	Quantity	Unit	Unit Cost	Total
Sanitary napkin dispenser	8	ea	$242.00	$1,936
Building Signage				
Signages	14,159	gsf	$1.25	$17,699
Oversized signage sculptural, allowance	1	ls	$15,000.00	$15,000
Total - Specialties				**$199,276**
11 Equipment				
Removed from scope				
Total - Equipment				
21 Fire Suppression				
Fire Protection	3,680	sf	$15.00	$55,200
Total - Fire Suppression				**$55,200**
22 Plumbing				
Plumbing				
Standard containers, ventilation only	1,280	sf	$50.00	$64,000
Food service containers	800	sf	$75.00	$60,000
Total - Plumbing				**$124,000**
23 HVAC				
HVAC				
Standard containers, ventilation only	1,280	sf	$75.00	$96,000
Food service containers	800	sf	$125.00	$100,000
Total - HVAC				**$196,000**
26 Electrical				
Distribution equipment				
Food & Beverage (4 Containers)	800	sf	$25.00	$20,000
Restroom (1 Containers)	160	sf	$5.00	$800
Retail (2 Containers)	640	sf	$25.00	$16,000
Open Seating (1 Containers)	480	sf	$25.00	$12,000

DETAIL ELEMENTS - OPTION 2 CONTAINER AREA

Element	Quantity	Unit	Unit Cost	Total
Decorative (3 Containers)	1,120	sf	$12.50	$14,000
Upright Container (Tower) (2 Containers)	640	sf	$12.50	$8,000
HVAC and equipment connections				
Food & Beverage (4 Containers)	800	sf	$25.00	$20,000
Restroom (1 Containers)	160	sf	$5.00	$800
Retail (2 Containers)	640	sf	$25.00	$16,000
Open Seating (1 Containers)	480	sf	$25.00	$12,000
Decorative (3 Containers)	1,120	sf	$12.50	$14,000
Upright Container (Tower) (2 Containers)	640	sf	$12.50	$8,000
Convenience power				
Food & Beverage (4 Containers)	800	sf	$15.63	$12,504
Restroom (1 Containers)	160	sf	$5.00	$800
Retail (2 Containers)	640	sf	$15.63	$10,003
Open Seating (1 Containers)	480	sf	$15.63	$7,502
Decorative (3 Containers)	1,120	sf	$7.50	$8,400
Upright Container (Tower) (2 Containers)	640	sf	$7.50	$4,800
Lighting and lighting control				
Food & Beverage (4 Containers)	800	sf	$30.00	$24,000
Restroom (1 Containers)	160	sf	$15.00	$2,400
Retail (2 Containers)	640	sf	$30.00	$19,200
Open Seating (1 Containers)	480	sf	$30.00	$14,400
Decorative (3 Containers)	1,120	sf	$15.63	$17,506
Upright Container (Tower) (2 Containers)	640	sf	$15.63	$10,003
Demolition				
Electrical demolition	3,840	sf	$1.50	$5,760
Additional electrical requirements				
Firestopping and core drilling allowance	1	ls	$6,930.00	$6,930
Electrical temporary power	1	ls	$3,550.00	$3,550
Sawcut allowance	1	ls	$1,828.00	$1,828
Coordination and investigation allowance	50	hr	$127.71	$6,386
Grounding allowance	1	ls	$2,225.00	$2,225
Testing/commissioning allowance	70	hr	$127.71	$8,940
General conditions / General requirements				
General conditions / General requirements	1	ls	$27,000.00	$27,000
Total - Electrical				**$335,737**
27 Communications				
Voice and Data system				
Food & Beverage (4 Containers)	800	sf	$18.75	$15,000
Restroom (1 Containers)	160	sf	$5.00	$800
Retail (2 Containers)	640	sf	$18.75	$12,000
Open Seating (1 Containers)	480	sf	$18.75	$9,000
Decorative (3 Containers)	1,120	sf	$9.38	$10,506
Upright Container (Tower) (2 Containers)	640	sf	$9.50	$6,080

DETAIL ELEMENTS - OPTION 2 CONTAINER AREA

Element	Quantity	Unit	Unit Cost	Total
Total - Communications				**$53,386**
28 Electrical Safety And Security				
Access control system				
Food & Beverage (4 Containers)	800	sf	$37.50	$30,000
Restroom (1 Containers)	160	sf	$10.00	$1,600
Retail (2 Containers)	640	sf	$37.50	$24,000
Open Seating (1 Containers)	480	sf	$37.50	$18,000
Decorative (3 Containers)	1,120	sf	$18.75	$21,000
Upright Container (Tower) (2 Containers)	640	sf	$18.75	$12,000
Fire alarm system				
Food & Beverage (4 Containers)	800	sf	$25.00	$20,000
Restroom (1 Containers)	160	sf	$16.00	$2,560
Retail (2 Containers)	640	sf	$25.00	$16,000
Open Seating (1 Containers)	480	sf	$25.00	$12,000
Decorative (3 Containers)	1,120	sf	$12.50	$14,000
Upright Container (Tower) (2 Containers)	640	sf	$12.50	$8,000
Total - Electrical Safety And Security				**$179,160**
31 Earthwork				
Earthwork				
Rough and fine grade	14,159	sf	$5.00	$70,795
Erosion control	14,159	sf	$1.00	$14,159
Total - Earthwork				**$84,954**
32 Exterior Improvements				
Exterior Improvments				
Miscellaneous curbs, gutter, etc.	14,159	sf	$1.50	$21,239
Roads, Paths & Paving				
Generally				
Aggregate base; 6" thick assumed	262	cy	$100.00	$26,220
Aggregate base to containers; 6" thick assumed	68	cy	$100.00	$6,815
Paving				
Pathway Paving	1,981	sf	$15.00	$29,715
Gravel; nature play	11,588	sf	$8.00	$92,704
Gravel; truck loading area	1,427	sf	$30.00	$42,810
Allowance for curbs and gutters to roads, allowance	150	sf	$36.00	$5,400
Tie into existing surfaces	5	%	$140,914.00	$7,046
Wood slat trellis	1,350	sf	$175.00	$236,250
Soft Landscapes, planting and irrigation systems				

DETAIL ELEMENTS - OPTION 2 CONTAINER AREA

Element	Quantity	Unit	Unit Cost	Total
Generally				
Import Topsoil; 12" Import Topsoil and 12" unamended Topsoil	262	cy	$125.00	$32,775
Trees				
Trees	7	ea	$1,500.00	$10,500
Tree staking; 2 per tree	7	ea	$250.00	$1,750
Fixtures and Fittings				
Perimeter Fencing	440	lf	$150.00	$66,000
Total - Exterior Improvements				**$579,224**
33 Utilities				
Utility Connections				
Storm drain	14,159	sf	$2.00	$28,318
Water, gas, sewer	1	ls	$250,000.00	$250,000
Total - Utilities				**$278,318**
48 Electrical Power Generation				
Site service and distribution				
Site power distribution - includes conduit, medium voltage cables, splici	14,159	sf	$16.70	$236,455
Power systems allowance UPS / generator, 250kW generator (Emerger	14,159	sf	$14.00	$198,226
Site lighting and lighting control				
Site lighting, general purpose electrical power & miscellaneous electrica	14,159	sf	$3.55	$50,264
Site communications				
Site communication distribution - includes conduit and pull string to fron	14,159	sf	$3.78	$53,521
Site electronic safety and security				
Security access control, video surveillance system - includes pull boxes	14,159	sf	$1.22	$17,274
Total - Electrical Power Generation				**$555,741**

SUMMARY - OPTION 2 - FRONT STREET STROLL (PARK AREA)

Element			Total	Cost / SF
02	Existing Conditions		$70,396	$4.82
10	Specialties		$101,250	$6.94
31	Earthwork		$87,594	$6.00
32	Exterior Improvements		$566,760	$38.82
33	Utilities		$29,198	$2.00
48	Electrical Power Generation		$573,011	$39.25
	Subtotal		$1,428,209	$97.83
	Contractor Contingency	3.00%	$42,846	$2.93
	Subtotal		$1,471,055	$100.76
	General Requirements	3.00%	$44,132	$3.02
	Subtotal		$1,515,187	$103.79
	General Conditions	12.00%	$171,385	$11.74
	Subtotal		$1,686,572	$115.53
	Bonds & Insurance	2.00%	$28,564	$1.96
	Subtotal		$1,715,136	$117.48
	Contractor's Fee	10.00%	$171,514	$11.75
	Subtotal		$1,886,649	$129.23
	Design Contingency	20.00%	$377,330	$25.85
	Subtotal		$2,263,979	$155.08
	Escalation to MOC, 11/30/24	8.82%	$199,585	$13.67
TOTAL ESTIMATED CONSTRUCTION COST			**$2,463,564**	**$168.75**

Total Area: 14,599 SF

DETAIL ELEMENTS - OPTION 2 PARK AREA

Element	Quantity	Unit	Unit Cost	Total
02 Existing Conditions				
Existing Site Demolition				
Removal of existing trees, allowance	5	ea	$750.00	$3,750
Retain trees; protection throughout the works	3	ea	$250.00	$750
Breakout hard landscape, allowance	14,599	sf	$4.00	$58,396
Dispose offsite, allowance	1	ls	$2,500.00	$2,500
Miscellaneous site demolition	1	ls	$5,000.00	$5,000
Total - Existing Conditions				**$70,396**
10 Specialties				
Miscellaneous				
Band Stage	450	sf	$225.00	$101,250
Total - Specialties				**$101,250**
31 Earthwork				
Earthwork				
Rough and fine grade	14,599	sf	$5.00	$72,995
Erosion control	14,599	sf	$1.00	$14,599
Total - Earthwork				**$87,594**
32 Exterior Improvements				
Exterior Improvments - Container Area				
Miscellaneous curbs, gutter, etc.	14,599	sf	$1.50	$21,899
Roads, Paths & Paving				
Generally				
Aggregate base; 6" thick assumed	270	cy	$100.00	$27,035
Paving				
Pathway Paving	1,662	sf	$15.00	$24,930
Paved courtyard	500	sf	$8.00	$4,000
Gravel; nature play	5,103	sf	$8.00	$40,824
Allowance for curbs and gutters to roads, allowance	150	sf	$36.00	$5,400
Tie into existing surfaces	5	%	$50,224.00	$2,511
Wood slat trellis	1,031	sf	$175.00	$180,425
Soft Landscapes, planting and irrigation systems				
Generally				
Import Topsoil; 12" Import Topsoil and 12" unamended Topsoil	270	cy	$125.00	$33,794
Planting				
Open Lawn	1,400	sf	$9.00	$12,600

DETAIL ELEMENTS - OPTION 2 PARK AREA

Element	Quantity	Unit	Unit Cost	Total
Grass planting; green space	5,711	sf	$15.00	$85,665
Trees				
Trees	8	ea	$1,500.00	$12,000
Tree staking; 2 per tree	8	ea	$250.00	$2,000
Irrigation				
Allowance for fully automated water efficient irrigation system	7,111	sf	$7.00	$49,777
Fixtures and Fittings				
Perimeter Fencing	426	lf	$150.00	$63,900
Total - Exterior Improvements				**$566,760**
33 Utilities				
Utility Connections				
Storm drain	14,599	sf	$2.00	$29,198
Total - Utilities				**$29,198**
48 Electrical Power Generation				
Site service and distribution				
Site power distribution - includes conduit, medium voltage cables, splici	14,599	sf	$16.70	$243,803
Power systems allowance UPS / generator, 250kW generator (Emerger	14,599	sf	$14.00	$204,386
Site lighting and lighting control				
Site lighting, general purpose electrical power & miscellaneous electrica	14,599	sf	$3.55	$51,826
Site communications				
Site communication distribution - includes conduit and pull string to fron	14,599	sf	$3.78	$55,184
Site electronic safety and security				
Security access control, video surveillance system - includes pull boxes	14,599	sf	$1.22	$17,811
Total - Electrical Power Generation				**$573,011**

SUMMARY - OPTION 3 - CATALYST FOR SOLEDAD IDENTITY (CONTAINER AREA)

Element		Total	Cost / SF
02	Existing Conditions	$84,824	$5.19
03	Concrete	$556,600	$34.08
05	Metals	$915,200	$56.04
06	Wood, Plastics, And Composites	$75,000	$4.59
08	Openings	$433,000	$26.51
09	Finishes	$990,584	$60.66
10	Specialties	$324,866	$19.89
21	Fire Suppression	$79,200	$4.85
22	Plumbing	$152,000	$9.31
23	HVAC	$216,000	$13.23
26	Electrical	$449,731	$27.54
27	Communications	$71,467	$4.38
28	Electrical Safety And Security	$239,160	$14.64
31	Earthwork	$97,986	$6.00
32	Exterior Improvements	$807,544	$49.45
33	Utilities	$282,662	$17.31
48	Electrical Power Generation	$640,992	$39.25
	Subtotal	$6,416,816	$392.92
	Contractor Contingency 3.00%	$192,504	$11.79
	Subtotal	$6,609,320	$404.71
	General Requirements 3.00%	$198,280	$12.14
	Subtotal	$6,807,600	$416.85
	General Conditions 12.00%	$770,018	$47.15
	Subtotal	$7,577,618	$464.00
	Bonds & Insurance 2.00%	$128,336	$7.86
	Subtotal	$7,705,954	$471.86
	Contractor's Fee 10.00%	$770,595	$47.19
	Subtotal	$8,476,549	$519.05
	Design Contingency 20.00%	$1,695,310	$103.81
	Subtotal	$10,171,859	$622.86
	Escalation to MOC, 11/30/24 8.82%	$896,716	$54.91
TOTAL ESTIMATED CONSTRUCTION COST		**$11,068,576**	**$677.76**

Total Area: 16,331 SF

DETAIL ELEMENTS - OPTION 3 CONTAINER AREA

Element	Quantity	Unit	Unit Cost	Total
02 Existing Conditions				
Existing Site Demolition				
Removal of existing trees, allowance	5	ea	$750.00	$3,750
Retain trees; protection throughout the works	3	ea	$250.00	$750
Breakout hard landscape, allowance	16,331	sf	$4.00	$65,324
Dispose offsite, allowance	1	ls	$5,000.00	$5,000
Miscellaneous site demolition	1	ls	$10,000.00	$10,000
Total - Existing Conditions				**$84,824**
03 Concrete				
Foundations				
Pile Foundations				
Mobilization and testing	1	ls	$75,000.00	$75,000
Drilled piers, 16" diameter	1,472	lf	$300.00	$441,600
Miscellaneous				
Foundation upgrades to vertical units	4	ea	$10,000.00	$40,000
Total - Concrete				**$556,600**
05 Metals				
Miscellaneous Metals				
Shade Canopy	3,500	ls	$200.00	$700,000
Miscellaneous Metals, Allowance	3,040	gsf	$5.00	$15,200
Structural steel supports at vertical units	4	ea	$50,000.00	$200,000
Total - Metals				**$915,200**
06 Wood, Plastics, And Composites				
Casework				
Custom millwork, allowance	50	lf	$750.00	$37,500
Base Cabinets, allowance	50	lf	$450.00	$22,500
Upper Cabinets, allowance	50	lf	$300.00	$15,000
Total - Wood, Plastics, And Composites				**$75,000**
08 Openings				
Exterior Openings				
Exterior Shutters	1,980	sf	$150.00	$297,000

DETAIL ELEMENTS - OPTION 3 CONTAINER AREA

Element	Quantity	Unit	Unit Cost	Total
Exterior Doors				
Door, Double - 6'-0 x 7'-10", allowance	15	ea	$8,500.00	$127,500
Door, Single - 3'-0 x 7'-10", allowance	1	ea	$5,000.00	$5,000
Hardware				
Finish Hardware Premium (Exterior), allowance	1	ls	$3,500.00	$3,500
Total - Openings				**$433,000**
09 Finishes				
Floor Finishes				
Raised Floor	3,040	sf	$50.00	$152,000
Lino	1,120	sf	$15.00	$16,800
Resilient Sheet	1,440	sf	$15.00	$21,600
Base				
Rubber	896	lf	$4.00	$3,584
Wall Finishes				
FRP	4,620	sf	$25.00	$115,500
Wood Cladding	5,940	sf	$90.00	$534,600
Ceiling Finishes				
Gypsum Board	3,040	sf	$22.00	$66,880
Paint				
Paint - Exterior Walls	8,820	sf	$5.00	$44,100
Paint - Interior Walls	10,560	sf	$2.50	$26,400
Paint - Ceilings	3,040	sf	$3.00	$9,120
Total - Finishes				**$990,584**
10 Specialties				
Shipping Containers				
Shipping Container; 20' x 8' x 8'-6"	19	ea	$6,175.00	$117,325
Shipping Container; 40' x 8' x 8'-6"	7	ea	$9,808.50	$68,660
Relocation of containers on-site, allowance	26	ea	$2,750.00	$71,500
Toilet Cubicles				
ADA	2	ea	$2,100.00	$4,200
Standard	6	ea	$1,700.00	$10,200
Toilet / Restroom Specialties				
Paper towel dispenser	8	ea	$400.00	$3,200
Grab Rail	8	ea	$253.00	$2,024
Mirror	8	ea	$350.00	$2,800
Soap Dispenser	8	ea	$250.00	$2,000
Towel seat cover dispenser	8	ea	$341.00	$2,728
Surface mounted toilet tissue dispenser	8	ea	$250.00	$2,000
Coat hook	8	ea	$110.00	$880
Sanitary napkin dispenser	8	ea	$242.00	$1,936

DETAIL ELEMENTS - OPTION 3 CONTAINER AREA

Element	Quantity	Unit	Unit Cost	Total
Building Signage				
Signages	16,331	gsf	$1.25	$20,414
Oversized signage sculptural, allowance	1	ls	$15,000.00	$15,000
Total - Specialties				**$324,866**
11 Equipment				
Removed from scope				
Total - Equipment				
21 Fire Suppression				
Fire Protection	5,280	sf	$15.00	$79,200
Total - Fire Suppression				**$79,200**
22 Plumbing				
Plumbing				
Standard containers, ventilation only	1,600	sf	$50.00	$80,000
Food service containers	960	sf	$75.00	$72,000
Total - Plumbing				**$152,000**
23 HVAC				
HVAC				
Standard containers, ventilation only	1,600	sf	$75.00	$120,000
Food service containers	960	sf	$100.00	$96,000
Total - HVAC				**$216,000**
26 Electrical				
Distribution equipment				
Food & Beverage (4 Containers)	960	sf	$25.00	$24,000
Restroom (1 Containers)	160	sf	$5.00	$800
Retail (2 Containers)	960	sf	$25.00	$24,000
Open Seating (1 Containers)	480	sf	$25.00	$12,000
Decorative (3 Containers)	1,440	sf	$12.50	$18,000

DETAIL ELEMENTS - OPTION 3 CONTAINER AREA

Element	Quantity	Unit	Unit Cost	Total
Upright Container (Tower) (2 Containers)	1,280	sf	$12.50	$16,000
HVAC and equipment connections				
Food & Beverage (4 Containers)	960	sf	$25.00	$24,000
Restroom (1 Containers)	160	sf	$5.00	$800
Retail (2 Containers)	960	sf	$25.00	$24,000
Open Seating (1 Containers)	480	sf	$25.00	$12,000
Decorative (3 Containers)	1,440	sf	$12.50	$18,000
Upright Container (Tower) (2 Containers)	1,280	sf	$12.50	$16,000
Convenience power				
Food & Beverage (4 Containers)	960	sf	$15.63	$15,005
Restroom (1 Containers)	160	sf	$5.00	$800
Retail (2 Containers)	960	sf	$15.63	$15,005
Open Seating (1 Containers)	480	sf	$15.63	$7,502
Decorative (3 Containers)	1,440	sf	$7.50	$10,800
Upright Container (Tower) (2 Containers)	1,280	sf	$7.50	$9,600
Lighting and lighting control				
Food & Beverage (4 Containers)	960	sf	$30.00	$28,800
Restroom (1 Containers)	160	sf	$15.00	$2,400
Retail (2 Containers)	960	sf	$30.00	$28,800
Open Seating (1 Containers)	480	sf	$30.00	$14,400
Decorative (3 Containers)	1,440	sf	$15.63	$22,507
Upright Container (Tower) (2 Containers)	1,280	sf	$15.63	$20,006
Demolition				
Electrical demolition	5,280	sf	$1.50	$7,920
Additional electrical requirements				
Firestopping and core drilling allowance	1	ls	$8,600.00	$8,600
Electrical temporary power	1	ls	$4,857.00	$4,857
Sawcut allowance	1	ls	$2,513.00	$2,513
Coordination and investigation allowance	80	hr	$127.71	$10,217
Grounding allowance	1	ls	$2,904.00	$2,904
Testing/commissioning allowance	90	hr	$127.71	$11,494
General conditions / General requirements				
General conditions / General requirements	1	ls	$36,000.00	$36,000
Total - Electrical				**$449,731**

27 Communications

Voice and Data system				
Food & Beverage (4 Containers)	960	sf	$18.75	$18,000
Restroom (1 Containers)	160	sf	$5.00	$800
Retail (2 Containers)	960	sf	$18.75	$18,000
Open Seating (1 Containers)	480	sf	$18.75	$9,000
Decorative (3 Containers)	1,440	sf	$9.38	$13,507
Upright Container (Tower) (2 Containers)	1,280	sf	$9.50	$12,160

DETAIL ELEMENTS - OPTION 3 CONTAINER AREA

Element	Quantity	Unit	Unit Cost	Total
Total - Communications				**$71,467**
28 Electrical Safety And Security				
Access control system				
Food & Beverage (4 Containers)	960	sf	$37.50	$36,000
Restroom (1 Containers)	160	sf	$10.00	$1,600
Retail (2 Containers)	960	sf	$37.50	$36,000
Open Seating (1 Containers)	480	sf	$37.50	$18,000
Decorative (3 Containers)	1,440	sf	$18.75	$27,000
Upright Container (Tower) (2 Containers)	1,280	sf	$18.75	$24,000
Fire alarm system				
Food & Beverage (4 Containers)	960	sf	$25.00	$24,000
Restroom (1 Containers)	160	sf	$16.00	$2,560
Retail (2 Containers)	960	sf	$25.00	$24,000
Open Seating (1 Containers)	480	sf	$25.00	$12,000
Decorative (3 Containers)	1,440	sf	$12.50	$18,000
Upright Container (Tower) (2 Containers)	1,280	sf	$12.50	$16,000
Total - Electrical Safety And Security				**$239,160**
31 Earthwork				
Earthwork				
Rough and fine grade	16,331	sf	$5.00	$81,655
Erosion control	16,331	sf	$1.00	$16,331
Total - Earthwork				**$97,986**
32 Exterior Improvements				
Exterior Improvements				
Miscellaneous curbs, gutter, etc.	16,331	sf	$1.50	$24,497
Roads, Paths & Paving				
Generally				
Aggregate base; 6" thick assumed	302	cy	$100.00	$30,243
Aggregate base to containers; 6" thick assumed	56	cy	$100.00	$5,630
Paving				
Pathway Paving	1,926	sf	$15.00	$28,890
Gravel; nature play	12,814	sf	$8.00	$102,512
Gravel; truck loading area	1,667	sf	$30.00	$50,010
Allowance for curbs and gutters to roads, allowance	150	sf	$36.00	$5,400
Tie into existing surfaces	5	%	$186,812.00	$9,341
Wood slat trellis	1,607	sf	$175.00	$281,225
Soft Landscapes, planting and irrigation systems				

DETAIL ELEMENTS - OPTION 3 CONTAINER AREA

Element	Quantity	Unit	Unit Cost	Total
Generally				
Import Topsoil; 12" Import Topsoil and 12" unamended Topsoil	302	cy	$125.00	$37,803
Planting				
Open Lawn	1,429	sf	$9.00	$12,861
Grass planting; green space	4,615	sf	$15.00	$69,225
Trees				
California Fan Palm; soft landscaping	10	ea	$2,500.00	$25,000
Tree staking; 2 per tree	10	ea	$250.00	$2,500
Irrigation				
Allowance for fully automated water efficient irrigation system	6,044	sf	$7.00	$42,308
Fixtures and Fittings				
Perimeter Fencing	534	lf	$150.00	$80,100
Total - Exterior Improvements				**$807,544**
33 Utilities				
Utility Connections				
Storm drain	16,331	sf	$2.00	$32,662
Water, gas, sewer	1	ls	$250,000.00	$250,000
Total - Utilities				**$282,662**
48 Electrical Power Generation				
Site service and distribution				
Site power distribution - includes conduit, medium voltage cables, splici	16,331	sf	$16.70	$272,728
Power systems allowance UPS / generator, 250kW generator (Emerger	16,331	sf	$14.00	$228,634
Site lighting and lighting control				
Site lighting, general purpose electrical power & miscellaneous electrica	16,331	sf	$3.55	$57,975
Site communications				
Site communication distribution - includes conduit and pull string to fron	16,331	sf	$3.78	$61,731
Site electronic safety and security				
Security access control, video surveillance system - includes pull boxes	16,331	sf	$1.22	$19,924
Total - Electrical Power Generation				**$640,992**

SUMMARY - OPTION 3 - CATALYST FOR SOLEDAD IDENTITY (PARK AREA)

Element		Total	Cost / SF
02	Existing Conditions	$61,708	$4.97
10	Specialties	$101,250	$8.15
31	Earthwork	$74,562	$6.00
32	Exterior Improvements	$580,107	$46.68
33	Utilities	$24,854	$2.00
48	Electrical Power Generation	$487,760	$39.25
	Subtotal	$1,330,241	$107.04
	Contractor Contingency 3.00%	$39,907	$3.21
	Subtotal	$1,370,148	$110.26
	General Requirements 3.00%	$41,104	$3.31
	Subtotal	$1,411,252	$113.56
	General Conditions 12.00%	$159,629	$12.85
	Subtotal	$1,570,881	$126.41
	Bonds & Insurance 2.00%	$26,605	$2.14
	Subtotal	$1,597,486	$128.55
	Contractor's Fee 10.00%	$159,749	$12.85
	Subtotal	$1,757,235	$141.40
	Design Contingency 20.00%	$351,447	$28.28
	Subtotal	$2,108,682	$169.69
	Escalation to MOC, 11/30/24 8.82%	$185,894	$14.96
TOTAL ESTIMATED CONSTRUCTION COST		**$2,294,576**	**$184.64**

Total Area: 12,427 SF

DETAIL ELEMENTS - OPTION 3 PARK AREA

Element	Quantity	Unit	Unit Cost	Total
02 Existing Conditions				
Existing Site Demolition				
Removal of existing trees, allowance	5	ea	$750.00	$3,750
Retain trees; protection throughout the works	3	ea	$250.00	$750
Breakout hard landscape, allowance	12,427	sf	$4.00	$49,708
Dispose offsite, allowance	1	ls	$2,500.00	$2,500
Miscellaneous site demolition	1	ls	$5,000.00	$5,000
Total - Existing Conditions				**$61,708**
10 Specialties				
Miscellaneous				
Band Stage	450	sf	$225.00	$101,250
Total - Specialties				**$101,250**
31 Earthwork				
Earthwork				
Rough and fine grade	12,427	sf	$5.00	$62,135
Erosion control	12,427	sf	$1.00	$12,427
Total - Earthwork				**$74,562**
32 Exterior Improvements				
Exterior Improvements				
Miscellaneous curbs, gutter, etc.	12,427	sf	$1.50	$18,641
Roads, Paths & Paving				
Generally				
Aggregate base; 6" thick assumed	230	cy	$100.00	$23,013
Paving				
Pathway Paving	1,720	sf	$15.00	$25,800
Paved courtyard	450	sf	$50.00	$22,500
Gravel; nature play	4,376	sf	$8.00	$35,008
Allowance for curbs and gutters to roads, allowance	150	sf	$36.00	$5,400
Tie into existing surfaces	5	%	$88,708.00	$4,435
Wood slat trellis	1,212	sf	$175.00	$212,100
Soft Landscapes, planting and irrigation systems				
Generally				
Import Topsoil; 12" Import Topsoil and 12" unamended Topsoil	230	cy	$125.00	$28,766
Planting				
Open Lawn	1,429	sf	$9.00	$12,861

DETAIL ELEMENTS - OPTION 3 PARK AREA

Element	Quantity	Unit	Unit Cost	Total
Grass planting; green space	4,615	sf	$15.00	$69,225
Trees				
California Fan Palm; soft landscaping	11	ea	$2,500.00	$27,500
Tree staking; 2 per tree	11	ea	$250.00	$2,750
Irrigation				
Allowance for fully automated water efficient irrigation system	6,044	sf	$7.00	$42,308
Fixtures and Fittings				
Perimeter Fencing	332	lf	$150.00	$49,800
Total - Exterior Improvements				**$580,107**
33 Utilities				
Utility Connections				
Storm drain	12,427	sf	$2.00	$24,854
Total - Utilities				**$24,854**
48 Electrical Power Generation				
Site service and distribution				
Site power distribution - includes conduit, medium voltage cables, splici	12,427	sf	$16.70	$207,531
Power systems allowance UPS / generator, 250kW generator (Emerger	12,427	sf	$14.00	$173,978
Site lighting and lighting control				
Site lighting, general purpose electrical power & miscellaneous electrica	12,427	sf	$3.55	$44,116
Site communications				
Site communication distribution - includes conduit and pull string to fron	12,427	sf	$3.78	$46,974
Site electronic safety and security				
Security access control, video surveillance system - includes pull boxes	12,427	sf	$1.22	$15,161
Total - Electrical Power Generation				**$487,760**

APPENDIX 1 - APPROACH & METHODOLOGY

Basis of Estimate	- Electronic Documents 2023 0118 Soledad Container Park Concept Presentation_sm Shipping Container Install
Estimate Format	A component cost classification format has been used for the preparation of this estimate. IT classifies costs by building system / element
Cost Mark Ups	The following % mark ups have been included in each design option: - General Conditions (3.00% on direct costs) - General Requirements (12.00% on direct costs) - GC Fee (10.00% compound) - Bonds & Insurance (2.00% compound) - Contingency (20.00% compound) - Escalation (9.27% compound)
Escalation	All subcontract prices herein are reflective of current bid prices. Escalation has been included on the summary level to the stated mid point of construction.
Design Contingency	An allowance of 20.00% for undeveloped design details has been included in this estimate. As the design of each system is further developed, details which historically increase cost become apparent and must be incorporated into the estimate while decreasing the % burden.
Construction Contingency	It is prudent for all program budgets to include an allowance for change orders which occur during the construction phase. These change orders normally increase the cost of the project. It is recommended that a 10% construction contingency is carried in this respect. This cost is not included within the estimate.
Construction Schedule	Costs included herein have been based upon a construction period of 8 months. Any costs for excessive overtime to meet accelerated schedule milestone dates are not included in this estimate.
Method of Procurement	The estimate is based on a public hard bid delivery method
Bid Conditions	This estimate has been based upon competitive bid situations (minimum of 3 bidders) for all items of subcontracted work.
Basis For Quantities	Wherever possible, this estimate has been based upon the actual measurement of different items of work. For the remaining items, parametric measurements were used in conjunction with other projects of a similar nature.
Basis for Unit Costs	Unit costs as contained herein are based on current bid prices in Soledad, California. Sub overheads and profit are included in each line item unit cost. Their overhead and profit covers each sub's cost for labor burden, materials, and equipment, sales taxes, field overhead, home office overhead, and profit. The general contractor's overhead is shown separately on the master summary.

APPENDIX 1 - APPROACH & METHODOLOGY

Sources for Pricing

This estimate was prepared by a team of qualified cost consultants experienced in estimating construction costs at all stages of design. These consultants have used pricing data from Cumming's database for construction, updated to reflect current conditions in Monterey, California.

Key Exclusions

The following items have been excluded from our estimate:
- Project Soft Costs
- Hazardous Materials Abatement
- AV Equipment
- Schedule Acceleration, Off-Hours or Shift Work
- Design Assist MEP Trades

Items Affecting Cost Estimate

Items which may change the estimated construction cost include, but are not limited to:
- Modifications to the scope of work included in this estimate.
- Unforeseen sub-surface conditions.
- Restrictive technical specifications or excessive contract conditions.
- Any specified item of material or product that cannot be obtained from 3 sources.
- Any other non-competitive bid situations.
- Bids delayed beyond the projected schedule.

Statement of Probable Cost

Cumming has no control over the cost of labor and materials, the general contractor's or any subcontractor's method of determining prices, or competitive bidding and market conditions. This estimate is made on the basis of the experience, qualifications, and best judgement of a professional consultant familiar with the construction industry. Cumming, however, cannot and does not guarantee that proposals, bids, or actual construction costs will not vary from this or subsequent cost estimates.

Cumming's staff of professional cost consultants has prepared this estimate in accordance with generally accepted principles and practices. This staff is available to discuss its contents with any interested party.

Pricing reflects probable construction costs obtainable in the project locality on the target dates specified and is a determination of fair market value for the construction of this project. The estimate is not a prediction of low bid. Pricing assumes competitive bidding for every portion of the construction work for all sub and general contractors with a range of 3 - 4 bidders for all items of work. Experience and research indicates that a fewer number of bidders may result in higher bids. Conversely, an increased number of bidders may result in more competitive bid day responses.

APPENDIX 1 - APPROACH & METHODOLOGY

Recommendations

Cumming recommends that the Owner and the Architect carefully review this entire document to ensure it reflects their design intent. Requests for modifications of any apparent errors or omissions to this document must be made to Cumming within ten days of receipt of this estimate. Otherwise, it will be assumed that its contents have been reviewed and accepted. If the project is over budget or there are unresolved budget issues, alternate systems / schemes should be evaluated before proceeding into further design phases.

It is recommended that there are preparations of further cost estimates throughout design by Cumming to determine overall cost changes since the preparation of this preliminary estimate. These future estimates will have detailed breakdowns indicating materials by type, kind, and size, priced by their respective units of measure.

APPENDIX A-3:
3-Year Operational Pro-Forma & Revenue Projections

CRAFTED DESTINATIONS

RESTAURANT FINANCIAL PERFORMANCE ANALYSIS, 3 - YEAR PRO FORMA, & PROJECTION GUIDE

Soledad Container Village
Soledad, CA

April 19, 2023

FINANCIAL ANALYSIS

One Year Profit & Loss
Soledad Container Village

REVENUE			
Food	$ 1,603,564	60%	of Total F&B Revenue
Beer	$ 881,960	33%	of Total F&B Revenue
Wine	$ 106,904	4%	of Total F&B Revenue
NA Beverages	$ 80,178	3%	of Total F&B Revenue
		100%	
Retail	$ 213,809	8%	of Total F&B Revenue
TOTAL REVENUE (A)	**$ 2,886,415**		
COGS			
Food Ingredients	$ 548,419	34.2%	of Food Revenue
Beer Cost	$ 231,074	26.2%	of Beer Revenue
Wine Cost	$ 42,762	40.0%	of Wine Revenue
NA Beverage Cost	$ 2,806	3.5%	of NA Beverage Revenue
Cost of Ingredients	$ 825,060	28.6%	of Total Revenue
Cost of Retail	$ 74,833	35.0%	of Retail Sales
Credit Card Fees	$ 80,820	2.80%	of Total Revenue
GROSS PROFIT (B)	**$ 1,905,702**	66%	of Total Revenue
EXPENSES			
Salaries			
Direct Labor	$ 721,604	25%	of Revenue
Mgmt Salary	$ 86,592	3%	of Revenue
Payroll Taxes	$ 121,229	15.0%	of Salary Expense
Total Staff Salaries (C)	$ 929,426	32%	of Revenue
Marketing/Advertising	$ 115,457	4%	of Revenue
Equipment (purchase/lease)	$ 86,592	3%	of Revenue
General Expenses			
Auto	$ 3,970	1.31%	of General Expenses
Acounting	$ 44,643	14.73%	of General Expenses
Legal	$ 37,460	12.36%	of General Expenses
License/Permits	$ 9,426	3.11%	of General Expenses
Insurance	$ 37,581	12.40%	of General Expenses
Staff Meals	$ 2,728	0.9%	of General Expenses
Office Expenses	$ 11,244	3.71%	of General Expenses
Electric/Gas Utilities	$ 93,680	30.91%	of General Expenses
Internet/Cable TV/Audio	$ 26,822	8.85%	of General Expenses
Repairs/Maintenance	$ 25,276	8.34%	of General Expenses
Security	$ 2,425	0.80%	of General Expenses
Misc	$ 7,819	2.58%	of General Expenses
Total General Expenses	$ 303,074	10.5%	of Revenue
Rent	$ 288,642	10.0%	of Revenue
Other Expenses	$ 57,728	2.00%	of Revenue
TOTAL EXPENSES	**$ 1,780,918**	62%	of Revenue
EBITDA	**$ 124,784**	4.3%	of Revenue
Debt Service	$ -	0.00%	of Revenue
Interest	$ 776	0.00%	of Revenue
Corporate Taxes	$ 1,443	0.05%	of Revenue
NET INCOME	**$ 122,565**		

CRAFTED DESTINATIONS

RESTAURANT FINANCIAL ANALYSIS

3 Year ProForma Profit & Loss
Soledad Container Village

Annual Sales Growth: 5% 5%

		JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YEAR 1	YEAR 2	YEAR 3
REVENUE																
Food	60%	$ 88,875	$ 110,503	$ 148,016	$ 140,067	$ 165,777	$ 151,171	$ 157,582	$ 151,581	$ 139,697	$ 148,462	$ 106,014	$ 95,819	$ 1,603,564	$ 1,683,742	$ 1,767,929
Beer	33%	$ 48,881	$ 60,777	$ 81,409	$ 77,037	$ 91,177	$ 83,144	$ 86,670	$ 83,370	$ 76,833	$ 81,654	$ 58,307	$ 52,700	$ 881,960	$ 926,058	$ 972,361
Wine	4%	$ 5,925	$ 7,367	$ 9,868	$ 9,338	$ 11,052	$ 10,078	$ 10,505	$ 10,105	$ 9,313	$ 9,897	$ 7,068	$ 6,388	$ 106,904	$ 112,249	$ 117,862
NA Beverages	3%	$ 4,444	$ 5,525	$ 7,401	$ 7,003	$ 8,289	$ 7,559	$ 7,879	$ 7,579	$ 6,985	$ 7,423	$ 5,301	$ 4,791	$ 80,178	$ 84,187	$ 88,396
Retail	8%	$ 11,850	$ 14,734	$ 19,736	$ 18,676	$ 22,104	$ 20,156	$ 21,011	$ 20,211	$ 18,626	$ 19,795	$ 14,135	$ 12,776	$ 213,809	$ 224,499	$ 235,724
Misc																
TOTAL REVENUE		$ 159,976	$ 198,906	$ 266,429	$ 252,121	$ 298,399	$ 272,107	$ 283,647	$ 272,846	$ 251,454	$ 267,232	$ 190,824	$ 172,474	$ 2,886,415	$ 3,030,736	$ 3,182,273
COGS																
Food Ingredients	34.2%	$ 30,395	$ 37,792	$ 50,622	$ 47,903	$ 56,696	$ 51,700	$ 53,893	$ 51,841	$ 47,776	$ 50,774	$ 36,257	$ 32,770	$ 548,419	$ 575,840	$ 604,632
Beer Cost	26.2%	$ 12,807	$ 15,924	$ 21,329	$ 20,184	$ 23,888	$ 21,784	$ 22,708	$ 21,843	$ 20,130	$ 21,393	$ 15,277	$ 13,808	$ 231,074	$ 242,627	$ 254,759
Wine Cost	40.0%	$ 2,370	$ 2,947	$ 3,947	$ 3,735	$ 4,421	$ 4,031	$ 4,202	$ 4,042	$ 3,725	$ 3,959	$ 2,827	$ 2,555	$ 42,762	$ 44,900	$ 47,145
NA Beverage Cost	3.5%	$ 156	$ 193	$ 259	$ 245	$ 290	$ 265	$ 276	$ 265	$ 244	$ 260	$ 186	$ 168	$ 2,806	$ 2,947	$ 3,094
Cost of Ingredients		$ 45,728	$ 56,856	$ 76,157	$ 72,067	$ 85,295	$ 77,780	$ 81,078	$ 77,991	$ 71,876	$ 76,386	$ 54,546	$ 49,300	$ 825,060	$ 866,313	$ 909,629
Cost of Retail	35.0%	$ 4,148	$ 5,157	$ 6,907	$ 6,536	$ 7,736	$ 7,055	$ 7,354	$ 7,074	$ 6,519	$ 6,928	$ 4,947	$ 4,472	$ 74,833	$ 78,575	$ 82,503
Credit Card Fees	2.8%	$ 4,479	$ 5,569	$ 7,460	$ 7,059	$ 8,355	$ 7,619	$ 7,942	$ 7,640	$ 7,041	$ 7,482	$ 5,343	$ 4,829	$ 80,820	$ 84,861	$ 89,104
GROSS PROFIT (B)		$ 105,621	$ 131,324	$ 175,905	$ 166,458	$ 197,012	$ 179,654	$ 187,273	$ 180,142	$ 166,018	$ 176,435	$ 125,988	$ 113,873	$ 1,905,702	$ 2,000,987	$ 2,101,037
EXPENSES																
Salaries																
Direct Labor	25%	$ 60,134	$ 60,134	$ 60,134	$ 60,134	$ 60,134	$ 60,134	$ 60,134	$ 60,134	$ 60,134	$ 60,134	$ 60,134	$ 60,134	$ 721,604	$ 757,684	$ 795,568
Mgmt Salary	3%	$ 7,216	$ 7,216	$ 7,216	$ 7,216	$ 7,216	$ 7,216	$ 7,216	$ 7,216	$ 7,216	$ 7,216	$ 7,216	$ 7,216	$ 86,592	$ 90,922	$ 95,468
Payroll Taxes	15%	$ 10,102	$ 10,102	$ 10,102	$ 10,102	$ 10,102	$ 10,102	$ 10,102	$ 10,102	$ 10,102	$ 10,102	$ 10,102	$ 10,102	$ 121,229	$ 127,291	$ 133,655
Total Staff Salaries (C)		$ 77,452	$ 77,452	$ 77,452	$ 77,452	$ 77,452	$ 77,452	$ 77,452	$ 77,452	$ 77,452	$ 77,452	$ 77,452	$ 77,452	$ 929,426	$ 975,897	$ 1,024,692
Marketing/Advertising	4%	$ 6,399	$ 7,956	$ 10,657	$ 10,085	$ 11,936	$ 10,884	$ 11,346	$ 10,914	$ 10,058	$ 10,689	$ 7,633	$ 6,899	$ 115,457	$ 121,229	$ 127,291
Equipment (purchase/lease	3%	$ 7,216	$ 7,216	$ 7,216	$ 7,216	$ 7,216	$ 7,216	$ 7,216	$ 7,216	$ 7,216	$ 7,216	$ 7,216	$ 7,216	$ 86,592	$ 90,922	$ 95,468
General Expenses																
Auto	1.31%	$ 331	$ 331	$ 331	$ 331	$ 331	$ 331	$ 331	$ 331	$ 331	$ 331	$ 331	$ 331	$ 3,970	$ 4,169	$ 4,377
Acounting	14.73%	$ 3,720	$ 3,720	$ 3,720	$ 3,720	$ 3,720	$ 3,720	$ 3,720	$ 3,720	$ 3,720	$ 3,720	$ 3,720	$ 3,720	$ 44,643	$ 46,875	$ 49,219
Legal	12.36%	$ 3,122	$ 3,122	$ 3,122	$ 3,122	$ 3,122	$ 3,122	$ 3,122	$ 3,122	$ 3,122	$ 3,122	$ 3,122	$ 3,122	$ 37,460	$ 39,333	$ 41,300
License/Permits	3.11%	$ 785	$ 785	$ 785	$ 785	$ 785	$ 785	$ 785	$ 785	$ 785	$ 785	$ 785	$ 785	$ 9,426	$ 9,897	$ 10,392
Insurance	12.40%	$ 3,132	$ 3,132	$ 3,132	$ 3,132	$ 3,132	$ 3,132	$ 3,132	$ 3,132	$ 3,132	$ 3,132	$ 3,132	$ 3,132	$ 37,581	$ 39,460	$ 41,433
Staff Meals	0.90%	$ 227	$ 227	$ 227	$ 227	$ 227	$ 227	$ 227	$ 227	$ 227	$ 227	$ 227	$ 227	$ 2,728	$ 2,864	$ 3,007
Office Expenses	3.71%	$ 937	$ 937	$ 937	$ 937	$ 937	$ 937	$ 937	$ 937	$ 937	$ 937	$ 937	$ 937	$ 11,244	$ 11,806	$ 12,397
Electric/Gas Utilities	30.91%	$ 7,807	$ 7,807	$ 7,807	$ 7,807	$ 7,807	$ 7,807	$ 7,807	$ 7,807	$ 7,807	$ 7,807	$ 7,807	$ 7,807	$ 93,680	$ 98,364	$ 103,282
Internet/Cable TV/Audio	8.85%	$ 2,235	$ 2,235	$ 2,235	$ 2,235	$ 2,235	$ 2,235	$ 2,235	$ 2,235	$ 2,235	$ 2,235	$ 2,235	$ 2,235	$ 26,822	$ 28,163	$ 29,571
Repairs/Maintenance	8.34%	$ 2,106	$ 2,106	$ 2,106	$ 2,106	$ 2,106	$ 2,106	$ 2,106	$ 2,106	$ 2,106	$ 2,106	$ 2,106	$ 2,106	$ 25,276	$ 26,540	$ 27,867
Security	0.80%	$ 202	$ 202	$ 202	$ 202	$ 202	$ 202	$ 202	$ 202	$ 202	$ 202	$ 202	$ 202	$ 2,425	$ 2,546	$ 2,673
Misc	2.58%	$ 652	$ 652	$ 652	$ 652	$ 652	$ 652	$ 652	$ 652	$ 652	$ 652	$ 652	$ 652	$ 7,819	$ 8,210	$ 8,621
Total General Expenses	10.5%	$ 25,256	$ 25,256	$ 25,256	$ 25,256	$ 25,256	$ 25,256	$ 25,256	$ 25,256	$ 25,256	$ 25,256	$ 25,256	$ 25,256	$ 303,074	$ 318,227	$ 334,139
Rent	2.5%	$ 24,053	$ 24,053	$ 24,053	$ 24,053	$ 24,053	$ 24,053	$ 24,053	$ 24,053	$ 24,053	$ 24,053	$ 24,053	$ 24,053	$ 288,642	$ 295,858	$ 303,254
Other Expenses	2.00%	$ 4,811	$ 4,811	$ 4,811	$ 4,811	$ 4,811	$ 4,811	$ 4,811	$ 4,811	$ 4,811	$ 4,811	$ 4,811	$ 4,811	$ 57,728	$ 60,615	$ 63,645
TOTAL EXPENSES		$ 145,187	$ 146,745	$ 149,446	$ 148,873	$ 150,724	$ 149,673	$ 150,134	$ 149,702	$ 148,847	$ 149,478	$ 146,421	$ 145,687	$ 1,780,918	$ 1,862,748	$ 1,948,489
EBITDA		$ (39,567)	$ (15,421)	$ 26,459	$ 17,585	$ 46,288	$ 29,981	$ 37,138	$ 30,439	$ 17,171	$ 26,957	$ (20,433)	$ (31,815)	$ 124,784	$ 138,239	$ 152,548
Debt Service	0	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Interest	$ 776	$ 65	$ 65	$ 65	$ 65	$ 65	$ 65	$ 65	$ 65	$ 65	$ 65	$ 65	$ 65	$ 776	$ 776	$ 776
Corporate Taxes	$ 1,443	$ 120	$ 120	$ 120	$ 120	$ 120	$ 120	$ 120	$ 120	$ 120	$ 120	$ 120	$ 120	$ 1,443	$ 1,443	$ 1,443
NET INCOME		$ (39,752)	$ (15,606)	$ 26,275	$ 17,400	$ 46,103	$ 29,796	$ 36,953	$ 30,255	$ 16,986	$ 26,772	$ (20,618)	$ (31,999)	$ 122,565	$ 136,020	$ 150,328

RESTAURANT OPERATIONAL ANALYSIS

Financial Operational Analysis
Soledad Container Village

Assumptions											
The year for analysis		2024									
Square Feet of Entire Business Operation (incl patio)		8,800									
Square Feet of BOH (kitchen, office areas)		3,200		Mon	Tue	Wed	Thu	Fri	Sat	Sun	
Hours of Annual Operation		16,967	61 hrs/week; 361 days/yr	4-7	4-7	4-7	2-10	2-11	11-11	11-7	
Percent of Prime Hours		35%									
Average Weighted Cover	$	22.75		3	3	3	9	9	12	8	
Number of Covers		117,477									
Number of Seats (Indoor + patio)		90									
Anticipated Annual Income Growth		5%									
Build-Out Costs (percent of this year sales)		6%									
Build-Out Financed Amount	$	-									
Build-Out Repayment Term (years)		10									

	Benchmark Data	Business Results
KEY METRICS		
Prime Cost (B+C)/A *Combination of COGS & labor costs determines operational efficiency.*	Target 60%-65%; Above 70% is danger to business	66.2%
Overhead Rate (% of Sales) *Percent of indirect expenses of total revenue.*	Target of 30%	26.5%
Overhead Cost per Hour *The cost in overhead for every hour operation is open.*		$46.78
Revenue per Hour *The revenue brought in divided by hours of operation.*		$170.12
EXPENSE METRICS		
Cost of Ingredients *Raw cost of ingredients as percent of revenue.*	Maintain between 20-40%	28.6%
Credit Card Fees *The amount spent on processing credit cards as percent of revenue.*	2.8-3.3%	2.8%
Direct Labor Cost *The cost of labor directly involved with delivering restaurant product as percent of revenue.*	25-35%	28.8%
Indirect General Expenses *Tertiary operational expenses to maintain the functioning business.*	~10%	10.5%
Marketing & Advertising Expenses *Promotional expenses to promote business and maintain market visibility.*	Typ 2-4%	4.0%
Occupancy Cost *Cost of rent, common area fees, RE taxes, triple-net expressed as percent of revenue.*	10-12%	10.0%
Rent per Foot *Cost of rent per square foot of business.*	$50+ for high traffic	$32.80
REVENUE METRICS		

Average Cover *Average amount of money each person guest spends at restaurant.*	varies	$22.75
Average Check *Average amount spent my each party or group of people visiting the restaurant.*	varies	#REF!
Gross Profit *The profit remaining from revenue after subtracting COGS but before all expenses.*	70%	66.0%
Net profit (ebitda) *The percentage of gross revenue remaining after accounting for all expenses; but before interest, taxes, debt payment, depreciation and amoritization are subtracted.*	10%	4.3%
Revenue per Foot *The amount of revenue generated per square foot of business. Often used as benchmark for comparable businesses.*	Depends on location - $450-850 for mall/high traffic; as low as $150 for local biz	$328.00
Revenue per Seat (annual) *Amount of revenue generated per seat in restaurant.*		$32,071
Revenue per Seat Hour *General revenue per seat hour during prime periods of day.*		$5.40
Current Seating Density *The number of seats per square foot of FOH area*	12-15	62.2
BUILD-OUT METRICS		
Max Build-out Budget (based on 10 year profit repayment) *Amount of money that can be invested for repairs/modifications based on net income over repayment term with anticipated growth in income in assumptions.*		$1,170,385
Build-out Costs as Percent Revenue *Based on the assumed percent of revenue, projects the costs of build-out expenses.*		$173,185

RESTAURANT OPERATIONAL ANALYSIS

Financial Assumptions
Soledad Container Village

Pricing Assumptions (per cover)		
Beer	$	7.00
App	$	10.00
Lunch Item	$	14.00
Entrée Item	$	19.00
Kids Item	$	9.00

	Frequency per Year
1 visit per 30 days =	12
1 visit per 45 days =	8
1 visit per 60 days =	6
1 visit per 85 days =	4
1 visit per 180 days =	2
1 visit per year =	1

1. The universe of guests increases as each of the options increase the footprint and attraction of the container village.
2. Although CalTrans data for Hwy 101 shows vehicle volume of 35,000-40,000 daily, after subtracting traffic between King City and Salinas, outside travel is around 13,000 vehicles per day.

			SOLEDAD				KING CITY & Vicinity (22 mi)				SALINAS & Vicinity (28 mi)			
Universe Age Breakdowns	Avg. Cover $		Exposure	Covers	Frequency	Sales	Exposure	Covers	Frequency	Sales	Exposure	Covers	Frequency	Sales
under 18	$	13.00	5.00%	273	6	$ 21,294	0.70%	31	2	$ 806	0.50%	257	1	$ 3,341
age 18-24	$	16.00	25.00%	588	8	$ 75,264	15.00%	272	4	$ 17,408	4.00%	785	2	$ 25,120
age 25-44	$	24.00	36.00%	3506	8	$ 673,152	33.00%	1300	8	$ 249,600	6.00%	2934	4	$ 281,664
age 45-64	$	24.00	33.00%	2003	8	$ 384,576	22.00%	436	8	$ 83,712	6.00%	1894	4	$ 181,824
age 65+	$	19.00	10.00%	114	4	$ 8,664	6.00%	46	2	$ 1,748	3.00%	368	2	$ 13,984
Totals/Averages:	$	19.20	26.17%	6484			16.19%	2085			3.81%	6238		
TOTAL Covers Per Year:				50870				15130				21875		
Local F&B Revenue:	**$**	**2,022,157**				$ 1,162,950				$ 353,274				$ 505,933

		Cover $	Daily Cars	% Convert	Covers/Car	Daily Sales		Annual Sales
Highway 101 Revenue:	**$ 650,450**	$ 22.00	13,000	0.35% (46 per day)	1.8	$ 1,802	=	$ 650,450
Total F&B Revenue:	**$ 2,672,607**							

Annual Local Covers:	87875
Annual Hgwy Covers:	29602
Total:	117,477
Total Weekly Covers:	2,259
Weighted Avg Cover:	$ 22.75

Regional Population Distribution

DESCRIPTION		VALUE	BASIS
Population of Soledad		24,778	Current
Age-Breakdowns			2010 census
under 18		22.0%	
age 18-24		9.5%	
age 25-44		39.3%	
age 45-64		24.5%	
age 65+		4.6%	
Median Household Income	$	44,343	2010 census
Qty. of Households		15,635	2010 census
Population of King City		12,875	2010 census
Age-Breakdowns			2010 census
under 18		34.0%	
age 18-24		14.1%	
age 25-44		30.6%	
age 45-64		15.4%	
age 65+		5.9%	
Median Household Income	$	34,398	200 census
Qty. of Households		12,815	
Population of Salinas		163,542	2020 census
Age-Breakdowns			2010 census
under 18		31.4%	
age 18-24		12.0%	
age 25-44		29.9%	
age 45-64		19.3%	
age 65+		7.5%	
Median Household Income	$	67,914	2020 census
Qty. of Households		40,387	
Population of Greenfield		16,330	2010 census
Age-Breakdowns			2010 census
under 18		35.8%	
age 18-24		13.2%	
age 25-44		30.8%	
age 45-64		15.5%	
age 65+		4.7%	
Median Household Income	$	37,602	2006 census
Qty. of Households		16,301	2010 census

Traffice volume on Hgwy 101 based on 2020 CalTrans Data

	Traffic Volume		
Hgwy Exit	Back	Ahead	
W Laurel	71000	45000	
Salinas 183	74000	71000	
Salinas Air	44500	44500	
Soledad Pris	44000	46500	
N Soledad	32500	45000	
S Soledad	35500	32500	
King City N	26700	35200	Increased Volume of 23,200 between King City/Soledad
King City S	13000	12000	
		13000	Potential gross number of cars traveling Hgwy 101 through Monterey County (exclusive of local traffic)

Local Restaurant Pricing Analysis

	Average	Food Item Pricing (up to top 11 items)										
Soledad												
Taqueria Pacheco												
Avg Taco (3)	$ 6.75											
Avg Entrée	$ 14.10	14.5	14.5	14.5	15.5	13.5	13.5	14.5	13.5	13.5	13.5	
Taste of the Pinnacles												
Avg Apps	$ 7.50	10	10	5	5							
Avg Entrée	$ 10.00	10	9	8	12.99	10						
Avg Draft Beer	$ 6.00											
Avg Glass Wine	$ 10.25											
Los Gurasoles												
Avg Entrée	$ 6.62	6.9	6.9	6.9	6.9	5.5						
Cocuyos Restaurant												
Avg Small Plate	$ 5.90	1.69	2.5	6.99	5.99	7.99	3.95	7.99	7.99	7.99		
Avg Kids Plate	$ 7.49	6.99	7.99	6.99	6.99	6.99	6.99	6.99	9.99			
Avg Lunch	$ 12.42	13.99	13.99	10.99	10.99	12.99	10.99	12.99				
Avg Entrée	$ 13.81	13.99	13.99	13.99	13.99	11.99	11.99	15.99	12.99	11.99	15.99	14.99
Avg Draft Beer	$ 5.50											
Mix Stix Asian Fusion												
Avg Apps	$ 7.76	5	6	6	8	9	5.5	8.95	9.95	8.95	7.5	10.5
Avg Lunch	$ 13.23	12.5	12.5	12.5	13.95	12.95	14.95					
Avg Entree	$ 18.45	17.95	18.95	19.95	16.95	18.95	17.95					
The Windmill Restaurant												
Avg Apps	$ 11.77	9.95	9.5	10.5	9.95	9.25	14.95	13.95	9.95	17.95		
Avg Lunch	$ 14.98	13.95	15.5	14.5	15.75	15.25	14.95	14.95	15.5	14.95	14.5	14.95
Avg Entree	$ 26.77	35.95	32.95	26.95	23.95	25.95	23.95	23.95	25.95	23.95	23.95	26.95
Avg Draft Beer (16oz)	$ 6.10											
AVERAGE APP	**$ 7.94**											
AVERAGE LUNCH	**$ 13.54**											
AVERAGE ENTRÉE	**$ 14.96**											
AVERAGE BEER	**$ 5.87**											
King City												
Tacos La Potranca De Jalisco												
Avg Taco (3)	$ 8.43	2.54	2.54	2.54	2.54	2.54	2.99	3.99				
Avg Lunch	$ 8.64	7.39	7.39	7.99	9.49	7.39	8.99	8.99	9.49	9.99	8.99	8.99
The Cork & Plough												
Avg Apps	$ 12.30	20	7	13	11	12	13	10	14	13	10	
Avg Lunch	$ 16.22	18	16	18	18	13	16	17	15	15		

Avg Entree	$ 23.00	32	24	26	20	22	36	20	19	18	18	18
Mariscos El Camaron Estilo Nayarit												
Avg Taco (3)	$ 7.86	3.5	3	1.99	1.99							
Avg Entrée	$ 14.99	14.99	14.99	12.99	16.99							
Restaurante El Sinaloense												
Avg Entree	$ 15.50											
AVERAGE APP	**$ 9.53**											
AVERAGE LUNCH	**$ 10.91**											
AVERAGE ENTRÉE	**$ 17.83**											
AVERAGE BEER												

Salinas

Culturas Hidalgo y Oaxaca Restaurant												
Avg Small Plate	$ 5.83	4	5	6	6	5	9					
Avg Entrée	$ 12.63	13.5	11	12	14	13.5	11	15	11			
El Kora Restaurant												
Avg Lunch	$ 8.35	7.79	5.85	5.2	5.2	8.45	10.39	15.59				
Avg Entrée	$ 20.54	17.49	19.99	15.59	15.59	22.09	22.09	22.09	23.39	23.39	22.09	22.09
Alvarado on Main												
Avg App	$ 13.40	18	18	12	9	10						
Avg Lunch	$ 18.33	17	21	20	19	16	16	21	16	19		
Avg Entrée	$ 25.88	20	19	28	20	18	48	28	26			
Avg Draft Beer	$ 7.75											
Elli's Great American Restaurant												
Avg App	$ 13.77	10.99	13.99	13.99	19.99	13.99	12.99	13.99	12.99	10.99		
Avg Lunch	$ 13.11	10.99	9.99	10.99	14.25	14.25	14.99	14.25	14.25	11.99	14.25	13.99
Avg Entrée	$ 18.26	17.99	16.99	17.99	16.99	16.99	19.99	16.99	18.99	19.99	17.99	19.99
Avg Draft Beer	$ 8.00											
Hacienda Mexican Grill												
Avg Entrée	$ 32.59	34.95	35	48	23.95	23.95	29.95	48	16.95			
BJ's Restaurant & Brewhouse												
Avg App	$ 15.89	18.09	18.99	15.09	16.99	16.99	18.69	19.29	17.39	7.79	9.59	
Avg Lunch	$ 15.62	13.09	14.75	15.09	15.69	18.69	16.39					
Avg Entrée	$ 26.41	26.19	22.29	20.29	16.99	35.99	30.09	28.79	26.79	30.79	26.79	25.49
AVERAGE APP	**$ 12.22**											
AVERAGE LUNCH	**$ 13.85**											
AVERAGE ENTRÉE	**$ 22.72**											
AVERAGE BEER	**$ 7.88**											

Population Mix (for weighted pricing average)

Soledad	40%
King City + Vicinity	20%
Salinas + Highway 101	40%

Weighted Average Pricing

		SOLEDAD				KING CITY		SALINAS + HWY			
App	**$ 9.97**	$ 7.94	$ 7.94	$ 7.94	$ 7.94	$ 9.53	$ 9.53	$ 12.22	$ 12.22	$ 12.22	$ 12.22
Lunch	**$ 13.14**	$ 13.54	$ 13.54	$ 13.54	$ 13.54	$ 10.91	$ 10.91	$ 13.85	$ 13.85	$ 13.85	$ 13.85
Entrée	**$ 18.64**	$ 14.96	$ 14.96	$ 14.96	$ 14.96	$ 17.83	$ 17.83	$ 22.72	$ 22.72	$ 22.72	$ 22.72
Draft Beer	**$ 6.87**	$ 5.87	$ 5.87	$ 5.87	$ 5.87			$ 7.88	$ 7.88	$ 7.88	$ 7.88

RESTAURANT FINANCIAL ANALYSIS

Day-of-Week Statistics

Soledad Container Village

	5.642%	13.067%	13.473%	15.356%	19.336%	18.872%	14.254%	
	MON	**TUE**	**WED**	**THU**	**FRI**	**SAT**	**SUN**	**WEEKLY**
Number of Covers	127	295	304	347	437	426	322	2259
Weighted Cover Amt.	$22.75	$22.75	$22.75	$22.75	$22.75	$22.75	$22.75	$22.75
Checks	85	197	203	217	273	237	169	1381
Check Amt.	$34.13	$34.13	$34.13	$36.40	$36.40	$40.95	$43.23	$37.05
Avg. Party Size	1.5	1.5	1.5	1.6	1.6	1.8	1.9	1.63
Total Net Sales	$2,900	$6,716	$6,925	$7,892	$9,938	$9,700	$7,326	$51,396

* Based on average day-of-week metrics throughout entire year. Does not account for seasonal fluctuations.

CRAFTED DESTINATIONS

RESTAURANT FINANCIAL ANALYSIS

Monthly Analysis
Soledad Container Village

Year 1	JAN	FEB	MAR	APR	May	JUN	JUL	AUG	SEP	OCT	NOV	DEC	AVERAGES	TOTAL
NET F&B SALES	$ 148,125	$ 184,172	$ 246,694	$ 233,445	$ 276,295	$ 251,951	$ 262,636	$ 252,636	$ 232,828	$ 247,437	$ 176,689	$ 159,698	$ 222,717	$ 2,672,607
NET RETAIL SALES	$ 11,850	$ 14,734	$ 19,736	$ 18,676	$ 22,104	$ 20,156	$ 21,011	$ 20,211	$ 18,626	$ 19,795	$ 14,135	$ 12,776	$ 17,817	$ 213,809
% Year's Sales	5.5%	6.9%	9.2%	8.7%	10.3%	9.4%	9.8%	9.5%	8.7%	9.3%	6.6%	6.0%		
Average Cover	$ 22.75	$ 22.75	$ 22.75	$ 22.75	$ 22.75	$ 22.75	$ 22.75	$ 22.75	$ 22.75	$ 22.75	$ 22.75	$ 22.75	$ 22.75	
Average Check	$ 37.05	$ 37.05	$ 37.05	$ 37.05	$ 37.05	$ 37.05	$ 37.05	$ 37.05	$ 37.05	$ 37.05	$ 37.05	$ 37.05	$ 37.05	
LABOR COST	$ 77,452	$ 77,452	$ 77,452	$ 77,452	$ 77,452	$ 77,452	$ 77,452	$ 77,452	$ 77,452	$ 77,452	$ 77,452	$ 77,452	$ 77,452	$ 929,426
Labor % of Sales	52%	42%	31%	33%	28%	31%	29%	31%	33%	31%	44%	48%	36%	32%

APPENDIX B-1:
Kosmont Companies
Final Report

MONTEREY COUNTY BUSINESS COUNCIL

SOLEDAD CONTAINER VILLAGE FEASIBILITY STUDY

SOLEDAD, CA

Prepared By:

KOSMONT COMPANIES

1601 N. Sepulveda Blvd. #382

Manhattan Beach, CA 90266

Telephone: (424) 297-1070

August 2025

Disclaimer: The analyses, projections, assumptions, rates of return, and any examples presented herein are for illustrative purposes and are not a guarantee of actual and/or future results. Project pro forma and tax analyses are projections only. Actual results may differ from those expressed in this analysis, as results are difficult to predict as a function of market conditions, natural disasters, pandemics, significant economic impacts, legislation and administrative actions.

Contents

Introduction 3
Executive Summary 4
Market Analysis 6
Site Background & Recent Community Activity 6
Regional Demographics and Visitor Base 7
Tourism 8
Retail Market Data 9
Demand and Revenue Projections 9
Case Studies: Container Villages & Food Truck Parks 10
Container Business Mix and Tenant Strategy 16
Analysis of Construction and Operational Costs 17
Site Plan Concepts (ELS Designs) 17
Development Cost Estimate (Cumming) 18
Phasing and Cost Mitigation 19
Financing Plan 20
Funding Needs and Gap 20
Potential Funding Sources and Models 20
Economic Impact 22
New Business Formation 22
Job Creation 22
Revenue and Spending Retention 22
Downtown Revitalization and Property Impacts 22
Entrepreneurial Ecosystem 23
Summary of Opportunities and Challenges 24
Implementation Recommendations 25
Adopt a Phased Development Strategy 25
Establish a Strong Ownership and Management Structure 26
Navigate Regulatory and Permitting Challenges Proactively 26
Engage the Community and Stakeholders 27
Conclusion 27
Appendix 1: Retail Market Assessment (Kosmont 2024) 28
Appendix 2: Restaurant Financial Performance Analysis, 3-Year Pro Forma & Projection Guide (Crafted Destinations 2023) 29
Appendix 3: Soledad Container Park Concept Presentation (ELS / PGA Design / Crafted Destinations 2023) 30
Appendix 4: Cumming ROM Estimate for ELS – Soledad Container Village (Cumming 2023) ..31

Introduction

The City of Soledad ("City") was awarded a grant by USDA Rural Business Development for a feasibility study and economic impact report for a proposed Container Village public market / business incubator project ("Project") on a roughly half-acre City-owned parcel ("Site") adjacent to Cesar Chavez Park on Front Street between Soledad St. and Kidder St. This was in conjunction with an investment of almost $5 million in the Front Street Maintenance Project funded by Measure X to provide intersection visibility, pedestrian safety, ADA access and landscape improvements for the downtown.

The Project envisions repurposed shipping containers arranged around the small Cesar Chavez Park to house food vendors, small retail shops, and communal gathering space. The goal is to create an iconic destination visible from Highway 101 that serves local residents, supports emerging entrepreneurs with incubator spaces, and attracts visitors traveling in southern Monterey County.

Full buildout of a high-quality Container Village concept may be expensive and require millions in grant dollars and operating subsidies. The City is exploring similar low-cost concepts that could phase-in the implementation of the Project (such as utilizing food trucks and temporary amenity / landscape improvements, swap-meet / farmers market tents) to test the concept / market and use lessons learned to inform the full Project.

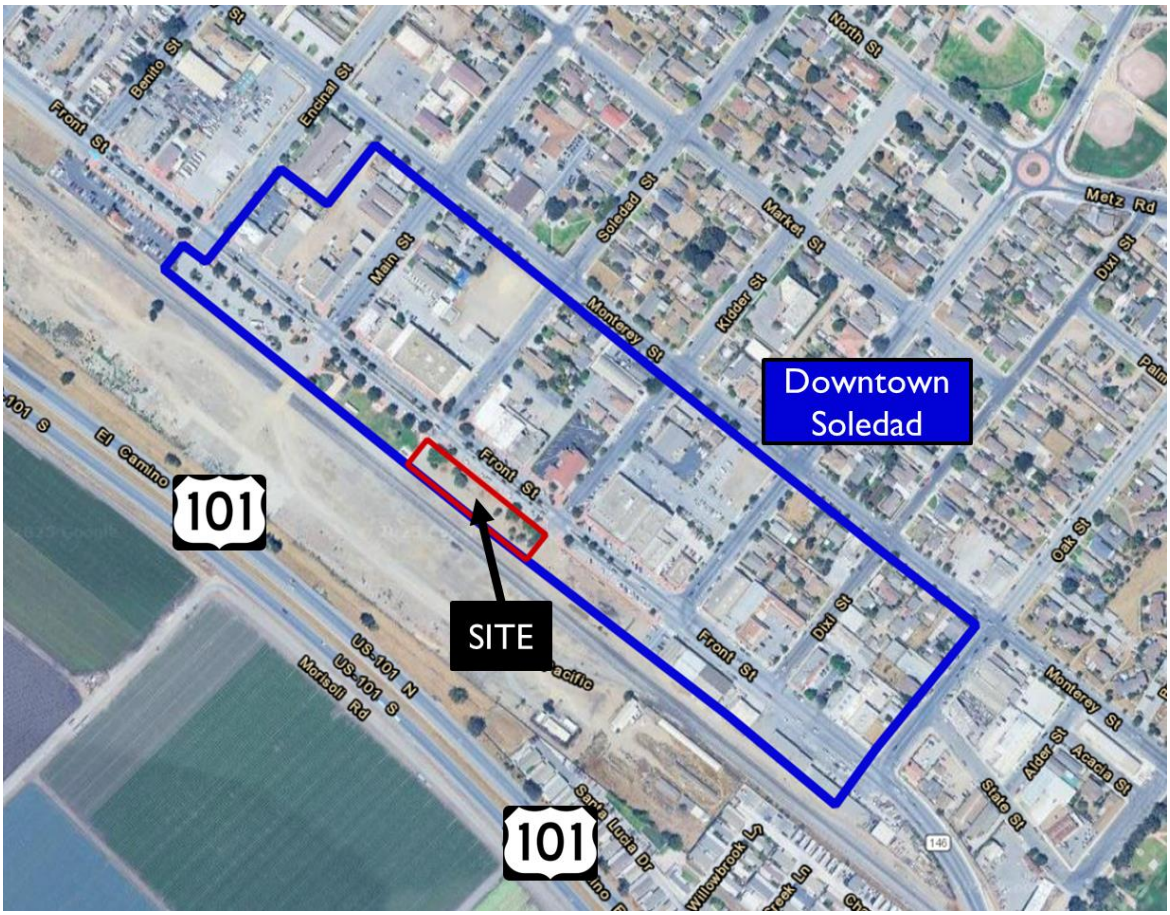
The City intends to retain ownership of the Site and partner with a non-profit operator for operation / management, with local businesses renting spaces at the Project. Monterey County Business Council ("MCBC") hired Kosmont Companies ("Kosmont") to assist the City with this feasibility study, which summarizes prior Project studies and plans, identifies key opportunities and challenges, reviews case studies of similar container marketplaces, and outlines potential implementation strategies.

Kosmont is a nationally-recognized real estate & economics advisory firm specializing in public-private transactions for over 39 years. Kosmont has strong experience in assisting communities with innovative and customized economic development advisory services, and will assist Soledad in successfully achieving its objectives.

Kosmont also brings extensive experience developing implementable policies and plans that attract private investment, and provides support to cities with public-private partnerships – helping cities issue developer RFQ/Ps for hotel, retail, and mixed/blended-use development projects and negotiate development agreements as appropriate.

Executive Summary

The City, in partnership with MCBC, is evaluating the feasibility of developing the **Container Village** Project – an architecturally iconic project serving as a public market and small business incubator to be built from repurposed shipping containers around an outdoor dining area. Soledad envisions such a concept on the 0.6-acre City-owned Site adjacent to Cesar Chavez Park in downtown Soledad.



The Project envisions a vibrant hub of food vendors, small retail shops, and communal gathering spaces, creating an iconic destination visible from Highway 101 (~37,200 cars per day) that serves local residents and attracts visitors traveling through southern Monterey County. The USDA Rural Business Development grant funded this feasibility study and economic impact analysis, which consolidates prior consultant studies (by ELS Architecture, Crafted Destinations, Cumming, and Kosmont) into a comprehensive development strategy.

Strengths

- City-owned cleared Site along Front St commercial corridor
- Adjacent park with public restrooms and Gateway Center
- Dozens of adjacent public parking spaces
- Visibility from 101 Freeway

Challenges

- Requires ability to attract hundreds of customers per day
- City has limited financial resources
- Small daytime population in Soledad
- Freeway through traffic is limited except on weekends

The feasibility analysis finds that a full build-out of a high-quality container village is an ambitious undertaking for a community the size of Soledad, with conceptual plans requiring on the order of $10 million in capital investment. Such a project would likely need substantial external funding (grants) and could face an operational funding gap, as the projected rental revenues would cover only a small percentage of development costs. To address this, a phased Project implementation approach is recommended: the City can start with low-cost interim steps (e.g. food truck events and temporary amenities) to test the market and build momentum, then gradually build the container village and public amenities as funding allows. This phased City-ownership strategy can minimize upfront costs and allow the concept to prove itself, strengthening future financing options, grant applications and stakeholder support.

Despite the costs and challenges, the Project promises significant community benefits. At stabilization, the project could likely support roughly **half a dozen small businesses, create 15–20 jobs, and generate about $3 million in annual gross revenue** from visitor and resident spending. By providing affordable, ready-to-use micro retail and food spaces, the project would serve as an incubator for local entrepreneurs, allowing them to launch and grow businesses with lower overhead than traditional brick-and-mortar establishments.

This Project could catalyze downtown revitalization by leveraging recent public investments (Front Street improvements, Cesar Chavez Park) and drawing both locals and tourists into the downtown core. The City intends to retain ownership of the Site and partner with a nonprofit operator for day-to-day management, ensuring the Project is mission-driven and aligned with community goals. This public/nonprofit partnership model, combined with community input and careful phasing, can help mitigate financial risks while transforming an underutilized lot into a thriving social and economic center for Soledad.

Market Analysis

Site Background & Recent Community Activity

As a result of the Front Street Maintenance investment, the Site has significant assets in place with Cesar Chavez Park, public restrooms, landscaped median and dozens of parking spaces north of the Gateway Center and dozens of angled parking spaces on Front Street.





Recent community activity helps to demonstrate community interest in a project similar to a container village and can be utilized to help launch the Project concept in downtown:

Music in the Park



- City-led initiative organized by the Recreation Department.
- Held on one Friday each month at Cesar Chavez Park, the events have seen steadily growing attendance – with 100 people attending the first event, 200 at the next event, and 200-300 anticipated at the August 8th event.
- Demonstrates community interest in downtown gathering space. Food trucks challenging to secure; those at the event face limited sales. Further growth of attendance may support food trucks sales.

Night Market



- Launched by Chamber of Commerce.
- Held every other Friday between 4 – 8 pm at Soledad Marketplace shopping center, the event features live music, food trucks, vendors, and entertainment.

Regional Demographics and Visitor Base

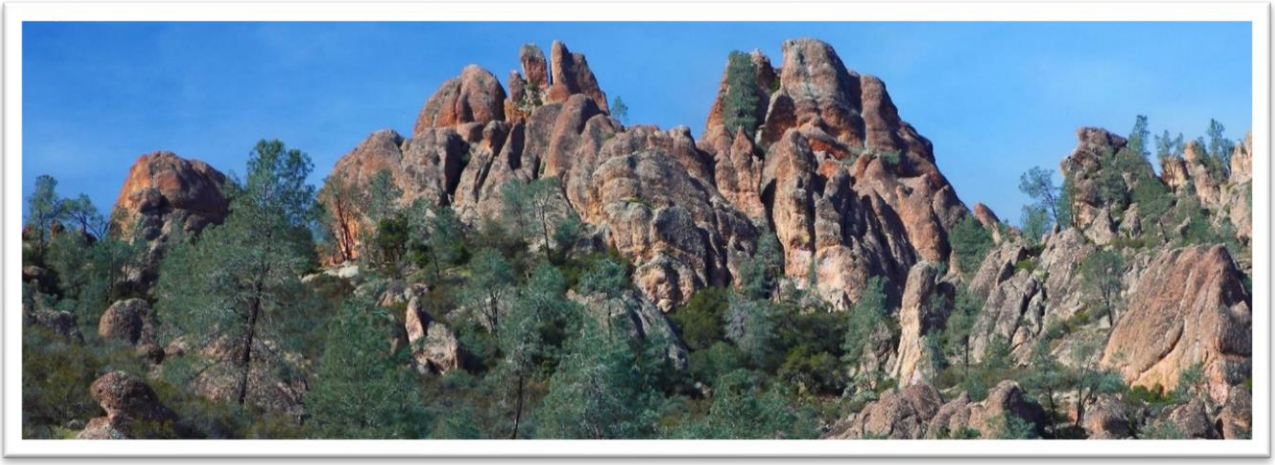
The southern Salinas Valley Region ("Region") (Soledad and nearby communities) has a population of about 75,000, with slow but steady growth expected as new housing continues to be built in the Region, according to a comprehensive retail market study of southern Monterey County prepared by Kosmont in 2024 (See Appendix 1). Recent / upcoming development projects in the Region include a variety of residential projects that are likely to add over 6,000 housing units over the coming years – and Soledad is well-positioned to capture a good portion of future residential / commercial development due to its central location in the Region and its infrastructure capacity.

The study notes that the retail market in the Region is generally stable, however the Region also faces retail competition from surrounding communities / shopping centers – particularly the strong regional retail cluster in Salinas. While retail vacancy generally remains low, the cities in the Region would like to improve retail tenancy in existing spaces and would also like to stimulate additional retail development – particularly along the US-101 corridor – that can both serve local residents as well as attract visitors traveling through the Region.

The retail market is being shaped by modern consumer forces (such as e-commerce), and the desire for curated / engaging retail experience is reshaping demand for brick-and-mortar retail, as well as driving new demand and redevelopment. At this time, new retail developments are experiencing financial feasibility challenges, due to high land values (driven by residential and industrial demand), high construction costs, and relatively high interest rates.

Key findings from that study indicated that household incomes in the immediate area are below county averages (average household incomes in the Region ~$92,100), and residents spend roughly $312 million per year on key brick-and-mortar retail and dining categories.

However, much of this spending currently leaks out of Soledad to larger retail centers in Salinas and beyond – for example, residents make an estimated 3.6 million trips annually to out-of-area restaurants/fast food and 2.4 million trips to big-box stores due to local gaps. This retail leakage indicates an opportunity to recapture some local spending with new offerings, especially in dining and convenience retail, provided those businesses can be supported.



Tourism

Soledad and the Region benefit from significant visitor traffic. The City is well-located along US-101, which provides easy accessibility to Salinas and the coastal areas. Tourists and visitors travel into the Salinas Valley earlier to reach Pinnacles National Park, wineries / vineyards activities in the region (River Road Wine Trail), the Salinas River / Arroyo Seco, Salinas Valley Fairgrounds, Mission Soledad, Los Coches Adobe, and other cultural / natural destinations and activities.

Placer.ai mobile location data shows that Pinnacles National Park draws an estimated 5,000 visitors per week who pass thru downtown and the new Soledad Marketplace shopping center on Highway 101 already draws over 30,000 weekly visits. Downtown Soledad itself attracts roughly 15,000 visits per week (as of 2024), with about 64% of visits from people living less than 5 miles away and 8% of those visits coming from people living more than 30 miles away. Visits to the downtown area are generally stable through the week (slightly higher on Thursday – Saturday), with sustained activity between 12 – 7pm (generally peaking between 3 – 6 pm). This suggests that while the customer base is primarily local, a well-curated destination downtown could be a regional draw and increase tourist capture.

Downtown Soledad is a retail opportunity area in the Region with very little retail vacancy and major improvements underway for Front Street that will help to further activate the area. The planned Container Village concept can help to drive additional activity to the area and provide vital space for up-and-coming businesses.

Retail Market Data

Source: Costar

Retail vacancy is generally low, with CoStar estimating approx. 3,100 SF of vacant retail space in the downtown Soledad area, or roughly 2.1% of the area's retail inventory. The downtown retail inventory is primarily older freestanding retail buildings.

Recent retail developments in the City include the Soledad Marketplace, a neighborhood center located in the southern part of the City. The Soledad Marketplace will include up to ~141,000 SF of retail space, including a ten-screen cinema, restaurants, shops, general retail uses, parking, landscaping, signing and lighting on an approximately 13.6 acre site on Nestels Road and Los Coches Drive. Approximately 59,000 SF of retail space has been built since 2022, with an additional ~86,900 currently under construction and an additional ~8,000 SF proposed.

YTD Q3 2025	Downtown Soledad	City of Soledad	Central Salinas Valley
Inventory (SF)	150,709	424,883	1,383,730
Inventory (Bldgs)	23	55	198
Inventory Growth (10 yrs)	0	18%	6.7%
Under Construction	0	86,900	86,900
12mo Net Absorption	(3,100)	(3,100)	797
Vacancy Rate	2.1%	2.0%	1.7%
Vacant SF	3,112	8,661	24,161
Market Asking Rent/SF	$27.50	$26.08	$22.99
Market Sale Price/SF	$274	$268	$270

Demand and Revenue Projections

In 2023, The City engaged Crafted Destinations to analyze the potential food & beverage revenues for a Container Village concept (See Appendix 2). That demand study estimated the container market could operate ~10 hours a day, 360 days a year, with an average purchase of $22 per customer. Based on local demographics and a modest capture of the ~13,000 daily Highway 101 travelers, the analysis projected the venue could attract about **2,200 customers per week**, yielding approximately **$2.7 million in annual sales** across all vendors (roughly $50,000 per week in revenue). At stabilization, this level of sales would translate to **$150,000–$200,000 in annual rent** paid by the container businesses (assuming tenant leases are structured as 6–8% of gross sales). This percentage rent model is a typical lease approach for public market incubators, as it keeps base rents affordable for start-ups while allowing the operating entity (City or nonprofit operator) to share in upside when vendors do well. The projected rent range, however,

underscores the financial challenge: even with successful sales, the rent revenue is limited and would support only a small fraction of the development's capital cost (implying a stabilized value about $2–3 million, much less than the estimated construction costs, even excluding the public park amenities.

Case Studies: Container Villages & Food Truck Parks

There is a tremendous range of food hall concepts in cities across the U.S. that are economic development anchors for struggling downtown areas. They can range from weekend food truck spots with an open-air setting for a hundred people to fully enclosed 20,000 SF air-conditioned buildings with adjacent outdoor seating areas that attract thousands of people each day. Shipping container "villages" or parks repurpose surplus cargo containers into affordable building blocks for retail, dining, and community spaces. They offer several potential advantages for a small city like Soledad: relatively quick construction, modularity, and a trendy aesthetic that can attract visitors and entrepreneurs.

In the economic development context, container villages can serve as low-cost incubators for small businesses: providing ready-to-use micro retail/restaurant spaces with far lower startup costs than traditional brick-and-mortar leases. This enables local entrepreneurs to test / grow their markets before moving into to a permanent space. Such projects can activate underutilized lots and bring new energy to struggling commercial districts by clustering several small vendors around a shared public gathering space. Soledad initially selected a mid-level concept with steel containers acting as indoor kitchen or bar spaces surrounded by dozens of tables in a quasi-open air setting with a stage and children's play area.

Key Concepts / Best Practices

- **Affordability / Incubation**: Aim for low-cost, flexible spaces that are ideal for startups, pop-ups, and local entrepreneurs that may find traditional brick-and-mortar too risky or expensive (and serve as a stepping stone for growing businesses).
- **Support Services**: Some operators provide business coaching, professional support (accounting, marketing), and access to investors to boost success rate of vendors – serving as a true *incubator*, not just retail space.
- **Diverse / Local Tenant Mix**: Host a wide variety of local businesses – eateries, food artisans, boutique retail, and services. This can contribute to the uniqueness of the Downtown area and fulfill the Project's role as a community hub and incubator.
- **Design / Street Integration**: Create a site design that engages with the street and feels welcoming from all sides, drawing visitors from and connecting to the existing businesses along Front Street. Use interior courtyards and park spaces to serve as 'outdoor anchors' that can be gathering places for visitors.
- **Amenities / Atmosphere**: Aim for a vibrant atmosphere, with outdoor seating, landscaping, string lights, public art, kids play areas, shade structures, and programming (such as live music, dancing, and other special events).

- **Operational Model**: Ideally pursue a hybrid model, allowing the City to retain ownership of the Site and ensure the Project / tenants are aligned with the City's goals, while a local non-profit group could actively operate the site (providing professional / management expertise)
- **Regulatory / Code**: Engage local building officials / health departments early to ensure compliance with health / safety / building regulations. Shipping container village project can be complex from a code perspective, food hall, commissary kitchen, and pop-up stalls.

Case Studies: Container Villages

Case studies of similar container marketplaces emphasize curating local and authentic offerings to differentiate the destination.

BLVD MRKT – Montebello, CA

Montebello's BLVD MRKT is a 8,500 SF shipping container food hall / community space in downtown area that opened in 2021. The project repurposed a brick building and added several shipping containers on an adjacent city-owned vacant lot to create an indoor / outdoor artisan food hall and small business incubator.



The project includes both market-rate as well as incubator restaurant spaces. Incubator occupants also participate in a business development program that offers training / capacity building / technical assistance to nurture small businesses.

BLVD MKRT is a partnership between Gentefy Inc (a firm focused on economic development in marginalized Latino communities), the City of Montebello (provided the land), and Community Vision's California FreshWorks program (Genesis LA, a FreshWorks network lender, provided technical assistance grants and a construction loan).

Tenants: Alchemy Craft (craft beer and wine), Café Santo (Mexican / Central American coffee), Los Taquero Mucho (Mexican-Guatemalan tacos), White Rice (Filipino rice bowls), VCHOS (pupusas), Cold Pizza (pizza), For The Win (burgers)

Boxville – Chicago, IL

Chicago's Boxville is a container mall and community marketplace that started as one container in 2014 and grew to a year-round operation with 17 shipping containers that can host up to 20 businesses – including food, retail, services and fitness.

The Project launched in 2014 to revitalize the neighborhood by activating a vacant lot next to a CTA station, with the first shipping container hosting the Bronzeville Bike Box, which offered neighbors and commuters bike sales and repair services. In 2017 the project added four more shipping containers and recruited 15 local businesses; in 2018, the project added Neighborhood Square which provided community gathering space. The project has four distinct areas – Market Square, Cooks' Corner, Neighborhood Square, and Fitness Oasis – that are interconnected, each oriented around a gathering space / courtyard with seating and other amenities.



Boxville operates as non-profit / social enterprise, providing low-cost retail space, business coaching services, and gathering space for community events. Boxville is part of Urban Juncture's Build Bronzeville initiative, which aims to revitalize Chicago's Bronzeville community with several programs, developments, a Small Business Development Center, and other initiatives. Build Bronzeville / Urban Juncture maintains partnerships with a wide range of community organizations and businesses, including Greater Englewood CDC, Quad Communities Devlopment Corporation, 51st Street Business Association, Metropolitan Planning Council (MTC), the City of Chicago, and others

Tenants: Market Square – Bike Box (bike sales / services), SPIFSEDO Gallery Box, Box Shoppe, Ahead Academy (hair after-school classes / camps), Beats Sneaks and Eats (wings, wraps, sandwiches), Younge Lab (medical testing); Cooks' Corner – Aries Lounge To-go (wings), Slide n Eat (fusion dining), Pimento Ny'am (Caribbean eatery), Daniel's Test Kitchen (fusion dining / catering), Divine Bites Bakery (cookies); Neighborhood Square – Wonder Box (urban explorers / education / programming), The MKR Studio, The Chi is Elite (clothing), Seek Studios (photography), Cherish a Piece of Nature (skincare products), Greenhouse; Fitness Oasis – Fit Konekt (gym / fitness classes)

Downtown Container Park – Las Vegas, NV



This larger-scale, open-air retail / entertainment complex sits on a 1.3-acre site in the downtown area of Las Vegas, and is built from 43 shipping containers and 41 modular cubes, housing 40 small businesses. Spaces range in size from 170 to 800 square feet, and interior dining space is limited, with most customers using outdoor tables. Management aimed to carefully curate a unique shopping experience with a range of different tenant types. The project also includes large metal sculptures, outdoor stage for musical performances, and playground area.

The project was developed in 2012 / 2013, and aimed to revitalize Fremont Street East district by incubating local startups and provide an attractive gathering spot for locals and tourists.

Tenants: 21 retailers (including clothing, art, tattoos, gifts, candy, salons, and fitness); 8 dining establishments (including craft beer, sandwiches, burgers, pizza, boba tea, cocktails, popcorn, ice cream, desserts).

Steelcraft – Bellflower, CA



This outdoor food court and communal dining area is made from 14 repurposed shipping containers on a 0.35-acre site, built in 2019. The project features 15,000 SF of dining, drinking, and social space; curated independent businesses.

The project was privately developed on a city-owned lot, and was a partnership between Steelcraft, Howard CDM (partner / builder-developer), and the City of Bellflower (city-owned lot). The project is expected to add over 100 jobs to the community, and generate ~$50,000 in sales tax and $22,000 in lease revenue annually to the City. Steelcraft also has projects in several other southern California cities.

Tenants: Off Duty Beer + Wine (craft beer, wine, cocktails), Tacos Aranadas (Mexican), Barrio (Filipino-Korean Fusion BBQ), Panda Sal's (Filipino Burgers), Un Rinconcito Argentino (Argentinian empanadas and sandwiches), Pana's Café (Mexican coffee, tea, and desserts), Brown Cup Boba (boba tea), ChocoFaberries Pop-Up (Dubai Chocolate Strawberries).

Shipping Container Shops – Sparta, MI



The Sparta Downtown Development Authority created a temporary project in the Town Square area of the City, with four refurbished containers installed around deck / communal seating in the rural town of Sparta, north of Grand Rapids. The project also included a small business incubator program to assist businesses opening in the project.

The project opened in 2020, was managed by the village's Downtown Development Authority, and was intended as a temporary installation to build momentum downtown. The project was considered a success and was phased-out in 2023 to make way for more permanent redevelopments.

BeltLine Marketplace – Atlanta, GA



This project used repurposed shipping containers to house six small storefronts along Atlanta's BeltLine trail, a 22-mile trail of open space that utilized unused railroad tracks circling the City's core.

BeltLine Marketplace launched in 2022, and is a collaboration between private developers and philanthropic grant. The project is focused on providing affordable spaces for small businesses, and also provides tenants with business support services such as coaching, marketing, and access to investors.

Tenants: West Stride (running store), Glaciers (Italian Ice),

Food Truck Economics and Food Truck Park Case Studies

Kosmont's research indicates that the revenue potential for food truck operators varies widely based on location-specific factors such as population density, household income, and proximity to employment centers or major destinations. In higher-density urban areas, strong weekday foot traffic and evening activity can support extended hours and higher sales. Rural communities like Soledad must rely more heavily on drive-by traffic, weekend visitors, and special events to generate consistent demand.

While some food truck parks operate from early morning through late evening, offering breakfast and coffee to dinner and craft beverages, others with limited hours rely on focused event programming to draw patrons. A typical food truck park includes 8–10 vendors arranged around a central communal seating area.

The most successful food truck parks tend to be located in areas with a strong daytime workforce presence, as well as nightlife or tourism activity that supports evening crowds. While Soledad's downtown does not currently offer a large employment base or nightlife scene, its location along US-101 and proximity to the Pinnacles National Park and regional wineries present opportunities to capture tourist and commuter demand—especially on weekends or in conjunction with local events.

Given these conditions, Kosmont estimates that the City could charge food truck operators approximately $25 to $50 per day if operating on weekends, or approximately $100 to $150 per week if operating on a daily basis, though actual pricing would depend on the amenities provided (e.g., power hookups, waste disposal, seating, event programming) and the strength of the marketing and management model.

Food trucks parks are designated spaces where multiple trucks gather to offer a variety of cuisines in a casual, open-air setting – with communal seating, live music / entertainment, lawn games, and other amenities (shade, trash, restrooms, power). These can revitalize areas by bringing foot traffic and supporting local entrepreneurs, catalyzing economic and social activity. Often used as an early stage toward more permanent developments.

The Visit California website promotes many examples of Food Truck parks across the State, including:

Smorgasburg Los Angeles	One of the largest weekly open-air markets in the country, held every Sunday in the Arts District. Hosts almost 100 small food / retail businesses, draws thousands of visitors.
The Park Redding	Downtown food truck park open multiple evenings per week. Rotating lineup of trucks, beer garden, live music, lawn games.
Midtown Farmers Market Sacramento	Year-round Saturday market in Midtown that spans five block and features over 200 vendors, including farm stands and food trucks.
SPARK Social SF San Francisco	Permanent food truck park, beer garden, event space in Mission Bay area. Open all week, rotating lineup of trucks, amenities include picnic seating, fire pits, games, events.
Off the Grid @ OMCA Oakland	Friday night food truck event held at Oakland Museum of California featuring ~8 food trucks. Museum's garden provides picnic tables / lawn space, features live music, activities, late-night gallery access.
Avenue 26 Family Night Market Pico Rivera	Large family-friendly night market held of Saturdays at Pico Rivera Sports Arena. Hosts over 75 vendors and food trucks, live bands, dancers, carnival games.

Granada Hills Grubfest Los Angeles	Occurring every Friday, it is one of the longest-running food truck events in the state, with over 30 food trucks featured.
Curbside Bites Downtown Markets San Diego	Organization hosts weekly markets (often on temporary closed city blocks), with a rotating selection of local food trucks

Container Business Mix and Tenant Strategy

Based on the case study research, Kosmont believes that to best serve the community and maximize foot traffic and revenue, the Container Village should host a diverse mix of primarily food-and-beverage businesses augmented by select retail or artisan vendors. The conceptual designs developed by ELS illustrate this mix: each option included multiple restaurant/food container stalls and some retail shop containers, anchored by communal dining areas and an event stage to create a family-friendly atmosphere. The intent is to offer a variety of local eateries (e.g. unique casual dining, coffee, craft beverages, dessert or snack vendors) alongside complementary boutique retail (such as local crafts, farm products, or merchandise that reflects Soledad's agricultural and cultural heritage).

The Project is envisioned as a community hub and incubator, meaning tenants should skew toward local entrepreneurs rather than national chains. To support these start-ups, lease terms need to be flexible and accessible – this could involve short-term leases or licenses, below-market rents, and incubation support services (business coaching, marketing assistance, etc.) provided through the operator. Keeping vendor costs low will help ensure spaces remain filled and businesses can thrive, thereby sustaining activity and revenue. At the same time, strategic tenant selection can enhance revenue potential: for instance, including one or two "anchor" operators with strong regional draw (such as a popular local brewery or a known restaurant brand) could attract additional visitors who then patronize the smaller vendors.

Overall, the market analysis suggests that by balancing community-serving affordability with unique offerings that capture tourist interest, the Container Village can gradually build a robust customer base. Seasonal and weekly visitation patterns (peaks on weekends and late afternoons) will also inform operations – vendors may focus on the busier Thursday–Sunday period and coordinate hours with travel patterns to maximize sales.

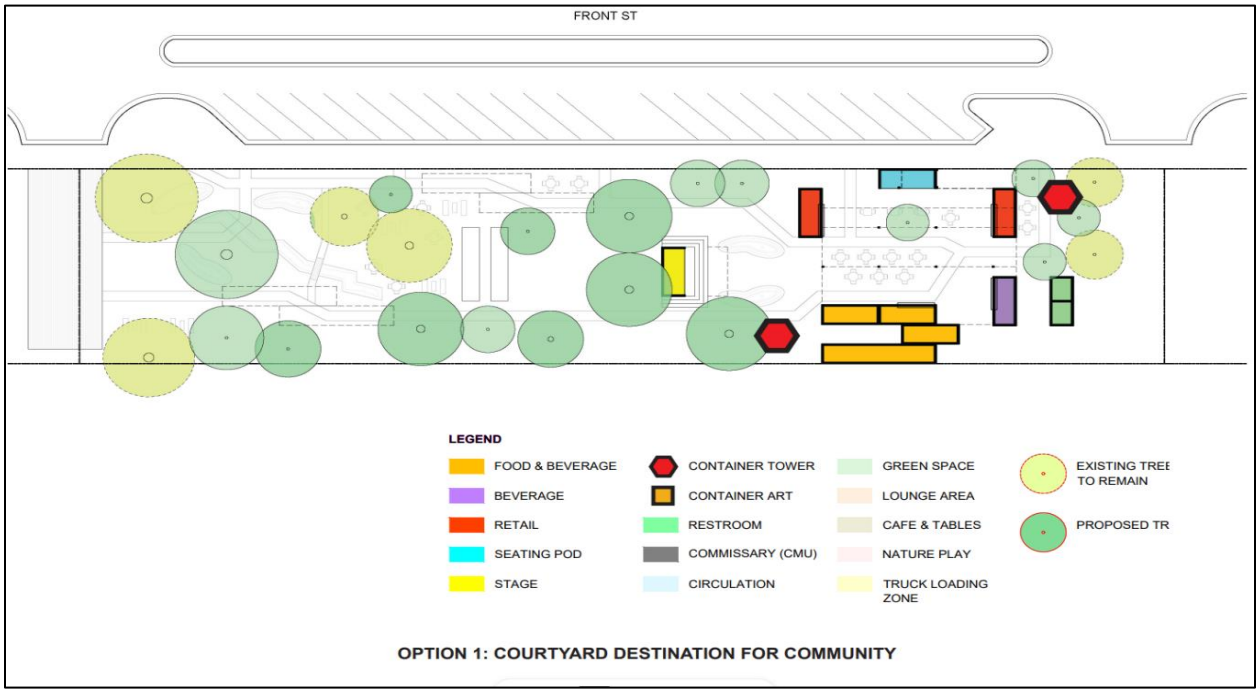
Analysis of Construction and Operational Costs

Site Plan Concepts (ELS Designs)

The architecture firm ELS/PGA Design prepared three conceptual site plans for the Project, exploring a range of layouts and program intensities. (See Appendix 3) These options – Option 1: Courtyard Destination, Option 2: Front Street Stroll, and Option 3: Identity Catalyst – all fit the City parcel adjacent to Cesar Chavez Park and include common elements such as clustered shipping container units for food and retail vendors, a performance stage, and integrated outdoor seating and play areas.

- **Option 1 Courtyard Destination** envisioned containers arranged around a central courtyard plaza;
- **Option 2 Front Street Stroll** emphasized a linear promenade along Front Street with kiosks and open activity space;
- **Option 3 Identity Catalyst** combined features of the first two with a larger footprint, aiming to create a signature attraction reflecting Soledad's identity.

Illustrative Site Plan and Rendering





A key finding from this conceptual design is that the Site can physically accommodate a vibrant Container Village and multiple configurations exist to achieve the desired mix of uses. The preferred concepts ensure adequate stall spaces for a variety of small businesses, maintain visibility and access from the street, incorporate Soledad's story (e.g. through thematic design or signage), and provide inviting public gathering space – all while remaining flexible enough to be built in phases to match funding realities.

Development Cost Estimate (Cumming)

To understand the financial challenges, ELS commissioned Cumming, a construction cost consulting firm, to produce detailed cost estimates for the conceptual plans. See Appendix 4) **The estimated cost for the least intensive option (Option 1) came in at approximately $9.8 million**. This figure includes both the Container Village area and the enhanced park and site amenities around it. Notably, roughly 40% of the total cost (about $4 million) was attributed to public park elements, landscaping, seating areas, restrooms, and other infrastructure.

The breakdown for Option 1 illustrates the major cost components:

Container Area (11,300 SF)

- ~$3.8 million in hard construction costs for the container vendor areas (including container procurement and build-out, kitchen equipment, utility installation, etc.)
- ~$2.8 million in related soft costs, contingencies, and fees;

Park Area (17,500 SF)

- ~$1.9 million in hard costs (plazas, play features, stage, etc.)
- ~$1.3 million in soft costs/contingencies.

These estimates also reflect a substantial premium for public procurement requirements, which can substantially increase costs as compared to a private-sector development. Similar projects built by a private developer (rather than the City) could be 30–40% cheaper than the City's cost. The cost estimates demonstrate that while shipping container reuse projects are innovative, it can still be costly to build a high-quality project – emphasizing the importance of phasing and grants, as well as identifying opportunities for value engineering and phased improvement deferrals.

Phasing and Cost Mitigation

Given the high upfront cost, the City is considering a phased approach to Project implementation. The feasibility study highlights that a phase-by-phase development can align better with funding availability and reduce risk.

Phase 0, a low-cost pilot activation, has already been identified as a way to test the concept with minimal capital: this might involve hosting regular food truck nights, pop-up vendors, events / programming, and temporary amenities on the site to build public interest and demonstrate market demand without significant construction.

Subsequent phases (Phase 1 "Core Container Village" and Phase 2 "Expansion/Build-out") would incrementally construct the container structures and permanent facilities as funding is secured. By deferring full build-out, the City can spread costs over time and incorporate "lessons learned" from the pilot into the final design. The City can also explore value engineering opportunities and possibly utilizing prefabricated or lower-cost container units to trim expenses. This might include sourcing used containers, simplifying finishes, or reducing costly park improvements in initial phases.

The City should also aim to control operational costs as well, since the long-term financial sustainability of the container village will depend on maintaining high vendor occupancy, efficient management, and steady customer traffic. Because vendor rents alone are expected to be modest, the operator will need to keep expenses (security, maintenance, utilities, event programming) reasonable; the project may require ongoing City support, or could consider seeking sponsorships to provide additional funding (particularly in the early years).

In summary, the analysis of costs makes clear that while a container-based project is innovative, more modular, and potentially quicker to construct than a conventional building, it is not inexpensive to deliver a high-quality project – emphasizing the importance of phasing, partnerships with private / nonprofit entities for support, opportunities for value engineering / phased improvement deferrals, and the aggressive pursuit of external funding to bridge the gap between the project's community value and its financial feasibility.

Financing Plan

Development of container villages typically involves finding a private sector developer to build and operate this business venture. In more urban downtown areas, there is typically a daytime workforce of several thousand people that can support venues serving breakfast, lunch and dinner. Developers would either purchase a site or ground lease from a city, get building permits, obtain a loan to finance the construction of the commercial and amenity spaces.

Funding Needs and Gap

The financial evaluation reveals a substantial **funding gap** between the cost to build even a scaled-down village and the project's ability to generate income. As noted, the projected stabilized rent revenue (~$150–$200k per year) would support at most $2 million dollars of project value, whereas construction costs are on the order of $6 to $10 million. This imbalance means traditional private financing or developer-led delivery is unlikely without subsidies; no private entity would invest $10M for a return worth only $2–3M.

The Container Village Project will therefore need to rely on a public-private funding model, where grants, public funds, and possibly philanthropic contributions supply the majority of capital, supplemented by any modest debt or equity that can be supported by project cash flow. The City has already leveraged USDA grant funding for this feasibility study, and moving forward it can target state and federal economic development grants (for construction of public markets or community facilities), rural development programs, and infrastructure funding to cover site improvements. Phased development is integral to the financing plan: by starting with a smaller Phase 1 project, the City can seek incremental funding (for example, a grant to build the initial handful of container units and basic site work) and demonstrate early success. A successful Phase 1 that activates the site and draws visitors will strengthen applications for additional grants to expand the village in Phase 2. The phased approach also allows time to cultivate partnerships – for instance, a local employer or institution might sponsor certain amenities, or a crowdfunding campaign could rally community investment for specific features once the concept gains popularity.

Potential Funding Sources and Models

Feasibility research and case studies point to several funding models for container marketplaces:

- **Public/Philanthropic Partnership:** Some projects were realized through a collaboration of private developers and philanthropic grants. In Soledad's case, charitable foundations (especially those focused on rural development or entrepreneurship) could be approached to grant funds for the incubator aspects, while the City provides the land and infrastructure. Aligning the project with broader initiatives (e.g. healthy food access, arts/culture, or small business support) can open doors to specialized grants.
- **Municipal Investment with Grants:** The City may choose to directly invest capital (from Measure X revenues, ARPA funds, etc.) into the project's infrastructure and leverage matching grants. Given the public benefits (downtown revitalization, jobs, tourism impact),

one model is for the City to fund site preparation and common areas, and use future grants or low-interest loans for the container structures.

- **Private Development on City Land:** In some cases, cities have provided land at nominal cost and let a private operator finance and build the container park. For example, the Steelcraft project in Bellflower, CA involved a private developer building and operating the 0.35-acre food court on a city-owned lot. The incentive for the private sector was the low (or free) land lease and potential profits from operations. For Soledad, this model is challenging due to the limited profit margins, but a hybrid approach could be possible for a portion of the project (e.g. a brewery or anchor tenant builds its own container facility under a lease).
- **Nonprofit Development/Operation:** The City's preferred approach is to retain ownership of the site and partner with a nonprofit operator. Under this model, the City could potentially convey a ground lease to a nonprofit development partner or a community development corporation that specializes in public markets. That entity could then tap unique funding sources (New Markets Tax Credits, community development grants, fundraising in the community) to construct and operate the project. For example, Boxville in Chicago, is run by a nonprofit social enterprise and has grown through community-driven investment to provide low-cost retail spaces for local vendors. A nonprofit operator can prioritize mission over profit, ensuring affordable rents and reinvestment of any surpluses into programming or maintenance.

For a full build-out, this Project will likely require millions in grant dollars and possibly operating subsidies. Fortunately, the concept likely aligns with many grant priorities (rural innovation, downtown revitalization, small business incubation, tourism promotion).

As each phase is completed and shows positive outcomes (e.g., new jobs created, foot traffic increased), the City can document these economic development impacts to strengthen subsequent grant proposals.

Overall, the financing plan for the Soledad Container Village will likely be a mosaic of public and private funding, unified by the City's commitment to spearhead the Project and a clear demonstration of community benefits to justify external support.

Economic Impact

A key part of this feasibility study is projecting the economic impact of the Container Village and the broader Soledad economy. Based on the demand analysis and case study analogs, the following impacts are anticipated:

New Business Formation

The Project is expected to accommodate approximately 5–7 small businesses (tenants) in Phase 1, growing to 10+ businesses at full build-out. These will be a mix of food vendors and retailers, many likely being start-ups or expansions led by local entrepreneurs. By providing turnkey space at low cost, the container village lowers the barrier to entry for small businesses, functioning as an incubator where entrepreneurs can test and grow their concepts. As these businesses mature, some may "graduate" to permanent brick-and-mortar locations in Soledad, multiplying the long-term impact on the local economy.

Job Creation

At stabilization of the initial phase, the Container Village could directly support an estimated 15–20 jobs on-site. These include jobs for food preparation, retail sales, and facility management. Indirectly, additional jobs may be supported in the supply chain (e.g. local farms supplying food, service providers for events) and through increased activity in nearby downtown establishments. If the project expands in later phases, the job impact would rise correspondingly (potentially 30–40 jobs at full operation). Importantly, many of these positions would be accessible to Soledad residents and offer opportunities for skill-building in hospitality and retail.

Revenue and Spending Retention

The container market is projected to generate roughly $2.7–3.0 million in annual gross sales once a core cluster of vendors is operating. This represents spending that might otherwise occur outside the community. Capturing even a small share of the existing retail leakage (for example, enticing residents to dine in Soledad rather than in Salinas, or convincing travelers on Highway 101 to stop and spend money locally) means more dollars circulating within the City. At $3 million in sales, the project would contribute modestly to tax revenues as well – for instance, generating on the order of $30,000 per year in local sales tax (at 1%) in addition to state tax revenues. More broadly, by drawing tourists off the highway and into downtown, the container village can stimulate spending at nearby gas stations, shops, and services (i.e. a multiplier effect benefiting other local businesses). Data from Placer.ai suggest that currently only a small fraction (8%) of downtown visits are from non-locals; a signature attraction like this could increase that share, bringing new outside money into the community.

Downtown Revitalization and Property Impacts

The qualitative impact on downtown Soledad could be significant. A vibrant public market will increase foot traffic on Front Street, enhancing the visibility of existing mom-and-pop businesses and potentially spurring additional investment (for example, an uptick in nearby property

improvements, new business openings, or interest from developers in other infill projects). Similar projects elsewhere have transformed underused lots into regional draws – *Las Vegas's Downtown Container Park*, for example, was a major project that helped revitalize the Fremont East district by attracting locals and tourists to an area that then saw new shops and nightlife open around it. While Soledad's scale is much smaller, the principle holds: a successful container market can uplift the overall economic environment, increasing community pride and signaling that the downtown is on an upswing.

Entrepreneurial Ecosystem

Beyond immediate jobs and revenue, the Container Village's incubator role can have lasting economic development benefits. Vendors who launch at the village will gain experience, clientele, and potentially investor exposure that enables them to grow. The study emphasizes providing vendor support (training, marketing, mentorship) to boost their success. Over time, this could lead to a pipeline of local businesses that "graduate" into larger commercial spaces in Soledad, filling vacant storefronts or expanding the city's dining and retail offerings. The multiplier effect of new businesses maturing and creating more jobs off-site is a longer-term but important impact.

In addition, the Project could become a tourism asset that dovetails with Southern Monterey County's wine country and Pinnacles National Park visitors.

While the Container Village alone is not a large economic engine in dollar terms, it can be a highly visible catalyst for economic development: generating new jobs and businesses, recapturing local spending, boosting tourism activity, and energizing Soledad's downtown to the benefit of the wider community.

Summary of Opportunities and Challenges

Opportunities	Challenges
Downtown Revitalization Catalyst: City-owned Project aligns with City's goals, leverages recent Front Street upgrades, and drives visits to Downtown. **Economic Impact**: Could generate $3m in annual revenue, half a dozen businesses, and 15-20 jobs. **Entrepreneurship & Small Business**: The Project can serve as an incubator with lower overhead and business support for local entrepreneurs, artisans, and food vendors **Community Enhancement & Pride:** Provides a shared public space and downtown destination for events, gatherings, and families **Tourism & Regional Attraction:** Captures pass-through visitors from US-101 and nearby destinations like Pinnacles National Park and wineries **Phased Development & Grant Strategy**: City-led phased development allows site activation at lower cost, tests concept, and builds momentum for long-term funding **Public Partnership & Innovation:** City retains Site ownership, partnership with operator and tenants, explore innovative vendor models	**High Upfront Cost & Funding Gap:** Containers / site improvements are significant investments; City pursuing phased approach and grants to close funding gap. **Financial Sustainability of Operations:** Long-term viability depends on achieving consistent vendor occupancy, controlling costs, and attracting steady customer base **Small Market and Demand Uncertainty:** Limited local population base; Project depends on regional consumers, attracting visitors, and US-101 traffic; food truck / outdoor retail may fluctuate with seasons or require regular programming to sustain traffic. **Logistical and Regulatory Hurdles:** Site development will require navigation and collaboration with health, safety, permitting, and food service regulations **Vendor Recruitment / Support:** Need to identify, support, and retain reliable local vendors that align with curated vision **Community Expectations:** Community has expectations for vibrant, high-quality space

Implementation Recommendations

To realize the Container Village Project, an implementation roadmap is recommended, building on the phased approach and partnership model.

Adopt a Phased Development Strategy

The City can consider proceeding with the Project in stages to manage costs and incorporate learning at each step. These phases could include:

Phase 0 – Interim Activation (Pilot)

Use temporary measures to activate the site with minimal capital investment to test the market. For example, host food truck rallies, night markets, and pop-up events at the site using portable equipment (tables, tents, lights). A pilot shipping container stall could be placed to simulate the concept on a small scale. This phase tests market response, builds public enthusiasm, and provides data on traffic, logistics, and sales, all of which can inform the design and operations of the permanent project. It also strengthens the City's story for grant applications by demonstrating community interest and initial success.

Phase 1 – Core Container Village

With initial funding secured, construct the first set of container units and basic infrastructure. This would establish the core of the village – perhaps a 3 - 5 containers (including an anchor tenant container), utilities, restrooms, and a portion of the seating/landscaping. The goal in Phase 1 is to open a functioning marketplace on a smaller scale, proving the concept's viability. Early wins (successful vendors, popular events) will support the pursuit of additional grants or investments for expansion. Design the Phase 1 improvements so they will integrate seamlessly with later additions.

Phase 2 – Expansion/Build-Out

Expand the Container Village toward the full envisioned concept. This phase would add more container structures (potentially two-story configurations for added vendor space or viewing decks), expand the vendor mix, add more permanent park amenities (play area, stage, enhanced landscaping and shade), and make operational / programming enhancements. Phase 2 may be executed in sub-parts as funding becomes available, and should remain flexible based on demand. The result of this phase is a fully realized Container Village and public market that serves as a regional destination.

Phase 3 – Long-Term Evolution (Optional)

Plan for the Project's long-term sustainability and growth. In future years, this could involve refurbishing containers as they age, introducing new features or uses (e.g. small co-working spaces, fitness area, farmers' market area, etc.), or even transitioning some structures to permanent buildings if warranted. The City should monitor performance and community needs over time, keeping open the possibility of evolving the site. The Container Village should be seen

as a dynamic asset that can adapt, with the containers as reusable modular pieces that might be relocated or reconfigured as the concept matures.

Establish a Strong Ownership and Management Structure

Consistent with the City's intent, retain public ownership of the land to ensure long-term community control and benefit. The City should select a qualified nonprofit entity as the operator of the Project through a competitive Request for Proposals (RFP) process. The chosen operator would handle day-to-day management, vendor recruitment, and programming, under a contract or lease that enforces the City's objectives (e.g. maintaining affordable rents, local business focus, and upkeep of the Site).

This public-nonprofit partnership model has been effective in other community market projects – it leverages professional management and entrepreneurial energy, while the City provides oversight and support. The City should negotiate a management agreement or ground lease of appropriate length (while minding California's Surplus Land Act requirements for leasing public property, as discussed below).

Navigate Regulatory and Permitting Challenges Proactively

Early in implementation, convene a technical task force of City planning/building officials, county health department, fire marshal, and other regulators to review the concept plans. This will help identify any code issues (for example, ensuring retrofitted shipping containers meet building codes, providing adequate sanitation for food vendors, addressing accessibility and fire safety.) Streamlining the permitting pathway will prevent costly delays. It is also advisable to research and learn from other cities' approaches to permitting container structures and food halls – many case studies have navigated these hurdles successfully, and their lessons could inform Soledad's process.

The City will also have to comply with the Surplus Land Act, which requires cities to make certain agency-owned surplus property available for affordable housing development, shaped by a compliance process administered by the California Department of Housing and Community Development (HCD). Under the current SLA structure, unless property is eligible for certain exemptions, public agencies that want to sell or lease a public agency owned property must go through a structured sale disposition process that first requires exposing a property to a state published list of affordable housing developers and other required public agencies. The SLA gives affordable housing developers an opportunity to propose to purchase any public agency surplus land in the State of California. It does not necessarily prevent agencies from ultimately selling or leasing property for other uses or fair market value.

There are several pathways that the City can explore to ensure SLA compliance. The City intends to retain ownership of the Site rather than sell it to a private developer; if the City decided to pursue a sale to a private developer, the City would likely have to first put the property through the SLA process before engaging in negotiations or disposing of the property. If the City intends to lease the property for a term longer than 15 years (inclusive of extension / renewal options), it

may need to navigate the SLA process (or pursue an exemption). Important SLA considerations are the size of the property being sold / leased (since there is an SLA exemption for sites less than half an acre that meet other criteria), the length of the lease and whether demolition / development will occur, and the SLA's definition of "agency use" (which explicitly excludes commercial or industrial uses / activities, including nongovernmental retail, entertainment, or office development). The City should keep SLA compliance requirements in mind as it considers options for the container village to ensure that, if necessary, the City designates the site as exempt surplus land (subject to HCD review) or follow the required affordable housing notice / negotiation process to ensure legal compliance before engaging in other negotiations.

Engage the Community and Stakeholders

Continuous community engagement is essential to maintain public support and ensure the Project reflects local needs. The City has already seen strong interest through events like "Music in the Park" and the Chamber's night market, which drew hundreds of residents and validated demand for downtown food and entertainment options. Building on this, the City should involve local residents, nearby businesses, and community groups in the planning process – for instance, through public workshops or a volunteer advisory committee. Feedback on desired vendors, operating hours, and facility design (e.g. play features for kids, cultural art elements) will help fine-tune the concept. During implementation, the City and operator can keep excitement high by continuing interim events, providing project updates, and even allowing the community to vote on certain aspects (such as the container art/murals or the market name/branding). By showcasing partnerships – for example, collaboration with the Soledad Chamber of Commerce, local wineries/breweries, and arts organizations for programming – the Project can root itself firmly in the community fabric. This engagement not only builds goodwill, it also ensures robust usage of the space once open, as locals feel a sense of ownership and pride.

Conclusion

In conclusion, the Kosmont Feasibility Study acknowledges that a Container Village is a compelling vision for downtown revitalization. By phasing the development Project, securing diverse funding, partnering with a mission-driven operator, and actively involving the community – the City can transform an empty lot into a lively center of commerce, culture, and community. Each success will pave the way for the next, ultimately creating a sustainable public market and incubator that stimulates economic growth and enhances quality of life in Soledad.

With strategic implementation of these recommendations, the Container Village Project stands to become a model of rural downtown renewal and a highlight of Soledad's economic development efforts.

APPENDIX C-1:
Site Development Request for Proposals (RFP) Template

REQUEST FOR PROPOSAL (RFP)

for

LANDSCAPE DESIGN SERVICES: FRONT STREET CONTAINER VILLAGE

Issued by

XXXXXXX XXXXXXXX

TITLE

City of Soledad
248 Main Street
Soledad, CA 93960

ISSUED: Month XX, 2025

DUE DATE: Month XX, 2025 at 5:00 p.m.

Questions should be directed to:

XXXXXX XXXXXX, Title

(831) XXX-XXXX or XXXXXXX@cityofsoledad.com

NOTICE OF REQUEST FOR PROPOSAL

PREPARATION OF A SITE DESIGN FOR THE FRONT STREET CONTAINER VILLAGE

The City of Soledad invites proposals from qualified and experienced landscape architecture firms or individual designers to provide professional services for the conceptual design, schematic design, and construction documents for the new Container Village project located on Front Street.

The City is seeking an innovative and highly functional design that will create a vibrant, engaging public space and serve as a central gathering point for the community. The successful proposer must demonstrate a strong understanding of urban landscape design, sustainable practices, and the ability to integrate design with a unique, modern architectural context.

The services to be performed by the successful respondent are described in the Request for Proposal in the Project Scope of Work Section. Copies of the Request for Proposal are available at https://cityofsoledad.com/business/rfps/ or https://pbsystem.planetbids.com/portal/49392/portal-home.

Qualified firms that would like to be considered will need to submit a response to this Request for Proposals (RFP) no later than **XXXXX, Month XX, 2025 at 5:00 p.m.** Responses must be sent electronically per the requirements outlined in the Submittal Requirements section.

For further information and questions concerning this RFP, please contact XXXXXX XXXXXX, Title at xxxxxxxx@cityofsoledad.com. All requests for information and responses to questions will be posted on the City's website (https://cityofsoledad.com/business/rfps/) or (https://pbsystem.planetbids.com/portal/49392/portal-home). Please check the City's website for the latest information and queries concerning this RFP.

The City intends to follow, but will not be bound by, the following timeline:

- Distribution of the RFP Month XX, 2025
- Deadline to Submit Proposals Month XX, 2025, 5:00 pm
- Review of Submittals Month XX-XX, 2025
- Scheduled Interviews Month XX-XX, 2025
- Contract Review by City Council for Award Month XX, 2025 or a scheduled meeting in Month 2025.

All responses shall be reviewed and evaluated by the City in order to determine which proposer best meets the City's needs for service. The criteria by which the City shall evaluate proposals are set forth in the Request for Proposal.

The City reserves the right to reject any and all proposals or waive any irregularities in any proposal or the proposal process.

BACKGROUND

The City of Soledad is a growing community located in the fertile Salinas Valley. As part of our commitment to economic development and community revitalization, the City is initiating a Container Village project on a prominent parcel on Front Street. This project will transform a currently underutilized lot into a dynamic hub for small businesses, food vendors, and community events, utilizing repurposed shipping containers as commercial and retail spaces.

The City's vision is for the Container Village to be a flexible and highly-utilized public space that enhances the downtown area. The landscape design is a critical component of this vision, and it must successfully complement the industrial aesthetic of the shipping containers with a welcoming, green, and highly functional environment.

PROJECT PHASES

The project is planned to be developed in phases. This RFP is for the initial phase, with the understanding that the landscape and infrastructure design must lay the groundwork for a seamless transition into future phases.

- **Phase 1: Food Truck Park:** The initial design will focus on creating a highly functional and attractive food truck park. This includes the strategic placement of hardscape, lighting, and seating areas to support multiple food trucks and create a dynamic community gathering space. The infrastructure and landscape design must be forward-thinking, anticipating the future needs of a more permanent build-out.
- **Future Phases: Container Village Transition:** The landscape design should be flexible enough to accommodate the future transition from a food truck park to the full Container Village. This includes the potential integration of repurposed shipping containers, permanent retail structures, and additional public amenities. The design should minimize disruption during this future transition.

SCOPE OF WORK

The City is seeking a qualified landscape architecture firm or individual designer ("Consultant") that has extensive experience in creating vibrant and highly functional spaces. The Consultant must have a proven ability to integrate innovative design solutions with modern architectural elements, specifically repurposed shipping containers. The ideal Consultant will be knowledgeable and competent in sustainable landscape practices, including the use of drought-tolerant plants and efficient irrigation systems. It is anticipated that the project will require creative solutions for pedestrian circulation, seating, lighting, and stormwater management. In addition, the Consultant must be familiar with innovative public engagement techniques to maximize community input and ensure the final design meets the needs of Soledad's residents.

DELIVERABLES

As part of the City of Soledad's commitment to being a paperless organization, all deliverables to be used for internal staff distribution shall be submitted electronically in both Microsoft Word and PDF in a manner to be determined between the Consultant and City. Paper copies shall only be used when required for outside agencies or for the availability of the general public as required. The electronic format should be easily viewed on a desktop or smartphone with no compatibility issues.

The selected Consultant will be responsible for providing all necessary landscape design services, including, but not limited to, the following tasks:

- **Conceptual Design:** Develop a distinct design concept for the site's landscape, including pedestrian circulation, seating areas, lighting, and placement of green spaces.
- **Schematic Design:** Refine the selected conceptual design, providing detailed plans for hardscape, planting plans, irrigation systems, site furnishings, and public art integration.
- **Construction Documents:** Prepare a complete set of construction documents, including drawings and specifications, that are ready for bid and construction. This must include all details for accessible pathways, planting, grading, drainage, lighting, and irrigation.
- **Sustainability Plan:** Propose a sustainable design approach, including drought-tolerant and native plant species, stormwater management, and material selection. The design should minimize water use and ongoing maintenance costs.
- **Public Engagement:** Participate in at least one community meeting or workshop to present design concepts and gather public feedback.

MEETING SCHEDULE AND COMMUNICATION

The Consultant will keep the City staff fully-apprised of the status for the project by providing timely meetings and other forms of communication.

• Consultant will designate a Project Manager who will be the point-of-contact for the City. This individual will attend all meetings and be responsible for the overall coordination of activities and completion of the Container Village design. Monthly communication with City staff is essential. It is anticipated that these meetings will be comprised of the Lead Consultant, and team members if appropriate, as well as City staff. These monthly meetings will be held in City Hall. Occasional conference calls may be acceptable in lieu of monthly in-person meetings.

• It is also anticipated that the use of conference calls will be necessary at various times throughout the process. The number of these meetings is indeterminate and are not in lieu of the monthly meetings.

• Prepare informative PowerPoint presentations for staff to reference at meetings where the Consultant is not present.

• The consultant will provide all public meetings, workshops and presentations in both English and Spanish translation. Spanish-only workshops may be necessary. Staff will not serve as a translator in any meeting that requires language translation.

• The consultant will provide all documents at public meetings, workshops and presentations in both English and Spanish translation. Staff will not translate any documents into Spanish. This will be a requirement of the consultant.

BUDGET PROPOSAL

Although an important aspect of consideration, financial cost estimate will not be the sole justification for consideration. The City does expect a fair and reasonable project cost backed by itemization of how the costs per phase and task were developed. Negotiations may or may not be conducted with the firm; therefore, the proposal submitted should contain the firm's most favorable terms and conditions since selection and award may be made without discussion with any firm. All prices should reflect "not to exceed" amounts per item. The City desires the Consultant to use available data sources and technical tools provided by local, regional and state government entities in order to minimize costs associated with new data collection efforts. Consultant shall list the available data sources that are proposed to be used.

Proposals should include, at minimum, the costs for the completion of each major task in the work program. Each task should clearly identify the Consultant team member who will be primarily responsible for completing the task. Costs should be segregated into a time and materials rate schedule and a not-to exceed maximum amount for all work. Indicate hourly rates of individuals involved, number of hours for each component, task or product, and the fee structure for additional work outside of the contract and optional items. Prices shall represent the cost of finished products and cost estimates shall identify expenditures for graphics, base maps, public meetings and hearing participation, printing, legal notices, postage, mailing, advertising, travel, and other incidental and administrative costs.

SUBMITTAL REQUIREMENTS

A. Delivery of Proposal

It is the Respondent's responsibility to ensure that the proposal is received by the City prior to the 5:00PM PACIFIC DAYLIGHT TIME on Month XX, 2025 (Day). Respondents are required to submit a full electronic copy by flash drive or through the following link https://pbsystem.planetbids.com/portal/49392/portal-home. Paper submittals are not requested. Documents that exceed file sizes shall contain proper instructions to download appropriate files. Note, proposal submittals received by the City after the hour and date shall be rejected and returned unopened.

B. Format of Proposal

All proposals shall be typed clearly and legibly, in conformance with the Request for Proposal and submitted in an envelope plainly marked outside or titled in electronic mail: "CITY OF SOLEDAD CONTAINER VILLAGE DESIGN PROPOSAL."

C. Quality of Proposal

The emphasis of the proposal should be responding to the requirements set forth in this Request for Proposals and Scope of Work.

D. Contents of Submission

The respondent shall include in its submission, at a minimum, the following information presented in a clear and concise format, in order to demonstrate the respondent's related experience, competence and professional qualifications in performing the services outlined in the Scope of Work.

1) Introduction (transmittal letter)

a. A brief statement of the Responder's understanding of the scope of work to be performed;

b. A confirmation that, if awarded the contract, the Respondent acknowledges its complete responsibility for the entire contract, including payment of any and all charges resulting from the contract;

c. Any other information that the Respondent feels appropriate;

d. The signature of an individual who is authorized to provide information of this nature in the name of the Respondent submitting the Request for Proposal;

e. A statement which discloses any past, ongoing or potential personal, financial, and/or organizational conflicts of interest which the Respondent may have as a result of performing the work on this project.

f. A statement that the Consultant has read and agrees to the Standard Agreement for Consultant Services and Insurance Requirements or, if there are areas of clarification or disagreement, the Consultant will indicate such in the cover letter. If there are no exceptions, then the proposer agrees to be bound by, and thereby represents its ability to satisfy all terms of the Agreement, if awarded a contract. Alterations or changes to the agreement which were not in the Consultant's response will not be made after the selection of the Consultant. This includes alterations, exceptions, or changes to the insurance and indemnity provisions.

2) Executive Summary

a. Briefly summarize your understanding of the City's intent and purpose for completing the Container Village Landscape Design. The Executive Summary should introduce your proposal and your understanding of the City of Soledad, the Container Village project, significant steps, methods and procedures to be employed by your firm to ensure quality end products that can be delivered within the required time frames and your budget.

3) Background and Experience

a. A list of the most recent projects for which the Respondent has performed services of similar size, scope and complexity. The list shall include the name, contact person,

address and phone number of each party for whom the service was provided, as well as a description of the service performed and the dollar amount of the contract and the date of the performance;

b. Describe any issue, the characteristics of which would be uniquely relevant, in evaluating the experience of Respondent's firm to handle the proposed project;

c. Provide current information on professional errors and omissions coverage carried by Respondent's firm, including amount of coverage.

4) Personnel/Professional Qualifications

a. A list of the Respondent's principals, employees, agents and sub-consultants (project team) which Respondent anticipates assigning to the project and the approximate number of hours each will devote to the project.
b. Include resumes or curriculum vitae of each such staff member designated above, including name, position, telephone number, email address, education, and years and type of experience.

5) Specialized Knowledge

a. Describe their knowledge and experience in the particular types of projects described in the Scope of Work.

6) Scope of Work

a. A concise, complete response to all aspects requested in the Scope of Work.

7) Meeting Schedule

a. Proposed plan to meet the expectation outlined in the document above.

8) Pending or Completed Litigation History

a. Please provide all case information regarding completed or pending litigations and or settlements to any environmental or design work completed by your firm or were a party to. Please include all pertinent legal summaries of the complaint and subsequent outcomes.

9) References

a. Provide references from at least five (5) municipal agencies, companies or individuals for whom you have provided similar services.

10) Budget Proposal

a. Meeting the requirements and information described above. The cost proposal shall be submitted concurrently but under separate cover with the technical proposal. Costs shall be shown for labor by position by firm for total costs for this project. A total cost for the entire project shall be indicated. Negotiations with the selected

candidate(s) may begin immediately. Cost Proposals should be broken out by the respective Tasks described in the Scope of Work.

E. Interpretations of the Request for Proposal

If the Respondent is in doubt as to the meaning of any part of the RFP, or finds discrepancies in or omissions from the RFP, the Respondent shall submit to the City a written request for an interpretation or clarification a minimum of forty eight (48) hours prior to the time RFP's are due. All such requests should be addressed to:

City of Soledad
248 Main Street
Soledad CA 93960
Attn: XXXXX XXXXXX, Title Email: xxxxxxxxxxx@cityofsoledad.com

The City shall not be responsible for any explanations or interpretations of the RFP other than by written addendum delivered to each Proposer. No oral interpretations of any provision in the RFP shall be binding upon the City.

EVALUATION CRITERIA

Proposals will be evaluated based on the following criteria:

- **Qualifications and Experience:** Demonstrated expertise and a proven track record in similar projects.
- **Design Quality:** The creativity, functionality, and aesthetic appeal of the proposed design approach.
- **Sustainability:** The commitment to sustainable and low-maintenance design principles.
- **Fee Proposal:** The reasonableness of the proposed fees relative to the scope of work.

ADDENDA, CHANGES, AND AMENDMENTS TO THE SOLICITATION

At any time prior to the due date for responses, the City may make changes, amendments, and addenda to this solicitation, including changing the date due to allow respondents time to address such changes. Addenda, changes and amendments, if made, will be posted on the City's website (www.cityofsoledad.com), which is deemed adequate notice. Any prospective respondent may submit, via U.S. mail or by e-mail, a request to the City's project coordinator to be placed on a list of persons to receive notice of any such addenda, changes, or amendments. The preferred manner of communication is e-mail due to its timeliness.

GENERAL INFORMATION

1. Exceptions/Deviations: Any exceptions to the requirements of this RFP must be included in the consultant's proposal. Such exceptions must be included as a separate element of the proposal entitled "Exceptions and Deviations."

2. Right to Reject Proposals: The City reserves the right to reject any and all responses, which do not meet the requirements of this RFP, and/or any portion of the requirements of this project. Issuance of this RFP and receipt of responses does not commit CITY to award a Contract. CITY also reserves the right to postpone award of a Contract for its own convenience, accept or reject any or all responses received in response to this RFP, and cancel any or all portions of this RFP and resulting Contract.

3. Examination of Proposal Documents: By submitting a proposal, each Consultant represents that it has thoroughly examined and become familiar with the work required under this RFP and that it is capable of performing quality work to achieve the objectives of the CITY.

4. Pre-Contractual Expenses: Pre-contractual expenses are defined as expenses incurred by the consultant in: 1) preparing and reproducing its proposal in response to this RFP; 2) submitting its proposal to CITY; 3) negotiating with CITY any matter related to this RFP and consultant's proposal; 4) other matters prior to the date of award of a Contract. CITY shall not be liable for any pre-contractual expenses incurred by consultants in the preparation of proposals. Pre-contractual expenses shall not be included in the fee proposal.

5. Ownership of Reports and Documents: Originals of all documents, letters, drawings, design calculations, estimates, specifications, and other documents and data including electronic data files produced under the terms of the Contract shall become the property of CITY. Examples of data format files include but are not limited to modifiable word documents, AutoCAD files, Excel files, Adobe files. CITY shall retain all rights in copyright. Copies may be made and retained by the consultant for its records but shall not be furnished to others without the written consent of CITY for a period of three (3) years from the date of acceptance, by CITY, of all requirements of this project.

6. Consultant's Representative: The Consultant shall assign a responsible representative and an alternate, both of whom shall be identified in the proposal. Should a contract be awarded, the consultant's representative shall remain in responsible representative for the duration of the project. Should the consultant's primary representative be unable to continue with the project, the consultant's alternate representative shall become the primary representative. No other changes will be acceptable without prior written approval by CITY. CITY reserves the right to reject any changes to personnel.

7. Consultant's Representative: The Consultant shall assign a responsible representative and an alternate, both of whom shall be identified in the proposal. Should a contract be awarded, the

consultant’s representative shall remain in responsible representative for the duration of the project. Should the consultant’s primary representative be unable to continue with the project, the consultant’s alternate representative shall become the primary representative. No other changes will be acceptable without prior written approval by CITY. CITY reserves the right to reject any changes to personnel.

8. Subcontracting: Should a contract be awarded, only those firms identified in the Contract as subcontractors or subconsultants shall be allowed to perform work for this project. Any amendments to this requirement shall be made in writing by prime consultant to CITY. CITY has the right to reject any requested amendments at any time during the course of this project.

9. Federal, State, and Local Laws: The Consultant shall comply with all federal, state, and local laws, rules, regulations, ordinances, and statutes.

10. Consultant Selection: CITY will review all proposals and rank consultants according to their response to this RFP and the CITY Evaluation Criteria as outlined in this RFP.

11. Billing Rate Schedule: A billing rate schedule shall be submitted concurrently as part of the technical proposal.

12. Compensation: Should a contract be issued to consultant, all items of work required for completion of a specified project shall be paid for on a not-to-exceed time and materials basis. Costs for any and all items not specifically listed, but required to complete the work (including all exceptions and deviations stated in consultant's proposal), shall be included as part of the total cost proposed. No additional compensation shall be paid for such items. No additional compensation shall be given for any reproduction costs, except those in excess of project requirements stated in a scope of work. Only a change in scope or any significant task addition or increase shall receive consideration for additional compensation. Should a contract be issued to consultant, and the consultant believes that any work it has been directed to perform is beyond the scope of the Contract and constitutes extra work, it shall notify CITY in writing within ten (10) days. CITY will review such notice and, if justified, authorize additional compensation to the consultant on a fair and equitable basis. Should a contract be issued to consultant, monthly progress payments will be made to the consultant only upon submittal of invoices to CITY. Said invoice shall indicate the percentage completion of each task, as well as the overall percentage completion of the entire project. In addition, an updated schedule showing tasks and their degree of completion shall be provided.

13. Indemnification: Should a contract be awarded, the consultant shall be prepared to indemnify, defend, and hold harmless CITY, its officers, directors, employees, and agents from and against any and all claims, including attorney's fees and reasonable expenses as stated in the City’s Consultant Service Agreement.

14. Insurance Requirements: In the event that a contract is awarded, the consultant shall be required to maintain and provide current copies to CITY of the minimum insurance coverages required by the City's Consultant Services Agreement.

15. Contracts/Agreements: The successful consultant shall enter into a Contract with CITY that is based on the contents of this RFP, the consultant's proposal, and CITY Contract. Where two or more consultants desire to submit a single proposal, only one consultant shall be listed as prime consultant. All others shall be listed as subconsultants. CITY shall enter into a Contract for this project with a single firm and not with multiple firms doing business as a joint venture. Issuance of this RFP and receipt of proposals does not commit CITY to award a Contract. CITY reserves the right to postpone award of a Contract for its own convenience, accept or reject any or all proposals received in response to this RFP, negotiate with a consultant other than the highest ranked consultant should negotiations with the highest ranked consultant be terminated, and cancel any or all portions of this RFP and resulting Contract. CITY also reserves the right to award individual or groups of projects to different firms at the sole discretion of CITY.

End

APPENDIX C-2:
Site Operator Request for Proposals (RFP)Template

REQUEST FOR PROPOSAL (RFP)

for

OPERATOR/MANAGEMENT SERVICES: FRONT STREET CONTAINER VILLAGE

Issued by
XXXXXXX XXXXXXXX
TITLE

City of Soledad
248 Main Street
Soledad, CA 93960

ISSUED: Month XX, 2025
DUE DATE: Month XX, 2025 at 5:00 p.m.

Questions should be directed to:
XXXXXX XXXXXX, Title

(831) XXX-XXXX or XXXXXXX@cityofsoledad.com

NOTICE OF REQUEST FOR PROPOSAL
OPERATOR/MANAGER FOR THE FRONT STREET CONTAINER VILLAGE

The City of Soledad invites proposals from qualified organizations to serve as the Operator/Management Firm ("Operator") for the new Soledad Container Village Project. The selected Operator will manage day-to-day operations of the Village, including vendor recruitment and coordination, site management, marketing, community programming, and financial oversight.

The City's preference is for a local nonprofit organization with experience in community development, economic vitality, or small business support. However, proposals from commercial space management firms or retail management companies with demonstrated capacity to operate a multi-tenant, public-facing project will also be considered. The Operator will play a critical role in ensuring that the Village achieves its purpose: to become a vibrant, sustainable downtown destination for dining, retail, entertainment, and community gatherings.

This RFP outlines the project background, scope of services, evaluation criteria, and submission requirements for interested proposers. The services to be performed by the successful respondent are described in the Request for Proposal in the Project Scope of Work Section. Copies of the Request for Proposal are available at https://cityofsoledad.com/business/rfps/ or https://pbsystem.planetbids.com/portal/49392/portal-home.

Qualified firms that would like to be considered will need to submit a response to this Request for Proposals (RFP) no later than **XXXXX, Month XX, 2025 at 5:00 p.m.** Responses must be sent electronically per the requirements outlined in the Submittal Requirements section.

For further information and questions concerning this RFP, please contact XXXXXX XXXXXX, Title at xxxxxxxx@cityofsoledad.com. All requests for information and responses to questions will be posted on the City's website (https://cityofsoledad.com/business/rfps/) or (https://pbsystem.planetbids.com/portal/49392/portal-home). Please check the City's website for the latest information and queries concerning this RFP.

The City intends to follow, but will not be bound by, the following timeline:

- Distribution of the RFP Month XX, 2025
- Deadline to Submit Proposals Month XX, 2025, 5:00 pm
- Review of Submittals Month XX-XX, 2025
- Scheduled Interviews Month XX-XX, 2025
- Contract Review by City Council for Award Month XX, 2025 or a scheduled meeting in Month 2025.

All responses shall be reviewed and evaluated by the City in order to determine which proposer best meets the City's needs for service. The criteria by which the City shall evaluate proposals are set forth in the Request for Proposal.

The City reserves the right to reject any and all proposals or waive any irregularities in any proposal or the proposal process.

BACKGROUND

The City of Soledad is a growing community located in the fertile Salinas Valley. As part of our commitment to economic development and community revitalization, the City is initiating a Container Village project on a prominent parcel on Front Street. The City's vision is for the Container Village to be a flexible and highly-utilized public space that enhances the downtown area. This project will transform a currently underutilized lot into a dynamic hub for small businesses, food vendors, and community events, utilizing repurposed shipping containers as commercial and retail spaces.

The Soledad Container Village is a major economic development initiative designed to revitalize downtown Soledad and create a unique destination along Highway 101. The Village, located on a ¾-acre site on Front Street, will feature repurposed shipping containers converted into vendor spaces for food, beverage, retail, and creative enterprises. Landscaped public gathering areas, communal dining, and entertainment spaces will make the Village a hub of community life and tourism.

The City has completed a feasibility and economic impact study supporting the project's viability. With construction phased for growth and expansion, the project requires a skilled Operator to ensure smooth daily operations, consistent vendor and customer satisfaction, and long-term sustainability.

The careful management of this new venue is a critical component of this vision, and the selected Operator will be crucial in recruiting and curating a diverse selection of vendors, managing all daily operations of the Village, and programming an array of exciting new events and programs that enhance and build a loyal customer base.

PROJECT PHASES

The Operator will be engaged from Phase 1 and continue through subsequent phases, with responsibilities scaling alongside project expansion.

Phase 1: Initial Launch – Food Truck Park

- Oversee onboarding of initial food, beverage, and retail vendors.
- Manage communal dining and event spaces.
- Coordinate use of food truck accommodations and shared infrastructure.
- Maintain facilities, utilities, and safety compliance.

Phase 2: Expansion to Container Village

- Integrate additional vendors as new containers are added.
- Assist in implementing branding, signage, and wayfinding.
- Curate community programming and events to drive visitor engagement.
- Support installation of art, landscaping, and enhanced public spaces.

Phase 3: Full Operation

- Operate and promote the Village at full buildout (10–12 containers).
- Manage a permanent stage and event programming.
- Oversee safety, lighting, and security systems.
- Sustain financial operations to ensure long-term viability.

SCOPE OF WORK

The City is seeking a qualified nonprofit organization or management firm ("Operator") with demonstrated experience in overseeing vibrant, multi-vendor public spaces. The Operator must have a proven ability to manage complex, day-to-day operations, including vendor recruitment, community programming, marketing, and facility maintenance. The ideal Operator will bring expertise in sustainable business practices, financial accountability, and equitable community engagement. It is anticipated that the project will require creative solutions for tenant mix, site activation, programming, safety, and customer experience. In addition, the Operator must be skilled in fostering strong partnerships with local stakeholders and employing innovative strategies to ensure the Container Village meets the needs of Soledad's residents, visitors, and businesses.

The selected Operator will provide comprehensive operational services, including but not limited to:

A. Vendor & Tenant Management

- Recruit, select, and manage food, beverage, retail, and service vendors.
- Draft and administer vendor agreements in coordination with the City.
- Ensure compliance with health, safety, and accessibility regulations.

B. Facility & Site Management

- Oversee day-to-day maintenance of utilities, lighting, and common areas.
- Coordinate janitorial and security services.
- Maintain ADA accessibility and public safety standards.

C. Programming & Marketing

- Develop and implement marketing strategies to attract visitors.
- Plan and host community events, cultural programming, and entertainment.
- Collaborate with local businesses and organizations to maximize Village impact.

D. Financial & Administrative Oversight

- Collect vendor rents/fees and manage operational budgets.
- Provide financial reporting to the City on a quarterly basis.
- Monitor economic impact and make recommendations for improvements.

E. Stakeholder Collaboration

- Serve as the primary liaison between the City, vendors, community partners, and visitors.
- Participate in regular meetings with City staff and advisory groups.
- Incorporate community feedback to enhance operations.

MEETING SCHEDULE AND COMMUNICATION

The Operator will keep the City staff fully-apprised of the status for the project by providing timely meetings and other forms of communication.

• Operator will designate a Project Manager who will be the point-of-contact for the City. This individual will attend all meetings and be responsible for the overall coordination of activities and completion of the Container Village design. Monthly communication with City staff is essential. It is anticipated that these meetings will be comprised of the Lead Operator, and team members if appropriate, as well as City

staff. These monthly meetings will be held in City Hall. Occasional conference calls may be acceptable in lieu of monthly in-person meetings.

• It is also anticipated that the use of conference calls will be necessary at various times throughout the process. The number of these meetings is indeterminate and are not in lieu of the monthly meetings.

• Prepare informative PowerPoint presentations for staff to reference at meetings where the Consultant is not present.

• The Operator will provide all public meetings, workshops and presentations in both English and Spanish translation. Spanish-only workshops may be necessary. Staff will not serve as a translator in any meeting that requires language translation.

• The Operator will provide all documents at public meetings, workshops and presentations in both English and Spanish translation. Staff will not translate any documents into Spanish. This will be a requirement of the consultant.

BUDGET PROPOSAL

While financial cost is an important consideration, it will not be the sole factor in the City's selection process. The City expects a fair and reasonable operational budget that is clearly itemized by task and phase of service. Proposals should present the most favorable terms and conditions, as negotiations may or may not be conducted; selection and award may be made without further discussion. All proposed costs should reflect "not-to-exceed" amounts.

The Operator is expected to leverage existing City, regional, and state resources whenever possible to minimize expenses. Proposals should identify any anticipated in-kind contributions, partnerships, or efficiencies that will reduce overall operational costs.

At minimum, proposals should include:

- **Itemized Costs** for each major operational responsibility (e.g., vendor management, site maintenance, marketing, programming, financial administration).
- **Staffing Costs**, including hourly rates of individuals involved, estimated hours per task, and total labor costs.
- **Time and Materials Rate Schedule** with a not-to-exceed maximum for all work.
- **Fee Structure** for any additional services outside of the contract scope or for optional items.
- **Breakdown of Anticipated Expenses**, which may include program/event costs, community engagement, marketing and advertising, administrative expenses, insurance, travel, and other operational overhead.

The City seeks proposals that demonstrate both financial responsibility and long-term sustainability of the Container Village, ensuring that revenues, vendor fees, and community benefits are balanced effectively.

SUBMITTAL REQUIREMENTS

A. Delivery of Proposal

It is the Respondent's responsibility to ensure that the proposal is received by the City prior to the 5:00PM PACIFIC DAYLIGHT TIME on Month XX, 2025 (Day). Respondents are required to submit a full electronic copy by flash drive or through the following link https://pbsystem.planetbids.com/portal/49392/portal-home. Paper submittals are not requested. Documents that exceed file sizes shall contain proper instructions to download appropriate files. Note, proposal submittals received by the City after the hour and date shall be rejected and returned unopened.

B. Format of Proposal

All proposals shall be typed clearly and legibly, in conformance with the Request for Proposal and submitted in an envelope plainly marked outside or titled in electronic mail: "CITY OF SOLEDAD CONTAINER VILLAGE OPERATOR PROPOSAL."

C. Quality of Proposal

The emphasis of the proposal should be responding to the requirements set forth in this Request for Proposals and Scope of Work.

D. Contents of Submission

The respondent shall include in its submission, at a minimum, the following information presented in a clear and concise format, in order to demonstrate the respondent's related experience, competence and professional qualifications in performing the services outlined in the Scope of Work.

1) Introduction (transmittal letter)

a. A brief statement of the Responder's understanding of the scope of work to be performed;

b. A confirmation that, if awarded the contract, the Respondent acknowledges its complete responsibility for the entire contract, including payment of any and all charges resulting from the contract;

c. Any other information that the Respondent feels appropriate;

d. The signature of an individual who is authorized to provide information of this nature in the name of the Respondent submitting the Request for Proposal;

e. A statement which discloses any past, ongoing or potential personal, financial, and/or organizational conflicts of interest which the Respondent may have as a result of performing the work on this project.

f. A statement that the Consultant has read and agrees to the Standard Agreement for Consultant Services and Insurance Requirements or, if there are areas of clarification or disagreement, the Consultant will indicate such in the cover letter. If there are no exceptions, then the proposer agrees to be bound by, and thereby represents its ability to satisfy all terms of the Agreement, if awarded a contract. Alterations or changes to the agreement which were not in the Consultant's response will not be

made after the selection of the Consultant. This includes alterations, exceptions, or changes to the insurance and indemnity provisions.

2) Executive Summary

a. Briefly summarize your understanding of the City's intent and purpose for managing and operating the Container Village. The Executive Summary should introduce your proposal and your understanding of the City of Soledad, the Container Village project, significant steps, methods and procedures to be employed by your firm to ensure quality end-products that can be delivered within the required time frames and your budget.

3) Background and Experience

a. A list of the most recent projects for which the Respondent has performed services of similar size, scope and complexity. The list shall include the name, contact person, address and phone number of each party for whom the service was provided, as well as a description of the service performed and the dollar amount of the contract and the date of the performance;

b. Describe any issue, the characteristics of which would be uniquely relevant, in evaluating the experience of Respondent's firm to handle the proposed project;

c. Provide current information on the insurance coverage carried by the Respondent, including the type and amount of coverage. At a minimum, the Operator will be expected to maintain general liability, workers' compensation (if applicable), and any other insurance necessary to operate a public facility. Coverage levels should be sufficient to protect both the Operator and the City from potential claims arising out of daily operations, vendor management, events, and public use of the site.

4) Personnel/Professional Qualifications

a. A list of the Respondent's principals, employees, agents and sub-consultants (project team) which Respondent anticipates assigning to the project and the approximate number of hours each will devote to the project.
b. Include resumes or curriculum vitae of each such staff member designated above, including name, position, telephone number, email address, education, and years and type of experience.

5) Specialized Knowledge

a. Describe their knowledge and experience in the particular types of projects described in the Scope of Work.

6) Scope of Work

a. A concise, complete response to all aspects requested in the Scope of Work.

7) Meeting Schedule

a. Proposed plan to meet the expectations outlined above.

8) Pending or Completed Litigation History

a. Please provide all case information regarding completed or pending litigations and or settlements to any environmental or design work completed by your firm or were a party to. Please include all pertinent legal summaries of the complaint and subsequent outcomes.

9) References

a. Provide references from at least five (5) municipal agencies, companies or individuals for whom you have provided similar services.

10) Budget Proposal

a. Meeting the requirements and information described above. The cost proposal shall be submitted concurrently but under separate cover with the operations proposal. Costs shall be shown for labor by position by firm for total costs for this project. An annual and monthly cost for the entire project shall be indicated. Negotiations with the selected candidate(s) may begin immediately. Cost Proposals should be broken out by the respective Tasks described in the Scope of Work.

E. Interpretations of the Request for Proposal

If the Respondent is in doubt as to the meaning of any part of the RFP, or finds discrepancies in or omissions from the RFP, the Respondent shall submit to the City a written request for an interpretation or clarification a minimum of forty eight (48) hours prior to the time RFP's are due. All such requests should be addressed to:

City of Soledad
248 Main Street
Soledad CA 93960
Attn: XXXXX XXXXXX, Title Email: xxxxxxxxxxx@cityofsoledad.com

The City shall not be responsible for any explanations or interpretations of the RFP other than by written addendum delivered to each Proposer. No oral interpretations of any provision in the RFP shall be binding upon the City.

EVALUATION CRITERIA

Proposals will be evaluated based on the following criteria:

- Relevant Experience (30%): Demonstrated success in operating similar spaces.
- Operational Understanding (25%): Clear and effective plan for managing daily activities.

- Community Impact (15%): Ability to engage local stakeholders and promote small business growth.
- Sustainability & Compliance (15%): Commitment to financial sustainability and regulatory compliance.
- Cost Proposal (15%): Reasonableness and transparency of financial plan.

ADDENDA, CHANGES, AND AMENDMENTS TO THE SOLICITATION

At any time prior to the due date for responses, the City may make changes, amendments, and addenda to this solicitation, including changing the date due to allow respondents time to address such changes. Addenda, changes and amendments, if made, will be posted on the City's website (www.cityofsoledad.com), which is deemed adequate notice. Any prospective respondent may submit, via U.S. mail or by e-mail, a request to the City's project coordinator to be placed on a list of persons to receive notice of any such addenda, changes, or amendments. The preferred manner of communication is e-mail due to its timeliness.

GENERAL INFORMATION

1. Exceptions/Deviations: Any exceptions to the requirements of this RFP must be included in the consultant's proposal. Such exceptions must be included as a separate element of the proposal entitled "Exceptions and Deviations."

2. Right to Reject Proposals: The City reserves the right to reject any and all responses, which do not meet the requirements of this RFP, and/or any portion of the requirements of this project. Issuance of this RFP and receipt of responses does not commit CITY to award a Contract. CITY also reserves the right to postpone award of a Contract for its own convenience, accept or reject any or all responses received in response to this RFP, and cancel any or all portions of this RFP and resulting Contract.

3. Examination of Proposal Documents: By submitting a proposal, each Consultant represents that it has thoroughly examined and become familiar with the work required under this RFP and that it is capable of performing quality work to achieve the objectives of the CITY.

4. Pre-Contractual Expenses: Pre-contractual expenses are defined as expenses incurred by the Operator in: 1) preparing and reproducing its proposal in response to this RFP; 2) submitting its proposal to CITY; 3) negotiating with CITY any matter related to this RFP and consultant's proposal; 4) other matters prior to the date of award of a Contract. CITY shall not be liable for any pre-contractual expenses incurred by consultants in the preparation of proposals. Pre-contractual expenses shall not be included in the fee proposal.

5. Ownership of Reports and Documents: Originals of all documents, letters, calculations, estimates, specifications, and other documents and data including electronic data files produced under the terms of the Contract shall become the property of CITY. Examples of data format files include but are not limited to modifiable word documents, Excel files, Adobe files. CITY shall retain all rights in copyright. Copies may be made and retained by the consultant for its records but shall not be furnished to others without the written consent of CITY for a period of three (3) years from the date of acceptance, by CITY, of all requirements of this project.

6. Operator's Representative: The Operator shall assign a responsible representative and an alternate, both of whom shall be identified in the proposal. Should a contract be awarded, the consultant's representative shall remain in responsible representative for the duration of the project. Should the consultant's primary representative be unable to continue with the project, the consultant's alternate representative shall become the primary representative. No other changes will be acceptable without prior written approval by CITY. CITY reserves the right to reject any changes to personnel.

7. Operator's Representative: The Operator shall assign a responsible representative and an alternate, both of whom shall be identified in the proposal. Should a contract be awarded, the Operator's representative shall remain in responsible representative for the duration of the project. Should the Operator's primary representative be unable to continue with the project, the Operator's alternate representative shall become the primary representative. No other changes will be acceptable without prior written approval by CITY. CITY reserves the right to reject any changes to personnel.

8. Subcontracting: Should a contract be awarded, only those firms identified in the Contract as subcontractors or subconsultants shall be allowed to perform work for this project. Any amendments to this requirement shall be made in writing by prime consultant to CITY. CITY has the right to reject any requested amendments at any time during the course of this project.

9. Federal, State, and Local Laws: The Operator shall comply with all federal, state, and local laws, rules, regulations, ordinances, and statutes.

10. Operator Selection: CITY will review all proposals and rank potential Operators according to their response to this RFP and the CITY Evaluation Criteria as outlined in this RFP.

11. Billing Rate Schedule: A billing rate schedule shall be submitted concurrently as part of the proposal.

12. Compensation: Should a contract be issued to an Operator, the City anticipates that the Operator will manage all day-to-day financial activity of the Container Village, including vendor rents/fees, program revenues, and operational expenses, without monthly invoicing to the City. The Operator is required to submit a monthly accounting report detailing all income and expenses associated with the Village. The monthly accounting must include, at minimum:

- Vendor fees and other revenues collected.
- All operational and administrative expenses incurred.
- Any program- or event-related income and costs.
- A reconciliation of revenues versus expenditures for the reporting period.
- No additional compensation shall be paid by the City beyond the terms established in the executed contract, except in the event of an approved change in scope. If the Operator believes that work directed by the City is beyond the scope of the contract and constitutes extra services, the Operator shall notify the City in writing within ten (10) days. The City will review such notice and, if justified, authorize additional compensation on a fair and equitable basis.

13. Indemnification: Should a contract be awarded, the consultant shall be prepared to indemnify, defend, and hold harmless CITY, its officers, directors, employees, and agents from and against any and all claims, including attorney's fees and reasonable expenses as stated in the City's Consultant Service Agreement.

14. Insurance Requirements: In the event that a contract is awarded, the consultant shall be required to maintain and provide current copies to CITY of the minimum insurance coverages required by the City's Consultant Services Agreement.

15. Contracts/Agreements: The successful consultant shall enter into a Contract with CITY that is based on the contents of this RFP, the consultant's proposal, and CITY Contract. Where two or more consultants desire to submit a single proposal, only one consultant shall be listed as prime consultant. All others shall be listed as subconsultants. CITY shall enter into a Contract for this project with a single firm and not with multiple firms doing business as a joint venture. Issuance of this RFP and receipt of proposals does not commit CITY to award a Contract. CITY reserves the right to postpone award of a Contract for its own convenience, accept or reject any or all proposals received in response to this RFP, negotiate with a consultant other than the highest ranked consultant should negotiations with the highest ranked consultant be terminated, and cancel any or all portions of this RFP and resulting Contract. CITY also reserves the right to award individual or groups of projects to different firms at the sole discretion of CITY.

End

APPENDIX C-3:
Local Small Business & Entrepreneur Community Outreach Plan

Strategic Community Outreach Plan for the Soledad Container Village

Date: October 1, 2025
Prepared for: The City of Soledad
Prepared by: Monterey County Business Council

Executive Summary

The City of Soledad is launching the Container Village as a dynamic business incubator designed to support local entrepreneurs, particularly home-based operators, MEHKO permit holders, and small food and retail vendors ready to grow into a public-facing business. This outreach plan focuses on engaging this target audience, connecting them with the tools, resources, and technical support the City can provide to foster sustainable income and long-term success.

Through a phased outreach strategy, the plan highlights the Village as a pipeline for local talent—offering opportunities to formalize businesses, comply with health and permitting requirements, and graduate into larger commercial ventures. By collaborating with key partners such as the Pajaro CDC, Monterey County Health Department, regional business support organizations, and community networks, the City will ensure broad awareness and accessible entry points.

This approach emphasizes transparency and realistic expectations, prioritizing local entrepreneurs who can thrive within the Village model. By cultivating a supportive, well-structured environment, the outreach campaign will position the Container Village as a launchpad for Soledad's next generation of businesses.

Community Outreach Plan for Soledad Container Village

The outreach strategy for the Soledad Container Village will focus on identifying and supporting local entrepreneurs who are ready to take the next step in growing their businesses. The Village is designed as a new, exciting commercial hub and business incubator, helping home-based businesses, informal operators, and early-stage entrepreneurs build stability, access customers, and eventually "graduate" into permanent storefronts or expanded ventures.

In addition to the City's outreach efforts, the new Village Operator will be expected to help with outreach to their list of potential vendors as well (once they have been selected). Coordination with the Operator will be crucial to success of the plan as they may be able to reach out to their rolodex and well as suggest supplemental outreach ideas.

Key Outreach Targets

1. Home-Based Entrepreneurs – Individuals currently operating from their homes (e.g., bakers, caterers, artisans, makers, personal services) who already have a customer base but need to formalize and register their businesses.
2. MEHKO Holders – Outreach to MEHKO (Microenterprise Home Kitchen Operations) permit holders and those in the process of applying, highlighting the Village as a next step in scaling up.
3. Food & Beverage Businesses – Collaborate directly with the Monterey County Health Department, Pajaro CDC, and other agencies to identify small operators who are permitted but need a more permanent, reliable space to serve customers.
4. Retail and Makers – Local artists, crafters, and small retailers who are currently selling at markets or pop-ups and could benefit from a consistent storefront space.

Messaging

The core message will emphasize that the City of Soledad is providing the tools to help entrepreneurs grow. The Container Village offers:

- Affordable, professional space for small businesses with lower startup cost.
- Built-in infrastructure, utilities, and compliance support.
- Access to customers and visibility in a high-traffic, community-centered setting with existing foot traffic.
- A pathway to stability and the opportunity to eventually expand into larger, independent spaces.

Approach

To effectively attract local food entrepreneurs, particularly those with a Microenterprise Home Kitchen Operation (MEHKO) permit, a multi-faceted approach is essential.

- Targeted Information Sessions – Host bilingual (English/Spanish) workshops and information nights in partnership with the City, Chamber of Commerce, , and nonprofits to explain requirements (business registration, permits, health approvals).
- Direct Outreach – Contact known MEHKO permit holders, small food vendors, and market participants.
- Collaborative Outreach - Coordinate with the Monterey County Health Department to reach approved vendors in need of space.

- Community Pipeline Announcement – Publicize that the Container Village is a pipeline for local entrepreneurs, positioning it as the first-stop on the road to long-term success.
- Digital & Grassroots Campaigns – Use social media, local radio, flyers, and neighborhood networks to share stories of local entrepreneurs and opportunities at the Village.

Tenant Value & Benefits

Unmatched Affordability: Significantly lower startup and operating costs compared to traditional retail spaces.

Built-in Foot Traffic: The unique design, central location and centralized marketing will attract a steady flow of customers.

Community-Driven Atmosphere: A collaborative environment with other start-ups, fostering partnerships and shared success.

Flexibility: The ability to customize and brand a compact space, with low long-term commitment.

City Support: Direct access to City planning, economic development, and marketing support.

Outreach Channels & Tactics

A. Hyper-Local & Grassroots Recruitment:

These are some potential approaches that leverage the City's existing relationships and the power of personal connection.

Soledad Entrepreneurial Pop-Up Series: Host a series of pop-up events on the future site of the Container Village. This will not only generate buzz but also serve as a live demonstration of the space's potential. Prospective tenants will have the opportunity to sell their goods in a temporary, low-cost setting, allowing them to test and refine their business concepts.

Partnering with Local Institutions: Collaborate with the Soledad Chamber of Commerce, the Soledad High School FFA, Pajaro CDC, and Hartnell College's agricultural programs. These partnerships will help identify and nurture young, local talent with business ideas.

"Pitch Soledad" Competition: Host a formal pitch competition for aspiring entrepreneurs. A panel of judges (made up of local business leaders and city staff) will select the winners, who will be awarded reduced rent for the first year. This will generate local media attention and create a sense of excitement and competition.

B. Targeted Digital Marketing Campaign:

A digital marketing campaign will cast a wider net, reaching entrepreneurs across the Central Coast and Bay Area.

Dedicated Website: Create a visually appealing website with high-quality renderings and drone footage of the site. The site will serve as a hub for all information, including an online application portal, FAQ, and success stories of similar projects.

Social Media Campaign: Run highly targeted ad campaigns on Facebook, Instagram, and LinkedIn. These ads will be geo-targeted to the Monterey Bay and Bay Area regions and demographically targeted to individuals with interests in entrepreneurship, small business, food trucks, and local commerce.

Email Marketing: Build a contact list of interested parties from the website and pop-up events. Send a regular newsletter with project updates, testimonials, and information on the application process.

Tone & Guardrails

The outreach campaign should set realistic expectations. The goal is not to attract everyone, but to target the right audience—local entrepreneurs who are prepared to take the next step. Messaging will highlight opportunity and support, without overpromising outcomes, ensuring that those who apply understand the incubator model and commitment required.

Community Outreach Timeline for Soledad Container Village

Phase 1: Awareness & Pipeline Building (Months 1–2)

Objective: Build visibility for the Container Village as a pathway for local entrepreneurs and announce the opportunity to the right audiences.

Messaging: “The City of Soledad is providing the tools to help local entrepreneurs grow.”

Actions:

- Launch bilingual campaign (English/Spanish social media, flyers, local radio, and community newspapers).

- Distribute outreach materials through churches, schools, and community centers.
- Announce partnership with Monterey County Health Department and engage outreach to MEHKO permit holders.
- Highlight success stories of local home-based businesses moving toward formalization.

Partners: City of Soledad, County Health Dept., Pajaro CDC, local nonprofits and Chambers

Phase 2: Recruitment & Education (Months 2–4)

Objective: Directly engage home-based and early-stage entrepreneurs, ensuring they understand the incubator model and requirements.

Messaging: "This is your chance to formalize your business, access a stable space, and grow."

Actions:

- Host informational workshops (in English and Spanish) on business licensing, permits, and health regulations.
- Provide resource guides on business registration, business planning and compliance.
- One-on-one outreach to MEHKO operators and other known home-based businesses.
- Set up an online interest form and application portal.

Partners: Monterey County Health Dept., SBDC (Small Business Development Center), local Chambers of Commerce.

Phase 3: Application & Selection (Months 4–6)

Objective: Identify the inaugural group of entrepreneurs best prepared for the Village.

Messaging: "The Container Village is a GATEWAY to success—apply now to be part of Soledad's newest business pipeline."

Actions:

- Open formal application process.(maybe through on-line portal or webpage)
- Convene a selection committee (City staff, business leaders, community representatives).
- Evaluate applicants based on readiness, commitment, and growth potential.
- Provide feedback and referrals for those not yet ready (keeping them in the pipeline).

Phase 4: Onboarding & Support (Months 6–7)

Objective: Prepare selected entrepreneurs for successful launch.

Messaging: “You’re not in this alone—the City and its partners will help you succeed.”

Actions:

- Conduct orientation sessions covering facility use, shared infrastructure, and incubator expectations.
- Pair entrepreneurs with mentors (via SBDC and Advisory Committee).
- Support with branding, signage, and marketing before launch.

Phase 5: Launch & Community Engagement (Month 8 and beyond)

Objective: Celebrate the Village opening and promote vendors as part of Soledad’s economic story.

Messaging: “Soledad is investing in its people. These entrepreneurs are the future of our community.”

Actions:

- Host a ribbon-cutting event with media, local officials, and community groups.
- Promote vendor stories through a “Meet the Entrepreneurs” campaign (social media, press, video).
- Continue regular workshops for ongoing support and prepare vendors for “graduation” into permanent spaces.

Budget & Metrics for Success

This is a conceptual budget to illustrate the allocation of resources. Actual costs will vary. This budget includes estimated costs for the launch of this outreach campaign vs an annual budget.

Category	Description	Estimated Cost
Marketing & Branding	Microsite development, graphic design, social media assets	$15,000
Advertising	Targeted social media ads (e.g., LinkedIn, Instagram, Facebook)	$10,000
Events	Pop-up series logistics, in-person event prizes/promotion	$12,000
Admin & Outreach	Staff time, printed materials, direct mailers	$8,000
Contingency	Allocated for unforeseen costs	$5,000
TOTAL		**$50,000**

Metrics for Success (Key Performance Indicators)

- Application Volume: Achieve a minimum of 3 applications for every available container space.
- Tenant Diversity: Recruit a diverse range of businesses (e.g., at least 50% food/beverage, 30% retail, 20% services).
- Local Representation: Ensure at least 50% of selected businesses are based in or have a strong tie to Soledad or the Salinas Valley.
- Website & Social Media Engagement: Track website traffic, social media follower growth, and engagement rates to gauge community interest and campaign reach.
- Economic Impact: Monitor and report on the number of new jobs created and the estimated sales tax revenue generated within the first year of operation.

Conclusion

By following this strategic and phased approach, the City of Soledad can ensure a successful and sustainable recruitment process that not only fills the Container Village but also builds a foundation for long-term economic vitality and community pride.

APPENDIX D-1:
USDA Rural Business Development Grant (RBDG) Application

USDA United States Department of Agriculture

Rural Development

Rural Business Development Grant (RBDG) Program

2024 California Application Toolkit

CFDA Number: 10.351
CFDA Title: Rural Business Development Grant

CALIFORNIA APPLICATIONS DEADLINE:

The Deadline for California Applications including Native-American (NA); Strategic Economic Community Development (SECD), and Persistent Poverty (PP) Set-Aside Funds is Close of Business (COB) 4:30 pm PST, February 28, 2024

NOTE: Important Application Deadline Information

All applicants are encouraged to submit their application by email to: maya.vang@usda.gov. However, please provide one original copy of the complete application package via regular mail to any of the California area offices by the deadline.

About this Toolkit

The RBDG program operates under RD Instruction 4280-E. Applicants are encouraged to read the Instruction before completing the application as it includes definitions and other important requirements of the RBDG program. This application toolkit was created to assist the applicant in submitting a complete RBDG application, but it does not replace the instruction. **Use of this application toolkit is not required.** However, applicants must provide all required information as stated in the Instruction. The Agency may request additional information to assist in the application review process. Additional guidance can be found on USDA Rural Development's RBDG program website.

USDA is an equal opportunity provider, employer and lender.

Checklist

Before you submit your application, please be sure you have completed all the following elements:

SAMS Registration

All applicants for Federal grant funding must register in the Central Contractor Registration (CCR) database, or its successor database, known as the System for Award Management (SAM), at https://www.sam.gov, whether applying electronically or by paper, and at no cost. Registration may take 1-1.5 hours to complete and requires a DUNS #, tax ID and business name, statistical and financial information about the business (including number of employees and annual receipts for each of previous 3 years), and Electronic Funds Transfer information for payment of grant disbursements to grantee (Routing #, Account #, ACH contact). Registration activation will take 1-5 days with an established tax ID; OR 2-5 weeks if a new Employer Identification Number is used. A cage code number and expiration date will be provided when the registration is activated and **must** be included in your RBDG application information. For technical assistance, call the toll-free assistance line at 1-866-606-8220 and press "1." Enter the registration cage code and expiration date in field 5(a), "Federal Entity Identifier," on Form SF-424.

This registration must remain active, with current information, at all times during which an entity has an application under consideration by an Agency or has an active Federal Award. To remain registered in the database after the initial registration, the applicant is required to review and annually update its information in the database to ensure it is current, accurate and complete.

Required Forms

☒ Form SF-424, "Application for Federal Assistance"
☒ Form SF-424A, "Budget Information - Non-Construction Programs"
☐ Form RD 400-1, "Equal Opportunity Agreement" (only required for construction projects greater than $10,000) - **Not Applicable**
☒ Form RD 400-4, "Assurance Agreement" (only required for construction projects greater than $10,000)
☒ RD Instruction 1940-Q, Exhibit A-1, "Certification for Contracts, Grants & Loans"
☐ RD Instruction 1970-A, Exhibit C, "Environmental Documentation Checklist" – As this project is strictly focused on developing a feasibility study and plan for the project, there will be no environmental impact. - **Not Applicable**
☐ Section 6025 Strategic Economic and Community Development Information (Verify with USDA if appropriate for your project) - **Not Applicable**

Environmental Requirements:

☐ Environmental Information Packet: Consult USDA for project appropriate material. - Not Applicable
☒ Intergovernmental Review Comments: Consult USDA for state specific requirements [RD Inst. 4280-E, § 4280.427 (f)] Link: http://cfda.opr.ca.gov/#/ [Submit SF-424 Application]

Non-Profits: Include in Appendix A: - Not Applicable

☐ Articles of Incorporation (including any amendments)
☐ Bylaws (including any amendments)
☐ Current (within 12 months) Certificate of Good Standing issued by the appropriate Secretary of State

☐ Board Resolution authorizing entity to apply and administer the RBEG/RBOG including the name and title of the person authorized to sign grant documents.

Public Bodies: Include in Appendix A:

☒ Documentation of organization (dated established if other than city, county, or state government).
☒ Resolution passed by the governing board authorizing entity to apply and administer the RBDG/RBOG, including the name and title of the person authorized to sign grant documents. – **DRAFT provided**

Section 1 – Summary Information

☒ Legal name of applicant
☒ Requested Grant amount
☒ UEI # https://sam.gov/content/entity-registration
☒ SAM Registration Cage Code and Expiration Date www.sam.gov
☒ NAICS Code: Check tax returns or see http://www.census.gov/eos/www/naics/ - **Not Applicable**
☒ Certification of Relationship to RD employee
☒ Certification of serving rural areas
☒ Certification of Citizenship
☒ Certification of assisting small and emerging businesses (Enterprise Grant only)

Section 2 – Applicant Eligibility

☒ Applicant Type
- ☐ Non-profit corporation
- ☒ Public Body / Municipality
- ☐ Federally recognized Indian Tribe

Section 3 – Project Eligibility

☒ Business Opportunity Project
- ☒ Demonstration of Need
- ☒ Economic Development Result
- ☒ Local and Area Strategic Plans
- ☒ Suggested Performance Criteria

☐ Business Enterprise Project - Not Applicable
- ☐ Demonstration of Need
- ☐ Clear identification (list) of Small & Emerging Business(es) to be assisted
- ☐ Suggested Performance Criteria

Section 4 –Scope of Work

☒ Project Type / Description: RLF, Technical Assistance, Site, Feasibility Study
☒ Proposed Activities to be Accomplished
☒ Timeframe for Individual Activity Completion
☒ Timeframe (months) To Project Completion

☒ Timeframe from Grant Approval to Project Start

Section 5 –Written Narrative

☒ Project Need
☒ Project Benefits
☒ Demonstrate Project Meets Eligible Grant Purpose
☒ Area(s) to be Served (be specific)
☒ Project Coordination with Area Economic Development Plans
☒ Goals to be Accomplished
☒ Identify Business(es) to be Assisted (if appropriate) – **Not Applicable**
☒ Economic Development to be Accomplished
☒ Summary: How the Project will result in Created, Saved or Supported Jobs
☒ Quantify: Jobs Created, Saved and/or Supported for next 3 Year Period
☒ Description of Applicant Experience – Demonstrated Ability – Key Staff that Support Project
☒ Method and Rationale to Select Service Area and Proposed Benefitting Businesses
☒ Description of Project Methodology: Use of Organization Staff, Consultants, Contractors or Other
☒ Work Plan and Budget

Appendices

☒ Appendix A – Organizational Documents §4280.427(b)
☒ Appendix B – Proposed Scope of Work §4280.427(c)
☒ Appendix C – Documentation of Experience §4280.427(d)
☒ Appendix D – Supporting Financial Documentation (Latest 3 Years Financial Information) §4280.427(e)
☒ Appendix E – Supplemental Funds Verification (Matching Funds) §4280.427(g)
☒ Appendix F – Letters of Commitment from Businesses to be assisted (include jobs saved/created)
Letters of Support §4280.435(h) - **Not Applicable**
☒ Appendix G – Additional Supporting Documentation

Rural Business Development Grant Instructions: https://www.rd.usda.gov/files/4280e.pdf

Application Template

Section 1: Summary Information

Legal Name of Applicant: **City of Soledad** (Verify from Articles/Bylaws)

Requested Grant Amount: $ $50,000

Applicant Type– Please Check One:

☒Public Body/Government Entity
☐Nonprofit Entity
☐Federally recognized Indian Tribe

Project Type – Please Check One:

☐Enterprise Grant ☒Opportunity Grant

UEI #: **FJ4JK94UUJL8**

SAM/CCR Registration Cage Code: **5DLD8** **Expiration Date:** **5/16/2024**

Jobs Summary: As this grant request will fund a feasibility study and economic impact report for the Soledad Container Village Project, the numbers below are based on initial projections of similar business models. Multiple small businesses have already reached out to the City about leasing space in the project, but the exact number of jobs created will be refined as the feasibility study and economic impact report are completed.

	Full Time	**Part Time**
Current- Existing # of jobs	0	0
Projected jobs to be created as a result of this project	30	50
Projected jobs to be saved as a result of this project	0	0

Businesses Assisted Summary:

	Number of Businesses
Total Businesses to be assisted:	15
Type of Sub-Business assisted: [1]	
Farmer/Rancher	0

Small Business	15
Individuals	0
Groups	0
Cooperatives	0
Type of Plan to be accomplished for the business (i.e. feasibility, business plans):	Feasibility Study and Economic Impact Report

[1] "Total Businesses Assisted" must equal the sum of "Sub-Businesses Assisted"

Project Summary

The City of Soledad is requesting a total of $50,000 with a 1:1 match of $50,000 towards the Rural Business Development Grant to develop a feasibility study and economic impact report for the City's proposed Soledad Container Village Project. The proposed project will allow the City to create new jobs and business opportunities, stabilize existing small businesses and maintain jobs, generate tourism in the region, and revitalize the City's Downtown district. The City currently envisions an addition of a minimum of 12 shipping containers into retail spaces to bring small businesses, restaurants, and wineries to the City's Downtown Front Street using innovative design concepts that allow for a central vibrant community gathering space in rural Monterey County. The USDA grant funding will allow the City to conduct a feasibility study to determine the economic impact and community benefits, the likely business mix and revenue streams, market opportunities, optimal financing models, realistic cost projections, and technical assistance on ownership and disposition structure. The City has already retained a consultant to assist in completing the environmental review process. The feasibility study consultant will be partnered with dedicated Community Engagement staff from the City to implement the most effective outreach strategies in order to ensure the vision for the project is rooted in community-identified needs and hopes.

Soledad, a rural city in Monterey County, California, has a population of 18,800 (about 5,640 of this population are inmates at the Soledad Correctional Training Facility), according to the 2020 census, with 20.1% of residents living below the federal poverty level. The City's two primary census tracts rank in the statewide 66th and 97th percentiles for poverty (according to the CalEnviroscreen 4.0 Tool). DWR's Disadvantaged Community Mapping Tool identifies the entirety of the City limits as disadvantaged, with the median household incomes of identified DAC tracts as low as $44,696. Half of all Soledad Union Schools (5/10) are Free Reduced Price Meals (FPRM) qualified of at or over 75% according to 2022 State DOE Data (75%, 84.2%, 86.7% 79.2%, 78.3%, respectively).

Currently, residents who are looking for a downtown shopping corridor or similar retail/community space for recreation, social engagement, and economic activity typically drive 28 minutes (27.7 miles) north to Salinas to shop at the Northridge Mall and Harden Ranch Plaza due to the limited economic opportunities available within the City of Soledad. However, many of the residents lack the additional time or economic ability to travel outside of the City for a similar gathering space and community development corridor. Likewise, small businesses often lack the facilities and capacity to thrive within Soledad. As a result, the City has developed the Front Street Revitalization project, including the proposed container village, to re-envision the City as a thriving hub for small businesses, community events, and instill pride and community identity in the City of Soledad. The Soledad Container Village will allow for an innovative, cost-efficient facility for small businesses to incubate and flourish and residents to congregate. Potential designs have included a fire pit and seating area for visitors, 12 container village structures for small businesses, wineries, and restaurants, and a promenade. The feasibility study will allow the City to make certain critical determinations about the operations and financing of the project and how best to implement the proposed revitalization efforts in a cost-effective way. As this project is currently in preliminary phases, many of the details provided within this application are approximate, and subject to the findings of the feasibility study to determine the exact design based on cost, environmental impact, appropriate mix of businesses based on market, and economic benefit to the region.

The spark for the container village started two years ago during an economic development workshop followed by surveys to determine what residents were looking for. On April of 2023, Soledad City Council and the Planning Commission reviewed

three container village options for revitalizing city-owned downtown properties presented by ELS Architecture. They chose the mid-sized village option. A village of about a dozen containers would cost up to $10 million and include space for restaurants, drinks, retail, and an outdoor stage. Another component the city is considering is a community kitchen similar to El Pájaro Community Development Corporation's commercial kitchen incubator for emerging food entrepreneurs. The feasibility study will be the critical "next-step" to determine the scope, costs, revenue, and potential economic benefit of this critical project and most importantly determine how the City can finance the construction

All Grant Applicants – Complete certifications 1 – 3.

9. Relationships to RD employees

To assure the high standards of honesty, integrity, and impartiality maintained by Rural Development employees, we need to identify any Rural Development assistance to be provided to employees, their relatives, or their business or close personal associates. This includes insured or guaranteed, loans or grants to individuals or organizations. If you know of any relationship or association you (the applicant) may have with a Rural Development employee, please provide this information, or advise if there is none. Your response will allow us to make special provisions for processing but will not affect your application status.

Immediate family, other relatives or close associates who are USDA Rural Development employees, if any, are listed here _____ If none, indicate here **None.**

2. Rural Location

Applicant (grantee) organizations may be located in "rural" or "non-rural" communities. **Benefitting business (es)** must be located in a rural community with a population of 50,000 or less population and not located in a city or town located within the urbanized area contiguous and adjacent to a city or town with a population over 50,000. You may verify rural eligibility of **benefitting business (es)** using the **Rural Eligibility Website.** Note your agreement here that all business(es) to be served will be located in eligible rural area(s). The City of Soledad is an eligible "rural" community, and all businesses to be served will be located within City limits.

3. Citizenship Requirement

All business (es) assisted with grant funds must be at least 51 % owned by U.S. citizens or resident aliens (persons legally admitted for permanent residence). Note your agreement here that all proposed businesses assisted will be at least 51 % owned by U.S. citizens or resident aliens Yes.

Enterprise Grant Applicants Only

4. Small and Emerging Private Business Enterprise Requirement

Enterprise Grant Funds. All businesses assisted with RBDG enterprise grant funds must meet the following definition: "Any private business which will employ 50 or fewer new employees and has less than $1 million in projected gross revenues." Note your agreement here that all business (es) assisted will meet the RBDG program definition of small and emerging private business enterprise Yes.

5. Development or Financing of Small & Emerging Private Businesses - §4280.417(b)(2)

The project will provide a central economic and community hub within the City, as well as provide a physical space for small businesses to house their physical storefronts. The City is open to financial assistance programs as well to incubate and encourage small business development and establishment, however the exact scope of such financing and development assistance programs will be a component of the feasibility study and is yet to be determined. The flexibility afforded by the shipping containers will allow for each business's vision for the space to be implemented and readily customized to their

needs, without the operating costs of a traditional storefront, allowing for lower rent and leasing costs for businesses. This will encourage additional development efforts to get small businesses in the City off-the-ground. The City has partnered with various non-profit organizations that help start-ups and small businesses grow. For example, El Pajaro Community Development Corporation is the Regional Women's Business Center and provides office hours at the City's Gateway Center, which is adjacent to the proposed project site. In addition, the Gateway Center also houses the region's Small Business Development Center satellite office, helping local businesses secure resources to expand.

6. Revolving Loan Fund Requests Only - §4280.453 **Not Applicable**

RBDG Revolving Loan Funds are processed in accordance with Subpart 4274-D, Intermediary Relending Program and serviced in accordance with Subpart 1951-R. RBDG revolving loan funds are limited to financing no more than 75% of total project costs. Applicants must identify in the Project Budget the minimum 25% non-federal leverage funds. Additional application requirements found in § 4274.343(a)(2) should be submitted. The application will consist of a written work plan and other evidence the Agency requires to demonstrate the feasibility of the intermediary's program to meet the objectives of this grant.

Use of Funds: All Agency funds must be used for the purpose of making eligible loan(s). Loans cannot exceed 75% of total project costs in accordance with §4274.331(b)(2).

RLF Operating Budget: RLF applications must include an Annual Budget in accordance with §4274.332(b)(2). RBDG revolving loan fund initial administrative costs are the responsibility of the applicant. As loans are repaid, principal and interest are the basis of the continuation of the revolving loan fund. Subject to an approved Operating Budget, interest collected may be used to offset administrative costs of the Loan Fund.

7. Equipment Purchase Requests Only - **Not Applicable**

Provide a detailed list of equipment to be acquired along with supplemental funding (if applicable):

Pass Thru Prohibition §4280.423(m)(4)

The requested grant funding will exclusively be allocated towards development of a feasibility study and economic impact report alongside the City's 1:1 match provided. This allows it to not be classified as "pass thru" as their will not be sub granting activities to small businesses within the scope of the grant proposal.

Opportunity Grant Applicants Only

8. Economic Development Result - §4280.417(b)(1)

Opportunity Type Grants may be made only when there is reasonable prospect that the project will result in economic development of a rural area.

The proposed project will allow the City to take critical "next steps" in providing an economic, commercial retail, and central community hub within the City of Soledad that allows for the cultivation and access of small businesses within the City limits. This will bring jobs into the City and provide a central space for economic activity where previously residents (who had access to transportation) would otherwise need to travel over 20 miles to access. This will allow for an affordable space for small businesses to flourish and provide critical economic development needs to a rural area. The parcels the project will be located upon, are long and narrow and immediately adjacent to the railroad, making them unappealing to housing developers and difficult to otherwise develop, but are perfect for innovative incubator spaces for new start-ups or small businesses hoping to expand. The proposed site is highly visible from the 101 freeway and serves as a gateway to the Pinnacles National Park, which could attract travelers and tourists and advancing economic development not just for Soledad, but the other rural cities in South Monterey County.

9. Consistency with Local and Area Strategic Plans - §4280.417(d)

Grants may be made only when the proposed project is consistent with local and area-wide strategic plans for community and economic development, coordinated with other economic development activities in the project area and consistent with USDA Rural Development State Strategic Plan.

This project is consistent with the City of Soledad's current General Plan, which envisions a vibrant downtown as a destination. In addition, the project is being added to the 2045 General Plan – Siempre Soledad – which is currently being developed and includes elements from the Soledad Redevelopment Plan to attract and retain commercial and industrial businesses and includes the City's overall planning efforts for downtown revitalization. Additionally, the City has identified high potential collaboration with the wine and tourism industries for economic development, that will be serviced by the proposed container village, given the City's proximity to wine country, the Monterey Peninsula, and to Pinnacles National Park. Many residents currently commute outside of the City for high-paying quality jobs. A robust hospitality, restaurant, and wine industry, incubated through the Container Village and other City downtown revitalization efforts, will help accomplish this critical goal identified in City economic development planning efforts.

Additionally, by focusing efforts on a Justice 40 disadvantaged community, and improving the City's infrastructure, the City addresses several USDA Rural Development Strategies for California by advancing racial justice, place-based equity, and opportunity, as well as assisting rural communities to access better market opportunities through improved infrastructure.

***All Grant Applicants*:**

Basis for Project Success or Failure §4280.417©

[A] Demonstrated Need:

The City of Soledad currently lacks a centralized location for small businesses to reliably provide a social and community space for robust economic activity and shopping. Many residents commute outside of the City for quality jobs, and the City is categorically considered a historically disadvantaged and under-resourced community. However, the City has high potential to grow into an economic center given its proximity to several tourism hotspots including wine tourism, with Monterey County a central wine hotspot for the California wine industry, its location adjacent to the newly established Pinnacles National Park, and its proximity to the City of Monterey and the Monterey Peninsula, which is a major tourism pull for the region. The proposed container village will not only allow for an affordable method to establish a downtown small-business retail corridor, but also allow for the City to gain a foothold in these critical industries to bring tourism and tourism dollars into the City, further elevating our economic development goals and propelling small businesses in this critically underserved rural area.

[B] Project Evaluation: *The grant-funded scope of the project will be a completed feasibility study and economic impact report with subsequent recommendations on how to finance and market the Soledad Container Village. The City hired ELS Architecture to devise a concept plan and to conduct an initial pro-forma of the project. However, this work is incomplete and lacking a more realistic analysis of costs, understanding the potential market and revenue streams, identifying possible financing models, and outlining various ownership options considering California's Surplus Lands Act requirements for disposing of or leasing publicly owned property. Since the City owns the property where the Soledad Container Village would be located, it is important to receive technical assistance on the best way to accomplish the project's vision. It should be noted that there is nothing comparable to this project in Monterey County, and it could draw more investment to the most disadvantaged area of the county. Success will not be determined on the scope of the plan recommendations, but on achieving a feasible way forward to develop the project into an economic force for the City and the region.*

[C] Project Elements: *The major elements of the study will include:*

1. Realistic analysis of construction and operational costs; and

2. Market analysis and recommendations of appropriate mix of businesses and lease terms to service the community and maximize revenue; and
3. Financing plan identifying possible models to fund construction; and
4. Economic impact report identifying number of businesses to benefit, jobs created, and overall impact on the economy; and
5. Recommendations on an ownership structure and technical assistance in addressing the California Surplus Lands Act and drafting a request for proposal for a developer or operator; and
6. Assistance in developing a community outreach strategy in shaping the proposal and recruiting new start-ups and local small business for the project.

[D] Project Impact:

The Economic Impact Report as a component of the overall feasibility study will identify qualitative and quantitative benchmarks to determine what success looks like, such as number of jobs created and how to measure the overall economic impact. As of now, these are yet to be determined without the appropriate analysis and ultimate determination of the scope of the development. For example, the ultimate design including square footage of the retail space will be impacted by the financing plan. The square footage will ultimately dictate the number of businesses incorporated into the project. Thus, the comprehensive feasibility study really needs to be completed to flesh out the economic impacts. However, the clear deliverable of the grant funding will be a completed, approved, and implementable feasibility study with subsequent recommendations.

Proposed Scope of Work - §4280.427(c)

3.1 Project Description – Opportunity Projects §4280.417(a)(1) or Enterprise Projects §4280.417(a)(2)

The project type will be the development of a commercial corridor to provide space and opportunities for small business storefronts and developments. This opportunity project will allow for the City to make a critical first step in developing a high-trafficked downtown commercial corridor within the City of Soledad.

3.2 Project Activities and Timeline

The Grant activities, key milestones, and timeline will include the following:

1. *RFP for Feasibility Study Contractor will be issued immediately upon USDA Grant Award (expected August 2024.) The subsequent RFP process is expected to require 2-3 months before execution of a contract.*
2. *Once a consultant is selected, the City anticipates a 6-9-month process for the feasibility study development, inclusive of cost-benefit calculations and community outreach, to be completed by August 2025, for a total implementation timeline of 1 year upon receipt of a grant award agreement.*

3.2 Project Duration

August 2024: RFP Issued
August – November 2024: RFP Process and Required Procurement Procedures
December 2024: Consultant Selection and Contract Execution
December 2024 – August 2025: Feasibility Study Development
January 31, 2026: Final Plan Completion

3.3 Project Implementation

The project will be ready to begin immediately upon execution of a grant award agreement. The City will begin the Draft RFP in advance of award notifications, to be ready immediately upon a grant agreement. The total implementation timeline will be from August 2024 (or upon a grant agreement) for 12 months until August 2025. The City is flexible and willing to accommodate timing updates from the USDA, as well as comply with all required grant reporting timelines and requirements.

Written Narrative - §4280.427(d)

4.1 Project Need

Soledad, a small rural city in Monterey County, California, has a population of 18,800 according to the 2020 census, with 20.1% of residents living below the federal poverty level. The City's two primary census tracts rank in the statewide 66th and 97th percentiles for poverty (according to the CalEnviroscreen 4.0 Tool) and a population that is 17.2% in poverty according to 2020 US Census Data. DWR's Disadvantaged Community Mapping Tool identifies the entirety of the City limits as disadvantaged, with the median household incomes of identified DAC tracts as low as $44,696. Half of all Soledad Union Schools (5/10) are FPRM qualified of at or over 75% according to 2022 State DOE Data (75%, 84.2%, 86.7% 79.2%, 78.3%, respectively).

*The Proposed Soledad Container Village Project is located at Census Tract 06053011101, which is a **qualifying Justice 40 tract**. Within this Census area, the population is in the 93rd percentile nationwide for college/graduate school enrolment and attainment, 95th percentile for linguistic isolation, 76th for median household income, and 79th for individuals below the federal poverty line. Robust economic and community development efforts for the City are critical for addressing these severe quality of life and workforce development deficiencies. The Container Village Project will provide a critical downtown space for the community to flourish, both as visitors, generating cash in-flow within the City, and as small business owners and employees, creating high-quality jobs within the region and developing the City as a regional destination and tourism hub.*

4.2 Project Benefits

The benefits of the proposed container village are manifold. They include:

1. *Creation of a regional central economic hub for small businesses and employees that is affordable and accessible.*
2. *Creation of Jobs and Small Business Assistance Efforts in a historically underserved, majority-minority community.*
3. *Provision of an affordable retail space with high traffic within Downtown Soledad*
4. *Creation of a central community hub and gathering space*
5. *Development of a tourism and hospitality hub within the City*
6. *Reduction of need to exit the City for jobs and economic opportunities*
7. *Expanded economic outreach given the City's upcoming proposed housing developments adjacent to Front Street.*
8. *Provision of a flexible space for customization given future, changing economic needs for the City. This space will also be cost-efficient, given the reduced costs of utilizing and renovatin shipping containers versus traditional storefronts.*
9. *Beautification of the currently blighted downtown corridor within the City and encouragement for residents to remain local for their shopping and recreation.*
10. *Attraction of further investment and development in Soledad and the rest of rural South Monterey County.*

The exact scope, cost effectiveness, and exact businesses to be aided will be determined in the scope of the proposed feasibility study.

4.3 Eligible Grant Purpose

See: Opportunity Projects §4280.417(a)(1) or Enterprise Projects §4280.417(a)(2)

The proposed project is USDA Rural Business Development Fund grant eligible as it is both consistent with local and area-wide strategic plans and will be a critical first step in a vital business and economic development service that will result in economic development, per the Opportunity Project eligibility scope.

4.4 Area to be Served

The City of Soledad, CA will be served by the project.

4.5 Description of Project Coordination with Area Economic Development

This project will be coordinated with current additional housing burden reduction efforts to increase supply of affordable housing to the region and to the Front Street area specifically, and also with specific agricultural and small business assistance programs. The City received $750,000 in CDBG funding in 2023 to provide small business assistance, which will augment the container village efforts and further the City's commitment to small businesses. This will also be conducted alongside County Economic Development Planning efforts and the priorities of the Association of Monterey Bay Area Governments Regional Growth Forecast and Sustainable Communities Strategy.

4.6 Businesses Assisted and Economic Development to be Accomplished

The exact scope of the businesses to be developed will be determined through the feasibility study development process. Tentatively, the City anticipates conversion of 12 shipping containers to be provided as revolving storefronts to approximately 10-20 small businesses (food and retail), but the exact scope and quantified benefits, including job creation numbers, is part of what the grant funding will help determine.

4.7 Job Impact – 3 Years

The feasibility study will allow the City to take the next critical step to realizing the community vision for the container village. Once the Study is complete, the City hopes to immediately work on financing construction of the project and secure additional grant funding. The goal is to complete the construction of the Soledad Container Village Project within three years, resulting in at least 20 construction jobs. During this time, the City will also work with El Pajaro CDC and the Monterey County Business Council to recruit and prepare businesses for openingin the new container village. Within three years, it is anticipated that at least 3 full-time positions will be created to manage operations and lease up. Full lease up should be completed within 6 months to a year of completing construction.

4.8 Applicant Experience – Key Personnel

The project will be administered by the City's Community and Economic Development Department alongside a qualified vendor selected for plan development. Kao Nou Yang, the City's Community and Economic Development Director, and Tencia Vargas, the City's Economic Development Coordinator, will oversee the project.

Rationale: Project Area

The project Soledad Container Village is located within The Front Street Corridor which is located in a federally designated Justice 40 census tract, with the following demographics and census thresholds met, according to the California Governor's Office State Geoportal, DOT Climate and Economic Justice Screening Tool, and US Census.gov as of February 22, 2023:

1. *Unemployment Rate: 17th federal percentile*
2. *Median Houshold Income (MHI): 76th Federal percentile*
3. *Low Income (People in households where income is less than or equal to twice the federal poverty level, not including students enrolled in higher ed) – 95th federal percentile -* ***Qualifies as Justice 40***
4. *High School Education: 57th percentile (>10 percent) -* ***Qualifies as Justice 40***
5. *Linguistic Isolation: 96th percentile (federally) –* ***Qualifies as Justice 40***
6. *Disaster Notices: N/A*

4.10 Project Execution

The program will be overseen by the City's Community and Economic Development Department, which will be conducting a Request for Proposal and then select a qualified consultant to complete the feasibility study.

4.11 Jobs Created/Saved

The feasibility study will determine the exact total of jobs to be created and exact businesses that will be served.

Number of jobs expected to be created ___30 (Full-Time) and 50 (Part-Time)___ or saved ___0_____

Jobs created are the jobs created by the "businesses assisted" and are directly related to, a result of, and attributed to the project funded by the RBDG project. Jobs created are generally located at the project site; however, jobs created may be located off site if they are employed by the business assisted and are directly related to the project. Examples may include increases in off-site sales staff due to a production expansion project. Enter the estimated number of jobs that will be created if the project is implemented. Part-time and seasonal jobs will be converted to full-time equivalents (FTE): count 2 part-time jobs as 1 full-time job; count 3 seasonal jobs as 1 full-time job. If part-time and/or seasonal jobs add up to a fraction, round up to the next whole number.

4.12 Applicant Expertise

1. *Project Director:*
   Kao Nou Yang, City of Soledad Community and Economic Development Director

   Kao Nou will oversee project implementation. Yang has 12 years of experience in economic development, planning and housing. She is a former community and economic development director for the City of Avenal, a rural city in Kings County. During her tenure in Avenal, her department collaborated with state and federal government and secured more than $10 million in grants for housing and infrastructure, facilitated housing projects including the construction of 200 new homes and multi-family units and improved economic growth.

2. *Project Manager:*
   Tencia Vargas, Economic Development Coordinator

   Tencia will oversee the day-to-day of project and grant implementation, including compliance with all reporting requirements and protocols. She will work closely with the selected feasibility study consultant to ensure compliance with the grant scope and timeline. She has over 16 years of Community and Economic Development grant management and has been with the City of Soledad as their Economic Development and Housing Program Coordinator for over 3 years.

3. *Feasibility Study Consultant*
   The City will select a qualified consultant to develop the feasibility study via required consultant procurement processes and RFP. The consultant will be selected based on a variety of factors, including experience, knowledge of the region, and ability to deliver an actionable, foundational study.

4.13 Work Plan Narrative

The Grant activities, key milestones, and timeline will include the following:

1. *RFP for Feasibility Study Contractor will be issued immediately upon USDA Grant Award (expected August 2024.) The subsequent RFP process is expected to require2- 3 months to execute a contract.*
2. *Once a consultant is selected, the City anticipates a 6-9-month process for the feasibility study development, inclusive of cost-benefit calculations and community outreach, to be completed by August 2025, for a total implementation timeline of 12 months upon receipt of a grant award agreement.*

a. Project Budget Summary

The proposed budget includes the anticipated costs for procurement of a qualified consultant to develop the feasibility study (expected $100,000 total). The City is committed to providing a 1:1 cash match of $50,000 to the proposed grant request amount. The City will also be providing additional staff-time and in-kind resources to conduct community outreach and grant administration for the project (not included in the proposed grant request amount).

Insert additional rows as needed.

Activity #	Task Name and Description	Start Date	End Date	RBDG Funds	Supplemental Funds	Total Project Costs
Feasibility Plan Consultant	City to select a qualified contractor via City procurement procedures to develop the proposed feasibility costs.	August 1 2024	August 31, 2025	$50,000	$50,000	$100,000
	TOTAL PROJECT			**$** 50,000	**$** 50,000	**$** 100,000

b. Sources of Funding

The City's proposed $50,000 match is expected to come from the American Rescue Plan Act allocation and the General Fund. A commitment letter from Megan Hunter, City Manager, is included with the application.

c. Task Budget Format

Add additional task tables as needed.

Task #1 Budget Categories	**RBDG Funds**	**Supplemental Funds**	**Total Project Costs**
Personnel	0	0	0
Fringe Benefits	0	0	0
Travel	0	0	0
Supplies	0	0	0
Contractual	50,000	50,000	100,000
Indirect Costs	0	0	0
Total	**$** 50,000	**$** 50,000	$100,000

All project and grant costs will be accounted for with the consultant/vendor procurement to develop the feasibility plan.

Appendices

Appendix A – Organizational Documents

Please attach evidence of Legal Authority and Good-standing (Examples: By-Laws, Articles of Incorporation or Organization, Letter or Certificate of Good Standing from your Secretary of State or equivalent agency.

Appendix B – Proposed Scope of Work

Please attached Proposed Scope of Work (above).

Appendix C – Documentation of Experience

Please attach documentation of experience for proposed project activities.

Staff capacity and history of similar project implementation and priorities can be found here: https://www.cityofsoledad.com/2024/01/23/city-of-soledad-welcomes-new-community-and-economic-development-team-members/

Appendix D – Supporting Financial Documentation

Please attach latest Three (3) years financial statements including, balance sheets, income statements and current audited report if available. **- Attached**

Appendix E – Supplemental / Matching Funds Verification

Cost Sharing or Matching. There are no cost sharing or matching requirements associated with this grant. Matching funds are not required for eligibility purposes, however, additional priority points may be awarded for leveraging per 7 CFR 4280.435 (a).

Documentation verifying eligible supplemental / matching funds are available and have been committed to the project must be included in your application to qualify for consideration under applicable scoring criterion.

Letter Attached

Appendix F – Letters of Support

Letters of Support should be from business(es) that will benefit from the project and they should report how many jobs will be created/saved in their letter(s). – **As the project is still in the early planning phases, the exact businesses to benefit from the project will be determined through the Feasibility Plan process.**

Appendix G – Supporting Documentations

Non-Discrimination Statement

In accordance with Federal civil rights laws and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Mission Areas, agencies, staff offices, employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotape, American Sign Language) should contact the responsible Mission Area, agency, staff office or the 711 Relay Service.

To file a program discrimination complaint, a complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at https://www.usda.gov/sites/defult/files/documents/ad-3027.pdf , from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

(1) Mail: U.S. Department of Agriculture, Office of Assistant Secretary for Civil Rights
1400 Independence Avenue, SW, Washington, D.C. 20250-9410; or

(2) Fax: (833) 256-1665 or (202) 690-7442; or

(3) Email: program.intake@usda.gov.

USDA is an equal opportunity provider, employer, and lender.

APPENDIX E-1:
City Council Staff Report - April 16, 2025

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

APPENDIX E-2:
City Council Presentation -
April 16, 2025

SOLEDAD CONTAINER VILLAGE DISCUSSION

PRESENTING A PHASED APPROUCH 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 signi economic development initiative aimed at revita 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 for external funding sources.

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

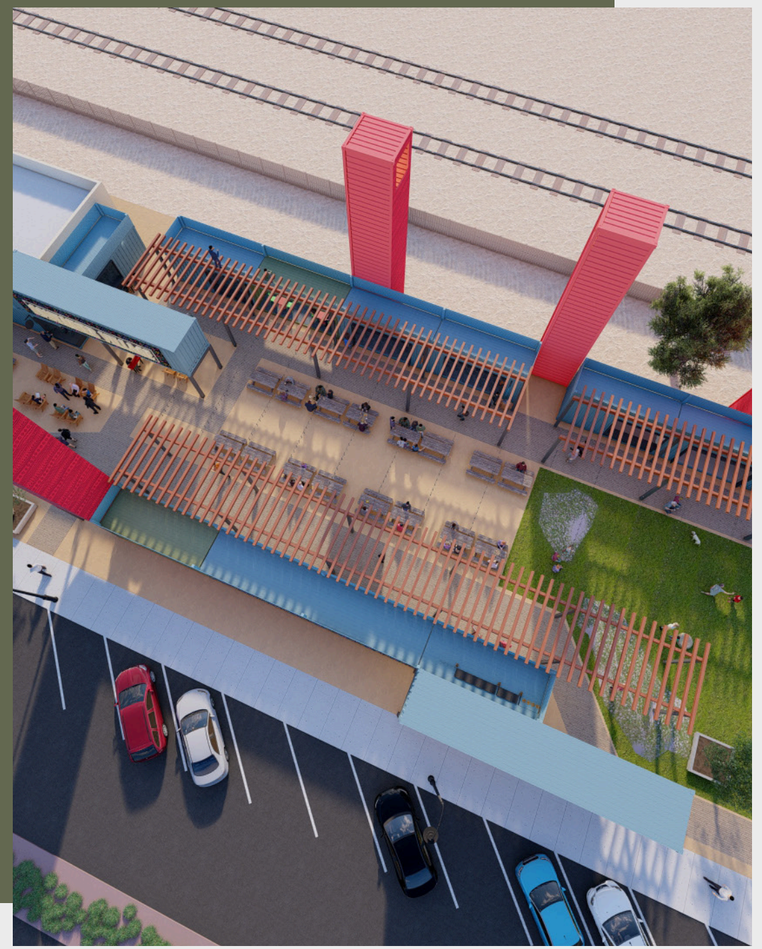
PROGRESS & KEY MILESTONES

2021-2022:

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

2023–2025:

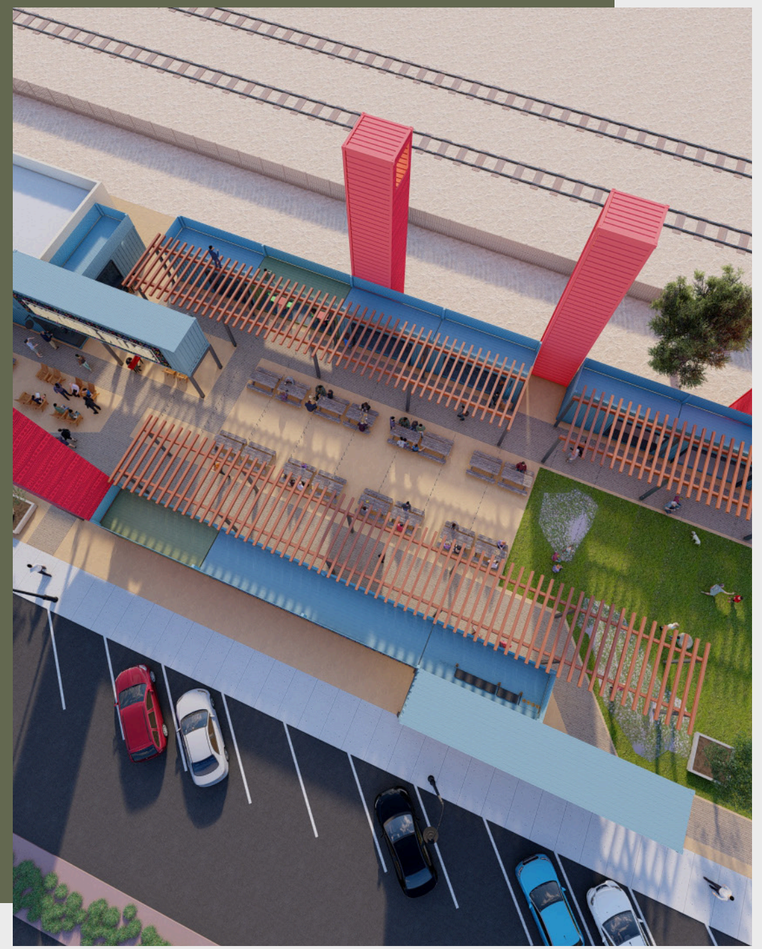
- Apr 19, 2023 – Concept designs & 3-year pro forma presented to Council & Planning Commission
- Sept 5, 2024 – Awarded $50K USDA Grant
- Jan 31, 2025 – SBA site visit & tour of Soledad
- Feb 26, 2025 – Meeting with SBA, EDA & MCBC



ONOMIC DEVELOPMENT MILESTONES:

- Utilizing ARPA funding, the City completed critical infrastructure improvements, including electrical connections, site preparation, and sewer facility hookups.
- Phase I and Phase II site assessments were conducted to confirm the site's exemption from CEQA requirements.

These efforts were undertaken to ensure the site is fully prepared and suitable for future development.



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, but we need direction from the City Council on whether to detail a phased implementation approach in the study.

Federal Agency Engagement:
Following a site visit by SBA and consultation with SBA and EDA representatices, staff were advised that phasing the project into multiple stages would significally increase grant eligibility. Given the initial proposed project cost of $7 million to $10.2 million, This phased approach would allow for incremental funding opportunities, reducing the City's upfront financial burden and increasing likelihood of securing EDA grants, which typically require matching funds.

Staff wants to ensure City Council supports city ownership and a phased approach.

OWNERSHIP MODELS



City Ownership Approach:

- Development would occur in phases, resulting in a slower but more strategic rollout.
- The City retains control over rental rates.
- The City can determine the types of businesses that occupy the container village.
- Phased development allows the City to pursue additional funding opportunities while minimizing financial risk.

Private Development Approach:

- Development could proceed more quickly due to access to private capital.
- The City would lose control over business selection within the container village.
- Rental rates would be set by the private developer, limiting the City's influence over affordability.

PHASE APPROACH & INTERIM PLAN



The Phase Approach will enable the City to:

- Increase funding opportunities
- Reduce the City's financial burden
- Ensure long-term feasibility
- Allow for adjustments based on market demand & funding availability

Interim Plan to be included in Feasibility Study:

- Development of food truck pod to demonstrate the viability of a future container village (with minimal capital investment)

Staff will reach out to Downtown business and the feasibility study will explore this interim use, and staff will return to Council for further direction on the food truck pod.

THANK YOU.

QUESTIONS & COMMENTS