NOTICE OF MEETING

CITY OF PACIFIC GROVE

# CITY COUNCIL

## REGULAR MEETING AGENDA

Wednesday, March 16, 2022, 6:00 P.M.

Council Chamber – City Hall – 300 Forest Avenue, Pacific Grove, CA

The Council will not begin consideration of any item on this agenda later than 10:00 p.m. unless such consideration is approved. Any items on this agenda not considered this evening will be continued to a future meeting.

*Copies of the agenda packet are available for review at the Pacific Grove Library, in the Finance Department, and electronically at www.cityofpacificgrove.org/agendas. The most effective method of communication with the City Council is by sending an email to citycouncil@cityofpacificgrove.org. In order to allow the City Council adequate time to review communication related to an agenda item, it is recommended that the communication be sent no later than 9:00 AM on the day prior to the City Council meeting.*

**THIS MEETING WILL BE HELD IN PERSON AND VIRTUALLY (HYBRID).**

**CHAMBER CAPACITY IS LIMITED AND PROVIDED ON A FIRST COME, FIRST SERVED BASIS.**

**THIS VIRTUAL MEETING IS COMPLIANT WITH THE GOVERNOR'S EXECUTIVE ORDERS ALLOWING FOR A DEVIATION OF TELECONFERENCE RULES REQUIRED BY THE BROWN ACT.**

**JOIN THE ZOOM WEBINAR TO PARTICIPATE LIVE AT:**
**https://us02web.zoom.us/j/209579290**

**To participate telephonically, call any number below:**

**888 788 0099 US (Toll-free)**
**877 853 5247 US (Toll-free)**
**669 900 9128**
**669 219 2599**

**Webinar ID: 209 579 290#**
**If prompted to enter a participant ID, press #.**

**Help Line 831-648-3128**

**MEETING INSTRUCTIONS**

**The public may also view the meeting on the Peninsula Channel 25.**

# AGENDA

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE:** Mayor Pro Tem McAdams

1. **APPROVAL OF AGENDA**

2. **PRESENTATIONS**

   A. Pacific Grove Unified School District Elections Status
   by John Paff, Trustee

3. **COUNCIL AND STAFF ANNOUNCEMENTS (City-Related Items Only)**

   A. Report on Closed Session by City Attorney

   B. Other

4. **GENERAL PUBLIC COMMENT**
   *General Public Comment must deal with matters subject to the jurisdiction of the City and the Council that are not on the Regular Agenda. This is the appropriate place to comment as to items on the Consent Agenda, only if you do not wish to have the item pulled for individual consideration by the Council. Comments from the public will be limited to three minutes and will not receive Council action. Comments regarding items on the Regular Agenda shall be heard prior to Council's consideration of such items at the time such items are called. Whenever possible, written correspondence should be submitted to the Council in advance of the meeting, to provide adequate time for its consideration.*

**CONSENT AGENDA**

*The Consent Agenda deals with routine and non-controversial matters, and may include action on resolutions, ordinances, or other public hearings for which testimony is not anticipated. The vote on the Consent Agenda shall apply to each item that has not been removed. Any member of Council, staff, or the public may remove an item from the Consent Agenda for individual consideration. When items are pulled for discussion, they will be automatically placed at the end of their respective section within the Regular Agenda. One motion shall be made to adopt all non-removed items on the Consent Agenda.*

5. **APPROVAL OF CITY COUNCIL MEETING MINUTES**
   *Items pulled from this section will be placed under 12. Unfinished and Ongoing Business*

   A. Minutes of the March 2, 2022 City Council Special and Regular Meetings
   **Reference:** Sandra Kandell, City Clerk PG 8

**Recommended Action:** Approve minutes.

**CEQA:** Does not constitute a "Project" per California Environmental Quality Act Guidelines Section 15378

6. **RESOLUTIONS**

*Items pulled from this section will be placed under 12. Unfinished and Ongoing Business or 13. New Business*

A. Resolution Accepting Grant Funds PG 17

**Reference:** Diana Godwin, Library Director

**Recommended Action:** Adopt a resolution accepting grant funds from the California State Library for the City of Pacific Grove Library.

**CEQA:** Does not constitute a "Project" per California Environmental Quality Act Guidelines Section 15378

7. **ORDINANCES**

*Items pulled from this section will be placed under 11. Public Hearings*

8. **REPORTS – INFORMATION ONLY**

*Items pulled from this section will be placed under 12. Unfinished and Ongoing Business or 13. New Business*

A. Check Register Report – February 2022 PG 21

**Reference:** Tori Hannah, Administrative Services Director/Assistant City Manager

**Recommended Action:** Receive the report.

**CEQA:** Does not constitute a "Project" per California Environmental Quality Act Guidelines Section 15378

B. Core Revenue Report Status for February 2022 PG 61

**Reference:** Tori Hannah, Administrative Services Director/Assistant City Manager

**Recommended Action:** Receive the Core Revenue Status Report for February 2022. **CEQA:** Does not constitute a "Project" per California Environmental Quality Act Guidelines Section 15378

9. **REPORTS – REQUIRING ACTION**

*Items pulled from this section will be placed under 12. Unfinished and Ongoing Business or 13. New Business*

A. Extension of the Current Agreement for Professional Services with HR & Assoc. for Planning Services Related to the ATC Hotel Project PG 64

**Reference:** Alyson Hunter, AICP, Director

**Recommended Action:** Authorize the City Manager to execute the proposed extension for continued contract planning services not to exceed the approved amount of $98,400.

**CEQA:** Does not constitute a "Project" per California Environmental Quality Act Guidelines Section 15378

B. Receive and accept Annual Progress Report for submittal to California Department of Housing and Community Development PG 85

**Reference:** Anastacia Wyatt, Senior Housing Program Manager

**Recommended Action:** Receive and accept Annual Progress Report for submittal to California Department of Housing and Community Development

**CEQA:** Does not constitute a "Project" per California Environmental Quality Act Guidelines Section 15378

C. Receive the Draft Annual Progress Report for General Plan Implementation PG 101

**Reference:** Joseph Sidor, Contract Planner

**Recommended Action:** Receive the Draft Annual Progress Report for General Plan Implementation

**CEQA:** Does not constitute a "Project" per California Environmental Quality Act Guidelines Section 15378

10. **MEETING MINUTES OF COMMISSIONS, BOARDS, AND COMMITTEES**

*Items pulled from this section will be placed under 13. New Business*

A. Economic Development Commission Meeting Minutes: December 16, 2021 PG 108

**Reference:** Ben Harvey, City Manager

**Recommended Action:** Receive minutes.

**CEQA:** Does not constitute a "Project" per California Environmental Quality Act Guidelines Section 15378

B. Library Advisory Board Meeting Minutes: June 28, 2021, September 13, 2021 and November 8, 2021 PG 112

**Reference:** Diana Godwin, Library Director

**Recommended Action:** Receive minutes.

**CEQA:** Does not constitute a "Project" per California Environmental Quality Act Guidelines Section 15378

**REGULAR AGENDA**

## 11. PUBLIC HEARINGS

*For public hearings involving a quasi-judicial determination by the Council, the proponent of an item may be given 10 minutes to speak and others in support of the proponent's position may be given three minutes each. A designated spokesperson for opposition to the item may be given 10 minutes to speak and all others in opposition may be given three minutes each. Very brief rebuttal and surrebuttal may be allowed in the sole discretion of the Council. In public hearings not involving a quasi-judicial determination by the Council, all persons may be given three minutes to speak on the matter. Public hearings on non-controversial matters or for which testimony is not anticipated may be placed on the Consent Agenda, but shall be removed if any person requests a staff presentation or wishes to be heard on the matter.*

A. Amendment to AP/UP 16-203 previously-approved AP/UP 16-203 (Council Resolution No. 18-030; September 5, 2018) ***This item was continued from the February 16, 2022 meeting.***
**Reference:** Joseph Sidor, Contract Senior Planner PG 121
**Recommended Action:** Approve Amendment (No. 21-0457) to the previously-approved AP/UP 16-203 (Council Resolution No. 18-030; September 5, 2018). The proposed Amendment is in substantial conformance with the original project, which demonstrated consistency with the General Plan and Zoning Ordinance.
**CEQA:** Environmental Impact Report

B. Amend Pacific Grove Municipal Code Chapter 23.73.050 – Time Limits and Extensions ***This item was continued from the March 2, 2022 meeting. Action required by 3/16/2022.*** PG 166
**Reference:** Laurel O'Halloran, Associate Planner
**Recommended Action:** Introduce and hold first reading of an Ordinance to Amend Pacific Grove Municipal Code Chapter 23.73.050 - Time Limits and Extensions, and direct publication of a summary of the ordinance as approved by the City Attorney.
**CEQA:** Does not constitute a "Project" per California Environmental Quality Act Guidelines Section 15378

## 12. UNFINISHED AND ONGOING BUSINESS

A. Financial Report Subcommittee ***This item was continued from the February 16, 2022 meeting.*** PG 171
**Reference:** Chaps Poduri, Councilmember and Bill Peake, Mayor
**Recommended Action:** Direct staff to implement Financial Report Subcommittee recommendations listed below.
**CEQA:** Does not constitute a "Project" per California Environmental Quality Act Guidelines Section 15378

B. Local Water Project Business Plan Peer Review ***This item was continued from the February 16, 2022 and March 2, 2022 meetings.*** PG 180
**Reference:** Daniel Gho, Public Works Director / Deputy City Manager; Tori Hannah, Administrative Services Director / Assistant City Manager

**Recommended Action:** Receive the Peer Review of Pacific Grove Local Water Project Business Plan prepared by DTA, validating the City's assumptions noted in the Business Plan, and authorize staff to being negotiations with CourseCo; and approve a loan repayment plan for the Sewer Fund Interfund Loan.

**CEQA:** Environmental Impact Report

C. PG Hotel Homekey Project ***This item was continued from the February 16, 2022 and March 2, 2022 meetings.*** PG 243

**Reference:** Bill Peake, Mayor

**Recommended Action:** Direct City Manager to begin public outreach on a potential Homekey project no later than March 16, 2022.

**CEQA:** Does not constitute a "Project" per California Environmental Quality Act Guidelines Section 15378

D. Autobahn Car Event PG 273

**Reference:** Daniel Gho, Public Works Director / Deputy City Manager

**Recommended Action:** Approve the Legends of Autobahn as a full cost recovery special event to be held on the front nine of the golf course on Thursday, August 18, 2022.

**CEQA:** Categorical Exemption, CEQA Guidelines Section 15301, Class I, Existing Facilities

## 13. NEW BUSINESS

A. Coastal Wildlife Protection Subcommittee PG 279

**Reference:** Luke Coletti and Joe Amelio, Councilmembers

**Recommended Action:** Direct the City Attorney to return with a draft ordinance to form a Wildlife Protection Commission (WPC) comprised of seven members with three having coastal expertise. The WPC will consider wildlife and natural habitat protection issues citywide.

**CEQA:** Does not constitute a "Project" per California Environmental Quality Act Guidelines Section 15378

## 14. FULL PRESENTATIONS

A. Housing Element and Regional Housing Needs Allocation (RHNA) PG 284

**Reference:** Anastacia Wyatt, Housing Program Manager

**Recommended Action:** Receive update.

**CEQA:** Does not constitute a "Project" per California Environmental Quality Act Guidelines Section 15378

## 15. CLOSED SESSION

## ADJOURNMENT

NOTICE OF ADA COMPLIANCE: Pursuant to Title II of the Americans with Disabilities Act (Codified At 42 United States Code Section 12101 and 28 Code of Federal Regulations Part 35), and Section 504 of the Rehabilitation Act of 1973, the City of Pacific Grove does not discriminate on the basis of race, color, religion, national origin, ancestry, sex, disability, age or sexual orientation in the provision of any services, programs, or activities. The City of Pacific Grove does not discriminate against persons with disabilities. City Hall is an accessible facility. A limited number of assisted listening devices will be available at this meeting. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting or provide the requested agenda format.

Agenda No. 5 A

# CITY OF PACIFIC GROVE

**300 Forest Avenue, Pacific Grove, California 93950**

## AGENDA REPORT

| | |
|---|---|
| **TO:** | Honorable Mayor and Members of the City Council |
| **FROM**: | Sandra Kandell, City Clerk |
| **MEETING DATE:** | March 16, 2022 |
| **SUBJECT:** | Minutes of the March 2, 2022 City Council Special and Regular Meetings |
| **CEQA:** | Does not constitute a "Project" per California Environmental Quality Act Guidelines Section 15378 |

RECOMMENDATION

Approve minutes.

Attachments

Draft Minutes

DRAFT MEETING MINUTES

# CITY OF PACIFIC GROVE

# CITY COUNCIL

## CLOSED SESSION MEETING

Wednesday, March 2, 2022, 5:00 P.M.
Council Chamber – City Hall – 300 Forest Avenue, Pacific Grove, CA

**THIS MEETING WILL BE HELD IN PERSON AND VIRTUALLY (HYBRID).**

**CHAMBER CAPACITY SEATING IS LIMITED AND PROVIDED ON A FIRST COME, FIRST SERVED BASIS.**

**THIS MEETING WILL BE HELD VIRTUALLY AND IS COMPLIANT WITH THE GOVERNOR'S EXECUTIVE ORDERS ALLOWING FOR A DEVIATION OF TELECONFERENCE RULES REQUIRED BY THE BROWN ACT.**

**Join the Zoom Meeting to participate live at:**
**https://us02web.zoom.us/j/692219855**

**CALL TO ORDER**
Mayor Peake called the meeting to order at 5:00 p.m. City Clerk Kandell conducted roll call with the following Council present Mayor Peake, Mayor Pro Tem McAdams, Councilmembers Amelio, Coletti, Smith, and Tomlinson. Councilmember Poduri presented via Zoom Webinar.

**APPROVAL OF AGENDA**
**Action:** Council approved the agenda.

**CLOSED SESSION**
**PUBLIC COMMENT ON CLOSED SESSION MATTERS**
No public comment was received.

A. Conference with Legal Counsel – Pending Litigation (Gov. C. §54956.9)
*Michael Gonzalez v. City of Pacific Grove, California; Police Chief Cathy Madalone; City ManagerBen Harvey; Does 1 -10.*
U.S. District Court, Northern District Action No. 5:22-cv-1079 SVK
**Action:** Received report and provide direction.
**CEQA:** Does not constitute a "Project" per California Environmental Quality Act Guidelines Section15378

DRAFT MEETING MINUTES

# CITY OF PACIFIC GROVE

# CITY COUNCIL

## REGULAR MEETING

Wednesday, March 2, 2022, 6:00 P.M.
Council Chamber – City Hall – 300 Forest Avenue, Pacific Grove, CA

**THIS MEETING WILL BE HELD IN PERSON AND VIRTUALLY (HYBRID).**

**CHAMBER CAPACITY SEATING IS LIMITED AND PROVIDED ON A FIRST COME, FIRST SERVED BASIS.**

**THE VIRTUAL MEETING IS COMPLIANT WITH THE GOVERNOR'S EXECUTIVE ORDERS ALLOWING FOR A DEVIATION OF TELECONFERENCE RULES REQUIRED BY THE BROWN ACT.**

**JOIN THE ZOOM WEBINAR TO PARTICIPATE LIVE AT:**
**https://us02web.zoom.us/j/209579290**

**CALL TO ORDER**
Mayor Peake called the meeting to order at 6:00 p.m. City Clerk Kandell conducted roll call with the following Council present Mayor Peake, Mayor Pro Tem McAdams, Councilmembers Amelio, Coletti, Poduri, Smith, and Tomlinson. No Council presented via Zoom Webinar.

A. Remote Teleconference - AB 361
No public comment was received.

**Action:** Upon motion by Councilmember Smith and seconded by Mayor Pro Tem McAdams, Council voted 7-0 to ratify Resolution No. 21-029 Emergency Teleconferencing authorizing remote teleconference meetings of all City legislative bodies for the following 30 days in accord with the Ralph M. Brown Act.

**CEQA:** Does not constitute a "Project" per California Environmental Quality Act Guidelines Section 15378

**PLEDGE OF ALLEGIANCE**
Councilmember Coletti led the pledge of allegiance.

1. **APPROVAL OF AGENDA**
**Action:** Mayor Peake recommended Regular Agenda item 12D be heard directly following the Consent Agenda, Closed Session item 15C be removed from the agenda as it was heard and concluded during the 5:00 Closed Session meeting, and Closed Session items 15A and 15B, be reversed; hearing 15B first.
**Action:** Upon motion by Councilmember Smith and seconded by Mayor Pro Tem McAdams,

the Council voted 7-0 to approve the agenda as amended.

2. **PRESENTATIONS**

A. Central Coast Community Energy Annual Update by Gabe Ruiz, Key Account Specialist
**Action:** Council received the presentation.
**CEQA:** Does not constitute a "Project" per California Environmental Quality Act Guidelines Section 15378

3. **COUNCIL AND STAFF ANNOUNCEMENTS (City-Related Items Only)**

A. Report on Closed Session

Conference with Legal Counsel – Pending Litigation (Gov. C. §54956.9)
Michael Gonzalez v. City of Pacific Grove, California; Police Chief Cathy Madalone; City Manager Ben Harvey; Does 1 -10.
U.S. District Court, Northern District Action No. 5:22-cv-1079 SVK

City Attorney Dave Laredo reported Council met with respect to the above referenced. Included in the meeting were Chief of Police Cathy Madalone and Assistant City Attorney Tori Hannah. Council voted 7-0 to appoint a subcommittee comprised of Mayor Peake and Councilmember Smith. The purpose of the subcommittee is to provide advice and direction to the City Attorney as to the near term actions to be taken by the City to defend the lawsuit.

B. Council and staff made general announcements.

4. **GENERAL PUBLIC COMMENT**

General public comment was received from Lisa Ciani, Ezra, Andrew Kubica, Chelsea, Tina Rau, Molly, Norma, Al, and Tony Ciani.

**CONSENT AGENDA**

**Action:** Consent Agenda item 9D was pulled and considered immediately following Regular Agenda item 12D (moved during the Approval of the Agenda to be heard immediately following the Consent Agenda). Consent Agenda item 9A was pulled and considered immediately following Consent Agenda 9D.

**Action:** Upon motion by Mayor Pro Tem McAdams and seconded by Councilmember Smith, Council voted 7-0 to approve the Consent Agenda as amended.

5. **APPROVAL OF CITY COUNCIL MEETING MINUTES**

A. Minutes of the February 16, 2022 City Council Special and Regular Meetings
**Action:** Approved minutes.
**CEQA:** Does not constitute a "Project" per California Environmental Quality Act Guidelines Section 15378

6. **RESOLUTIONS**

A. Resolution in Support of Conveyance of the NOAA
**Action:** Approved Resolution No. 22-010 in support of conveyance of the National Oceanic Atmospheric Administration (NOAA) Property on Lighthouse Avenue to a joint venture between the Center for Ocean Art, Science, and Technology (CAOST) and CentralCoast

community Energy (3CE)
**CEQA:** Does not constitute a "Project" per California Environmental Quality Act Guidelines Section 15378

7. **ORDINANCES**

8. **REPORTS – INFORMATION ONLY**

A. Monterey Salinas Transit Meeting Minutes for December 13, 2021 and January 10, 2022
**Action:** Received minutes.
**CEQA:** Does not constitute a "Project" per California Environmental Quality Act Guidelines Section 15378

9. **REPORTS – REQUIRING ACTION**

A. Ratification of New Local Emergency Actions ***This item was pulled and considered immediately following the Consent Agenda.***
**Reference:** Ben Harvey, City Manager
**Recommended Action:** Receive report of emergency directives/modifications.
**CEQA:** Does not constitute a "Project" per California Environmental Quality Act Guidelines Section 15378

B. Contract Amendment with Rincon Consultants, Inc. ***This item was continued from the February 16, 2022 meeting.***
**Action:** Approved the Proposed Contract Amendment and Reimbursement Agreement with Rincon Consultants, Inc. based on the Scope of Work and Cost Estimate provided for preparation of a revised Initial Study-Mitigated Negative Declaration (IS-MND) relating to a development project located at 1661 Sunset Drive.
**CEQA:** Does not constitute a "Project" per California Environmental Quality Act Guidelines Section 15378

C. Committee and Liaison Appointments
**Action:** Approved appointments of Kathleen Balke to the Administrative Enforcement Hearing Officer Panel and Chip Rerig to the Economic Development Commission both for a term ending January 31, 2024. Endorse Councilmember Coletti as Council liaison for the Beautification and Natural Resources Commission.
**CEQA:** Does not constitute a "Project" per California Environmental Quality Act Guidelines Section 15378

D. Contract Amendment with Alvarez Technology Group for Information Technology Services
***This item was pulled and considered immediately following the Consent Agenda.***
**Reference:** Mohammed Khasimi, Chief Information Officer
**Recommended Action:** Approve amendment to the contract with Alvarez Technology Group in amount not to exceed $73,500.
**CEQA:** Does not constitute a "Project" per California Environmental Quality Act Guidelines Section 15378

E. Veteran's Home in Monterey County
**Action:** Approved support letter for Veteran's Home in Monterey County.
**CEQA:** Does not constitute a "Project" per California Environmental Quality Act Guidelines

Section 15378

10. **MEETING MINUTES OF COMMISSIONS, BOARDS, AND COMMITTEES**

A. Beautification and Natural Resources Commission Minutes: December 21, 2021, and January 18, 2022
**Action:** Received minutes.
**CEQA:** Does not constitute a "Project" per California Environmental Quality Act Guidelines Section 15378

B. Diversity, Equity, and Inclusion Task Force Minutes: December 6, 2021, December 13, 2021, January 10, 2022 and January 24, 2022
**Action:** Received minutes.
**CEQA:** Does not constitute a "Project" per California Environmental Quality Act Guidelines Section 15378

C. Museum Board Minutes: February 9, 2021, May 11, 2021, and November 30, 2021
**Action:** Receive minutes.
**CEQA:** Does not constitute a "Project" per California Environmental Quality Act Guidelines Section 15378

12D. FY21/22 Street Rehabilitation Project – Ocean View Blvd ***This item was continued from the February 16, 2022 meeting. The item was moved and considered immediately following the Consent Agenda.***
Public comment was received from Tony Ciani, Thom Akeman, Lisa Ciani, Kim Akeman, and Inge Lorentzen Daumer.

**Action:** Upon motion by Councilmember Tomlinson and seconded by Councilmember Amelio, Council voted 6-1, Councilmember Coletti dissenting, to authorize an agreement with Monterey Peninsula Engineering for the FY21/22 Street Rehabilitation Project on Ocean View Blvd in an amount not to exceed $1,145,323 plus a 15% contingency.

**CEQA:** Categorical Exemption, CEQA Guidelines Section 15301, Class I, Existing Facilities

9D. Contract Amendment with Alvarez Technology Group for Information Technology Services ***This item was pulled and considered immediately following the Consent Agenda.***
No public comment was received.

**Action:** Upon motion by Councilmember Tomlinson and seconded by Mayor Peake, Council voted 7-0, to approve amendment to the contract with Alvarez Technology Group in amount not to exceed $73,500, subject to review and approval by the subcommittee comprised of Mayor Pro Tem McAdams and Councilmember Smith.

**CEQA:** Does not constitute a "Project" per California Environmental Quality Act Guidelines Section 15378

9A. Ratification of New Local Emergency Actions ***This item was pulled and considered immediately following the Consent Agenda.***

Public comment was received from Lisa Ciani.

**Action:** Council received report of emergency directives/modifications.

**CEQA:** Does not constitute a "Project" per California Environmental Quality Act Guidelines Section 15378

**REGULAR AGENDA**

11. **PUBLIC HEARINGS**

A. Vacation of Excess Right-of-Way on Sloat Avenue Pursuant to §§ 8300-8368 of the California Streets and Highways Code ***This item was continued from the February 16, 2022 meeting.***
Public comment was received from Lisa Ciani, Marsha, Barbara Meister, Janet Cohen, Inge Lorentzen Daumer, Peter Mounteer, and Toni Ciani.

**Action:** Upon motion by Councilmember Tomlinson and seconded by Mayor Pro Tem McAdams, Council voted 4-3, Councilmembers Amelio, Poduri and Smith dissenting, to continue to a future date unknown the public hearing to approve a resolution conditionally authorizing the vacation of excess right-of-way (ROW) for a portion of Sloat Avenue pursuant to Sections 8830-8368 of the California Streets and Highways Code.

**CEQA:** Environmental Impact Report

B. City Council Salary and Health Benefits ***This item was continued from the February 16, 2022 meeting.***
Public comment was received from Bruce Vogt, Marsha, Andrew Kubica, Anne Wheelis, Lisa Ciani, Inge Lorentzen Daumer, and Linda Vogt.

**Action:** Upon motion by Councilmember Tomlinson and seconded by Mayor Pro Tem McAdams, the Council voted 4-3, Mayor Peake and Councilmembers Amelio and Coletti dissenting, to continue this item until after the completion of the April Special Election ballot measure.

**CEQA:** Does not constitute a "Project" per California Environmental Quality Act Guidelines Section 15378

***Upon motion by Councilmember Smith seconded by Councilmember Coletti, Council voted 7-0 to adjourn to closed session to hear item 15B only.***

C. Amend Pacific Grove Municipal Code Chapter 23.73.050 – Time Limits and Extensions ***Due to time constraints, this item was continued.***
**Reference:** Laurel O'Halloran, Associate Planner
**Recommended Action:** Introduce and hold first reading of an Ordinance to Amend Pacific Grove Municipal Code Chapter 23.73.050 - Time Limits and Extensions and direct publication of a summary of the ordinance as approved by the City Attorney.
**CEQA:** Does not constitute a "Project" per California Environmental Quality Act Guidelines Section 15378

12. **UNFINISHED AND ONGOING BUSINESS**

A. Local Water Project Business Plan Peer Review ***This item was continued from the February 16, 2022 meeting. Due to time constraints, this item was continued.***
**Reference:** Dan Gho, Public Works Director/Deputy City Manager and Tori Hannah, Administrative Services Director/Assistant City Manager
**Recommended Action:** Receive the Peer Review of Pacific Grove Local Water Project Business Plan prepared by DTA, validating the City's assumptions noted in the Business Plan, and authorize staff to begin negotiations with CourseCo; and approve a loan repayment plan for the Sewer Fund Interfund Loan.
**CEQA:** Environmental Impact Report

B. Hybrid Meeting Update ***This item was continued from the February 16, 2022 meeting. Due to time constraints, this item was continued.***
**Reference:** Sandra Kandell, City Clerk
**Recommended Action:** Approve staff recommendations to commence hybrid meetings by phases as outlined in the Discussion section of agenda report.
**CEQA:** Does not constitute a "Project" per California Environmental Quality Act Guidelines Section 15378

C. PG Hotel Homekey Project ***This item was continued from the February 16, 2022 meeting. Due to time constraints, this item was continued.***
**Reference:** Bill Peake, Mayor
**Recommended Action:** Direct the City Manager to begin public outreach on a potential Homekey project no later than March 16, 2022.
**CEQA:** Does not constitute a "Project" per California Environmental Quality Act Guidelines Section 15378

D. FY21/22 Street Rehabilitation Project – Ocean View Blvd ***This item was continued from the February 16, 2022 meeting. The item was moved and considered immediately following the Consent Agenda. .***
**Reference:** Joyce Halabi, Deputy Public Works Director
**Recommended Action:** Authorize an agreement with Monterey Peninsula Engineering for the FY21/22 Street Rehabilitation Project on Ocean View Blvd in an amount not to exceed $1,145,323 plus a 15% contingency.
**CEQA:** Categorical Exemption, CEQA Guidelines Section 15301, Class I, Existing Facilities

13. **NEW BUSINESS**

14. **FULL PRESENTATIONS**

15. **CLOSED SESSION**
No public comment was received.

A. Conference with Real Property Negotiators (Government Code § 54956.8) ***Due to time constraints, this item was continued.***

Property: Portions of Sloat Avenue east of Dewey Avenue and west of Eardley Avenue and portions of Ocean View Boulevard
Agency Negotiator(s): Tori Hannah, Administrative Services Director/Assistant City Manager, Special Counsel Elizabeth Hull, Alyson Hunter, Community Development Director
Negotiating Party(ies): Debra Geiler and Mike Zimmerman
Under negotiation: Price and terms of payment

B. Conference with Legal Counsel – Pending Litigation (Government Code § 54956.9)
*Pacific Grove Coast Watch and Anthony A. Ciani v. City of Pacific Grove; Pacific GroveCity Council; Foursome Development Company; Paul Living Trust; CCS Pacific Grove Manager LLC., et al.*
Monterey Superior Court Case No. 22CV000387
**Reference:** David Laredo, City Attorney
**Recommended Action:** Receive report and provide direction.
**CEQA:** Does not constitute a "Project" per California Environmental Quality Act Guidelines Section 15378

C. Conference with Legal Counsel – Pending Litigation (Gov. C. §54956.9) ***This item was removed from the agenda as it was considered during the Council's 5:00 PM Closed Session meeting.***
*Michael Gonzalez v. City of Pacific Grove, California; Police Chief Cathy Madalone; City Manager Ben Harvey; Does 1 -10.*
U.S. District Court, Northern District Action No. 5:22-cv-1079 SVK
**Reference:** David Laredo, City Attorney
**Recommended Action:** Receive report and provide direction.
**CEQA:** Does not constitute a "Project" per California Environmental Quality Act Guidelines Section 15378

**ADJOURNMENT**
Council adjourned the regular meeting at 10:00 p.m., commenced closed session for item 15B only. Report out will occur at the March 16, 2022 meeting.

Respectfully Submitted,

Sandra Kandell
City Clerk

Approved by Mayor: _____Date_____

Attest by City Manager: _____Date_____

# CITY OF PACIFIC GROVE

**300 Forest Avenue, Pacific Grove, California 93950**

## AGENDA REPORT

| | |
|---|---|
| **TO:** | Honorable Mayor and Members of the City Council |
| **FROM**: | Diana Godwin, Library Director |
| **MEETING DATE:** | March 16, 2022 |
| **SUBJECT:** | Resolution Accepting Grant Funds |
| **CEQA:** | Does not constitute a "Project" per California Environmental Quality Act Guidelines Section 15378 |

---

**RECOMMENDATION**

Adopt a resolution accepting grant funds from the California State Library for the City of Pacific Grove Library.

**DISCUSSION**

The Library has received a California State Library Grant for $55,825. These funds will be combined with an additional donation from the Friends of the Library in the amount of $41,000 raised through Monterey County Gives 2021. The funds from the Monterey County Gives (MCGives)will be included in the mid-year budget estimate. These combined funds will be used to purchase a Mobile Outreach Vehicle, electric-powered (MOVe) and related equipment, the anticipated cost of which is $90,000.

The City is required to complete a Resolution to authorize acceptance of the California State Library Grant and the transfer of funds to the City for purposes of improving library accessibility.

The grant funds would be administered by the Library Director as outlined by the California State Library to purchase a Mobile Outreach Vehicle, electric-powered (MOVe) and related equipment.

**OPTIONS**

1. Do not approve and adopt a resolution to authorize acceptance of the grant and the transfer of funds to the City. Note: taking this action will not allow for the improving of Library accessibility through the purchase of an electric-powered outreach vehicle and related equipment.

**FINANCIAL IMPACT:**

There is no net fiscal impact. Funds to support the purchase of this equipment will be covered by the grant funds from the California State Library and funds raised by the Friends of the Library through the MCGives Campaign. The City will not be required to provide supplementary or matching funds. The budget for the grant funds and the corresponding expenditures will be included in the draft mid-year budget ordinance.

**GOAL ALIGNMENT:** Environmental Stewardship: Adopt and develop policies and ordinances that preserve and protect the environment.

---

**Attachments**

Resolution Accepting Library Grant

**RESOLUTION NO. 22-xxx**

**ACCEPTING GRANT FUNDS FROM THE CALIFORNIA STATE LIBRARY FOR THE CITY OF PACIFIC GROVE LIBRARY**

**FINDINGS**

1. The City of Pacific Grove (City) is a public entity established under the laws of the State of California.

2. The City owns and operates the Pacific Grove Public Library (Library).

3. The Library Department has received a California State Library Grant.

4. The City is required to complete a Resolution to authorize acceptance of the Grant and transfer of funds to the City, for purposes of improving Library accessibility.

5. This Resolution shall authorize the Library Director to work with the California State Library to prepare an agreement for the City to accept the Grant.

6. The Grant funds would be administered by the Library Director as outlined by the California State Library to purchase a Mobile Outreach Vehicle electric-powered (MOVe) and related equipment.

7. The City Council finds the introduction and adoption of this resolution is not subject to the California Environmental Quality Act (CEQA) as the activity is not a project as defined in Section 15378) of the CEQA Guidelines.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PACIFIC GROVE:**

1. The foregoing Findings are adopted by the City Council as though set forth in full.

2. This City Council hereby accepts the Grant described above.

8. The City Manager is hereby authorized to execute for and on behalf of the City of Pacific Grove, all documents to transfer the Grant funds from the California State Library to the City for purposes of improving Library accessibility through the purchase of a Mobile Outreach Vehicle electric-powered (MOVe) and related equipment.

3. This Resolution shall take effect immediately following its adoption.

**PASSED AND ADOPTED** BY THE COUNCIL OF THE CITY OF PACIFIC GROVE this 16 day of March 2022, by the following vote:

AYES:

NOES:

ABSENT:

APPROVED:

_____
BILL PEAKE, Mayor

ATTEST:

_____
SANDRA KANDELL, City Clerk

APPROVED AS TO FORM:

_____
DAVID C. LAREDO, City Attorney

# CITY OF PACIFIC GROVE

**300 Forest Avenue, Pacific Grove, California 93950**

## AGENDA REPORT

**TO:** Honorable Mayor and Members of the City Council

**FROM**: Tori Hannah, Administrative Services Director/Assistant City Manager

**MEETING DATE:** March 16, 2022

**SUBJECT:** Check Register Report – February 2022

**CEQA:** Does not constitute a "Project" per California Environmental Quality Act Guidelines Section 15378

---

**RECOMMENDATION**

Receive the report.

**DISCUSSION**

The check register is a detailed account of monthly expenditures. It provides budgetary insight and promotes transparency. It is an excellent counterpart to the City's monthly Core Revenue Report; and is a practice followed by many other local jurisdictions.

The check register is produced from the City's financial system. The report groups the checks by the respective city fund and vendor. The check register includes the check number, the check issue date, the name of the vendor, and a description of the purchase and the amount of the check.

Attached is the check register report for February 2022.

The monthly total is provided on the last page of the report.

**OPTIONS**

N/A – This is an informational report only.

**FINANCIAL IMPACT:**

There is no fiscal impact. This is informational only.

**GOAL ALIGNMENT:** Financial Stability: Develop a strategic plan to better address current and future City expenditure and revenue needs.

---

**Attachments**

Check Register_February 2022

SELECTION CRITERIA: transact.yr='22' and transact.period='8'
ACCOUNTING PERIOD: 9/22

FUND - 01 - GENERAL FUND

| CASH ACCT | CHECK NO | ISSUE DT | VENDOR | NAME | DIVISION | ACCNT | ----DESCRIPTION---- | SALES TAX | AMOUNT |
|---|---|---|---|---|---|---|---|---|---|
| 101 | 101453 V | 12/08/21 | 8429 | PURE JANITORIAL LLC | 411 | 5201 | NOVEMBER 2021 | 0.00 | -2,224.00 |
| 101 | 101818 | 02/04/22 | 6411 | QUADIENT LEASING US | 101 | 5225 | MAIL MACHINE | 0.00 | 4.69 |
| 101 | 101818 | 02/04/22 | 6411 | QUADIENT LEASING US | 421 | 5225 | MAIL MACHINE | 0.00 | 4.72 |
| 101 | 101818 | 02/04/22 | 6411 | QUADIENT LEASING US | 401 | 5225 | MAIL MACHINE | 0.00 | 7.86 |
| 101 | 101818 | 02/04/22 | 6411 | QUADIENT LEASING US | 131 | 5225 | MAIL MACHINE | 0.00 | 9.43 |
| 101 | 101818 | 02/04/22 | 6411 | QUADIENT LEASING US | 201 | 5225 | MAIL MACHINE | 0.00 | 14.12 |
| 101 | 101818 | 02/04/22 | 6411 | QUADIENT LEASING US | 121 | 5225 | MAIL MACHINE | 0.00 | 14.12 |
| 101 | 101818 | 02/04/22 | 6411 | QUADIENT LEASING US | 501 | 5225 | MAIL MACHINE | 0.00 | 36.09 |
| 101 | 101818 | 02/04/22 | 6411 | QUADIENT LEASING US | 301 | 5225 | MAIL MACHINE | 0.00 | 62.76 |
| TOTAL CHECK | | | | | | | | 0.00 | 153.79 |
| 101 | 101819 | 02/04/22 | 8641 | AUTOTUDE, INC. | 503 | 5223 | B&G | 0.00 | 59.75 |
| 101 | 101819 | 02/04/22 | 8641 | AUTOTUDE, INC. | 503 | 5223 | B&G | 0.00 | 69.75 |
| 101 | 101819 | 02/04/22 | 8641 | AUTOTUDE, INC. | 501 | 5227 | PW | 0.00 | 39.75 |
| 101 | 101819 | 02/04/22 | 8641 | AUTOTUDE, INC. | 421 | 5227 | REC | 0.00 | 39.75 |
| 101 | 101819 | 02/04/22 | 8641 | AUTOTUDE, INC. | 505 | 5227 | STREETS | 0.00 | 39.75 |
| 101 | 101819 | 02/04/22 | 8641 | AUTOTUDE, INC. | 351 | 5227 | FD | 0.00 | 48.00 |
| 101 | 101819 | 02/04/22 | 8641 | AUTOTUDE, INC. | 505 | 5227 | STREETS | 0.00 | 59.75 |
| 101 | 101819 | 02/04/22 | 8641 | AUTOTUDE, INC. | 351 | 5227 | FD | 0.00 | 82.75 |
| 101 | 101819 | 02/04/22 | 8641 | AUTOTUDE, INC. | 301 | 5227 | PD | 0.00 | 39.75 |
| 101 | 101819 | 02/04/22 | 8641 | AUTOTUDE, INC. | 301 | 5227 | PD | 0.00 | 39.75 |
| 101 | 101819 | 02/04/22 | 8641 | AUTOTUDE, INC. | 301 | 5227 | PD | 0.00 | 39.75 |
| 101 | 101819 | 02/04/22 | 8641 | AUTOTUDE, INC. | 503 | 5223 | B&G | 0.00 | 39.75 |
| 101 | 101819 | 02/04/22 | 8641 | AUTOTUDE, INC. | 503 | 5223 | B&G | 0.00 | 39.75 |
| 101 | 101819 | 02/04/22 | 8641 | AUTOTUDE, INC. | 351 | 5227 | FD | 0.00 | 309.05 |
| TOTAL CHECK | | | | | | | | 0.00 | 947.05 |
| 101 | 101820 | 02/04/22 | 4965 | ALVAREZ TECHNOLOGY | 133 | 5201 | IT SUPPORT JANUARY | 0.00 | 450.00 |
| 101 | 101820 | 02/04/22 | 4965 | ALVAREZ TECHNOLOGY | 133 | 5201 | HANDS ON SUPPORT | 0.00 | 5,463.00 |
| 101 | 101820 V | 02/04/22 | 4965 | ALVAREZ TECHNOLOGY | 133 | 5201 | HANDS ON SUPPORT | 0.00 | -5,463.00 |
| 101 | 101820 V | 02/04/22 | 4965 | ALVAREZ TECHNOLOGY | 133 | 5201 | IT SUPPORT JANUARY | 0.00 | -450.00 |
| TOTAL CHECK | | | | | | | | 0.00 | 0.00 |
| 101 | 101821 | 02/04/22 | 8330 | AMAZON CAPITAL SERV | 501 | 5301 | 11 X 17 CARDSTOCK | 0.00 | 54.36 |
| 101 | 101821 | 02/04/22 | 8330 | AMAZON CAPITAL SERV | 501 | 5301 | CREDIT | 0.00 | -29.44 |
| 101 | 101821 | 02/04/22 | 8330 | AMAZON CAPITAL SERV | 351 | 5322 | BINOCULARS | 0.00 | 300.55 |
| TOTAL CHECK | | | | | | | | 0.00 | 325.47 |
| 101 | 101822 | 02/04/22 | 3905 | AMERICAN LOCK & KEY | 503 | 5223 | | 0.00 | 15.00 |
| 101 | 101822 | 02/04/22 | 3905 | AMERICAN LOCK & KEY | 503 | 5223 | ABUS 83/45 OB 3000 | 0.00 | 249.09 |
| TOTAL CHECK | | | | | | | | 0.00 | 264.09 |
| 101 | 101823 | 02/04/22 | 9430 | ARAMARK UNIFORM & C | 301 | 5201 | LINEN SERVICE | 0.00 | 101.60 |
| 101 | 101825 | 02/04/22 | 8476 | AT&T MOBILITY | 301 | 5206 | AT&T FIRSTNET CELLP | 0.00 | 1,702.78 |
| 101 | 101826 | 02/04/22 | 213 | BAKER & TAYLOR COMP | 401 | 5301 | LABELS AND SUPPLIES | 0.00 | 22.38 |
| 101 | 101827 | 02/04/22 | 4934 | BARTEL ASSOCIATES, | 131 | 5202 | GASB 75 ACTUARIAL V | 0.00 | 1,458.00 |
| 101 | 101828 | 02/04/22 | 8701 | BEAR ELECTRICAL SOL | 505 | 5201 | DECEMBER 2021 | 0.00 | 250.00 |

SELECTION CRITERIA: transact.yr='22' and transact.period='8'
ACCOUNTING PERIOD: 9/22

FUND - 01 - GENERAL FUND

| CASH ACCT | CHECK NO | ISSUE DT | VENDOR | NAME | DIVISION | ACCNT | ----DESCRIPTION---- | SALES TAX | AMOUNT |
|---|---|---|---|---|---|---|---|---|---|
| 101 | 101830 | 02/04/22 | 5303 | VERIZON BUSINESS | 301 | 5206 | VERIZON PORT ACCESS | 0.00 | 578.19 |
| 101 | 101831 | 02/04/22 | 402 | CA DEPT OF JUSTICE | 301 | 5201 | DOJ LIVESCANS | 0.00 | 160.00 |
| 101 | 101832 | 02/04/22 | 3501 | CALTRONICS BUSINESS | 501 | 5225 | 12/14/21 - 1/13/22 | 0.00 | 54.48 |
| 101 | 101832 | 02/04/22 | 3501 | CALTRONICS BUSINESS | 121 | 5225 | 12/14/21 - 1/13/22 | 0.00 | 118.06 |
| 101 | 101832 | 02/04/22 | 3501 | CALTRONICS BUSINESS | 501 | 5225 | 12/14/21 - 1/13/22 | 0.00 | 145.20 |
| 101 | 101832 | 02/04/22 | 3501 | CALTRONICS BUSINESS | 131 | 5225 | 12/14/21 - 1/13/22 | 0.00 | 183.57 |
| 101 | 101832 | 02/04/22 | 3501 | CALTRONICS BUSINESS | 401 | 5225 | 12/14/21 - 1/13/22 | 0.00 | 36.37 |
| 101 | 101832 | 02/04/22 | 3501 | CALTRONICS BUSINESS | 201 | 5225 | 12/14/21 - 1/13/22 | 0.00 | 273.08 |
| TOTAL CHECK | | | | | | | | 0.00 | 810.76 |
| 101 | 101833 | 02/04/22 | 1040 | CENGAGE LEARNING/GA | 401 | 5303 | BOOK & MATERIALS | 0.00 | 29.57 |
| 101 | 101834 | 02/04/22 | 6309 | COLANTUONO, HIGHSMI | 111 | 5205 | CDTFA TRANSACTIONS | 0.00 | 19,823.40 |
| 101 | 101835 | 02/04/22 | 5171 | COMCAST | 133 | 5206 | INTERNET REC | 0.00 | 93.65 |
| 101 | 101835 | 02/04/22 | 5171 | COMCAST | 133 | 5206 | INTERNET - CH | 0.00 | 153.16 |
| 101 | 101835 | 02/04/22 | 5171 | COMCAST | 133 | 5206 | TV SERVICE - CH | 0.00 | 14.04 |
| 101 | 101835 | 02/04/22 | 5171 | COMCAST | 133 | 5206 | INTERNET LIBRARY | 0.00 | 1,154.53 |
| TOTAL CHECK | | | | | | | | 0.00 | 1,415.38 |
| 101 | 101836 | 02/04/22 | 4948 | CREATIVE PRODUCT SO | 301 | 5291 | DARE BOOKS | 0.00 | 201.94 |
| 101 | 101837 | 02/04/22 | 846 | DROUGHT RESISTANT N | 503 | 5223 | PARK SALES | 0.00 | 341.19 |
| 101 | 101838 | 02/04/22 | 3970 | ALHAMBRA & SIERRA S | 351 | 5291 | JAN 2022 WATER SERV | 0.00 | 217.02 |
| 101 | 101840 | 02/04/22 | 904 | ENGINEERED FIRE SYS | 351 | 5201 | PLAN REVIEW OCT 202 | 0.00 | 550.00 |
| 101 | 101841 V | 02/04/22 | 3342 | EVA RASUL | 301 | 5215 | PER DIEM 1/24/2022 | 0.00 | -51.00 |
| 101 | 101841 | 02/04/22 | 3342 | EVA RASUL | 301 | 5215 | PER DIEM 1/24/2022 | 0.00 | 51.00 |
| TOTAL CHECK | | | | | | | | 0.00 | 0.00 |
| 101 | 101842 | 02/04/22 | 982 | FIRST ALARM INC. | 301 | 5223 | MONITORING FEES | 0.00 | 127.44 |
| 101 | 101842 | 02/04/22 | 982 | FIRST ALARM INC. | 301 | 5223 | EVIDENCE ROOM ALARM | 0.00 | 179.24 |
| TOTAL CHECK | | | | | | | | 0.00 | 306.68 |
| 101 | 101843 | 02/04/22 | 8446 | FITZGERALD BROWN | 301 | 5215 | PER DIEM 1/30-2/4/2 | 0.00 | 293.25 |
| 101 | 101844 | 02/04/22 | 1104 | GRANITE CONSTRUCTIO | 505 | 5309 | | 0.00 | 662.06 |
| 101 | 101845 | 02/04/22 | 9009 | GUARDIAN TRACKING L | 301 | 5201 | EARLY INTERVENTION | 0.00 | 1,703.00 |
| 101 | 101846 | 02/04/22 | 4321 | HOME DEPOT CREDIT S | 501 | 5291 | LATE FEE | 0.00 | 30.00 |
| 101 | 101847 | 02/04/22 | 4367 | KELLY MOORE PAINT C | 503 | 5223 | MUNICIPAL BALL PARK | 0.00 | 1,221.21 |
| 101 | 101848 | 02/04/22 | 3521 | KIMBALL MIDWEST | 502 | 5309 | STOCK | 0.00 | 46.23 |
| 101 | 101848 | 02/04/22 | 3521 | KIMBALL MIDWEST | 502 | 5309 | STOCK | 0.00 | 46.34 |
| 101 | 101848 | 02/04/22 | 3521 | KIMBALL MIDWEST | 502 | 5309 | STOCK | 0.00 | 80.88 |

SELECTION CRITERIA: transact.yr='22' and transact.period='8'
ACCOUNTING PERIOD: 9/22

FUND - 01 - GENERAL FUND

| CASH ACCT | CHECK NO | ISSUE DT | VENDOR | NAME | DIVISION | ACCNT | ----DESCRIPTION---- | SALES TAX | AMOUNT |
|---|---|---|---|---|---|---|---|---|---|
| 101 | 101848 | 02/04/22 | 3521 | KIMBALL MIDWEST | 502 | 5309 | STOCK | 0.00 | 4.46 |
| 101 | 101848 | 02/04/22 | 3521 | KIMBALL MIDWEST | 502 | 5322 | STOCK | 0.00 | 460.57 |
| TOTAL CHECK | | | | | | | | 0.00 | 638.48 |
| 101 | 101849 | 02/04/22 | 1492 | LEAGUE OF CA CITIES | 101 | 5261 | DUES MONTERY BAY DI | 0.00 | 150.00 |
| 101 | 101851 | 02/04/22 | 1788 | MONTEREY COUNTY CON | 101 | 5261 | FY21/22 Q3 JAN-MAR | 0.00 | 30,220.50 |
| 101 | 101853 | 02/04/22 | 1662 | MEYERS NAVE | 121 | 5205 | LEGAL SERVICES | 0.00 | 16,864.85 |
| 101 | 101856 | 02/04/22 | 1771 | MONTEREY COUNTY SHE | 301 | 5201 | CRIMINAL JUSTICE IN | 0.00 | 18,155.25 |
| 101 | 101857 | 02/04/22 | 3807 | MONTEREY COUNTY WEE | 201 | 5221 | PH ADU CC | 0.00 | 163.22 |
| 101 | 101857 | 02/04/22 | 3807 | MONTEREY COUNTY WEE | 201 | 5221 | PH-ADU CC | 0.00 | 163.22 |
| TOTAL CHECK | | | | | | | | 0.00 | 326.44 |
| 101 | 101858 | 02/04/22 | 1775 | MONTEREY FIRE EXTIN | 505 | 5223 | | 0.00 | 314.25 |
| 101 | 101858 | 02/04/22 | 1775 | MONTEREY FIRE EXTIN | 505 | 5223 | | 0.00 | 314.25 |
| 101 | 101858 | 02/04/22 | 1775 | MONTEREY FIRE EXTIN | 502 | 5223 | | 0.00 | 314.25 |
| 101 | 101858 | 02/04/22 | 1775 | MONTEREY FIRE EXTIN | 503 | 5223 | | 0.00 | 314.25 |
| TOTAL CHECK | | | | | | | | 0.00 | 1,257.00 |
| 101 | 101859 | 02/04/22 | 1802 | CITY OF MONTEREY | 351 | 5201 | ANNUAL FIRE SERVICE | 0.00 | 226,572.93 |
| 101 | 101860 | 02/04/22 | 7417 | MP EXPRESS | 301 | 5301 | PD WINDOWED ENVELOP | 0.00 | 430.35 |
| 101 | 101861 | 02/04/22 | 2986 | MUNICIPAL MAINTENAN | 503 | 5223 | CITY HALL | 0.00 | 862.17 |
| 101 | 101862 | 02/04/22 | 1958 | OFFICE DEPOT, INC. | 131 | 5301 | OFFICE SUPPLIES | 0.00 | 46.66 |
| 101 | 101862 | 02/04/22 | 1958 | OFFICE DEPOT, INC. | 201 | 5301 | OFFICE SUPPLIES | 0.00 | 61.47 |
| 101 | 101862 | 02/04/22 | 1958 | OFFICE DEPOT, INC. | 131 | 5301 | OFFICE SUPPLIES | 0.00 | 103.21 |
| 101 | 101862 | 02/04/22 | 1958 | OFFICE DEPOT, INC. | 201 | 5301 | OFFICE SUPPLIES | 0.00 | 8.92 |
| 101 | 101862 | 02/04/22 | 1958 | OFFICE DEPOT, INC. | 131 | 5301 | OFFICE SUPPLIES | 0.00 | 10.86 |
| 101 | 101862 | 02/04/22 | 1958 | OFFICE DEPOT, INC. | 131 | 5301 | OFFICE SUPPLIES | 0.00 | 21.74 |
| TOTAL CHECK | | | | | | | | 0.00 | 252.86 |
| 101 | 101866 | 02/04/22 | 9551 | PETE RUIZ | 01 | 4401 | REFUND REPORT FEE | 0.00 | 191.00 |
| 101 | 101867 | 02/04/22 | 7621 | READY REFRESH | 301 | 5291 | WATER SERVICE | 0.00 | 137.79 |
| 101 | 101869 | 02/04/22 | 6520 | RINCON CONSULTANTS, | 201 | 5202 | CONTRACT SERVICES | 0.00 | 622.50 |
| 101 | 101872 | 02/04/22 | 6743 | HANA GARDENS SEASID | 503 | 5223 | PERKINS PARK | 0.00 | 80.95 |
| 101 | 101873 | 02/04/22 | 2448 | SENTRY ALARM SYSTEM | 411 | 5223 | 165 FOREST AVE. | 0.00 | 187.04 |
| 101 | 101874 | 02/04/22 | 7959 | SIGNS BY VAN | 503 | 5309 | TOURIST INFO SIGNS | 0.00 | 2,725.00 |
| 101 | 101875 | 02/04/22 | 2541 | SPCA OF MONTEREY CO | 301 | 5201 | SPCA MONTEREY COUNT | 0.00 | 664.00 |
| 101 | 101876 | 02/04/22 | 2567 | STAPLES CREDIT PLAN | 301 | 5301 | OFFICE SUPPLIES | 0.00 | 54.36 |
| 101 | 101876 | 02/04/22 | 2567 | STAPLES CREDIT PLAN | 301 | 5301 | OFFICE SUPPLIES | 0.00 | 106.96 |

SELECTION CRITERIA: transact.yr='22' and transact.period='8'
ACCOUNTING PERIOD: 9/22

FUND - 01 - GENERAL FUND

| CASH ACCT | CHECK NO | ISSUE DT | VENDOR | NAME | DIVISION | ACCNT | ----DESCRIPTION---- | SALES TAX | AMOUNT |
|---|---|---|---|---|---|---|---|---|---|
| 101 | 101876 | 02/04/22 | 2567 | STAPLES CREDIT PLAN | 301 | 5301 | OFFICE SUPPLIES | 0.00 | 142.19 |
| 101 | 101876 | 02/04/22 | 2567 | STAPLES CREDIT PLAN | 301 | 5301 | OFFICE SUPPLIES | 0.00 | 14.67 |
| TOTAL CHECK | | | | | | | | 0.00 | 318.18 |
| 101 | 101877 | 02/04/22 | 1768 | STURDY OIL COMPANY | 505 | 5311 | STRT | 0.00 | 506.09 |
| 101 | 101877 | 02/04/22 | 1768 | STURDY OIL COMPANY | 503 | 5311 | B&G | 0.00 | 1,012.17 |
| 101 | 101877 | 02/04/22 | 1768 | STURDY OIL COMPANY | 351 | 5311 | FIRE | 0.00 | 38.36 |
| 101 | 101877 | 02/04/22 | 1768 | STURDY OIL COMPANY | 01 | 111 | | 0.00 | 2,191.17 |
| 101 | 101877 | 02/04/22 | 1768 | STURDY OIL COMPANY | 301 | 5311 | PD | 0.00 | 3,174.24 |
| TOTAL CHECK | | | | | | | | 0.00 | 6,922.03 |
| 101 | 101878 | 02/04/22 | 2993 | SUPERION, LLC | 131 | 5201 | EFINANCE SOFTWARE & | 0.00 | 4,092.31 |
| 101 | 101878 | 02/04/22 | 2993 | SUPERION, LLC | 131 | 5201 | CONSULTING, PROJ MG | 0.00 | 90.00 |
| TOTAL CHECK | | | | | | | | 0.00 | 4,182.31 |
| 101 | 101879 | 02/04/22 | 1758 | THE MONTEREY COUNTY | 201 | 5221 | PH-702 CONGRESS REM | 0.00 | 328.67 |
| 101 | 101880 | 02/04/22 | 7263 | TOM'S SITE SERVICES | 503 | 5223 | CRESPI POND BATHROO | 0.00 | 4,636.38 |
| 101 | 101881 | 02/04/22 | 4650 | TORO PETROLEUM CORP | 351 | 5311 | FD 600 PINE AVE. | 0.00 | 1,487.92 |
| 101 | 101882 | 02/04/22 | 7867 | UPS | 301 | 5211 | UPS SHIPPING | 0.00 | 59.21 |
| 101 | 101883 | 02/04/22 | 2786 | VERIZON WIRELESS | 301 | 5206 | VERIZON WIRELESS MO | 0.00 | 1,018.54 |
| 101 | 101883 | 02/04/22 | 2786 | VERIZON WIRELESS | 131 | 5212 | FIN | 0.00 | 20.04 |
| 101 | 101883 | 02/04/22 | 2786 | VERIZON WIRELESS | 421 | 5212 | REC | 0.00 | 90.92 |
| 101 | 101883 | 02/04/22 | 2786 | VERIZON WIRELESS | 201 | 5212 | CDD | 0.00 | 101.91 |
| 101 | 101883 | 02/04/22 | 2786 | VERIZON WIRELESS | 501 | 5212 | PW | 0.00 | 131.44 |
| 101 | 101883 | 02/04/22 | 2786 | VERIZON WIRELESS | 301 | 5212 | PD | 0.00 | 136.39 |
| 101 | 101883 | 02/04/22 | 2786 | VERIZON WIRELESS | 133 | 5212 | IT | 0.00 | 38.01 |
| 101 | 101883 | 02/04/22 | 2786 | VERIZON WIRELESS | 121 | 5212 | CM | 0.00 | 40.07 |
| 101 | 101883 | 02/04/22 | 2786 | VERIZON WIRELESS | 133 | 5212 | ADMIN/IT | 0.00 | 51.31 |
| 101 | 101883 | 02/04/22 | 2786 | VERIZON WIRELESS | 351 | 5212 | FIRE | 0.00 | 64.61 |
| 101 | 101883 | 02/04/22 | 2786 | VERIZON WIRELESS | 401 | 5212 | LIB | 0.00 | 76.08 |
| 101 | 101883 | 02/04/22 | 2786 | VERIZON WIRELESS | 501 | 5212 | PW | 0.00 | 530.43 |
| TOTAL CHECK | | | | | | | | 0.00 | 2,299.75 |
| 101 | 101885 | 02/04/22 | 1204 | WINNERS AWARDS & EN | 513 | 5309 | MEMORIAL TREE PROGR | 0.00 | 289.51 |
| 101 | 101886 | 02/04/22 | 7061 | BEACH HOUSE BAR AND | 503 | 5201 | BEACH HOUSE LP BATH | 0.00 | 1,800.00 |
| 101 | 101887 | 02/04/22 | 5987 | CREEKSIDE CENTER FO | 513 | 5201 | MONARCH BUTTERFLY H | 0.00 | 4,000.00 |
| 101 | 101893 | 02/11/22 | 2952 | AFLAC | 01 | 202 | DED:5291 AFLAC P/T | 0.00 | 69.24 |
| 101 | 101893 | 02/11/22 | 2952 | AFLAC | 01 | 202 | DED:5200 AFLAC PREM | 0.00 | 717.32 |
| 101 | 101893 | 02/11/22 | 2952 | AFLAC | 01 | 202 | DED:5201 AFLAC P/T | 0.00 | 1,776.62 |
| TOTAL CHECK | | | | | | | | 0.00 | 2,563.18 |
| 101 | 101894 | 02/11/22 | 2935 | CALIF LAW ENFORCMEN | 01 | 202 | DED:3200 LTD PD | 0.00 | 514.50 |
| 101 | 101895 | 02/11/22 | 1 | CALPERS HEALTH | 01 | 202 | DED:531 HEALTH | 0.00 | 350.62 |
| 101 | 101895 | 02/11/22 | 1 | CALPERS HEALTH | 01 | 202 | DED:109 HEALTH | 0.00 | 507.91 |

SELECTION CRITERIA: transact.yr='22' and transact.period='8'
ACCOUNTING PERIOD: 9/22

FUND - 01 - GENERAL FUND

| CASH ACCT | CHECK NO | ISSUE DT | VENDOR | NAME | DIVISION | ACCNT | ----DESCRIPTION---- | SALES TAX | AMOUNT |
|---|---|---|---|---|---|---|---|---|---|
| 101 | 101895 | 02/11/22 | 1 | CALPERS HEALTH | 01 | 202 | DED:118 HEALTH | 0.00 | 674.50 |
| 101 | 101895 | 02/11/22 | 1 | CALPERS HEALTH | 01 | 202 | DED:115 HEALTH | 0.00 | 701.23 |
| 101 | 101895 | 02/11/22 | 1 | CALPERS HEALTH | 01 | 202 | DED:2074 HEALTH | 0.00 | 811.50 |
| 101 | 101895 | 02/11/22 | 1 | CALPERS HEALTH | 01 | 202 | DED:2072 HEALTH | 0.00 | 862.50 |
| 101 | 101895 | 02/11/22 | 1 | CALPERS HEALTH | 01 | 202 | DED:120 HEALTH | 0.00 | 1,015.82 |
| 101 | 101895 | 02/11/22 | 1 | CALPERS HEALTH | 01 | 202 | DED:1 HEALTH | 0.00 | 1,057.01 |
| 101 | 101895 | 02/11/22 | 1 | CALPERS HEALTH | 01 | 202 | DED:2225 HEALTH INS | 0.00 | 1,057.01 |
| 101 | 101895 | 02/11/22 | 1 | CALPERS HEALTH | 01 | 202 | DED:0563 HEALTH FAM | 0.00 | 1,114.18 |
| 101 | 101895 | 02/11/22 | 1 | CALPERS HEALTH | 01 | 202 | DED:2 HEALTH | 0.00 | 1,473.34 |
| 101 | 101895 | 02/11/22 | 1 | CALPERS HEALTH | 01 | 202 | DED:533 HEALTH | 0.00 | 1,823.20 |
| 101 | 101895 | 02/11/22 | 1 | CALPERS HEALTH | 01 | 202 | DED:110 HEALTH | 0.00 | 2,031.62 |
| 101 | 101895 | 02/11/22 | 1 | CALPERS HEALTH | 01 | 202 | DED:2071 HEALTH | 0.00 | 2,397.00 |
| 101 | 101895 | 02/11/22 | 1 | CALPERS HEALTH | 01 | 202 | DED:103 HEALTH | 0.00 | 2,454.34 |
| 101 | 101895 | 02/11/22 | 1 | CALPERS HEALTH | 01 | 202 | DED:102 HEALTH | 0.00 | 2,748.24 |
| 101 | 101895 | 02/11/22 | 1 | CALPERS HEALTH | 01 | 202 | DED:106 HEALTH | 0.00 | 3,171.06 |
| 101 | 101895 | 02/11/22 | 1 | CALPERS HEALTH | 01 | 202 | DED:104 HEALTH | 0.00 | 3,506.15 |
| 101 | 101895 | 02/11/22 | 1 | CALPERS HEALTH | 01 | 202 | DED:105 HEALTH | 0.00 | 3,646.40 |
| 101 | 101895 | 02/11/22 | 1 | CALPERS HEALTH | 01 | 202 | DED:2073 HEALTH FAM | 0.00 | 4,438.00 |
| 101 | 101895 | 02/11/22 | 1 | CALPERS HEALTH | 01 | 202 | DED:100 HEALTH | 0.00 | 6,870.63 |
| TOTAL CHECK | | | | | | | | 0.00 | 42,712.26 |
| 101 | 101896 | 02/11/22 | 2939 | CALPERS LONG TERM C | 01 | 202 | DED:6000 LTC | 0.00 | 243.00 |
| 101 | 101896 V | 02/11/22 | 2939 | CALPERS LONG TERM C | 01 | 202 | DED:6000 LTC | 0.00 | -243.00 |
| TOTAL CHECK | | | | | | | | 0.00 | 0.00 |
| 101 | 101897 | 02/11/22 | 3134 | CITY OF PACIFIC GRO | 01 | 202 | DED:3300 AFLAC DEP | 0.00 | 100.00 |
| 101 | 101897 | 02/11/22 | 3134 | CITY OF PACIFIC GRO | 01 | 202 | DED:3301 AFLAC MED | 0.00 | 2,578.02 |
| TOTAL CHECK | | | | | | | | 0.00 | 2,678.02 |
| 101 | 101898 | 02/11/22 | 3393 | EFT | 01 | 202 | DED:*FM MEDICARE | 0.00 | 9,695.52 |
| 101 | 101898 | 02/11/22 | 3393 | EFT | 01 | 202 | DED:*SCA STATE TAX | 0.00 | 13,428.32 |
| 101 | 101898 | 02/11/22 | 3393 | EFT | 01 | 202 | DED:*FT FEDERAL TX | 0.00 | 35,229.56 |
| TOTAL CHECK | | | | | | | | 0.00 | 58,353.40 |
| 101 | 101899 | 02/11/22 | 2937 | FORT DEARBORN LIFE | 01 | 202 | DED:3500 LIFE INS | 0.00 | 1,092.00 |
| 101 | 101900 | 02/11/22 | 2946 | PACIFIC GROVE CITY | 01 | 202 | DED:7000 ASSOC DUES | 0.00 | 783.75 |
| 101 | 101901 | 02/11/22 | 2938 | MASS MUTUAL (457 PL | 01 | 202 | DED:3999 ROTH IRA | 0.00 | 765.00 |
| 101 | 101901 | 02/11/22 | 2938 | MASS MUTUAL (457 PL | 01 | 202 | DED:4000 DEF COMP | 0.00 | 13,811.57 |
| TOTAL CHECK | | | | | | | | 0.00 | 14,576.57 |
| 101 | 101902 | 02/11/22 | 2936 | MTRY COUNTY DEPT OF | 01 | 202 | DED:0023 GARNISH | 0.00 | 236.30 |
| 101 | 101903 | 02/11/22 | 2949 | PACIFIC GROVE MANAG | 01 | 202 | DED:7203 ASSOC DUES | 0.00 | 20.00 |
| 101 | 101904 | 02/11/22 | 2051 | CITY OF PACIFIC GRO | 01 | 202 | DED:1006 WORK COMP | 0.00 | 11.02 |
| 101 | 101904 | 02/11/22 | 2051 | CITY OF PACIFIC GRO | 01 | 202 | DED:1009 WORK COMP | 0.00 | 62.46 |
| 101 | 101904 | 02/11/22 | 2051 | CITY OF PACIFIC GRO | 01 | 202 | DED:1005 WORK COMP | 0.00 | 1,170.08 |
| 101 | 101904 | 02/11/22 | 2051 | CITY OF PACIFIC GRO | 01 | 202 | DED:1010 WORK COMP | 0.00 | 2,892.07 |
| 101 | 101904 | 02/11/22 | 2051 | CITY OF PACIFIC GRO | 01 | 202 | DED:1003 WORK COMP | 0.00 | 5,984.22 |
| TOTAL CHECK | | | | | | | | 0.00 | 10,119.85 |

SELECTION CRITERIA: transact.yr='22' and transact.period='8'
ACCOUNTING PERIOD: 9/22

FUND - 01 - GENERAL FUND

| CASH ACCT | CHECK NO | ISSUE DT | VENDOR | NAME | DIVISION | ACCNT | ----DESCRIPTION---- | SALES TAX | AMOUNT |
|---|---|---|---|---|---|---|---|---|---|
| 101 | 101905 | 02/11/22 | 2052 | CITY OF PACIFIC GRO | 01 | 202 | DED:7510 PERS REIMB | 0.00 | 44.13 |
| 101 | 101906 | 02/11/22 | 2053 | CITY OF PACIFIC GRO | 01 | 202 | DED:2101 DENTAL | 0.00 | 75.80 |
| 101 | 101906 | 02/11/22 | 2053 | CITY OF PACIFIC GRO | 01 | 202 | DED:2102 DENTAL | 0.00 | 187.95 |
| 101 | 101906 | 02/11/22 | 2053 | CITY OF PACIFIC GRO | 01 | 202 | DED:201 DENTAL | 0.00 | 187.95 |
| 101 | 101906 | 02/11/22 | 2053 | CITY OF PACIFIC GRO | 01 | 202 | DED:202 DENTAL | 0.00 | 189.64 |
| 101 | 101906 | 02/11/22 | 2053 | CITY OF PACIFIC GRO | 01 | 202 | DED:200 DENTAL | 0.00 | 606.40 |
| 101 | 101906 | 02/11/22 | 2053 | CITY OF PACIFIC GRO | 01 | 202 | DED:2103 DENTAL FAM | 0.00 | 663.74 |
| TOTAL CHECK | | | | | | | | 0.00 | 1,911.48 |
| 101 | 101907 | 02/11/22 | 2054 | CITY OF PACIFIC GRO | 01 | 202 | DED:0005 SUTA | 0.00 | 121.94 |
| 101 | 101908 | 02/11/22 | 2133 | PERS | 01 | 202 | DED:0025 PERS RT MS | 0.00 | -3.38 |
| 101 | 101908 | 02/11/22 | 2133 | PERS | 01 | 202 | DED:0004 SURV BEN | 0.00 | 82.77 |
| 101 | 101908 | 02/11/22 | 2133 | PERS | 01 | 202 | DED:0022 PERS SP MS | 0.00 | 113.98 |
| 101 | 101908 | 02/11/22 | 2133 | PERS | 01 | 202 | DED:0018 PERS SP SF | 0.00 | 310.31 |
| 101 | 101908 | 02/11/22 | 2133 | PERS | 01 | 202 | DED:08 PERS OTHER | 0.00 | 382.98 |
| 101 | 101908 | 02/11/22 | 2133 | PERS | 01 | 202 | DED:0009 PERS OTHER | 0.00 | 816.47 |
| 101 | 101908 | 02/11/22 | 2133 | PERS | 01 | 202 | DED:2001 PERS | 0.00 | 830.26 |
| 101 | 101908 | 02/11/22 | 2133 | PERS | 01 | 202 | DED:2000 PERS EMPLY | 0.00 | 1,108.98 |
| 101 | 101908 | 02/11/22 | 2133 | PERS | 01 | 202 | DED:0002 PERS | 0.00 | 5,405.15 |
| 101 | 101908 | 02/11/22 | 2133 | PERS | 01 | 202 | DED:07 PERS CITY | 0.00 | 5,987.45 |
| 101 | 101908 | 02/11/22 | 2133 | PERS | 01 | 202 | DED:0017 PERS RG SF | 0.00 | 6,534.35 |
| 101 | 101908 | 02/11/22 | 2133 | PERS | 01 | 202 | DED:0011 PERS ER SF | 0.00 | 6,913.10 |
| 101 | 101908 | 02/11/22 | 2133 | PERS | 01 | 202 | DED:0021 PERS REG M | 0.00 | 7,298.88 |
| 101 | 101908 | 02/11/22 | 2133 | PERS | 01 | 202 | DED:0020 PERS ER M3 | 0.00 | 8,331.53 |
| 101 | 101908 | 02/11/22 | 2133 | PERS | 01 | 202 | DED:0006 PERS CITY | 0.00 | 10,737.46 |
| 101 | 101908 | 02/11/22 | 2133 | PERS | 01 | 202 | DED:01 PERS | 0.00 | 11,836.32 |
| TOTAL CHECK | | | | | | | | 0.00 | 66,686.61 |
| 101 | 101909 | 02/11/22 | 2943 | POLICE OFFICERS ASS | 01 | 202 | DED:7204 ASSOC DUES | 0.00 | 7.00 |
| 101 | 101909 | 02/11/22 | 2943 | POLICE OFFICERS ASS | 01 | 202 | DED:7205 ASSOC DUES | 0.00 | 878.73 |
| TOTAL CHECK | | | | | | | | 0.00 | 885.73 |
| 101 | 101910 | 02/11/22 | 2940 | LEGAL SHIELD | 01 | 202 | DED:6100 LEGAL SVC | 0.00 | 14.95 |
| 101 | 101911 | 02/11/22 | 7956 | STATE DISABILITY TA | 01 | 202 | DED:0026 SDI | 0.00 | 3,728.94 |
| 101 | 101912 | 02/11/22 | 3227 | SHERIFF OF MONTEREY | 01 | 202 | DED:0014 WAGE ORDER | 0.00 | 555.29 |
| 101 | 101913 | 02/11/22 | 8352 | TRANSAMERICA EMPLOY | 01 | 202 | DED:5202 TRANSAMERI | 0.00 | 627.08 |
| 101 | 101914 | 02/11/22 | 4177 | UNION BANK OF CALIF | 01 | 202 | DED:4005 PARS-457 | 0.00 | 612.91 |
| 101 | 101915 | 02/11/22 | 632 | VISION SERVICE PLAN | 01 | 202 | DED:2502 VISION | 0.00 | 27.92 |
| 101 | 101915 | 02/11/22 | 632 | VISION SERVICE PLAN | 01 | 202 | DED:302 VISION | 0.00 | 60.00 |
| 101 | 101915 | 02/11/22 | 632 | VISION SERVICE PLAN | 01 | 202 | DED:301 VISION | 0.00 | 75.00 |
| 101 | 101915 | 02/11/22 | 632 | VISION SERVICE PLAN | 01 | 202 | DED:300 VISION | 0.00 | 216.38 |
| 101 | 101915 | 02/11/22 | 632 | VISION SERVICE PLAN | 01 | 202 | DED:2503 VISION FAM | 0.00 | 285.01 |
| TOTAL CHECK | | | | | | | | 0.00 | 664.31 |

SELECTION CRITERIA: transact.yr='22' and transact.period='8'
ACCOUNTING PERIOD: 9/22

FUND - 01 - GENERAL FUND

| CASH ACCT | CHECK NO | ISSUE DT | VENDOR | NAME | DIVISION | ACCNT | ----DESCRIPTION---- | SALES TAX | AMOUNT |
|---|---|---|---|---|---|---|---|---|---|
| 101 | 101917 | 02/10/22 | 2133 | PERS | 01 | 202 | PPE 02/05/2022 | 0.00 | 0.60 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 421 | 5222 | 162 16TH STREET | 0.00 | 38.31 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 421 | 5222 | CONCESSION STAND | 0.00 | 38.79 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 501 | 5222 | 1307 FORST PINE SIG | 0.00 | 44.16 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 501 | 5222 | 1307 FORST SINEX SI | 0.00 | 44.62 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 503 | 5222 | PHONE BOOTH-BERWICK | 0.00 | 47.41 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 421 | 5222 | 17TH ST & LAUREL | 0.00 | 51.00 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 421 | 5222 | 117 COMMUNITY CTR | 0.00 | 53.28 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 201 | 5222 | 101 CITY HALL/CEDD | 0.00 | 63.81 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 131 | 5222 | 101 CITY HALL/FIN - | 0.00 | 63.82 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 421 | 5222 | 17 MI DR BALLPARK | 0.00 | 41.18 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 421 | 5222 | OCEANVIEW & 17TH | 0.00 | 64.71 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 421 | 5222 | GRAND AV & PK PL | 0.00 | 23.19 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 421 | 5222 | 117 RECREATION ROOM | 0.00 | 27.85 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 421 | 5222 | 620 OCEAN VIEW POOL | 0.00 | 28.07 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 501 | 5222 | CORP YARD SUNSET DR | 0.00 | 28.09 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 503 | 5222 | PLATT PK SPRNKLR | 0.00 | 33.00 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 503 | 5222 | LOVERS POINT | 0.00 | 3.31 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 421 | 5222 | FOREST CENTRL SPR | 0.00 | 3.68 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 421 | 5222 | 17 MILE DRIVE | 0.00 | 5.24 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 421 | 5222 | 117 RECREATION ROOM | 0.00 | 5.55 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 421 | 5222 | 17 MI DR BALLPARK | 0.00 | 7.57 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 421 | 5222 | PIEDMONT & MORELAND | 0.00 | 8.81 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 421 | 5222 | CALEDONIA PK LIGHTS | 0.00 | 9.53 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 501 | 5222 | 1307 FORST PINE SIG | 0.00 | 11.12 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 501 | 5222 | 1307 FORST SINEX SI | 0.00 | 11.29 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 503 | 5222 | BERWICK PARK AT | 0.00 | 11.62 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 501 | 5222 | CORP YARD DM & 5TH | 0.00 | 16.67 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 503 | 5222 | LOVERS POINT | 0.00 | 20.82 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 421 | 5222 | FOREST CENTRL SPR | 0.00 | 20.89 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 131 | 5222 | FINANCE - 7% | 0.00 | 157.59 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 411 | 5222 | FOREST & CENTRAL DR | 0.00 | 170.88 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 421 | 5222 | CHAUTAUQUA HALL | 0.00 | 171.27 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 201 | 5222 | CEDD - 9.5% | 0.00 | 213.88 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 121 | 5222 | CITY MANAGER - 9.5% | 0.00 | 213.88 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 421 | 5222 | 300 16TH ST. | 0.00 | 221.22 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 421 | 5222 | 117 COMMUNITY CTR | 0.00 | 223.33 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 421 | 5222 | BEACH BOAT STORAGE | 0.00 | 223.81 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 421 | 5222 | 168 16TH ST | 0.00 | 1.85 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 503 | 5222 | PLATT PK SPRNKLR | 0.00 | 104.08 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 501 | 5222 | FOREST 40 FT E/O LH | 0.00 | 128.06 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 421 | 5222 | CHAUTAUQUA HALL | 0.00 | 136.55 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 401 | 5222 | 550 CENTRAL AVE | 0.00 | 304.57 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 101 | 5222 | CITY COUNCIL - 3% | 0.00 | 67.54 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 421 | 5222 | RECREATION - 3% | 0.00 | 67.54 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 421 | 5802 | 14TH&JUNIPERO-LOAN | 0.00 | 294.94 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 503 | 5802 | SUNSET SR. - LOAN | 0.00 | 338.81 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 301 | 5802 | 580 PINE AVE - LOAN | 0.00 | 1,046.81 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 421 | 5222 | 17TH ST & LAUREL | 0.00 | 327.99 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 501 | 5222 | FOREST 40 FT E/O LH | 0.00 | 426.92 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 351 | 5222 | FIRE DEPT | 0.00 | 522.16 |

SELECTION CRITERIA: transact.yr='22' and transact.period='8'
ACCOUNTING PERIOD: 9/22

FUND - 01 - GENERAL FUND

| CASH ACCT | CHECK NO | ISSUE DT | VENDOR | NAME | DIVISION | ACCNT | ----DESCRIPTION---- | SALES TAX | AMOUNT |
|---|---|---|---|---|---|---|---|---|---|
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 351 | 5222 | FIRE DEPARTMENT - 2 | 0.00 | 540.32 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 131 | 5222 | 300 FOREST AVE | 0.00 | 659.67 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 401 | 5222 | PUBLIC LIBRARY | 0.00 | 667.51 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 411 | 5222 | 165 FOREST AVE | 0.00 | 710.36 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 301 | 5222 | 580 PINE AVE | 0.00 | 818.06 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 301 | 5222 | POLICE DEPT | 0.00 | 885.40 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 421 | 5222 | 117 COMMUNITY CTR | 0.00 | 957.91 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 301 | 5222 | POLICE DEPARTMENT - | 0.00 | 968.09 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 401 | 5222 | PUBLIC LIBRARY | 0.00 | 1,138.19 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 503 | 5222 | PARKING LOT LIGHT | 0.00 | 13.80 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 421 | 5222 | 168 16TH ST | 0.00 | 16.03 |
| TOTAL CHECK | | | | | | | | 0.00 | 13,566.41 |
| 101 | 101920 | 02/14/22 | 2939 | CALPERS LONG TERM C | 01 | 202 | 1/16/2022 TO 1/31/2 | 0.00 | 144.26 |
| 101 | 101922 | 02/18/22 | 4943 | US BANK | 201 | 5211 | HUNTER CC JAN 2022 | 0.00 | 26.95 |
| 101 | 101922 | 02/18/22 | 4943 | US BANK | 301 | 5215 | MADALONE CC JAN 202 | 0.00 | -101.99 |
| 101 | 101922 | 02/18/22 | 4943 | US BANK | 121 | 5215 | HARVEY CC JAN 20222 | 0.00 | 14.89 |
| 101 | 101922 | 02/18/22 | 4943 | US BANK | 201 | 5215 | HUNTER CC JAN 2022 | 0.00 | 15.00 |
| 101 | 101922 | 02/18/22 | 4943 | US BANK | 131 | 5215 | HANNAH CC JAN 2022 | 0.00 | 39.00 |
| 101 | 101922 | 02/18/22 | 4943 | US BANK | 201 | 5215 | WYATT CC JAN 2022 | 0.00 | 150.00 |
| 101 | 101922 | 02/18/22 | 4943 | US BANK | 301 | 5223 | FRANCIS CC JAN 2022 | 0.00 | 108.74 |
| 101 | 101922 | 02/18/22 | 4943 | US BANK | 501 | 5261 | GHO CC JAN 2022 | 0.00 | 15.96 |
| 101 | 101922 | 02/18/22 | 4943 | US BANK | 301 | 5261 | PD TRAVEL CC JAN 20 | 0.00 | 100.00 |
| 101 | 101922 | 02/18/22 | 4943 | US BANK | 301 | 5261 | FRANCIS CC JAN 2022 | 0.00 | 113.77 |
| 101 | 101922 | 02/18/22 | 4943 | US BANK | 201 | 5261 | HUNTER CC JAN 2022 | 0.00 | 250.00 |
| 101 | 101922 | 02/18/22 | 4943 | US BANK | 301 | 5275 | SANTOS CC JAN 2022 | 0.00 | 209.53 |
| 101 | 101922 | 02/18/22 | 4943 | US BANK | 501 | 5301 | GHO CC JAN 2022 | 0.00 | 643.88 |
| 101 | 101922 | 02/18/22 | 4943 | US BANK | 301 | 5291 | FRANCIS CC JAN 2022 | 0.00 | 393.86 |
| 101 | 101922 | 02/18/22 | 4943 | US BANK | 301 | 5275 | FRANCIS CC JAN 2022 | 0.00 | 663.19 |
| 101 | 101922 | 02/18/22 | 4943 | US BANK | 301 | 5261 | MADALONE CC JAN 202 | 0.00 | 315.00 |
| 101 | 101922 | 02/18/22 | 4943 | US BANK | 133 | 5229 | KHASIMI CC JAN 2022 | 0.00 | 464.99 |
| 101 | 101922 | 02/18/22 | 4943 | US BANK | 133 | 5224 | KHASIMI CC JAN 2022 | 0.00 | 828.58 |
| 101 | 101922 | 02/18/22 | 4943 | US BANK | 301 | 5224 | FRANCIS CC JAN 2022 | 0.00 | 914.56 |
| 101 | 101922 | 02/18/22 | 4943 | US BANK | 301 | 5215 | FRANCIS CC JAN 2022 | 0.00 | 300.00 |
| 101 | 101922 | 02/18/22 | 4943 | US BANK | 201 | 5221 | HUNTER CC JAN 2022 | 0.00 | 3,591.75 |
| 101 | 101922 | 02/18/22 | 4943 | US BANK | 121 | 5303 | LINDSTROM CC JAN202 | 0.00 | 318.26 |
| 101 | 101922 | 02/18/22 | 4943 | US BANK | 131 | 5291 | HANNAH CC JAN 2022 | 0.00 | 39.95 |
| 101 | 101922 | 02/18/22 | 4943 | US BANK | 121 | 5291 | LIVIAN CC JAN 2022 | 0.00 | 45.39 |
| 101 | 101922 | 02/18/22 | 4943 | US BANK | 121 | 5301 | LINDSTROM CC JAN 20 | 0.00 | 6.48 |
| 101 | 101922 | 02/18/22 | 4943 | US BANK | 301 | 5301 | PD TRAVEL CC JAN 20 | 0.00 | 61.85 |
| 101 | 101922 | 02/18/22 | 4943 | US BANK | 133 | 5301 | KHASIMI CC JAN 2022 | 0.00 | 84.29 |
| 101 | 101922 | 02/18/22 | 4943 | US BANK | 401 | 5301 | GODWIN CC JAN 2022 | 0.00 | 86.23 |
| 101 | 101922 | 02/18/22 | 4943 | US BANK | 421 | 5361 | CLARK CC JAN 2022 | 0.00 | 120.09 |
| 101 | 101922 | 02/18/22 | 4943 | US BANK | 201 | 5303 | HUNTER CC JAN 2022 | 0.00 | 51.80 |
| 101 | 101922 | 02/18/22 | 4943 | US BANK | 501 | 5309 | GHO CC JAN 2022 | 0.00 | 65.35 |
| 101 | 101922 | 02/18/22 | 4943 | US BANK | 201 | 5309 | HUNTER CC JAN 2022 | 0.00 | 122.75 |
| 101 | 101922 | 02/18/22 | 4943 | US BANK | 133 | 5212 | KHASIMI CC JAN 2022 | 0.00 | 288.48 |
| TOTAL CHECK | | | | | | | | 0.00 | 10,348.58 |
| 101 | 101923 | 02/18/22 | 8890 | 4LEAF | 201 | 5201 | BUILDING DEPARTMENT | 0.00 | 27,293.46 |
| 101 | 101923 | 02/18/22 | 8890 | 4LEAF | 201 | 5201 | BUILDING DEPARTMENT | 0.00 | 62,687.43 |

SELECTION CRITERIA: transact.yr='22' and transact.period='8'
ACCOUNTING PERIOD: 9/22

FUND - 01 - GENERAL FUND

| CASH ACCT | CHECK NO | ISSUE DT | VENDOR | NAME | DIVISION | ACCNT | ----DESCRIPTION---- | SALES TAX | AMOUNT |
|---|---|---|---|---|---|---|---|---|---|
| 101 | 101923 | 02/18/22 | 8890 | 4LEAF | 505 | 5201 | FY21/22 TRAFFIC ENG | 0.00 | 2,756.25 |
| TOTAL CHECK | | | | | | | | 0.00 | 92,737.14 |
| 101 | 101924 | 02/18/22 | 9559 | AACHAL MAHARAJ | 01 | 214 | DAMAGE DEPOSIT REFU | 0.00 | 510.00 |
| 101 | 101925 | 02/18/22 | 5621 | ACCENT CLEAN & SWEE | 504 | 5201 | FY21/22 STREET SWEE | 0.00 | 13,266.00 |
| 101 | 101927 | 02/18/22 | 7555 | ADT SECURITY SERVIC | 503 | 5223 | PW | 0.00 | 189.92 |
| 101 | 101929 | 02/18/22 | 4965 | ALVAREZ TECHNOLOGY | 133 | 5201 | HANDS ON SUPPORT | 0.00 | 4,327.50 |
| 101 | 101930 | 02/18/22 | 3905 | AMERICAN LOCK & KEY | 503 | 5223 | SHOP R/K | 0.00 | 15.00 |
| 101 | 101931 | 02/18/22 | 106 | AMERICAN SUPPLY COM | 503 | 5309 | SUPPLIES | 0.00 | 95.65 |
| 101 | 101931 | 02/18/22 | 106 | AMERICAN SUPPLY COM | 503 | 5305 | SUPPLIES | 0.00 | 18.11 |
| 101 | 101931 | 02/18/22 | 106 | AMERICAN SUPPLY COM | 503 | 5305 | SUPPLIES | 0.00 | 898.87 |
| 101 | 101931 | 02/18/22 | 106 | AMERICAN SUPPLY COM | 503 | 5305 | SUPPLIES | 0.00 | 955.80 |
| TOTAL CHECK | | | | | | | | 0.00 | 1,968.43 |
| 101 | 101932 | 02/18/22 | 9430 | ARAMARK UNIFORM & C | 301 | 5201 | LINEN SERVICE | 0.00 | 101.60 |
| 101 | 101932 | 02/18/22 | 9430 | ARAMARK UNIFORM & C | 301 | 5201 | LINEN SERVICE | 0.00 | 101.60 |
| 101 | 101932 | 02/18/22 | 9430 | ARAMARK UNIFORM & C | 301 | 5201 | LINEN SERVICE | 0.00 | 101.60 |
| TOTAL CHECK | | | | | | | | 0.00 | 304.80 |
| 101 | 101933 | 02/18/22 | 5363 | AT&T CALNET 3 | 133 | 5206 | INTERNET LIBRARY | 0.00 | 149.65 |
| 101 | 101933 | 02/18/22 | 5363 | AT&T CALNET 3 | 133 | 5212 | INTERNET LIBRARY | 0.00 | 1.07 |
| 101 | 101933 | 02/18/22 | 5363 | AT&T CALNET 3 | 421 | 5212 | GENERATOR ALARM | 0.00 | 22.87 |
| 101 | 101933 | 02/18/22 | 5363 | AT&T CALNET 3 | 133 | 5212 | PHONES | 0.00 | 2,074.53 |
| TOTAL CHECK | | | | | | | | 0.00 | 2,248.12 |
| 101 | 101935 | 02/18/22 | 213 | BAKER & TAYLOR COMP | 401 | 5301 | LIBRARY SUPPLIES | 0.00 | 11.45 |
| 101 | 101935 | 02/18/22 | 213 | BAKER & TAYLOR COMP | 401 | 5301 | LIBRARY SUPPLIES | 0.00 | 15.19 |
| 101 | 101935 | 02/18/22 | 213 | BAKER & TAYLOR COMP | 401 | 5301 | LIBRARY SUPPLIES | 0.00 | 18.07 |
| TOTAL CHECK | | | | | | | | 0.00 | 44.71 |
| 101 | 101936 | 02/18/22 | 4934 | BARTEL ASSOCIATES, | 131 | 5202 | GASB 75 ACTUARIAL V | 0.00 | 1,734.00 |
| 101 | 101938 | 02/18/22 | 9558 | BEN TARSITANO | 01 | 214 | DAMAGE REFUND DEPOS | 0.00 | 189.00 |
| 101 | 101939 | 02/18/22 | 5131 | BEST BEST & KRIEGER | 201 | 5202 | ASSIST & REVIEW HOU | 0.00 | 6,503.00 |
| 101 | 101943 | 02/18/22 | 4467 | WM.J. CLARK TRUCKIN | 505 | 5331 | YARD | 0.00 | 1,082.06 |
| 101 | 101945 | 02/18/22 | 5198 | CODE PUBLISHING, IN | 121 | 5261 | CODE UPDATES | 0.00 | 498.00 |
| 101 | 101946 | 02/18/22 | 5171 | COMCAST | 133 | 5206 | INTERNET PW | 0.00 | 238.62 |
| 101 | 101949 | 02/18/22 | 792 | DFM ASSOCIATES | 121 | 5303 | 2 CODE BOOKS | 0.00 | 131.10 |
| 101 | 101950 | 02/18/22 | 7424 | EDGES ELECTRICAL GR | 505 | 5331 | STREET DEPT. | 0.00 | 768.93 |
| 101 | 101952 | 02/18/22 | 926 | EWING IRRIGATION PR | 503 | 5223 | PLATT PARK | 0.00 | 45.36 |

SELECTION CRITERIA: transact.yr='22' and transact.period='8'
ACCOUNTING PERIOD: 9/22

FUND - 01 - GENERAL FUND

| CASH ACCT | CHECK NO | ISSUE DT | VENDOR | NAME | DIVISION | ACCNT | ----DESCRIPTION---- | SALES TAX | AMOUNT |
|---|---|---|---|---|---|---|---|---|---|
| 101 | 101952 | 02/18/22 | 926 | EWING IRRIGATION PR | 503 | 5223 | PLATT PARK | 0.00 | 18.93 |
| 101 | 101952 | 02/18/22 | 926 | EWING IRRIGATION PR | 503 | 5223 | PLATT PARK | 0.00 | 9.92 |
| 101 | 101952 | 02/18/22 | 926 | EWING IRRIGATION PR | 503 | 5223 | PARKS | 0.00 | 316.41 |
| TOTAL CHECK | | | | | | | | 0.00 | 390.62 |
| 101 | 101953 | 02/18/22 | 592 | FOREST HILL ACE HAR | 351 | 5223 | | 0.00 | 90.22 |
| 101 | 101953 | 02/18/22 | 592 | FOREST HILL ACE HAR | 503 | 5223 | | 0.00 | 91.28 |
| 101 | 101953 | 02/18/22 | 592 | FOREST HILL ACE HAR | 351 | 5223 | | 0.00 | 54.36 |
| 101 | 101953 | 02/18/22 | 592 | FOREST HILL ACE HAR | 505 | 5331 | | 0.00 | 28.13 |
| TOTAL CHECK | | | | | | | | 0.00 | 263.99 |
| 101 | 101954 | 02/18/22 | 7127 | GACHINA LANDSCAPE M | 503 | 5201 | FY21/22 MOWING SERV | 0.00 | 763.00 |
| 101 | 101955 | 02/18/22 | 7884 | GARDAWORLD | 131 | 5202 | FEBRUARY 2022 | 0.00 | 75.75 |
| 101 | 101956 | 02/18/22 | 1104 | GRANITE CONSTRUCTIO | 505 | 5331 | | 0.00 | 662.06 |
| 101 | 101957 | 02/18/22 | 1105 | GRANITE ROCK COMPAN | 505 | 5331 | | 0.00 | 367.67 |
| 101 | 101959 | 02/18/22 | 1138 | GROVE MARKET | 421 | 5361 | PRESCHOOL SCEINCE E | 0.00 | 3.65 |
| 101 | 101960 | 02/18/22 | 1199 | HAYWARD LUMBER COMP | 503 | 5223 | B&G | 0.00 | 7.38 |
| 101 | 101960 | 02/18/22 | 1199 | HAYWARD LUMBER COMP | 503 | 5223 | B&G | 0.00 | 29.57 |
| 101 | 101960 | 02/18/22 | 1199 | HAYWARD LUMBER COMP | 503 | 5223 | B&G | 0.00 | 32.61 |
| 101 | 101960 | 02/18/22 | 1199 | HAYWARD LUMBER COMP | 503 | 5223 | B&G | 0.00 | 43.48 |
| 101 | 101960 | 02/18/22 | 1199 | HAYWARD LUMBER COMP | 503 | 5223 | B&G | 0.00 | 708.85 |
| TOTAL CHECK | | | | | | | | 0.00 | 821.89 |
| 101 | 101961 | 02/18/22 | 9556 | HDL ECONSOLUTIONS | 121 | 5201 | ECONOMIC DEVELOPMEN | 0.00 | 5,970.00 |
| 101 | 101962 | 02/18/22 | 8975 | HEIHACHIRO TAKARABE | 421 | 5208 | TAI CHI JAN 5-26 20 | 0.00 | 112.00 |
| 101 | 101963 | 02/18/22 | 8993 | HR & ASSOCIATES | 225 | 5201 | ATC PLANNING SERVIC | 0.00 | 13,125.00 |
| 101 | 101964 | 02/18/22 | 1300 | IBM CORPORATION | 301 | 5201 | MAAS360 | 0.00 | 23.15 |
| 101 | 101964 | 02/18/22 | 1300 | IBM CORPORATION | 301 | 5201 | MAAS360/DEPARTMENT | 0.00 | 1,152.00 |
| TOTAL CHECK | | | | | | | | 0.00 | 1,175.15 |
| 101 | 101965 | 02/18/22 | 7433 | IPS GROUP, INC | 301 | 5213 | IPS METER BANK FEES | 0.00 | 1,250.11 |
| 101 | 101966 | 02/18/22 | 7214 | JENNIFER POPE | 131 | 5215 | PARMA PER DIEM | 0.00 | 200.25 |
| 101 | 101967 | 02/18/22 | 4367 | KELLY MOORE PAINT C | 503 | 5223 | MUNI PARK | 0.00 | 224.67 |
| 101 | 101968 | 02/18/22 | 3521 | KIMBALL MIDWEST | 502 | 5309 | MECH STOCK | 0.00 | 118.64 |
| 101 | 101968 | 02/18/22 | 3521 | KIMBALL MIDWEST | 502 | 5309 | MECH STOCK | 0.00 | 709.38 |
| 101 | 101968 | 02/18/22 | 3521 | KIMBALL MIDWEST | 502 | 5309 | MECH STOCK | 0.00 | 394.90 |
| TOTAL CHECK | | | | | | | | 0.00 | 1,222.92 |
| 101 | 101969 | 02/18/22 | 1492 | LEAGUE OF CA CITIES | 101 | 5261 | LOCC ANNUAL FEES | 0.00 | 7,319.00 |
| 101 | 101970 | 02/18/22 | 9557 | LIN R ROGERS ELECTR | 01 | 4203 | 223 16TH ST #220101 | 0.00 | 571.00 |

SELECTION CRITERIA: transact.yr='22' and transact.period='8'
ACCOUNTING PERIOD: 9/22

FUND - 01 - GENERAL FUND

| CASH ACCT | CHECK NO | ISSUE DT | VENDOR | NAME | DIVISION | ACCNT | ----DESCRIPTION---- | SALES TAX | AMOUNT |
|---|---|---|---|---|---|---|---|---|---|
| 101 | 101971 | 02/18/22 | 8647 | MAIN STREET SIGNS | 505 | 5331 | STOP & STREET SIGNS | 0.00 | 1,265.62 |
| 101 | 101971 | 02/18/22 | 8647 | MAIN STREET SIGNS | 505 | 5331 | STOP SIGNS 30X30 | 0.00 | 1,875.91 |
| TOTAL CHECK | | | | | | | | 0.00 | 3,141.53 |
| 101 | 101972 | 02/18/22 | 9560 | MICHAEL HARVEY TRUC | 505 | 5331 | TAG# 0014 & DUMP FE | 0.00 | 886.25 |
| 101 | 101974 | 02/18/22 | 1714 | MONTEREY AUTO SUPPL | 502 | 5227 | MECH STOCK | 0.00 | 58.46 |
| 101 | 101974 | 02/18/22 | 1714 | MONTEREY AUTO SUPPL | 502 | 5227 | MECH STOCK | 0.00 | 79.05 |
| 101 | 101974 | 02/18/22 | 1714 | MONTEREY AUTO SUPPL | 301 | 5227 | PD | 0.00 | 89.78 |
| 101 | 101974 | 02/18/22 | 1714 | MONTEREY AUTO SUPPL | 503 | 5227 | B&G | 0.00 | 152.59 |
| 101 | 101974 | 02/18/22 | 1714 | MONTEREY AUTO SUPPL | 503 | 5227 | B&G | 0.00 | -110.81 |
| 101 | 101974 | 02/18/22 | 1714 | MONTEREY AUTO SUPPL | 502 | 5227 | MECH | 0.00 | 6.92 |
| 101 | 101974 | 02/18/22 | 1714 | MONTEREY AUTO SUPPL | 503 | 5227 | B&G | 0.00 | 7.00 |
| 101 | 101974 | 02/18/22 | 1714 | MONTEREY AUTO SUPPL | 351 | 5227 | FIRE | 0.00 | 20.71 |
| 101 | 101974 | 02/18/22 | 1714 | MONTEREY AUTO SUPPL | 503 | 5227 | B&G | 0.00 | 21.99 |
| 101 | 101974 | 02/18/22 | 1714 | MONTEREY AUTO SUPPL | 503 | 5227 | B&G | 0.00 | 26.92 |
| 101 | 101974 | 02/18/22 | 1714 | MONTEREY AUTO SUPPL | 503 | 5227 | B&G | 0.00 | 10.97 |
| 101 | 101974 | 02/18/22 | 1714 | MONTEREY AUTO SUPPL | 351 | 5227 | FIRE | 0.00 | 286.84 |
| TOTAL CHECK | | | | | | | | 0.00 | 650.42 |
| 101 | 101975 | 02/18/22 | 3443 | MONTEREY BAY PEST C | 503 | 5223 | 600 PINE AVE. | 0.00 | 180.00 |
| 101 | 101975 | 02/18/22 | 3443 | MONTEREY BAY PEST C | 503 | 5223 | 2100 SUNSET DR. | 0.00 | 490.00 |
| TOTAL CHECK | | | | | | | | 0.00 | 670.00 |
| 101 | 101977 | 02/18/22 | 1772 | MONTEREY COUNTY TAX | 131 | 5222 | 2021/2022 2ND PAYME | 0.00 | 156.60 |
| 101 | 101977 | 02/18/22 | 1772 | MONTEREY COUNTY TAX | 401 | 5222 | 2021/2022 2ND PAYME | 0.00 | 162.02 |
| 101 | 101977 | 02/18/22 | 1772 | MONTEREY COUNTY TAX | 101 | 5222 | 2021/2022 2ND PAYME | 0.00 | 90.49 |
| 101 | 101977 | 02/18/22 | 1772 | MONTEREY COUNTY TAX | 201 | 5222 | 2021/2022 2ND PAYME | 0.00 | 101.99 |
| 101 | 101977 | 02/18/22 | 1772 | MONTEREY COUNTY TAX | 351 | 5222 | 2021/2022 2ND PAYME | 0.00 | 310.74 |
| 101 | 101977 | 02/18/22 | 1772 | MONTEREY COUNTY TAX | 421 | 5222 | 2021/2022 2ND PAYME | 0.00 | 436.33 |
| 101 | 101977 | 02/18/22 | 1772 | MONTEREY COUNTY TAX | 503 | 5222 | 2021/2022 2ND PAYME | 0.00 | 1,180.21 |
| TOTAL CHECK | | | | | | | | 0.00 | 2,438.38 |
| 101 | 101978 | 02/18/22 | 3807 | MONTEREY COUNTY WEE | 131 | 5221 | ADOPTION ORD 22-001 | 0.00 | 108.81 |
| 101 | 101978 | 02/18/22 | 3807 | MONTEREY COUNTY WEE | 201 | 5221 | PH ATC EASEMENT WK1 | 0.00 | 163.22 |
| 101 | 101978 | 02/18/22 | 3807 | MONTEREY COUNTY WEE | 201 | 5221 | PH ATC EASEMENT WK | 0.00 | 163.22 |
| 101 | 101978 | 02/18/22 | 3807 | MONTEREY COUNTY WEE | 201 | 5221 | PH 157 GRAND | 0.00 | 290.16 |
| TOTAL CHECK | | | | | | | | 0.00 | 725.41 |
| 101 | 101981 | 02/18/22 | 1802 | CITY OF MONTEREY | 201 | 5201 | FIRE PLAN CHECK FY2 | 0.00 | 6,753.00 |
| 101 | 101983 | 02/18/22 | 9277 | NETFILE, INC | 133 | 5239 | E FILING FORM 700 | 0.00 | 4,560.00 |
| 101 | 101984 | 02/18/22 | 1958 | OFFICE DEPOT, INC. | 201 | 5301 | OFFICE SUPPLIES | 0.00 | 49.75 |
| 101 | 101984 | 02/18/22 | 1958 | OFFICE DEPOT, INC. | 131 | 5301 | OFFICE SUPPLIES | 0.00 | 55.59 |
| 101 | 101984 | 02/18/22 | 1958 | OFFICE DEPOT, INC. | 201 | 5301 | OFFICE SUPPLIES | 0.00 | 65.21 |
| 101 | 101984 | 02/18/22 | 1958 | OFFICE DEPOT, INC. | 121 | 5301 | OFFICE SUPPLIES | 0.00 | 154.52 |
| 101 | 101984 | 02/18/22 | 1958 | OFFICE DEPOT, INC. | 201 | 5301 | OFFICE SUPPLIES | 0.00 | 5.43 |
| 101 | 101984 | 02/18/22 | 1958 | OFFICE DEPOT, INC. | 201 | 5301 | OFFICE SUPPLIES | 0.00 | 5.85 |
| 101 | 101984 | 02/18/22 | 1958 | OFFICE DEPOT, INC. | 201 | 5301 | OFFICE SUPPLIES | 0.00 | 6.22 |
| 101 | 101984 | 02/18/22 | 1958 | OFFICE DEPOT, INC. | 131 | 5301 | OFFICE SUPPLIES | 0.00 | 8.71 |

SELECTION CRITERIA: transact.yr='22' and transact.period='8'
ACCOUNTING PERIOD: 9/22

FUND - 01 - GENERAL FUND

| CASH ACCT | CHECK NO | ISSUE DT | VENDOR | NAME | DIVISION | ACCNT | ----DESCRIPTION---- | SALES TAX | AMOUNT |
|---|---|---|---|---|---|---|---|---|---|
| 101 | 101984 | 02/18/22 | 1958 | OFFICE DEPOT, INC. | 131 | 5301 | OFFICE SUPPLIES | 0.00 | 19.03 |
| 101 | 101984 | 02/18/22 | 1958 | OFFICE DEPOT, INC. | 201 | 5301 | OFFICE SUPPLIES | 0.00 | 19.03 |
| 101 | 101984 | 02/18/22 | 1958 | OFFICE DEPOT, INC. | 201 | 5301 | OFFICE SUPPLIES | 0.00 | 25.44 |
| 101 | 101984 | 02/18/22 | 1958 | OFFICE DEPOT, INC. | 201 | 5301 | OFFICE SUPPLIES | 0.00 | 38.03 |
| 101 | 101984 | 02/18/22 | 1958 | OFFICE DEPOT, INC. | 401 | 5301 | LIBRARY SUPPLIES | 0.00 | 41.03 |
| 101 | 101984 | 02/18/22 | 1958 | OFFICE DEPOT, INC. | 131 | 5301 | OFFICE SUPPLIES | 0.00 | 47.02 |
| 101 | 101984 | 02/18/22 | 1958 | OFFICE DEPOT, INC. | 401 | 5301 | LIBRARY SUPPLIES | 0.00 | 47.83 |
| 101 | 101984 | 02/18/22 | 1958 | OFFICE DEPOT, INC. | 201 | 5301 | OFFICE SUPPLIES | 0.00 | 48.34 |
| 101 | 101984 | 02/18/22 | 1958 | OFFICE DEPOT, INC. | 131 | 5301 | OFFICE SUPPLIES | 0.00 | 10.86 |
| TOTAL CHECK | | | | | | | | 0.00 | 647.89 |
| 101 | 101985 | 02/18/22 | 2012 | P.G. MUSEUM OF NATU | 411 | 5201 | QUARTER CONTRIBUTIO | 0.00 | 65,910.00 |
| 101 | 101986 | 02/18/22 | 2024 | PACIFIC GAS & ELECT | 421 | 5222 | REC | 0.00 | 322.36 |
| 101 | 101986 | 02/18/22 | 2024 | PACIFIC GAS & ELECT | 411 | 5802 | MUSEUM | 0.00 | 270.67 |
| TOTAL CHECK | | | | | | | | 0.00 | 593.03 |
| 101 | 101991 | 02/18/22 | 2034 | PACIFIC GROVE HARDW | 503 | 5223 | B&G | 0.00 | 76.11 |
| 101 | 101991 | 02/18/22 | 2034 | PACIFIC GROVE HARDW | 401 | 5223 | LIBRARY | 0.00 | 180.89 |
| 101 | 101991 | 02/18/22 | 2034 | PACIFIC GROVE HARDW | 503 | 5223 | B&G | 0.00 | 195.73 |
| 101 | 101991 | 02/18/22 | 2034 | PACIFIC GROVE HARDW | 503 | 5223 | B&G | 0.00 | 65.21 |
| 101 | 101991 | 02/18/22 | 2034 | PACIFIC GROVE HARDW | 505 | 5309 | STREETS | 0.00 | 21.14 |
| 101 | 101991 | 02/18/22 | 2034 | PACIFIC GROVE HARDW | 505 | 5309 | STREETS | 0.00 | 21.28 |
| 101 | 101991 | 02/18/22 | 2034 | PACIFIC GROVE HARDW | 505 | 5309 | STREETS | 0.00 | 26.06 |
| 101 | 101991 | 02/18/22 | 2034 | PACIFIC GROVE HARDW | 503 | 5223 | B&G | 0.00 | 18.99 |
| 101 | 101991 | 02/18/22 | 2034 | PACIFIC GROVE HARDW | 503 | 5223 | B&G | 0.00 | 19.56 |
| 101 | 101991 | 02/18/22 | 2034 | PACIFIC GROVE HARDW | 301 | 5223 | PD | 0.00 | 6.08 |
| 101 | 101991 | 02/18/22 | 2034 | PACIFIC GROVE HARDW | 503 | 5223 | B&G | 0.00 | 7.17 |
| 101 | 101991 | 02/18/22 | 2034 | PACIFIC GROVE HARDW | 503 | 5223 | B&G | 0.00 | 7.17 |
| 101 | 101991 | 02/18/22 | 2034 | PACIFIC GROVE HARDW | 503 | 5223 | B&G | 0.00 | 7.17 |
| 101 | 101991 | 02/18/22 | 2034 | PACIFIC GROVE HARDW | 503 | 5223 | B&G | 0.00 | 8.25 |
| 101 | 101991 | 02/18/22 | 2034 | PACIFIC GROVE HARDW | 505 | 5309 | STREETS | 0.00 | 5.43 |
| 101 | 101991 | 02/18/22 | 2034 | PACIFIC GROVE HARDW | 505 | 5309 | STREETS | 0.00 | 5.63 |
| 101 | 101991 | 02/18/22 | 2034 | PACIFIC GROVE HARDW | 505 | 5309 | STREETS | 0.00 | 8.25 |
| 101 | 101991 | 02/18/22 | 2034 | PACIFIC GROVE HARDW | 421 | 5361 | REC DEPT | 0.00 | 21.43 |
| 101 | 101991 | 02/18/22 | 2034 | PACIFIC GROVE HARDW | 503 | 5223 | B&G | 0.00 | 3.03 |
| 101 | 101991 | 02/18/22 | 2034 | PACIFIC GROVE HARDW | 401 | 5223 | LIBRARY | 0.00 | 3.03 |
| 101 | 101991 | 02/18/22 | 2034 | PACIFIC GROVE HARDW | 503 | 5223 | B&G | 0.00 | 4.46 |
| 101 | 101991 | 02/18/22 | 2034 | PACIFIC GROVE HARDW | 503 | 5223 | B&G | 0.00 | 5.20 |
| 101 | 101991 | 02/18/22 | 2034 | PACIFIC GROVE HARDW | 401 | 5223 | LIBRARY | 0.00 | 21.50 |
| 101 | 101991 | 02/18/22 | 2034 | PACIFIC GROVE HARDW | 503 | 5223 | B&G | 0.00 | 24.11 |
| 101 | 101991 | 02/18/22 | 2034 | PACIFIC GROVE HARDW | 503 | 5223 | B&G | 0.00 | 24.72 |
| 101 | 101991 | 02/18/22 | 2034 | PACIFIC GROVE HARDW | 503 | 5223 | B&G | 0.00 | 26.25 |
| 101 | 101991 | 02/18/22 | 2034 | PACIFIC GROVE HARDW | 201 | 5301 | CDD | 0.00 | 21.84 |
| 101 | 101991 | 02/18/22 | 2034 | PACIFIC GROVE HARDW | 503 | 5223 | B&G | 0.00 | 28.02 |
| 101 | 101991 | 02/18/22 | 2034 | PACIFIC GROVE HARDW | 503 | 5223 | B&G | 0.00 | 32.61 |
| 101 | 101991 | 02/18/22 | 2034 | PACIFIC GROVE HARDW | 503 | 5223 | B&G | 0.00 | 36.95 |
| 101 | 101991 | 02/18/22 | 2034 | PACIFIC GROVE HARDW | 301 | 5223 | PD | 0.00 | 48.93 |
| 101 | 101991 | 02/18/22 | 2034 | PACIFIC GROVE HARDW | 505 | 5309 | STREETS | 0.00 | 28.25 |
| 101 | 101991 | 02/18/22 | 2034 | PACIFIC GROVE HARDW | 502 | 5309 | MECHANICAL | 0.00 | 29.29 |
| 101 | 101991 | 02/18/22 | 2034 | PACIFIC GROVE HARDW | 502 | 5309 | MECHANICAL | 0.00 | 34.76 |
| 101 | 101991 | 02/18/22 | 2034 | PACIFIC GROVE HARDW | 502 | 5309 | MECHANICAL | 0.00 | 36.95 |

SELECTION CRITERIA: transact.yr='22' and transact.period='8'
ACCOUNTING PERIOD: 9/22

FUND - 01 - GENERAL FUND

| CASH ACCT | CHECK NO | ISSUE DT | VENDOR | NAME | DIVISION | ACCNT | ----DESCRIPTION---- | SALES TAX | AMOUNT |
|---|---|---|---|---|---|---|---|---|---|
| 101 | 101991 | 02/18/22 | 2034 | PACIFIC GROVE HARDW | 503 | 5309 | B&G | 0.00 | 39.12 |
| 101 | 101991 | 02/18/22 | 2034 | PACIFIC GROVE HARDW | 421 | 5361 | REC DEPT | 0.00 | 47.82 |
| 101 | 101991 | 02/18/22 | 2034 | PACIFIC GROVE HARDW | 505 | 5309 | STREETS | 0.00 | 59.95 |
| 101 | 101991 | 02/18/22 | 2034 | PACIFIC GROVE HARDW | 505 | 5309 | STREETS | 0.00 | 91.33 |
| 101 | 101991 | 02/18/22 | 2034 | PACIFIC GROVE HARDW | 505 | 5309 | STREETS | 0.00 | 101.63 |
| 101 | 101991 | 02/18/22 | 2034 | PACIFIC GROVE HARDW | 505 | 5309 | STREETS | 0.00 | 9.34 |
| 101 | 101991 | 02/18/22 | 2034 | PACIFIC GROVE HARDW | 201 | 5301 | CDD | 0.00 | 10.92 |
| 101 | 101991 | 02/18/22 | 2034 | PACIFIC GROVE HARDW | 502 | 5309 | MECHANICAL | 0.00 | 17.38 |
| 101 | 101991 | 02/18/22 | 2034 | PACIFIC GROVE HARDW | 351 | 5223 | FIRE DEPT | 0.00 | 9.34 |
| 101 | 101991 | 02/18/22 | 2034 | PACIFIC GROVE HARDW | 503 | 5223 | B&G | 0.00 | 9.48 |
| 101 | 101991 | 02/18/22 | 2034 | PACIFIC GROVE HARDW | 503 | 5223 | B&G | 0.00 | 9.78 |
| 101 | 101991 | 02/18/22 | 2034 | PACIFIC GROVE HARDW | 503 | 5223 | B&G | 0.00 | 10.86 |
| 101 | 101991 | 02/18/22 | 2034 | PACIFIC GROVE HARDW | 401 | 5223 | LIBRARY | 0.00 | 10.86 |
| 101 | 101991 | 02/18/22 | 2034 | PACIFIC GROVE HARDW | 401 | 5223 | LIBRARY | 0.00 | 12.95 |
| 101 | 101991 | 02/18/22 | 2034 | PACIFIC GROVE HARDW | 505 | 5309 | STREETS | 0.00 | 11.71 |
| 101 | 101991 | 02/18/22 | 2034 | PACIFIC GROVE HARDW | 503 | 5223 | B&G | 0.00 | 13.04 |
| 101 | 101991 | 02/18/22 | 2034 | PACIFIC GROVE HARDW | 503 | 5223 | B&G | 0.00 | 13.04 |
| 101 | 101991 | 02/18/22 | 2034 | PACIFIC GROVE HARDW | 401 | 5223 | LIBRARY | 0.00 | 13.04 |
| 101 | 101991 | 02/18/22 | 2034 | PACIFIC GROVE HARDW | 503 | 5223 | B&G | 0.00 | 13.13 |
| 101 | 101991 | 02/18/22 | 2034 | PACIFIC GROVE HARDW | 503 | 5223 | B&G | 0.00 | 13.70 |
| 101 | 101991 | 02/18/22 | 2034 | PACIFIC GROVE HARDW | 351 | 5223 | FIRE DEPT | 0.00 | 14.10 |
| 101 | 101991 | 02/18/22 | 2034 | PACIFIC GROVE HARDW | 503 | 5223 | B&G | 0.00 | 14.13 |
| 101 | 101991 | 02/18/22 | 2034 | PACIFIC GROVE HARDW | 503 | 5223 | B&G | 0.00 | 15.23 |
| 101 | 101991 | 02/18/22 | 2034 | PACIFIC GROVE HARDW | 503 | 5223 | B&G | 0.00 | 16.30 |
| 101 | 101991 | 02/18/22 | 2034 | PACIFIC GROVE HARDW | 503 | 5223 | B&G | 0.00 | 17.17 |
| 101 | 101991 | 02/18/22 | 2034 | PACIFIC GROVE HARDW | 301 | 5223 | PD | 0.00 | 250.28 |
| TOTAL CHECK | | | | | | | | 0.00 | 1,957.08 |
| 101 | 101992 | 02/18/22 | 8887 | PENINSULA BUSINESS | 133 | 5306 | SIT-STAND DESK | 0.00 | 2,857.14 |
| 101 | 101993 | 02/18/22 | 8429 | PURE JANITORIAL LLC | 411 | 5201 | FY21/22 JANITORIAL | 0.00 | 2,385.00 |
| 101 | 101994 | 02/18/22 | 2219 | PURE WATER | 501 | 5309 | WATER SERVICE | 0.00 | 16.80 |
| 101 | 101994 | 02/18/22 | 2219 | PURE WATER | 502 | 5309 | WATER SERVICE | 0.00 | 16.79 |
| 101 | 101994 | 02/18/22 | 2219 | PURE WATER | 503 | 5309 | WATER SERVICE | 0.00 | 16.79 |
| 101 | 101994 | 02/18/22 | 2219 | PURE WATER | 505 | 5309 | WATER SERVICE | 0.00 | 16.79 |
| TOTAL CHECK | | | | | | | | 0.00 | 67.17 |
| 101 | 101995 | 02/18/22 | 7621 | READY REFRESH | 301 | 5291 | WATER SERVICE | 0.00 | 143.79 |
| 101 | 101996 | 02/18/22 | 6520 | RINCON CONSULTANTS, | 201 | 5202 | ENVIRONMENTAL IMPAC | 0.00 | 827.50 |
| 101 | 101997 | 02/18/22 | 2448 | SENTRY ALARM SYSTEM | 503 | 5223 | YOUTH CENTER | 0.00 | 101.14 |
| 101 | 101997 | 02/18/22 | 2448 | SENTRY ALARM SYSTEM | 503 | 5223 | TRASH SHOOT | 0.00 | 150.00 |
| TOTAL CHECK | | | | | | | | 0.00 | 251.14 |
| 101 | 101998 | 02/18/22 | 2533 | SOUTH BAY REG. PUBL | 301 | 5215 | RADARD/LIDAR ACEVED | 0.00 | 105.00 |
| 101 | 101999 | 02/18/22 | 6038 | SPEAK WRITE BILLING | 301 | 5201 | TRANSCRIPTION SERVI | 0.00 | 119.57 |
| 101 | 102000 | 02/18/22 | 9336 | STAPHANY ARRIOLA | 421 | 5361 | KIDS NIGHT & PRE-SC | 0.00 | 142.24 |

SELECTION CRITERIA: transact.yr='22' and transact.period='8'
ACCOUNTING PERIOD: 9/22

FUND - 01 - GENERAL FUND

| CASH ACCT | CHECK NO | ISSUE DT | VENDOR | NAME | DIVISION | ACCNT | ----DESCRIPTION---- | SALES TAX | AMOUNT |
|---|---|---|---|---|---|---|---|---|---|
| 101 | 102001 | 02/18/22 | 2567 | STAPLES CREDIT PLAN | 301 | 5301 | OFFICE SUPPLIES | 0.00 | 28.26 |
| 101 | 102001 | 02/18/22 | 2567 | STAPLES CREDIT PLAN | 301 | 5301 | OFFICE SUPPLIES | 0.00 | 241.31 |
| 101 | 102001 | 02/18/22 | 2567 | STAPLES CREDIT PLAN | 301 | 5301 | OFFICE SUPPLIES | 0.00 | 242.00 |
| TOTAL CHECK | | | | | | | | 0.00 | 511.57 |
| 101 | 102002 | 02/18/22 | 3392 | STATE WATER RESOURC | 505 | 5291 | STORM WATER PERMIT | 0.00 | 3,326.00 |
| 101 | 102003 | 02/18/22 | 2993 | SUPERION, LLC | 131 | 5201 | CONSULTING, PROJ MG | 0.00 | 45.00 |
| 101 | 102003 | 02/18/22 | 2993 | SUPERION, LLC | 131 | 5201 | CONSULTING, PROJ MG | 0.00 | 90.00 |
| TOTAL CHECK | | | | | | | | 0.00 | 135.00 |
| 101 | 102004 | 02/18/22 | 8379 | TRANSUNION RISK AND | 301 | 5201 | 4170441/TLO | 0.00 | 75.00 |
| 101 | 102006 | 02/18/22 | 9305 | WATSONVILLE FORD | 301 | 5227 | PD STOCK | 0.00 | 183.43 |
| 101 | 102006 | 02/18/22 | 9305 | WATSONVILLE FORD | 505 | 5227 | STREETS UNIT #86 20 | 0.00 | 463.13 |
| TOTAL CHECK | | | | | | | | 0.00 | 646.56 |
| 101 | 102007 | 02/18/22 | 8136 | WELLS FARGO VENDOR | 501 | 5225 | KONICA LEASE FY 21/ | 0.00 | 147.32 |
| 101 | 102007 | 02/18/22 | 8136 | WELLS FARGO VENDOR | 401 | 5225 | KONICA LEASE FY 21/ | 0.00 | 164.75 |
| 101 | 102007 | 02/18/22 | 8136 | WELLS FARGO VENDOR | 301 | 5225 | KONICA LEASE FY 21/ | 0.00 | 173.65 |
| 101 | 102007 | 02/18/22 | 8136 | WELLS FARGO VENDOR | 131 | 5225 | KONICA LEASE FY 21/ | 0.00 | 173.65 |
| 101 | 102007 | 02/18/22 | 8136 | WELLS FARGO VENDOR | 121 | 5225 | KONICA LEASE FY 21/ | 0.00 | 174.70 |
| 101 | 102007 | 02/18/22 | 8136 | WELLS FARGO VENDOR | 201 | 5225 | KONICA LEASE FY 21/ | 0.00 | 205.51 |
| TOTAL CHECK | | | | | | | | 0.00 | 1,039.58 |
| 101 | 102010 | 02/18/22 | 1204 | WINNERS AWARDS & EN | 503 | 5223 | MEMORIAL TREE PROGR | 0.00 | 289.51 |
| 101 | 102012 | 02/18/22 | 8737 | COYOTE VALLEY NURSE | 503 | 5223 | PERKINS PARK | 0.00 | 505.69 |
| 101 | 102013 | 02/18/22 | 1693 | MISSION LINEN SUPPL | 351 | 5291 | LINEN SERVICES FY 2 | 0.00 | 72.33 |
| 101 | 102013 | 02/18/22 | 1693 | MISSION LINEN SUPPL | 351 | 5291 | LINEN SERVICES FY 2 | 0.00 | 72.33 |
| 101 | 102013 | 02/18/22 | 1693 | MISSION LINEN SUPPL | 351 | 5291 | LINEN SERVICES FY 2 | 0.00 | 72.33 |
| 101 | 102013 | 02/18/22 | 1693 | MISSION LINEN SUPPL | 351 | 5291 | LINEN SERVICES FY 2 | 0.00 | 72.33 |
| TOTAL CHECK | | | | | | | | 0.00 | 289.32 |
| 101 | 102016 | 02/18/22 | 1694 | MISSION UNIFORM SER | 502 | 5309 | LINEN AND UNIFORM C | 0.00 | 13.16 |
| 101 | 102016 | 02/18/22 | 1694 | MISSION UNIFORM SER | 505 | 5309 | LINEN AND UNIFORM C | 0.00 | 13.16 |
| 101 | 102016 | 02/18/22 | 1694 | MISSION UNIFORM SER | 502 | 5309 | LINEN AND UNIFORM C | 0.00 | 79.10 |
| 101 | 102016 | 02/18/22 | 1694 | MISSION UNIFORM SER | 503 | 5309 | LINEN AND UNIFORM C | 0.00 | 79.10 |
| 101 | 102016 | 02/18/22 | 1694 | MISSION UNIFORM SER | 505 | 5309 | LINEN AND UNIFORM C | 0.00 | 79.10 |
| 101 | 102016 | 02/18/22 | 1694 | MISSION UNIFORM SER | 502 | 5309 | LINEN AND UNIFORM C | 0.00 | 13.16 |
| 101 | 102016 | 02/18/22 | 1694 | MISSION UNIFORM SER | 421 | 5305 | LINEN AND UNIFORM C | 0.00 | 8.31 |
| 101 | 102016 | 02/18/22 | 1694 | MISSION UNIFORM SER | 421 | 5305 | LINEN AND UNIFORM C | 0.00 | 12.84 |
| 101 | 102016 | 02/18/22 | 1694 | MISSION UNIFORM SER | 351 | 5291 | LINEN AND UNIFORM C | 0.00 | 12.11 |
| 101 | 102016 | 02/18/22 | 1694 | MISSION UNIFORM SER | 351 | 5291 | LINEN AND UNIFORM C | 0.00 | 12.11 |
| 101 | 102016 | 02/18/22 | 1694 | MISSION UNIFORM SER | 421 | 5305 | LINEN AND UNIFORM C | 0.00 | 69.88 |
| 101 | 102016 | 02/18/22 | 1694 | MISSION UNIFORM SER | 421 | 5305 | LINEN AND UNIFORM C | 0.00 | 69.88 |
| 101 | 102016 | 02/18/22 | 1694 | MISSION UNIFORM SER | 502 | 5309 | LINEN AND UNIFORM C | 0.00 | 13.16 |
| 101 | 102016 | 02/18/22 | 1694 | MISSION UNIFORM SER | 505 | 5309 | LINEN AND UNIFORM C | 0.00 | 13.16 |
| 101 | 102016 | 02/18/22 | 1694 | MISSION UNIFORM SER | 502 | 5309 | LINEN AND UNIFORM C | 0.00 | 13.16 |
| 101 | 102016 | 02/18/22 | 1694 | MISSION UNIFORM SER | 503 | 5309 | LINEN AND UNIFORM C | 0.00 | 13.17 |
| 101 | 102016 | 02/18/22 | 1694 | MISSION UNIFORM SER | 503 | 5309 | LINEN AND UNIFORM C | 0.00 | 13.17 |

SELECTION CRITERIA: transact.yr='22' and transact.period='8'
ACCOUNTING PERIOD: 9/22

FUND - 01 - GENERAL FUND

| CASH ACCT | CHECK NO | ISSUE DT | VENDOR | NAME | DIVISION | ACCNT | ----DESCRIPTION---- | SALES TAX | AMOUNT |
|---|---|---|---|---|---|---|---|---|---|
| 101 | 102016 | 02/18/22 | 1694 | MISSION UNIFORM SER | 503 | 5309 | LINEN AND UNIFORM C | 0.00 | 13.17 |
| 101 | 102016 | 02/18/22 | 1694 | MISSION UNIFORM SER | 503 | 5309 | LINEN AND UNIFORM C | 0.00 | 13.17 |
| 101 | 102016 | 02/18/22 | 1694 | MISSION UNIFORM SER | 502 | 5309 | LINEN AND UNIFORM C | 0.00 | 79.10 |
| 101 | 102016 | 02/18/22 | 1694 | MISSION UNIFORM SER | 503 | 5309 | LINEN AND UNIFORM C | 0.00 | 79.10 |
| 101 | 102016 | 02/18/22 | 1694 | MISSION UNIFORM SER | 505 | 5309 | LINEN AND UNIFORM C | 0.00 | 13.16 |
| 101 | 102016 | 02/18/22 | 1694 | MISSION UNIFORM SER | 505 | 5309 | LINEN AND UNIFORM C | 0.00 | 13.16 |
| 101 | 102016 | 02/18/22 | 1694 | MISSION UNIFORM SER | 505 | 5309 | LINEN AND UNIFORM C | 0.00 | 79.10 |
| 101 | 102016 | 02/18/22 | 1694 | MISSION UNIFORM SER | 502 | 5309 | LINEN AND UNIFORM C | 0.00 | 79.10 |
| 101 | 102016 | 02/18/22 | 1694 | MISSION UNIFORM SER | 503 | 5309 | LINEN AND UNIFORM C | 0.00 | 79.10 |
| 101 | 102016 | 02/18/22 | 1694 | MISSION UNIFORM SER | 505 | 5309 | LINEN AND UNIFORM C | 0.00 | 79.10 |
| 101 | 102016 | 02/18/22 | 1694 | MISSION UNIFORM SER | 502 | 5309 | LINEN AND UNIFORM C | 0.00 | 117.57 |
| 101 | 102016 | 02/18/22 | 1694 | MISSION UNIFORM SER | 503 | 5309 | LINEN AND UNIFORM C | 0.00 | 117.58 |
| 101 | 102016 | 02/18/22 | 1694 | MISSION UNIFORM SER | 505 | 5309 | LINEN AND UNIFORM C | 0.00 | 117.58 |
| TOTAL CHECK | | | | | | | | 0.00 | 1,407.72 |
| 101 | 102018 | 02/22/22 | 2133 | PERS | 133 | 5145 | FEB 2022 UAL | 0.00 | 2,333.33 |
| 101 | 102018 | 02/22/22 | 2133 | PERS | 502 | 5145 | FEB 2022 UAL | 0.00 | 2,583.33 |
| 101 | 102018 | 02/22/22 | 2133 | PERS | 501 | 5145 | FEB 2022 UAL | 0.00 | 3,166.67 |
| 101 | 102018 | 02/22/22 | 2133 | PERS | 421 | 5145 | FEB 2022 UAL | 0.00 | 4,833.33 |
| 101 | 102018 | 02/22/22 | 2133 | PERS | 121 | 5145 | FEB 2022 UAL | 0.00 | 8,916.67 |
| 101 | 102018 | 02/22/22 | 2133 | PERS | 503 | 5145 | FEB 2022 UAL | 0.00 | 9,083.33 |
| 101 | 102018 | 02/22/22 | 2133 | PERS | 131 | 5145 | FEB 2022 UAL | 0.00 | 10,250.00 |
| 101 | 102018 | 02/22/22 | 2133 | PERS | 401 | 5145 | FEB 2022 UAL | 0.00 | 10,333.33 |
| 101 | 102018 | 02/22/22 | 2133 | PERS | 201 | 5145 | FEB 2022 UAL | 0.00 | 12,333.33 |
| 101 | 102018 | 02/22/22 | 2133 | PERS | 505 | 5145 | FEB 2022 UAL | 0.00 | 16,583.33 |
| 101 | 102018 | 02/22/22 | 2133 | PERS | 351 | 5145 | FEB 2022 UAL | 0.00 | 88,862.58 |
| 101 | 102018 | 02/22/22 | 2133 | PERS | 301 | 5145 | FEB 2022 UAL | 0.00 | 105,500.00 |
| 101 | 102018 | 02/22/22 | 2133 | PERS | 513 | 5145 | FEB 2022 UAL | 0.00 | 250.00 |
| 101 | 102018 | 02/22/22 | 2133 | PERS | 101 | 5145 | FEB 2022 UAL | 0.00 | 416.68 |
| TOTAL CHECK | | | | | | | | 0.00 | 275,445.91 |
| 101 | 102019 | 02/25/22 | 2952 | AFLAC | 01 | 202 | DED:5291 AFLAC P/T | 0.00 | 69.24 |
| 101 | 102019 | 02/25/22 | 2952 | AFLAC | 01 | 202 | DED:5200 AFLAC PREM | 0.00 | 717.32 |
| 101 | 102019 | 02/25/22 | 2952 | AFLAC | 01 | 202 | DED:5201 AFLAC P/T | 0.00 | 1,776.62 |
| TOTAL CHECK | | | | | | | | 0.00 | 2,563.18 |
| 101 | 102020 | 02/25/22 | 1 | CALPERS HEALTH | 01 | 202 | DED:2071 HEALTH | 0.00 | 2,397.00 |
| 101 | 102020 | 02/25/22 | 1 | CALPERS HEALTH | 01 | 202 | DED:103 HEALTH | 0.00 | 2,454.34 |
| 101 | 102020 | 02/25/22 | 1 | CALPERS HEALTH | 01 | 202 | DED:102 HEALTH | 0.00 | 2,748.24 |
| 101 | 102020 | 02/25/22 | 1 | CALPERS HEALTH | 01 | 202 | DED:106 HEALTH | 0.00 | 3,171.06 |
| 101 | 102020 | 02/25/22 | 1 | CALPERS HEALTH | 01 | 202 | DED:104 HEALTH | 0.00 | 3,506.15 |
| 101 | 102020 | 02/25/22 | 1 | CALPERS HEALTH | 01 | 202 | DED:105 HEALTH | 0.00 | 3,646.40 |
| 101 | 102020 | 02/25/22 | 1 | CALPERS HEALTH | 01 | 202 | DED:533 HEALTH | 0.00 | 3,646.40 |
| 101 | 102020 | 02/25/22 | 1 | CALPERS HEALTH | 01 | 202 | DED:2073 HEALTH FAM | 0.00 | 4,438.00 |
| 101 | 102020 | 02/25/22 | 1 | CALPERS HEALTH | 01 | 202 | DED:100 HEALTH | 0.00 | 6,870.63 |
| 101 | 102020 | 02/25/22 | 1 | CALPERS HEALTH | 01 | 202 | DED:531 HEALTH | 0.00 | 350.62 |
| 101 | 102020 | 02/25/22 | 1 | CALPERS HEALTH | 01 | 202 | DED:109 HEALTH | 0.00 | 507.91 |
| 101 | 102020 | 02/25/22 | 1 | CALPERS HEALTH | 01 | 202 | DED:118 HEALTH | 0.00 | 674.50 |
| 101 | 102020 | 02/25/22 | 1 | CALPERS HEALTH | 01 | 202 | DED:115 HEALTH | 0.00 | 701.23 |
| 101 | 102020 | 02/25/22 | 1 | CALPERS HEALTH | 01 | 202 | DED:2072 HEALTH | 0.00 | 862.50 |
| 101 | 102020 | 02/25/22 | 1 | CALPERS HEALTH | 01 | 202 | DED:2074 HEALTH | 0.00 | 911.50 |
| 101 | 102020 | 02/25/22 | 1 | CALPERS HEALTH | 01 | 202 | DED:120 HEALTH | 0.00 | 1,015.82 |

SELECTION CRITERIA: transact.yr='22' and transact.period='8'
ACCOUNTING PERIOD: 9/22

FUND - 01 - GENERAL FUND

| CASH ACCT | CHECK NO | ISSUE DT | VENDOR | NAME | DIVISION | ACCNT | ----DESCRIPTION---- | SALES TAX | AMOUNT |
|---|---|---|---|---|---|---|---|---|---|
| 101 | 102020 | 02/25/22 | 1 | CALPERS HEALTH | 01 | 202 | DED:2225 HEALTH INS | 0.00 | 1,057.01 |
| 101 | 102020 | 02/25/22 | 1 | CALPERS HEALTH | 01 | 202 | DED:1 HEALTH | 0.00 | 1,057.01 |
| 101 | 102020 | 02/25/22 | 1 | CALPERS HEALTH | 01 | 202 | DED:0563 HEALTH FAM | 0.00 | 1,114.18 |
| 101 | 102020 | 02/25/22 | 1 | CALPERS HEALTH | 01 | 202 | DED:110 HEALTH | 0.00 | 2,031.62 |
| TOTAL CHECK | | | | | | | | 0.00 | 43,162.12 |
| 101 | 102021 | 02/25/22 | 2939 | CALPERS LONG TERM C | 01 | 202 | DED:6000 LTC | 0.00 | 144.26 |
| 101 | 102022 | 02/25/22 | 3134 | CITY OF PACIFIC GRO | 01 | 202 | DED:3301 AFLAC MED | 0.00 | 2,578.02 |
| 101 | 102022 | 02/25/22 | 3134 | CITY OF PACIFIC GRO | 01 | 202 | DED:3300 AFLAC DEP | 0.00 | 100.00 |
| TOTAL CHECK | | | | | | | | 0.00 | 2,678.02 |
| 101 | 102023 | 02/25/22 | 3393 | EFT | 01 | 202 | DED:*FM MEDICARE | 0.00 | 9,848.26 |
| 101 | 102023 | 02/25/22 | 3393 | EFT | 01 | 202 | DED:*SCA STATE TAX | 0.00 | 14,422.20 |
| 101 | 102023 | 02/25/22 | 3393 | EFT | 01 | 202 | DED:*FT FEDERAL TX | 0.00 | 37,688.99 |
| TOTAL CHECK | | | | | | | | 0.00 | 61,959.45 |
| 101 | 102024 | 02/25/22 | 2946 | PACIFIC GROVE CITY | 01 | 202 | DED:7000 ASSOC DUES | 0.00 | 783.75 |
| 101 | 102025 | 02/25/22 | 2938 | MASS MUTUAL (457 PL | 01 | 202 | DED:4000 DEF COMP | 0.00 | 13,761.57 |
| 101 | 102025 | 02/25/22 | 2938 | MASS MUTUAL (457 PL | 01 | 202 | DED:3999 ROTH IRA | 0.00 | 765.00 |
| TOTAL CHECK | | | | | | | | 0.00 | 14,526.57 |
| 101 | 102026 | 02/25/22 | 2936 | MTRY COUNTY DEPT OF | 01 | 202 | DED:0023 GARNISH | 0.00 | 236.30 |
| 101 | 102027 | 02/25/22 | 2949 | PACIFIC GROVE MANAG | 01 | 202 | DED:7203 ASSOC DUES | 0.00 | 20.00 |
| 101 | 102028 | 02/25/22 | 2051 | CITY OF PACIFIC GRO | 01 | 202 | DED:1010 WORK COMP | 0.00 | 2,918.38 |
| 101 | 102028 | 02/25/22 | 2051 | CITY OF PACIFIC GRO | 01 | 202 | DED:1003 WORK COMP | 0.00 | 6,135.58 |
| 101 | 102028 | 02/25/22 | 2051 | CITY OF PACIFIC GRO | 01 | 202 | DED:1006 WORK COMP | 0.00 | 13.54 |
| 101 | 102028 | 02/25/22 | 2051 | CITY OF PACIFIC GRO | 01 | 202 | DED:1009 WORK COMP | 0.00 | 63.20 |
| 101 | 102028 | 02/25/22 | 2051 | CITY OF PACIFIC GRO | 01 | 202 | DED:1005 WORK COMP | 0.00 | 1,179.00 |
| TOTAL CHECK | | | | | | | | 0.00 | 10,309.70 |
| 101 | 102029 | 02/25/22 | 2052 | CITY OF PACIFIC GRO | 01 | 202 | DED:7510 PERS REIMB | 0.00 | 44.13 |
| 101 | 102030 | 02/25/22 | 2053 | CITY OF PACIFIC GRO | 01 | 202 | DED:2101 DENTAL | 0.00 | 75.80 |
| 101 | 102030 | 02/25/22 | 2053 | CITY OF PACIFIC GRO | 01 | 202 | DED:2102 DENTAL | 0.00 | 187.95 |
| 101 | 102030 | 02/25/22 | 2053 | CITY OF PACIFIC GRO | 01 | 202 | DED:201 DENTAL | 0.00 | 187.95 |
| 101 | 102030 | 02/25/22 | 2053 | CITY OF PACIFIC GRO | 01 | 202 | DED:202 DENTAL | 0.00 | 189.64 |
| 101 | 102030 | 02/25/22 | 2053 | CITY OF PACIFIC GRO | 01 | 202 | DED:200 DENTAL | 0.00 | 606.40 |
| 101 | 102030 | 02/25/22 | 2053 | CITY OF PACIFIC GRO | 01 | 202 | DED:2103 DENTAL FAM | 0.00 | 663.74 |
| TOTAL CHECK | | | | | | | | 0.00 | 1,911.48 |
| 101 | 102031 | 02/25/22 | 2054 | CITY OF PACIFIC GRO | 01 | 202 | DED:0005 SUTA | 0.00 | 123.85 |
| 101 | 102032 | 02/25/22 | 2133 | PERS | 01 | 202 | DED:0002 PERS | 0.00 | 5,429.18 |
| 101 | 102032 | 02/25/22 | 2133 | PERS | 01 | 202 | DED:07 PERS CITY | 0.00 | 5,985.53 |
| 101 | 102032 | 02/25/22 | 2133 | PERS | 01 | 202 | DED:0017 PERS RG SF | 0.00 | 6,534.35 |
| 101 | 102032 | 02/25/22 | 2133 | PERS | 01 | 202 | DED:0011 PERS ER SF | 0.00 | 6,885.84 |
| 101 | 102032 | 02/25/22 | 2133 | PERS | 01 | 202 | DED:0021 PERS REG M | 0.00 | 7,359.40 |
| 101 | 102032 | 02/25/22 | 2133 | PERS | 01 | 202 | DED:0020 PERS ER M3 | 0.00 | 8,399.17 |

SELECTION CRITERIA: transact.yr='22' and transact.period='8'
ACCOUNTING PERIOD: 9/22

FUND - 01 - GENERAL FUND

| CASH ACCT | CHECK NO | ISSUE DT | VENDOR | NAME | DIVISION | ACCNT | ----DESCRIPTION---- | SALES TAX | AMOUNT |
|---|---|---|---|---|---|---|---|---|---|
| 101 | 102032 | 02/25/22 | 2133 | PERS | 01 | 202 | DED:0006 PERS CITY | 0.00 | 10,731.25 |
| 101 | 102032 | 02/25/22 | 2133 | PERS | 01 | 202 | DED:01 PERS | 0.00 | 11,832.39 |
| 101 | 102032 | 02/25/22 | 2133 | PERS | 01 | 202 | DED:0025 PERS RT MS | 0.00 | -3.38 |
| 101 | 102032 | 02/25/22 | 2133 | PERS | 01 | 202 | DED:0004 SURV BEN | 0.00 | 83.70 |
| 101 | 102032 | 02/25/22 | 2133 | PERS | 01 | 202 | DED:0022 PERS SP MS | 0.00 | 113.60 |
| 101 | 102032 | 02/25/22 | 2133 | PERS | 01 | 202 | DED:0018 PERS SP SF | 0.00 | 283.31 |
| 101 | 102032 | 02/25/22 | 2133 | PERS | 01 | 202 | DED:08 PERS OTHER | 0.00 | 382.98 |
| 101 | 102032 | 02/25/22 | 2133 | PERS | 01 | 202 | DED:0009 PERS OTHER | 0.00 | 788.85 |
| 101 | 102032 | 02/25/22 | 2133 | PERS | 01 | 202 | DED:2001 PERS | 0.00 | 830.26 |
| 101 | 102032 | 02/25/22 | 2133 | PERS | 01 | 202 | DED:2000 PERS EMPLY | 0.00 | 1,109.58 |
| TOTAL CHECK | | | | | | | | 0.00 | 66,746.01 |
| 101 | 102033 | 02/25/22 | 2943 | POLICE OFFICERS ASS | 01 | 202 | DED:7205 ASSOC DUES | 0.00 | 880.73 |
| 101 | 102034 | 02/25/22 | 7956 | STATE DISABILITY TA | 01 | 202 | DED:0026 SDI | 0.00 | 3,786.74 |
| 101 | 102035 | 02/25/22 | 3227 | SHERIFF OF MONTEREY | 01 | 202 | DED:0014 WAGE ORDER | 0.00 | 555.29 |
| 101 | 102036 | 02/25/22 | 8352 | TRANSAMERICA EMPLOY | 01 | 202 | DED:5202 TRANSAMERI | 0.00 | 627.08 |
| 101 | 102037 | 02/25/22 | 4177 | UNION BANK OF CALIF | 01 | 202 | DED:4005 PARS-457 | 0.00 | 599.87 |
| 101 | 102038 | 02/25/22 | 632 | VISION SERVICE PLAN | 01 | 202 | DED:2502 VISION | 0.00 | 27.92 |
| 101 | 102038 | 02/25/22 | 632 | VISION SERVICE PLAN | 01 | 202 | DED:302 VISION | 0.00 | 60.00 |
| 101 | 102038 | 02/25/22 | 632 | VISION SERVICE PLAN | 01 | 202 | DED:301 VISION | 0.00 | 75.00 |
| 101 | 102038 | 02/25/22 | 632 | VISION SERVICE PLAN | 01 | 202 | DED:300 VISION | 0.00 | 216.38 |
| 101 | 102038 | 02/25/22 | 632 | VISION SERVICE PLAN | 01 | 202 | DED:2503 VISION FAM | 0.00 | 285.01 |
| TOTAL CHECK | | | | | | | | 0.00 | 664.31 |
| 101 | 102039 | 02/25/22 | 4965 | ALVAREZ TECHNOLOGY | 133 | 5201 | IT SUPPORT RESOURCE | 0.00 | 450.00 |
| 101 | 102039 | 02/25/22 | 4965 | ALVAREZ TECHNOLOGY | 133 | 5201 | HANDS ON SUPPORT | 0.00 | 5,463.00 |
| TOTAL CHECK | | | | | | | | 0.00 | 5,913.00 |
| 101 | 102040 | 02/25/22 | 8429 | PURE JANITORIAL LLC | 411 | 5201 | NOVEMBER 2021 | 0.00 | 2,224.00 |
| 101 | 102041 | 02/25/22 | 9499 | CSI HR GROUP | 121 | 5202 | PERSONNEL PERFORMAN | 0.00 | 120.00 |
| 101 | 102041 | 02/25/22 | 9499 | CSI HR GROUP | 121 | 5202 | PERSONNEL PERFORMAN | 0.00 | 320.00 |
| 101 | 102041 | 02/25/22 | 9499 | CSI HR GROUP | 101 | 5202 | CITY COUNCIL - ASSI | 0.00 | 1,600.00 |
| 101 | 102041 V | 02/25/22 | 9499 | CSI HR GROUP | 121 | 5202 | PERSONNEL PERFORMAN | 0.00 | -120.00 |
| 101 | 102041 V | 02/25/22 | 9499 | CSI HR GROUP | 101 | 5202 | CITY COUNCIL - ASSI | 0.00 | -1,600.00 |
| 101 | 102041 V | 02/25/22 | 9499 | CSI HR GROUP | 121 | 5202 | PERSONNEL PERFORMAN | 0.00 | -320.00 |
| TOTAL CHECK | | | | | | | | 0.00 | 0.00 |
| 101 | 102042 | 02/25/22 | 9499 | CSI HR GROUP | 121 | 5202 | PERSONNEL PERFORMAN | 0.00 | 120.00 |
| 101 | 102042 | 02/25/22 | 9499 | CSI HR GROUP | 121 | 5202 | PERSONNEL PERFORMAN | 0.00 | 320.00 |
| 101 | 102042 | 02/25/22 | 9499 | CSI HR GROUP | 101 | 5202 | CITY COUNCIL - ASSI | 0.00 | 1,600.00 |
| TOTAL CHECK | | | | | | | | 0.00 | 2,040.00 |
| 101 | V2182022 | 02/18/22 | 2987 | HARRIS & ASSOCIATES | 201 | 5202 | CONTRACT PLANNING S | 0.00 | 6,975.00 |
| 101 | V2182022 | 02/18/22 | 2987 | HARRIS & ASSOCIATES | 201 | 5202 | CONTRACT PLANNING S | 0.00 | 8,800.00 |
| TOTAL CHECK | | | | | | | | 0.00 | 15,775.00 |

SELECTION CRITERIA: transact.yr='22' and transact.period='8'
ACCOUNTING PERIOD: 9/22

FUND - 01 - GENERAL FUND

| CASH ACCT | CHECK NO | ISSUE DT | VENDOR | NAME | DIVISION | ACCNT | ----DESCRIPTION---- | SALES TAX | AMOUNT |
|---|---|---|---|---|---|---|---|---|---|
| TOTAL CASH ACCOUNT | | | | | | | | 0.00 | 1,370,624.23 |
| TOTAL FUND | | | | | | | | 0.00 | 1,370,624.23 |

SELECTION CRITERIA: transact.yr='22' and transact.period='8'
ACCOUNTING PERIOD: 9/22

FUND - 06 - STATE FRANCHISE PEG

| CASH ACCT | CHECK NO | ISSUE DT | VENDOR | NAME | DIVISION | ACCNT | ----DESCRIPTION---- | SALES TAX | AMOUNT |
|---|---|---|---|---|---|---|---|---|---|
| 101 | 101926 | 02/18/22 | 5664 | ACCESS MONTEREY PEN | 105 | 5201 | PEG SERVICES Q2 | 0.00 | 9,750.00 |
| TOTAL CASH ACCOUNT | | | | | | | | 0.00 | 9,750.00 |
| TOTAL FUND | | | | | | | | 0.00 | 9,750.00 |

SELECTION CRITERIA: transact.yr='22' and transact.period='8'
ACCOUNTING PERIOD: 9/22

FUND - 07 - LIBRARY BLDG & EQUIP FUND

| CASH ACCT | CHECK NO | ISSUE DT | VENDOR | NAME | DIVISION | ACCNT | ----DESCRIPTION---- | SALES TAX | AMOUNT |
|---|---|---|---|---|---|---|---|---|---|
| 101 | 101948 | 02/18/22 | 8532 | CROZIER STUDIOS | 402 | 5291 | ART CURATION FOR TH | 0.00 | 1,260.00 |
| 101 | 101992 | 02/18/22 | 8887 | PENINSULA BUSINESS | 402 | 5291 | TAXES ON PURCHASE | 0.00 | 618.07 |
| TOTAL CASH ACCOUNT | | | | | | | | 0.00 | 1,878.07 |
| TOTAL FUND | | | | | | | | 0.00 | 1,878.07 |

SELECTION CRITERIA: transact.yr='22' and transact.period='8'
ACCOUNTING PERIOD: 9/22

FUND - 08 - MUSEUM IMPROVEMENT FUND

| CASH ACCT | CHECK NO | ISSUE DT | VENDOR | NAME | DIVISION | ACCNT | ----DESCRIPTION---- | SALES TAX | AMOUNT |
|---|---|---|---|---|---|---|---|---|---|
| 101 | 101865 | 02/04/22 | 9554 | PATRIOT ENVIRONMENT | 412 | 6021 | CIP 22-04 | 0.00 | 925.00 |
| TOTAL CASH ACCOUNT | | | | | | | | 0.00 | 925.00 |
| TOTAL FUND | | | | | | | | 0.00 | 925.00 |

SELECTION CRITERIA: transact.yr='22' and transact.period='8'
ACCOUNTING PERIOD: 9/22

FUND - 10 - HOSPITALITY IMPRVMT DIST.

| CASH ACCT | CHECK NO | ISSUE DT | VENDOR | NAME | DIVISION | ACCNT | ----DESCRIPTION---- | SALES TAX | AMOUNT |
|---|---|---|---|---|---|---|---|---|---|
| 101 | 101976 | 02/18/22 | 1748 | MONTEREY COUNTY CLE | 104 | 5201 | TID OCT - DEC 2021 | 0.00 | 51,064.05 |
| 101 | 101976 V | 02/18/22 | 1748 | MONTEREY COUNTY CLE | 104 | 5201 | TID OCT - DEC 2021 | 0.00 | -51,064.05 |
| TOTAL CHECK | | | | | | | | 0.00 | 0.00 |
| 101 | 101987 | 02/18/22 | 2028 | PACIFIC GROVE CHAMB | 104 | 5201 | OCT - DEC 2021 | 0.00 | 51,064.04 |
| 101 | 102017 | 02/18/22 | 1788 | MONTEREY COUNTY CON | 104 | 5201 | TID OCT-DEC 2021 | 0.00 | 51,064.05 |
| TOTAL CASH ACCOUNT | | | | | | | | 0.00 | 102,128.09 |
| TOTAL FUND | | | | | | | | 0.00 | 102,128.09 |

SELECTION CRITERIA: transact.yr='22' and transact.period='8'
ACCOUNTING PERIOD: 9/22

FUND - 11 - LIBRARY BOOK FUND

| CASH ACCT | CHECK NO | ISSUE DT | VENDOR | NAME | DIVISION | ACCNT | ----DESCRIPTION---- | SALES TAX | AMOUNT |
|---|---|---|---|---|---|---|---|---|---|
| 101 | 101826 | 02/04/22 | 213 | BAKER & TAYLOR COMP | 403 | 5303 | BOOKS AND MATERIALS | 0.00 | 36.65 |
| 101 | 101826 | 02/04/22 | 213 | BAKER & TAYLOR COMP | 403 | 5303 | BOOKS AND MATERIALS | 0.00 | 101.69 |
| 101 | 101826 | 02/04/22 | 213 | BAKER & TAYLOR COMP | 403 | 5303 | BOOKS AND MATERIALS | 0.00 | 253.55 |
| 101 | 101826 | 02/04/22 | 213 | BAKER & TAYLOR COMP | 403 | 5303 | BOOKS AND MATERIALS | 0.00 | 880.66 |
| 101 | 101826 | 02/04/22 | 213 | BAKER & TAYLOR COMP | 403 | 5303 | BOOKS AND MATERIALS | 0.00 | 1,461.01 |
| 101 | 101826 | 02/04/22 | 213 | BAKER & TAYLOR COMP | 403 | 5303 | BOOKS AND MATERIALS | 0.00 | 1,704.36 |
| TOTAL CHECK | | | | | | | | 0.00 | 4,437.92 |
| 101 | 101854 | 02/04/22 | 3304 | MIDWEST TAPE | 403 | 5303 | BOOKS & MATERIALS | 0.00 | 17.12 |
| 101 | 101854 | 02/04/22 | 3304 | MIDWEST TAPE | 403 | 5303 | BOOKS & MATERIALS | 0.00 | 32.61 |
| 101 | 101854 | 02/04/22 | 3304 | MIDWEST TAPE | 403 | 5303 | BOOKS & MATERIALS | 0.00 | 48.92 |
| 101 | 101854 | 02/04/22 | 3304 | MIDWEST TAPE | 403 | 5303 | BOOKS & MATERIALS | 0.00 | 67.95 |
| TOTAL CHECK | | | | | | | | 0.00 | 166.60 |
| 101 | 101922 | 02/18/22 | 4943 | US BANK | 403 | 5303 | WEIRICK CC JAN 2022 | 0.00 | 861.98 |
| 101 | 101935 | 02/18/22 | 213 | BAKER & TAYLOR COMP | 403 | 5303 | BOOKS AND MATERIALS | 0.00 | 135.16 |
| 101 | 101935 | 02/18/22 | 213 | BAKER & TAYLOR COMP | 403 | 5303 | BOOKS AND MATERIALS | 0.00 | 150.21 |
| 101 | 101935 | 02/18/22 | 213 | BAKER & TAYLOR COMP | 403 | 5303 | BOOKS AND MATERIALS | 0.00 | 212.52 |
| TOTAL CHECK | | | | | | | | 0.00 | 497.89 |
| 101 | 101942 | 02/18/22 | 1040 | CENGAGE LEARNING/GA | 403 | 5303 | BOOKS & MATERIALS | 0.00 | 26.97 |
| 101 | 101942 | 02/18/22 | 1040 | CENGAGE LEARNING/GA | 403 | 5303 | BOOKS & MATERIALS | 0.00 | 26.97 |
| 101 | 101942 | 02/18/22 | 1040 | CENGAGE LEARNING/GA | 403 | 5303 | BOOKS & MATERIALS | 0.00 | 113.06 |
| 101 | 101942 | 02/18/22 | 1040 | CENGAGE LEARNING/GA | 403 | 5303 | BOOKS & MATERIALS | 0.00 | 210.47 |
| TOTAL CHECK | | | | | | | | 0.00 | 377.47 |
| 101 | 101973 | 02/18/22 | 3304 | MIDWEST TAPE | 403 | 5303 | BOOKS & MATERIALS | 0.00 | 65.24 |
| 101 | 101973 | 02/18/22 | 3304 | MIDWEST TAPE | 403 | 5303 | BOOKS & MATERIALS | 0.00 | 43.49 |
| 101 | 101973 | 02/18/22 | 3304 | MIDWEST TAPE | 403 | 5303 | BOOKS & MATERIALS | 0.00 | 165.80 |
| TOTAL CHECK | | | | | | | | 0.00 | 274.53 |
| TOTAL CASH ACCOUNT | | | | | | | | 0.00 | 6,616.39 |
| TOTAL FUND | | | | | | | | 0.00 | 6,616.39 |

SELECTION CRITERIA: transact.yr='22' and transact.period='8'
ACCOUNTING PERIOD: 9/22

FUND - 12 - FIRE EMERG EQUIP FUND

| CASH ACCT | CHECK NO | ISSUE DT | VENDOR | NAME | DIVISION | ACCNT | ----DESCRIPTION---- | SALES TAX | AMOUNT |
|---|---|---|---|---|---|---|---|---|---|
| 101 | 101829 | 02/04/22 | 3400 | BOUND TREE MEDICAL, | 355 | 5309 | HAND WIPES | 0.00 | 337.08 |
| 101 | 101829 | 02/04/22 | 3400 | BOUND TREE MEDICAL, | 355 | 5309 | GLOVES | 0.00 | 436.79 |
| TOTAL CHECK | | | | | | | | 0.00 | 773.87 |
| 101 | 101940 | 02/18/22 | 3400 | BOUND TREE MEDICAL, | 355 | 5309 | MEDICAL SUPPLIES | 0.00 | 585.86 |
| 101 | 101940 | 02/18/22 | 3400 | BOUND TREE MEDICAL, | 355 | 5309 | GLOVES | 0.00 | 879.26 |
| TOTAL CHECK | | | | | | | | 0.00 | 1,465.12 |
| TOTAL CASH ACCOUNT | | | | | | | | 0.00 | 2,238.99 |
| TOTAL FUND | | | | | | | | 0.00 | 2,238.99 |

SELECTION CRITERIA: transact.yr='22' and transact.period='8'
ACCOUNTING PERIOD: 9/22

FUND - 15 - HOUSING FUND

| CASH ACCT | CHECK NO | ISSUE DT | VENDOR | NAME | DIVISION | ACCNT | ----DESCRIPTION---- | SALES TAX | AMOUNT |
|---|---|---|---|---|---|---|---|---|---|
| 101 | 101855 | 02/04/22 | 1770 | MONTEREY COUNTY REC | 202 | 5424 | 1220 FUNSTON AVE. | 0.00 | 47.00 |
| 101 | 101870 | 02/04/22 | 9550 | ROD DOUGLAS CAHOON | 202 | 5424 | 700 BRIGGS AVE #50 | 0.00 | 1,900.00 |
| 101 | 101892 | 02/08/22 | 1772 | MONTEREY COUNTY TAX | 202 | 5421 | 1111 PRESIDIO BLVD | 0.00 | 18,600.33 |
| 101 | 101947 | 02/18/22 | 5713 | CIC | 202 | 5424 | 807 MARINA PINES | 0.00 | 19.80 |
| 101 | 102018 | 02/22/22 | 2133 | PERS | 204 | 5145 | FEB 2022 UAL | 0.00 | 833.33 |
| TOTAL CASH ACCOUNT | | | | | | | | 0.00 | 21,400.46 |
| TOTAL FUND | | | | | | | | 0.00 | 21,400.46 |

SELECTION CRITERIA: transact.yr='22' and transact.period='8'
ACCOUNTING PERIOD: 9/22

FUND - 18 - GAS TAX FUND

| CASH ACCT | CHECK NO | ISSUE DT | VENDOR | NAME | DIVISION | ACCNT | ----DESCRIPTION---- | SALES TAX | AMOUNT |
|---|---|---|---|---|---|---|---|---|---|
| 101 | 101877 | 02/04/22 | 1768 | STURDY OIL COMPANY | 508 | 5311 | STRT | 0.00 | 506.09 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 508 | 5222 | FOREST AVE & SUNSET | 0.00 | 29.47 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 508 | 5222 | FOREST AV & SUNSET | 0.00 | 51.03 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 508 | 5222 | FOREST AV & SUNSET | 0.00 | 12.58 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 508 | 5222 | FOREST AVE & SUNSET | 0.00 | 8.56 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 508 | 5222 | 19TH & SUNSET DR. | 0.00 | 0.41 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 508 | 5222 | 19TH & SUNSET DR. | 0.00 | 15.60 |
| TOTAL CHECK | | | | | | | | 0.00 | 117.65 |
| 101 | 101941 | 02/18/22 | 467 | CALTRANS | 508 | 5331 | OCT 2021 - DEC 2021 | 0.00 | 526.37 |
| 101 | 101986 | 02/18/22 | 2024 | PACIFIC GAS & ELECT | 508 | 5222 | PW | 0.00 | 6,709.71 |
| 101 | 102005 | 02/18/22 | 4222 | TRITON CONSTRUCTION | 508 | 5276 | DESIGNATED OPERATOR | 0.00 | 1,300.00 |
| 101 | 102018 | 02/22/22 | 2133 | PERS | 508 | 5145 | FEB 2022 UAL | 0.00 | 1,666.67 |
| TOTAL CASH ACCOUNT | | | | | | | | 0.00 | 10,826.49 |
| TOTAL FUND | | | | | | | | 0.00 | 10,826.49 |

SELECTION CRITERIA: transact.yr='22' and transact.period='8'
ACCOUNTING PERIOD: 9/22

FUND - 27 - LIGHTHOUSE MAINT.& IMPV.

| CASH ACCT | CHECK NO | ISSUE DT | VENDOR | NAME | DIVISION | ACCNT | ----DESCRIPTION---- | SALES TAX | AMOUNT |
|---|---|---|---|---|---|---|---|---|---|
| 101 | 101824 | 02/04/22 | 5363 | AT&T CALNET 3 | 413 | 5212 | LIGHTHOUSE | 0.00 | 1.21 |
| 101 | 101852 | 02/04/22 | 4325 | NANCY MCDOWELL | 413 | 5309 | LH CLEANING SUPPLIE | 0.00 | 16.73 |
| 101 | 101873 | 02/04/22 | 2448 | SENTRY ALARM SYSTEM | 413 | 5223 | LIGHTHOUSE | 0.00 | 312.04 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 413 | 5222 | ASILOMAR BLVD PG LH | 0.00 | 2.45 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 413 | 5222 | ASILOMAR BLVD PG LH | 0.00 | 18.13 |
| TOTAL CHECK | | | | | | | | 0.00 | 20.58 |
| 101 | 101977 | 02/18/22 | 1772 | MONTEREY COUNTY TAX | 413 | 5222 | 2021/2022 2ND PAYME | 0.00 | 75.32 |
| 101 | 101991 | 02/18/22 | 2034 | PACIFIC GROVE HARDW | 413 | 5223 | LIGHTHOUSE | 0.00 | 73.93 |
| 101 | 101991 | 02/18/22 | 2034 | PACIFIC GROVE HARDW | 413 | 5223 | LIGHTHOUSE | 0.00 | 19.56 |
| 101 | 101991 | 02/18/22 | 2034 | PACIFIC GROVE HARDW | 413 | 5223 | LIGHTHOUSE | 0.00 | 5.51 |
| 101 | 101991 | 02/18/22 | 2034 | PACIFIC GROVE HARDW | 413 | 5223 | UNAPPLIED CREDIT | 0.00 | -96.69 |
| 101 | 101991 | 02/18/22 | 2034 | PACIFIC GROVE HARDW | 413 | 5223 | LIGHTHOUSE | 0.00 | 10.86 |
| TOTAL CHECK | | | | | | | | 0.00 | 13.17 |
| TOTAL CASH ACCOUNT | | | | | | | | 0.00 | 439.05 |
| TOTAL FUND | | | | | | | | 0.00 | 439.05 |

SELECTION CRITERIA: transact.yr='22' and transact.period='8'
ACCOUNTING PERIOD: 9/22

FUND - 40 - POETRY PROMOTION FUND

| CASH ACCT | CHECK NO | ISSUE DT | VENDOR | NAME | DIVISION | ACCNT | ----DESCRIPTION---- | SALES TAX | AMOUNT |
|---|---|---|---|---|---|---|---|---|---|
| 101 | 101922 | 02/18/22 | 4943 | US BANK | 405 | 5291 | GODWIN CC JAN 2022 | 0.00 | 35.00 |
| 101 | 101977 | 02/18/22 | 1772 | MONTEREY COUNTY TAX | 405 | 5222 | 2021/2022 2ND PAYME | 0.00 | 27.22 |
| TOTAL CASH ACCOUNT | | | | | | | | 0.00 | 62.22 |
| TOTAL FUND | | | | | | | | 0.00 | 62.22 |

SELECTION CRITERIA: transact.yr='22' and transact.period='8'
ACCOUNTING PERIOD: 9/22

FUND - 41 - YOUNT INCOME FUND

| CASH ACCT | CHECK NO | ISSUE DT | VENDOR | NAME | DIVISION | ACCNT | ----DESCRIPTION---- | SALES TAX | AMOUNT |
|---|---|---|---|---|---|---|---|---|---|
| 101 | 101839 | 02/04/22 | 9506 | DUDEK | 510 | 6031 | GWP MANAGEMENT PLAN | 0.00 | 5,787.50 |
| 101 | 102018 | 02/22/22 | 2133 | PERS | 510 | 5145 | FEB 2022 UAL | 0.00 | 166.67 |
| TOTAL CASH ACCOUNT | | | | | | | | 0.00 | 5,954.17 |
| TOTAL FUND | | | | | | | | 0.00 | 5,954.17 |

SELECTION CRITERIA: transact.yr='22' and transact.period='8'
ACCOUNTING PERIOD: 9/22

FUND - 43 - SLESF FUND

| CASH ACCT | CHECK NO | ISSUE DT | VENDOR | NAME | DIVISION | ACCNT | ----DESCRIPTION---- | SALES TAX | AMOUNT |
|---|---|---|---|---|---|---|---|---|---|
| 101 | 101951 | 02/18/22 | 9033 | ENTERPRISE FM TRUST | 304 | 5225 | LEASED VEHICLES | 0.00 | 2,125.60 |
| TOTAL CASH ACCOUNT | | | | | | | | 0.00 | 2,125.60 |
| TOTAL FUND | | | | | | | | 0.00 | 2,125.60 |

SELECTION CRITERIA: transact.yr='22' and transact.period='8'
ACCOUNTING PERIOD: 9/22

FUND - 46 - STRONG DISBURSEMENT FUND

| CASH ACCT | CHECK NO | ISSUE DT | VENDOR | NAME | DIVISION | ACCNT | ----DESCRIPTION---- | SALES TAX | AMOUNT |
|---|---|---|---|---|---|---|---|---|---|
| 101 | 102009 | 02/18/22 | 2894 | WILSON'S PLUMBING & | 461 | 6021 | CIP 21-07 | 0.00 | 4,625.75 |
| TOTAL CASH ACCOUNT | | | | | | | | 0.00 | 4,625.75 |
| TOTAL FUND | | | | | | | | 0.00 | 4,625.75 |

SELECTION CRITERIA: transact.yr='22' and transact.period='8'
ACCOUNTING PERIOD: 9/22

FUND - 63 - CAPITAL IMPROV PROJ FUND

| CASH ACCT | CHECK NO | ISSUE DT | VENDOR | NAME | DIVISION | ACCNT | ----DESCRIPTION---- | SALES TAX | AMOUNT |
|---|---|---|---|---|---|---|---|---|---|
| 101 | 101871 | 02/04/22 | 3019 | SCUDDER ROOFING COM | 631 | 6021 | LIBRARY ROOF REPAIR | 0.00 | 17,508.00 |
| 101 | 101879 | 02/04/22 | 1758 | THE MONTEREY COUNTY | 631 | 6041 | CIP 22-02 | 0.00 | 154.94 |
| 101 | 101928 | 02/18/22 | 5931 | ALLSTAR PAINTING & | 631 | 6031 | JEWELL PARK GAZEBO | 0.00 | 5,000.00 |
| 101 | 101928 | 02/18/22 | 5931 | ALLSTAR PAINTING & | 631 | 6031 | JEWELL PARK GAZEBO | 0.00 | 15,110.46 |
| TOTAL CHECK | | | | | | | | 0.00 | 20,110.46 |
| 101 | 101934 | 02/18/22 | 4036 | AURUM CONSULTING EN | 631 | 6021 | PW YARD ELECTRICAL | 0.00 | 2,347.50 |
| 101 | 101944 | 02/18/22 | 7915 | CLIENT FIRST CONSUL | 631 | 5201 | IT INFRASTRUCTURE | 0.00 | 462.50 |
| 101 | 101944 | 02/18/22 | 7915 | CLIENT FIRST CONSUL | 631 | 5201 | IT INFRASTRUCTURE | 0.00 | 4,851.25 |
| TOTAL CHECK | | | | | | | | 0.00 | 5,313.75 |
| 101 | 101980 | 02/18/22 | 1786 | MONTEREY PENINSULA | 631 | 6031 | FY21/22 POINT PINOS | 0.00 | 158,318.45 |
| 101 | 102008 | 02/18/22 | 9401 | WILLIAMS SCOTSMAN, | 631 | 6021 | FY21/22 PW CONSTRUC | 0.00 | 1,230.72 |
| 101 | 102011 | 02/18/22 | 9325 | ZANDER DESIGN | 631 | 6031 | POINT PINOS TRAIL C | 0.00 | 9,942.57 |
| TOTAL CASH ACCOUNT | | | | | | | | 0.00 | 214,926.39 |
| TOTAL FUND | | | | | | | | 0.00 | 214,926.39 |

SELECTION CRITERIA: transact.yr='22' and transact.period='8'
ACCOUNTING PERIOD: 9/22

FUND - 70 - EMP BENEFIT FUND

| CASH ACCT | CHECK NO | ISSUE DT | VENDOR | NAME | DIVISION | ACCNT | ----DESCRIPTION---- | SALES TAX | AMOUNT |
|---|---|---|---|---|---|---|---|---|---|
| 101 | 101863 | 02/04/22 | 4279 | PARS | 703 | 5141 | 10/31/21 ARS FEES | 0.00 | 408.94 |
| 101 | 101863 | 02/04/22 | 4279 | PARS | 703 | 5141 | 11/30/21 ARS FEE | 0.00 | 413.61 |
| TOTAL CHECK | | | | | | | | 0.00 | 822.55 |
| 101 | 101889 | 02/03/22 | 632 | VISION SERVICE PLAN | 703 | 5123 | FEB 2022 RET & CHGS | 0.00 | 123.01 |
| 101 | 101890 | 02/07/22 | 8211 | STANDARD INSURANCE | 703 | 5123 | FEB 2022 PREMIUMS | 0.00 | 4,568.59 |
| 101 | 101891 | 02/07/22 | 9360 | STANDARD INSURANCE | 703 | 5123 | JAN 2022 PREMIUMS | 0.00 | 5,210.74 |
| 101 | 101916 | 02/10/22 | 1 | CALPERS HEALTH | 703 | 5123 | FEB 2022 RET & CHGS | 0.00 | 15,526.26 |
| 101 | 101918 | 02/10/22 | 5025 | EMPLOYMENT DEVELOPM | 703 | 5235 | 4TH QTR 2021 SUI | 0.00 | 5,452.45 |
| 101 | V2042022 | 02/04/22 | 9163 | CLAREMONT BEHAVIORA | 703 | 5123 | JANUARY 2022 | 0.00 | 648.15 |
| 101 | V2042022 | 02/04/22 | 9163 | CLAREMONT BEHAVIORA | 703 | 5123 | FEBRUARY 2022 | 0.00 | 648.15 |
| TOTAL CHECK | | | | | | | | 0.00 | 1,296.30 |
| TOTAL CASH ACCOUNT | | | | | | | | 0.00 | 32,999.90 |
| TOTAL FUND | | | | | | | | 0.00 | 32,999.90 |

SELECTION CRITERIA: transact.yr='22' and transact.period='8'
ACCOUNTING PERIOD: 9/22

FUND - 71 - WORKERS COMP FUND

| CASH ACCT | CHECK NO | ISSUE DT | VENDOR | NAME | DIVISION | ACCNT | ----DESCRIPTION---- | SALES TAX | AMOUNT |
|---|---|---|---|---|---|---|---|---|---|
| 101 | 101864 | 02/04/22 | 2087 | PARSAC | 701 | 5231 | RETRO WC PREMIUM AD | 0.00 | 3,654.00 |
| 101 | 101864 | 02/04/22 | 2087 | PARSAC | 701 | 5232 | REIMB JAN-APRIL 202 | 0.00 | 31,955.30 |
| TOTAL CHECK | | | | | | | | 0.00 | 35,609.30 |
| 101 | 101922 | 02/18/22 | 4943 | US BANK | 701 | 5291 | HANNAH CC JAN 2022 | 0.00 | 1,527.97 |
| 101 | 102018 | 02/22/22 | 2133 | PERS | 701 | 5145 | FEB 2022 UAL | 0.00 | 583.33 |
| TOTAL CASH ACCOUNT | | | | | | | | 0.00 | 37,720.60 |
| TOTAL FUND | | | | | | | | 0.00 | 37,720.60 |

SELECTION CRITERIA: transact.yr='22' and transact.period='8'
ACCOUNTING PERIOD: 9/22

FUND - 72 - LIABILITY INS FUND

| CASH ACCT | CHECK NO | ISSUE DT | VENDOR | NAME | DIVISION | ACCNT | ----DESCRIPTION---- | SALES TAX | AMOUNT |
|---|---|---|---|---|---|---|---|---|---|
| 101 | 102018 | 02/22/22 | 2133 | PERS | 702 | 5145 | FEB 2022 UAL | 0.00 | 416.67 |
| TOTAL CASH ACCOUNT | | | | | | | | 0.00 | 416.67 |
| TOTAL FUND | | | | | | | | 0.00 | 416.67 |

SELECTION CRITERIA: transact.yr='22' and transact.period='8'
ACCOUNTING PERIOD: 9/22

FUND - 75 - CEMETERY FUND

| CASH ACCT | CHECK NO | ISSUE DT | VENDOR | NAME | DIVISION | ACCNT | ----DESCRIPTION---- | SALES TAX | AMOUNT |
|---|---|---|---|---|---|---|---|---|---|
| 101 | 101818 | 02/04/22 | 6411 | QUADIENT LEASING US | 601 | 5225 | MAIL MACHINE | 0.00 | 3.22 |
| 101 | 101850 | 02/04/22 | 8118 | LLORIN-VELASQUEZ CO | 601 | 5201 | CEMETERY JAN 2022 | 0.00 | 2,625.00 |
| 101 | 101858 | 02/04/22 | 1775 | MONTEREY FIRE EXTIN | 601 | 5223 | | 0.00 | 314.25 |
| 101 | 101868 | 02/04/22 | 9555 | REBECCA R. NIETO | 75 | 4481 | 41.48 | 0.00 | 41.48 |
| 101 | 101877 | 02/04/22 | 1768 | STURDY OIL COMPANY | 601 | 5311 | CEM | 0.00 | -94.25 |
| 101 | 101883 | 02/04/22 | 2786 | VERIZON WIRELESS | 601 | 5212 | CEM | 0.00 | 20.04 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 601 | 5222 | CREST & RIPPLE | 0.00 | 16.08 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 601 | 5222 | CEMETERY - 1% | 0.00 | 22.51 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 601 | 5222 | CEMETERY | 0.00 | 64.12 |
| TOTAL CHECK | | | | | | | | 0.00 | 102.71 |
| 101 | 101953 | 02/18/22 | 592 | FOREST HILL ACE HAR | 601 | 5309 | | 0.00 | 11.92 |
| 101 | 101960 | 02/18/22 | 1199 | HAYWARD LUMBER COMP | 601 | 5309 | CEM | 0.00 | 34.62 |
| 101 | 101960 | 02/18/22 | 1199 | HAYWARD LUMBER COMP | 601 | 5309 | CEM | 0.00 | 45.56 |
| 101 | 101960 | 02/18/22 | 1199 | HAYWARD LUMBER COMP | 601 | 5309 | CEM | 0.00 | 61.08 |
| 101 | 101960 | 02/18/22 | 1199 | HAYWARD LUMBER COMP | 601 | 5309 | CEM | 0.00 | 22.79 |
| TOTAL CHECK | | | | | | | | 0.00 | 164.05 |
| 101 | 101991 | 02/18/22 | 2034 | PACIFIC GROVE HARDW | 601 | 5309 | CEMETERY | 0.00 | 14.03 |
| 101 | 101991 | 02/18/22 | 2034 | PACIFIC GROVE HARDW | 601 | 5309 | CEMETERY | 0.00 | 134.81 |
| TOTAL CHECK | | | | | | | | 0.00 | 148.84 |
| 101 | 101994 | 02/18/22 | 2219 | PURE WATER | 601 | 5309 | WATER SERVICE | 0.00 | 16.79 |
| 101 | 102016 | 02/18/22 | 1694 | MISSION UNIFORM SER | 601 | 5309 | LINEN AND UNIFORM C | 0.00 | 117.58 |
| 101 | 102016 | 02/18/22 | 1694 | MISSION UNIFORM SER | 601 | 5309 | LINEN AND UNIFORM C | 0.00 | 79.10 |
| 101 | 102016 | 02/18/22 | 1694 | MISSION UNIFORM SER | 601 | 5309 | LINEN AND UNIFORM C | 0.00 | 79.10 |
| 101 | 102016 | 02/18/22 | 1694 | MISSION UNIFORM SER | 601 | 5309 | LINEN AND UNIFORM C | 0.00 | 13.16 |
| 101 | 102016 | 02/18/22 | 1694 | MISSION UNIFORM SER | 601 | 5309 | LINEN AND UNIFORM C | 0.00 | 13.16 |
| 101 | 102016 | 02/18/22 | 1694 | MISSION UNIFORM SER | 601 | 5309 | LINEN AND UNIFORM C | 0.00 | 13.16 |
| 101 | 102016 | 02/18/22 | 1694 | MISSION UNIFORM SER | 601 | 5309 | LINEN AND UNIFORM C | 0.00 | 79.10 |
| 101 | 102016 | 02/18/22 | 1694 | MISSION UNIFORM SER | 601 | 5309 | LINEN AND UNIFORM C | 0.00 | 13.16 |
| TOTAL CHECK | | | | | | | | 0.00 | 407.52 |
| 101 | 102018 | 02/22/22 | 2133 | PERS | 601 | 5145 | FEB 2022 UAL | 0.00 | 1,166.67 |
| TOTAL CASH ACCOUNT | | | | | | | | 0.00 | 4,928.24 |
| TOTAL FUND | | | | | | | | 0.00 | 4,928.24 |

SELECTION CRITERIA: transact.yr='22' and transact.period='8'
ACCOUNTING PERIOD: 9/22

FUND - 76 - SEWER FUND

| CASH ACCT | CHECK NO | ISSUE DT | VENDOR | NAME | DIVISION | ACCNT | ----DESCRIPTION---- | SALES TAX | AMOUNT |
|---|---|---|---|---|---|---|---|---|---|
| 101 | 101858 | 02/04/22 | 1775 | MONTEREY FIRE EXTIN | 611 | 5223 | | 0.00 | 314.25 |
| 101 | 101869 | 02/04/22 | 6520 | RINCON CONSULTANTS, | 611 | 5201 | ARCHEO & TRIBAL MON | 0.00 | 611.25 |
| 101 | 101877 | 02/04/22 | 1768 | STURDY OIL COMPANY | 611 | 5311 | SEWER | 0.00 | 129.42 |
| 101 | 101884 | 02/04/22 | 6777 | WALLACE GROUP | 612 | 6051 | CIP 20-13 | 0.00 | 1,207.50 |
| 101 | 101888 | 02/04/22 | 3378 | DON CHAPIN CO., INC | 611 | 5201 | FY21/22 SANITARY SE | 0.00 | 1,347.50 |
| 101 | 101888 | 02/04/22 | 3378 | DON CHAPIN CO., INC | 611 | 5201 | FY21/22 SANITARY SE | 0.00 | 1,383.20 |
| 101 | 101888 | 02/04/22 | 3378 | DON CHAPIN CO., INC | 611 | 5201 | FY21/22 SANITARY SE | 0.00 | 1,739.50 |
| 101 | 101888 | 02/04/22 | 3378 | DON CHAPIN CO., INC | 611 | 5201 | FY21/22 SANITARY SE | 0.00 | 2,695.70 |
| TOTAL CHECK | | | | | | | | 0.00 | 7,165.90 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 611 | 5222 | 520 OCEAN VIEW BLVD | 0.00 | 67.64 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 611 | 5222 | 360 OCEAN VIEW BLVD | 0.00 | 74.02 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 611 | 5222 | PUMP 17TH & OCNVW | 0.00 | 132.84 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 611 | 5222 | PUMP SUNSET ARENA | 0.00 | 307.34 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 611 | 5222 | EARDLEY PUMP #1 | 0.00 | 155.05 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 611 | 5222 | 471 OCEAN VIEW BL. | 0.00 | 226.61 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 611 | 5222 | 520 OCEAN VIEW BLVD | 0.00 | 235.26 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 611 | 5222 | O V 9TH PUMP #2 | 0.00 | 268.84 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 611 | 5222 | PUMP SUNSET ARENA | 0.00 | 85.40 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 611 | 5222 | PUMP SUNSET ARENA | 0.00 | 13.56 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 611 | 5222 | 471 OCEAN VIEW BL. | 0.00 | 65.22 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 611 | 5222 | PUMP RUSSELL SVC CT | 0.00 | 41.28 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 611 | 5222 | EARDLEY PUMP #1 | 0.00 | 39.51 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 611 | 5222 | 1996 SUNSET DR. | 0.00 | 40.26 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 611 | 5222 | 17TH & OCNVW | 0.00 | 24.90 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 611 | 5222 | OCEANVIEW BLVD & 8T | 0.00 | 3.12 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 611 | 5222 | PUMP STATION | 0.00 | 19.99 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 611 | 5222 | 1996 SUNSET DR. | 0.00 | 4.70 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 611 | 5222 | PUMP RUSSELL SVC CT | 0.00 | 5.22 |
| TOTAL CHECK | | | | | | | | 0.00 | 1,810.76 |
| 101 | 101937 | 02/18/22 | 8579 | BEFORE THE MOVIE IN | 611 | 5221 | BEFORE THE MOVE AD | 0.00 | 199.00 |
| 101 | 101958 | 02/18/22 | 3378 | DON CHAPIN CO., INC | 611 | 5201 | FY21/22 SANITARY SE | 0.00 | 858.20 |
| 101 | 101958 | 02/18/22 | 3378 | DON CHAPIN CO., INC | 611 | 5201 | FY21/22 SANITARY SE | 0.00 | 1,100.00 |
| 101 | 101958 | 02/18/22 | 3378 | DON CHAPIN CO., INC | 611 | 5201 | FY21/22 SANITARY SE | 0.00 | 1,320.00 |
| 101 | 101958 | 02/18/22 | 3378 | DON CHAPIN CO., INC | 611 | 5201 | FY21/22 SANITARY SE | 0.00 | 1,764.70 |
| 101 | 101958 | 02/18/22 | 3378 | DON CHAPIN CO., INC | 611 | 5201 | FY21/22 SANITARY SE | 0.00 | 2,060.80 |
| 101 | 101958 | 02/18/22 | 3378 | DON CHAPIN CO., INC | 611 | 5201 | FY21/22 SANITARY SE | 0.00 | 2,079.00 |
| 101 | 101958 | 02/18/22 | 3378 | DON CHAPIN CO., INC | 611 | 5201 | FY21/22 SANITARY SE | 0.00 | 2,394.00 |
| TOTAL CHECK | | | | | | | | 0.00 | 11,576.70 |
| 101 | 101974 | 02/18/22 | 1714 | MONTEREY AUTO SUPPL | 611 | 5227 | SEWER | 0.00 | 16.85 |
| 101 | 101979 | 02/18/22 | 9292 | MONTEREY ONE WATER | 611 | 5201 | ANNUAL M1W MRSWMP F | 0.00 | 54,426.92 |
| 101 | 101982 | 02/18/22 | 1896 | NEILL ENGINEERS COR | 611 | 5201 | FEB 2022 RETAINER | 0.00 | 1,000.00 |

SELECTION CRITERIA: transact.yr='22' and transact.period='8'
ACCOUNTING PERIOD: 9/22

FUND - 76 - SEWER FUND

| CASH ACCT | CHECK NO | ISSUE DT | VENDOR | NAME | DIVISION | ACCNT | ----DESCRIPTION---- | SALES TAX | AMOUNT |
|---|---|---|---|---|---|---|---|---|---|
| 101 | 101986 | 02/18/22 | 2024 | PACIFIC GAS & ELECT | 611 | 5222 | PW | 0.00 | 4,706.88 |
| 101 | 101986 | 02/18/22 | 2024 | PACIFIC GAS & ELECT | 611 | 5222 | PW | 0.00 | 229.02 |
| TOTAL CHECK | | | | | | | | 0.00 | 4,935.90 |
| 101 | 101991 | 02/18/22 | 2034 | PACIFIC GROVE HARDW | 611 | 5309 | SEWER | 0.00 | 27.17 |
| 101 | 101991 | 02/18/22 | 2034 | PACIFIC GROVE HARDW | 611 | 5309 | SEWER | 0.00 | 18.03 |
| TOTAL CHECK | | | | | | | | 0.00 | 45.20 |
| 101 | 101994 | 02/18/22 | 2219 | PURE WATER | 611 | 5309 | WATER SERVICE | 0.00 | 16.79 |
| 101 | 102016 | 02/18/22 | 1694 | MISSION UNIFORM SER | 611 | 5309 | LINEN AND UNIFORM C | 0.00 | 13.16 |
| 101 | 102016 | 02/18/22 | 1694 | MISSION UNIFORM SER | 611 | 5309 | LINEN AND UNIFORM C | 0.00 | 13.16 |
| 101 | 102016 | 02/18/22 | 1694 | MISSION UNIFORM SER | 611 | 5309 | LINEN AND UNIFORM C | 0.00 | 13.16 |
| 101 | 102016 | 02/18/22 | 1694 | MISSION UNIFORM SER | 611 | 5309 | LINEN AND UNIFORM C | 0.00 | 13.16 |
| 101 | 102016 | 02/18/22 | 1694 | MISSION UNIFORM SER | 611 | 5309 | LINEN AND UNIFORM C | 0.00 | 79.09 |
| 101 | 102016 | 02/18/22 | 1694 | MISSION UNIFORM SER | 611 | 5309 | LINEN AND UNIFORM C | 0.00 | 79.09 |
| 101 | 102016 | 02/18/22 | 1694 | MISSION UNIFORM SER | 611 | 5309 | LINEN AND UNIFORM C | 0.00 | 79.09 |
| 101 | 102016 | 02/18/22 | 1694 | MISSION UNIFORM SER | 611 | 5309 | LINEN AND UNIFORM C | 0.00 | 117.58 |
| TOTAL CHECK | | | | | | | | 0.00 | 407.49 |
| 101 | 102018 | 02/22/22 | 2133 | PERS | 611 | 5145 | FEB 2022 UAL | 0.00 | 9,250.00 |
| TOTAL CASH ACCOUNT | | | | | | | | 0.00 | 93,113.93 |
| TOTAL FUND | | | | | | | | 0.00 | 93,113.93 |

SELECTION CRITERIA: transact.yr='22' and transact.period='8'
ACCOUNTING PERIOD: 9/22

FUND - 77 - GOLF FUND

| CASH ACCT | CHECK NO | ISSUE DT | VENDOR | NAME | DIVISION | ACCNT | ----DESCRIPTION---- | SALES TAX | AMOUNT |
|---|---|---|---|---|---|---|---|---|---|
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 625 | 5802 | 77 ASILOMAR - LOAN | 0.00 | 243.45 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 621 | 5222 | 1313 OCEAN VIEW BLV | 0.00 | 82.51 |
| 101 | 101919 | 02/11/22 | 2024 | PACIFIC GAS & ELECT | 621 | 5222 | 1313 OCEAN VIEW BLV | 0.00 | 21.76 |
| TOTAL CHECK | | | | | | | | 0.00 | 347.72 |
| 101 | 101977 | 02/18/22 | 1772 | MONTEREY COUNTY TAX | 625 | 5222 | 2021/2022 2ND PAYME | 0.00 | 620.14 |
| 101 | 101977 | 02/18/22 | 1772 | MONTEREY COUNTY TAX | 621 | 5222 | 2021/2022 2ND PAYME | 0.00 | 2,740.98 |
| TOTAL CHECK | | | | | | | | 0.00 | 3,361.12 |
| TOTAL CASH ACCOUNT | | | | | | | | 0.00 | 3,708.84 |
| TOTAL FUND | | | | | | | | 0.00 | 3,708.84 |
| TOTAL REPORT | | | | | | | | 0.00 | 1,927,409.08 |

# CITY OF PACIFIC GROVE

**300 Forest Avenue, Pacific Grove, California 93950**

## AGENDA REPORT

**TO:** Honorable Mayor and Members of the City Council

**FROM**: Tori Hannah, Administrative Services Director/Assistant City Manager

**MEETING DATE:** March 16, 2022

**SUBJECT:** Core Revenue Report Status for February 2022

**CEQA:** Does not constitute a "Project" per California Environmental Quality Act Guidelines Section 15378

---

**RECOMMENDATION**

Receive the Core Revenue Status Report for February 2022

**DISCUSSION**

The City of Pacific Grove's General Fund revenues are primarily derived from Property Tax, Transient Occupancy Tax, and Sales and Use Tax revenues. In the Fiscal Year 21/22 Adopted Budget, it was estimated the City would receive $17.2 million or 64% of the General Fund revenues from these three tax sources.

Details on the budgeted amounts and revenues to date for the current fiscal year are included in Attachment 1.

Additional information related to the City's revenues and expenditures will be provided as part of the mid-year budget process and the five-year forecast.

**OPTIONS**

N/A – this is informational only.

**FINANCIAL IMPACT:**

There is no fiscal impact associated with receiving this report.

**GOAL ALIGNMENT:** Financial Stability: Develop a strategic plan to better address current and future City expenditure and revenue needs.

---

**Attachments**

Core Revenue Report - February

**Attachment 1**
**Core Revenue Report**
**February 2002**

The following tables include the FY21/22 budget and year to date revenues. The receipts represent funds received to date.

**PROPERTY TAX**

Property Tax is the first largest source of the General Fund revenue. The City typically receives property tax payments in December, April, and June. Unlike other tax revenues, property taxes were not impacted by COVID-19. The City will receive its first two property tax payments for FY21/22 in December 2021 and April 2022, with an additional minor payment to be received in June 2022. The following table presents FY21/22 budget, and revenues received to date.

| Property Tax | Amended Budget | YTD Receipts | % of Amended Budget |
|---|---|---|---|
| FY21/22 | 8,418,000 | 4,877,380 | 57.9% |

**TRANSIENT OCCUPANCY TAX (TOT)**

Transient Occupancy Tax (TOT) is the General Fund's second largest source of revenue which the City receives on a monthly basis. Unlike property taxes, TOT was significantly impacted by COVID-19. The following table presents FY21/22 budget and revenues received to date. The Fiscal Year 21/22 revenues are recovering at a steady rate. A budget amendment will be requested at mid-year to reflect the increased performance.

| Transient Occupancy Tax | Amended Budget | YTD Receipts | % of Amended Budget |
|---|---|---|---|
| FY21/22 | 4,703,000 | 3,582,237 | 76.2% |

The City receives transient occupancy tax in the month following the stay. The revenues received in October is for September TOT Revenue.

The following table shows a monthly breakdown of TOT revenues when compared to the same month last year. The reduction in the 2020/21 TOT in December and January may primarily resulted from temporary COVID-19 restrictions. Also noted is the decline in the March 2019/20 TOT, due to COVID-19 pandemic.

| Lodging Period | 2019/20 | 2020/21 | 2021/22 | Net Difference |
|---|---|---|---|---|
| July | 839,162 | 289,435 | 673,475 | 384,040 |
| August | 807,047 | 340,019 | 730,578 | 390,559 |
| September | 608,652 | 327,958 | 578,129 | 250,171 |
| October | 588,842 | 347,103 | 475,290 | 128,187 |
| November | 485,652 | 216,516 | 431,862 | 215,346 |
| December | 364,933 | 90,066 | 378,655 | 288,589 |
| January | 372,122 | 109,118 | 314,248 | 205,130 |
| February | 409,906 | 205,512 | | |
| March | 145,558 | 334,004 | | |
| April | 22,362 | 379,613 | | |
| May | 56,465 | 428,612 | | |
| June | 151,029 | 518,002 | | |
| | 4,851,730 | 3,585,958 | 3,582,237 | 1,862,022 |
| | | | | |
| *February 2022 TOT Payments are anticipated to be received late March 2022* | | | | |

**SALES AND USE TAX**

Sales and Use tax is the third largest source of the City's General Fund revenues. The City receives a 1% Bradley Burns Tax and a 1% Measure U Transactions and Use Tax.

The impact of COVID-19 on the Sales and Use tax revenues has been less significant when compared to TOT. The following table presents FY21/22 budget and revenues received to date.

| Sales and Use Tax | Amended Budget | YTD Receipts | % of Amended Budget |
|---|---|---|---|
| FY21/22 | 4,109,000 | 2,212,677 | 53.8% |

In FY19/20, the City received sales tax monthly; however, two payments were advances, which were based on estimated sales, prior period tax receipts, adjustments, and current distributions. This was followed by a true-up within each quarter. Due to this methodology, the advance monthly tax contributions were not truly representative of actual performance.

In FY20/21, the State changed its tax collection methodology. The State now calculates a factor for each agency based on how the agency's sales tax performed last year to the statewide total, and then applies that factor to the total statewide prepayments they received for that month. If statewide prepayments are tracking higher than the agency's local sales, this could inflate the two advances. Additionally, the higher advances could also represent audit cases or late payments that they also processed during that month. This new methodology contributes to higher advance payments, with a lower true-up amount.

The impact of COVID-19 on the Sales and Use tax revenues has been less significant when compared to TOT. The following table presents FY21/22 budget and revenues received to date.

| Tax Return Period | 2019/20 | 2020/21 | 2021/22 | Net Difference |
|---|---|---|---|---|
| July Advance | 373,338 | 358,945 | 303,144 | (55,801) |
| August Advance | 439,453 | 427,105 | 507,200 | 80,095 |
| September True-up | 376,610 | 243,269 | 287,224 | 43,955 |
| October Advance | 297,095 | 343,188 | 311,118 | (32,070) |
| November Advance | 323,622 | 333,869 | 324,181 | (9,688) |
| December True-up | 496,186 | 302,359 | 479,810 | 177,451 |
| January Advance | 244,631 | 281,830 | | |
| February Advance | 322,132 | 339,550 | | |
| March True-up | 171,312 | 239,864 | | |
| April Advance | 241,956 | 314,606 | | |
| May Advance | 398,893 | 395,212 | | |
| June True-Up | 240,350 | 481,058 | | |
| | 3,925,578 | 4,060,855 | 2,212,677 | 203,942 |

***January 2022 payments are anticipated to be received in late March as the State pays the City two months in arrears***

*(1) The October Fiscal Year 19/20 amount includes an annual sales tax payment of $50,983. This represents an annual remittance for select businesses that are within the shared taxing jurisdictions of Monterey and Pacific Grove.*

# CITY OF PACIFIC GROVE

**300 Forest Avenue, Pacific Grove, California 93950**

## AGENDA REPORT

| | |
|---|---|
| **TO:** | Honorable Mayor and Members of the City Council |
| **FROM**: | Alyson Hunter, AICP, Director |
| **MEETING DATE:** | March 16, 2022 |
| **SUBJECT:** | Extension of the Current Agreement for Professional Services with HR & Assoc. for Planning Services Related to the ATC Hotel Project |
| **CEQA:** | Does not constitute a "Project" per California Environmental Quality Act Guidelines Section 15378 |

## RECOMMENDATION

Authorize the City Manager to execute the proposed extension for continued contract planning services not to exceed the approved amount of $98,400.

## DISCUSSION

On December 18, 2019, Council authorized the City Manager to enter into an agreement with HR & Associates to retain Mr. Rob Mullane, AICP, as a contract City planner representative to process planning efforts for the American Tin Cannery (ATC) development application. An amendment to this agreement was approved by the City Council on March 3, 2021. That amendment expires March 31, 2022. An extension is needed. This item requests an extension of the agreement until December 31, 2024.

Mr. Mullane as been an integral part of the City team providing exceptional planning services to date. He has proved to be an effective and professional City representative and substantially shepherded this project to its successful outcome of approval at the City Council's January 12, 2022, meeting. The project has since been appealed to the California Coastal Commission. The City will continue to benefit from Mr. Mullane's experience and skills as the project continues through the Coastal Commission hearing process.

The draft extension and scope of work are attached as is the original agreement. No modifications or amendments to the agreement are requested; only an extension of time. Also attached is the most current accounting statement from the City's Finance Department indicating a balance in the reimbursement agreement account of approximately $25,000.00. If additional monies are required of the developer to ensure timely reimbursement of Mr. Mullane's planning activities, it will be provided by the development team. It should be noted that the costs related to Mr. Mullane's contract services are 100% reimbursable.

## OPTIONS

The Council could provide alternative direction.

**FINANCIAL IMPACT:**
None. All costs associated with Mr. Mullane's professional services agreement are borne by the developer.

**GOAL ALIGNMENT:** Not Applicable.

---

**Attachments**

Draft Agreement Extension
February 2022 Financial Statement
HR & Assoc. 2019 Agreement

**EXTENSION**
**TO THE CITY OF PACIFIC GROVE AGREEMENT FOR PROFESSIONAL SERVICES WITH HR & ASSOCIATES FOR PLANNING CONSULTANT SERVICES RELATED TO THE AMERICAN TIN CANNERY PROPOSED PROJECT**

This is an extension to the "Professional Services Agreement ("Agreement") dated (December 18, 2019, amended March 3, 2021)) and entered into by and between the City of Pacific Grove, a California Public Agency (CITY) and HR & Associates**,** (hereinafter "CONTRACTOR").

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

1. **SERVICES TO BE PROVIDED.** Continuation of services provided including those specified in Attachment A including but not limited to services related to the City final decision-making process and any additional worked needed for any required Coastal Commission hearings.

2. **PAYMENTS BY CITY.** The total amount payable by City to CONTRACTOR under this Extension shall not exceed the sum of $98,400 previously authorized to allow for work described in attached Exhibit A. This provision shall be in addition to the amount of $125,400 as stated in the original agreement.

3. **TERM OF AGREEMENT.** The term of this Agreement shall be extended to December 31, 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 City and with City signing last, and CONTRACTOR may not commence work before City signs this Agreement.

All other terms and conditions in the Agreement dated December 20, 2019, shall remain.

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

**CITY OF PACIFIC GROVE**

By: _____
City Manager/Purchase Agent

Date: _____

By: _____
Community Development Director

Date: _____

Approved as to Form

By: _____
City Attorney

Date: _____

**CONTRACTOR**

_____
Contractor's Business Name*

By: _____
(Signature of Chair, President, or Vice-President)*

_____
Name and Title

Date: _____

By: _____
(Signature of Secretary, Ass't. Secretary, CFO, or Ass't. Treasurer)*

_____
Name and Title

Date: _____

*INSTRUCTIONS: If CONTRACTOR is a corporation, including limited liability and non-profit corporations, the full legal name of the corporation shall be set forth above together with the signatures of two specified officers. If CONTRACTOR is a partnership, the 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.

**City of Pacific Grove**
300 Forest Avenue
Pacific Grove, CA 93950
Phone 831-648-3100 Fax 831-657-9361

# Statement of Account

JANUARY, 2022 STATEMENT
DATE: FEBRUARY 16, 2022

**TO:**
Debra Geiler, Manager
CCS Pacific Grove, LLC
2301 Rosecrans Avenue, Ste. 1150
El Segundo, CA 90245

**FOR:**
TRC19-04
ATC-Comstock Project

ATC-Comstock TRC19-04
Total Contract Amount $113,500

| | | PG Paid | ATC Comstock |
|---|---|---|---|
| [illegible] | [illegible] | | [illegible] |

Invoices Received

| | | |
|---|---|---|
| [illegible] | [illegible] | [illegible] |

Staff Time

| | | | |
|---|---|---|---|
| [illegible] | [illegible] | [illegible] | [illegible] |
| [illegible] | | [illegible] | [illegible] |
| [illegible] | | [illegible] | [illegible] |
| TOTAL AMOUNT DUE TO PACIFIC GROVE | | $ | 0.00 |

**Thank you for your business!**

# CITY OF PACIFIC GROVE AGREEMENT FOR PROFESSIONAL SERVICES (OVER $35,000)[1]

This Professional Services Agreement ("Agreement") is made by and between the City of Pacific Grove, a political subdivision of the State of California (hereinafter "City") and HR & Associates Inc., (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 City 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 are generally described as follows:

- Prepare and maintain a master schedule, coordinate City/agency/public meetings, and develop a positive, professional working relationship with the City, applicant and other key stakeholders;
- Facilitate transparency in project communication with the public and interested parties;
- Analyze project for compliance with the City's General Plan, Local Coastal Plan, other applicable land use plans, Zoning Ordinance, design standards and guidelines, and other policies;
- Coordinate internal, public, and agency meetings as needed;
- Prepare staff reports, findings, resolutions, and conditions of approval;
- Attend and give oral presentations at decision-maker hearings, recommending bodies, and other meetings as needed;
- Present updates to the Planning Commission and City Council and answer questions from the City, community, stakeholder groups, developer, or other interested parties;
- Manage the EIR, on behalf of the City, to be prepared by the environmental consultant;
- Maintain and organize project files;
- If requested, administer post-approval condition compliance tracking, and building and safety plan checks;
- Other related tasks as identified by the City.

2. **PAYMENTS BY CITY.** City 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 City to CONTRACTOR under this Agreement shall not exceed the sum of **$ 109,000** and a 15% contingency of **$16,400** for a total of **$125,400.**[1]

3. **TERM OF AGREEMENT.** The term of this Agreement is from **December 23, 2019** to **March 31, 2021** unless sooner terminated pursuant to the terms of this Agreement. This Agreement is of no force or effect until signed by both CONTRACTOR and City and with City signing last, and CONTRACTOR may not commence work before City 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:**

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

[1] Approved by the Pacific Grove City Council on _12/18/19.

appropriately licensed to perform the work and deliver the services required under this Agreement and are not employees of the City, or immediate family of an employee of the City.

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 City 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 City. If not otherwise specified, the CONTRACTOR may submit such invoice monthly or at the completion of each phase of the project, as provided on page 16 of the proposal, 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 City 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 City approves in conformity with this Agreement, and shall promptly submit such invoice to the City Auditor-Controller for payment. The City Auditor-Controller shall pay the amount certified within 30 days of receiving the certified invoice.

6.02. CONTRACTOR shall not receive reimbursement for travel.

## 7. TERMINATION.

7.01. During the term of this Agreement, the City 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 City 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 City terminates this Agreement for good cause, the City may be relieved of the payment of any consideration to CONTRACTOR, and the City may proceed with the work in any manner which City deems proper. The cost to the City shall be deducted from any sum due the CONTRACTOR under this Agreement.

## 8. INDEMNIFICATION.

8.01. As respects all acts or omissions which do not arise directly out of the performance of professional services, including but not limited to those acts or omissions normally covered by general and automobile liability insurance, CONTRACTOR shall indemnify, defend, and hold harmless the City, 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 negligent 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 negligent performance of this Agreement, unless such claims, liabilities,

or losses arise out of the sole negligence or willful misconduct of the City. "CONTRACTOR's performance" includes CONTRACTOR's action or inaction and the action or inaction of CONTRACTOR's officers, employees, agents and subcontractors.

8.02. Architects, Engineers Per Civil Code 2782.8 Where the services to be provided by CONTRACTOR under this Agreement are design professional services, as that term is defined under Civil Code Section 2782.8, CONTRACTOR agrees to indemnify, defend and hold harmless, the City, its officers, officials, employees and volunteers from any and all claims, demands, costs or liability that actually or allegedly arise out of, or pertain to, or relate to the negligence, recklessness or willful misconduct of CONTRACTOR and its agents in the performance of services under this contract, but this indemnity does not apply to liability for damages for bodily injury, property damage or other loss, arising from the sole negligence, active negligence or willful misconduct by the City, its officers, official employees, and volunteers. If it is finally adjudicated that liability is caused by the comparative active negligence or willful misconduct of the City, then CONTRACTOR's indemnification and defense obligations shall be reduced in proportion to the established comparative liability of the City and shall not exceed the CONTRACTOR's proportionate percentage of fault.

As respects all acts or omissions which do not arise directly out of the performance of design professional services, including but not limited to those acts or omissions normally covered by general and automobile liability insurance, CONTRACTOR agrees to indemnity, defend and hold harmless the City, its officers officials, employees and volunteers for an against any claim, demands, losses, liability of any kind or nature arising out of or in connection with the CONTRACTOR's performance or failure to perform under the terms of this contract, excepting those which arise out of the active negligence, sole negligence or willful misconduct of the City, its officers, officials, employees and volunteers.

☐ Exemption/Modification (Justification attached; subject to approval).

9. **INSURANCE.**

9.01. 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, no less broad than Insurance Services Office (ISO) CG 00 01, including but not limited to premises and operations, including coverage for Bodily Injury and Property Damage, Personal Injury, Contractual Liability, Broadform Property Damage, Independent Contractors, Products/Completed Operations, with minimum limits: $1,000,000 per Occurrence; $2,000,000 General Aggregate; $2,000,000 Products/Completed Operations Aggregate. The required limits may be provided by a combination of General Liability Insurance and Commercial Excess or Umbrella Liability Insurance. If CONTRACTOR maintains higher limits than the specified minimum limits, City requires and shall be entitled to coverage for the higher limits maintained by CONTRACTOR.

☐ Exemption/Modification (Justification attached; subject to approval).

Business automobile liability insurance, covering all motor vehicles, including owned, leased, non-owned, and hired vehicles, used in providing services under this Agreement, with a combined single limit for Bodily Injury and Property Damage of not less than $1,000,000 per occurrence.

☐ Exemption/Modification (Justification attached; subject to 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.

☐ Exemption/Modification (Justification attached; subject to 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 retroactive date shall be no later than the commencement of the work. Coverage applicable to the work performed under this Agreement shall be continued for three (3) years after completion of the work. Such continuation coverage may be provided by one of the following: (1) renewal of the existing policy; (2) an extended reporting period endorsement; or (3) replacement insurance with a retroactive date no later than the commencement of the work under this Agreement.

☐ Exemption/Modification (Justification attached; subject to approval).

9.02. Other Insurance Requirements. All insurance required by this Agreement shall be with a company acceptable to the City 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.

CONTRACTOR shall provide immediate written notice if (1) any of the required insurance policies is terminated; (2) the limits of any of the required policies are reduced; (3) or the deductible or self-insured retention is increased. In the event of any cancellation or reduction in coverage or limits of any insurance, CONTRACTOR shall forthwith obtain and submit proof of substitute insurance. Should CONTRACTOR fail to immediately procure other insurance, as specified, to substitute for any canceled policy, the City may procure such insurance at CONTRACTOR's sole cost and expense.

Commercial general liability and automobile liability policies shall provide an endorsement naming the City of Pacific Grove, its officers, agents, and employees as Additional Insureds with respect to liability arising out of the CONTRACTOR'S work, including ongoing and completed operations, and shall further provide that such insurance is primary insurance to any insurance or self-insurance maintained by the City and that the insurance of the Additional Insureds shall not be called upon to contribute to a loss covered by the CONTRACTOR'S insurance. The required endorsement form for Commercial General Liability Additional Insured **is ISO Form CG 20 10 11-85 or CG 20 10 10 01 in tandem with CG 20 37 10 01 (2000)**. The required endorsement form for Automobile Additional Insured endorsement is **ISO Form CA 20 48 02 99**.

The general liability policy shall cover inter-insured suits and include a "separation of Insureds" or "severability" clause which treats each insured separately.

CONTRACTOR shall provide to City an endorsement that the insurer waives the right of subrogation against the City, its officers, officials, employees, agents and volunteers.

Prior to the execution of this Agreement by the City, CONTRACTOR shall file certificates of insurance with the City's contract administrator and City'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 at all times during the term of this Agreement maintain in force the insurance coverage required under this Agreement and shall send, without demand by City, annual certificates to City's Contract Administrator and City's Contracts/Purchasing Division. If the certificate is not received by the expiration date, City 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 City, 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 City or prepared in connection with the performance of this Agreement, unless City specifically permits CONTRACTOR to disclose such records or information. CONTRACTOR shall promptly transmit to City 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. City Records. When this Agreement expires or terminates, CONTRACTOR shall return to City any City records which CONTRACTOR used or received from City 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 City 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 City 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 City or as part of any audit of the City, 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. City 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 City.

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), or sexual orientation, 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 City pursuant to a contract with the state or federal government in which the City 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, City will deliver a copy of said contract to CONTRACTOR, at no cost to CONTRACTOR.

13. **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 City. No offer or obligation of permanent employment with the City or particular City department or agency is intended in any manner, and CONTRACTOR shall not become entitled by virtue of this Agreement to receive from City 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 City harmless from any and all liability which City may incur because of CONTRACTOR's failure to pay such taxes.

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

| **FOR CITY:** | **FOR CONTRACTOR:** |
|---|---|
| Anastazia Aziz, AICP, Director<br>Community Development Dept. | Rob Mullane, AICP, Principal, HR & Associates. |
| Name and Title | Name and Title |
| 300 Forest Avenue<br>Pacific Grove, CA 93950 | 829 10th Street, Suite A, Paso Robles, CA 93446 |
| Address | Address |
| (831) 648-3183 | (805) 350-3282 |
| Phone | Phone |

15. **MISCELLANEOUS PROVISIONS.**

15.01. 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.

15.02. Amendment. This Agreement may be amended or modified only by an instrument in writing signed by the City and the CONTRACTOR.

15.03. Waiver. Any waiver of any terms and conditions of this Agreement must be in writing and signed by the City 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.

15.04. 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.

15.05. Disputes. CONTRACTOR shall continue to perform under this Agreement during any dispute. Contractor and the CITY hereby agree to make good faith efforts to resolve disputes as quickly as possible. In the event any dispute arising from or related to this Agreement results in litigation or arbitration, the prevailing party shall be entitled to recover all reasonable costs incurred, including court costs, attorney fees, expenses for expert witnesses (whether or not called to testify), expenses for accountants or appraisers (whether or not called to testify), and other related expenses. Recovery of these expenses shall be as additional costs awarded to the prevailing party, and shall not require initiation of a separate legal proceeding.

15.06. 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 City. None of the services covered by this Agreement shall be subcontracted without the prior written approval of the City. Notwithstanding any such subcontract, CONTRACTOR shall continue to be liable for the performance of all requirements of this Agreement.

15.07. Successors and Assigns. This Agreement and the rights, privileges, duties, and obligations of the City 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.

15.08. Compliance with Applicable Law. The parties shall comply with all applicable federal, state, and local laws and regulations in performing this Agreement.

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

15.10. Time is of the Essence. Time is of the essence in each and all of the provisions of this Agreement.

15.11. Governing Law. This Agreement shall be governed by and interpreted under the laws of the State of California.

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

15.13. Construction of Agreement. The City 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.

15.14. 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.

15.15. Authority. Any individual executing this Agreement on behalf of the City 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.

15.16. Integration. This Agreement, including the exhibits any documents incorporated by reference, represent the entire Agreement between the City 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 City and the CONTRACTOR as of the effective date of this Agreement, which is the date that the City signs the Agreement.

15.17. 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.

15.18 Severability. If any of the provisions contained in the Contract are held illegal, invalid, or unenforceable, the enforceability of the remaining provisions shall not be impaired thereby. Limitations of liability and indemnities shall survive termination of the Contract for any cause. If a part of this Contract is valid, all valid parts that are severable from the invalid part remain in effect. If a part of this Contract is invalid in one or more of its applications, the part remains in effect in all valid applications that are severable from the invalid applications.

**This space is left blank, intentionally.**

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

**CITY OF PACIFIC GROVE**

By: DocuSigned by: Ben Harney 903326509B8F4CA...
City Manager

Date: 12/20/2019

By: DocuSigned by: Anastazia Aziz F251DBDB087D4B2...
Department Head

Date: 12/20/2019

Approved as to Form

By: DocuSigned by: David Laredo F06545E32B2846E...
City Attorney

Date: 12/20/2019

Approved as to Fiscal Provisions[2]

By: _____
Finance

Date: _____

Approved as to Liability Provisions[3]

By: _____
Risk Management

Date: _____

**CONTRACTOR**

HR & Associates
Contractor's Business Name*

By: DocuSigned by: Robert A. Mullane 958ED7407C394A5...
(Signature of Chair, President, or Vice-President)*

Robert A. Mullane Principal
Name and Title

Date: 12/19/2019

By: _____
(Signature of Secretary, Asst. Secretary, CFO, or Asst. Treasurer)*

_____
Name and Title

Date: _____

City Agreement Number: _____.

*INSTRUCTIONS: If CONTRACTOR is a corporation, including limited liability and non-profit corporations, the full legal name of the corporation shall be set forth above together with the signatures of two specified officers. If CONTRACTOR is a partnership, the 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.

[2] Approval by Finance necessary only if financial questions or issues raised in Council approval of agreement.
[3] Approval by Risk Management is necessary only if changes are made in paragraph 8 or 9.

DocuSign Envelope ID: 735CCCED-5C20-4B09-9F1D-0FB4AD418CEC

HR & Associates
829 10th Street, Suite A
Paso Robles, CA 93446

December 4, 2019
Project Number 2019-0001

Anastazia Aziz, AICP, Director
Community Development Department
City of Pacific Grove
300 Forest Avenue, 2nd Floor
Pacific Grove, California 93950

**Re: Proposal to Provide Contract Planning Services**

Dear Ms. Aziz:

HR & Associates is pleased to submit this proposal to assist the City of Pacific Grove (City) with on-call planning services for the American Tin Cannery project, which is currently in process.

**Assignment**

The City requires planning and project management assistance for processing the American Tin Cannery Hotel and Commercial Project at 125 Ocean View Boulevard.

The application has been deemed complete for processing, and the environmental analysis pursuant to CEQA has commenced, with the Notice of Preparation released on November 6, 2019. This is anticipated to be a closely-followed project for the City given the site's location within the Coastal Zone, its proximity to the Monterey Aquarium, and its high visibility from important viewing locations.

**Scope of Work**

HR & Associate's Contract Planning and Municipal Services lead, Mr. Rob Mullane, MS, AICP, will provide for continued contract planning assistance for approximately 10-15 hours per week for approximately another 13 months, or longer if needed and if within the authorized budget or any authorized amendment. Mr. Mullane will be available to work at the City offices one day per week throughout the assignment and maintain a

Phone: 805.350.3282
hrandassociates.org

DocuSign Envelope ID: 735CCCED-5C20-4B09-9F1D-0FB4AD418CEC



second day and block of time dedicated to the project for remote work on tasks that can be completed out of the office. Mr. Mullane will also be available for any in-person meetings or hearings.

Specific tasks for the assignment will vary but will include:

- Prepare and maintain a master schedule, coordinate City/agency/public meetings, and develop a professional, positive working relationship with the City, applicant, and other key stakeholders
- Facilitate transparency in project communication with the public and interested parties
- Analyze project for compliance with the City's General Plan, the City's LCP, other applicable land use plans, Zoning Ordinance, design standards and guidelines, and other policies
- Coordinate internal, public, and agency meetings, as needed, including AB52 outreach
- Prepare staff reports, findings, resolutions, and conditions of approval
- Attend and give oral presentations at decision-maker hearings, recommending bodies, special oversight commissions, or other stakeholder organizations
- Present updates to the Planning Commission and City Council and answer questions from the City, community, stakeholder groups, applicant team, or other interested parties
- Manage the EIR, on behalf of the City, to be prepared by the environmental consultant
- Maintain and organize project files
- If requested, administer post-approval condition compliance tracking, and building and safety plan checks.
- Other related tasks as identified by the City.

Throughout the contract period, Mr. Mullane will work under general direction of the Community Development Department Director.

**Qualifications**

Mr. Mullane has 23 years of planning and municipal services experience as well as extensive project management experience. He has worked in several jurisdictions as a staff planner, Planning Director, and as a contract planner, including several jurisdictions in Monterey County and also has substantial experience processing projects in the coastal zone. His resume is included as Attachment A.

DocuSign Envelope ID: 735CCCED-5C20-4B09-9F1D-0FB4AD418CEC



## Cost

Mr. Mullane will provide these contract planning services on a time-and-materials basis. Mr. Mullane's rate is $175 per hour.

For the requested contract staffing services at approximately 12 hours/week for approximately 52 weeks, the estimated budget for this assignment would be approximately $109,000, including project management, contract administration, and other support services. Additional services related to the assignment may be incorporated upon request, but additional work will only commence after receiving written City authorization.

We appreciate the opportunity to assist the City with contract planning services for this important project. This proposal is fully negotiable to meet the City's needs for this assignment. If you have any questions about this proposal, please do not hesitate to contact me at 805-350-3282 or via email at rmullane@gmail.com. Thank you.

Sincerely,

Robert A. Mullane, MS, AICP
Principal

Attachments:

A. Resume

DocuSign Envelope ID: 735CCCED-5C20-4B09-9F1D-0FB4AD418CEC

# Rob Mullane, MS, AICP, Principal

**HR & Associates**
829 10th Street, Suite A
Paso Robles, CA 93446
Phone: (805) 350-3282
Email: rmullane@gmail.com
*www.hrandassociates.org*

---

## WORK HISTORY:

**Principal and Co-Owner** – HR & Associates, Paso Robles, CA
*2017 to present*

- Co-Founder and Co-Owner of Consulting Firm specializing in public and private sector organizational assessments, management evaluations, process improvements, performance management, strategic planning, and team building

**Director of Contract Planning Services** – Rincon Consultants, San Luis Obispo, CA
*2017 to 2019*

- Manager of the Rincon Consultant's state-wide contract planning team, with 32 staff, supporting the staffing needs of public and private sector clients.
- Directly involved with contract planning services to the cities of Greenfield, Pacific Grove, Salinas, and San Luis Obispo, as well as the County of San Luis Obispo.

**Public Works Director** – City of Carmel-by-the-Sea
*2015 to 2017*

- Department Director responsible for Public Works, Forestry, Parks, Capital Improvements Program (CIP), and Facilities Maintenance functions
- Led staff of 21.0 FTE, Operational Budget of $3.0M, and CIP Budget of $3.9M
- Supported staff liaison to Forest & Beach Commission
- Managed the City's Storm-Water Management Compliance Program and represented the City on the Monterey Regional Storm-Water Management Program Committee

**Community Planning and Building Director** – City of Carmel-by-the-Sea
*2013 to 2015*

- Department Director responsible for a staff of 10 (9.25 FTE) providing Planning, Building & Safety, and Code Compliance functions
- Staff liaison to Planning Commission and Historic Resources Board with oversight of agenda packet production
- Conducted review of existing Planning and Building Permit fees and assisted with a City-wide comprehensive update of fees for service
- Guided the revision and simplification of Planning and Building Permit application forms, and instituted clear and consistent application review protocols and procedures
- Secured iWorQ permit tracking system to more efficiently track permit application and code compliance case status, and share information across divisions and departments
- Improved public notification procedures by posting Notices of Authorized Work to inform the public of approved projects and to assist with code compliance efforts
- Oversaw the following long-range planning projects: Ocean Avenue Median Lighting Redesign, 2015-2023 Housing Element Update, Improvements to the City Tree Protection Processes, and Revisions to the City's Wine Tasting Facility Guidelines

**Community Development Director** – City of Ojai
*2012 to 2013*

- Department Director responsible for Planning, Building & Safety, Code Enforcement, and Animal Control Services Functions
- Staff liaison to Planning Commission and Historic Preservation Commission with oversight of agenda packet production
- Conducted an in-house review and update of existing Planning and Building Permit fees
- Initiated a project to digitize, organize, and back-up Planning Permits, Building Permits, and Code Compliance records
- Provided lead staff support for the City's 2006-2014 Housing Element Update, and City's Complete Streets Policy implementation

**Planning Manager/Senior Planner** – Rincon Consultants, Inc., San Luis Obispo, CA
*2007 to 2012*

- Manager of Planning Division responsible for a staff of six professional planners; supervision of work products and performance; member of the firm's management team
- Manager of Contract Planning Service Line; clients included: City of Goleta, City of Guadalupe, City of Pismo Beach, and County of Monterey
- Project manager of CEQA and NEPA documents including oversight of document preparation, presentation of reports at hearings, management of project budget, supervision of staff and subconsultants, and primary liaison with client

**Senior Planner** – City of Goleta Planning and Environmental Services Department
*2003 to 2007*

- Processed, presented, and oversaw condition compliance on the City's most complex and controversial development applications
- Assisted Advanced Planning team in the development of the City's first General Plan, including lead role or major contributions on three of the nine General Plan elements
- Organizer and Chair of City's inter-departmental Development Review Committee
- Manager of Santa Barbara County Energy Division contract for consulting services and environmental review

**Planner III** – County of Santa Barbara Planning and Development Department
*2001 to 2003*

- Responsible for permitting, environmental review, and condition compliance of high-priority energy projects (Energy Division) and development projects (Development Review-South Division)
- Chair of inter-departmental committees: Systems Safety Reliability & Review Committee and Permit Compliance Committee

**Coastal Processes Extension Agent** – University of Hawaii Sea Grant
*1996 to 2001*

- Technical Advisor to Maui County, Hawaii State, and the U.S.-affiliated Pacific Islands on coastal zone management and coastal-related planning issues, including beach erosion, coastal engineering, and hazard mitigation
- Authored, presented, and implemented beach management plans for Maui County
- Organized, staffed, and chaired two national conferences on beach preservation/coastal hazards

## EDUCATION:

**Duke University** – Bachelor of Science, Geology

**University of Hawaii at Manoa** – Master of Science, Geology and Geophysics

## COMMUNITY SERVICE AND OTHER RELEVANT EXPERIENCE:

**Guadalupe-Nipomo Dunes Center:** Board of Directors – *2010 to 2012*

**City of Buellton Planning Commission:** Commissioner – *2005 to 2007*

**City of Buellton Parks and Recreation Commission:** Vice Chair – *2004 to 2005*

DocuSign Envelope ID: 735CCCED-5C20-4B09-9F1D-0FB4AD418CEC

**PROFESSIONAL AFFILIATIONS AND CERTIFICATIONS:**

**American Planning Association (APA)**

**American Institute of Certified Planners (AICP):** Certified Planner No. 025377

**American Public Works Association (APWA)**

# CITY OF PACIFIC GROVE

**300 Forest Avenue, Pacific Grove, California 93950**

## AGENDA REPORT

| | |
|---|---|
| **TO:** | Honorable Mayor and Members of the City Council |
| **FROM**: | Anastacia Wyatt, Senior Housing Program Manager |
| **MEETING DATE:** | March 16, 2022 |
| **SUBJECT:** | Receive and accept Annual Progress Report for submittal to California Department of Housing and Community Development |
| **CEQA:** | Does not constitute a "Project" per California Environmental Quality Act Guidelines Section 15378 |

**RECOMMENDATION**

Receive and approve report for submittal to California Department of Housing and Community Development

**DISCUSSION**

The California Government Code Section 65400 mandates that cities and counties submit an annual report on the status of their General Plan Housing Element (HE) and any progress in its implementation to their legislative bodies. The Housing Element Annual Progress Report (APR) fulfills statutory requirements to report certain housing information, including: the local agency's progress in meeting its share of regional housing needs (i.e., applications, entitlements, permits and certificates of occupancy), certain rezoning activities, actions taken towards completion of housing element programs, and local efforts to remove governmental constraints to the development of housing. California's housing element law acknowledges that in order for the private market to adequately address the state's housing needs, local governments must adopt plans and regulatory systems that provide opportunities for, and do not unduly constrain, housing development. As a result, housing policy rests largely on the effective implementation of local general plans and housing elements.

Annual Progress Reports must be presented to the local legislative body for its review and acceptance. After review and acceptance, a copy of the APR is required to be filed with the Governor's Office of Planning and Research (OPR) and the California Department of Housing and Community Development (HCD) by April 1. The APR provides data to the state about new housing units planned and completed in the last calendar year. The numbers of units issued building permits are counted towards the City's Regional Housing Needs Allocation (RHNA) obligation in the Housing Element planning cycle.

The attached draft APR report template is provided by HCD and prepared with 2021 data to comply with statutory requirements. Property owners were building more ADUs due to the changes in state law regulating the development of ADUs which loosen restrictions and removed the discretionary permit process, and due to the fact that potable water is available to purchase for development in Pacific Grove as a result of the local water project.

In 2021, 47 new units obtained building permits represented primarily by ADUs. Junior ADUs were categorized as Very Low, ADUs that were conversions of existing accessory structures were categorized as Low, and new construction ADUs as moderate. Single Family Dwellings (SFDs) were classified as above moderate. None of the units were deed restricted based on income. Currently, the State accepts ADUs as part of the City's RHNA unit count for affordable units at all income levels. The City's RHNA number for the current Housing Element cycle is 115 units comprised of 28 very-low, 18 low, 21 moderate, and 48 above moderate. The City has met or exceeded these numbers in all income levels except for the very low income units, in which three have been produced. A total of 128 cumulative units have been counted in this progress report. Units in the Very Low and Extremely-Low income category remain the most challenging unit type for the City to achieve.

Please note that the City's report is reviewed and accepted by HCD and the RHNA numbers are not final until accepted by HCD. HCD continues to develop new tools to increase transparency and local accountability regarding how cities and counties are performing towards the housing goals established in the local Housing Element. In the future, the City anticipates more extensive reporting requirements to demonstrate the achievement of City housing goals.

**OPTIONS**

1. Take no action and miss the April 1, deadline to HCD.
2. Provide alternative direction.

**FINANCIAL IMPACT:**
There is no fiscal impact from accepting the APR.

**GOAL ALIGNMENT:** Increase Affordable Housing: Determine policies, projects and programs that will advance the effort to create new affordable housing in the City.

---

**Attachments**

Housing Element APR

## Please Start Here

| General Information | |
|---|---|
| Jurisidiction Name | Pacific Grove |
| Reporting Calendar Year | 2021 |
| **Contact Information** | |
| First Name | Anastacia |
| Last Name | Wyatt |
| Title | Senior Housing Program Manager |
| Email | awyatt@cityofpacificgrove.org |
| Phone | 8316483182 |
| **Mailing Address** | |
| Street Address | 300 Forest Avenue |
| City | Pacific Grove |
| Zipcode | 93950 |

**Optional:** Click here to import last year's data. This is best used when the workbook is new and empty. You will be prompted to pick an old workbook to import from. Project and program data will be copied exactly how it was entered in last year's form and must be updated. If a project is no longer has any reportable activity, you may delete the project by selecting a cell in the row and typing ctrl + d.

v 2_15_2022

| | | |
|---|---|---|
| **Jurisdiction** | Pacific Grove | |
| **Reporting Year** | 2021 | (Jan. 1 - Dec. 31) |
| **Planning Period** | 5th Cycle | 12/31/2015 - 12/31/2023 |

# ANNUAL ELEMENT PROGRESS REPORT
## Housing Element Implementation

(CCR Title 25 §6202)

**Note: "+" indicates an optional field**

Cells in grey contain auto-calculation formulas

### Table A
### Housing Development Applications Submitted

| Project Identifier | | | | | Unit Types | | Date Application Submitted | Proposed Units - Affordability by Household Incomes | | | | | | | | Total Approved Units by Project | Total Disapproved Units by Project | Streamlining | Density Bonus |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | | | | | 2 | 3 | 4 | 5 | | | | | | | 6 | 7 | 8 | 9 | 10 |
| Prior APN+ | Current APN | Street Address | Project Name+ | Local Jurisdiction Tracking ID+ | Unit Category (SFA,SFD,2 to 4,5+,ADU,MH) | Tenure R=Renter O=Owner | Date Application Submitted+ (see instructions) | Very Low-Income Deed Restricted | Very Low-Income Non Deed Restricted | Low-Income Deed Restricted | Low-Income Non Deed Restricted | Moderate-Income Deed Restricted | Moderate-Income Non Deed Restricted | Above Moderate-Income | Total PROPOSED Units by Project | Total APPROVED Units by project | Total DISAPPROVED Units by Project | Was APPLICATION SUBMITTED Pursuant to GC 65913.4(b)? (SB 35 Streamlining) | Was a Density Bonus requested for this housing development? |
| Summary Row: Start Data Entry Below | | | | | | | | 0 | 4 | 0 | 27 | 0 | 22 | 7 | 60 | 0 | 0 | | |
| | 7592016000 | 1027 HILLSIDE AVE | | | ADU | R | 12/21/2021 | | 1 | | | | | | 1 | | | No | No |
| | 6534015000 | 369 GIBSON AVE | | | ADU | R | 12/9/2021 | | | | 1 | | | | 1 | | | No | No |
| | 7575043000 | 1306 LAWTON AVE | | | ADU | R | 12/8/2021 | | | | | | 1 | | 1 | | | No | No |
| | 6183010000 | 125 14TH ST | | | ADU | R | 12/7/2021 | | | | | | 1 | | 1 | | | No | No |
| | 7631003000 | 1104 KENET PL | | | ADU | R | 12/5/2021 | | | | 1 | | | | 1 | | | No | No |
| | 6244003000 | 182 LAUREL AVE | | | ADU | R | 11/29/2021 | | | | 1 | | | | 1 | | | No | No |
| | 6511002000 | 281 PINE AVE | | | ADU | R | 11/5/2021 | | | | 1 | | | | 1 | | | No | No |
| | 6269007000 | 313 11TH ST | | | ADU | R | 11/5/2021 | | | | | | 1 | | 1 | | | No | No |
| | 7592007000 | 1147 PRESIDIO BLVD | | | ADU | R | 10/22/2021 | | | | 1 | | | | 1 | | | No | No |
| | 7564061000 | 1325 BUENA VISTA AVE | | | ADU | R | 10/19/2021 | | | | 1 | | | | 1 | | | No | No |
| | 6682003000 | 519 HILLCREST AVE | | | ADU | R | 10/14/2021 | | | | 1 | | | | 1 | | | No | No |
| | 6044010000 | 1022 DEL MONTE BLVD | | | ADU | R | 10/4/2021 | | | | 1 | | | | 1 | | | No | No |
| | 6311005000 | 216 CEDAR ST | | | 2 to 4 | O | 9/29/2021 | | | | | | 1 | 1 | 2 | | | No | No |
| | 6271017000 | 207 15TH ST | | | ADU | R | 9/26/2021 | | | | 1 | | | | 1 | | | No | No |
| | 6311017000 | 219 LOCUST ST | | | 2 to 4 | O | 9/26/2021 | | | | | | 1 | 1 | 2 | | | No | No |
| | 6311018000 | 218 CEDAR ST | | | 2 to 4 | O | 9/26/2021 | | | | | | 1 | 1 | 2 | | | No | No |
| | 6422019000 | 540 EVERGREEN RD | | | ADU | R | 9/23/2021 | | | | 1 | | | | 1 | | | No | No |
| | 6508001000 | 365 SPRUCE AVE | | | ADU | R | 9/23/2021 | | | | 1 | | | | 1 | | | No | No |
| | 7601010000 | 1117 FUNSTON AVE | | | ADU | R | 9/22/2021 | | 1 | | | | | | 1 | | | No | No |
| | 6025025000 | 1027 OCEAN VIEW BLVD | | | ADU | R | 9/22/2021 | | | | 1 | | | | 1 | | | No | No |
| | 6011009000 | 1264 SURF AVE | | | 2 to 4 | O | 9/21/2021 | | | | 1 | | | 1 | 2 | | | No | No |
| | 6521014000 | 611 9TH ST | | | ADU | R | 8/17/2021 | | | | | | 1 | | 1 | | | No | No |
| | 6525006000 | 721 2ND ST | | | ADU | R | 8/4/2021 | | 1 | | | | | | 1 | | | No | No |
| | 6531011000 | 610 CARMEL AVE | | | ADU | R | 7/30/2021 | | | | 1 | | | | 1 | | | No | No |

| | |
|---|---|
| Jurisdiction | Pacific Grove |
| Reporting Year | 2020 (Jan. 1 - Dec. 31) |
| Housing Element | 4th Round Revision |

**ANNUAL ELEMENT PROGRESS REPORT**
**Housing Element Implementation**
(CCR Title 25 §6202)

Note: "+" indicates an optional field
Units in gray contain auto-calculated formulas

## Table A2

Annual Building Activity Report Summary - New Construction, Entitled, Permits and Completed Units

| Project Identifier | | | | | Unit Types | | Affordability by Household Incomes - Completed Entitlement | | | | | | | | Affordability by Household Incomes - Building Permits | | | | | | | | | Affordability by Household Incomes - Certificates of Occupancy | | | | | | | | | | Streamlining | Infill | Housing with Financial Assistance and/or Deed Restrictions | | Housing without Financial Assistance or Deed Restrictions | Term of Affordability or Deed Restriction | Demolished/Destroyed Units | | | Density Bonus | | | | Notes |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | | | | | 2 | 3 | 4 | | | | | | | 5 | 6 | 7 | | | | | | | | 8 | 9 | 10 | | | | | | | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | | | 21 | 22 | 23 | 24 | 25 |
| Prior APN* | Current APN | Street Address | Project Name* | Local Jurisdiction Tracking ID* | Unit Category (SFA,SFD,2-4,5+,ADU,MH) | Tenure R=Renter O=Owner | Very Low- Income Deed Restricted | Very Low- Income Non Deed Restricted | Low- Income Deed Restricted | Low- Income Non Deed Restricted | Moderate- Income Deed Restricted | Moderate- Income Non Deed Restricted | Above Moderate- Income | Entitlement Date Approved | # of Units Issued Entitlements | Very Low- Income Deed Restricted | Very Low- Income Non Deed Restricted | Low- Income Deed Restricted | Low- Income Non Deed Restricted | Moderate- Income Deed Restricted | Moderate- Income Non Deed Restricted | Above Moderate- Income | Building Permits Date Issued | # of Units Issued Building Permits | Very Low- Income Deed Restricted | Very Low- Income Non Deed Restricted | Low- Income Deed Restricted | Low- Income Non Deed Restricted | Moderate- Income Deed Restricted | Moderate- Income Non Deed Restricted | Above Moderate- Income | Certificates of Occupancy or other forms of readiness (see instructions) Date Issued | # of Units issued Certificates of Occupancy or other forms of readiness | How many of the units were formerly Low Income? | Was Project approved using SC 65913.4(b)? (SB 35 Streamlining) Y/N | Infill Units? Y/N | Assistance Programs for Each Development (may enter multiple if applicable) | Deed Restriction Type (may enter multiple if applicable) | For units affordable without financial assistance or deed restrictions, explain how the locality determined the units were affordable (see instructions) | Term of Affordability or Deed Restriction (years) (If affordable in perpetuity, enter 1000)* | Number of Demolished/Destroyed Units | Demolished or Destroyed Units | Demolished/Destroyed Units Owner-or Renter | Total Density Bonus Applied to the Project (Percentage Increase in Total Allowable Units or Residential Floor Area) | Number of Other Incentives, Concessions, Waivers, or Other Modifications (Including Parking Waivers or Parking Modifications) | List the incentives, concessions, waivers, and modifications (Including Parking Waivers or Parking Modifications) | Did the project receive a reduction or waiver of parking standards? (Y/N) | Notes* |
| Summary Row: Start Data Entry Below | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | 008002000 | 1111 LIGHT | | | ADU | R | | | | | | | | | 1 | | | | | | 1 | | 12/30/2019 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 008002000 | 1111 LIGHT Unit 2 | | | ADU | R | | | | | | | | | 1 | | | | | | | | 12/30/2019 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1 FOREST AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 10/28/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1202 RIB HOUSE Bldg | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 10/30/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 007002000 | 1211 GRAND | | | ADU | R | | | | | | | | | 1 | | 1 | | | | | | 8/14/2020 | 1 | | 1 | | | | | | | 1/28/2021 | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1212 LIGHT | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1213 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | 1 | | | | | 8/26/2021 | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1213 LIGHT AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | 8/26/2021 | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1214 LIGHT | | | SFA | R | | | | | | | | | 1 | | | | 1 | | | | 11/13/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1215 LIGHT AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 11/13/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1216 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/28/2021 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1217 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 11/18/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1218 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 11/18/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 007002000 | 1221 FOREST AVE | | | SFD | O | | | | | | | | 07/28/2020 | 1 | | | | | | 1 | 1 | 12/30/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 007002000 | 1222 LIGHT AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 12/30/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 007002000 | 1223 LIGHT AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 12/30/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1224 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1225 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1226 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1227 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1228 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1229 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1230 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1231 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1232 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1233 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1234 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1235 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1236 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1237 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1238 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1239 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1240 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1241 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1242 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1243 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1244 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1245 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1246 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1247 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1248 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1249 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1250 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1251 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1252 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1253 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1254 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1255 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1256 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1257 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1258 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1259 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1260 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1261 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1262 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1263 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1264 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1265 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1266 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1267 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1268 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1269 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1270 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1271 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1272 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1273 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1274 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1275 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1276 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1277 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1278 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1279 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1280 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1281 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1282 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1283 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1284 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1285 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1286 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1287 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1288 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1289 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1290 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1291 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1292 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1293 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1294 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1295 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1296 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1297 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1298 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1299 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1300 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1301 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1302 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1303 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1304 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1305 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1306 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1307 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1308 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1309 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1310 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1311 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1312 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1313 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1314 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1315 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1316 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1317 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1318 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1319 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1320 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1321 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1322 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1323 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1324 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1325 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1326 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1327 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1328 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1329 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1330 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1331 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1332 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1333 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1334 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1335 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1336 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1337 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1338 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1339 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1340 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1341 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1342 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1343 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1344 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1345 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1346 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1347 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1348 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1349 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1350 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1351 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1352 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1353 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1354 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1355 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1356 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1357 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1358 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1359 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1360 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1361 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1362 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1363 GRAND AVE | | | ADU | R | | | | | | | | | 1 | | | | 1 | | | | 8/31/2020 | 1 | | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| | 006002000 | 1364

| | | |
|---|---|---|
| **Jurisdiction** | Pacific Grove | |
| **Reporting Year** | 2021 | (Jan. 1 - Dec. 31) |
| **Planning Period** | 5th Cycle | 12/31/2015 - 12/31/2023 |

# ANNUAL ELEMENT PROGRESS REPORT
## Housing Element Implementation
(CCR Title 25 §6202)

This table is auto-populated once you enter your jurisdiction name and current year data. Past year information comes from previous APRs.

Please contact HCD if your data is different than the material supplied here

### Table B
### Regional Housing Needs Allocation Progress
### Permitted Units Issued by Affordability

| | | 1 | 2 | | | | | | | | | 3 | 4 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **Income Level** | | **RHNA Allocation by Income Level** | **2015** | **2016** | **2017** | **2018** | **2019** | **2020** | **2021** | **2022** | **2023** | **Total Units to Date (all years)** | **Total Remaining RHNA by Income Level** |
| Very Low | Deed Restricted | 28 | - | - | - | - | - | - | - | - | - | 3 | 25 |
| | Non-Deed Restricted | | - | - | - | - | - | 1 | 2 | - | - | | |
| Low | Deed Restricted | 18 | - | - | - | - | 3 | - | - | - | - | 33 | - |
| | Non-Deed Restricted | | - | - | - | - | - | 9 | 21 | - | - | | |
| Moderate | Deed Restricted | 21 | - | - | - | - | - | - | - | - | - | 39 | - |
| | Non-Deed Restricted | | - | - | - | 5 | 1 | 12 | 21 | - | - | | |
| Above Moderate | | 48 | 25 | 4 | 1 | 8 | 1 | 11 | 3 | - | - | 53 | - |
| Total RHNA | | **115** | | | | | | | | | | | |
| Total Units | | | **25** | **4** | **1** | **13** | **5** | **33** | **47** | **-** | **-** | **128** | **25** |

Note: units serving extremely low-income households are included in the very low-income permitted units totals and must be reported as very low-income units.

Please note: For the last year of the 5th cycle, Table B will only include units that were permitted during the portion of the year that was in the 5th cycle. For the first year of the 6th cycle, Table B will include units that were permitted since the start of the planning period.

Please note: The APR form can only display data for one planning period. To view progress for a different planning period, you may login to HCD's online APR system, or contact HCD staff at apr@hcd.ca.gov.

| | | |
|---|---|---|
| **Jurisdiction** | Pacific Grove | |
| **Reporting Year** | 2021 | (Jan. 1 - Dec. 31) |
| **Planning Period** | 5th Cycle | 12/31/2015 - 12/31/2023 |

# ANNUAL ELEMENT PROGRESS REPORT
## Housing Element Implementation
(CCR Title 25 §6202)

**Note: "+" indicates an optional field**

Cells in grey contain auto-calculation formulas

**Table C**

**Sites Identified or Rezoned to Accommodate Shortfall Housing Need and No Net-Loss Law**

| Project Identifier | | | | Date of Rezone | RHNA Shortfall by Household Income Category | | | | Rezone Type | Sites Description | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | | | | 2 | 3 | | | | 4 | 5 | 6 | 7 | 8 | | 9 | 10 | 11 |
| **APN** | **Street Address** | **Project Name+** | **Local Jurisdiction Tracking ID+** | **Date of Rezone** | **Very Low-Income** | **Low-Income** | **Moderate-Income** | **Above Moderate-Income** | **Rezone Type** | **Parcel Size (Acres)** | **General Plan Designation** | **Zoning** | **Minimum Density Allowed** | **Maximum Density Allowed** | **Realistic Capacity** | **Vacant/Nonvacant** | **Description of Existing Uses** |
| **Summary Row: Start Data Entry Below** | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | |

# ANNUAL ELEMENT PROGRESS REPORT
# Housing Element Implementation

(CCR Title 25 §6202)

| | | |
|---|---|---|
| **Jurisdiction** | Pacific Grove | |
| **Reporting Year** | 2021 | (Jan. 1 - Dec. 31) |

**Table D**

**Program Implementation Status pursuant to GC Section 65583**

**Housing Programs Progress Report**

Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.

| 1 | 2 | 3 | 4 |
|---|---|---|---|
| **Name of Program** | **Objective** | **Timeframe in H.E** | **Status of Program Implementation** |
| **Program 1.1 Housing Preservation & Rehabilitation** | **Rehabilitate 2 extremely-low-, 15 very-low-, and 15 low-income units** | **Ongoing** | **CDBG 2017 NOFA Awarded; HRLP Guidelines updated; ongoing outreach; ongoing application intake; two low-income units were rehabilitaded** |
| **Program 1.2 Mobile Home Park preservation** | **Preserve 103 mobile home units** | **Completed** | **Mobile Home Park remains in tact.** |
| **Program 2.1 Monitor Housing Production & potential housing sites** | **NA** | **Ongoing** | **Continued efforts.** |
| **Program 2.2 Funding for Affordable** | **NA** | **Ongoing** | **SB2Grants continue to address measures to increase affordable housing. Application for Regional Housing Trust Fund submitted.** |
| **Program 2.3.a Density Bonus** | **1 extremely-low-, 4 very-low-, and 15 low-income units** | **Ongoing** | **The City continues to explore development incentives for developers in specific locations in line with City Council Affordable Housing goal.** |
| **Program 2.3.b Downtown Master Plan** | **NA** | **Ongoing** | **The City will seek funding to develop plan.** |
| **Program 2.3.c. Encourage Residential & mixed use development in commercial zones.** | **10 very-low-, 10 low-, and 10 moderate-income units on underutilized sites** | **Ongoing** | **Incentives and assisstance will be considered as opportunities arise. The City encourages parcel consolidation when contacted by realtors representing owners of properties zoned mixed use or multi-family uses.** |
| **Program 2.3.d. Preserve Affordable Housing Units** | **Preserve 7 low-income & 2 moderate income units** | **Ongoing** | **The City continues to monitor and work with owners of affordable units.** |
| **Program 2.3.e Facilitate Housing Development on Underutilized Parcels** | **4 very-low-income units** | **Ongoing** | **The City will evaluate the feasibility of small lot development including infrastructure needs. Illegal units are addressed by encouraging owners to comply with Accessory Dwelling Unit standards. The City encourages parcel consolidation when contacted by realtors representing owners of properties zoned for multi-family uses.** |

| | | | |
|---|---|---|---|
| **Program 2.3.f Affordable Housing Development Assistance** | **NA** | **Ongoing** | **The City continues to work with developers interested in adding units to the housing stock. With limited development space, developers in commercial areas where mixed use projects are possible are encouraged to add affordable units. Lack of potable water continues to be a major constraint to developing new units.** |
| **Program 2.3.g Short-term Rental of Private homes** | **NA** | **Completed** | **The City adopted amendments in the municipal code to limit the number of Short term rentals. A ballot measure was adopted which limits the activity even more. Both approaches have offset and mitigated the impact.** |
| **Program 2.4 Continue to encourage second units or ADUs** | **10 low income second units** | **Completed** | **The Welcome Home Strategy completed in May 2021 analysing data -VV- and other demographic information through the background data summary using ACS data to provide the -V- up-to-date information.** |
| **Program 3.1 Water Supply** | **NA** | **Ongoing** | **At this time a California Public Utility Commission (CPUC) moratorium may interfere with Cal-Am's (water provider) ability to set new water meters to serve projects that do not have access to a current, active, Cal-Am water meter. City representatives participate on regional water panels; the City adopted water distribution policy with incentive for affordable housing development. The City received entitlement water due to the City's recycled water project (referred to as the City Local Water Project) and began selling water entitlements. The City's water policy identifies affordable housing as a dedicated receipient for development and the City Council set aside 11.5 acre feet of entitlement water for affordable unit development. Some affordable units (primarily ADUs) have purchased available entitlement water to facilitate new units.** |
| **Program 3.2 School District Coordination on Housing Issues** | **NA** | **Completed** | **The City maintains a positive relationship with the district.** |
| **Program 3.3.a Development fees** | **NA** | **Completed** | **Completed** |
| **Program 3.3.b Adequate sites to accommodate housing needs** | **NA** | **Ongoing** | **The City will employ the help of Housing Consultant to determine feasibility of streamlining processes and approvals for a significant number of housing units.** |
| **Program 3.3.c Use Permit for multifamily development** | **NA** | **Completed** | **The City initiated an amendment to Zoning code to eliminate Use permits for multi-family development in R-3 and R-4 zones. This item went before the Planning Commission in Winter 2020 and went before City Council Spring 2020.** |
| **Program 3.4.a Parking Standards** | **NA** | **Completed** | **At Planning Commission winter 2020; City Council Spring 2021** |
| **Program 3.4.b Single room Occupancy Units** | **5 extremely low income units** | **Ongoing** | **3 units at 301 Grand were completed in 2021** |
| **Program 3.4.c Mobile Homes and Manufactured homes** | **NA** | **Ongoing** | **The City will review zoning regulations to ensure compliance with state law.** |

| | | | |
|---|---|---|---|
| **Program 4.1.a Housing Rehabilitation for persons with special needs** | **4 rehabilitated units** | **Ongoing** | **The City continues to conduct outreach.** |
| **Program 4.1.b Reasonable accommodation** | **NA** | **Completed** | **Completed** |
| **Program 4.2.a Emergency Shelters, Transitional/Supportive Housing and Residential Care** | **NA** | **Completed** | **Completed** |
| **Program 4.2.b Section 8 Rental Assistance** | **NA** | **Ongoing** | **The City will review zoning regulations to ensure compliance with state law.** |
| **Program 4.3.a Shared Housing** | **NA** | **Ongoing** | **The City continues to conduct outreach.** |
| **Program 4.3.b Support Persons with Developmental Disabilities** | **NA** | **Ongoing** | **The city is in the process of creating an ADA self-valuation and transaction plan.** |
| **Program 5.1 Support Fair Housing** | **NA** | **Ongoing** | **The City conducts public education and outreach about fair housing at community events; the City promotes Fair Housing Month in April** |
| **Program 6.1 Energy conservation in existing homes** | **NA** | **Ongoing** | **The City promotes energy conservation and employs energy efficient opportunities in rehabilitation projects.** |
| **Program 6.2 Energy Efficiency in New Homes** | **NA** | **Ongoing** | **The City updates the municipal code to adopt California Building Code standards, including green standards.** |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |

| | | |
|---|---|---|
| **Jurisdiction** | Pacific Grove | |
| **Reporting Period** | 2021 | (Jan. 1 - Dec. 31) |
| **Planning Period** | 5th Cycle | 12/31/2015 - 12/31/2023 |

# ANNUAL ELEMENT PROGRESS REPORT

## Housing Element Implementation

(CCR Title 25 §6202)

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

**Table E**

**Commercial Development Bonus Approved pursuant to GC Section 65915.7**

| Project Identifier | | | | Units Constructed as Part of Agreement | | | | Description of Commercial Development Bonus | Commercial Development Bonus Date Approved |
|---|---|---|---|---|---|---|---|---|---|
| 1 | | | | 2 | | | | 3 | 4 |
| **APN** | **Street Address** | **Project Name+** | **Local Jurisdiction Tracking ID+** | **Very Low Income** | **Low Income** | **Moderate Income** | **Above Moderate Income** | **Description of Commercial Development Bonus** | **Commercial Development Bonus Date Approved** |
| Summary Row: Start Data Entry Below | | | | | | | | | |

| | | |
|---|---|---|
| **Jurisdiction** | Pacific Grove | |
| **Reporting Period** | 2021 | (Jan. 1 - Dec. 31) |
| **Planning Period** | 5th Cycle | 12/31/2015 - 12/31/2023 |

# ANNUAL ELEMENT PROGRESS REPORT
## Housing Element Implementation
(CCR Title 25 §6202)

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

**Table F**

**Units Rehabilitated, Preserved and Acquired for Alternative Adequate Sites pursuant to Government Code section 65583.1(c)**

Please note this table is optional: The jurisdiction can use this table to report units that have been substantially rehabilitated, converted from non-affordable to affordable by acquisition, and preserved, including mobilehome park preservation, consistent with the standards set forth in Government Code section 65583.1, subdivision (c). Please note, motel, hotel, hostel rooms or other structures that are converted from non-residential to residential units pursuant to Government Code section 65583.1(c)(1)(D) are considered net-new housing units and must be reported in Table A2 and not reported in Table F.

| Activity Type | Units that Do Not Count Towards RHNA+ Listed for Informational Purposes Only | | | | Units that Count Towards RHNA + Note - Because the statutory requirements severely limit what can be counted, please contact HCD to receive the password that will enable you to populate these fields. | | | | The description should adequately document how each unit complies with subsection (c) of Government Code Section 65583.1+ |
|---|---|---|---|---|---|---|---|---|---|
| | Extremely Low-Income+ | Very Low-Income+ | Low-Income+ | TOTAL UNITS+ | Extremely Low-Income+ | Very Low-Income+ | Low-Income+ | TOTAL UNITS+ | |
| Rehabilitation Activity | | | | | | | | | |
| Preservation of Units At-Risk | | | | | | | | | |
| Acquisition of Units | | | | | | | | | |
| Mobilehome Park Preservation | | | | | | | | | |
| Total Units by Income | | | | | | | | | |

| | | |
|---|---|---|
| **Jurisdiction** | Pacific Grove | |
| **Reporting Period** | 2021 | (Jan. 1 - Dec. 31) |
| **Planning Period** | 5th Cycle | 12/31/2015 - 12/31/2023 |

**NOTE: This table must only be filled out if the housing element sites inventory contains a site which is or was owned by the reporting jurisdiction, and has been sold, leased, or otherwise disposed of during the reporting year.**

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

**ANNUAL ELEMENT PROGRESS REPORT**

**Housing Element Implementation**

(CCR Title 25 §6202)

**Table G**

**Locally Owned Lands Included in the Housing Element Sites Inventory that have been sold, leased, or otherwise disposed of**

| **Project Identifier** | | | | | | |
|---|---|---|---|---|---|---|
| **1** | | | | **2** | **3** | **4** |
| **APN** | **Street Address** | **Project Name+** | **Local Jurisdiction Tracking ID+** | **Realistic Capacity Identified in the Housing Element** | **Entity to whom the site transferred** | **Intended Use for Site** |
| Summary Row: Start Data Entry Below | | | | | | |

| | | |
|---|---|---|
| **Jurisdiction** | Pacific Grove | |
| **Reporting Period** | 2021 | (Jan. 1 - Dec. 31) |

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

# ANNUAL ELEMENT PROGRESS REPORT
## Housing Element Implementation
(CCR Title 25 §6202)

For Monterey County jurisdictions, please format the APN's as follows:999-999-999-999

### Table H
**Locally Owned Surplus Sites**

| Parcel Identifier | | | | Designation | Size | Notes |
|---|---|---|---|---|---|---|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| **APN** | **Street Address/Intersection** | **Existing Use** | **Number of Units** | **Surplus Designation** | **Parcel Size (in acres)** | **Notes** |
| Summary Row: Start Data Entry Below | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |

| | | |
|---|---|---|
| **Jurisdiction** | Pacific Grove | |
| **Reporting Year** | 2021 | (Jan. 1 - Dec. 31) |
| **Planning Period** | 5th Cycle | 12/31/2015 - 12/31/2023 |

| **Building Permits Issued by Affordability Summary** | | |
|---|---|---|
| **Income Level** | | **Current Year** |
| Very Low | Deed Restricted | 0 |
| | Non-Deed Restricted | 2 |
| Low | Deed Restricted | 0 |
| | Non-Deed Restricted | 21 |
| Moderate | Deed Restricted | 0 |
| | Non-Deed Restricted | 21 |
| Above Moderate | | 3 |
| Total Units | | **47** |

Note: Units serving extremely low-income households are included in the very low-income permitted units totals

| **Units by Structure Type** | **Entitled** | **Permitted** | **Completed** |
|---|---|---|---|
| SFA | 0 | 0 | 0 |
| SFD | 1 | 1 | 0 |
| 2 to 4 | 2 | 6 | 0 |
| 5+ | 0 | 0 | 0 |
| ADU | 0 | 40 | 6 |
| MH | 0 | 0 | 0 |
| **Total** | **3** | **47** | **6** |

| **Housing Applications Summary** | |
|---|---|
| Total Housing Applications Submitted: | 53 |
| Number of Proposed Units in All Applications Received: | 60 |
| Total Housing Units Approved: | 0 |
| Total Housing Units Disapproved: | 0 |

| **Use of SB 35 Streamlining Provisions** | |
|---|---|
| Number of Applications for Streamlining | 0 |
| Number of Streamlining Applications Approved | 0 |
| Total Developments Approved with Streamlining | 0 |
| Total Units Constructed with Streamlining | 0 |

| **Units Constructed - SB 35 Streamlining Permits** | | | |
|---|---|---|---|
| **Income** | **Rental** | **Ownership** | **Total** |
| Very Low | 0 | 0 | 0 |
| Low | 0 | 0 | 0 |
| Moderate | 0 | 0 | 0 |
| Above Moderate | 0 | 0 | 0 |
| Total | 0 | 0 | 0 |

Cells in grey contain auto-calculation formulas

| | | |
|---|---|---|
| **Jurisdiction** | Pacific Grove | |
| **Reporting Year** | 2021 | (Jan. 1 - Dec. 31) |

**ANNUAL ELEMENT PROGRESS REPORT**
**Local Early Action Planning (LEAP) Reporting**
(CCR Title 25 §6202)

*Please update the status of the proposed uses listed in the entity's application for funding and the corresponding impact on housing within the region or jurisdiction, as applicable, categorized based on the eligible uses specified in Section 50515.02 or 50515.03, as applicable.*

| **Total Award Amount** | $ 65,000.00 | *Total award amount is auto-populated based on amounts entered in rows 15-26.* |
|---|---|---|

| Task | $ Amount Awarded | $ Cumulative Reimbursement Requested | Task Status | Other Funding | Notes |
|---|---|---|---|---|---|
| GIS Software Implementation | $35,000.00 | $0.00 | In Progress | None | |
| Enhanced Public Engagement | $5,000.00 | $0.00 | In Progress | None | |
| Implementing Actions | $25,000.00 | $0.00 | In Progress | None | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |

*Summary of entitlements, building permits, and certificates of occupancy (auto-populated from Table A2)*

| Completed Entitlement Issued by Affordability Summary | | |
|---|---|---|
| **Income Level** | | **Current Year** |
| Very Low | Deed Restricted | 0 |
| | Non-Deed Restricted | 0 |
| Low | Deed Restricted | 0 |
| | Non-Deed Restricted | 0 |
| Moderate | Deed Restricted | 0 |
| | Non-Deed Restricted | 0 |
| Above Moderate | | 3 |
| Total Units | | **3** |

| Building Permits Issued by Affordability Summary | | |
|---|---|---|
| **Income Level** | | **Current Year** |
| Very Low | Deed Restricted | 0 |
| | Non-Deed Restricted | 2 |
| Low | Deed Restricted | 0 |
| | Non-Deed Restricted | 21 |
| Moderate | Deed Restricted | 0 |
| | Non-Deed Restricted | 21 |
| Above Moderate | | 3 |
| Total Units | | **47** |

| Certificate of Occupancy Issued by Affordability Summary | | |
|---|---|---|
| **Income Level** | | **Current Year** |
| Very Low | Deed Restricted | 0 |
| | Non-Deed Restricted | 1 |
| Low | Deed Restricted | 0 |
| | Non-Deed Restricted | 4 |
| Moderate | Deed Restricted | 0 |
| | Non-Deed Restricted | 1 |
| Above Moderate | | 0 |
| Total Units | | **6** |

# CITY OF PACIFIC GROVE

**300 Forest Avenue, Pacific Grove, California 93950**

## AGENDA REPORT

| | |
|---|---|
| **TO:** | Honorable Mayor and Members of the City Council |
| **FROM**: | Joseph Sidor, Contract Planner |
| **MEETING DATE:** | March 16, 2022 |
| **SUBJECT:** | Receive the Draft Annual Progress Report for General Plan Implementation |
| **CEQA:** | Does not constitute a "Project" per California Environmental Quality Act Guidelines Section 15378 |

---

**RECOMMENDATION**

Receive the Draft Annual Progress Report for General Plan Implementation required by the California Office of Planning and Research (OPR).

**DISCUSSION**

California Government Code Sections 65400 and 65700 mandate that cities and counties submit an annual report on the status of their General Plan and any progress in its implementation to their legislative bodies. Annual Progress Reports (APRs) must be presented to the local legislative body for its review and acceptance, usually as a consent of discussion item on a regular meeting agenda. After review and acceptance, a copy of the APR is required to be filed with the Governor's Office of Planning and Research (OPR).

The attached draft APR is prepared with 2021 data to comply with statutory requirements. Note that the City's 1994 General Plan has not been comprehensively updated other than the required Housing Element updates and some minor amendments in previous years. Although separate from the general plan amendment process described in the attached APR, it is important to note that the City was heavily engaged in the Local Coastal Program (LCP) update and certification, the first in the City's history, between 2014 - 2020, which is directly related to land use planning within the Coastal Zone.

As indicated in the report, staff recommends that the City undertake an update to its Safety Element in the near term, in alignment with the County's Multi-Jurisdictional Hazard Management Plan (MJHMP) update, in an effort to be better prepared for land use planning under the new realities of climate change. It is important to note that the County's effort on the MJHMP was delayed due to the redirection of resources to manage local impacts of the COVID-19 pandemic; however, the County anticipates publication of the final MJHMP, including local jurisdiction annexes, in 2022. Additionally, in 2021, the City adopted a Vehicle Miles Traveled (VMT) policy and tools in conjunction with a regional effort lead by the Transportation Agency of Monterey County (TAMC). Therefore, the Transportation Element is also ripe for update to align with California Environmental Quality Act (CEQA) requirements which superseded the Level of Service traffic analysis with VMT effective July 1, 2020.

**OPTIONS**

1. Take no action.
2. Provide alternative direction.

**FINANCIAL IMPACT:**

None. Future updates to the City's General Plan will require funding either through successful grant applications or the regular City annual budget process.

**GOAL ALIGNMENT:** Not Applicable.

---

**Attachments**

Draft General Plan Annual Progress Report for 2021

# 2021 General Plan Annual Progress Report for the City of Pacific Grove, a Charter City

**Prepared for OPR in March 2022**

## I. Introduction

The City of Pacific Grove has not undertaken a comprehensive update to any of the Elements of its 1994 General Plan other than its Housing Element (HE) which was adopted in March 2016 for the effective years 2015-2023. The 2021 HE Annual Progress Report (APR) was presented to the Pacific Grove City Council on March 16, 2022 and will be submitted to the State Housing and Community Development Dept. (HCD) on or before April 1, 2021.

The 1994 General Plan is ripe for updating given the many changes affected by the State over the years. In an effort to keep up with climate change and the associated likely impacts related to wildfire and sea level rise, the Community Development Dept. (CDD) intends to seek funding to undertake updates to the Safety Element in alignment with the revised County Multi-Jurisdictional Hazard Management Plan (MJHMP) that is under development, and an update to the Transportation Element to account for California Environmental Quality Act Vehicle Miles Travelled policy change; however, City funds are limited and impacted by the COVID-19 pandemic. The City will seek grant funds to facilitate updates.

## II. 1994 General Plan

The City Council of the City of Pacific Grove adopted Resolution 6423 on October 5, 1994, adopting the General Plan (Plan) and associated maps and figures. This Plan superseded the City's previous 1973 General Plan and incorporated as its Coastal Land Use Element, the certified 1989 Land Use Plan now supplanted by the March 11, 2020 certified Local Coastal Program.

## III. Housing Element APR

As mentioned in Section I. above, no comprehensive updates to the 1994 Plan have occurred other than the cyclical Housing Element updates as required by Government Code Sections 65400, 65583, and 65584. The HE APR is submitted separately to HCD.

## IV. Compliance with OPR's 2017 General Plan Guidelines

The City's 1994 General Plan contains the required elements per the OPR's 2017 Guidelines and California Government Code Section 65302 (the City's Element title is listed in parentheses after the mandated chapter title):

Land Use
Circulation (Transportation)
Housing
Conservation (Natural Resources)
Open Space (Parks & Recreation)

Noise (imbedded within the Health & Safety Element)
Safety (Health & Safety)

In addition to the required Elements above, the City's General Plan contains the following optional Elements:

Historic & Archaeological Resources
Urban Structures & Design
Public Facilities

The City also has a certified LCP which contains a Land Use Plan (LUP). The LUP constitutes the Coastal Land Use Element of the General Plan.

In the 1980s and 1990s when the City's General Plan was being drafted, reviewed, and adopted, there were no requirements for the consideration of disadvantaged communities (environmental justice), consultation with Native American tribes (SB 18), or collaboration with military facilities. The City of Pacific Grove is bounded to the south and east by the Army Presidio and is also a very archaeologically sensitive area. Since 1994, the City has worked very closely with our military neighbors and, even more so, with the Ohlone Costanoan-Esselen Nation (OCEN) and Esselen Tribe of Monterey County (ETMC) to ensure that development does not contradict the policies and goals of these important stakeholders.

Even under today's rigorous mandates, Pacific Grove does not meet the definition of "disadvantaged community" (Health & Safety Code, Section 39711) that would trigger the preparation of an Environmental Justice Element.

Given the age of the Plan, there other inconsistencies with current OPR Guidelines which will be addressed, as needed, as we look forward to the Safety Element and Transportation Element update and other amendments.

## V. Land Use Priorities

a. *Housing* - With the passage of additional bills at the State level mandating the production of housing for all income levels, the City again embarked on the development of an updated Accessory Dwelling Unit (ADU) Ordinance which was adopted by the City Council (Ordinance 22-002) on February 16, 2022, and is currently under review by HCD. This new ADU ordinance ensures compliance with State housing law. The City is open to working with partners on the development of in-fill affordable projects in an effort to meet our Regional Housing Needs Assessment (RHNA) numbers. Additionally, the City embarked on a Mayor's Initiative to increase housing called Welcome Home: Creating a More Affordable Future. Policy initiatives that may affect elements of the General Plan may come out of this in progress initiative.

b. *Water* - The Monterey Peninsula has experienced a "regulatory drought" for the past 20+ years which has heavily impacted development. The State Water Resources Control Board has limited the issuance of new water meters through a cease and desist order levied on the area's water provider. Although the City is geographically small and development is constrained by other factors, the water meter issuance has effectively resulted in a moratorium on large new in-fill projects where a water entitlement did not already exist. As a result of a number of recent water recycling and conservation activities, the State has made some water available for purchase in the City and a new downtown hotel, a mixed-use housing in-fill project and several smaller residential projects, including many accessory dwelling units are moving forward;

c. *Annexation* – In 2020, the City pre-zoned an adjacent property (Ordinance 20-008) in preparation for annexation. The property is surrounded on all sides by City limits and is a County island. The 1994 General Plan does not include a Growth Management section or other clear policies regarding annexation other than the identification of this particular property within its mapped Sphere of Influence. The Land Use Element includes the general goal of *providing for orderly, well-planned, and balanced development consistent with the historic nature of Pacific Grove, the capacity of the City's infrastructure, and ability to assimilate new growth*. As identified in the 2021 Annual Progress Report, this property is currently developed with an industrial laundry facility (Mission Linen Supply) and is already designated Neighborhood Commercial on the General Plan; therefore, an annexation feasibility analysis is not warranted. On April 21, 2021, the City Council adopted Resolution 21-006 authorizing staff to file an application for the annexation of the Mission Linen property to the Local Agency Formation Commission (LAFCo) for Monterey County. City staff prepared and submitted an application to LAFCo, which was accepted and found complete by LAFCo on June 11, 2021. On November 16, 2021, and February 2, 2022, the County Board of Supervisors and City Council, respectively adopted Resolutions to approve the Property Tax Transfer Agreement. On February 28, 2022, LAFCo adopted a Resolution to approve the annexation. The City will address and update applicable references, as needed, in the Land Use Element.

## VI. Adjusted Goals, Policies, Objectives

As mentioned previously in this APR, the City intends to update the Safety Element in the next budget cycle, if feasible, in alignment with the County's updated MJHMP. Due to the COVID-19 pandemic, County resources were temporarily diverted from this planning effort; however, the County resumed work in 2021. The County anticipates publication of the final MJHMP, including local jurisdiction annexes, in 2022.

There are also a variety of Goals and Policies in the Land Use Element that are very restrictive. Several of these have already been identified in the adopted Housing Element and many are under discussion as part of the City's Welcome Home initiative. Given the built-out nature of the City and relatively little room for expansion, the majority of development in the future will be in-fill in nature. The City is undertaking a review of the

policies in the Land Use element that may be ripe for reconsideration within the context of the State's housing crisis using SB2 grant funds.

## VII. Studies and Activities Intended to Advance the Implementation of the GP

The City's Welcome Home: Creating a More Affordable Future is a planning and action initiative to create more diverse and affordable housing options that can help secure Pacific Grove's social, physical and economic well-being now and into the future. The one-year process, funded by an SB2 planning grant from the State of California and started in Spring 2020, was finalized in May 2021. The work was guided by City staff, Council and an appointed Advisory Group of community representatives, including elected and appointed officials, business leaders, housing experts, service providers and residents. The firm of Baird + Driskell Community Planning lead the project.

Specific priorities were defined through the process, including near-term actions and longer-term strategies that can help increase the amount and range of housing choices in our community, with a focus on meeting the housing needs of lower income households and people with special housing needs. This study and the advisory group will help kick off the 6th cycle Housing Element outreach that will occur in 2022 and continue until submittal of the Housing Element that is due by 2023.

The majority of the development in Pacific Grove consists of minor alterations and additions to existing buildings, single-family residential development, ADUs, minor commercial tenant improvements. However, since January 1, 2021, the following large commercial projects have been approved or are in the application review process:

| Project Name / Description | Location | Permit Type / CEQA | Status |
|---|---|---|---|
| Pacific Grove Hotel<br>(102 room hotel)<br>(formerly Hotel Durell)<br>(demo and new construction) | 157 Grand Ave. | AP*-UP** Amendment / previously-certified EIR | Water entitlement finalized on February 2nd, 2022. |
| Holman Bldg / Mixed-Use Rehab; 25 residential units | 542 Lighthouse Ave. | AP-UP / §§ 15331, 15332 categorical exemptions | The City finaled the Building Permit on February 18, 2021. |
| Goodies Bldg / Mixed-Use (demo and new construction) | 520 Lighthouse Ave. | AP-UP / §15332 exemption | Anticipate Building Permit final and occupancy by October 2022. |
| American Tin Cannery (ATC) Hotel & Commercial Project / 225 room hotel and retail (demo and new construction) | 109/125 Ocean View Blvd. | AP-UP-CDP*** / EIR | Planning Commission hearings held on October 28th and November 18th, 2021. City Council hearing held on January 12, 2022. EIR certified and project approved by the City Council. |

| | | | |
|---|---|---|---|
| | | | Project currently on appeal to the California Coastal Commission. |

*AP – Architectural Permit
**UP – Use Permit
***CDP – Coastal Development Permit

## VIII. Additional Content

a. Monterey County Multi-Jurisdictional Hazard Mitigation Plan 2020 – the City is participating in this 5-year effort with the Monterey County OES as lead. The City anticipates using much of the information in the near-term Safety Element update.
b. Pacific Grove fire services are provided by contract through the City of Monterey. On March 1, 2022, the Monterey City Council approved funding for Monterey Fire to prepare a Community Wildfire Protection Plan that covers most of the Monterey Peninsula, including the City of Pacific Grove which has very few high or extreme high fire hazard areas, but is adjacent to both.

# CITY OF PACIFIC GROVE

**300 Forest Avenue, Pacific Grove, California 93950**

## AGENDA REPORT

| | |
|---|---|
| **TO:** | Honorable Mayor and Members of the City Council |
| **FROM**: | Ben Harvey, City Manager |
| **MEETING DATE:** | March 16, 2022 |
| **SUBJECT:** | Economic Development Commission Meeting Minutes: December 16, 2021 |
| **CEQA:** | Does not constitute a "Project" per California Environmental Quality Act Guidelines Section 15378 |

RECOMMENDATION

Receive minutes.

Attachments

EDC Minutes

DocuSign Envelope ID: 3D227BB1-4177-400B-9035-9A9A020081C7

MEETING MINUTES

CITY OF PACIFIC GROVE

# ECONOMIC DEVELOPMENT COMMISSION

SPECIAL MEETING MINUTES

Thursday, December 16, 2021, 4:00 P.M.

Held via Zoom – City Hall – 300 Forest Avenue, Pacific Grove, CA

THIS MEETING WILL BE HELD VIRTUALLY AND IS COMPLIANT WITH THE GOVERNOR'S EXECUTIVE ORDERS ALLOWING FOR A DEVIATION OF TELECONFERENCE RULES REQUIRED BY THE BROWN ACT.
JOIN THE ZOOM WEBINAR TO PARTICIPATE LIVE AT:

https://us02web.zoom.us/j/81018643835

To participate telephonically, call any number below:

877 853 5247 (Toll Free)
888 788 0099 (Toll Free)
1 669 900 9128
Webinar Meeting ID: 810 1864 3835

**CALL TO ORDER**
**Commissioners Present: Chair Beck, Member Markowitz, Member Fonferek, Member Ammar, Member Nelson, Member Uppman, Member Mourlam absent**

1. **APPROVAL OF AGENDA**

   **The Commission voted 4-2-0 (one absent) to approve the agenda.**

2. **COMMISSION AND STAFF ANNOUNCEMENTS (City-Related Items Only)**

   **Chair Beck gave Moe Ammar, Chamber President a thank you for his 29 years of service. He will be retiring in January of 2022**.

3. **COUNCIL LIAISON ANNOUNCEMENTS**

   **Council member McAdams gave a Council update**.

4. **GENERAL PUBLIC COMMENT**

5. **APPROVAL OF THE MINUTES**

A. Economic Development Commission Meeting Minutes: November 4, 2021

**Reference:** Nicholas Mourlam, Secretary

**Recommended Action:** Approve minutes

**CEQA:** Does not constitute a "Project" per California Environmental Quality Act Guidelines Section 15378

**On a motion by Commissioner Fonferek, seconded by Commissioner Nelson, the Commission voted 4-2-0 (one absent) to approve the draft minutes**

**REGULAR AGENDA**

6. UNFINISHED AND ONGOING BUSINESS

A. Oral update from City Business Ombudsperson Laurel O'Halloran regarding recent business activity (business expressing interest in locating in Pacific Grove, and businesses in the process of locating/relocating to Pacific Grove)

**City Staff, Laurel O'Halloran gave an update.**
**Commissioner Moe Ammar added additional information to the update.**

B. Oral update from Barry Foster of HdL/EconSolutions regarding business climate in California, and proposed recommendations that the EDC may want to consider placing on its future agendas in 2022 for discussion.

**Barry Foster gave an update and introduced Kirstie Hinds who will be working with HdL.**

C. Business Friendly City Hall Campaign-Allocation Request of $6,000.00

**Reference:** Moe Ammar, President, Pacific Grove Chamber of Commerce

**Recommended Action:** Initiate a marketing campaign for launch in mid-January.

**CEQA:** Does not constitute a "Project" per California Environmental Quality Act Guidelines Section 15378

**Commissioner Moe Ammar, Chamber President gave a report.**
**Barry Foster from HdL gave an update.**

**On a motion by Commissioner Markowitz, Chair Beck requested a sub-committee as part of the motion seconded by Commissioner Nelson, the Commission voted 4-2-0 (one absent) to approve.**

**Motion Passes with Sub-committee members Uppman and Markowitz**

D. Oral update/departing Remarks from Moe Ammar, EDC Commissioner and Outgoing President of the Pacific Grove Chamber of Commerce.

DocuSign Envelope ID: 3D227BB1-4177-400B-9035-9A9A020081C7

**ADJOURNMENT 4:58**

APPROVED BY THE ECONOMIC DEVELOPMENT COMMISSION

DocuSigned by:
Laurel O'Halloran
64D650F9385D485...

2/23/2022

Laurel O'Halloran
Staff

Date

# CITY OF PACIFIC GROVE

**300 Forest Avenue, Pacific Grove, California 93950**

## AGENDA REPORT

| | |
|---|---|
| **TO:** | Honorable Mayor and Members of the City Council |
| **FROM**: | Diana Godwin, Library Manager |
| **MEETING DATE:** | March 16, 2022 |
| **SUBJECT:** | Library Advisory Board Meeting Minutes: June 28, 2021, September 13, 2021 and November 8, 2021 |
| **CEQA:** | Does not constitute a "Project" per California Environmental Quality Act Guidelines Section 15378 |

RECOMMENDATION

Receive minutes.

Attachments

Library Advisory Board Meeting Minutes: November 8, 2021

Library Advisory Board Meeting Minutes: June 28, 2021

Library Advisory Board Meeting Minutes: September 13, 2021

NOTICE OF MEETING

CITY OF PACIFIC GROVE

# LIBRARY BOARD
# REGULAR MEETING

## Monday, November 8, 2021, 4:00 P.M.

**THIS MEETING WAS HELD VIRTUALLY AND IS COMPLIANT WITH THE GOVERNOR'S EXECUTIVE ORDERS ALLOWING FOR A DEVIATION OF TELECONFERENCE RULES REQUIRED BY THE BROWN ACT**

**MINUTES**

**CALL TO ORDER/ROLL CALL** – 4:04pm. Attending: Library Director Diana Godwin, City Council Liaison Bill Peake, Board Chair Heather Lazare, Board members Marybeth Rinehart, Faye Mueller-Delia and Jean Blondeau. Tama Olver was not available.

1. **APPROVAL OF AGENDA** – JB/HL. Approved unanimously.
2. **COMMISSION/STAFF ANNOUNCEMENTS**
   Heather: Congratulations to all for a very successful Library Rededication event.
   Diana: Late fee waivers are continuing, to encourage Library use. The Circulation Supervisor has resigned for personal reasons. A search is on for a replacement. Open hours are being increased. The last furniture (4 chairs) have been installed in the “living room”. The Joe Rock Childrens’ room was dedicated yesterday. A search is on for an electric Library vehicle. A contract worker has been hired to add the local history collection to the catalog; the microfilm record is being digitized and will be searchable on the Library’s and the Heritage Society’s web sites. The art collection is now hanging and a

gallery opening took place in October. The City Council has approved a change in the Library budget, making it possible to create two new 30-hour positions.

3. **COUNCIL LIAISON ANNOUNCEMENTS** Mayor Peake: The City Council has passed a code of conduct for the Library Board (more to come). Three City employees have received promotions and salary increases, and more are expected. Changes have been approved in the recycling program. The City budget is lean but sufficient to get the job done. The appeal process for the elm tree in Jewell Park is continuing. A new Youth Commission was discussed at Council last week. Ideas were kicked around, including a youth member on the Recreation, Museum and Library Boards. Please share any ideas with Council. Heather asked who (City Council or Library Board) would make the decision about returning to in-person meetings. Mayor Peake's answer was that it would be the Council.
4. **GENERAL PUBLIC COMMENTS** None.
5. **APPROVAL OF THE MINUTES** – Heather/Marybeth. Approved unanimously.
6. **UNFINISHED AND ONGOING BUSINESS** –
   a. Landscaping Committee. Marybeth: The landscape contractor (Mario) is providing weekly maintenance (irrigation…). A small group of volunteers is helping with the plants. A stone bench was purchased privately and installed. Heather suggested that Mario be recognized for his many contributions, possibly by a plaque on a rock in the garden. The Landscape Committee will consider. Report received.
   b. Reopening Committee. Jean: The Committee is in waiting mode, to see if new developments early next year might enable an indoor donor celebration. Heather is hoping that it could happen in the not too distant future, considering that the Library held two recent events (Joe Rock dedication and gallery opening) part indoor and part outdoor. Diana replied that the indoor events required masks (no food or drink) and the outdoor events involved no alcohol (per regulations), whereas a donor event would call for Champagne… Report received.

c. Heather brought up the idea of preparing for possible future large donations by identifying rooms in the Library that could be named for such donors and determining the corresponding donation amounts: After discussion, Heather moved to determine the amounts set for naming rights to the three unnamed rooms as follows: Carnegie Commons $200,000, Local History room and Non-fiction room $75,000 each. MB seconded. Passed unanimously.

**ADJOURNMENT** – 5 pm.

**Next Meeting**: January 10, 2022, 4pm, via Zoom.

NOTICE OF MEETING

CITY OF PACIFIC GROVE

# LIBRARY BOARD
# REGULAR MEETING

## Monday, June 28, 2021, 4:00 P.M.

**THIS MEETING WAS HELD VIRTUALLY AND IS COMPLIANT WITH THE GOVERNOR'S EXECUTIVE ORDERS ALLOWING FOR A DEVIATION OF TELECONFERENCE RULES REQUIRED BY THE BROWN ACT**

**MINUTES**

**CALL TO ORDER/ROLL CALL** – 4:01pm. Attending: Library Manager Diana Godwin, City Council Liaison Bill Peake, Board Chair Heather Lazare, Board members Marybeth Rinehart, Faye Mueller-Delia, and Jean Blondeau. Tama Olver was excused.

1. **APPROVAL OF AGENDA** – HL/MR. Approved unanimously.
2. **PRESIDENT REPORT** – HL. A member of the public, Inge Daumer (in attendance) has an issue with the receipts issued by the Library for borrowed books – specifically whether or not they include the cost of each book.
   In the future, Board members with a topic on the agenda of coming meetings need to send Diana Godwin an email with a short summary of what they will cover in their Board reports.
3. **STAFF ANNOUNCEMENTS** (Diana Godwin) - The City budget has gone through its second reading. Two furloughed librarians are returning. The Library has 17 very useful volunteers plus 4 teens for the summer. Book hold and pick-up at an outside table will continue for people hesitant to enter the Library. The children's programs, as well as the Canterbury Woods outreach, are going well – good

attendance. Joe Rock $100,000 bequest: the City has approved the naming of the children's room for him; the funds will be going to the Friends. Artwork is to be installed soon. A local man is preparing signs for the stacks.

4. **COUNCIL LIAISON ANNOUNCEMENTS** Mayor Peake: the City is in good shape. Federal funds have been received. Reserves are about $1M. Officially Zoom meetings can continue until September, but the City will consider whether to resume in-person meetings before then. There is a concern that the seats are in the Council chamber may be too close together.
5. **GENERAL PUBLIC COMMENTS** Inge Lorentzen Inge specified that the long-form receipt is the one that does not indicate the price of the books. She also appreciated the plan to start including in Agendas a summary of topics to be discussed by Board members due to make a report.
6. **APPROVAL OF THE MINUTES** – Heather/Marybeth. Approved unanimously.
7. **UNFINISHED AND ONGOING BUSINESS** –
   a. Library Board Mission Statement. Heather read the text (attached) prepared by herself and Kim Bui. She plans to read it at the start of each Board meeting. Report received.
   b. Landscaping Committee. Marybeth: Inca Landscaping is doing good work. Planting in the front is almost done. Plants for the other sides have been bought. The City has paid only for the tree trimming and the herbicide, but the project is still within budget. The City plans to add a couple of benches. Marybeth will send me a list of the plants being used, to be added to these minutes. Report received.
   c. Reopening Committee. Jean: the dates have been decided, Friday September 17 in the evening for the major donor reception, and Saturday the 18th for the public rededication celebration. There are 3 sub-committees: Friday event - Stephanie Herrick and Sonja Millings (Friends); Saturday event - Noreen Nance and Marty Dunn (Foundation); and Communications, chaired by Kim Bui, with Jean Blondeau as member. Drafts of the action plans for all 3 (lists of tasks, due dates, assigned volunteers) have been

prepared. So far assigned volunteers are from the Friends and the Foundation, plus Jean. If tasks remain unassigned after this process, Jean will submit that list to Heather to see if LAB members can help. Marybeth stated that she would.
Report received.

**ADJOURNMENT** – 4:58 pm.

**Next Meeting**: September 13, 2021, 4pm, via Zoom.

Text of the Library Advisory Board Mission Statement:
"The Library Advisory Board advises and advocates for the needs of the library and the public it serves in support of excellence in collections and service. In partnership with the City Council, City Manager, Library Foundation, Friends of the Library, and the Library Director, the board serves as a trusted source of recommendations for policy, funding, strategy, planning, and implementation. Board members are ambassadors for library services and credible voices from the community."

NOTICE OF MEETING

CITY OF PACIFIC GROVE

# LIBRARY BOARD
# REGULAR MEETING

## Monday, September 13, 2021, 4:00 P.M.

**THIS MEETING WAS HELD VIRTUALLY AND IS COMPLIANT WITH THE GOVERNOR'S EXECUTIVE ORDERS ALLOWING FOR A DEVIATION OF TELECONFERENCE RULES REQUIRED BY THE BROWN ACT**

**MINUTES**

**CALL TO ORDER/ROLL CALL** – 4:01pm. Attending: Library Director Diana Godwin, City Council Liaison Bill Peake, Board Chair Heather Lazare, Board members Marybeth Rinehart, Faye Mueller-Delia, Tama Olver and Jean Blondeau.

1. **APPROVAL OF AGENDA** – HL/MR. Approved unanimously.
2. **COMMISSION/STAFF ANNOUNCEMENTS**
   *Heather* is pleased that all invited elected officials plan to attend the Rededication event on Sept. 18; she took note of the fact that Jean has withdrawn a request to move the Board meetings to another day. *Diana*: the Library is moving closer to the pre-pandemic staffing and open hours. 15 members are now on staff, and two clerks are now working 30 hours. The Library was represented at the National Night Out in Caledonia Park, where the Police estimated the crowd at 600. Furniture is being ordered for the “living room” portion of the public space in the Library, this is the last part of the renovation project. A winter reading program is coming, under Mary Weyant. The Library

is using a grant to include the local history collection in the Catalog. The art collection is being hung (gallery show starting Oct.2).

3. **COUNCIL LIAISON ANNOUNCEMENTS** Mayor Peake: At its request the Golf Links Advisory Commission is being disbanded. A half-cent sales tax may be coming back for a vote. A new "Pacific Grove Hotel" opposite the Library is still in the works. A decision on the elm tree in Jewell Park is expected at this Wednesday's Council meeting.
4. **GENERAL PUBLIC COMMENTS** Inge Lorentzen Daumer likes the increased Library Hours and the details on coming topics now provided with the agenda.
5. **APPROVAL OF THE MINUTES** – Heather/Marybeth. Heather asked for several changes. Approved unanimously as amended.
6. **UNFINISHED AND ONGOING BUSINESS** –
   a. Landscaping Committee. Marybeth: her report is as submitted with the minutes. A list of plants used in the new landscaping has been created and will be kept is a binder in the Library. Identification tags for some plants have been created. Report received.
   b. Reopening Committee. Jean: the report is as submitted with the agenda. A discussion ensued about the activities planned for children. Report received.

The Zoom connection was lost near the end of the meeting. It resumed later and all members except Tama (a quorum) were able to rejoin and conclude the meeting.

**ADJOURNMENT** – 5 pm.

**Next Meeting**: November 8, 2021, 4pm, via Zoom.

# CITY OF PACIFIC GROVE

**300 Forest Avenue, Pacific Grove, California 93950**

## AGENDA REPORT

**TO:** Honorable Mayor and Members of the City Council

**FROM**: Joseph Sidor, Contract Senior Planner

**MEETING DATE:** March 16, 2022

**SUBJECT:** Amendment to AP/UP 16-203 previously-approved AP/UP 16-203 (Council Resolution No. 18-030; September 5, 2018) ***This item was continued from the February 16, 2022 meeting.***

**CEQA:** Environmental Impact Report

---

## RECOMMENDATION

Approve Amendment (No. 21-0457) to the previously-approved AP/UP 16-203 (Council Resolution No. 18-030; September 5, 2018). The proposed Amendment is in substantial conformance with the original project, which demonstrated consistency with the General Plan and Zoning Ordinance.

## DISCUSSION

### PROJECT DESCRIPTION

The proposed project is located on the southerly side of Central Ave. between Grand and Fountain Avenues. Amendment Application No. 21-0457, also referred to as Pacific Grove Hotel (formerly referred to as Hotel Durell), would modify the previously-approved Architectural Permit and Use Permit Application No. AP/UP 16-203 which proposed to demolish an existing 17,500 square foot building and 26 space asphalt parking lot, and build a 116-room hotel with a total gross floor area of 76,182 square feet, as well as subsurface and off-site parking. The hotel will include the standard high-end lodging amenities including restaurant, gym, spa, meeting room, etc. Vehicular access would allow entrance from and exit onto Fountain Avenue. The subject site is not located in the City's coastal zone.

This Amendment would:

1. Reduce the number of guest rooms from 116 to 102 (i.e., net decrease of 14 guest rooms), ranging in size from 305 to 908 square feet;
2. Increase the guest room interior ceiling height from 8 feet to 9 feet while maintaining the overall main structure height at 40 feet (certain roof appurtenances would exceed 40 feet in height - see below for additional detail);
3. Delete Condition No. 4 regarding off-site parking; and
4. Allow certain roof appurtenances to slightly exceed the previously-approved height exceptions.

Project elements that would remain the same as currently approved include building coverage, total gross floor area, and exterior colors and materials.

### SURROUNDING LAND USES AND SETTING

The project site is located in the City's commercial downtown and is surrounded by the Pacific Grove Museum of Natural History to the west, Jewell Park to the northwest, the Holman Building on the south and the Pacific Grove Library to the north. Commercial buildings are located on the east side of the project site.

The site is designated *Commercial* in the General Plan and zoned *C-1-T* which allows for a variety of uses including hotels, commercial retail, restaurants and on-site parking. The *C-1-T Light Commercial and Hotel* zoning district was created through an approval of Ordinance 1951 by a public vote of Pacific Grove citizens on June 7, 1994. The site is also located in a Parking District created in 1962 which was established by Resolution 4272 for public convenience and necessity and serves the downtown commercial area.

**REVIEW OF PROPOSED PROJECT AMENDMENTS**
A detailed explanation of the proposed amendments follows:

**1. Reduction in Number of Guest Rooms**
The applicant's goal in requesting these modifications is to provide the community of Pacific Grove with a higher quality hotel than originally proposed by replacing outdated design features. By reducing the room count, the width of the guest rooms may be expanded from 12' to 13'- 9" which is the current minimum standard for luxury hotels. This reduction in the number of guest rooms will also result in the need for less water. The details of water use can be viewed in the Promissory Agreement documents approved by the City Council on February 2, 2022.

**2. Increase Guest Room Ceiling Height**
Increasing the ceiling height allows the hotel to meet the current 4-star or better rating. The result of these modifications would be the construction of a higher-end luxury boutique hotel that would allow higher occupancy rates without increasing the building footprint or square footage.

**3. Off-Site Parking (previous Condition No. 4)**
As amended, the project eliminates the previously proposed surface parking lot across from the hotel on Fountain Avenue and proposes to accommodate all required parking spaces on-site. As currently approved, the hotel would provide a total of 93 spaces (51 on-site, 14 dedicated Holman spaces, and 28 off-site).

The proposed amendment would increase the total number of parking spaces from 93 to 112 (98 on-site and 14 dedicated Holman spaces), while eliminating the need for the 28 off-site spaces on a surface lot across Fountain Avenue, resulting in a net increase of 19 parking spaces and eliminating the requirement for Condition No. 4.

The number of on-site spaces would be increased by 47 through the use of mechanical lifts in the valet parking area on the ground floor of the hotel. Valets will no longer need to cross Fountain Avenue to park or return vehicles to guests, thereby increasing employee safety and guest convenience. Elimination of the surface lot also improves aesthetics (i.e., reduces visual impacts) in a shopping and dining district of the City. Also, potential impacts to guest vehicles would be reduced. See additional detail below under **Conditions of Approval**.

**4. Roof Appurtenances and Height Exceptions**
As amended, certain roof appurtenances would slightly exceed the previously-approved height exceptions. Per Pacific Grove Municipal Code (PGMC) section 23.64.120, roof appurtenances may be permitted in excess of height limits provided a use permit is first obtained in each case. The City Council approved such a use permit in 2018, and this amendment would modify that previous approval.

The original design included approval for certain roof appurtenances to exceed to the height limit of 40 feet. Gables and parapets facing Central Avenue were previously approved at approximately 40'- 4"; elevator and stair towers were previously approved at 40'- 8" and 42'- 2"; and a chimney was previously approved at 43' – 8". As amended, the gables and parapets facing Central Avenue would increase to approximately 43'- 0" and 43'- 4", respectively; the elevator and stair towers would increase to 43'- 8" and 45'- 2"; a gable facing Fountain Avenue would increase to 41'- 5"; a gable facing Grand Avenue would increase to 42'- 0"; a decorative tower would increase to 42'- 9"; and the chimney would increase to 46'- 8". All of these increases are directly related to the proposed increase of the ceiling heights in the guest rooms.

**Conditions of Approval**
In addition to the scope changes identified above, conditions of approval would be deleted, added, or modified to reflect the amended project scope and changes to standard condition language.

The following condition of approval is proposed for deletion:
Previous *Condition of Approval No. 4: Deed Restriction. Prior to Building Permit submittal, record a deed restriction on the lot directly adjacent to the subject site located on Fountain Ave and Ricketts Row (APN 006-174-011; 006-174-012; 006-174-003)**, also known as the Fountain Parking Lot,** requiring the lot's exclusive use for off-site parking for the use of Hotel Durell for the duration of AP/UP 16-203.*

- As amended, the project eliminates the requirement for off-site parking. Therefore, this condition of approval may be deleted because all required parking spaces will now be accommodated on-site. The change also reduces potential impacts identified in the EIR related to auto and pedestrian traffic on Fountain Avenue.

The following conditions of approval are proposed to be added:
New *Condition of Approval No. 4: Operational Permit. As amended, AP/UP 21-0457 shall become the operational permit and all conditions of approval shall be cleared under this amendment.*

- This condition confirms that the amendment, upon approval by the City Council, is the operational permit for development of the project and clearing of conditions of approval.

New *Condition of Approval No. 14: Cultural and/or Archaeological Artifacts. If such artifacts are unexpectedly discovered during ground disturbing activities, work shall be halted until the item(s) can be evaluated by a qualified professional archaeologist. If the find is determined to be significant, appropriate mitigation will be formulated, with the approval of the lead agency, and implemented prior to recommencement of work.*

- This current standard condition adds protection for the unexpected discovery of cultural artifacts to ensure they are treated with respect and dignity.

The following conditions of approval are proposed to be modified to conform to current standard condition language, City practice, and/or to reflect the amended project information (if applicable, the previous condition no. is provided in parentheses):

*Condition of Approval No. 1: Permit Expiration*
Updated to conform to current City practice of allowing a two-year timeframe for submitting a building permit application.

*Condition of Approval No. 2: Conformance to Plans*
Updated to reflect the current plan set and current department name.

*Condition of Approval No. 5: Valet Parking*

Updated to remove the 2nd sentence which is not relevant to the condition.

*Condition of Approval No. 6: Employee Parking*
Revised to reflect the requirement for hotel employees to use the City's Municipal parking lots.

*Condition of Approval No. 11: Pedestrian Safety*
Revised to allow the City flexibility in scheduling and funding the intersection improvements within the Capital Improvement Plan.

*Condition of Approval No. 12: Roof Top*
Revised to not allow any amplified sound(s) at any time.

*Condition of Approval No. 13: Archaeology*
Updated to conform to current standard condition language.

*Condition of Approval No. 15 (14): Tribal Consultation*
Updated to conform to current standard condition language.

*Condition of Approval No. 16 (15): Terms and Conditions*
Updated to reflect the current condition language and current department name.

*Condition of Approval No. 17 (16): Public Works, Fire, and Building*
Updated to reflect the current condition language and current division name.

*Condition of Approval No. 19 (18): Building Plans*
Updated to reflect the current division name.

*Condition of Approval No. 20 (19): Indemnification*
Updated to conform to current City practice.

*Condition of Approval No. 22 (21): Bulbouts*
Revised to include a requirement for construction prior to issuance of a Certificate of Occupancy.

*Condition of Approval No. 23 (22): Trip Reduction Measures*
Updated to reflect the amended project scope (i.e., elimination of the Fountain Street surface parking lot).

No changes are proposed to be made to the following conditions of approval (if applicable, previous condition no. is provided in parentheses): Condition Nos. 3, 7, 8, 9, 10, 18 (17), and 21 (20).

**General Plan Goals and Policies**
The Pacific Grove General Plan provides a framework for future growth and development within the City. The Land Use Element includes goals and polices that call for the orderly, well-planned, and balanced development consistent with the historic nature of Pacific Grove, the capacity of the City's infrastructure, and ability to assimilate new growth.

The subject site is designated *Commercial* in the City's General Plan. Specific General Plan Land Use Policies relevant to the proposed project include the following:

***Chapter 2 - Land Use***
***Policy 2:*** Ensure that new development is compatible with adjacent existing development.

***Policy 3:*** Balance a property owner's ability to develop with the desirability of maintaining neighborhood character.
***Program T:*** Provide for expanded uses for the former Holman's block such as mixed commercial/residential use and /or transient visitor services (*i.e.* hotel/restaurant/shops).
***Policy 12:*** Promote and maintain a healthy local economy while preserving the local community character.
***Policy 14:*** Promote Pacific Grove businesses and industries.
***Policy 16:*** Attract and retain a variety of businesses and services in the community.
***Policy 18:*** Support hotel development in the former Holman's Block of the downtown, as allowed by adoption of an initiative measure by city voters in June 1994.

The Council approved the hotel on September 5, 2018. The proposed amendments are in substantial conformance with the previously-approved permits, and continue to support the General Plan policies and programs.

**Land Use and Zoning Code Regulations**
The City of Pacific Grove Zoning Code designates the parcel as *Light Commercial/Hotel/Condominium (C-1-T)*. The *C-1-T* zoning district was enacted by citizen initiative approved in 1994. The intent of the *C-1-T* district as described by the initiative is as follows:
*It is the intent of the people of the city of Pacific Grove in enacting the ordinance codified in this chapter to establish a zone district in the City's downtown area where hotel use is permitted, as are all other uses listed in the C-1 district of this code, as said district may be from time to time amended by the council. The people have determined that the area of downtown defined by subsection (b) (2) of this section is appropriate for hotel development. Further, except as modified by this chapter, all provisions of the motel/hotel ballot measure enacted by the people at the June 3, 1986, special municipal election, as set out in Chapter 23.52 PGMC, shall remain unchanged and in full force and effect.*

As amended, the proposed hotel main structure conforms to the required 40-foot height, the proposed setbacks meet the zoning district requirements and the site coverage maximum is not exceeded.

**Amendment Permit Processing**
The proposed project is an Amendment to both an Architectural Permit and Use Permit (AP and UP). Per section 23.72.020, the Pacific Grove Zoning Code permits concurrent permit processing to allow for a clear permitting and decision-making path. Because the City Council was the final review authority for the original project, this amendment returns to Council for consideration.

**BACKGROUND**

**Public Meetings and Hearings**
The original project was brought before a variety of committees and boards, as summarized below. Each public meeting/hearing was noticed in conformance with PGMC Section 23.86.

EIR Scoping Meeting - April 4, 2017
Site Plan Review Committee - January 11, 2017
Architectural Review Board - March 27, 2018
Planning Commission - April 5, April 19, and May 17, 2018
City Council Call Up - June 6, 2018
City Council - September 5, 2018

**CALIFORNIA ENVIRONMENTAL QUALITY ACT**
Pursuant to the California Environmental Quality Act (CEQA) Guidelines Section 15162, when an EIR

has been certified, no subsequent EIR shall be prepared for the project unless the agency determines that substantial changes are proposed or substantial changes occur with respect to the circumstances under which the project is undertaken. In this case, no new information has been presented to warrant further environmental review, and none of the conditions described in Section 15162 calling for preparation of a subsequent EIR or negative declaration have occurred.

Pursuant to Section 15162 of the CEQA Guidelines, a project does not require a subsequent EIR if the following conditions apply:
1) No substantial changes are proposed in the project which will require major revisions to the previous EIR due to involvement of new significant environmental effects or a substantial increase in the severity of previously identified impacts;
2) No substantial changes have occurred with respect to the circumstances under which the project is undertaken which will require major revisions to the previous EIR due to the involvement of new significant environmental effects or a substantial increase in the severity of previously identified effects; and
3) No new information of substantial importance has been provided which was not known at the time of the previous EIR.

As amended, the project is consistent with the previously-certified final Environmental Impact Report (EIR) for the Hotel Durell Project, and would reduce potential impacts related to traffic, parking, and water use.

**GOAL ALIGNMENT**
The project aligns with Goal 6 Revitalize Downtown. The subject site is currently developed with a single-story commercial building and 26-space parking lot. The 1994 General Plan and approved Zoning District allow a hotel use. The form and scale of the project are in conformance with the General Plan and zoning district. The project furthers many General Plan goals that are in alignment with this goal.

**OPTIONS**

1. Deny the proposed amendment.
2. Direct the applicant to revise the proposed amendment subject to Council direction.

**FINANCIAL IMPACT:**
As amended, the proposed project would generate additional Transient Occupancy Tax (TOT). Unlike property taxes, 100% of the TOT goes directly to the City's General Fund and is available to fund a wide variety of services and projects for public benefit. In addition, sales tax would be generated by the hotel restaurant and a portion of the increased property tax would accrue to the City.

The developer has provided the following five-year estimate of Gross Revenues from lodging, along with the City's estimated TOT revenues.

2024: $9,591,937 at 12% TOT = $1,151,032
2025: $10,702,583 at 12% TOT = $1,284,310
2026: $11,687,108 at 12% TOT = $1,402,453
2027: $12,324,612 at 12% TOT = $1,478,953
2028: $12,570,825 at 12% TOT = $1,508,499

FIVE YEAR TOT ESTIMATE = $6,825,247

**GOAL ALIGNMENT:** See Goal Alignment within Discussion section.

---

**Attachments**

Draft Resolution
Plan Set
Council Resolution No. 18-030
Application and Letter
Link to Final EIR for Hotel Durell Project

## RESOLUTION NO. 22-

## AMENDMENT (PERMIT # 21-0457) OF ARCHITECTURAL PERMIT AND USE PERMIT AP AND UP #16-203 TO DEMOLISH THE EXISTING 17,500 SQUARE FOOT BUILDING AND BUILD A 102 GUEST ROOM, 76,182 SQUARE FOOT HOTEL PURSUANT TO PGMC §23.31.020

## FACTS

1. The subject site (i.e., the hotel site) is located at 157 Grand Avenue, Pacific Grove, 93950 APN 006-173-002.
2. The subject site has a designation of Light Commercial/ Hotel/Condominium District on the adopted City of Pacific Grove General Plan Land Use Map.
3. The project site is located in the C-1-T zoning district. The C-1-T zoning district was created through an approval of Ordinance 1951 by a public vote of Pacific Grove citizens on June 7, 1994.
4. The property is located in the Downtown Pacific Grove Business District per Chapter 6.50 of the City's Municipal Code, the 1961 Downtown Parking District and the Area of Special Biological Significance.
5. The subject site (i.e., the hotel site) is approximately 0.77 acres (33,875 square feet).
6. As amended, the proposed project provides 98 on-site valet parking spaces using car lifts for 84 of the spaces. The proposed project is also providing 14 spaces at the back of the hotel to meet a condition of the Holman Building approval. Those spaces are open to the public. In total, the amended project will provide 112 parking spaces, a net increase of 19 parking spaces over the previously-approved project.
7. This amendment eliminates the use of 28 off-site spaces, located on a lot directly across Fountain Avenue (APNs 006-174-003, 006-174-011, and 006-174-012).
8. Employee parking will be restricted to the Lighthouse Theatre Municipal Parking Lot. Employees shall not be allowed to park in the hotel parking lot or on nearby streets.
9. The proposed amended project is adjacent to the Natural History Museum and the Public Library.
10. A Phase 1 Historic Report prepared by qualified historian Richard Brandi determined the existing structure to be ineligible for the City's Historic Resources Inventory.
11. On October 15, 2015, the City Council passed and adopted Resolution 15-056, which concluded the structure not to be historic.
12. An Environmental Impact Report (EIR) was prepared for this project and circulated on August 31, 2017 through October 26, 2017 (SCH#2017031045); no significant unavoidable impacts were identified. As amended, the project remains consistent with the analysis and conclusions of the previously-certified final EIR.
13. On February 2, 2022, the City Council approved a Promissory Agreement for the water entitlement for the Pacific Grove Hotel, formerly known as the Hotel Durrell, to be located at 157 Grand Avenue.

## FINDINGS

### Architectural Permit Findings

1. As amended, the proposed development will meet the development regulations set forth in the C-1-T zoning district including setbacks and height requirements;

2. As amended, the architecture and general appearance of the completed project is compatible with the neighborhood because the proposed exterior fits the contexts with the size, scale and proportions of the existing commercial structures in the downtown;

3. As amended, the completed project will neither be detrimental to the orderly and harmonious development of the City nor impair the desirability of investment or occupation in the neighborhood because the project will be improving the subject property and the downtown fabric by replacing a surface level parking lot and single-story building with a multi-story building; conforms to the General Plan Commercial Downtown and C-I-T zoning standards; and will improve the downtown's walkability and vibrancy; and

4. On October 15, 2015, the City Council passed and adopted Resolution 15-056 which concluded the structure not to be historic, and therefore does not qualify for historic designation as defined by the California Environmental Quality Act (CEQA).

### Use Permit Findings

1. As amended, the proposed use is allowed in the C-1-T zoning district with a use permit per Pacific Grove Municipal Code (PGMC) 23.31.040;

2. As amended, the proposed structure and parking are consistent with the Pacific Grove Zoning Code with regards to height, setbacks, parking, and coverage in the C-1-T zoning district. As previously approved, certain roof appurtenance features will exceed the maximum allowed height of 40 feet as amended and shown on the approved plans for "Pacific Grove Hotel" dated **February 7, 2022** by RRM Design Group on file with CDD (i.e., plan sheets SD-10 through SD-12). The building coverage, total gross floor area, and exterior colors and materials would remain as previously approved;

3. As amended, the proposed use is consistent with the General Plan Commercial Downtown designation;

4. The establishment, maintenance or operation of the use will not, under the circumstances of this particular case, be detrimental to the health, safety, or general welfare of persons residing or working in the neighborhood of the proposed use;

5. The use, as described and conditionally approved, will not be detrimental or injurious to property and improvements in the neighborhood or to the general welfare of the City;

6. As amended, the location, size, and design of the proposed development are compatible with the existing and future land uses in the vicinity because the proposed structure complements the downtown character of the neighborhood improves the economic viability of the downtown; and

7. In approving the permit amendment, the following conditions of approval are imposed and deemed reasonable and necessary to ensure that the approval will be in compliance with the findings cited above.

## CONDITIONS OF APPROVAL

1. **Permit Expiration.** This permit amendment shall expire and be null and void if a building permit has not been applied for within two (2) years from and after the date of approval. Application for extension of this approval must be made prior to the expiration date.

2. **Conformance to Plans.** Development of the site shall conform to the approved plans for the "Pacific Grove Hotel" (AP/UP Amendment 21-0457) dated February 7, 2022, on file with the Community Development Department and to the Building Code, with the exception of any subsequently approved changes.

3. **Construction Compliance.** All construction shall occur in general compliance with the proposal as set forth in the application, subject to any special conditions of approval herein. Any deviation from approvals must be reviewed and approved by staff, and may require **City Council** approval.

4. **Operational Permit.** As amended, AP/UP 21-0457 shall become the operational permit and all conditions of approval shall be cleared under this amendment

5. **Valet Parking.** All parking provided for the hotel shall be free of charge valet.

6. **Employee Parking.** Employee parking will be restricted to the Lighthouse Theatre Municipal Parking Lot. Employees shall not be allowed to park in the hotel parking lot or on nearby streets.

7. **During-Construction Pollution Prevention (a).** During construction, the developer shall employ storm water best management practices (BMPs) for erosion and sediment control, prevention of non-storm water discharges, and implement good housekeeping and construction waste management practices to protect the storm drainage system and water quality as required by City Code Section 9.30.130(c), the City Phase II NPDES Permit, State Water Resources Control Board (SWRCB) Construction General Permit (CGP), and the Monterey Regional Storm Water Management Program (MRSWMP). Plans for during-construction storm water management and BMPs, such as a Storm Water Pollution Prevention Plan (SWPPP), shall be submitted to the City and subject to review and approval of the Public Works/Community Development Director and Building Official prior to issuance of a grading and/or building permit.

8. **During-Construction Pollution Prevention (b).** Construction activities subject to BMP requirements shall continuously employ measures to control waste such as discarded building materials, concrete truck washout, chemicals, litter, and sanitary waste at the construction site that may cause adverse impacts to water quality, contamination, or unauthorized discharge of pollutants.

9. **During-Construction Pollution Prevention (c).** Whenever construction activity is being done contrary to and in violation of PGMC Chapter 9.30, the Public Works/Community Development Director may order construction activity to stop by posting a written notice on the premises. All persons shall immediately stop such work unless or until the Public

Works Director authorizes removing the stop work order and allows construction activity to proceed.

10. **Farmers Market.** No construction/demolition activity shall occur on Mondays, between the hours of noon and 6:00 p.m., along Central Avenue and the northerly portion of Grand Avenue that may cause an adverse effect on Farmers Market set up, operation or breakdown.

11. **Pedestrian safety.** The Applicant shall pay for 25% of the cost for design and construction of the complete reconfiguration of the intersection of Central Avenue and Fountain Avenue to provide an All-Way Stop intersection as identified in the Mitigation Measures of the Environmental Impact Report. The intersection redesign shall be consistent with the guidelines described in the "Pedestrian Safety Report" prepared for the City by the Institute of Transportation Studies dated November 2008.

    The Applicant shall pay 25% of the cost for design and construction of the reconfiguration of the intersection of Central Avenue and Grand Avenue to accommodate a new raised pavement crosswalk across the intersection on the south side of Central Avenue. The final project landscape plan for landscaping within the public right-of-way shall be designed to incorporate the new raised pavement crosswalk.

    All plans for construction of improvements within the public right-of-way shall be reviewed and approved by the City Engineer. All improvements within the public right-of-way shall conform to ADA requirements, including curb ramps, bulb-outs and raised pavement crosswalks. All public works construction shall conform to City and State Standards and standard engineering practices. Prior to the City granting a Certificate of Occupancy, the Applicant shall deposit 25% of the estimated cost of improvements into a bond or escrow account.

12. **Roof top.** The following activities shall be allowed on the rooftop: routine maintenance and repair. No other activities shall be allowed on the rooftop and no amplified sound(s) shall be allowed at any time.

13. **Archeology and Inadvertent Discovery.** When human remains or other cultural artifacts are exposed, the Health and Safety Code § 7050.5 requires that no further excavation or disturbance occurs in the area and that the county coroner is called so that the coroner can verify that the remains are not subject to medical jurisprudence. Within 24 hours of notification, the coroner calls the Native American Heritage Commission if the remains are known or thought to be Native American. The Native American Heritage Commission selects the Most Likely Descendant from a rotating list of MLDs. The MLD has 24 hours to respond. All work will halt with a 50-yard radius until an osteologist can examine the remains, and a treatment plan for any said remains has been provided according to the Most Likely Descendant.

14. **Cultural and/or Archaeological Artifacts.** If such artifacts are unexpectedly discovered during ground disturbing activities, work shall be halted until the item(s) can be evaluated by a qualified professional archaeologist. If the find is determined to be significant, appropriate mitigation will be formulated, with the approval of the lead agency, and implemented prior to recommencement of work.

15. **Tribal Consultation.** Both a tribal monitor and an archeologist will be on-site during ground disturbance. If any archaeological or paleontological resources are found, the project applicant and/or its contractor shall cease all work within 25 feet of the discovery and notify the Community Development Department (CDD) Director. The City and the project applicant shall consider mitigation in consultation with the tribal monitor and project archeologist.

    The applicant shall contract separately with either the Ohlone-Costanoan Esselen Nation (OCEN) or the Esselen Tribe of Monterey County (Esselen) for monitoring services during ground disturbing activities. An executed contract shall be provided to CDD-Planning prior to issuance of a building permit for demolition, grading, trenching, and any other ground disturbance.

16. **Terms and Conditions**. These terms and conditions shall run with the land and bind to all future owners and possessors of the subject property, unless amended. Amendments to this permit may be achieved only if an application is made and approved, pursuant to the Zoning Code.

17. **Public Works, Fire and Building.** Review and approval by the Public Works, Fire and Building Departments/Division are required prior to issuance of a building permit. Work taking place in the public right-of-way shall require an encroachment permit prior to issuance of the building permit.

18. **Stormwater Treatment Measure:** The storm water treatment measures shall be maintained by the property owner in perpetuity and City staff shall be allowed access to inspect all storm water treatment measures on an annual basis.

19. **Building Plans:** All conditions of approval for the Planning permit(s) shall be printed on a full-size plan sheet and included with the construction plan set submitted to the Building Division.

20. **Indemnification.** The applicant agrees to an Indemnification Condition, which is attached to the Amendment application and incorporated herein by reference.

21. **Agreement.** The applicant and the hotel owner consent to the proposed conditions.

22. **Bulbouts.** The applicant shall pay for design and construction of five street/sidewalk bulbouts. Three shall be on Fountain Street and two shall be on Grand Avenue. Bulbout designs shall receive approval from the Public Works Department before installation, and be constructed prior to the City granting a Certificate of Occupancy.

23. **Trip Reduction Measures.** The Applicant, and any successor-in-interest as a continuing obligation during operation of the hotel, shall: (1) pay the full cost of monthly bus passes (31-day basic GoPasses) to enable employees to commute to work via Monterey-Salinas Transit; (2) provide, on site, ten (10) bicycles in good maintenance and repair for exclusive no-cost use by patrons; (3) install and maintain two (2) electric car supercharging stations in the parking garage; (4) designate two (2) employee carpool spaces in the hotel parking area; (5) pay (shared with other Pacific Grove lodging establishments, if possible) the full cost to extend into Pacific Grove then existing airport shuttle routes that provide access from the Monterey Regional Airport to Cannery Row or Monterey hotels; (6) participate in Go831, the regional ride sharing program operated by TAMC.

## DETERMINATION OF CONSISTENCY WITH FINAL EIR

1. As amended, the project is consistent with the previously-certified final EIR for the Hotel Durell Project (AP/UP 16-203, certified by the City Council on September 5, 2018 (Council Resolution No. 18-030). Pursuant to Section 15162 of the CEQA Guidelines, the Council has reviewed the project, considered the final EIR, and finds that the project does not require a subsequent EIR based on the following:

   a) No substantial changes are proposed in the project which will require major revisions to the previous EIR due to involvement of new significant environmental effects or a substantial increase in the severity of previously identified impacts;

   b) No substantial changes have occurred with respect to the circumstances under which the project is undertaken which will require major revisions to the previous EIR due to the involvement of new significant environmental effects or a substantial increase in the severity of previously identified effects; and

   c) No new information of substantial importance has been provided which was not known at the time of the previous EIR.

2. The following facts remain as certified by the City Council on September 5, 2018:

   a) The final EIR was completed in compliance with CEQA;

   b) The final EIR was presented to the City Council, and that the decision-making body reviewed and considered the information contained in the final EIR prior to approving the project;

   c) The final EIR reflects the lead agency's independent judgment and analysis; and

   d) The custodian for these documents shall be the City Clerk for the City of Pacific Grove found at 300 Forest Avenue, Pacific Grove, California 93950.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PACIFIC GROVE:**

1. Determines that each of the Findings set forth above is true and correct, and by this reference incorporates those Findings as an integral part of this Resolution.

2. Authorizes APPROVAL of this Amendment (Application No. 21-0457) to Architectural Permit and Use Permit AP/UP 16-203 to demolish the existing 17,500 square foot building and to construct a 102-room hotel with amenities of approximately 76,182 square feet with on-site parking.

3. Attachments are hereby approved as exhibits to this Resolution, which by this reference are incorporated as set forth in its entirety, including the Indemnification Condition.

4. This Resolution shall become effective immediately following passage and adoption thereof.

**PASSED AND ADOPTED** BY THE COUNCIL OF THE CITY OF PACIFIC GROVE this 16TH day of March, 2022, by the following votes:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

_____

BILL PEAKE, Mayor

ATTEST:

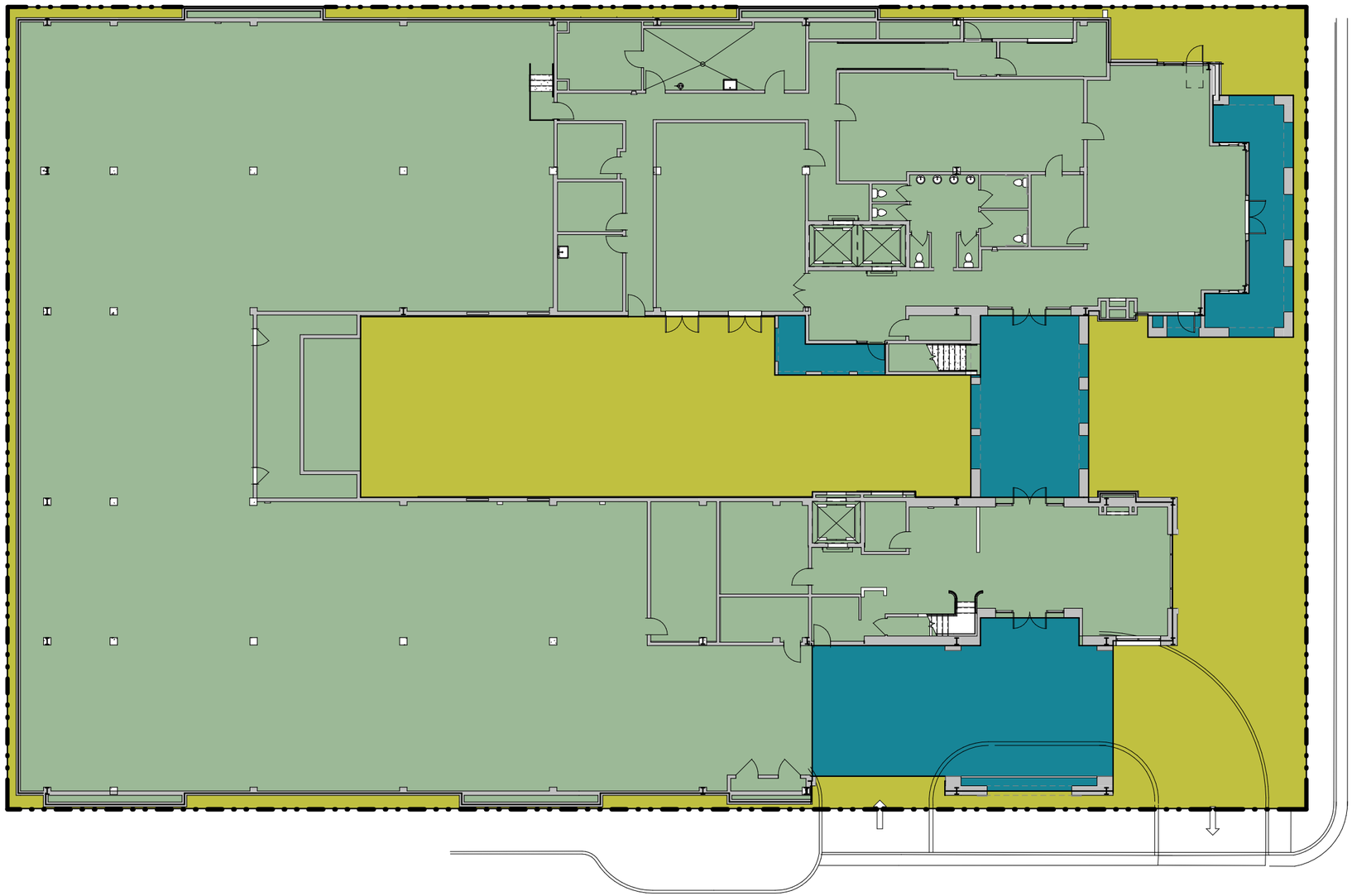
_____

SANDRA KANDELL, City Clerk

APPROVED AS TO FORM:

_____

DAVID C. LAREDO, City Attorney



**LOT COVERAGE**

| | | |
|---|---|---|
| LOT AREA: | 33,849 SF | |
| ALLOWED COVERAGE: (PER 23.31.040) | 25,406 SF | (75%) |
| PROPOSED BUILDING FOOTPRINT (IMPERMEABLE): | 23,332 SF | (69.0%) |
| PROPOSED COVERED EXTERIOR (PERMEABLE): | 2,768 SF | (8.2%) |
| PROPOSED LANDSCAPE (PERMEABLE): | 7,750 SF | (22.9%) |

## SITE COVERAGE

BUILDING FOOTPRINT (IMPERMEABLE)

COVERED (PERMEABLE)

LANDSCAPE (PERMEABLE)

rrm design group

C:\Users\klmurray\Documents\0123-02-CO15 Pacific Grove Hotel_Central_klmurrayL5TPA.rvt
1/31/2022 3:01:11 PM

SITE COVERAGE

0123-02-CO19 - PACIFIC GROVE HOTEL

FEBRUARY 7, 2022

**SD-1**

**Rentable Area Legend**

- ADMIN. OFFICE
- BAGGAGE
- CIRCULATION/PUBLIC
- ENGINEERING
- HOUSE KEEPING
- INFRASTRUCTURE
- LOBBY
- LOCKER
- PARKING
- RESTAURANT
- STAFF BREAK
- SUPPORT/BOH

| Name | Gross Area |
|---|---|
| ADMIN. OFFICE | 880 SF |
| BAGGAGE | 112 SF |
| ENGINEERING | 278 SF |
| GYM | 798 SF |
| HOSPITALITY | 694 SF |
| HOUSE KEEPING | 1426 SF |
| INFRASTRUCTURE | 100 SF |
| LOBBY | 914 SF |
| LOCKER | 456 SF |
| PARKING | 12677 SF |
| RESTAURANT | 3615 SF |
| SPA | 849 SF |
| STAFF BREAK | 436 SF |

**PARKING REQUIRED:**

| | | |
|---|---|---|
| 102 GUESTROOMS | (1/4) | 25.5 |
| 708 SF MEETING | (1/150) | 4.7 |
| 1,045 SF KITCHEN | (1/300) | 3.5 |
| 1,190 SF DINING (INT) | (1/50) | 23.8 |
| 342 SF DINING (EXT) | (1/50) | 6.8 |
| HOLMAN SPACES | | 14 |
| **TOTAL** | | **103** |

**PARKING PROVIDED:**

| | |
|---|---|
| MECH. PARKING | 84 |
| SURFACE PARKING: | 14 |
| HOLMAN SPACES: | 14 |
| TOTAL | **112** |

rrm design group

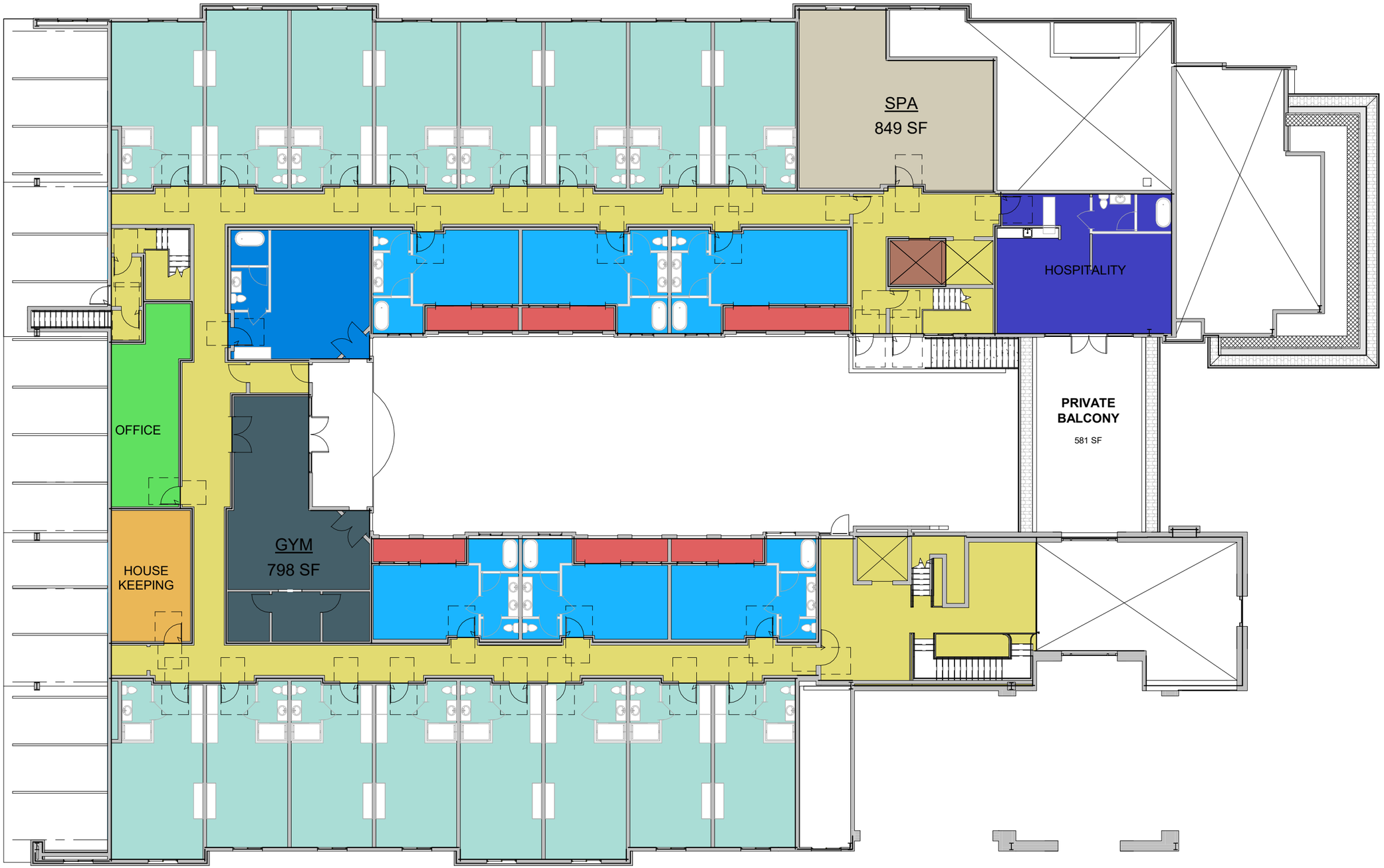
C:\Users\klmurray\Documents\0123-02-CO15 Pacific Grove Hotel_Central_klmurrayL5TPA.rvt
2/7/2022 9:23:45 AM

GROUND FLOOR PLAN

# 0123-02-CO19 - PACIFIC GROVE HOTEL

FEBRUARY 7, 2022

# SD-2




**Rentable Area Legend**

- ADMIN. OFFICE
- BALCONY
- CIRCULATION/PUBLIC
- GYM
- HOSPITALITY
- HOUSE KEEPING
- ROOM TYPE A
- ROOM TYPE B
- ROOM TYPE C
- SPA
- SUPPORT/BOH

**ROOM COUNT**

| | |
|---|---|
| *SECOND FLOOR* | |
| STANDARD ROOMS | 23 |
| SUITE | 1 |
| TOTAL | 24 |
| *THIRD FLOOR* | |
| STANDARD ROOMS | 35 |
| SUITES | 5 |
| TOTAL | 40 |
| *FOURTH FLOOR* | |
| STANDARD ROOMS | 34 |
| SUITES | 4 |
| TOTAL | 38 |
| *TOTALS* | |
| STANDARD ROOMS | 92 |
| SUITES | 9 |
| **GRAND TOTAL** | 102 |

## 02-SECOND FLOOR - UPDATE

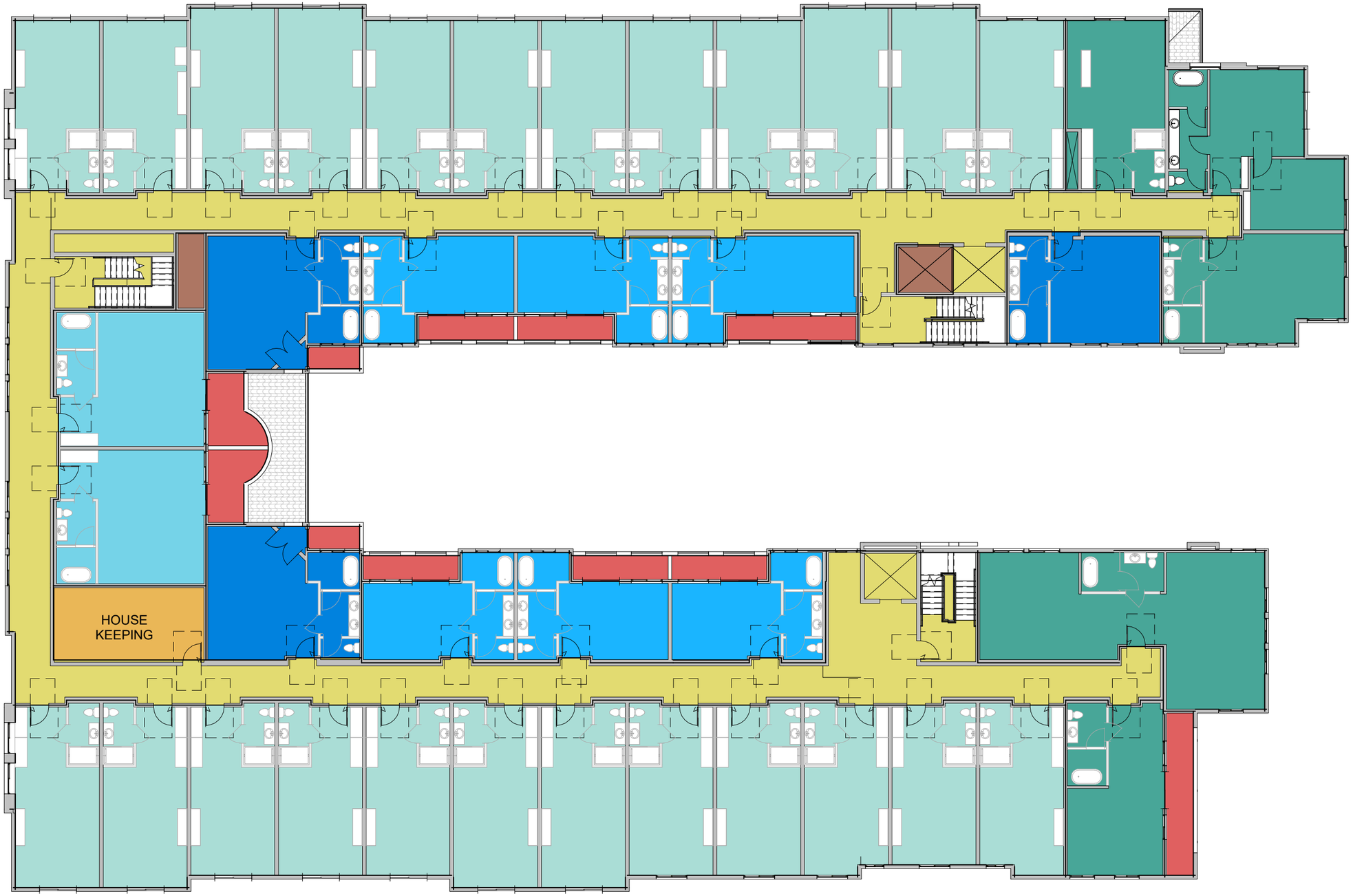
1/16" = 1'-0"

rrm design group

C:\Users\klmurray\Documents\0123-02-CO15 Pacific Grove Hotel_Central_klmurrayL5TPA.rvt
2/7/2022 9:23:47 AM

SECOND FLOOR
0123-02-CO19 - PACIFIC GROVE HOTEL
FEBRUARY 7, 2022

**SD-3**




**Rentable Area Legend**

- BALCONY
- CIRCULATION/PUBLIC
- HOUSE KEEPING
- ROOM TYPE A
- ROOM TYPE B
- ROOM TYPE C
- ROOM TYPE E
- SUITES
- SUPPORT/BOH

**ROOM COUNT**

| | |
|---|---|
| *SECOND FLOOR* | |
| STANDARD ROOMS | 23 |
| SUITE | 1 |
| TOTAL | 24 |
| *THIRD FLOOR* | |
| STANDARD ROOMS | 35 |
| SUITES | 5 |
| TOTAL | 40 |
| *FOURTH FLOOR* | |
| STANDARD ROOMS | 34 |
| SUITES | 4 |
| TOTAL | 38 |
| *TOTALS* | |
| STANDARD ROOMS | 92 |
| SUITES | 9 |
| **GRAND TOTAL** | 102 |

## 03-THIRD FLOOR

1/16" = 1'-0"

rrm design group

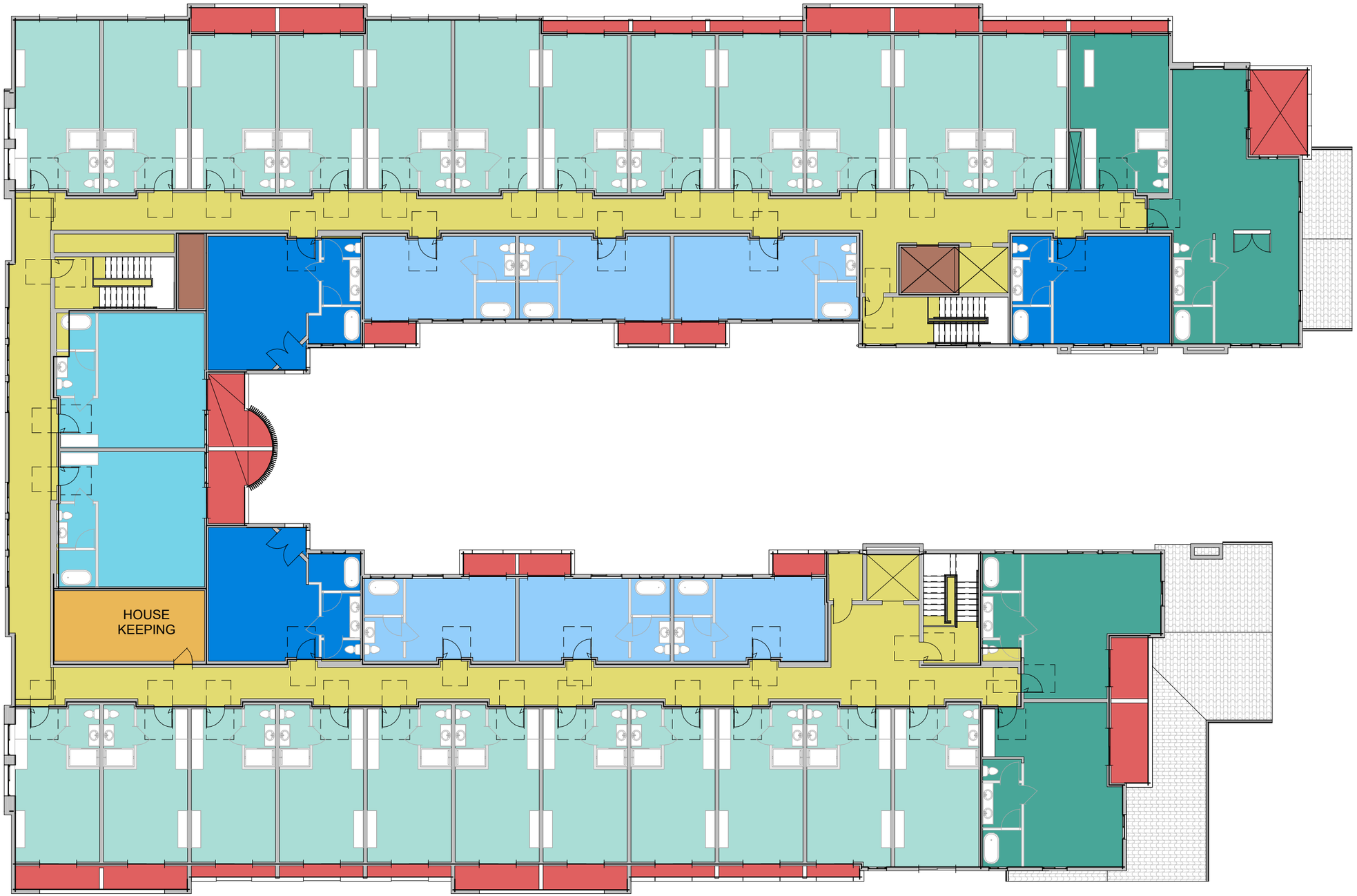
C:\Users\klmurray\Documents\0123-02-CO15 Pacific Grove Hotel_Central_klmurrayL5TPA.rvt
2/7/2022 9:23:52 AM

THIRD FLOOR

0123-02-CO19 - PACIFIC GROVE HOTEL

FEBRUARY 7, 2022

**SD-4**




**Rentable Area Legend**

- BALCONY
- CIRCULATION/PUBLIC
- HOUSE KEEPING
- ROOM TYPE A
- ROOM TYPE C
- ROOM TYPE D
- ROOM TYPE E
- SUITES
- SUPPORT/BOH

**ROOM COUNT**

| | |
|---|---|
| *SECOND FLOOR* | |
| STANDARD ROOMS | 23 |
| SUITE | 1 |
| TOTAL | 24 |
| *THIRD FLOOR* | |
| STANDARD ROOMS | 35 |
| SUITES | 5 |
| TOTAL | 40 |
| *FOURTH FLOOR* | |
| STANDARD ROOMS | 34 |
| SUITES | 4 |
| TOTAL | 38 |
| *TOTALS* | |
| STANDARD ROOMS | 92 |
| SUITES | 9 |
| **GRAND TOTAL** | 102 |

## 04-FOURTH FLOOR

1/16" = 1'-0"

rrm design group

C:\Users\klmurray\Documents\0123-02-CO15 Pacific Grove Hotel_Central_klmurrayL5TPA.rvt
2/7/2022 9:23:57 AM

FOURTH FLOOR

0123-02-CO19 - PACIFIC GROVE HOTEL

FEBRUARY 7, 2022

**SD-5**

## CENTRAL ELEVATION

1/16" = 1'-0"

## FOUNTAIN ELEVATION

1/16" = 1'-0"

rrm design group

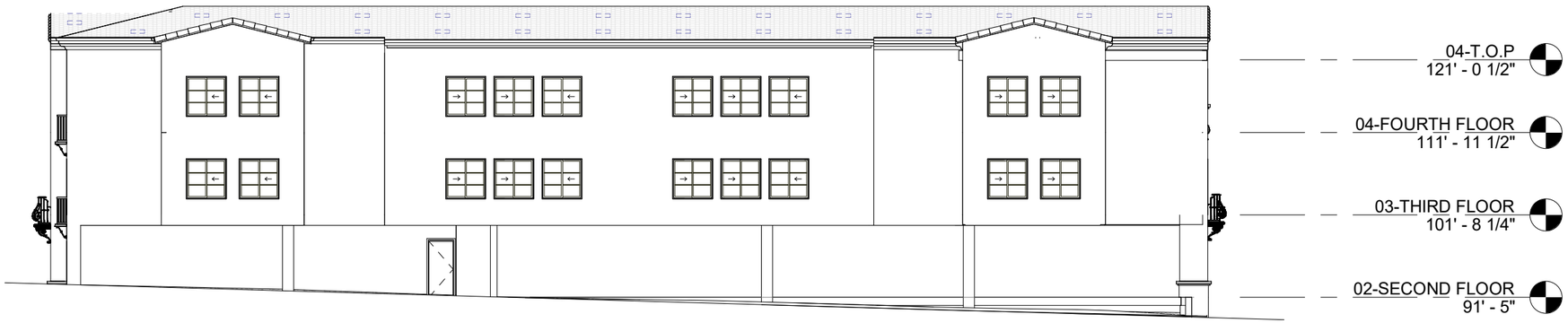
C:\Users\klmurray\Documents\0123-02-CO15 Pacific Grove Hotel_Central_klmurrayL5TPA.rvt
2/7/2022 9:03:43 AM

EXTERIOR BUILDING ELEVATIONS

0123-02-CO19 - PACIFIC GROVE HOTEL

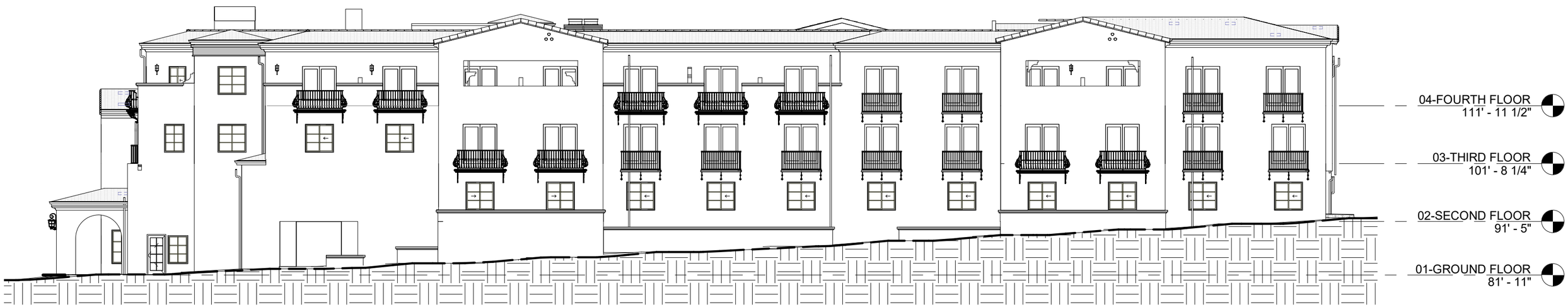
FEBRUARY 7, 2022

**SD-6**




## HOLMAN ELEVATION

1/16" = 1'-0"




## GRAND ELEVATION

1/16" = 1'-0"

rrm design group

C:\Users\klmurray\Documents\0123-02-CO15 Pacific Grove Hotel_Central_klmurrayL5TPA.rvt
2/7/2022 9:03:53 AM

EXTERIOR BUILDING ELEVATIONS

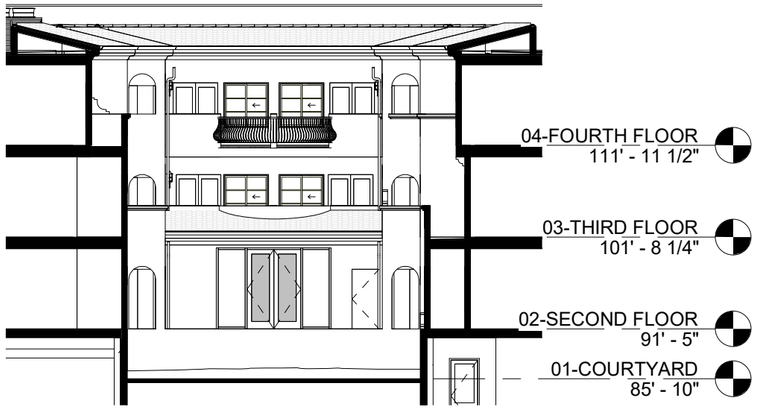
0123-02-CO19 - PACIFIC GROVE HOTEL

FEBRUARY 7, 2022

**SD-7**

## COURTYARD ELEVATION

1/16" = 1'-0"




## COURTYARD ELEVATION

1/16" = 1'-0"

rrm design group

C:\Users\klmurray\Documents\0123-02-CO15 Pacific Grove Hotel_Central_klmurrayL5TPA.rvt
2/7/2022 9:03:58 AM

EXTERIOR BUILDING ELEVATIONS

0123-02-CO19 - PACIFIC GROVE HOTEL

FEBRUARY 7, 2022

**SD- 8**

## COURTYARD ELEVATION

1/16" = 1'-0"

rrm design group

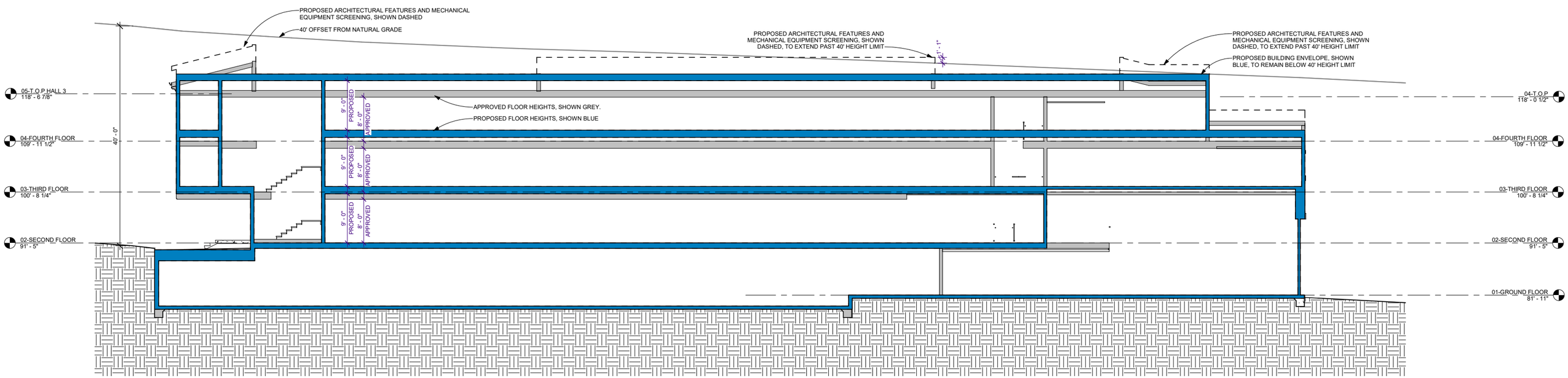
C:\Users\klmurray\Documents\0123-02-CO15 Pacific Grove Hotel_Central_klmurrayL5TPA.rvt
2/7/2022 9:04:01 AM

EXTERIOR BUILDING ELEVATIONS

0123-02-CO19 - PACIFIC GROVE HOTEL

FEBRUARY 7, 2022

**SD-9**




rrm design group

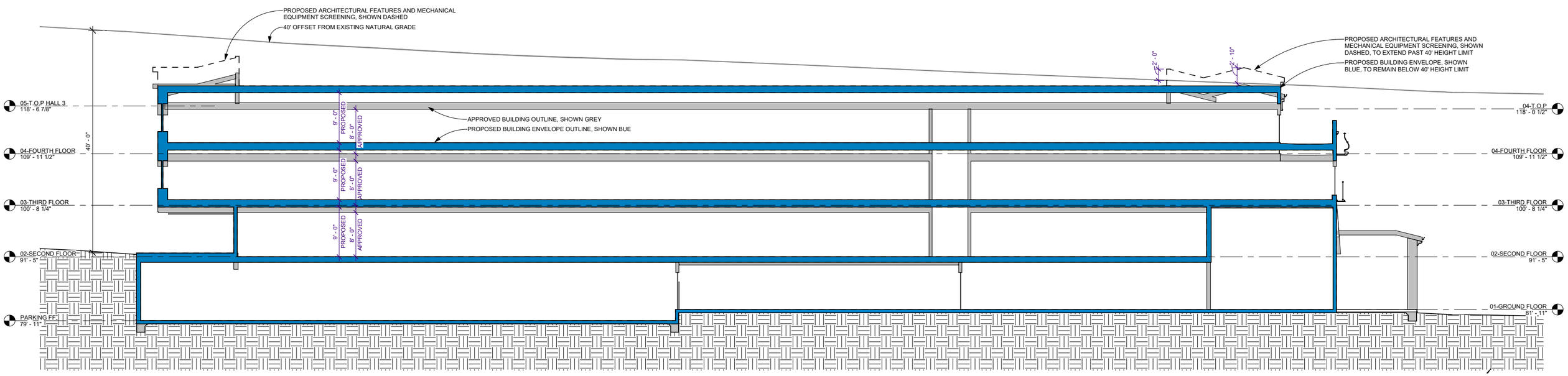
C:\Users\klmurray\Documents\0123-02-CO15 Pacific Grove Hotel_Central_klmurrayL5TPA.rvt
1/31/2022 3:01:11 PM

BUILDING HEIGHT

# 0123-02-CO19 - PACIFIC GROVE HOTEL

JANUARY 31, 2022

**SD-10**




rrm design group

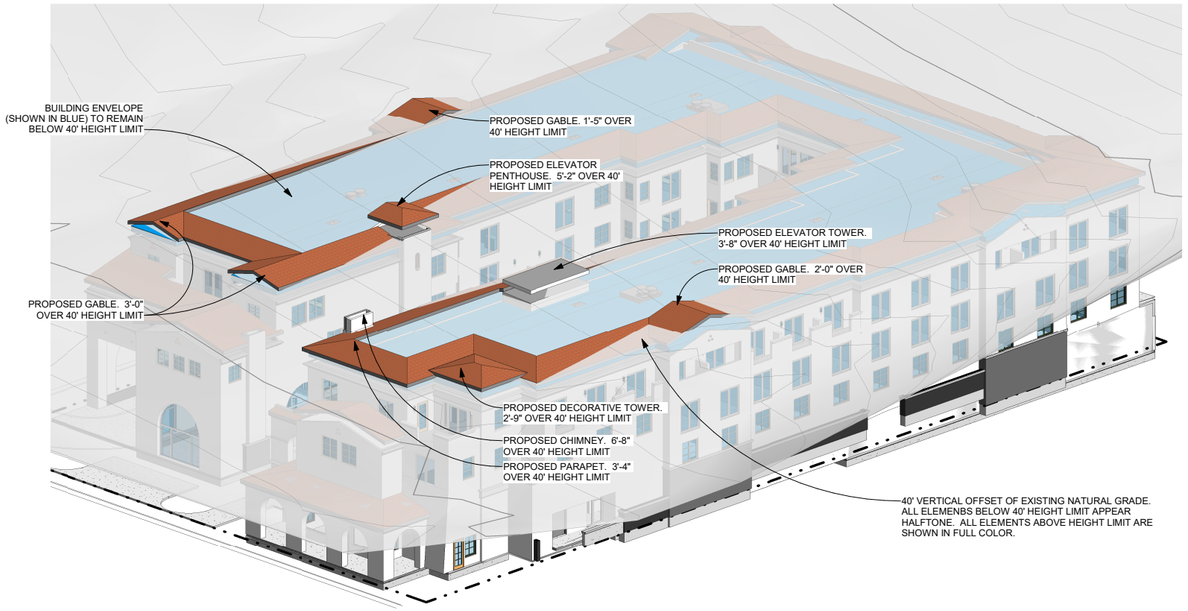
C:\Users\klmurray\Documents\0123-02-CO15 Pacific Grove Hotel_Central_klmurrayL5TPA.rvt
1/31/2022 3:01:11 PM

BUIDLING HEIGHT

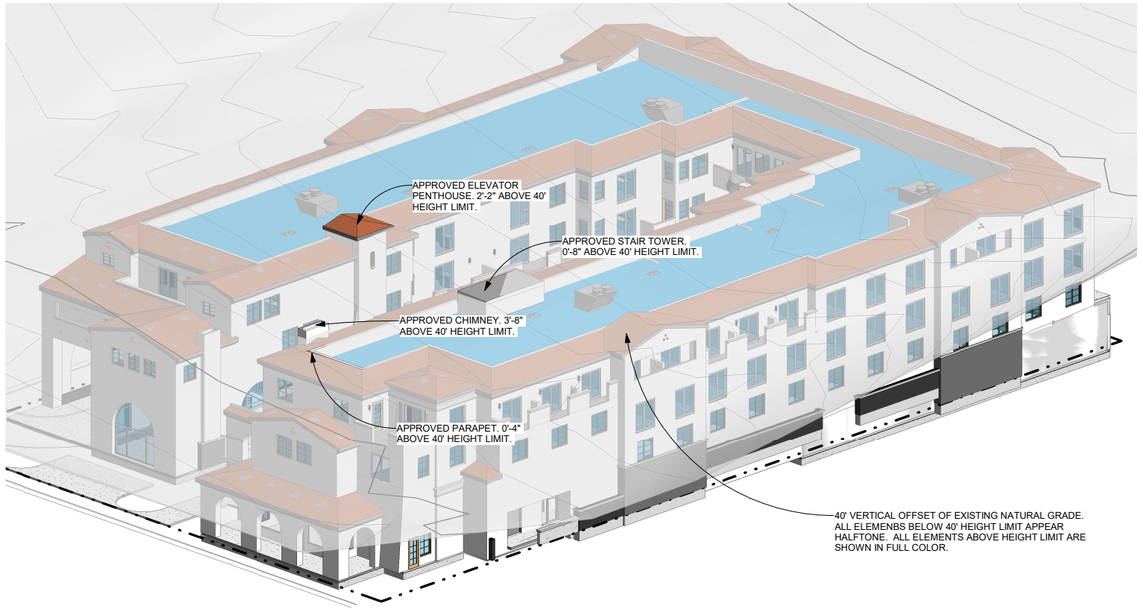
# 0123-02-CO19 - PACIFIC GROVE HOTEL

JANUARY 31, 2022

# SD-11




2 A.4 CITY EXHIBIT - 3D PROPOSED




1 A.4 CITY EXHIBIT - 3D APPROVED

rrm design group

C:\Users\klmurray\Documents\0123-02-CO15 Pacific Grove Hotel_Central_klmurrayL5TPA.rvt
1/31/2022 3:01:11 PM

BUIDLING HEIGHT - ISOMETRIC

0123-02-CO19 - PACIFIC GROVE HOTEL

FEBRUARY 7, 2022

**SD-12**

RESTAURANT AND PLAZA PERSPECTIVE
CORNER OF GRAND AVE. AND CENTRAL AVE.

rrm design group

C:\Users\klmurray\Documents\0123-02-CO15 Pacific Grove Hotel_Central_klmurrayL5TPA.rvt
1/31/2022 3:01:11 PM

EXTERIOR RENDER
0123-02-CO19 - PACIFIC GROVE HOTEL
FEBRUARY 7, 2022

**SD-13**

*CENTRAL AVENUE STREETS TREES NOT SHOWN FOR ARCHITECTURAL CLARITY (SEE LANDSCAPE PLAN SHEET L.1)

# HOTEL ENTRY PERSPECTIVE

CORNER OF CENTRAL AVE. AND FOUNTAIN AVE.

rrm design group

C:\Users\klmurray\Documents\0123-02-CO15 Pacific Grove Hotel_Central_klmurrayL5TPA.rvt
1/31/2022 3:01:11 PM

EXTERIOR RENDER

0123-02-CO19 - PACIFIC GROVE HOTEL

FEBRUARY 7, 2022

**SD-14**

INTERIOR RENDER

0123-02-CO19 - PACIFIC GROVE HOTEL

FEBRUARY 7, 2022

**SD-15**

rrm design group

C:\Users\klmurray\Documents\0123-02-CO15 Pacific Grove Hotel_Central_klmurrayL5TPA.rvt
1/31/2022 3:01:11 PM

## RESOLUTION NO. 18-030

## ARCHITECTURAL PERMIT AND USE PERMIT AP AND UP #16-203 TO DEMOLISH THE EXISTING 17,500 SQUARE FOOT BUILDING AND BUILD A 116 GUEST ROOM, 76,182 SQUARE FOOT HOTEL PURSUANT TO PGMC §23.31.020

### FACTS

1. The subject site is located at 157 Grand Avenue, Pacific Grove, 93950 APN 006-173-001.

2. The subject site has a designation of Light Commercial/ Hotel/Condominium District on the adopted City of Pacific Grove General Plan Land Use Map.

3. The project site is located in the C-I-T zoning district. The C-1-T zoning district was created through an approval of Ordinance 1951 by a public vote of Pacific Grove citizens on June 7, 1994.

4. The property is located in the Downtown Pacific Grove Business District per Chapter 6.50 of the Pacific Grove Municipal Code (PGMC), the 1961 Downtown Parking District and the Area of Special Biological Significance.

5. The subject site is approximately 0.77 acres (33,875 square feet).

6. The proposed project provides 79 valet parking spaces; 51 spaces on-site, and 28 off-site spaces, located on a lot directly across Fountain Avenue, (APN 006-174-011). The proposed project is also providing 14 spaces at the back of the hotel to meet a condition of the Holman Building approval. Those spaces are open to the public.

7. The proposed project is adjacent to the Natural History Museum and the Public Library.

8. A Phase 1 Historic Report prepared by qualified historian Richard Brandi determined the existing structure to be ineligible for the City's Historic Resources Inventory.

9. On October 15, 2015, the City Council passed and adopted Resolution 15-056, which concluded the structure not to be historic.

10. An Environmental Impact Report (EIR) was prepared for this project and circulated on August 31, 2017 through October 26, 2017; no significant unavoidable impacts were identified.

11. The proposal requires additional potable water and the project was added to the City's water waitlist.

## FINDINGS

### Architectural Permit Findings

1. The proposed development will meet the development regulations set forth in the C-1-T zoning district including setbacks and height requirements;

2. The architecture and general appearance of the completed project is compatible with the neighborhood because the proposed exterior fits within the context and style of the existing commercial and civic structures in the immediate vicinity and within the downtown;

3. The completed project will neither be detrimental to the orderly and harmonious development of the City, nor impair the desirability of investment or occupation in the neighborhood because the project will be improving the subject property and the downtown fabric by replacing a surface level parking lot and single-story building with a multi-story building; it conforms to the General Plan Commercial Downtown and C-I-T zoning standards; and it will improve the downtown's walkability and vibrancy; and

4. On October 15, 2015, the City Council passed and adopted Resolution 15-056 which concluded the structure not to be historic, and therefore does not qualify for historic designation as defined by the California Environmental Quality Act (CEQA).

### Use Permit Findings

1. The proposed use is allowed in the C-1-T zoning district with a use permit per PGMC § 23.31.040;
2. The proposed structure and parking is consistent with the City Zoning Code with regards to height, floor area ratio, setbacks, parking, and site coverage in the C-1-T zoning district;
3. The proposed use is consistent with the General Plan Commercial Downtown designation;
4. The establishment, maintenance or operation of the use will not, under the circumstances of this particular case, be detrimental to the health, safety, or general welfare of persons residing or working in the neighborhood of the proposed use;
5. The use, as described and conditionally approved, will not be detrimental or injurious to property and improvements in the neighborhood or to the general welfare of the City;
6. The location, size, and design of the proposed development are compatible with the existing uses in the vicinity because the proposed structure complements the civic character of the neighborhood and improves the economic viability of the downtown; and
7. In approving the permit, the following conditions of approval are imposed and deemed reasonable and necessary to ensure that the approval will be in compliance with the findings cited above.

## CONDITIONS OF APPROVAL

1. **Permit Expiration.** This permit shall expire and be null and void if a building permit has not been applied for within one (1) year from and after the date of approval. Application for extension of this approval must be made prior to the expiration date.

2. **Conformance to Plans.** Development of the site shall conform to approved plans for "Hotel Durell" dated **August 3,** 2018 by RRM Design Group on file with CEDD and to the City's Building Code, with the exception of any subsequently-approved changes.

3. **Construction Compliance.** All construction must occur in strict compliance with the proposal as set forth in the application, subject to any special conditions of approval herein. Any deviation from approvals must be reviewed and approved by staff and may require **City Council** approval.

4. **Deed Restriction**. Prior to Building Permit submittal, a deed restriction shall be recorded on the lot directly adjacent to the subject site located on Fountain Ave and Ricketts Row (APN 006-174-011; 006-174-012; 006-174-003), also known as the Fountain Street Parking Lot, requiring the lot's exclusive use for off-site parking for the use of Hotel Durell for the duration of AP/UP 16-203.

5. **Valet Parking**: All parking provided for the hotel shall be free of charge valet. This condition was added after the Planning Commission hearing with the concurrence of the Owner.

6. **Employee Parking.** Annually, the applicant shall secure 12 passes for the City's Municipal parking lot and shall endeavor to use all means at its disposal to ensure hotel employees park in those spaces. The employees may park in the hotel's Fountain Street Lot during nighttime hours and during periods of low hotel patronage. The parking passes are valid for use at any of the City's Municipal Parking Lots.

7. **During-Construction Pollution Prevention (a):** During construction, the developer shall employ storm water best management practices (BMPs) for erosion and sediment control, prevention of non-storm water discharges, and implement good housekeeping and construction waste management practices to protect the storm drainage system and water quality as required by City Code Section 9.30.130(c), the City Phase II NPDES Permit, State Water Resources Control Board (SWRCB) Construction General Permit (CGP), and the Monterey Regional Storm Water Management Program (MRSWMP). Plans for during-construction storm water management and BMPs, such as a Storm Water Pollution Prevention Plan (SWPPP), shall be submitted to the City and subject to review and approval of the Public Works/Community Development Director and Building Official prior to issuance of a grading and/or building permit.

8. **During-Construction Pollution Prevention (b)**. Construction activities subject to BMP requirements shall continuously employ measures to control waste such as discarded building materials, concrete truck washout, chemicals, litter, and sanitary waste at the construction site that may cause adverse impacts to water quality, contamination, or unauthorized discharge of pollutants.

9. **During-Construction Pollution Prevention (c).** Whenever construction activity is being done contrary to and in violation of PGMC Chapter 9.30, the Public Works/Community Development Director may order construction activity stop by posting a written notice on the premises. All persons shall immediately stop such work unless or until the Public Works Director authorizes removing the stop work order and allows construction activity to proceed.

10. **Farmers Market**. No construction/demolition activity shall occur on Mondays between the hours of noon and 6:00 p.m. along Central Avenue and the northerly portion of Grand Avenue that may cause an adverse effect on Farmers Market set up, operation or breakdown.

11. **Pedestrian safety.** The Applicant shall pay for 25% of the cost for design and construction of the complete reconfiguration of the intersection of Central Avenue and Fountain Avenue to provide an All-Way Stop intersection as identified in the Mitigation Measures of the Environmental Impact Report. The intersection redesign shall be consistent with the guidelines described in the "Pedestrian Safety Report" Prepared for the City by the Institute of Transportation Studies dated November dated November 2008.

    The Applicant shall pay 25% of the cost for design and construction of the reconfiguration of the intersection of Central Ave, and Grand Ave. to accommodate a new raised pavement crosswalk across the intersection on the south side of Central Ave. The final project landscape plan for landscaping within the public right-of-way shall be designed to incorporate the new raised pavement crosswalk.

    All plans for construction of improvements within the public right-of-way shall be reviewed and approved by the City Engineer prior to the City granting a Certificate of Occupancy. All improvements within the public right-of-way shall conform to ADA requirements, including curb ramps, bulb-outs and raised pavement crosswalks. All public works construction shall conform to City and State Standards and standard engineering practices.

12. **Roof top.** No activities shall be allowed on the rooftop, other than routine maintenance and repair.

13. **Archeology.** If archaeological resources or human remains are discovered during construction, work shall be halted within 50 meters of the find until it can be evaluated by a qualified professional archaeologist. If the find is determined to be significant, appropriate mitigation measures shall be formulated, with the concurrence of City staff, and implemented.

14. **Tribal Consultation.** Both a Tribal Monitor and an Archeologist will be on-site during ground disturbance. If any archaeological or paleontological resources are found, the project applicant and/or its contractor shall cease all work within 25 feet of the discovery and notify the Community and Economic Development Department (CEDD) Director. The City and the project applicant shall consider mitigation in consultation with the Ohlone/Costanoan-Esselen Nation and project archeologist.

15. **Terms and Conditions**. These terms and conditions shall run with the land, and it is the intention of the CEDD Director and the Applicant to bind all future owners and possessors of the subject property to the terms and conditions, unless amended. Amendments to this permit may be achieved only if an application is made and approved, pursuant to the City's Zoning Code.

16. **Public Works, Fire and Building.** Review and approval by the Public Works, Fire and Building Departments are required prior to issuance of a building permit. Work taking place in the public right-of-way shall require an encroachment permit prior to issuance of the building permit.

17. **Stormwater Treatment Measure.** The storm water treatment measures shall be maintained by the property owner in perpetuity and City staff shall be allowed access to inspect all storm water treatment measures on an annual basis.

18. **Building Plans.** All conditions of approval for the Planning permit(s) shall be printed on a full-size sheet and included with the construction plan set submitted to the Building Department.

19. **Indemnification.** The applicant agrees to an Indemnification Condition, which is attached to this Resolution and incorporated by reference.

20. **Agreement.** The applicant and the hotel owner consent to the proposed conditions.

21. **Bulbouts.** The Applicant shall pay for design and construction of five street/sidewalk bulbouts. Three shall be on Fountain Street and two shall be on Grand Avenue. Bulbout designs shall receive approval from the Public Works Department before installation.

22. **Trip Reduction Measures.** The Applicant, and any successor-in-interest as a continuing obligation during operation of the hotel, shall: (1) pay the full cost of monthly bus passes (31-day basic GoPasses) to enable employees to commute to work via Monterey-Salinas

Transit; (2) provide, on site, ten (10) bicycles in good maintenance and repair for exclusive no-cost use by patrons; (3) install and maintain two (2) electric car super-charging stations in the parking garage; (4) designate two (2) employee carpool spaces in the Fountain Street Parking Lot; (5) pay (shared with other Pacific Grove lodging establishments, if possible) the full cost to extend into Pacific Grove then existing airport shuttle routes that provide access from the Monterey Regional Airport to Cannery Row or Monterey hotels; (6) participate in Go831, the regional ride sharing program operated by TAMC.

## FINAL EIR FINDINGS AND CERTIFICATION

1. The final EIR has been completed in compliance with CEQA;

2. The final EIR was presented to the City Council, and that the decision-making body reviewed and considered the information contained in the final EIR prior to approving the project; and

3. The final EIR reflects the lead agency's independent judgment and analysis.

4. The custodian for these documents shall be the City Clerk for the City of Pacific Grove found at 300 Forest Avenue, Pacific Grove, California 93950

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PACIFIC GROVE:**

1. Determines that each of the Findings set forth above is true and correct, and by this reference incorporates those Findings as an integral part of this Resolution.

2. Authorizes APPROVAL of Architectural Permit and Use Permit AP/UP 16-203 to demolish the existing 17,500 square foot building and to construct a 116 room hotel of approximately 76,182 square feet with on and off-site parking.

3. Attachments are hereby approved as exhibits to this Resolution, which by this reference are incorporated as set forth in its entirety, including the Indemnification Condition, and the legal instrument referred to as the Reaffirmation Agreement, which provides the City with evidentiary proof that the Fountain Street Lot is part of this hotel proposal.

4. This Resolution shall become effective immediately following passage and adoption thereof.

**PASSED AND ADOPTED** BY THE COUNCIL OF THE CITY OF PACIFIC GROVE this 5th day of September 2018, by the following votes:

AYES: Mayor Kampe, Councilmembers Cuneo, Fischer, Garfield, Huitt, and Peake.
NOES: None.
ABSENT: None.
ABSTAIN: Councilmember Smith.

APPROVED:

Bill Kampe

BILL KAMPE, Mayor

ATTEST:

Sandra Kandell

SANDRA KANDELL, City Clerk

APPROVED AS TO FORM:

DAVID C. LAREDO, City Attorney

## INDEMNIFICATION CONDITION

In consideration for City review and approval of application in this matter, the Owner/Applicant shall indemnify, defend, protect and hold harmless the City, its elected and appointed officials, officers, agents, and employees (collectively "Indemnitees"), using counsel approved in writing by the City, from and against, any and all liabilities, claims, actions, causes of action, proceedings, suits, damages, judgments, liens, levies, costs and expenses of whatever nature, including reasonable attorneys' fees and disbursements which may accrue against Indemnitees by reason of the City's approval of the request and application in this matter. Indemnification shall include, but shall not be limited to any action, or proceeding brought to attack, set aside, void, annul, limit, or inhibit the approval of the application referenced above, and shall expressly include causes of action under the California Environmental Quality Act (CEQA), or the National Environmental Policy Act (NEPA).

The obligation to indemnify shall include, but not be limited to, all costs relating to preparing administrative records, investigations, responses to discovery, retention of experts, and other costs, including attorney's fees or obligations related to this matter, including actions brought by the Owner/Applicant and also extend to any expense incurred in establishing the City's right to indemnification. City expenses shall be paid by Owner/Applicant upon City request notwithstanding final disposition of the matter has not yet occurred. If the City is later determined to not be entitled to indemnification, the City shall repay amounts so advanced.

This indemnification condition is the Owner/Applicant's inducement to the City to process and approve the application, which approval would otherwise be withheld by City due to its concern for liability or expense that may result from performance of the City's duties. Should any dispute arise regarding interpretation of this condition, the prevailing party shall recover all reasonable costs incurred, including court costs, attorney fees and related expenses. Recovery of expenses shall be as additional costs awarded to the prevailing party, and shall not require initiation of a separate legal proceeding.

This indemnification condition shall not require the Owner/Applicant to indemnify the City or other Indemnities: (a) to the extent that an obligation is actually paid by an insurer pursuant to an insurance policy; (b) in connection with any remuneration paid to the City, if it shall be finally adjudged that such remuneration was in violation of law; or (c) on account of the City's misconduct if such misconduct shall be finally adjudged to have been knowingly fraudulent, deliberately dishonest or willful.

Any permit or other approval given by the City to the Owner/Applicant Guarantor shall be valid only so long as this indemnification condition is given full force and effect. If this indemnification condition is revoked, the permit or other approval of the City shall then become null and void.

# CITY OF PACIFIC GROVE

**Community Development Department – Planning Division**
300 Forest Avenue, Pacific Grove, CA 93950
Tel: 831.648.3190 • Fax: 831.648.3184 • www.cityofpacificgrove.org

**Permit Application**

**Application #** 21-0457. AP/UP Amend.
**Date:** 12/14/21
**Total Fees:** $3,898.70

**APPLICANT/OWNER:**

**Project Address:** 157 Grand Ave. **APN:** 006-174-011, 012, 003

**Project Description:** Hotel Pacific Grove (Formerly Hotel Durell) approved for a 116-room full-service hotel and 28-offsite parking spaces.

**Will the project create, add, or replace impervious surface?** ☐ Yes ☑ No

**Will the project impact any tree(s) on site?** ☐ Yes ☑ No

**Applicant**
Name: West River Hotels, LLC
Phone: 916 798-3649
Email: Robert@westriverhotels.com
Mailing Address: 2347 Loch Way
El Dorado Hills, CA 95762

**Owner**
Name: Belvnus LP et al / ROHNERT PARK R1, LP
Phone: 510 853-2100
Email: belvnus@yahoo.com
Mailing Address: P.O. Box 2106
Monterey, CA 93942

**PLANNING STAFF USE ONLY:**

**Permit Request:**

- ☐ CRD: Counter Determination
- ☐ AP: Architectural Permit
- ☐ AAP: Administrative AP
- ☐ ADC: Arch Design Change
- ☐ ASP: Admin Sign Permit
- ☐ SP: Sign Permit
- ☐ UP: Use Permit
- ☐ AUP: Administrative UP
- ☐ CDP: Coastal Dev. Permit
- ☐ LLA: Lot Line Adjustment
- ☐ IHS: Initial Historic Screening
- ☐ HPP: Historic Preservation
- ☐ A: Appeal
- ☐ TPD: Tree Permit W/ Dev't
- ☐ CDP Waiver/Admin. CDP
- ☐ VAR: Variance
- ☐ MMP: Mitigation Monitoring
- ☐ Water Entitlement
- ☑ Other: AP/UP Amend.
- ☐ Other: _____

**CEQA Determination:**
- ☑ Exempt
- ☐ Initial Study & Mitigated Negative Declaration
- ☐ Environmental Impact Report

**Review Authority:**
- ☐ Staff
- ☐ ZA
- ☐ SPRC
- ☐ ARB
- ☐ HRC
- ☐ PC
- ☑ CC
- ☐ _____

**Active Permits:**
- ☐ Active Planning Permit
- ☐ Active Building Permit
- ☐ Active Code Violation
  Permit #: _____

**Overlay Zones:**
- ☐ Butterfly Zone
- ☑ Area of Special Biological Significance (ASBS)
- ☐ Environmentally Sensitive Habitat Area (ESHA)

**Property Information**

Lot: Parcel 2
Block: Vol. 23, Par Pg 48
Tract: —
ZC: C-1-T
GP: Downtown Comm.
Lot Size: .78 acres hotel 33,877 sf

☐ Historic Resources Inventory
☐ Archaeologically Sensitive Area
☐ CDP Appeal Jurisdiction

***Staff Use Only:***

Received by: AH
Assigned to: AH

Application # AP/UP Amend.

## INDEMNIFICATION CONDITION

In consideration for City review and approval of application in this matter, the Owner/Applicant shall indemnify, defend, protect and hold harmless the City, its elected and appointed officials, officers, agents, and employees (collectively "Indemnitees"), using counsel approved in writing by the City, from and against, any and all liabilities, claims, actions, causes of action, proceedings, suits, damages, judgments, liens, levies, costs and expenses of whatever nature, including reasonable attorneys' fees and disbursements which may accrue against Indemnitees by reason of the City's processing, approval or denial of the request and application in this matter. Indemnification shall include, but shall not be limited to any action, or proceeding brought to attack, set aside, void, annul, limit, or inhibit the approval of the application referenced above, and shall expressly include causes of action under the California Environmental Quality Act (CEQA), the National Environmental Policy Act (NEPA), or the CA Coastal Act.

The obligation to indemnify shall include, but not be limited to, all costs relating to preparing administrative records, investigations, responses to discovery, retention of experts, and other costs, including attorney's fees or obligations related to this matter, including actions brought by the Owner/Applicant and also extend to any expense incurred in establishing the City's right to indemnification. City expenses shall be paid by Owner/Applicant upon City request notwithstanding final disposition of the matter has not yet occurred. If the City is later determined to not be entitled to indemnification, the City shall repay amounts so advanced.

This indemnification condition is the Owner/Applicant's inducement to the City to process and approve the application, which approval would otherwise be withheld by City due to its concern for liability or expense that may result from performance of the City's duties. Should any dispute arise regarding interpretation of this condition, the prevailing party shall recover all reasonable costs incurred, including court costs, attorney fees and related expenses. Recovery of expenses shall be as additional costs awarded to the prevailing party, and shall not require initiation of a separate legal proceeding.

This indemnification condition shall not require the Owner/Applicant to indemnify the City or other Indemnities: (a) to the extent that an obligation is actually paid by an insurer pursuant to an insurance policy; (b) in connection with any remuneration paid to the City, if it shall be finally adjudged that such remuneration was in violation of law; or (c) on account of the City's misconduct if such misconduct shall be finally adjudged to have been knowingly fraudulent, deliberately dishonest or willful.

Any permit or other approval given by the City to the Owner/Applicant Guarantor shall be valid only so long as this indemnification condition is given full force and effect. If this indemnification condition is revoked, the permit or other approval of the City shall then become null and void.

Owner/Applicant represents it (and any subsidiary) is (a) duly formed and organized, (b) validly existing and in good standing under state law, and (c) has all necessary power to execute and deliver this document and perform its obligations. Owner/Applicant also represents it is authorized to enter into this agreement by all requisite partnership, corporate or other action, and its terms are a valid and legally binding obligation. Neither execution nor delivery of this document nor performance of its obligations will violate any law or provision of any agreement, articles of incorporation, by-laws or other organizational or governing documents relating to Owner/Applicant, nor conflict with any court order relating to Owner/Applicant.

**Applicant Signature:** Robert Jeal WEST RIVER HOTELS, LLC **Date:** 11-11-21

**Owner Signature (Required):** _____ **Date:** _____

Application # AP/UP Amend.

## INDEMNIFICATION CONDITION

In consideration for City review and approval of application in this matter, the Owner/Applicant shall indemnify, defend, protect and hold harmless the City, its elected and appointed officials, officers, agents, and employees (collectively "Indemnitees"), using counsel approved in writing by the City, from and against, any and all liabilities, claims, actions, causes of action, proceedings, suits, damages, judgments, liens, levies, costs and expenses of whatever nature, including reasonable attorneys' fees and disbursements which may accrue against Indemnitees by reason of the City's processing, approval or denial of the request and application in this matter. Indemnification shall include, but shall not be limited to any action, or proceeding brought to attack, set aside, void, annul, limit, or inhibit the approval of the application referenced above, and shall expressly include causes of action under the California Environmental Quality Act (CEQA), the National Environmental Policy Act (NEPA), or the CA Coastal Act.

The obligation to indemnify shall include, but not be limited to, all costs relating to preparing administrative records, investigations, responses to discovery, retention of experts, and other costs, including attorney's fees or obligations related to this matter, including actions brought by the Owner/Applicant and also extend to any expense incurred in establishing the City's right to indemnification. City expenses shall be paid by Owner/Applicant upon City request notwithstanding final disposition of the matter has not yet occurred. If the City is later determined to not be entitled to indemnification, the City shall repay amounts so advanced.

This indemnification condition is the Owner/Applicant's inducement to the City to process and approve the application, which approval would otherwise be withheld by City due to its concern for liability or expense that may result from performance of the City's duties. Should any dispute arise regarding interpretation of this condition, the prevailing party shall recover all reasonable costs incurred, including court costs, attorney fees and related expenses. Recovery of expenses shall be as additional costs awarded to the prevailing party, and shall not require initiation of a separate legal proceeding.

This indemnification condition shall not require the Owner/Applicant to indemnify the City or other Indemnities: (a) to the extent that an obligation is actually paid by an insurer pursuant to an insurance policy; (b) in connection with any remuneration paid to the City, if it shall be finally adjudged that such remuneration was in violation of law; or (c) on account of the City's misconduct if such misconduct shall be finally adjudged to have been knowingly fraudulent, deliberately dishonest or willful.

Any permit or other approval given by the City to the Owner/Applicant Guarantor shall be valid only so long as this indemnification condition is given full force and effect. If this indemnification condition is revoked, the permit or other approval of the City shall then become null and void.

Owner/Applicant represents it (and any subsidiary) is (a) duly formed and organized, (b) validly existing and in good standing under state law, and (c) has all necessary power to execute and deliver this document and perform its obligations. Owner/Applicant also represents it is authorized to enter into this agreement by all requisite partnership, corporate or other action, and its terms are a valid and legally binding obligation. Neither execution nor delivery of this document nor performance of its obligations will violate any law or provision of any agreement, articles of incorporation, by-laws or other organizational or governing documents relating to Owner/Applicant, nor conflict with any court order relating to Owner/Applicant.

**Applicant Signature:** Robert Jeal WEST RIVER HOTELS, LLC **Date:** 11-11-21

**Owner Signature (Required):** **Date:** 12/9/21

**CITY OF PACIFIC GROVE**
**Community Development Department – Planning Division**
300 Forest Avenue, Pacific Grove, CA 93950
Tel: 831.648.3190 • Fax: 831.648.3184 • www.cityofpacificgrove.org

**Application #** AP/UP Amend.

# Planning Permit Fee Calculation

| Permit | Select | Fee |
|---|---|---|
| Architectural Permit – Single Family | ☐ | $3,184 |
| Administrative Architectural Permit | ☐ | $1,533 |
| Architectural Design Change | ☐ | $1,533 |
| Counter Review & Determination – no new square footage | ☐ | $221 |
| Counter Review & Determination – new square footage | ☐ | $894 |
| Initial Historic Screening | ☐ | $471 |
| Sign Permit | ☐ | $2,339 |
| Administrative Sign Permit | ☐ | $894 |
| Use Permit and Amendments – Single Family | ☐ | $1,911 |
| Major Administrative Use Permit | ☐ | $1,252 |
| Minor Administrative Use Permit | ☐ | $1,235 |
| Variance and Amendment | ☐ | $2,659 |
| Coastal Development Permit (base fee for single-family <1,500 sf; see adopted fee schedule for additional permit fees) | ☐ | $2,244 |
| CDP Waiver/Admin. CDP | ☐ | $2,244 |
| Historic Preservation Permit | ☐ | $1,811 |
| Initial Study (ND/MND) | ☐ | $6,429 |
| Tree Permit with Development | ☐ | $284 |
| Appeal | ☐ | 25% of base permit fee or $1,090 whichever is greater plus noticing costs |
| Other Commercial Use Permit Amendments | ☑ | $3,117 |

## Additional Fees

| | | | |
|---|---|---|---|
| General Plan Update Fee | 5% of Permit Fee | ☑ | $155.85 |
| CEQA Exemption Fee | $290 | ☐ | |
| Butterfly Buffer Zone | 5% of Permit Fee | ☐ | |
| Area of Special Biological Significance | 5% of Permit Fee | ☑ | $155.85 |
| Environmentally Sensitive Habitat Area | 15% of Permit Fee | ☐ | |
| Noticing – Mailings | $0.55 *(# of Mailings) | ☐ | |
| Noticing – Herald Ad | $364 | ☑ | $364 |
| Stormwater Fee | Varies | ☐ | |
| County filing fee | Varies | ☑ | $51.00 |
| File maintenance fee | Varies | ☑ | $55.00 |
| Other | Varies | ☐ | |
| Other | Varies | ☐ | |

**Total Fees:** $3,898.70

WEST RIVER INC.
real estate

December 8, 2021

**TO:** **CITY OF PACIFIC GROVE**
**PLANNING DEPARTMENT**
**C/O: ALYSON HUNTER, PLANNING DIRECTOR**

**FROM:** **ROBERT LEACH**
**WEST RIVER HOTELS, LLC**

**RE:** **AP/UP AMENDMENT & MINOR MODIFICATIONS**
**FOR HOTEL PACIFIC GROVE**
**157 GRAND AVE.**

West River Hotels, developer, in conjunction with the property ownership wish to request a Use Permit Amendment and make the following "minor modifications" to the entitled hotel project. Pursuant to COA #2 The design and exterior plans for the hotel will substantially conform to the approved hotel design. The modifications are being requested to provide the community with a higher quality hotel than originally proposed and replace outdated design features that have changed over time.
In order to accomplish these goals, we are proposing the following changes:

**AP/USE PERMIT**

(1) Pursuant to City code 23.64.120 Height Limits – chimneys, flagpoles, clock towers,

Chimneys, cupolas, flagpoles, monuments, water tanks, clock towers and similar structures and mechanical appurtenances may be permitted in excess of height limits provided a use permit is first obtained in each case. No portion of a chimney which extends above the height limit in any R district shall have an area over 20 square feet at any cross-section, nor a height more than two feet above the applicable limit. Wireless communications facilities concealed as such structures are subject to height limits and design standards as specified in the Wireless Design Manual. [Ord. 20-001 § 2 (Exh. A), 2020; Ord. 1307 N.S. § 4, 1982; Ord. 210 N.S. § 11-141(1)(b)(1), 1952].

With the requested modifications listed below the original height limited for the four-story structure has <u>not</u> exceeded the 40' limit for the four hotel floors. However, certain mechanical appurtenances such as HVAC units, vents, safety railing, and utility structures such as emergency stairwell access, parapet screens, elevator overrun, exceed the height limit in less than 10 percent of the roof area.

It is common place in most jurisdictions to not factor appurtenances in the height calculations. City of Pacific acknowledges that common practice in their City code. We are requesting a Use Permit which is allowed pursuant to City code section 23.64.120. The change will have no impact with regards to the project EIR. (See Exhibit "A")

**MINOR MODIFICATIONS:**

(2) The room count has been reduced from 116 rooms to 102 rooms. By reducing the room count we are able to expand the width of the hotel rooms from 12' to 13'9" which is a modern-day minimum standard for upscale and luxury hotels. The change will reduce the overall impacts of the project per the EIR. (See Exhibit B)

(3) The ceiling heights will be changed from 8' to 9' still keeping the overall fourth floor ceiling height under the approved 40' limit. Again, the change represents a normal height in modern-day hotel construction and would allow the hotel to meet a 4-star or better rating. All room heights are below the 40' height limit. The change will have no impact with regards to the project EIR. (See Exhibit "C")

(4) The use of an off-site parking lot for 28-parking spaces will be eliminated and Condition of Approval #4 requiring a deed restriction on an off-site parcel shall be removed. With the use of parking lifts 100% of the required 79 parking spaces will be on-site at the hotel. Valet's will no longer need to cross streets back and forth to return vehicles to guests. The public will not be subjected to the visual of a parking lot in the middle of their shopping and dining district. The guest vehicles will no longer be subject to the weather, theft, or break-ins in an open-air parking lot. The change will reduce the overall impacts of the project per the EIR. (See Exhibit "D")

(5) Finally, Condition of Approval #12 restricts any roof top activities other than routine maintenance and repairs. The intent was to eliminate any potential noise or rowdiness which could occur if a pool and pool bar were installed on the rooftop. We would request that the condition be modified to allow two passive uses. First, the rooftop could be used for small yoga classes (6-10 guests) in the morning or at sunset. The beauty of the vista and soul reinvigoration compliments our wellness spa and is part of the experience we want to share with guests to Pacific Grove. Second, we would like permission for a small rooftop garden for our chef to grow organic herbs and plants for our restaurant. (See Exhibit "E-1" and "E-2")

The requested Use Permit and Minor Modifications have no negative impact on the existing EIR for the project and create no negative impacts for the community. In fact, by lowering the room count any impacts would be reduced including water use. With minor modifications in the room widths and heights the City of Pacific is getting a first-class hotel not an older version of a hotel/motel room. Parking lifts are contemporary and commonly used at hotels in the region like The Clement Hotel in Monterey. In return, the guests to the region get better service, weather protection for their vehicles and security.

Our goal is to build for the City of Pacific Grove and the community one of the best hotels in the region. We don't plan to build the biggest hotel, but our guestrooms and amenities will be at a 4 to 5-star standard.

Respectfully submitted,

Robert Leach
President
West River Hotel, LLC
A Subsidiary of West River Inc.

Link to the Final Environmental Impact Report for the Hotel Durell Project (SCH#2017031045) - Pacific Grove, CA (cityofpacificgrove.org)

# CITY OF PACIFIC GROVE

**300 Forest Avenue, Pacific Grove, California 93950**

## AGENDA REPORT

**TO:** Honorable Mayor and Members of the City Council

**FROM**: Laurel O'Halloran, Associate Planner

**MEETING DATE:** March 16, 2022

**SUBJECT:** Amend Pacific Grove Municipal Code Chapter 23.73.050 – Time Limits and Extensions ***This item was continued from the March 2, 2022 meeting. Action required by 3/16/2022.***

**CEQA:** Does not constitute a "Project" per California Environmental Quality Act Guidelines Section 15378

---

**RECOMMENDATION**

Introduce and hold first reading of an Ordinance to Amend Pacific Grove Municipal Code Chapter 23.73.050 - Time Limits and Extensions, and direct publication of a summary of the ordinance as approved by the City Attorney.

**DISCUSSION**

Since 2009, all vacant properties throughout the City that do not already have a water meter cannot be provided one by California American Water (Cal-Am). Cal-Am has been operating under a de facto moratorium since the State Water Resources Control Board (SWRCB) issued a cease-and-desist order (CDO) reducing Cal-Am Carmel River water diversions thereby limiting the utility's ability to set new water meters on vacant properties. As such, the City maintains a Water Wait List (WWL) for vacant properties where owners are unable to purchase water entitlement.

There are eleven (11) vacant lots on the WWL due to the property owner's current inability to receive a new meter. In August 2021 the City Council adopted Ordinance 21-022, placing a temporary moratorium on new Community Development applications for projects not able to obtain water permits by reason of the CDO. While this is helpful for preventing new applicants from being caught in a situation of expiring Architectural Permits (AP), it does not help people already on the WWL.

At the January 19, 2022 City Council meeting, the Council directed Staff to amend to the City's Municipal Code Title 23.73.050 (c) to allow a permit to be considered valid for five years with a one-time five year renewal option.

This process would create a 10-year lifespan for an Architectural Permit (AP) that is also on the WWL; the applicant would be able to apply directly for a building permit at the time the property is issued a water meter within that lifespan. As with all building permits, Planning staff would conduct a plan check review to ensure compliance with the approved discretionary permit. If there are substantial changes to the original approved AP, the City may require an application for an amendment to the planning approval.

Staff recommends amending the City's Municipal Code Chapter 23.73.050 with the addition of all text shown in bold, italic, underscored text (***bold, italic, underscored text***), as follows:

(c) Extensions of Time by Chief Planner. The chief planner is authorized to renew any community development permit that would otherwise expire after one year. Renewals shall be for one year with a maximum of two renewals. ***If the property is on the Water Wait List as described in Chapter 11.68 PGMC, the community development permit shall be considered valid for five (5) years with a one-time five (5) year renewal option.***

**OPTIONS**

1. The Council could make further amendments to the proposed ordinance.
2. The Council could not adopt amendments and continue to rely on the existing chapter.

**FINANCIAL IMPACT:**

Allocation and/or sales of potable water to property owners for property improvements may result in increased property tax revenue for the City. Potential financial benefits include increased sales tax from commercial projects, increased sales taxes from commercial leases on City owned property and increased tourism due to improvements, and potential increased revenue from higher assessed values of residential projects. An update on water entitlement sales is provided as part of the Long-term Financial Planning agenda item.

**GOAL ALIGNMENT:** Transparency, Accountability and Communication: Implement programs, processes, revisions, and training to improve and advance the City's efforts.

---

**Attachments**

Draft Ordinance

**ORDINANCE NO. 22-___**

**AN ORDINANCE OF THE CITY OF PACIFIC GROVE AMENDING CHAPTER 23.73.050 OF THE PACIFIC GROVE MUNICIPAL CODE REGARDING THE CITY'S TIME LIMITS AND EXTENSIONS FOR ARCHITECTRUAL PERMITS ON THE CITY'S WATER WAIT LIST**

**WHEREAS,** this Ordinance amends PGMC Section 23.73.050, entitled "Time Limits and Extensions;"

**WHEREAS,** since the establishment of the State Water Resources Control Board's (SWRCB) cease-and-desist order (CDO) against California American Water (Cal-Am) on October 20, 2009, owners of vacant properties within the Cal-Am services area have been unable to obtain a water meter necessary to the development of their property;

**WHEREAS,** in 2019, the City's Local Water Project (LWP) became operational allowing the City to sell water entitlements under certain conditions to those properties with existing meters;

**WHEREAS,** in an effort to establish a list of future water purchasers who could be "entitled" to the water allotment established through the operation of the LWP, the City created a Water Wait List (WWL) which has been updated and administered by Community Development Department (CDD) staff since its inception;

**WHEREAS,** several owners of vacant properties received approvals of discretionary Architectural Permits (AP) during this time;

**WHEREAS,** per PGMC Section 23.73.050, discretionary approvals are allowed to be extended twice, each for one (1) year. As a result, there are 7 expired permits on the WWL;

**WHEREAS,** given the cost associated with the preparation of plans and permit fees, at the January 19, 2022 City Council meeting City Staff presented the City Council with options to assist the property owners who are on the WWL.

**WHEREAS,** at the January 19th Council meeting, the Council directed Staff to amend to the City's Municipal Code to allow a permit to be considered valid for five years with a one-time five year renewal option.

**WHEREAS,** in the enactment of this Ordinance, the City followed the guidelines adopted by the State of California and published in the California Code of Regulations, Title 14, Section 15000, et seq.;

**WHEREAS,** amendment of PGMC Section 23.73.050 pertaining to the Time Limits and Extensions will not result in a significant impact to the environment and is, therefore, categorically exempt from review under the California Environmental Quality Act (CEQA) per Section 15378 of the CEQA Guidelines.

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF PACIFIC GROVE:**

SECTION 1. The foregoing recitals are adopted as findings of the City Council asthough set forth fully herein.

SECTION 2. Pacific Grove Municipal Code Chapter 23.73.050 shall be amended by deletion of all text shown in strikeout text (~~strikeout text~~) and the addition of all text shown in bold, italic, underscored text (***bold, italic, underscored text***), as follows:

...

(b) Extensions of Time by Review Authority. The initial review authority is authorized to extend the period for use of a community development permit up to two years from the date of approval, as an express provision at the time of approval, where it is anticipated that the processing of other governmental approvals related to the project will delay start of construction beyond the year.

(c) Extensions of Time by Chief Planner. The chief planner is authorized to renew any community development permit that would otherwise expire after one year. Renewals shall be for one year with a maximum of two renewals. ***If the property is on the Water Wait List as described in Chapter 11.68 PGMC, the community development permit shall be considered valid for five (5) years with a one-time five (5) year renewal option.***

(d) Action on Extension Requests. An application for a time extension shall be made prior to the permit expiration date. If a finding is made that the applicant could not have avoided the delay, the application shall be granted up to the maximum allowable under subsection (c) of this section.

...

SECTION 3. The City Manager is directed to execute all documents and to perform all other necessary City acts to implement this Ordinance.

SECTION 4. Severability. If any provision, section, paragraph, sentence, clause or phrase of this ordinance, or any part thereof, or the application thereof to any person or circumstance is for any reason held to be invalid or unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance, or any part thereof, or its application to other persons or circumstances. The City Council hereby declares that it would have passed and adopted each provision, section, paragraph, subparagraph, sentence, clause or phrase thereof, irrespective of the fact that any one or more sections, paragraphs, subparagraphs, sentences, clauses or phrases, or the application thereof to any person or circumstance, be declared invalid or unconstitutional.

SECTION 5. In accord with Article 15 of the City Charter, this ordinance shall become effective on the thirtieth (30th) day following passage and adoption hereof.

PASSED AND ADOPTED BY THE COUNCIL OF THE CITY OF PACIFIC GROVE THIS _____ day of _____, 2022, by the following vote:

AYES:

NOES:

ABSENT:

APPROVED:

_____

BILL PEAKE, Mayor

ATTEST DATED: _____

_____
SANDRA KANDELL, City Clerk

APPROVED AS TO FORM:

_____
DAVID C. LAREDO, City Attorney

# CITY OF PACIFIC GROVE

**300 Forest Avenue, Pacific Grove, California 93950**

# AGENDA REPORT

| | |
|---|---|
| **TO:** | Honorable Mayor and Members of the City Council |
| **FROM**: | Bill Peake, Mayor, Chaps Poduri, Councilmember |
| **MEETING DATE:** | March 16, 2022 |
| **SUBJECT:** | Financial Report Subcommittee ***This item was continued from the February 16, 2022 meeting.*** |
| **CEQA:** | Does not constitute a "Project" per California Environmental Quality Act Guidelines Section 15378 |

## RECOMMENDATION

Direct staff to implement Financial Report Subcommittee recommendations listed below.

## DISCUSSION

On October 20, 2021 Council approved the formation of a Financial Report Subcommittee consisting of Councilmember Poduri and Mayor Peake that would be responsible with working with staff to:

- Create additional financial report and/or review reporting options
- Review any potential changes to OpenGov transparency site or migrate to another transparency software
- Review the best location to publish or access the corresponding documents

Meetings were held:

1. October 27, 2021; Chaps Poduri, Bill Peake, Mary Lagasca, and Tori Hannah
2. November 29, 2021; Chaps Poduri, Bill Peake, Mary Lagasca, and Tori Hannah
3. January 6, 2022; Chaps Poduri, Bill Peake, and Tori Hannah
4. February 3, 2022; Chaps Poduri, Bill Peake, and Tori Hannah

An online survey was conducted to obtain public input on the City's financial reporting platform. Although the number of responses were small it provided good insights. Responses included items such as webpage was not easy to navigate, missing information related to CIP and CalPERS, and suggestions for better design.

During subcommittee meetings, examples of OpenGov and ClearGov financial transparency websites were reviewed. It was observed that ClearGov standard charts were easy to understand and preferable over the more flexible but harder to use OpenGov charts.

Current financial reports and website design were reviewed for ease of use and type of information provided.

Recommendations from the outcome of the subcommittee meetings included:

#1. A single **Financial Statements** webpage consolidating all financial reports:

- Budget / Quarterly Budget
- Annual Comprehensive Financial
- Pension Obligations
    - Expanded to include an overview and pension obligation bond data
- Sales Tax
- Treasurer
- Workers Compensation
- Core Revenue
- Check Register
- Purchase Order
- Capital Improvement Project Budget Report (Previously included in the Quarterly Budget Report)

#2. Transitioning from OpenGov to **ClearGov** when feasible. Standard ClearGov charts would provide an easy way to understand financial information.

#3. Staff providing Council with an **implementation** update before the end of fiscal year 2022.

**GOAL ALIGNMENT** –
a. Financial Stability
b. Create additional City finance reports through a City Council subcommittee

**OPTIONS**
Provide alternate direction.

**FINANCIAL IMPACT:**
There is minimal fiscal impact.

**GOAL ALIGNMENT:** See Goal Alignment within Discussion section.

**Attachments**

PPT

# Financial Report Subcommittee

## Recommendations

**City Council**
**City of Pacific Grove**

February 9, 2022

Bill Peake & Chaps Poduri

# Subcommittee tasks

- **Examine possibility of creating new financial reports and/or review reporting options**
- **Review current software (OpenGov) and potential to migrate to new software**
- **Review locations to publish/access related documents**

# Subcommittee meetings

| # | Date | Attended by |
|---|---|---|
| 1 | 10/27/21 | Poduri, Peake, Lagasca, Hannah |
| 2 | 11/29/21 | Poduri, Peake, Lagasca, Hannah |
| 3 | 01/06/22 | Poduri, Peake, Hannah |
| 4 | 02/03/22 | Poduri, Peake, Hannah |

# Online survey

- **Survey was posted through 11/21/21 for public comment**
- **Public responses included:**
  - **Difficulties in navigating website/page**
  - **Missing CIP and PERS information**
  - **Suggestions for better design**

# Subcommittee recommendations

- **Single webpage to consolidate all financial reports:**

  Budget / Quarterly Budget
  Annual Comprehensive Financial
  Pension Obligations (expanded to include an overview and pension obligation bond data)
  Sales Tax
  Treasurer
  Workers Compensation
  Core Revenue
  Check Register
  Purchase Order
  Capital Improvement Project Budget Report (previously included in the Quarterly Budget Report)

# Subcommittee recommendations

- **Transition from OpenGov to ClearGov when feasible**
- **Staff to provide Council with implementation update(s) before end of FY21/22**

# Questions?

**City Council**
**City of Pacific Grove**

# CITY OF PACIFIC GROVE

**300 Forest Avenue, Pacific Grove, California 93950**

## AGENDA REPORT

| | |
|---|---|
| **TO:** | Honorable Mayor and Members of the City Council |
| **FROM**: | Daniel Gho, Public Works Director / Deputy City Manager; Tori Hannah, Administrative Services Director / Assistant City Manager |
| **MEETING DATE:** | March 16, 2022 |
| **SUBJECT:** | Local Water Project Business Plan Peer Review ***This item was continued from the February 16, 2022 and March 2, 2022 meetings.*** |
| **CEQA:** | Environmental Impact Report |

**RECOMMENDATION**

Receive the Peer Review of Pacific Grove Local Water Project Business Plan prepared by DTA, validating the City's assumptions noted in the Business Plan, and authorize staff to being negotiations with CourseCo; and approve a loan repayment plan for the Sewer Fund Interfund Loan.

**DISCUSSION**

The Local Water Project (The Plant) is owned by the City of Pacific Grove, who orchestrated the financing and construction of the treatment plant. The Plant is operated and maintained under contract by a third-party vendor, PercWater. The Plant was constructed to ensure long term vitality of the Pacific Grove Golf Links and El Carmelo Cemetery by replacing the potable water source with recycled water for irrigation purposes.

Making the switch to recycled water significantly reduced the City's demand for potable water (approximately 95 acre feet annually), allowed for the repurposing of an abandoned City facility (the former sewer treatment plant at 1313 Oceanview Blvd.), and created a recycled water source for other City facilities and 3rd party customers. To this end, the plant can produce up to .25 Million Gallons of water daily and 125 acre feet annually.

To construct the plant, the City secured $2.4 million in grants and $5.2 million in low-interest loans from the State of California. Total construction cost was $7.6 million. With the reduction in potable water use created by switching the irrigation of the golf course and cemetery over to recycled water, the State allowed the City to sell entitlement water. It was determined that 47.88 acre feet were eligible for entitlement sale, with a price established by the City Council.

The Plant currently operates at a loss. On average, sales of recycled water have totaled approximately $535,000 annually, while The Plant operation and debt service costs total $740,000. Changes to the contract operation of The Plant would not likely yield significant savings, and additional customers of significant scope are not foreseeable at the current time. Water entitlements are recorded as an asset in the City's General Fund. The corresponding entitlement sales, which are currently deposited in the City's General Fund, could be transferred to the plant's enterprise fund to assist with bridge funding;

however this resource is finite and there is no guarantee of annual sales. From a sustainability perspective, long-term solutions are needed to not only cover operating costs, but also identified capital improvements. A repayment plan also needs to be established for the $600,000 Sewer Fund Interfund Loan.

One potential solution that would allow The Plant to be self-sufficient would be to increase or "ramp-up" the rates charged to all customers to allow for full recovery of operating costs and plan for capital improvements. This includes increasing the rates for the LWP's largest customer – CourseCo., who operates the Pacific Grove Municipal Golf Links through a City contract. One-time water entitlement sales could be used to repay the Sewer Fund Interfund Loan to avoid an additional impact to the rate structure; and/or could be used to supplement rates during the ramp-up period.

City staff presented potential adjustments to the CourseCo lease at the City Council's August 4, 2021 closed session meeting, to receive authorization to begin negotiations with CourseCo, in an attempt to balance Plant expenditures with increased revenues. The City Council directed staff to retain a third party vendor to review Plant expenditures and revenues and evaluate a break even cost analysis.

At the October 20, 2021 City Council Meeting, the City approved an agreement with DTA to evaluate Plant revenues and expenditures; and conduct a break even cost analysis. Other options presented included initiating a rate study or working with a CPA firm to conduct an Agreed Upon Procedures Review. Staff worked with DTA to review the Draft Local Water Project Business Plan (Attachment 1), as well as the information included in the report. DTA presented the peer review memo to City staff for review dated January 7, 2022 (Attachment 2). It also included updated information for actual revenues and expenditures for Fiscal Year 20/21 to assist in evaluating operations. For consistency purposes, the Draft Local Water Project Business Plan includes the original information from August 4, 2021; and an updated Scenario IV to reflect the actual Fiscal Year 20/21 data. This provides an additional data point for assessing LWP operations, as well as reflects operating levels under drought conditions. The primary difference between the City's and the DTA's scenario, is that the City is assuming water entitlements will be used to assist in supplementing a ramp-up of rates, as well as a loan repayment source.

DTA has determined after review of the City's Business Plan and rate analysis that the City's analysis of revenues and costs, debt service and available fund balances on an annual basis is rational, supportable and is consistent with industry practice. The City's financial model follows closely with the recommendations of American Water Works Association (AWWA) Manual of Water Supply Practices. Furthermore, DTA has determined that to achieve a sustained, breakeven operation, City must impose steep increases in early years to reach a rate level of over $0.03 per gallon with modest increases thereafter.

With these validations, Staff requests the Council authorize negotiations to begin with CourseCo, using the breakeven cost analysis presented in the DTA memo as a basis for the discussions. Any updates regarding negotiations and proposed adjustments to the lease will be provided to Council in closed session.

Staff is also recommending using the proceeds from the $625,187 promissory note to repay the Sewer Fund Interfund Loan. This note is anticipated to be paid in Fiscal Year 22/23. The use of an alternate repayment source would provide the LWP with a "fresh start". The interest rate on the loan would be based on the percentage earned by the City's investment portfolio from the time the funds were transferred to the LWP Fund to the time of the repayment. The principal would be repaid upon receipt of the promissory note; and interest would be paid to the Sewer Fund at the close of each quarter, with a retroactive payment made for the periods that have elapsed. This would make the Sewer Fund "whole"

by restoring all amounts owed to the Sewer Fund, as well as providing an equivalent amount of interest earnings. Approval of the loan terms will also allow the City to formally book the repayment plan and disclose it in the upcoming audited financial statements.

Council may also request that staff update the scenarios included on Page 14 of the Business Plan to reflect the Fiscal Year 20/21 actual amounts; or the complete plan to assist with decision-making. The original plan was not revised to maintain consistency with the peer review process.

**OPTIONS**

1. Provide alternate direction
2. Request staff to update the complete LWP Business Plan and related scenarios to reflect the Fiscal Year 20/21 actual amounts.

**FINANCIAL IMPACT:**

There is no fiscal impact by receiving this report. Any potential lease adjustments, the development of a repayment plan, or amendments to the budget will be brought back to the City Council at a later date.

**GOAL ALIGNMENT:** Financial Stability: Develop a strategic plan to better address current and future City expenditure and revenue needs.

---

**Attachments**

Local Water Project Business Plan

DTA memo

PPT

# PACIFIC GROVE LOCAL WATER PROJECT BUSINESS PLAN

**CITY HALL**

**300 FOREST AVENUE**

**PACIFIC GROVE CA 93950**

**WWW.CITYOFPACIFICGROVE.ORG**

**CITY OF PACIFIC GROVE**

**1313 OCEAN VIEW BOULEVARD**

**PACIFIC GROVE, CA 93950**

**Prepared by**

**Daniel Gho: Public Works Director**

**Tori Hannah: Administrative Services Director**

**July 21, 2021**

*(Includes the original Scenario IV and a revision to reflect FY 20/21 Actual revenues and expenditures)*

**Executive Summary**

The Local Water Project (The Plant) is owned by the City of Pacific Grove, who orchestrated the financing and construction of the treatment plant. The Plant is operated and maintained under contracted by a third-party vendor, PercWater. The Plant was constructed to ensure long term vitality of the Pacific Grove Golf Links and El Carmelo Cemetery by replacing the potable water source with recycled water for irrigation purposes.

Making the switch to recycled water significantly reduced the City's demand for potable water (approximately 95 acre feet annually), allowed for the repurposing of an abandoned City facility (the former sewer treatment plant at 1313 Oceanview Blvd.), and created a recycled water source for other City facilities and 3rd party customers. To this end, the plant can produce up to .25 Million Gallons of water daily and 125 acre feet annually.

To construct the plant, the City secured $2.4 million in grants and $5.2 million in low-interest loans from the State of California. Total construction cost was $7.6 million. With the reduction in potable water use created by switching the irrigation of the golf course and cemetery over to recycled water, the State allowed the City to sell entitlement water. It was determined that 47.88 acre feet were eligible for entitlement sale, with a price established by the City Council. Currently, the established price for entitlement water is $175k/acre foot, a price that is available through the end of December, 2021.

The Plant currently operates at a loss. On average, sales of recycled water have totaled approximately $510,000 annually, while The Plant operation and debt service costs total $740,000 (1). Changes to the contract operation of The Plant would not likely yield significant savings, and additional customers of significant scope are not forseeable at the current time. Entitlement water sales, which currently are deposited to the City's General Fund, could be deposited instead to the plant's enterprise fund. But water entitlement sales do not yield a consistent and steady stream of income. While there has been at least one significant sale of entitlement water (promissory note in the amount of approximately $600k), and another potential promissory note (pending City Council review and approval) of approximately $1.2 million on the horizon, it is not sufficient to supplement long-term operations, or use as set aside funds for identified capital improvements.

One potential solution that would allow The Plant to be self-sufficient would be to increase the rates charged to all customers to allow for full recovery of operating costs and plan for capital improvements. This includes increasing the rates for the LWP's largest customer – CourseCo., who operates the Pacific Grove Municipal Golf Links through a City contract; and the city-owned Cemetery.

(1) This amount reflects the prior year and FY 20/21 budgeted revenues and expenditures. The preliminary revenues are trending approximately $65,000 higher than anticipated, while expenditure accruals are still pending.

Table of Contents

1. The Business

a. Description of Business 5

b. Competition 5

c. Marketing/ Customers 6

d. Operating Procedures 7

e. Personnel 7

f. Insurances 8

2. Financial Data

a. Current Fiscal Conditions 8

b. Cash Flow 9

c. Debt 10

d. Capital Equipment 11

e. Recycled Water Rates 12

f. Alternatives 13

3. Recommendations 14

4. Appendix 17

a. Engineer's Equipment Replacement Schedule

b. CalAm Water Company Rate Schedule

c. Sample Operating Statement, Scenario IV

d. Revised Sample Operating Statement, Scenario IV

*(Reflects Fiscal Year 20/21 Actual revenues and expenditures, with updates to consumption in the forecast years to reflect the revised three-year average)*

## THE BUSINESS

### Description of Business

The City of Pacific Grove (City) has developed the Pacific Grove Local Water Project (PGLWP). The primary purpose of the project is to produce and distribute high quality recycled water to replace potable water used for non-potable water demands. The PGLWP consisted of the construction of a sewer diversion structure, a 0.25 million gallons per day satellite recycled water treatment plant (SRWTP), waste pump station and force main pipeline, recycled water pump station, approximately 0.50 miles (2,800 linear feet (LF)) of 8-inch pipeline to convey recycled water to existing irrigation systems, connections to two public restroom for toilet flushing, and onsite retrofits required for the use of recycled water and 1,100 feet of 1-inch diameter potable water pipeline. The project can serve up to 125 acre-feet per year (AFY) of recycled water primarily to the City of Pacific Grove Golf Links, Point Pinos Lighthouse and El Carmelo Cemetery. The predominant use of recycled water is for landscape irrigation. Irrigation occurs primarily at night to maximize water management efficiency and minimize public contact.

### Competition

The City of Pacific Grove is located on the tip of the Monterey Peninsula on the Central California Coast. The region is dependent on local rainfall for replenishment of its water supplies. Rainfall patterns have resulted in severe droughts. Near coastal groundwater pumping has resulted in increasing total dissolved solids concentrations, seawater intrusion and overdraft of the local aquifers. Diversions and pumping of the under drain of the Carmel River has put critical riparian habitat, as well as federal and state listed endangered and threatened species, at risk.

The City's water purveyor, California American Water Company (CAW), is now subject to pumping restrictions pursuant to State Water Resourced Control Board (SWRCB) Order 95-10, the related issuance of a Cease and Desist Order (CDO) by the SWRCB (Order WR2009-0060), and their reduced pumping of the Seaside Groundwater Basin (SGWB), mandated by its adjudication.

The PGLWP has replaced City irrigation and other demands, that was once met with potable sources, with non-potable supplies creating a new water supply offset up to 125 AFY of potable water. The potable water offset would assist CAW in meeting its obligations to find a replacement to its use of water from the Carmel River and reduce pumping in the SGWB. The PGLWP can reduce the operational production of CAW's up to 125 AFY. The current Cal Am cost for water and delivery for irrigation uses is approximately .029 per gallon, when all surcharges, fees, and taxes are included. The PGLWP is selling reclaimed water at .0173 per gallon, or $5,637 per acre foot.

**Marketing / Customers**

Sites may use recycled water for a variety of uses approved by the State Department of Public Health. These include but are not limited to: landscape irrigation; agricultural irrigation; construction uses such as dust control, soil compaction, and backfill consolidation; commercial/industrial purposes such as cooling towers, boiler feed, air conditioning, commercial laundries, commercial car washes, concrete mixing, process rinsing and textile dying; landscape impoundments such as fountains and water features; and toilet and urinal flushing in non-residential facilities.

The PGLWP is sized to serve up to 125 acre-feet per year (AFY) of recycled water, mostly to the City of Pacific Grove Golf Links, Point Pinos Lighthouse landscaping and El Carmelo Cemetery. Additionally, the PGLWP provides reclaimed water for construction truck fill and toilet flushing at Crespi Pond bathroom and the golf course restroom on the 5th hole of the links (toilet flushing included in golf totals). The City of Pacific Grove is the responsible party for the distribution and use of the recycled water at the customer sites.

Below is a summary of water sold since the plant began operations:

| **Acre Feet of Water Sold per Calendar Year** | | | |
|---|---|---|---|
| **Location** | **2018** | **2019** | **2020 (Jan - Dec)** |
| Golf Course | 80.23 | 77.09 | 72.13 |
| Cemetery/ Lighthouse | 14.28 | 17.1 | 19.17 |
| Truck Fill | 1.3 | 1.52 | 2.07 |
| Total | 95.81 | 95.71 | 93.37 |

The project was sized to deliver up to 125 Acre feet of reclaimed water annually, and as noted above there are numerous uses for reclaimed water, but the challenge is increasing the volume of reclaimed water sales, to maximize the plants capacity, and produce the 125 acre feet. The City is constrained by steep capital costs associated with extending underground infrastructure to expand reclaimed water use to additional sites.

To efficiently expand the PGLWP end users would have to be within proximity of the golf course to keep infrastructure delivery costs down. The golf course has reclaimed pipe running within its 65 acres of turf. Parks that could realize the use of reclaimed water would be Perkins Park, Lovers Point Park and Caledonia Park. Expansion to these parks would only generate an additional 5-6 acre feet of reclaimed water sales annually, but the reduction of potable water for irrigation and not having to rely on the potable source to irrigate these parks has significant environmental and sustainability aspects. Additionally, the potable offset with any expansion, may generate an increase of potable water entitlements.

| Location | Distance to connect | Cost of expansion @ $100 L.F | Estimated revenues annually |
|---|---|---|---|
| Lovers Point Park | 1100 Linear Feet | $110,000 | $15,641 |
| Caledonia Park | 549 Linear Feet | $54,900 | $11,731 |
| Perkins Park | 2900 Linear Feet | $290,000 | $10,167 |

At a potential base price of .024 the expansion of the LWP may produce an additional $37,500 annually; or $48,500 at the estimated plant recovery rate of $.0310. The cost of expansions noted in the table above are only estimates, but a significant expense would need to be approved to initiate the expansion. That cost is estimated at $454,900 for the potential expansion of the service area. Grant opportunities to pursue this effort could also be explored.

In addition to the infrastructure improvements, approvals will have to be granted by the Central Coast Regional Water Board and also by the State Water Resource Control Board, Department of Drinking Water. This approval would come after the completion of a cross connect test and a report specifying the validate of the test to ensure that there are no cross connections of the reclaimed water supply with the potable supply at the noted locations.

## Operating Procedures

The City completed construction of the LWP via a design-build contract in January of 2018. The primary purpose of the Project is to produce and distribute high quality recycled water to replace potable water used for non-potable irrigation and toilet flushing demands. The LWP consists of a 0.25 million gallon per day Water Recycling Facility with an annual production capacity of 125 acre-feet per year.

In November of 2017, the City entered into an agreement with PercWater for operations and maintenance of the LWP. The high level scope of the agreement is to provide operations, maintenance, and management of the treatment plant. The operator is also tasked with providing all monitoring, reporting and State compliance. The agreement has a fixed cost for operations at $214,968 per year for a five-year period, with an annual increase tied to the Rider Levett Bucknall Quarterly Construction Cost Report local to Los Angeles. Additionally, there is a charge per acre foot of treated water set at $196.00 per acre foot of all influent.

The Asset Management Agreement is effective for a five-year period. Upon completion of the five-year period, the City may choose to renegotiate and implement a contract extension, if this is the desired approach. PercWater has been meeting the requirements of the Operations and Maintenance Agreement and is a suitable partner to the City for the operations of the plant.

## Personnel

To properly manage and operate the plant, PercWater is required to staff the facility at least 6 hours a day during weekdays, and two hours per day on the weekends and holidays, with operators possessing at least a Grade III wastewater certificate. Their team consists of two onsite employees that rotate shifts, an Area Operations Manager that completes all reporting requirements and provides management to the onsite employees, and the Vice President of Operations.

### Insurances

PercWater is required to maintain and require all of its subcontractors, consultants and other agents to maintain insurances noted within the agreement also. The required insurances include:

1. Workers Compensation and Employer Liability Insurance
2. General Liability Insurance
3. Automobile Liability Insurance
4. Pollution Liability Insurance
5. Professional Liability/Error & Omissions Insurance
6. Standards for Insurance Companies and Documentation

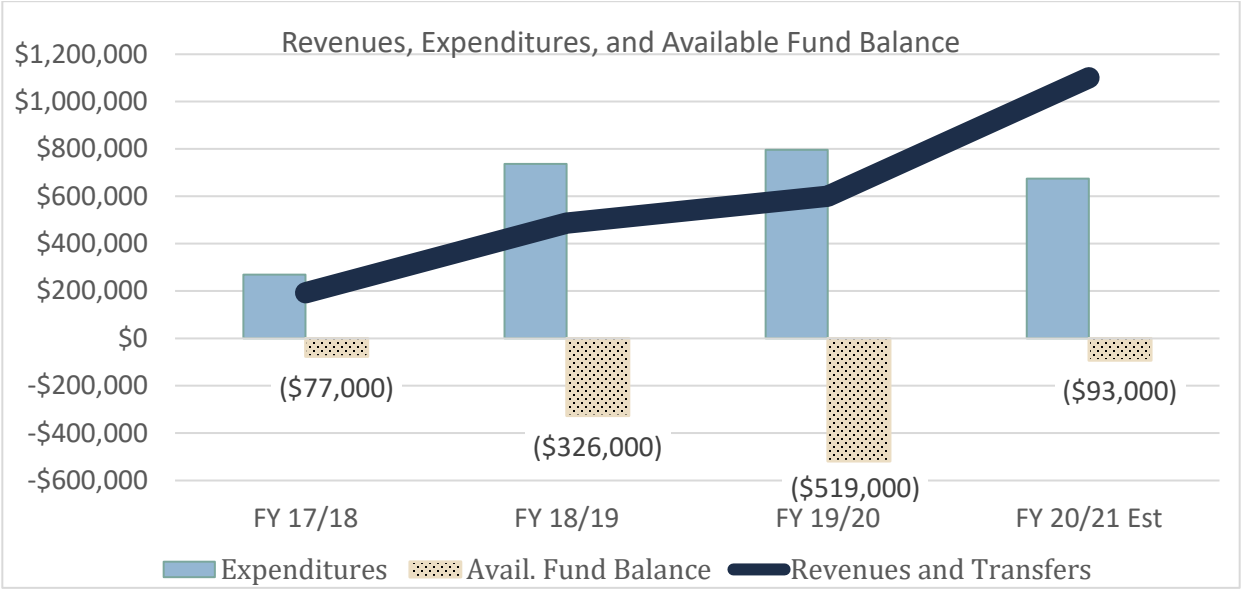
## FINANCIAL DATA

### Current Financial Condition

The Local Water Project initiated operations in the middle of Fiscal Year 17/18. In the first year of operations, there were remaining project expenditures of approximately $76,500 that were not covered by the State Water Resources Loan. These costs were paid through a transfer from the General Fund in Fiscal Year 19/20. In the first two full years of operations, operational costs continued to exceed operating revenues. The average operational deficit, net of transfers was approximately $260,000. This amount is reduced to $230,000 when the Fiscal Year 20/21 estimates are included in the calculation.

In Fiscal Year 20/21, the City approved a $600,000 loan from the Sewer Fund to the Local Water Project to assist in covering the negative fund balance. This 2021 LWP Interfund Loan was intended to supplement the current deficit fund balance and to allow time to assess the LWP operations and develop a financial sustainability plan. The addition of an unanticipated prior period utility payment is estimated to create a negative fund balance of $93,000 at the end of Fiscal Year 20/21.

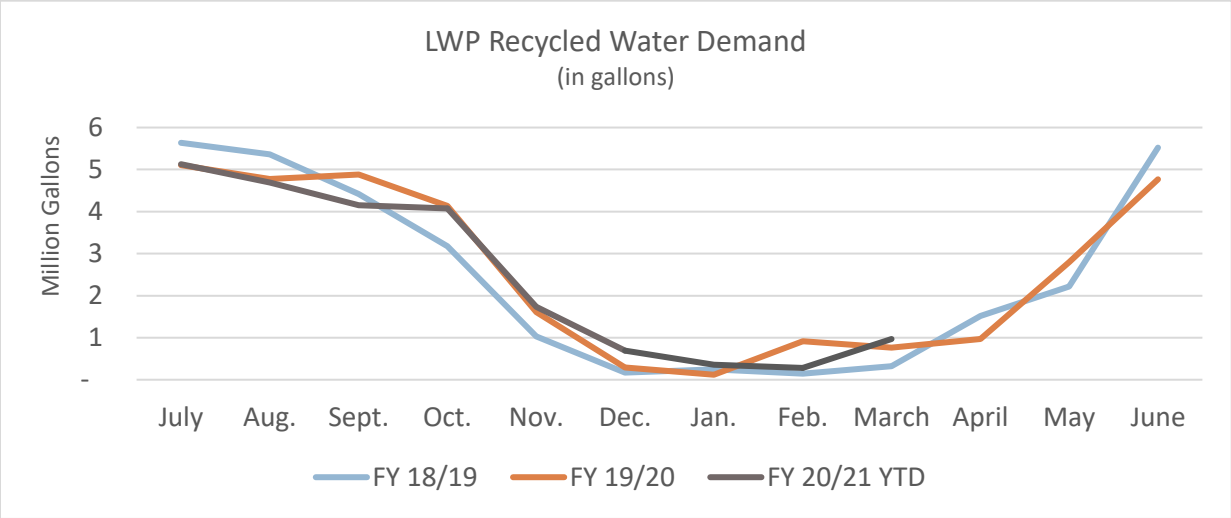
An overview of the operating trends is presented in the chart below.




The additional information included in this document provides a foundation to assist in evaluating fiscal sustainability options, as well as sample recommendations.

**Cash Flow**

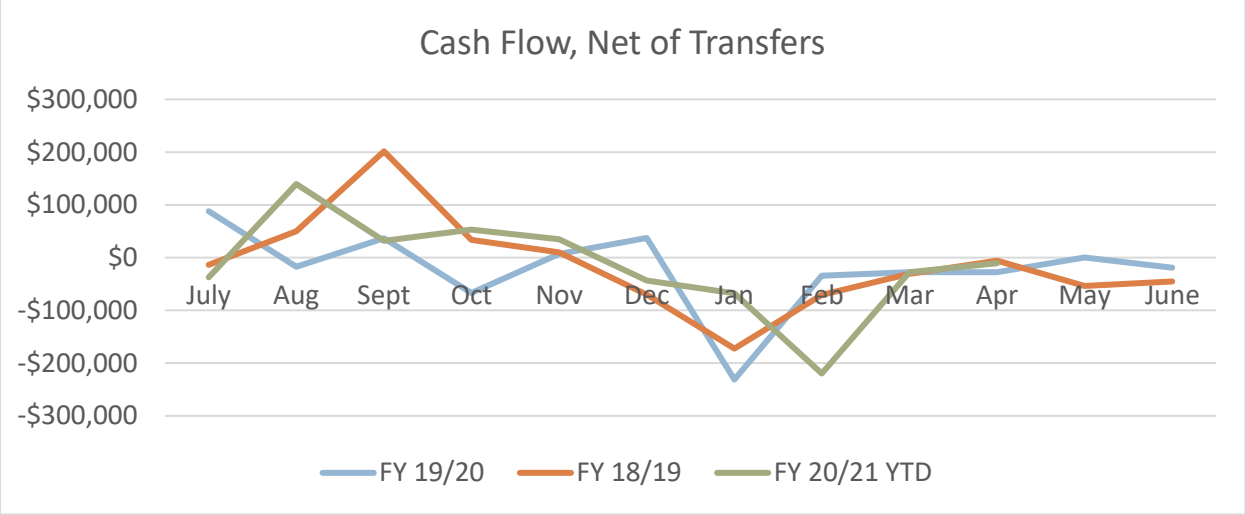
The Local Water Project has uneven cash receipting patterns. Recycled water is consumed on a seasonal basis, with demand peaking in summer months and declining in winter or rainy seasons. An overview of consumption trends is presented in the subsequent chart.




The Local Water Project's revenue receipting patterns is similar to demand trends; however an annual debt service payment of approximately $206,448 is payable in February. In addition to a

reduction in recycled water sales during winter months, this payment contributes to the temporary decline in operating cash. Water sales are billed to external customers in the month following consumption, while cash for internal customers, such as the Cemetery and City are transferred at the point of invoice. Revenues from external customers are typically received within 30 days of billing. The chart listed below represents the Local Water Project's cash receipting trends. Any supplementary loans or transfers have been excluded to illustrate the typical cash flow patterns.

The chart identifies the seasonal troughs which are fairly consistent within the three-year period. The average lowest points within the period is approximately $250,000.




**Debt**

*California State Water Resources Revolving Loan*

To construct the project, the City received an $2.4 million California Prop 13, Safe and Reliable Water Sources construction grant and a $5.2 million 1% State Revolving Fund Loan. The term of the loan is from November 17, 2015 to February 1, 2048, with an annual repayment of $206,448.28.

*2021 LWP Interfund Loan*

In Fiscal Year 20/21, the City approved a loan from the Sewer Fund to the Local Water Project for $600,000. This loan was initiated to assist in covering the deficit fund balance, while providing additional time to review operating solutions.

An overview of recommended repayment strategies and terms are provided in the Recommendations section of this document.

**Capital Equipment**

There are numerous pieces of equipment associated with the operations of the LWP, some pieces are minor and will not require significant capital to repair or replace. These pieces of equipment are typically flowmeters, smaller pumps, compressors, and control panels.

The major pieces of equipment, which will require replacement or major maintenance and /or repair include the reuse pump station, the screens, UV disinfection, membranes, and permeate pumps.

During the first three full years of operations, there has not been a need to purchase capital equipment. The initial project documents included an Estimated Costs for the Major Maintenance, Repair and Replacement Schedule for the 0.25 MGD facility over a 30-year timeframe. This information is included in the Appendix. In addition to recovering operating costs through a new rate structure, funds for major purchases should also be incorporated into the rate. While debt financing could be considered for significant capital improvements, it is also typical to pay for planned costs through an equipment reserve. The use of financing could also be initially challenging due to debt service coverage ratios that may be required by lenders.

The base engineer's estimate is provided, along with an estimate of the costs adjusted by a 2% CPI for the outlying years.

| Capital Replacement and Membranes | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| Replacement Interval | Assumed Purchase Year | | Membrane Replacement Costs (1) | | Capital Expenditure | | Total | | Adjusted for current dollars at est. 2.0% CPI (2) |
| 1-5 | FY 22/23 | YR 5 | | | $ 90,750 | | $ 90,750 | | $ 104,243 |
| 6-10 | FY 27/28 | YR 10 | 42,500 | | 619,468 | | 661,968 | | 839,535 |
| 11-15 | | | 95,000 | | 1,220,558 | | 1,315,558 | | 1,842,099 |
| 16-20 | | | | | 1,477,698 | | 1,477,698 | | 2,284,491 |
| 21-25 | | | 95,000 | | 662,203 | | 757,203 | | 1,292,460 |
| 26-30 | | | 95,000 | | 1,134,573 | | 1,229,573 | | 2,317,180 |
| | | | | | | | | | |
| | | | $ 327,500 | | $ 5,205,250 | | $ 5,532,750 | | $ 8,680,008 |

(1) Membrane costs allocated to be in alignment with capital expenditures.
(2) Capital equipment estimate of $5,205,249 in 2015 dollars, with annual contribution of $173,508

The engineer estimated that an annual accrual of $173,508 the 30-year term totaling $5,205,249 for capital expenditures should be reserved. This amount was represented in 2015 dollars. When this amount is adjusted for inflation, the annual contribution to support capital expenditures and membrane replacements is $289,344 or an average of both rates at approximately $237,000.

**Recycled Water Rates**

The current rate for recycled water is 0.0173. The break-even rate for the last fiscal years is presented below. The first table includes the cost recovery rate for operating expenditures and debt service. The second table calculates the average cost per gallon using expenditures for the three fiscal years, along with the average capital equipment and membrane costs in 2015 dollars; and the average costs inflated by a 2% CPI over the forecast period.

| Cost per Gallon Based on Actual and Estimated Costs | | | |
|---|---|---|---|
| | FY 18/19 | FY 19/20 | FY 20/21 Est. |
| Expenditures | $737,088 | $795,819 | $675,000 |
| Gallons sold | 29,741,422 | 31,126,940 | 30,434,000 |
| Avg. Cost per gallon | $0.0248 | $0.0256 | $0.0222 |

| Avg. Cost per Gallon (CPG) with Capital and Significant Equipment Replacement Costs | | | |
|---|---|---|---|
| | FY 18/19 | FY 19/20 | FY 20/21 Est. |
| CPG with avg. capital costs at $184,000 | $0.0310 | $0.0315 | $0.0282 |
| CPG with avg. capital costs at $232,000 | $0.0326 | $0.0330 | $0.0298 |

Based on the current and estimated demand, the average cost per gallon is $0.024 when considering only operating costs. When the capital costs are included in the calculation, the average three-year rate is approximately $0.0310. This would increase the rates included in the forecast period by approximately 40% to cover operational costs; or 79% to establish a reserve for capital equipment purchases. The estimated California American Water Company rate per gallon is approximately $0.0290, when surcharges, fees, and taxes are included. This calculation was based on the Cal Am online bill estimation tool, with similar estimates calculated internally and by the Golf Course lessee. A copy of the rate schedule is included in the Appendix.

The current lease agreement for the City's golf course caps the amount the Local Water Project can charge for recycled water. This limitation prohibits full-cost recovery. An increase in demand could assist in funding fixed costs, while variable amounts, such as chemicals and utilities would

increase with consumption. Based on the three-year data, the current demand, and customer base may not be sufficient to yield significant economies of scale. This is largely due to the amount of fixed costs, which include an annual debt service payment of $206,448; and the base operator costs of $214,968 which are adjusted for inflation.

**Alternatives**

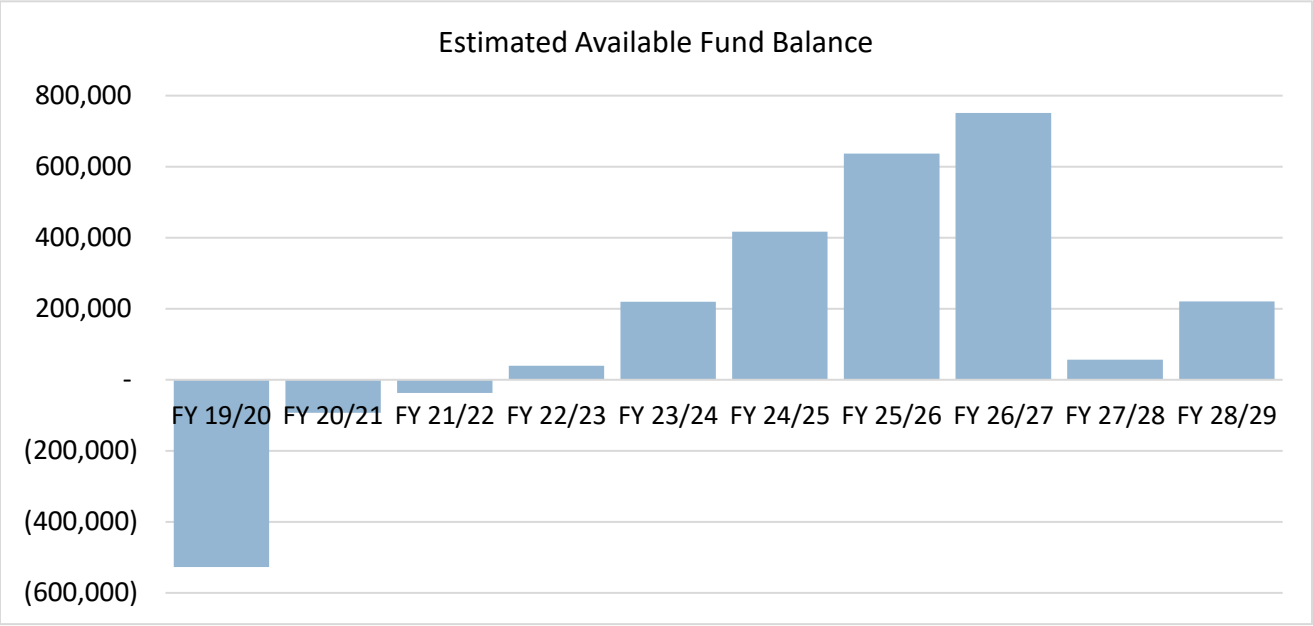
Multiple scenarios were evaluated when reviewing sustainability options for the Local Water Project. The assumptions included an average increase in operating costs of 3%, debt service remaining constant, and increases greater than 2%, being phased-in over the eight-year period.

All scenarios rely on water entitlement sales to assist in repaying the 2021 Temporary Loan or to supplement operating costs through Fiscal Year 25/26. Scenarios I-VI also rely on the use of proceeds from a $625,187 promissory note. Scenarios I, IV, and V are primarily provided for illustration purposes only. They have been included in the analysis to show the potential impact when all or a portion of a potential $1.2 million promissory note is incorporated into the estimates. These three scenarios would not be considered a viable option until an adequate agreement is reached with the developer. An overview is presented below:

| | Impact of Alternate Scenarios through Fiscal Year 28/29 | | | | | | |
|---|---|---|---|---|---|---|---|
| | Eight-Year Increase | Average Increase | Water Entitlement Sales | Promissory Note Water Entitlement | Flat Charge | Projected FY 28/29 rate per gallon | Ending Fund Balance FY 28/29 |
| Scenario I | 16% | 2.0% | $650,000 | $1,853,187 | - | 0.0202 | ($630,837) |
| Scenario II | 16% | 2.0% | 1,025,000 | 625,187 | $1,496,000 | 0.0202 | 25,505 |
| Scenario III | 16% | 2.0% | 600,000 | 625,187 | $2,000,000 | 0.0202 | 99,087 |
| Scenario IV | 55% | 6.9% | 350,000 | 1,853,187 | - | 0.0292 | 499,010 |
| Scenario V | 61% | 7.6% | 350,000 | 1,239,187 | - | 0.0305 | 402,585 |
| Scenario VI | 66% | 8.3% | 625,000 | 625,187 | - | 0.0320 | 220,188 |
| Scenario VII | 70% | 8.8% | 1,000,000 | - | - | 0.0332 | 99,113 |

A sample financial statement for Scenario VI is included in the Appendix, while an overview of the projected fund balance is presented in the chart on the subsequent page. The chart illustrates the effect of the increased rates on the estimated available fund balance, and the use of equipment reserves to fund capital improvements in Fiscal Year 27/28. In Fiscal Year 28/29, the chart also

identifies the beginning of the fund balance replenishment process. These funds would be used to support cash flow and future improvements.




## RECOMMENDATIONS

**Debt Repayment Plan**

A debt repayment plan needs to be established to repay the Sewer Fund for the $600,000 loan to the Local Water Project.

To assist with fiscal sustainability, consideration may be given to applying the proceeds from a $625,187 water entitlement promissory note to cover the loan repayment. This would provide the Local Water Project with a "fresh start". The annual interest could be established based on the average interest rate that is equivalent to City's investment portfolio. This could be charged annually against the outstanding loan balance. This would provide the Sewer Fund with the amount of interest that it would have earned if the $600,000 was retained in the Sewer Fund. The principal could be repaid to the Sewer Fund when the proceeds from the promissory note are received. It is estimated that this would be take place in Fiscal Year 22/23.

The use of operating cash or an increase in rates beyond the forecasted amount to fund the 2021 LWP Interfund Loan is not recommended due to the increase burden on ratepayers.

If there are concerns that the promissory note would not be fulfilled, the City could elect one of the following alternatives:

- Allocate 100% of all prospective water entitlement sales to the Local Water Project. In most forecast scenarios, approximately 50-70% of the entitlement sales are allocated to the LWP fund, with the balance retained in the General Fund. While this could be an option, there is still some uncertainty as to whether the water entitlement sales will continue to perform at their current level.

- Work with the City's auditors and legal staff to confirm the implications of a longer-term loan from the General Fund's Strategic Opportunities Reserve. This could be a ten-year loan with interest equivalent to the average rate within the City's debt portfolio, the City's investment portfolio, or the current market rate.

**Rate Structure and On-Going Operations**

A financial plan needs to be established to assist the Local Water Project in becoming self-sufficient. Scenario VI, establishes a rate structure that ramps-up over a two-year period to cover operating costs, as well as begins to set aside funds for the recommended capital purchases through Fiscal Year 27/28. This scenario also includes a variable water rate that is applicable to all customers, rather than a fixed component, cap, or a surcharge. The rate could be adjusted based on cost recovery needs, as well as support any changing capital purchases.

While the Business Plan includes a multi-year forecast, a procedure for rate increases would also need to be established to reflect any significant variations from the Plan estimates. Updates on an annual basis may be difficult to calculate due to lead times, as well as fluctuations that may occur within a single year. An alternative would be to establish a three-year rate schedule that is based on the forecast. This would provide customers with the opportunity to incorporate the new rates into their operating budgets, as well as assist the City with budgetary planning. Future rate adjustments could be based on rolling three-year or historical consumption trends, with financial updates based on more current cost recovery needs.

The implementation of a rate increase would require a change in the contract with the current Golf Course lease. The information related to preliminary discussions with the lessee will be presented outside of this Business Plan.

**Reserves**

A cash flow reserve should be established at approximately $250,000 to assist the Local Water Project in becoming independent. While pooled cash would be available to supplement short-term cash flow needs, it isn't viable as a long-term solution.

A capital reserve should also be established to retain funds to pay for projected capital improvements and major maintenance costs. Scenario IV presents a plan to support these costs through the forecast period.

Similar capital-intensive entities have established rate stabilization funds to assist in smoothing rates when there is less demand, as well as emergency reserves to support unanticipated costs. These additional reserves could be considered once the Local Water Project's finances have been stabilized.

# Appendix

# California American Water Company Rate Schedule

The Local Water Project is considered Division 2, with a 4” meter

Schedule No. MO-1C Sheet 1
GENERAL METERED SERVICE in the Monterey Service Area Tariff Area
NON-RESIDENTIAL CUSTOMERS

**APPLICABILITY**
Applicable to all water furnished on a metered basis to non-residential customers in the service areas defined below.

**TERRITORY**
The incorporated cities of Monterey, Pacific Grove, Carmel-by-the-Sea, Del Rey Oaks, Sand City, a portion of Seaside, Hidden Hills and Ryan Ranch subdivisions, Bishop subdivision including the area known as Laguna Seca Ranch Estates and vicinity and certain unincorporated areas in the County of Monterey.

**RATES**

**Quantity Rates:**

| **Non-Residential Customers:** | **Base Rate Per 100 gal (CGL)** | |
|---|---|---|
| Division 1 | $1.9329 | (I) |
| Division 2 | $2.1745 | |
| Division 3 | $2.4161 | |
| Division 4 | $4.8322 | (I) |

**Service charge: General Metered:**

| | **Per Meter Per Month** | |
|---|---|---|
| For 5/8 x 3/4-inch meter | $25.27 | (I) |
| For 3/4-inch meter | $37.90 | |
| For 1-inch meter | $63.16 | |
| For 1-1/2-inch meter | $126.33 | |
| For 2-inch meter | $202.12 | |
| For 3-inch meter | $378.98 | |
| For 4-inch meter | $631.63 | |
| For 6-inch meter | $1,262.26 | |
| For 8-inch meter | $2,021.22 | (I) |

The Meter Charge is a readiness-to-serve charge which is applicable to all metered service and to which is added the charge for water used computed at the Quantity Rate.

(Continued)

Schedule No. MO-1C (Continued) Sheet 2
GENERAL METERED SERVICE in the Monterey Service Area Tariff Area
NON-RESIDENTIAL CUSTOMERS

**DEFINITIONS:** (T)

1. WATER FACTOR - "Water Factor" shall mean a rating of water efficiency established by the U.S Environmental Protection Agency and the U.S. Department of Energy through the Energy Star Program. The Water Factor is the number of gallons per cycle per cubic foot that the Clothes Washer uses. The lower the Water Factor, the more efficient the washer is. So, if a Clothes Washer uses 30 gallons per cycle and has a tub volume of 3.0 cubic feet, then the Water Factor is 10.0.
2. WATER EFFICIENT ICE MACHINE – "Water Efficient Ice Machine" shall mean a commercial ice machine that meets or exceeds Energy Star standards for air-cooled ice machines.
3. SUPPLEMENTAL IRRIGATION SYSTEM – "Supplemental irrigation system" shall mean irrigation systems other than natural precipitation.
4. WATER BUDGET FEATURE – "Water budget feature" shall mean percent up/down adjust feature such as a button or dial on an irrigation controller that permits the user to increase or decrease the runtimes or application rate as for each zone by a prescribed amount or percent, by means of one adjustment without modifying the settings for that individual zone.
5. GEAR DRIVE ROTOR SPRINKLERS – "Gear drive rotor sprinklers" shall mean Irrigation sprinklers with high uniformity rates and lower precipitation rates than conventional sprinkler heads or impact rotors resulting in more efficient irrigation.
6. MULTI STREAM, MULTI TRAJECTORY ROTATING SPRINKLERS (MSMTR) – "Multi stream, multi trajectory rotating sprinklers" shall mean slowly turning irrigation sprinklers distributing water in a number of individual streams of varying trajectories with lower precipitation rates and higher uniformity than traditional fixed spray head sprinklers.
7. HIGH EFFICIENCY FIXED SPRAY NOZZLES – "High efficiency fixed spray nozzles" shall mean precision irrigation spray nozzles with larger and more uniform droplet size resulting in better wind resistance, lower precipitation rates and higher irrigation efficiency.
8. DRIP IRRIGATION - "Drip Irrigation" shall mean a low pressure, low volume watering system that applies water slowly to plants, near or at ground level, to minimize runoff and loss to evaporation. The term "Drip Irrigation" shall have the same meaning as "Micro Irrigation" and "Trickle Irrigation."
9. SUB SURFACE LOW VOLUME EMITTERS – "Sub surface low volume emitters" shall mean drip or low volume, low pressure irrigation systems that deliver a low flow of water at or near the root zone of plants - measured in gallons per hour versus gallons per minute.

(Continued)

Schedule No. MO-1C (Continued) Sheet 3
GENERAL METERED SERVICE in the Monterey Service Area Tariff Area
NON-RESIDENTIAL CUSTOMERS

**DEFINITIONS (Continued):**

10. LOW VOLUME IRRIGATION – "Low volume irrigation" shall mean drip, low volume or Micro Spray Irrigation, includes Low volume fixed spray nozzles. (T)
11. Best Management Practices - "BMP" as referenced in Section V of the Settlement attached to D.13-07-041. (T)
12. Customer Classification Conservation Base Rate – "CCCBR". the "Customer Class Conservation Base Rate" ("CCCBR") is defined as the low block or division quantity rate from each billing customer classification under conservation rates, and is determined as the rate necessary to equal the billing classification revenue requirement given the defined rate design parameters. (T)

**SPECIAL CONDITIONS:**

**General Items:**

1. The boundaries in which the above rates apply are as set forth in the Preliminary Statement and delineated on the Tariff Service Area Maps filed as a part of these tariff schedules.
2. This non-residential rate design shall remain in effect and until ordered otherwise by the Commission.
3. Abbreviations as used in this tariff are defined above.
4. Non-residential customers billed under this tariff shall be placed into one of four divisions for billing purposes. The determination of under which Division each individual customer shall be billed will be based on the following:
    a. Division 1: Customers that are indoor/outdoor Rate BMP-compliant and have outdoor landscape irrigation of no more than 10% of total parcel size covered by the meter (or meters) meant to serve such parcel, and excluding from the total parcel size for purposes of the 10% calculation areas of natural, non-irrigated open space. Meters designated as irrigation only meters will not be included in Division 1 regardless of the 10% parcel size allowance noted above.
    b. Division 2: Customers that are indoor/outdoor Rate BMP-compliant and have a business where the watering is essential to the product of the business (nurseries), golf courses and government parks, ball fields, and cemeteries.
    c. Division 3: Customers that are indoor/outdoor Rate BMP-compliant and have outdoor landscape irrigation exceeding the 10% parcel limit for Division 1, as well all Rate BMP-compliant irrigation meters, as previously noted in Special Condition 6 (a).
    d. Division 4: Customers that are not in compliance with Rate BMPs.
5. Upon approval of the tariff all customers who respond to the request to provide self-certified Rate BMP information will be appropriately categorized into Division 1, 2, 3 or 4 immediately so that all bills issued under the new tariff reflect the provision of a completed survey.
6. Customers that are subsequently found to be non Rate BMP compliant will be given 30 days from the date of notification to achieve compliance as noted in the non-compliance letter.
7. All Del Monte Forest golf courses served with emergency potable water from the connection at the Viscaino tank will be assigned an emergency allocation of 30 AF/year. Any potable use within this allotment will be billed at customer Division 1 rates. Usage above the annual allotment would be billed at customer Division 2 rates.

(Continued)

Schedule No. MO-1C (Continued) Sheet 4
GENERAL METERED SERVICE in the Monterey Service Area Tariff Area
NON-RESIDENTIAL CUSTOMERS

**SPECIAL CONDITIONS (Continued):**
**General Items:**

8. Rate BMP Compliant will be defined as follows:

a. Indoor Usage
   i. Showerheads – Rain Bars, or Body Spray Nozzles shall be designed and manufactured to emit a maximum of 2.0 gallons per minute GPM.
   ii. Public Washbasins shall emit a maximum of 0.5 GPM.
   iii. Public Washbasins equipped with automatic shut off devices or sensor faucets shall operate with a maximum flow rate of 0.25 gallons per cycle.
   iv. Private Washbasins (e.g.; Washbasins in hotel or motel guest rooms and hospital patient rooms) shall emit a maximum of 1.5 GPM.
   v. All other sinks shall be restricted to flow at a maximum of 1.5 GPM.
   vi. Ultra low flow toilets (1.6 gallons per flush ("GPF")), High Efficiency Toilets (1.28 GPF) or Ultra High Efficiency Toilets (0.8 GPF). All toilets replaced after December 31, 2014 will have to be High Efficiency or Ultra High Efficiency
   vii. Water efficient urinals designed to flush with a maximum of 0.5 GPF. Includes High Efficiency Urinals (0.5 GPF), pint urinals (0.125 GPF), or waterless urinals.
   viii. Water Efficient (1.6 GPM) Pre-Rinse spray valves (as applicable), Medical and laboratory photographic, and/or X-Ray processing systems must recirculate water used in the rinse process.
   ix. All Visitor-Serving Facilities must use Water Efficient Ice Machines
   x. All Clothes Washers must be rated with a Water Factor of 5.0 or below. There is an exception when the existing appliance was purchased between December 31, 2005 and December 31, 2012, and rates a Water Factor of 5.1-6.0.
   xi. Visitor-serving, Public, and Quasi-Public facilities must display placards or decals promoting water awareness and the need for conservation in visible locations in restrooms, kitchens, and dining areas.
   xii. Visitor-serving facilities must offer towel and linen reuse programs by providing written notice in the rooms.
   xiii. Restaurants must provide written notice that drinking water is available only upon request. Notices must be placed on tables and/or menus. Drinking water will not be provided from the Monterey Peninsula Water Resource System, unless specifically requested.

b. Outdoor Usage
   i. All supplemental irrigation systems require the use of an automated irrigation controller, which must include a water budget feature and may include products, which rely on soil or weather sensors to adjust irrigation schedules.
   ii. Turf grass areas that receive supplemental irrigation must be watered with gear drive rotor sprinklers, multi stream, multi trajectory rotating sprinklers, high efficiency fixed spray nozzles or sub surface low volume emitters.
   iii. Low volume irrigation is encouraged for landscaped areas containing trees, shrubs and groundcover. The use of standard fixed spray nozzles will not be allowed in landscape beds measuring 3' or less.
   iv. All automated irrigation controllers must include sensors, or devices that interrupt, or delay a scheduled irrigation event due to rainfall that equals or exceeds an established threshold.
   v. Hoses, used to hand water landscaped areas must be equipped with a positive shut off device.

(Continued)

Schedule No. MO-1C (Continued) Sheet 5
GENERAL METERED SERVICE in the Monterey Service Area Tariff Area
NON-RESIDENTIAL CUSTOMERS

**SPECIAL CONDITIONS (Continued):**
**General Items**

9. Every meter will be categorized and issued a single bill unless a customer requests that a single consolidated bill be provided and then only if the system is capable of doing so without loss of any necessary data or delays in billing. (T)

10. **Moratorium:** In portions of the Monterey Service Area served, in whole or part, by Carmel River diversions, and subject to the following conditions and restrictions, California-American Water Company shall deny requests for new service connections and prohibit any increased use of water at existing service addresses resulting from a change in zoning or use: (T)

    a. California-American Water Company shall not deny such requests or prohibit such increased use where all necessary written approvals for project construction and connection to California-American Water Company's system had been obtained prior to October 20, 2009;

    b. California-American Water Company shall not deny the installation of additional meters at an existing service provided that the additional metering does not result in an increase in water use.

    c. This special condition does not authorize California-American Water Company to deny service to:

        i. the area served by the Carmel Area Wastewater District Water Entitlement pursuant to Monterey Peninsula Water Management District Ordinances 39 and 109 and Rule 23.5, prior to January 1, 2017 ;

        ii. the area served by the Sand City Water Entitlement pursuant to Monterey Peninsula Water Management District Ordinance 132 and Rule 23.6;

        iii. Security National Guaranty, Inc. under its frontloading agreement;

        iv. a connection or increased use where an authorized official of the State Water Resources Control Board has given written approval.

(Continued)

Schedule No. MO-1C (Continued) Sheet 6
GENERAL METERED SERVICE in the Monterey Service Area Tariff Area
NON-RESIDENTIAL CUSTOMERS

**SPECIAL CONDITIONS (Continued):**
**General Items**

10. **Moratorium(Continued):** In portions of the Monterey Service Area served, in whole or part, by Carmel River diversions, and subject to the following conditions and restrictions, California-American Water Company shall deny requests for new service connections and prohibit any increased use of water at existing service addresses resulting from a change in zoning or use: (T)

    d. California-American Water Company shall not deny a request for new service or prohibit the increased use of water at an existing service address if an authorized official of the State Water Resources Control Board has given written approval for such service or increased use.

    e. This special condition shall expire at the filing by California-American Water Company of a Tier 1 advice letter with the Commission transmitting the written concurrence of the Deputy Director of Water Rights of the State Water Resources Control Board with California-American Water Company's finding that a permanent supply of water is ready to serve as a replacement for the unlawful diversions of Carmel River water

11. Customers that have heretofore been billed as mixed use customers prior to March 1, 2017 will now be reclassified into either a multi-residential or non-residential classification. Those prior mixed use customers with a large number of individual dwelling units on large parcels will be classified as a multi-residential customer after March 1, 2017 and be billed under the same methodology as all other multi-residential customers, which is based on a block use allowance per dwelling unit. All other former mixed use customers will be billed under the divisional billing parameters and rates for non-residential customers. (T)

(Continued)

Schedule No. MO-1C (Continued) Sheet 7
GENERAL METERED SERVICE in the Monterey Service Area Tariff Area
NON-RESIDENTIAL CUSTOMERS

**SPECIAL CONDITIONS (Continued):**
**Fees and Surcharges**

1. All bills are subject to the reimbursement fee set forth in Schedule No.UF.

2. A surcharge is included on each bill to collect franchise taxes and/or business license fees paid to various municipalities. The amount collected is based on a percentage of the gross revenues of each bill. The percentages are as follows:
**Franchise Fees:** Ryan Ranch 1.00%, City of Pacific Grove 2.00%, City of Carmel-by-the-Sea 2.00%, City of Seaside 1.00%, City of Del Rey Oaks Franchise Fee 2.00%, City of Monterey 1.00%, and unincorporated areas of Monterey County 1.00%.
**Business Fees:** City of Del Rey Oaks 0.11% and City of Sand City 0.12%.

   Per D.18-12-021 a three-year conservation budget of $2,298,500 for 2018-2020 for Monterey Service Area. Effective November 23, 2020, the Conservation Surcharge will be removed from customer bill.

3. Per Advice Letter 1230-B, a surcharge of $1.81 for the Customer Assistance Program (CAP) (C)
Balancing Account will be collected from all non-customer assistance program water and (C)
wastewater customers

4. Per Advice Letter 1152, a fee of 8.325%, imposed by the Monterey Peninsula Water Management District (MPWMD), will be assessed against the customer's monthly base bill to fund MPWMD's environmental mitigation, water supply, and conservation programs, as well as other activities. The fee will remain in effect until otherwise directed by the Commission. This fee is applicable to customers in the Monterey Main, Bishop, Hidden Hills and Ryan Ranch areas.

6. Per Advice Letter 1199, the balance of the 2017 Non-Residential WRAM/MCBA is $2,762,923 as of December 31, 2017. The surcharge is shown in the table below and will remain effective until December 2021.

| **Non-Residential** | | |
|---|---|---|
| | | |
| **Monterey Main, Hidden Hills, Ryan Ranch, & Bishop Systems:** | Surcharge per 100 gal | Months |
| Division 1 | $0.1363 | 18 |
| Division 2 | $0.1533 | 18 |
| Division 3 | $0.1703 | 18 |
| Division 4 | $0.3407 | 18 |

(Continued)

Schedule No. MO-1C (Continued) Sheet 8
GENERAL METERED SERVICE in the Monterey Service Area Tariff Area
NON-RESIDENTIAL CUSTOMERS

**SPECIAL CONDITIONS (Continued):**
**Fees and Surcharges**

7. In accordance with Decision 16-12-003, the WRAM/MCBA balance through 2014 for the Monterey Service Area shall be recovered over five years with interest at the 90-day commercial paper rate. The surcharge is shown in the table below and will remain effective for 60 months upon approval of Advice Letter 1146-A, ending February 28, 2022.

| Meter Size | Meter Surcharge |
|---|---|
| For 5/8” x 3/4" meter | $4.21 |
| For 3/4" meter | $8.42 |
| For 1” meter | $12.63 |
| For 1-1/2” meter | $21.05 |
| For 2” meter | $33.68 |
| For 3” meter | $63.15 |
| For 4” meter | $102.25 |
| For 6” meter | $210.50 |
| For 8” meter | $336.80 |

8. Per Advice Letter 1322, the under-collected balance in the Monterey Service Area Consolidated Expense Balancing Account will be recovered through a quantity-based surcharge of $0.0669 per 100 gallons over 12 months effective March 18, 2021. This total amount will be recovered from all classes of customers except Chualar customers. (C) (C) (C)

9. Per D.18-12-021 a meter based bill credit for the 2018 Excess Non-Plant Accumulated Deferred Income Tax will be refunded to customers over the 24-month period beginning October 17, 2019.

| Meter Size | Refunds by Meter Equivalents |
|---|---|
| 5/8 x 3/4 | $1.47 |
| 3/4 | $2.21 |
| 1 | $3.68 |
| 1 1/2 | $7.35 |
| 2 | $11.77 |
| 3 | $22.06 |
| 4 | $36.77 |
| 6 | $73.54 |
| 8 | $117.66 |
| 10 | $169.14 |

10. Per Advice Letter 1265-A, the net under-collected balance of the 2018 Non-Residential WRAM/MCBA is $106,180, including interest. D.18-12-021 raises the cap on WRAM/MCBA surcharges to 15% of the authorized revenue requirement. Rates will be established through a separate Tier 1 filing to update the tariff language and surcharge based upon the then current authorized amortization.

(Continued)

Schedule No. MO-1C (Continued) Sheet 9
GENERAL METERED SERVICE in the Monterey Service Area Tariff Area
NON-RESIDENTIAL CUSTOMERS

**SPECIAL CONDITIONS (Continued):**
**Fees and Surcharges:**

11. Per Advice Letter 1291-A, the net under-collected balance of the 2019 residential WRAM/MCBA is $982,007, including interest. D. 18-12-021 raises the cap on WRAM/MCBA surcharges to 15% of the authorized revenue requirement. Rates will be established through a separate Tier 1 filing to update the tariff language and surcharge based upon the then current authorized amortization.

12. Per D.18-12-021 a meter-based bill credit for the 2018 Excess Plant Related Accumulated Deferred Income Tax will be refunded to customers over the 12-month periods beginning January 21, 2020.

| Meter Size | Refunds by Meter Equivalents |
|---|---|
| 5/8-inch meter | $0.30 |
| 3/4-inch meter | $0.45 |
| 1-inch meter | $0.75 |
| 1-1/2-inch meter | $1.51 |
| 2-inch meter | $2.41 |
| 3-inch meter | $4.52 |
| 4-inch meter | $7.53 |
| 6-inch meter | $15.05 |
| 8-inch meter | $24.08 |
| 10-inch meter | $34.62 |

13. Per Advice Letter 1311, a surcharge is applied to each bill to offset increases in purchased water costs imposed by Monterey Peninsula Water Management District (MPWMD). The offset results in a needed increase of $405,474 or 0.53%. The surcharge of $0.2011 per cgl is added to the quantity charge beginning October 21, 2020.

14. Per D.18-12-021 a meter-based bill credit for the 2019 Excess Plant Related Accumulated Deferred Income Tax will be refunded to customers over the 12-months periods beginning November 1, 2020. (C)

| Meter Size | Refunds by Meter Equivalents |
|---|---|
| 5/8x3/4inch meter | $0.21 |
| 3/4-inch meter | $0.32 |
| 1-inch meter | $0.53 |
| 1-1/2-inch meter | $1.07 |
| 2-inch meter | $1.70 |
| 3-inch meter | $3.20 |
| 4-inch meter | $5.33 |
| 6-inch meter | $10.66 |
| 8-inch meter | $17.05 |
| 10-inch meter | $24.51 |

(Continued)

Schedule No. MO-1C (Continued) Sheet 90
General Metered Service in the Monterey County District Tariff Area
NON-RESIDENTIAL CUSTOMERS

SPECIAL CONDITIONS
Fees & Surcharges: (continued):

1. Per Decision (D.) 19-12-048, intervenor compensation paid to the Surfrider Foundation will be recovered through a meter surcharge for six billing cycles upon approval of Advice letter 1295. The total amount of $441,448.05 will be recovered from all classes of metered customers.

| Meter Size | Surcharge |
|---|---|
| 5/8 x 3/4 | $1.21 |
| 3/4 | $1.82 |
| 1 | $3.03 |
| 1 1/2 | $6.07 |
| 2 | $9.71 |
| 3 | $18.20 |
| 4 | $30.34 |
| 6 | $60.68 |
| 8 | $97.09 |
| 10 | $139.57 |
| 12 | $200.25 |

(N)

2. Per Decision 19-12-049, intervenor compensation paid to the Salinas Valley Water Coalition will be recovered through a meter surcharge for six billing cycles upon approval of Advice Letter 1302. The total amount of $496,798.25 will be recovered from all classes of metered customers.

| Meter Size | Surcharge |
|---|---|
| 5/8 x 3/4 | $1.64 |
| 3/4 | $2.46 |
| 1 | $4.10 |
| 1 1/2 | $8.20 |
| 2 | $13.12 |
| 3 | $24.60 |
| 4 | $41.01 |
| 6 | $82.01 |
| 8 | $131.22 |
| 10 | $188.62 |
| 12 | $270.63 |

(N)

(Continued)

Schedule No. MO-1C (Continued) Sheet 91
GENERAL METERED SERVICE in the Monterey Service Area Tariff Area
NON-RESIDENTIAL CUSTOMERS

SPECIAL CONDITIONS:
Fees & Surcharges (continued):

3. Per Decision 20-02-060, intervenor compensation paid to Landwatch Monterey County will be recovered through a meter surcharge for three billing cycles upon approval of Advice Letter 1313. The total amount of $107,231.63 will be recovered from all classes of metered customers. (P)

| Meter Size | Surcharge |
|---|---|
| 5/8 x 3/4 | $0.59 |
| 3/4 | $0.88 |
| 1 | $1.47 |
| 1 1/2 | $2.94 |
| 2 | $4.70 |
| 3 | $8.81 |
| 4 | $14.68 |
| 6 | $29.37 |
| 8 | $46.99 |
| 10 | $67.54 |
| 12 | $96.91 |

(P)

4. Per Decision 20-02-058, intervenor compensation paid to the Planning and Conservation League Foundation will be recovered through a meter surcharge for four billing cycles upon approval of Advice Letter 1314. The total amount of $215,019.80 will be recovered from all classes of metered customers. (N)

| Meter Size | Surcharge |
|---|---|
| 5/8 x 3/4 | $1.18 |
| 3/4 | $1.77 |
| 1 | $2.95 |
| 1 1/2 | $5.90 |
| 2 | $9.45 |
| 3 | $17.71 |
| 4 | $29.52 |
| 6 | $59.04 |
| 8 | $94.46 |
| 10 | $135.78 |
| 12 | $194.82 |

(N)

(Continued)

Schedule No. MO-1C (Continued) Sheet 92
GENERAL METERED SERVICE in the Monterey Service Area Tariff Area
NON-RESIDENTIAL CUSTOMERS

SPECIAL CONDITIONS (N)
Fees & Surcharges (Continued):

5. Per Decision 20-08-040, intervenor compensation paid to Public Water Now will be recovered through a meter surcharge for 8 billing cycles upon approval of Advice Letter 1321. The total amount of $10,095 will be recovered from all classes of metered customers.

| Meter Size | Surcharge |
|---|---|
| 5/8 x 3/4 | $0.02 |
| 3/4 | $0.03 |
| 1 | $0.05 |
| 1 1/2 | $0.10 |
| 2 | $0.16 |
| 3 | $0.30 |
| 4 | $0.49 |
| 6 | $0.99 |
| 8 | $1.58 |
| 10 | $2.27 |
| 12 | $3.25 |

(N)

(Continued)

# Engineer’s Estimated Capital Purchases

## Estimated Major Maintenance, Repair, and Replacement Schedule (Proposal Form 16)

The Estimated Costs for the Major Maintenance, Repair and Replacement Schedule for the 0.25 MGD facility (excluding membrane replacements), in 2015 US dollars are:

| Year | Activity/Equipment | Price |
|---|---|---|
| 1-5 | Capital Expenditure | $90,750 |
| 6-10 | Capital Expenditure | $619,468 |
| 11-15 | Capital Expenditure | $1,220,558 |
| 16-20 | Capital Expenditure | $1,477,698 |
| 21-25 | Capital Expenditure | $662,203 |
| 26-30 | Capital Expenditure | $1,134,573 |
| | | |
| | | |
| | | |
| | **Total** | **$5,205,249** |

An annual accrual of $173,508 (in 2015 US dollars) for the 30 year term totaling $5,205,249 should be reserved.

PERC Water Corporation
Name of Proposer

Brian Cullen
Name of Designated Signatory

Signature

President
Title

## Estimated Membrane Replacement Schedule (Proposal Form 17)

The Estimated Annual Membrane Replacement Costs for the 0.25 MGD facility, in 2015 US dollars are:

| Year | Activity/Equipment | Number of Modules | % of Total Modules | Price |
|---|---|---|---|---|
| 1-4 | Membrane modules are under warranty | 0 | 0 | $0 |
| 5-8 | | 1 | 50% | $42,500 |
| 9-17 | | 1 | 50% | $95,000 |
| 18-26 | | 1 | 50% | $95,000 |
| 27-34 | | 1 | 50% | $95,000 |
| | | | | |
| | | | | |
| | | | | |
| | | | **34 yr Total** | **$327,500** |

Assumptions:
The Koch Membrane System warranty is defined as follows:
During the first 48 months after the initiation of Warranty, KMS will replace the failed membrane row(s) free of charge. (Shipped FCA Manufacturer facility) Commencing after 48 months from the initiation of warranty any membrane modules or rows that must be repaired, replaced or added hereunder shall be replaced on a pro-rated price basis.
It is due to this warranty the cost for membrane replacement for the first 4 years is zero. And further if a module or row needs replacement between years 5-8 the replacement cost shall be pro-rated per the Koch Warranty.

PERC Water Corporation
Name of Proposer

Brian Cullen
Name of Designated Signatory

Signature

President
Title

# Draft Financial Statements

## Scenario VI - Original

| | Cost per gallon | Cost per gallon | Cost per gallon | Cost per gallon | Cost per gallon |
|---|---|---|---|---|---|
| | | $ 0.01721 | 0.0207 | 0.0248 | 0.0258 |
| | | | 20.0% | 20.0% | 4.0% |
| | Year 2 FY 19/20 | Year 3 FY 20/21 | Year 4 FY 21/22 | Year 5 FY 22/23 | Year 6 FY 23/24 |
| Beginning Fund Balance | (326,361) | (527,571) | (93,219) | (37,261) | 39,210 |
| Revenues | | | | | |
| Reclaimed Water | 524,041 | 536,000 | 642,901 | 771,481 | 802,340 |
| Interest Earned | 421 | 800 | 9,721 | 421 | 392 |
| Other | - | - | - | - | - |
| | 524,462 | 536,800 | 652,622 | 771,902 | 802,732 |
| Expenses | | | | | |
| Contract Services | 356,606 | 327,000 | 336,810 | 346,914 | 357,322 |
| Legal Services | - | - | - | - | - |
| Postage | - | - | - | - | - |
| Telephone | - | - | - | - | - |
| Utilities | 206,168 | 140,000 | 144,200 | 148,526 | 152,982 |
| Internal Service Charges | 4,357 | 5,000 | 4,356 | 4,356 | 4,356 |
| Indirect Costs | 28,600 | 24,000 | 25,200 | 25,830 | 26,476 |
| Equipment Repair | - | - | - | - | - |
| Misc. Expense | - | - | - | - | - |
| | 595,731 | 496,000 | 510,566 | 525,626 | 541,135 |
| Net operating difference | (71,269) | 40,800 | 142,056 | 246,276 | 261,597 |
| Non-Operating | | | | | |
| **Capital Outlay** | | | | **(104,243)** | |
| **One-time water entitlement sales** | | **-** | **125,000** | **750,187** | **125,000** |
| **Loan Proceeds - Sewer Loan** | | **600,000** | | **-** | |
| Debt Service - State Loan | (206,448) | (206,448) | (206,448) | (206,448) | (206,448) |
| **Debt Service - Sewer Loan** | | **-** | **(4,650)** | **(609,300)** | |
| Interfund Transfers | 76,507 | - | - | - | - |
| | (129,941) | 393,552 | (86,098) | (169,804) | (81,448) |
| Net Operating Difference | (201,210) | 434,352 | 55,958 | 76,471 | 180,149 |
| Ending Fund Balance | (527,571) | (93,219) | (37,261) | 39,210 | 219,359 |
| Fund Balance Allocation | | | | | |
| Unassigned | (527,571) | (93,219) | (37,261) | - | |
| Cash Flow | - | - | - | 39,210 | 219,359 |
| Capital Equip. Reserve | - | - | - | - | - |
| | (527,571) | (93,219) | (37,261) | 39,210 | 219,359 |

## Scenario VI - Original

| | Cost per gallon | Cost per gallon | Cost per gallon | Cost per gallon | Cost per gallon |
|---|---|---|---|---|---|
| | 0.0268 | 0.0279 | 0.0290 | 0.0304 | 0.0320 |
| | 4.0% | 4.0% | 4.0% | 5.0% | 5.0% |
| | Year 7 FY 24/25 | Year 8 FY 25/26 | Year 9 FY 26/27 | Year 10 FY 27/28 | Year 11 FY 28/29 |
| Beginning Fund Balance | 219,359 | 417,432 | 636,504 | 751,637 | 56,647 |
| Revenues | | | | | |
| Reclaimed Water | 834,434 | 867,811 | 902,524 | 947,650 | 995,032 |
| Interest Earned | 2,194 | 6,261 | 9,548 | 11,275 | 850 |
| Other | - | - | - | - | - |
| | 836,627 | 874,073 | 912,071 | 958,924 | 995,882 |
| Expenses | | | | | |
| Contract Services | 368,041 | 379,083 | 390,455 | 402,169 | 414,234 |
| Legal Services | - | - | - | - | - |
| Postage | - | - | - | - | - |
| Telephone | - | - | - | - | - |
| Utilities | 157,571 | 162,298 | 167,167 | 172,182 | 177,348 |
| Internal Service Charges | 4,356 | 4,356 | 4,356 | 4,356 | 4,356 |
| Indirect Costs | 27,138 | 27,816 | 28,511 | 29,224 | 29,955 |
| Equipment Repair | - | - | - | - | - |
| Misc. Expense | - | - | - | - | - |
| | 557,106 | 573,553 | 590,490 | 607,931 | 625,893 |
| Net operating difference | 279,521 | 300,520 | 321,581 | 350,993 | 369,989 |
| Non-Operating | | | | | |
| **Capital Outlay** | | | | **(839,535)** | |
| **One-time water entitleme** | **125,000** | **125,000** | **-** | **-** | **-** |
| **Loan Proceeds - Sewer Loa** | | | | | |
| Debt Service - State Loan | (206,448) | (206,448) | (206,448) | (206,448) | (206,448) |
| **Debt Service - Sewer Loan** | | | | | |
| Interfund Transfers | - | - | - | - | - |
| | (81,448) | (81,448) | (206,448) | (1,045,983) | (206,448) |
| Net Operating Difference | 198,073 | 219,072 | 115,133 | (694,991) | 163,541 |
| Ending Fund Balance | 417,432 | 636,504 | 751,637 | 56,647 | 220,188 |

| Fund Balance Allocation | | | | | |
|---|---|---|---|---|---|
| Unassigned | 0 | (0) | 0 | (0) | 0 |
| Cash Flow | 250,000 | 250,000 | 250,000 | 56,647 | 220,188 |
| Capital Equip. Reserve | 167,432 | 386,504 | 501,637 | - | - |
| | 417,432 | 636,504 | 751,637 | 56,647 | 220,188 |

## *Scenario VI - Updated for Fiscal Year 20/21 Actuals*

| | Cost per gallon | Cost per gallon | Cost per gallon | Cost per gallon | Cost per gallon |
|---|---|---|---|---|---|
| | | $ 0.01721 | 0.0207 | 0.0248 | 0.0258 |
| | ***Actual*** | ***Actual*** | 20.0% | 20.0% | 4.0% |
| | Year 2 FY 19/20 | Year 3 FY 20/21 | Year 4 FY 21/22 | Year 5 FY 22/23 | Year 6 FY 23/24 |
| Beginning Fund Balance | (326,361) | (527,571) | (36,689) | 31,781 | 123,745 |
| Revenues | | | | | |
| Reclaimed Water | 524,041 | 597,833 | 658,348 | 790,017 | 821,618 |
| Interest Earned | 421 | - | 9,721 | 421 | 1,237 |
| Other | - | - | - | - | - |
| | 524,462 | 597,833 | 668,069 | 790,438 | 822,855 |
| Expenses | | | | | |
| Contract Services | 356,606 | 335,610 | 345,678 | 356,049 | 366,730 |
| Legal Services | - | - | - | - | - |
| Postage | - | - | - | - | - |
| Telephone | - | - | - | - | - |
| Utilities | 206,168 | 138,317 | 142,467 | 146,741 | 151,143 |
| Internal Service Charges | 4,357 | 5,000 | 4,356 | 4,356 | 4,356 |
| Indirect Costs | 28,600 | 20,000 | 21,000 | 21,525 | 22,063 |
| Equipment Repair | - | 1,576 | - | - | - |
| Misc. Expense | - | - | - | - | - |
| | 595,731 | 500,503 | 513,501 | 528,670 | 544,292 |
| Net operating difference | (71,269) | 97,330 | 154,568 | 261,768 | 278,563 |
| Non-Operating | | | | | |
| **Capital Outlay** | | | | **(104,243)** | |
| **One-time water entitlement sales** | | **-** | **125,000** | **750,187** | **125,000** |
| **Loan Proceeds - Sewer Loan** | | **600,000** | | **-** | |
| Debt Service - State Loan | (206,448) | (206,448) | (206,448) | (206,448) | (206,448) |
| **Debt Service - Sewer Loan** | | **-** | **(4,650)** | **(609,300)** | |
| Interfund Transfers | 76,507 | - | - | - | - |
| | (129,941) | 393,552 | (86,098) | (169,804) | (81,448) |
| Net Operating Difference | (201,210) | 490,882 | 68,470 | 91,964 | 197,115 |
| Ending Fund Balance | (527,571) | (36,689) | 31,781 | 123,745 | 320,860 |
| Fund Balance Allocation | | | | | |
| Unassigned | (527,571) | (36,689) | - | - | - |
| Cash Flow | - | - | 31,781 | 123,745 | 250,000 |
| Capital Equip. Reserve | - | - | - | - | 70,860 |
| | (527,571) | (36,689) | 31,781 | 123,745 | 320,860 |

## *Scenario VI - Updated for Fiscal Year 20/21 Actuals*

| | Cost per gallon | Cost per gallon | Cost per gallon | Cost per gallon | Cost per gallon |
|---|---|---|---|---|---|
| | 0.0268 | 0.0279 | 0.0290 | 0.0304 | 0.0320 |
| | 4.0% | 4.0% | 4.0% | 5.0% | 5.0% |
| | Year 7 FY 24/25 | Year 8 FY 25/26 | Year 9 FY 26/27 | Year 10 FY 27/28 | Year 11 FY 28/29 |
| Beginning Fund Balance | 320,860 | 536,723 | 775,041 | 910,418 | 236,929 |
| Revenues | | | | | |
| Reclaimed Water | 854,483 | 888,662 | 924,208 | 970,419 | 1,018,940 |
| Interest Earned | 3,209 | 8,051 | 11,626 | 13,656 | 3,554 |
| Other | - | - | - | - | - |
| | 857,691 | 896,713 | 935,834 | 984,075 | 1,022,494 |
| Expenses | | | | | |
| Contract Services | 377,732 | 389,064 | 400,736 | 412,758 | 425,141 |
| Legal Services | - | - | - | - | - |
| Postage | - | - | - | - | - |
| Telephone | - | - | - | - | - |
| Utilities | 155,677 | 160,347 | 165,158 | 170,112 | 175,216 |
| Internal Service Charges | 4,356 | 4,356 | 4,356 | 4,356 | 4,356 |
| Indirect Costs | 22,615 | 23,180 | 23,760 | 24,354 | 24,962 |
| Equipment Repair | - | - | - | - | - |
| Misc. Expense | - | - | - | - | - |
| | 560,380 | 576,947 | 594,009 | 611,580 | 629,675 |
| Net operating difference | 297,311 | 319,765 | 341,825 | 372,495 | 392,819 |
| Non-Operating | | | | | |
| **Capital Outlay** | | | | **(839,535)** | |
| **One-time water entitleme** | **125,000** | **125,000** | **-** | **-** | **-** |
| **Loan Proceeds - Sewer Loa** | | | | | |
| Debt Service - State Loan | (206,448) | (206,448) | (206,448) | (206,448) | (206,448) |
| **Debt Service - Sewer Loan** | | | | | |
| Interfund Transfers | - | - | - | - | - |
| | (81,448) | (81,448) | (206,448) | (1,045,983) | (206,448) |
| Net Operating Difference | 215,863 | 238,317 | 135,377 | (673,488) | 186,371 |
| Ending Fund Balance | 536,723 | 775,041 | 910,418 | 236,929 | 423,300 |

| Fund Balance Allocation | | | | | |
|---|---|---|---|---|---|
| Unassigned | - | - | - | - | - |
| Cash Flow | 250,000 | 250,000 | 250,000 | 56,647 | 220,188 |
| Capital Equip. Reserve | 286,723 | 525,041 | 660,418 | 180,282 | 203,112 |
| | 536,723 | 775,041 | 910,418 | 236,929 | 423,300 |

www.FinanceDTA.com

**January 7, 2022**

To: Tori Hannah

Daniel Gho

From: Andrea Roess, Managing Director, DTA

Steve Runk, Vice President Engineering, DTA

Subject: Peer Review of City Business Plan

The City of Pacific Grove ("City") recently constructed a 0.250 MGD reclaimed water treatment plant ("Plant") for the purpose of replacing potable water deliveries with reclaimed water to three principal customers, Pacific Grove Golf Links, El Carmelo Cemetery and Point Pinos Lighthouse landscaping. A detailed background of the existing physical and financial conditions of the reclaimed water system can be found in Pacific Grove Local Water Project Business Plan dated June 21, 2021 ("Business Plan"). City has asked DTA to conduct a peer review, consisting of: 1) an evaluation of the assumptions, methodology and calculations used to determine the proposed reclaimed water rate described in the Business Plan; and 2) provide a break-even rate analysis.

After review of the City's Business Plan and rate analysis, DTA has determined that the City's analysis of revenues and costs, debt service and available fund balances on an annual basis is rational, supportable and is consisted with industry practice. The City's financial model follows closely with the recommendations of American Water Works Association (AWWA) Manual of Water Supply Practices, M1. Furthermore, DTA has determined that to achieve a sustained, breakeven operation, City must impose steep increases in early years to reach a rate level of over $0.03 per gallon with modest increases thereafter.

**EVALUATION OF THE BUSINESS PLAN**

City looked at proposed revenues and expected expenses through FY28/29 (Year 11) for seven different revenue and cost assumption scenarios. Scenarios I-VII considered various combinations of supplementary water entitlement sales and debt repayment of operating loans. An overview of the findings for the seven scenarios can be found in the "Alternatives" section of the Business Plan. A rate analysis for Scenario VI, titled LWP Proforma, Scenario VI, was provided by City ("rate model"). This rate model was subsequently updated by City to include actual operating costs for FY20/21 as well as adjustments for recent average water demand. This analysis included one-time water rights sales in years 4 through 8. Also included are proceeds in year 3 from a $600,000 sewer fund loan, with loan repayments plus interest occurring in years 4 and 5. Operating costs were adjusted for inflation in subsequent years. Investment earnings on annual reserve balances included as a revenue source.

Revenues

The rate revenue in any given year is determined by multiplying the expected reclaimed water consumption, in gallons of reclaimed water, by the assumed rate, in dollars per gallon for that year. The expected consumption for each fiscal year is based on historical data and is discussed in the Business Plan. Other revenue shown in Scenario VI included one-time sales of water rights in years 4 through 8, and interest earned on fund balances.

Operating Expenses

Annual expenses such as contract services and utilities are based on actual costs incurred for FY20/21 and adjusted for inflation every year thereafter. In FY20/21 equipment repair and maintenance costs were incorporated into the contract services line item, in the amount of $21,000. Indirect costs are adjusted annually for inflation. Internal service charges are

assumed constant at $4,356 annually. Membranes have a useful life significantly greater than one year and therefore its replacement cost is considered a capital outlay.

Capital Outlay

Capital outlay costs, which include capital expenditures and membrane replacement, are identified in the Business Plan by fiscal year. In this model capital outlays occur in FY22/23 and FY 27/28. The remainder of the 30-year C.I.P. expenses occur in fiscal years beyond this study horizon. Funding for the capital outlay will be on a pay-as-you-go basis from the fund balances and therefore there will be no debt service related to capital outlays. The amount and timing of capital outlays are based on engineering estimates and are as shown in the Business Plan.

Debt Service

The rate model includes annual debt service payments for a State Revolving Loan of $206,448. In FY 21/22 and FY22/23 the project will repay a sewer fund loan of $600,000, with interest, in lump sum payments.

City Rate Increase Recommendations and Fund Balances

In Scenario VI the City proposes rate increases of 20% in Year 4 and Year 5, with 4% and 5% annual increases thereafter. This will result in positive fund balances in year 4 and each year thereafter, with a positive fund balance of $423,300 in Year 11. A substantial fund balance in year 11 is necessary to assist in providing sufficient funds in later years to pay for the remainder of the C.I.P. program.

**BREAK EVEN ANALYSIS**

As stated in the Business Plan, the project has been operating at an annual loss. City Staff has asked DTA to provide an independent analysis of rates that assumes that 1) annual revenues will cover annual expenses, and 2) provide fund balances that can pay for capital improvements in the near term as well as establish a reserve fund that will assist in funding future capital improvements beyond the horizon of this analysis. For the purposes of DTA's analysis, it is assumed that steep increases are imposed in the first two years to remove all annual negative operating balances, with modest increases thereafter. For instance, the attached model shows that rate increases of 35% and 21% in the first two years are required to prevent negative operating fund balances, and annual increases of 3% thereafter will build a fund balance of just under $500,000 in year 7 that will assist in meeting the C.I.P. requirements in later years.

Revenue, Expense and Debt Service Assumptions

DTA's analysis uses the same annual water consumption and annual expense data shown in the City's rate model discussed above. Also, the Capital Outlay expenses are repeated from the City's rate model. This analysis includes annual debt service payments for a State Revolving Loan. The interfund transfer of $76,507 was provided by the General Fund and repayment was not required. In FY20/21 the project received a loan of $600,000 from the sewer fund, as well as $37,000 in temporary funds to assist with cash flow. City staff assumes that this will be repaid through other sources also, rather than operating revenues shown herein. This analysis also assumes that any water rights sales that occur during this study period are not made a part of this analysis.

Findings

Based on the above assumptions, DTA finds that rate increases of 35% in Year 4, 21% in year 5 and 3% per year in Years 6 through 11 are necessary to achieve positive fund balances from this point forward, while accumulating a fund balance of just under $500,000 by year 11, to be used to fund capital improvements in later years. Steep increases in Years 4 and 5 are necessary to increase the rate levels from 0.017 per gallon to around $0.03 per gallon by Year 8. A rate level of around $0.03 per gallon with modest annual increases thereafter will enable City to not only achieve a break-even operation but allow fund balances to accumulate so that by year 11 these balances can carry forward to help fund future C.I.P. projects.

If the City choses to increase rates at a slower pace, the enterprise will continue to experience annual budget shortfalls, which will need to be offset by other sources.

## BREAK EVEN ANALYSIS MODEL

Key Assumptions:

No water rights sales revenue Included in this model

Debt repayment for sewer fund loan made from other sources

Interfund transfer repayment made from other sources

| | DTA Break Even Analysis | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| | Cost per gallon | Cost per gallon | Cost per gallon | Cost per gallon | Cost per gallon | Cost per gallon | Cost per gallon | Cost per gallon | Cost per gallon | Cost per gallon |
| | | $ 0.01721 | 0.0232 | 0.0281 | 0.0290 | 0.0298 | 0.0307 | 0.0316 | 0.0326 | 0.0336 |
| | ***Actual*** | ***Actual*** | 35.0% | 21.0% | 3.0% | 3.0% | 3.0% | 3.0% | 3.0% | 3.0% |
| | Year 2 | Year 3 | Year 4 | Year 5 | Year 6 | Year 7 | Year 8 | Year 9 | Year 10 | Year 11 |
| | FY 19/20 | FY 20/21 | FY 21/22 | FY 22/23 | FY 23/24 | FY 24/25 | FY 25/26 | FY 26/27 | FY 27/28 | FY 28/29 |
| Beginning Fund Balance | (326,361) | (527,571) | 311 | 21,003 | 77,924 | 250,740 | 436,308 | 635,624 | 849,180 | 237,954 |
| Operating Revenues | | | | | | | | | | |
| Reclaimed Water | 524,041 | 597,833 | 740,641 | 896,176 | 923,061 | 950,753 | 979,275 | 1,008,654 | 1,038,913 | 1,070,081 |
| Interest Earned | 421 | - | | 107 | 495 | 1,643 | 3,435 | 5,360 | 7,424 | 5,436 |
| Non Opereating Revenues | | | | | | | | | | |
| One Time Entitlement Sales | | | | | | | | | | |
| Interfund Transfers | 76,507 | | | | | | | | | |
| Operating Loan Proceeds | - | 637,000 | - | - | - | - | - | - | - | - |
| Subtotal - Revenues | 600,969 | 1,234,833 | 740,641 | 896,282 | 923,556 | 952,396 | 982,711 | 1,014,013 | 1,046,337 | 1,075,516 |
| Expenses | | | | | | | | | | |
| Contract Services | 356,606 | 335,610 | 345,678 | 356,049 | 366,730 | 377,732 | 389,064 | 400,736 | 412,758 | 425,141 |
| Legal Services | - | - | - | - | - | - | - | - | - | - |
| Postage | - | - | - | - | - | - | - | - | - | - |
| Telephone | - | - | - | - | - | - | - | - | - | - |
| Utilities | 206,168 | 138,317 | 142,467 | 146,741 | 151,143 | 155,677 | 160,347 | 165,158 | 170,112 | 175,216 |
| Internal Service Charges | 4,357 | 5,000 | 4,356 | 4,356 | 4,356 | 4,356 | 4,356 | 4,356 | 4,356 | 4,356 |
| Indirect Costs | 28,600 | 20,000 | 21,000 | 21,525 | 22,063 | 22,615 | 23,180 | 23,760 | 24,354 | 24,962 |
| Equipment Repair | - | 1,576 | - | - | - | - | - | - | - | - |
| Misc. Expense | - | - | - | - | - | - | - | - | - | - |
| subtotal - Expenses | 595,731 | 500,503 | 513,501 | 528,670 | 544,292 | 560,380 | 576,947 | 594,009 | 611,580 | 629,675 |
| Net operating difference | 5,238 | 734,330 | 227,140 | 367,612 | 379,264 | 392,016 | 405,763 | 420,004 | 434,757 | 445,841 |
| Non-Operating: | | | | | | | | | | |
| **Capital Outlay** | | | | **(104,243)** | | | | | **(839,535)** | |
| **Debt** | | | | | | | | | | |
| Debt Service - State Loan | (206,448) | (206,448) | (206,448) | (206,448) | (206,448) | (206,448) | (206,448) | (206,448) | (206,448) | (206,448) |
| Repayment of Interfund Transfer | | | - | - | - | - | - | - | - | - |
| Debt Service - Sewer Loan | | | | - | | | | | | |
| sub total - Debt | (206,448) | (206,448) | (206,448) | (206,448) | (206,448) | (206,448) | (206,448) | (206,448) | (206,448) | (206,448) |
| Net Revenue/Deficit | (201,210) | 527,882 | 20,692 | 56,921 | 172,816 | 185,568 | 199,315 | 213,556 | (611,226) | 239,393 |
| Ending Fund Balance | (527,571) | 311 | 21,003 | 77,924 | 250,740 | 436,308 | 635,624 | 849,180 | 237,954 | 477,347 |

# Local Water Project Business Plan

City Council
City of Pacific Grove

February 16, 2022

dgho@cityofpacificgrove.org

# Background

**Project Purpose:** convert wastewater for irrigation purposes

## 2010

Project concept originated.
Use of potable is not sustainable/ environmentally sound

## 2015

City issued RFP for design-build.

Funded by $2.5M grant and 1% State Loan

## 2018

Construction completed
&
plant operating

# Current Operations

- City has agreement with PERC Water for operations
- 5-year agreement commenced in January of 2018
- Customers include: Golf Course (CourseCo) Cemetery, Point Pinos Lighthouse grounds, and truck fill

# Reclaimed Water Usage

Reclaimed water is sold at $0.017/gallon

| Acre Feet of Water Sold per Calendar Year | | | |
|---|---|---|---|
| Location | 2018 | 2019 | 2020 |
| Golf Course | 80.23 | 77.09 | 72.13 |
| Cemetery/Lighthouse | 14.28 | 17.1 | 19.17 |
| Truck Fill | 1.3 | 1.52 | 2.07 |
| **Total** | **95.81** | **95.71** | **93.37** |

2021 Totals 99.7 Acre Feet ; not noted in business plan

# Challenges

- LWP is operating in a deficit
  - Primarily due to lack of sales
  - Utility Cost
  - Debt Service
- Need to set aside for reserves

# Business Plan Developed

- October 2020: Staff presented potential option to pursue at LWP
  - Perform Energy Audit
  - Renegotiate CourseCo lease
  - Lease facility
  - Perform operations "In House"
  - Do nothing

- Council directed staff to prepare a Business Plan
- Plan presented to City Council in June of 2021
- Council directed staff to obtain a peer review of the plan
- Review to evaluate break even analysis

# Peer Review

- October 2021:  Council authorized agreement with DTA
- Evaluation costs, revenue needs, and break-even calculations
- DTA provided memo to City Dated January 7, 2022
  - Memo provides peer review of Business Plan
  - DTA determined that City's analysis is rational, supportable and consistent with industry practice
  - DTA recommends increases in water rates

# Business Plan Financial Goals

- Assess the current operations

  Understand contributing factors

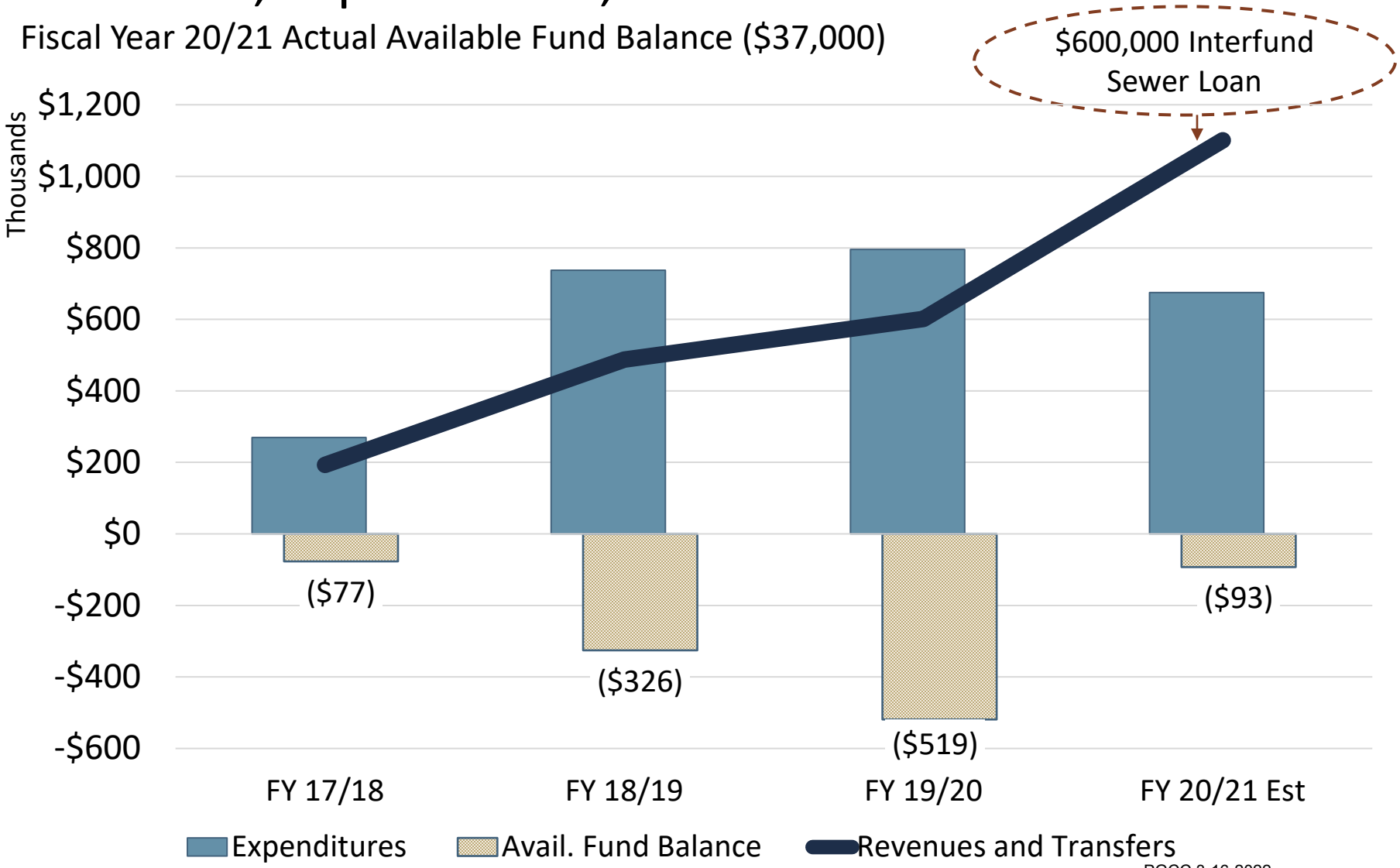
- Resolve immediate operating concerns
  - Repayment of interfund loan
  - Begin process to achieve on-going fiscal sustainability
- Incorporate best practices
- Continually evaluate operations

  Potential rate study in two-three years
- Confirm with peer review

*The business plan presents long-term information for the purpose of capital planning; however, it also needs to be evaluated on an on-going basis and short-term basis*

# Revenues, Expenditures, and Available Fund Balance

Fiscal Year 20/21 Actual Available Fund Balance ($37,000)



# Local Water Project Assessment

## Challenges

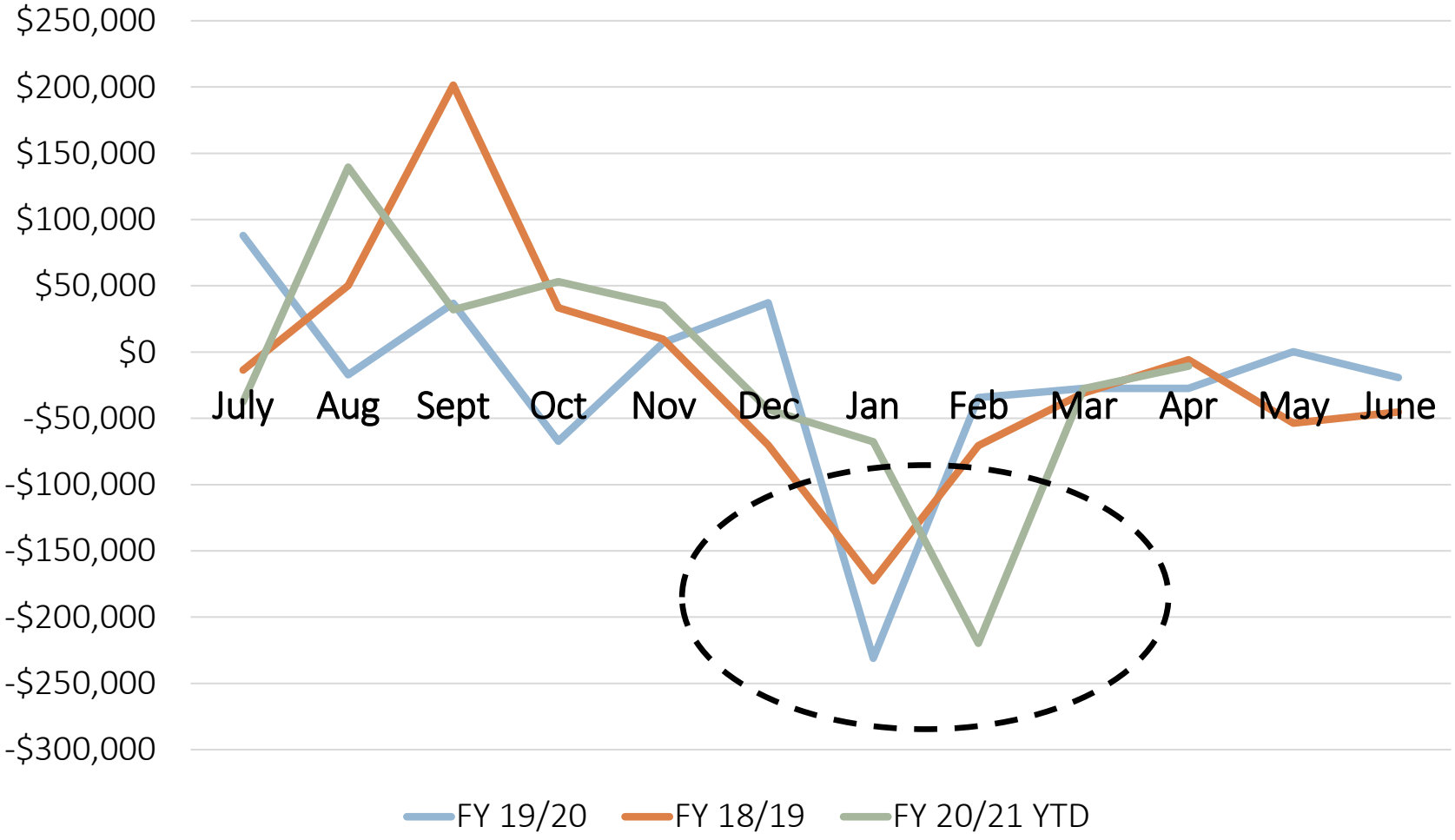
- New operation, three full years of data
- Cap placed on Golf Course water sales, prohibited full cost recovery
- Unplanned water treatment costs
- Initial costs of approx. $79,000 not covered by loan proceeds
- Demand not as high as in original model
- Recovering existing deficit and provide for future planning
  - Cash flow
  - Equipment replacement reserve
  - Rainy day reserve

## Opportunities

- Work with golf course concessionaire to remove or adjust cap
- Account for full-cost recovery when developing rate
  - Consider gradual ramp-up of rates
  - Consider supplementing with water entitlement sales
- Seek cost reduction strategies
- Consider applying a percentage or flat amount from water entitlement sales to reduce or pay-off the $600,000 loan from the Sewer Fund.
- Explore other alternatives

# Assess Cash Flow Needs

## Cash Flow, Net of Transfers



# Incorporate Capital Replacements and Membranes

| Capital Replacement and Membranes | | | | | | |
|---|---|---|---|---|---|---|
| Replace Interval | Assumed Purchase Year | | Membrane Replace. Costs (1) | Capital Costs | Total | Adjusted for current dollars at est. 2.0% CPI (2) |
| 1-5 | FY 22/23 | YR 5 | $ | $ 90,750 | $ 90,750 | $ 104,243 |
| 6-10 | FY 27/28 | YR 10 | 42,500 | 619,468 | 661,968 | 839,535 |
| 11-15 | | | 95,000 | 1,220,558 | 1,315,558 | 1,842,099 |
| 16-20 | | | | 1,477,698 | 1,477,698 | 2,284,491 |
| 21-25 | | | 95,000 | 662,203 | 757,203 | 1,292,460 |
| 26-30 | | | 95,000 | 1,134,573 | 1,229,573 | 2,317,180 |
| | | | | | - | |
| | | | $ 327,500 | $ 5,205,250 | $ 5,532,750 | $ 8,680,008 |

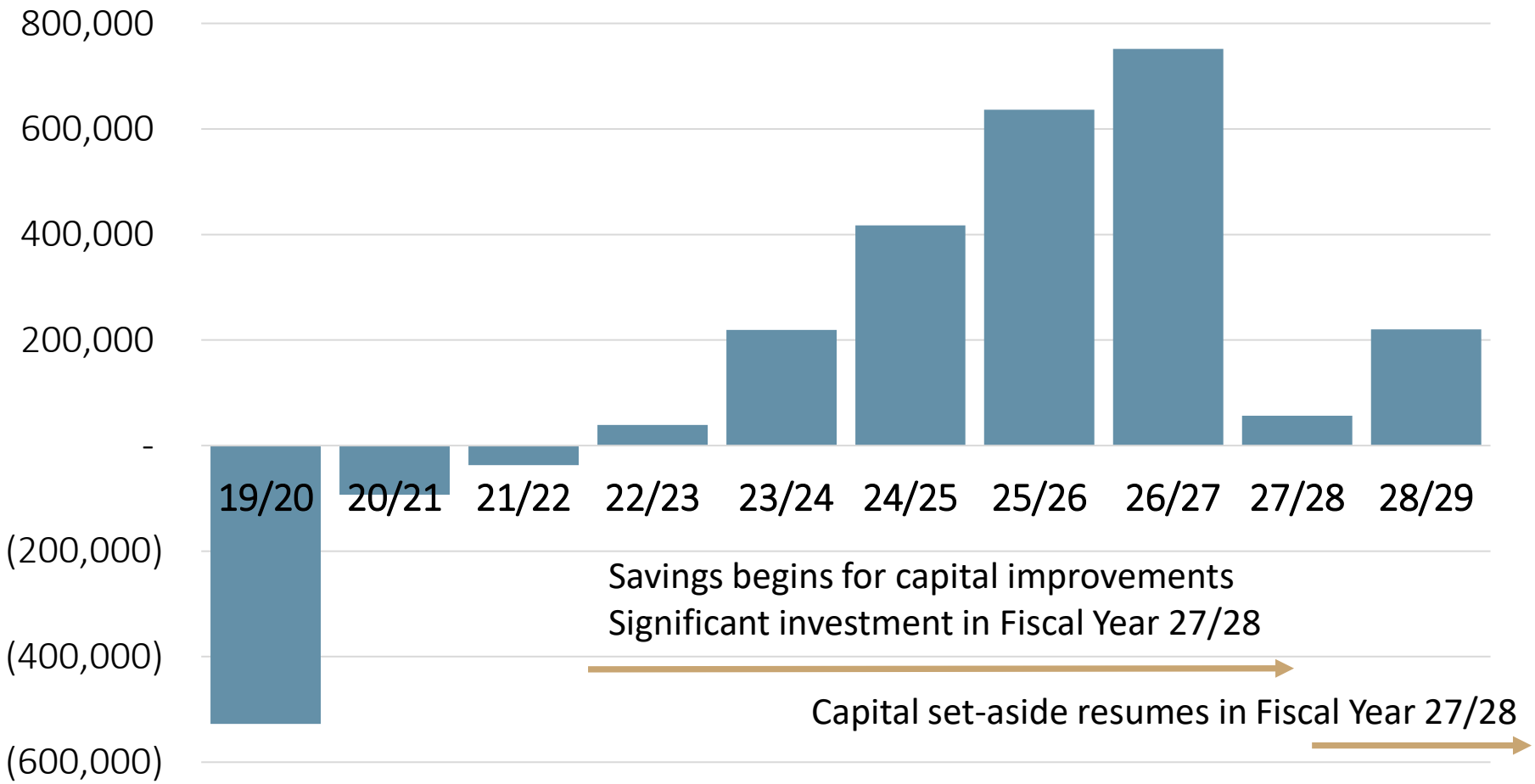
# Review Estimated and Actual Information

| Cost per Gallon Based on Actual and Estimated Costs | | | |
|---|---|---|---|
| | **FY 18/19** | **FY 19/20** | **FY 20/21 Est.** |
| Expenditures | $737,088 | $795,819 | $675,000 |
| Gallons sold | 29,741,422 | 31,126,940 | 30,434,000 |
| Avg. Cost per gallon | $0.0248 | $0.0256 | $0.0222 |

| Avg. Cost per Gallon (CPG) with Capital and Significant Equipment Replacement Costs | | | |
|---|---|---|---|
| | **FY 18/19** | **FY 19/20** | **FY 20/21 Est.** |
| CPG with avg. capital at $184,000 | $0.0310 | $0.0315 | $0.0282 |
| CPG with avg. capital at $232,000 | $0.0326 | $0.0330 | $0.0298 |

# Multiple Scenarios

## Estimated Available Fund Balance: Original Scenario VI




*Revised Scenario VI included in packet and analysis to reflect drought demand*

# City Scenarios and Peer Review

The difference primarily relates to how we get to sustainability

- City Scenarios
  - Include multiple options
    - Gradual ramp-up scenarios
    - Subsidize with water entitlement revenues, not an on-going revenue
    - Combination of rates and subsidies
  - Includes reference to loan repayments, reflects the accounting
  - Estimated break-even point with capital: Approximately $0.03 per gallon
- Consultant Independent Scenario
  - Does not include subsidies
  - Two-year significant increases, lower increases in future years
  - Assumes loan repayment and negative fund balance covered outside of operation
  - Estimated break-even point with capital: Approximately $0.03 per gallon

# Loan Repayment Plan

- Option: Provide a “fresh start” by not using operating revenues to cover prior year deficits
  - Commit water entitlement promissory note payment in the amount of $625,187 to be used for the loan repayment
  - Interest on loan charged based on the City’s investment portfolio for the complete loan term, with quarterly interest payments
    - Provides the Sewer Fund with the same amount of interest that it would have earned if the funds were retained within the Sewer Fund
  - Lump sum payment of loan principal due upon receipt of the promissory note proceeds

# Recommendation

Receive the Peer Review of Pacific Grove Local Water Project Business Plan prepared by DTA, validating the City's assumptions noted in the Business Plan, and authorize staff to being negotiations with CourseCo; and approve a loan repayment plan for the Sewer Fund Interfund Loan.

# Questions?

**City Council**
**City of Pacific Grove**

# CITY OF PACIFIC GROVE

**300 Forest Avenue, Pacific Grove, California 93950**

## AGENDA REPORT

| | |
|---|---|
| **TO:** | Honorable Mayor and Members of the City Council |
| **FROM**: | Bill Peake, Mayor |
| **MEETING DATE:** | March 16, 2022 |
| **SUBJECT:** | PG Hotel Homekey Project ***This item was continued from the February 16, 2022 and March 2, 2022 meetings.*** |
| **CEQA:** | Does not constitute a "Project" per California Environmental Quality Act Guidelines Section 15378 |

---

**RECOMMENDATION**

Direct City Manager to begin public outreach on a potential Homekey project no later than March 16, 2022.

**DISCUSSION**

**INTRODUCTION**

On January 19, 2022, Council authorized an application to the CA Department of Housing and Community Development (HCD) for up to $15,000,000 for the conversion of a hotel located in Pacific Grove into a Homekey project. The application was subsequently filed with HCD.

Council also authorized the City Manager to fund, acquire, rehabilitate, and operate (with partners) the hotel located in Pacific Grove Homekey project.

**DISCUSSION**

Our community has a decades long history of welcoming residents in need. They include: The Bridge Restoration Ministry (addictions), Gateway Center (intellectual disabilities), Vista Point Apartments (low-income seniors), and New Start Recovery Solutions – formerly Beacon House (addictions). The addition of a Homekey project to help those experiencing homelessness, including youth and those with disabilities is in keeping with this tradition of helping others.

As with any new facility or program, Council and the community should understand how the program works and what is city government's role. A sound public outreach program could answer questions and allay concerns including:

City responsibilities

a. What does the state require of the city for the life of this 55-year project?
b. What responsibilities will the city have in its partnership with Shangri La Industries?
c. What responsibilities will the city have in its partnership with Step Up Second Street?

Finances

d. What is the budget and funding sources for the first 5 years (acquisition, rehabilitation, operation, and resident supportive services)?
e. If funding sources decline after 5 years, what is the financial backstop for operation and resident supportive services expenses?
f. What is the expected municipal tax loss?

Neighborhood

g. Will this program attract more homeless people than can be housed?
h. Could local drug use or crime increase and how would that be prevented?
i. What assurance exists that the site will continue to be well maintained and attractive?

Residents

j. Will locals be given priority to rent?
k. Will on site supportive services for residents be available round the clock?
l. Will supportive services include transportation to meet needs not available nearby?
m. What is the quota system for categories of residents?
n. Will residents include families?

**OPTIONS**

N/A

**FINANCIAL IMPACT:**

There is no fiscal impact in the writing of this agenda report.

**GOAL ALIGNMENT:** Transparency, Accountability and Communication: Implement programs, processes, revisions, and training to improve and advance the City's efforts.

**Attachments**

Summary

Letter of Operating Support

Mayor PPT

Staff PPT

SLI PPT

| Homekey Summary (auto populated from Award, Match and Revenue worksheet) | | | | | |
|---|---|---|---|---|---|
| **Maximum Homekey Award** | | **Applicant Requested Homekey Award** | | **Lesser of Maximum and Requested Award** | |
| Capital Baseline Award | $8,800,000.00 | Capital Baseline Award | $8,800,000.00 | Capital Baseline Award | $8,800,000.00 |
| Additional Contribution | $4,900,000.00 | Additional Contribution | $4,900,000.00 | Additional Contribution | $4,900,000.00 |
| **Total Maximum Capital Award** | **$13,700,000.00** | **Total Requested Capital Award** | **$13,700,000.00** | **Total Capital Award** | **$13,700,000.00** |
| Operating Subsidy | $1,730,543.23 | Operating Subsidy | $1,730,543.23 | Operating Subsidy | $1,730,543.23 |
| 50% of Relocation Costs | $0.00 | 50% of Relocation Costs | $0.00 | 50% of Relocation Costs | $0.00 |
| §207 Bonus Award - app submittal | $490,000.00 | §207 Bonus Award - app submittal | $490,000.00 | §207 Bonus Award - app submittal | $490,000.00 |
| §207 Bonus Award - full occupancy | $490,000.00 | §207 Bonus Award - full occupancy | $490,000.00 | §207 Bonus Award-full occupancy | $490,000.00 |
| **Total Maximum Homekey Award** | **$16,410,543.23** | **Total Requested Homekey Award** | **$16,410,543.23** | **Total Homekey Award** | **$16,410,543.23** |

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| Number of Doors at Acquisition | 50 | Number of Units Proposed in the Project | 50 | | | | |
| Number of At-Risk of Homelessness Units | 0 | Number of Chronically Homeless Units | 24 | Number of Homeless Units | 15 | | |
| Number of Homeless Youth or Youth at Risk of Homelessness Units | 10 | Number of Assisted Units | 49 | | | | |
| Number of Units accessible to persons with mobility disabilities | 8 | Number of Units accessible to persons with hearing or vision disabilities | 5 | | | | |

| Project Overview | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Project Name | Step Up in Pacific Grove, A Shangri-La Community | | | | | | | | | | | |
| Project Address | 1111 Lighthouse Avenue | | | | Project City | Pacific Grove | | State | CA | Zip | 93950 | |
| Project County | Monterey | | Is the Project in a Rural Area per H&S Code §50199.21? (use the TCAC Method for determining rural status) | | | | | | | | | No |
| Assessor Parcel Number (APN) | 006-113-004-000 | Enter parcel # 2 APN here | Enter parcel # 3 APN here | Enter parcel # 4 APN here | Enter parcel # 5 APN here | Enter parcel # 6 APN here | Enter parcel # 7 APN here | Enter parcel # 8 APN here | Enter parcel # 9 APN here | Enter parcel # 10 APN here | Enter parcel # 11 APN here | |
| Assessor Parcel Number (APN) | Enter parcel # 12 APN here | Enter parcel # 13 APN here | Enter parcel # 14 APN here | Enter parcel # 15 APN here | Enter parcel # 16 APN here | Enter parcel # 17 APN here | Enter parcel # 18 APN here | Enter parcel # 19 APN here | Enter parcel # 20 APN here | Enter parcel # 21 APN here | Enter parcel # 22 APN here | |
| Geographic Set Aside | Central Coast | | | | | | | | | | | |
| Project Type (Transitional Housing and Congregate Shelter are Interim Housing) | Permanent Housing | | | | | | | | | | | |
| Building Type | Motel | | | | | | | | | | | |

| Applicant #1 | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| Entity name | The City of Pacific Grove | | | | | Organization type | City | | |
| Address | 300 Forest Avenue | | | City | Pacific Grove | State | CA | Zip | 93950 |
| Auth Rep | Ben Harvey | Title | City Manager | Email | citymanager@cityofpacificgrove.org | | | Phone | (831) 648-3106 |
| Contact | Anastacia Wyatt | Title | Senior Housing Program Manager | Email | awyatt@cityofpacificgrove.org | | | Phone | (831) 648-3182 |
| Address | 300 Forest Avenue | | | City | Pacific Grove | State | CA | Zip | 93950 |
| File Name | App1 Cert & Legal | See Certifications & Legal worksheet. | | | | | | Uploaded to HCD? | Yes |
| File Name | App1 Resolution | Signature required; see Applicant Documents worksheet. | | | | | | Uploaded to HCD? | Yes |
| File Name | App1 TIN Form | See Applicant Documents worksheet. | | | | | | Uploaded to HCD? | Yes |
| **Co-Applicant #1 (if applicable)** | | | | | | | | | |
| Entity name | Shangri-La Industries, LLC | | | | | Organization type | For-profit Corp | | |
| Address | 660 South Figueroa Street, Suite 1888 | | | City | Los Angeles | State | CA | Zip | 90017 |
| Auth Rep | Andrew Meyers Abdul-Wahab | Title | CEO | Email | ameyers@shangrila.us | | | Phone | (310) 701-7574 |
| Contact | Cody Holmes | Title | CFO | Email | cholmes@shangrila.us | | | Phone | (818) 421-4376 |
| Address | 660 South Figueroa Street, Suite 1888 | | | City | Los Angeles | State | CA | Zip | 90017 |
| File Name | Co-App1 Cert & Legal | See Certifications & Legal worksheet. | | | | | | Uploaded to HCD? | Yes |
| File Name | Co-App1 Resolution | Signature required; see Applicant Documents worksheet. | | | | | | Uploaded to HCD? | Yes |
| File Name | Co-App1 OrgDoc1, OrgDoc2, etc | See Applicant Documents worksheet. | | | | | | Uploaded to HCD? | Yes |
| File Name | Co-App1 OrgChart | See Applicant Documents worksheet. | | | | | | Uploaded to HCD? | Yes |
| File Name | Co-App1 Signature Block | See Applicant Documents worksheet. | | | | | | Uploaded to HCD? | Yes |
| File Name | Co-App1 Payee Data Record | See Applicant Documents worksheet. | | | | | | Uploaded to HCD? | Yes |
| File Name | Co-App1 TIN Form | See Applicant Documents worksheet. | | | | | | Uploaded to HCD? | N/A |
| File Name | Co-App1 Cert of Good Standing | Dated 30 days or less from the Application due date. | | | | | | Uploaded to HCD? | Yes |
| File Name | Co-App1 Tax-Exempt Status | Evidence of tax-exempt status from IRS and Franchise Tax Board, if applicable | | | | | | Uploaded to HCD? | N/A |
| **Co-Applicant #2 (if applicable)** | | | | | | | | | |
| Entity name | Step Up on Second Street, Inc. | | | | | Organization type | Non-profit Corp | | |
| Address | 1328 Second Street | | | City | Santa Monica | State | CA | Zip | 90401 |
| Auth Rep | Aaron Criswell | Title | Chief Housing Development Officer | Email | acriswell@stepup.org | | | Phone | (213) 458-6491 |
| Contact | Aaron Criswell | Title | Chief Housing Development Officer | Email | acriswell@stepup.org | | | Phone | (213) 458-6491 |
| Address | 1328 Second Street | | | City | Santa Monica | State | CA | Zip | 90401 |

# THE COALITION
## OF HOMELESS SERVICES PROVIDERS

**MEMBER AGENCIES**

Central Coast Center for Independent Living

Community Homeless Solutions

Community Human Services

CSU Monterey Bay – CHE Center

Dorothy's Place

Housing Authority of the County of Monterey

Housing Resource Center of Monterey County

Interim, Inc.

MidPen Housing Corporation

The Salvation Army - Monterey Peninsula Corps

San Benito County Health & Human Services Agency

Sun Street Centers

Veterans Transition Center

**ASSOCIATE MEMBERS**

Access Support Network

CHISPA

Downtown Streets Team

Eden Housing

Food Bank for Monterey County

Gathering for Women

Nation's Finest

Neighborhood Services Center of the First United Methodist Church

Victory Mission

YWCA Monterey County

**COMMUNITY ADVISORS**

City of Marina

City of Salinas

City of Sand City

Monterey County Department of Social Services/CAP

Monterey County Office of Education

January 28, 2022

Gustavo Velasquez, Director
California Department of Housing and Community Development
2020 West El Camino Avenue
Sacramento, CA 95833

RE: Availability Operating Support for Monarch Pacific Grove Development #165

Dear Mr. Velasquez,

The Coalition of Homeless Service Providers is pleased to provide this letter of support to Shangri La Industries, LLC and Step Up to Second Inc. in furtherance of their Homekey development that will utilize the state Homekey Program to acquire and convert the current Monarch Resort into permanent supportive housing. The Coalition of Homeless Services Providers is a 501(c)3 non-profit organization that serves as Monterey and San Benito County's Continuum of Care (CoC) lead. We coordinate services among partner agencies, ensure our community is following federal guidelines, report homeless statistics to federal and state governments, and seek funding for the homeless services community.

The City of Pacific Grove has brought together nonprofit, City and private industry partners to design and implement a permanent supportive housing model targeting persons experiencing chronic homelessness and homeless transitional age youth. The project plan includes leveraging local resources and partnerships for the acquisition and conversion of a hotel site to provide the City's first Housing First program.

To ensure the effective delivery of fifty (50) studio housing units (49 of which will be reserved for the target populations and 1 will be a manager's unit) to those who are in most need, the CoC supports the Monarch Pacific Grove Homekey application and endeavors to commit operating assistance in the range of $200,000 for four years as requested. At this time, the CoC has committed resources to four previously submitted Homekey projects in Monterey County. While these applications have exhausted current County and CoC resources we are planning to review our resources so that we can support all Homekey projects. The CoC is working with the County Department of Social Services and Housing and Community Development Department, to identify the requested funding to support operations. Any additional commitments are subject to approval of the Board of Supervisors and CoC Board. I am pleased to

report that all agencies have expressed support for the Monarch Pacific Grove Homekey application.

Please feel free to contact me at rwilson@chsp.org, should you require any further communications regarding this matter. Thank you for your consideration.

Sincerely,

Roxanne V. Wilson

Executive Officer

# PG Hotel Homekey Project

## February 16, 2022

Mayor Bill Peake

City of Pacific Grove

# PG Hotel Homekey Project

RECOMMENDATION

- Direct City Manager to begin public outreach on a potential Homekey project no later than March 16.

# PG Hotel Homekey Project

## INTRODUCTION

- January 19 Council authorized an application to HCD for $15,000,000 for a hotel located in PG
- Homekey application was filed January 31.
- Council authorized City Manager to fund, acquire, rehabilitate, and operate with partners.
- Total of 4 Authorizations by Council

# PG Hotel Homekey Project

UPDATE

- The original hotel identified is not under consideration.
- A new location is needed.

# PG Hotel Homekey Project

Public Outreach needed - <u>City responsibilities</u>

a) What does the state require of the city for the life of this 55-year project?

b) What responsibilities will the city have in its partnership with Shangri La Industries?

c) What responsibilities will the city have in its partnership with Step Up Second Street?

# PG Hotel Homekey Project

Public Outreach needed - Finances

a) What is the budget and funding sources for the first 5 years (acquisition, rehabilitation, operation, and resident supportive services)?

b) If funding sources decline after 5 years, what is the financial backstop for operation and resident supportive services expenses?

c) What is the expected municipal tax loss?

# PG Hotel Homekey Project

Public Outreach needed - Neighborhood

a) Will this program attract more homeless people than can be housed?

b) Could local drug use or crime increase and how would that be prevented?

c) What assurance exists that the site will continue to be well maintained and attractive?

# PG Hotel Homekey Project

## Public Outreach needed - Residents

a) Will locals be given priority to rent?

b) Will on site supportive services for residents be available round the clock?

c) Will supportive services include transportation to meet needs not available nearby?

d) What is the quota system for categories of residents?

e) Will residents include families?

# End

# Project Homekey

February 16, 2022, City Council

City of Pacific Grove

# City Council Action

- Direct staff to begin public outreach on Project Homekey no later than March 16th.
- Potential dates available at the Community Center are March 14th or March 28th.

# Project Homekey Information

- AN FAQ is posted on the City's Housing Website: https://files.cityofpacificgrove.org/Document_Center/Departments/Community%20Development/Housing/Main%20Page/Memo_Homekey%20FAQS_2-14-22.pdf

- The City will host a public outreach meeting in March to discuss the Homekey program and the development of very-low income housing.

# STEP UP IN PACIFIC GROVE

CREATING SOLUTIONS TO HOMELESSNESS

# HOMEKEY

- HomeKey = Permanent Supportive Housing (PSH)
- PSH = Solution to Homelessness
- Housing infused with rich supportive services
- Homekey was based in part on work of Step Up and Shangri La (SLI)
  - Over past fifteen years, we've worked to hone the motel conversion to PSH model
  - Step Up and SLI – 8 motel conversions since 2012
  - Poised to do 14 new HomeKey projects
- National experts on motel conversions

# OUR HOMEKEY PARTNERSHIP

- City of Pacific Grove – Step Up – Shangri La Industries (SLI) partnership
- Every Homekey project has three components;
  - Acquisition/Rehab
  - Rent Subsidy
  - Services

# WHO DOES WHAT?

- Acquisition & Rehab
  - Funded by Homekey and SLI
  - City of PG has no obligation for acqu/rehab costs
- Rental Subsidies
  - All tenants are low income
  - Securing rental subsidies through HomeKey, the county and other sources
- Services Funding
  - Securing funding through Homekey and local sources

# WHO DOES WHAT?

- City of Pacific Grove
  - Submitted HomeKey application
  - Support securing rental subsidies from county, HomeKey and other sources
  - Support securing services funding from county, HomeKey and other sources
- Shangri La
  - Secure sale agreement
  - Perform rehab construction to convert motel into studio apartment building
  - Create ownership entity across SLI and Step Up
- Step Up
  - Provide on site supportive services
  - Provide on site property management services

# ABOUT STEP UP

- Full service mental health agency since 1984
- Started in Santa Monica, now across CA, GA, TN and FL
- We've housed thousands of chronically homeless individuals
- We have 14 current permanent supportive housing projects
- Recognized as one of the best service providers in the country
- 97% retention rate of individuals who move into housing

# THE STEP UP MODEL

- We use Housing First- an evidenced based practice used worldwide
- Three full time supportive services staff on site
  - Dedicated to working solely with tenants on a day-to-day basis
  - That's a 1:16 staff to tenant ratio, about the best in the business
  - Tenants go through a stabilization process in first 3- 12 months
  - Staff assist in transition from sleeping on the floor to sleeping in a bed

# SUPPORTIVE SERVICES
## ACTIVITIES OF DAILY LIVING AND SERVICE COORDINATION

- Activities of Daily Living (ADL)
  - Cooking, cleaning, shopping, budgeting, etc.
  - Learning or relearning responsibilities of a housed daily life
  - Checking in daily
  - Focus for first 6- 12 months

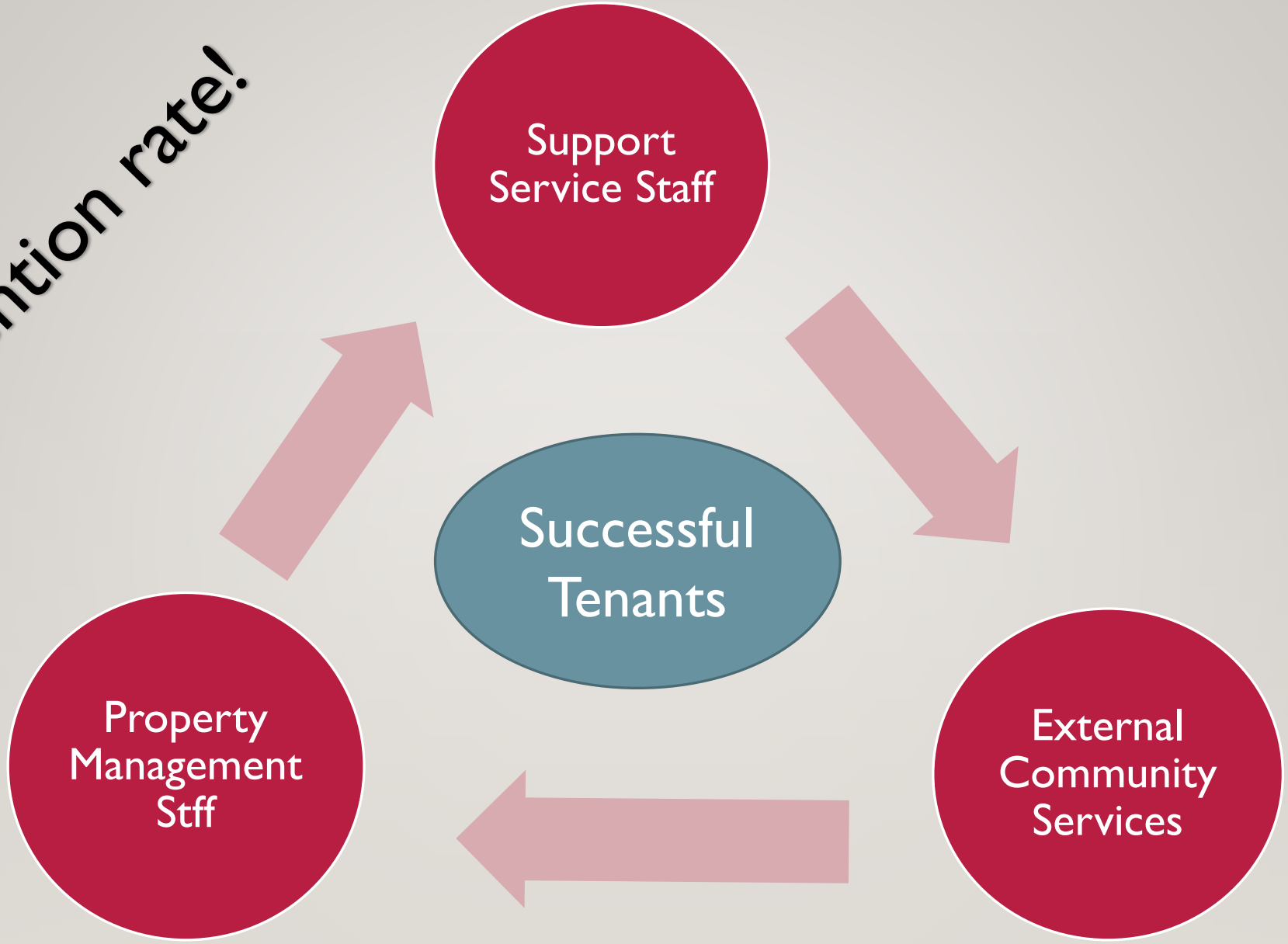
# SUPPORTIVE SERVICES
## ACTIVITIES OF DAILY LIVING AND SERVICE COORDINATION

- Service Coordination
  - Developing goal plan with each tenant
  - Identify and secure community services to support that plan
  - Aligning all resources to support tenants
  - Transport tenants to appointments as needed
  - 5- 6 days/week coverage

# PROPERTY MANAGEMENT SERVICES

- Resident Manager
  - Lives on site
  - Rent collection, maintenance, etc.
  - Eyes and ears on weekends and evening
  - Coordinates with supportive services daily
- Step Up will have four staff on site focused solely on the 49 tenants

97% retention rate!



*"In a matter of months, not years, Shangri La and Step Up gave some of the most vulnerable Californians the dignity of a key, a lock a door and a place to call home. This is an example of the kind of innovation we need to take this crisis on."*

Governor Newsom on our San Bernardino Homekey project, 2021

# CITY OF PACIFIC GROVE

**300 Forest Avenue, Pacific Grove, California 93950**

## AGENDA REPORT

**TO:** Honorable Mayor and Members of the City Council

**FROM**: Daniel Gho, Public Works Director / Deputy City Manager

**MEETING DATE:** March 16, 2022

**SUBJECT:** Autobahn Car Event

**CEQA:** Categorical Exemption, CEQA Guidelines Section 15301, Class I, Existing Facilities

---

**RECOMMENDATION**

Approve the Legends of Autobahn as a full cost recovery special event to be held on the front nine of the golf course on Thursday, August 18, 2022.

**DISCUSSION**

**BACKGROUND**

In 2017, the City Council approved a special event at the Pacific Grove Golf Links, allowing Worldwide Auctioneers to utilize the 18th hole of the golf course for an auto auction during Car Week. As part of this effort, the City made improvements to the 18th hole, and entered into a five-year contract with Worldwide Auctioneers to allow the event to take place annually on the golf course during the five-year period with a corresponding annual installment payment from Worldwide Auctioneers to the City for the 18 th hole golf course improvements. Event organizers hosted the auction for the first two years of the contract, but unfortunately, the Covid-19 global pandemic and corresponding Monterey County Shelter In Place Order hampered staging of the event during years 3 and 4 of the five-year agreement (one year of the agreement remains). Worldwide Auctioneers has advised the City that they will not be returning to Pacific Grove to stage the special event. On December 29, 2021 the City received a $66,716.19 check from Worldwide Auctioneers for the remaining balance of the golf course improvements.

The departure of Worldwide Auctioneers has opened the door for Pacific Grove and the Golf Links to host a prestigious car week event, the Legends of the Autobahn. The proposed event would be held at the Golf Links, during car week, on Thursday, August 18, 2022, by the Pacific Grove Chamber of Commerce (Chamber) in conjunction with the BMW Club of American (Club). The Legends of Autobahn event has historically occurred locally in Carmel Valley. In 2021, the event was moved to the Monterey County Fairgrounds. The event coordinators are now looking for a new site to host the event for multiple years.

A high-level event concept was presented to the City Council on December 15, 2021, and then brought forth as part of the special events calendar at the January 31, 2022 Recreation Board meeting and at the February 16, 2022 City Council meeting. Event approval was postponed; the Council requested staff to work with event organizers to finalize event details in advance of returning to Council. Subsequently,

staff met with the event organizers to discuss logistics and obtain a site map and traffic plan (Attachment 1).

**EVENT DETAILS**
The Legends of Autobahn event, which will display 400-500 cars, manufactured by BMW, Mercedes and Audi, on the 2nd and 8th holes.

The event will take place on the front nine of PG Golf Links on Thursday, August 18, 2022, between 8:00 am and 9:00 pm. This includes event setup and breakdown. The event will be open to the public, free of charge, from 9:30 am until approximately 4:00 pm.

**EVENT SETUP**
· August 17, 2022 - Event setup will begin at approximately noon. These activities include delivery trucks delivering tents, tables, and chairs. These activities will have minimal impact.
· August 18, 2022 (Event Day)- Event day set up will begin around 6 am. Between 8 and 9 am, 400-500 display cars will arrive to be shown on the 2nd and 8th golf course.

**TRAFFIC & PARKING**
Traffic around the event will be slightly elevated, as it is anticipated that 1500 spectators will cycle through the show between the hours of 9:30 am and 4:00 pm. However, it is only anticipated that a few hundred spectators will be at the event at any given time.

Spectator parking will occur on the 1st, 3rd and 9th hole of the golf course, with access from Del Monte and 17 Mile Drive. Spectator parking will stop at 2:30 pm. Signage and event volunteers will be present to guide both show cars and spectators to the parking locations. No parking signs will be erected along Del Monte, Crest and 17 Mile Drive, with advanced warning signs for the special event and spectator parking. This plan has been reviewed and approved by the City's traffic engineer.

**EVENT BREAKDOWN**
All cleanup will be done the day of the event, concluding by 9:00 pm, with the exception of picking up a few items the next day, such as portable potties.

**ADDITIONAL EVENT DETAILS**
The event will be catered by La Crème Catering / Point Pinos Grill.

The golf course will remain open for golf play on the back nine, with the golf course lot being reserved strictly for golfers and patrons of the Point Pinos Grill.

**OPTIONS**
1. Do not approve the event
2. Provide alternative direction

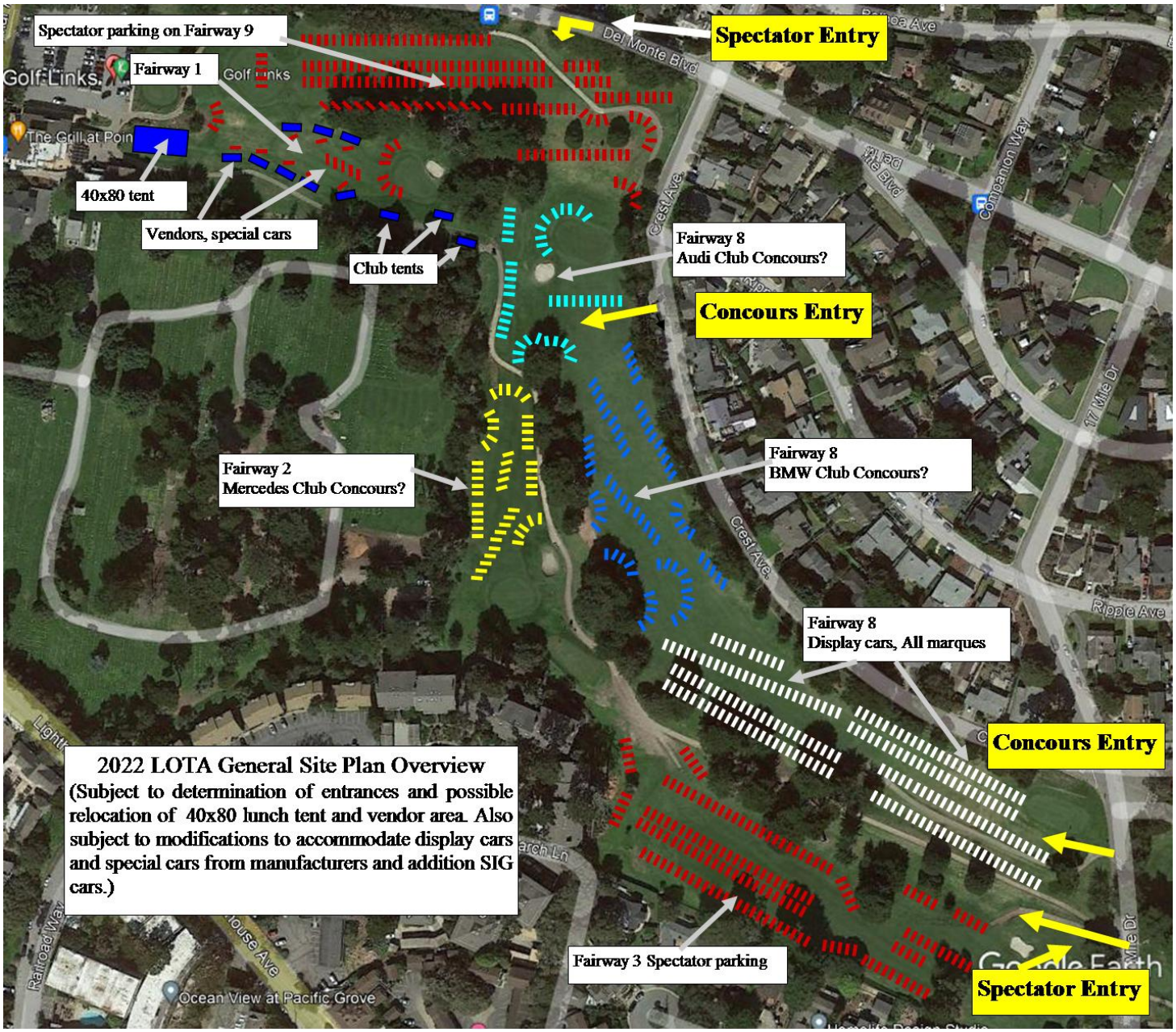
**FINANCIAL IMPACT:**
There is no fiscal impact to the City by allowing this event to proceed. This event will be a full cost recovery special event and all cost that are inquired will be recovered by event organizers.

**GOAL ALIGNMENT:** Not Applicable.

---

**Attachments**

Site plan and traffic plan


Spectator parking on Fairway 9
Fairway 1
Spectator Entry
40x80 tent
Vendors, special cars
Club tents
Fairway 8
Audi Club Concours?
Concours Entry
Fairway 2
Mercedes Club Concours?
Fairway 8
BMW Club Concours?
Fairway 8
Display cars, All marques
Concours Entry
2022 LOTA General Site Plan Overview
(Subject to determination of entrances and possible relocation of 40x80 lunch tent and vendor area. Also subject to modifications to accommodate display cars and special cars from manufacturers and addition SIG cars.)
Fairway 3 Spectator parking
Spectator Entry
Del Monte Blvd
Crest Ave
Ripple Ave
17 Mile Dr
Ocean View at Pacific Grove

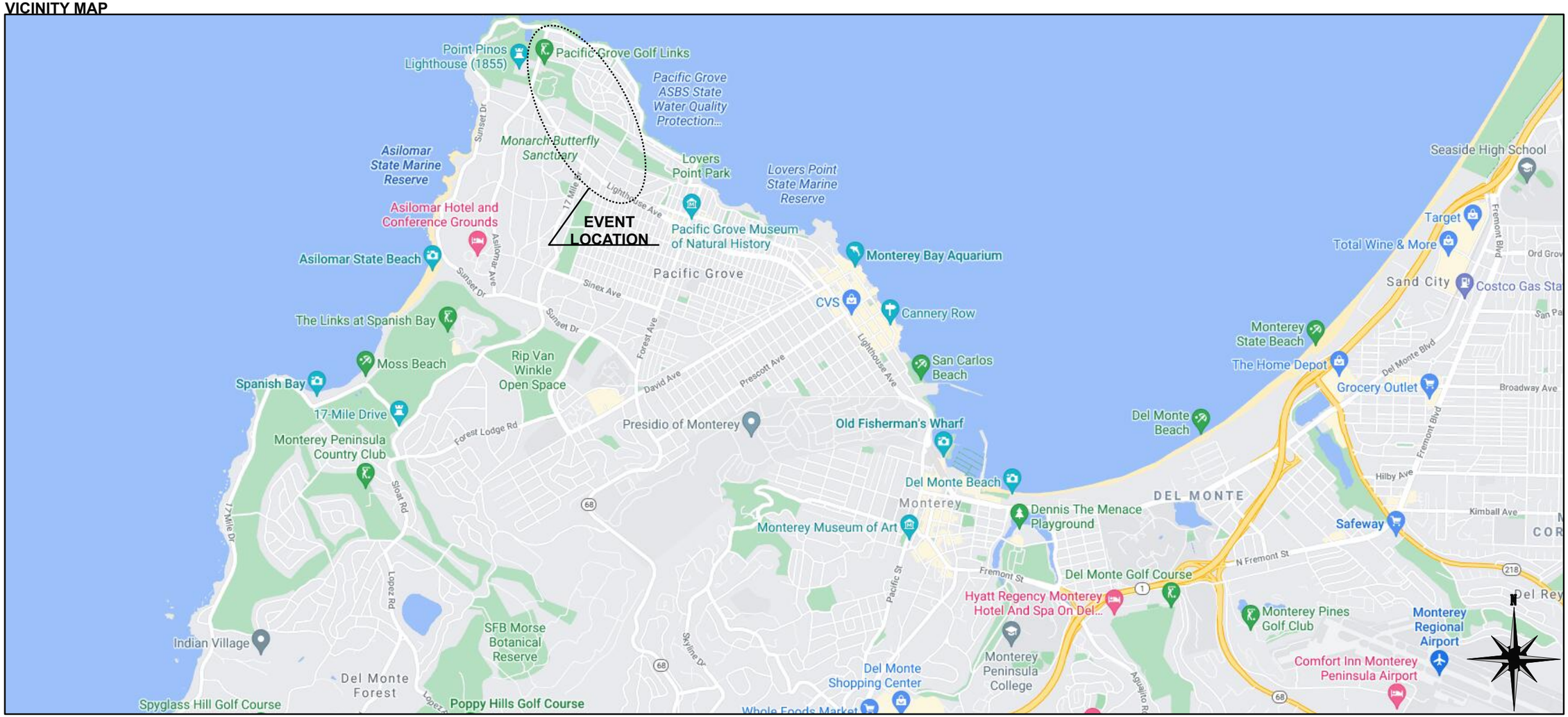
NOTES:

1. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO INSTALL THE TRAFFIC CONTROL DEVICES AS SHOWN HEREON, AS WELL AS ANY ADDITIONAL TRAFFIC CONTROL DEVICES AS MAY BE REQUIRED TO ENSURE THE SAFE MOVEMENT OF TRAFFIC AND PEDESTRIANS THROUGH OR AROUND THE WORK ZONE, AND PROVIDE MAXIMUM PROTECTION AND SAFETY TO CONSTRUCTION WORKERS.
2. ALL TRAFFIC CONTROL DEVICES AND THEIR PLACEMENT SHALL CONFORM TO THE REQUIREMENTS OF THE CALIFORNIA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (CA-MUTCD), 2014 EDITION - REVISION 6.
3. PLAN IMPLEMENTATION AND DEVICE PLACEMENT SHALL BE PERFORMED BY TRAINED PERSONNEL.
4. ALL FLAGGERS SHALL BE CERTIFIED AS REQUIRED BY CAL OSHA.
5. TRAFFIC CONTROL DEVICES MUST BE MONITORED AND MAINTAINED BY THE CONTRACTOR AT ALL TIMES.
6. TRAFFIC CONTROL DEVICES SHALL NOT BE PLACED ON PRIVATE PROPERTY.
7. CONTRACTOR SHALL MAINTAIN ACCESS TO ALL DRIVEWAYS, RESIDENCES AND BUSINESS AT ALL TIMES UNLESS OTHERWISE NOTED. CONTRACTOR SHALL NOTIFY ALL AFFECTED RESIDENCES AND BUSINESSES 72 HRS IN ADVANCE PRIOR TO CLOSURE OF A DRIVEWAY OR ACCESS.
8. ALL TRAFFIC CONTROL DEVICES SHALL BE REMOVED AT THE END OF THE WORKING DAY.

**LEGEND**

| | | | |
|---|---|---|---|
| SPECIAL EVENT AHEAD<br>SC5(CA) | SPECTATOR PARKING →<br>SPECTATOR MOD SIGN 1 | SPECTATOR PARKING ←<br>SPECTATOR MOD SIGN 2 | SPECTATOR PARKING ↑<br>SPECTATOR MOD SIGN 3 |
| SIGN (shown facing left) | LOCATION OF NO PARKING SIGNS | | |

**VICINITY MAP**




**BMW CAR CLUB - PACIFIC GROVE - DEL MONTE BLVD & CREST AVE - 2.14.2022**


KRC SAFETY CO., INC.
7821 W. SUNNYVIEW AVE
VISALIA, CA 93291
559 - 732 - 0393
TRAFFIC CONTROL PLANS
LICENSE # 507950 (A,C31)


IF KRC SAFETY CO INC IS NOT PERFORMING THE ACTUAL TRAFFIC CONTROL, THEN IT IS THE RESPONSIBILITY OF THE CONTRACTOR OR SUBCONTRACTOR TO ENSURE THAT PROPERLY TRAINED PERSONNEL MAINTAIN AND MAKE NEEDED FIELD ADJUSTMENTS FOR UTMOST VEHICULAR AND PEDESTRIAN SAFETY. IF A TRAFFIC CONTROL SET UP VARIES FROM, AND OR CHANGES ARE MADE TO THE APPROVED TRAFFIC CONTROL PLAN, THE CONTRACTOR SHALL ASSUME ALL RESPONSIBILITY AND RISK ASSOCIATED WITH IMPLEMENTATION, MAINTENANCE AND REMOVAL OF THE TRAFFIC CONTROL.

| | |
|---|---|
| CONTRACTOR: | BMW CAR CLUB |
| CONTACT: | WAYNE WUDRAM<br>559-280-8336 |
| AGENCY/ LOCATION: | PACIFIC GROVE<br>DEL MONTE BLVD<br>& CREST AVE |
| TD#: | N/A |
| CIRCUIT: | N/A |
| SUBSTATION: | N/A |
| START DATE: | 8.18.2022 |
| WORK HOURS: | 7AM-3PM |
| DURATION: | 1 DAY |
| DATE SUBMITTED: | 2.14.2022 |
| REVISED DATE: | |
| TCP DRAWN BY: | Josh T (josht@krcsafety.com) |
| | TCP 1 |
| SHEET: | 1 OF 2 |

KRC SAFETY CO., INC.
7821 W. SUNNYVIEW AVE
VISALIA, CA 93291
559 - 732 - 0393
TRAFFIC CONTROL PLANS
LICENSE # 507950 (A,C31)

IF KRC SAFETY CO INC IS NOT PERFORMING THE ACTUAL TRAFFIC CONTROL, THEN IT IS THE RESPONSIBILITY OF THE CONTRACTOR OR SUBCONTRACTOR TO ENSURE THAT PROPERLY TRAINED PERSONNEL MAINTAIN AND MAKE NEEDED FIELD ADJUSTMENTS FOR UTMOST VEHICULAR AND PEDESTRIAN SAFETY. IF A TRAFFIC CONTROL SET UP VARIES FROM, AND OR CHANGES ARE MADE TO THE APPROVED TRAFFIC CONTROL PLAN, THE CONTRACTOR SHALL ASSUME ALL RESPONSIBILITY AND RISK ASSOCIATED WITH IMPLEMENTATION, MAINTENANCE AND REMOVAL OF THE TRAFFIC CONTROL.

CONTRACTOR:
BMW CAR CLUB

CONTACT:
WAYNE WUDRAM
559-280-8336

AGENCY/ LOCATION:
PACIFIC GROVE
DEL MONTE BLVD
& CREST AVE

TD#:
N/A

CIRCUIT:
N/A

SUBSTATION:
N/A

START DATE:
8.18.2022

WORK HOURS:
7AM-3PM

DURATION:
1 DAY

DATE SUBMITTED:
2.14.2022

REVISED DATE:

TCP DRAWN BY:
Josh T (josht@krcsafety.com)

TCP 1

SHEET:
2 OF 2

# CITY OF PACIFIC GROVE

**300 Forest Avenue, Pacific Grove, California 93950**

## AGENDA REPORT

| | |
|---|---|
| **TO:** | Honorable Mayor and Members of the City Council |
| **FROM:** | Joe Amelio, Councilmember, Luke Coletti, Councilmember |
| **MEETING DATE:** | March 16, 2022 |
| **SUBJECT:** | Coastal Wildlife Protection Subcommittee |
| **CEQA:** | Does not constitute a "Project" per California Environmental Quality Act Guidelines Section 15378 |

---

**RECOMMENDATION**

Direct the City Attorney to return with a draft ordinance to form a Wildlife Protection Commission (WPC) comprised of seven members with three having coastal expertise. The WPC will consider wildlife and natural habitat protection issues citywide.

**DISCUSSION**

At its November 3, 2021 meeting, the City Council formed a subcommittee to consider recommendations from both the Coastal Wildlife Protection Advisory Committee (CWPAC) and Beautification and Natural Resources Commission (BNRC). The BNRC considered the CWPAC recommendations at their July 13, 2021 and August 17, 2021 meetings.

The CWPAC and BNRC both recommend the formation of a wildlife protection commission with an emphasis on coastal wildlife and habitat. Our subcommittee concurs but believes wildlife and habitat protection is a citywide concern.

Pacific Grove has a unique history of preserving and protecting wildlife and natural habitat:

- By 1927 Pacific Grove had acquired nearly all waterfront land in order to keep it from being developed. The final parcel (Lovers Point) was acquired in 1934.

- In 1931 the State of California granted Pacific Grove title to its waterfront (submerged lands) to a depth of 60 feet, with the state ceding its title to the same area (attachment #1).

- In 1932 the City Council adopted Ordinance 284 (attachment #2) establishing the area as a "Refuge and Marine Gardens." This ordinance is still in effect – PGMC Chapter 14.04.

- In 1974 this area was designated an Area of Special Biological Significance by the State Water Resources Control Board.

- Pacific Grove is surrounded by three California Marine Protected Areas, which also require our attention (attachment #1).

Furthermore, our General Plan and Local Coastal Program include polices and requirements to preserve and protect our wildlife and natural habitat:

- GOAL 1 Comprehensively manage Pacific Grove's vegetation and wildlife habitat.
- POLICY 2 Develop a vegetation and wildlife habitat management program.
- POLICY 6 Review the role of the City Beautification Committee with respect to the management of Pacific Grove's vegetation and wildlife.
- POLICY 7 Develop procedures to more effectively focus the abundance of environmental and other volunteerism available to the City.
- GOAL 2 Protect Pacific Grove's coastal resources.
- GOAL 4 Protect Pacific Grove's water and marine resources.
- GOAL 6 Protect endangered species.
- POLICY 12 Develop methods to maintain endangered species within the Asilomar Dunes neighborhood, Asilomar State Beach and Conference Grounds, the U.S. Coast Guard Reservation, the Pacific Grove shoreline, and other appropriate areas (LUP, 2.3.6.2)

**GOAL ALIGNMENT**
1. Environmental Stewardship
2. City Asset Stewardship

**OPTIONS**

1. Provide other direction.
2. Take no action.

**FINANCIAL IMPACT:**
None.

**GOAL ALIGNMENT:** See Goal Alignment within Discussion section.

**Attachments**

Map
Ord 284

# Coastal Resources - 2022

## Legend

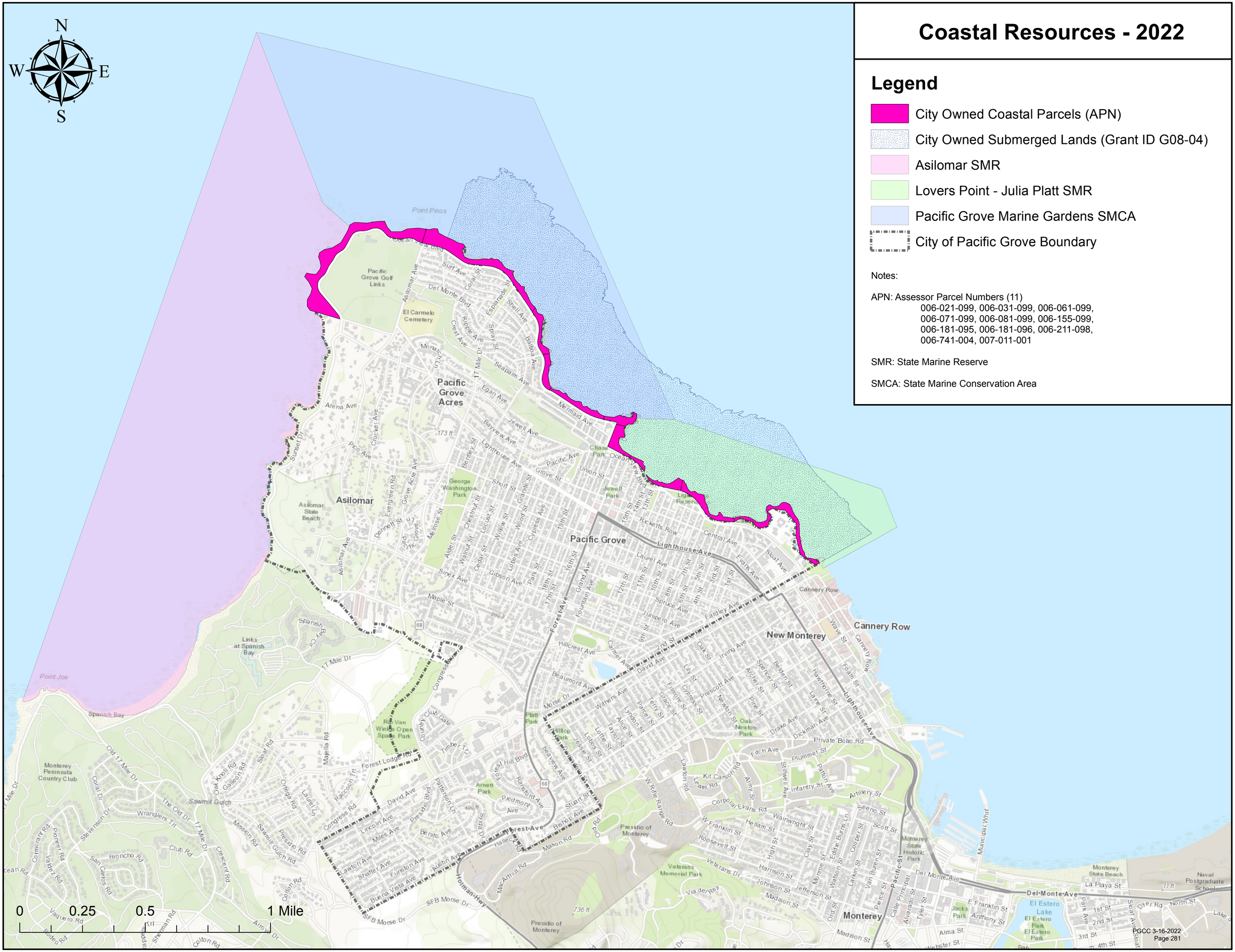
- City Owned Coastal Parcels (APN)
- City Owned Submerged Lands (Grant ID G08-04)
- Asilomar SMR
- Lovers Point - Julia Platt SMR
- Pacific Grove Marine Gardens SMCA
- City of Pacific Grove Boundary

Notes:

APN: Assessor Parcel Numbers (11)
006-021-099, 006-031-099, 006-061-099,
006-071-099, 006-081-099, 006-155-099,
006-181-095, 006-181-096, 006-211-098,
006-741-004, 007-011-001

SMR: State Marine Reserve

SMCA: State Marine Conservation Area



ORDINANCE NO. 284

AN ORDINANCE TO ESTABLISH A REFUGE AND MARINE GARDEN OF CERTAIN PROPERTY OWNED BY THE CITY OF PACIFIC GROVE FOR THE PROTECTION OF CERTAIN KINDS OF MARINE LIFE AND PRESCRIBING PENALTIES FOR THE VIOLATION OF THIS ORDINANCE.

- - - - - -

THE COUNCIL OF THE CITY OF PACIFIC GROVE DO ORDAIN AS FOLLOWS:

SECTION 1: That all the water front of said City of Pacific Grove, together with the certain submerged lands in the Bay of Monterey contiguous thereto, as set forth and particularly described in that certain Act of the Legislature of the State of California entitled, "An Act granting to the City of Pacific Grove the title to the water front of said City together with certain submerged lands in the Bay of Monterey contiguous thereto" approved by the Governor June 9, 1931 be and said water front and submerged lands are hereby established as a refuge for the protection of certain kinds of marine life hereinafter mentioned and as a marine garden of said City and reference is hereby made to said Act of the Legislature for a particular description of said water front and said submerged lands.

SECTION 2: That any person who catches or takes within the boundaries of said water front and/or said submerged lands of said City any fish except by hook and line, invertebrate animal life, specimens of marine plant life, or who shall wilfully injure or destroy the same, or who shall remove sand, gravel or rocks therefrom, shall be guilty of a misdemeanor and upon conviction thereof shall be punished by a fine of not more than $300.00 or by imprisonment in the City jail of said City or in the County jail of Monterey County, California for not more than thirty days or by both such fine and imprisonment.

Provided, however, that specimens of marine life may be taken for non-commercial purposes in small quantities that can be carried by hand from the area exposed by low tide between the extensions of Seventeenth Street and Siren Street; and provided further that pebbles

and shells found above mean high tide may be taken for non-commercial purposes in small quantities that can be carried by hand.

SECTION 3: This ordinance shall take effect and be in force thirty days from and after its final passage and approval.

PASSED AND ADOPTED BY THE COUNCIL OF THE CITY OF PACIFIC GROVE, this 5th day of May, 1932, by the following vote:

AYES: COUNCILMEN: (Mayor) Platt, Fraden, Brown, Todd, Clay, Workman, Lee

NOES: COUNCILMEN: None

ABSENT: COUNCILMEN: None

- - - - - - - - - - - - - -

APPROVED: May 5th, 1932

Julia B. Platt
Mayor of said City

ATTEST:

Elynile Hurlbert
City Clerk

# CITY OF PACIFIC GROVE

**300 Forest Avenue, Pacific Grove, California 93950**

## AGENDA REPORT

| | |
|---|---|
| **TO:** | Honorable Mayor and Members of the City Council |
| **FROM**: | Anastacia Wyatt, Housing Program Manager |
| **MEETING DATE:** | March 16, 2022 |
| **SUBJECT:** | Housing Element and Regional Housing Needs Allocation (RHNA) |
| **CEQA:** | Does not constitute a "Project" per California Environmental Quality Act Guidelines Section 15378 |

## RECOMMENDATION

Receive update.

## DISCUSSION

**The Pacific Grove Housing Element**

The Housing Element is part of the City's General Plan, as required by state law. It sets forth Pacific Grove's goals, policies and programs for housing, helping ensure the City plans for adequate housing to meet current and projected needs. In accordance with state requirements, it includes an analysis of housing needs across income levels and types of households, and identifies sites to meet the need for new housing as well as programs to preserve existing housing. Importantly, the Housing Element must demonstrate that the City has the necessary zoning, development regulations, and supportive policies and programs to facilitate housing production consistent with projected needs at different income levels, as established through a state-mandated process called the Regional Housing Needs Allocation, or RHNA.

Pacific Grove's existing Housing Element was adopted in March 2016 and covers the planning period from 2015 to 2023. The next planning period covers the period from June 30, 2023 to December 15, 2031. The state deadline for adopting the new Housing Element is December 2023.

**Key Components of the Housing Element**

There are a number of requirements that every California city's Housing Element must consider and respond to. The main components include:

- *Housing Needs Assessment*, analyzing the demographic, employment and housing trends and conditions that affect housing needs in Pacific Grove.
- *Evaluation of Past Performance*, documenting our success in implementing the policies and programs of our current housing element and key lessons learned.
- *Housing Sites Inventory*, identifying available sites for housing development or redevelopment to ensure that there is adequate capacity to address RHNA (see next section).
- *Community Outreach and Engagement*, demonstrating that the City has a robust community outreach and engagement program, with a particular focus on outreach to traditionally underrepresented groups.
- *Constraints Analysis*, analyzing and recommending remedies for existing and potential

governmental and nongovernmental barriers to housing development.
- *Policies and Programs*, setting forth the policies and programs we are adopting to fulfill our identified housing needs and meet our goals.

**Recent Changes to Housing Element Law**
A number of recent state laws establish new requirements for the Housing Element and create additional consequences for not being in compliance. Further, the state recently established a Housing Accountability Unit that is charged with monitoring and enforcing compliance with housing element law and ensuring that local jurisdictions are helping to facilitate the development of new units and complying with fair housing requirements.

Some of the key changes include:
- **A big increase in the number of units the City needs to plan for** including, in particular, an increase in the number of lower income units needed to be planned for.
- **New requirements for the inventory of housing sites.** These include limits on the extent to which sites can be reused that are included in the current housing element and increased scrutiny of small, large, and non-vacant sites when these sites are proposed to accommodate units for very low- and low-income households.
- **New requirements for "affirmatively furthering fair housing."** The City needs to ensure inclusive engagement in the Housing Element process as well as careful attention to ensuring that the selection of Housing Element sites and other housing policies and programs do not result in segregation or concentration of poverty and that they increase access to areas of opportunity.
- **New parameters for rezoning.** In previous Housing Elements, a jurisdiction had three years in which to complete any rezoning needed to provide for planned housing capacity. While that remains true, if the Housing Element is not certified within 120 days of the statutory deadline, the rezoning must now be completed within a year of certification. If the experience of other regions is an indication, the likelihood of getting a certified element within the established timeframe is low, in part due to the next point…
- **Additional time required for review.** HCD has 90 days for review of submitted draft elements, and there are more requirements for public review periods, too. Given the number of new requirements, most jurisdictions are finding that multiple rounds of review with HCD are being required in order to get to a certified element.

**RHNA Methodology and Pacific Grove's e-Draft Allocation**

In the 2015 – 2023 planning period, Pacific Grove's "Regional Housing Need Allocation" (or RHNA) was 115 units. In the draft methodology recently approved by the AMBAG Board in January 2022, **the number of units allocated to Pacific Grove is 1,125**. This is much higher than the draft projections shared with Council in December 2021, which ranged from 300 to 440 total units.

While the overall increase for AMBAG jurisdictions compared to the previous planning period is higher due to an increase in the projected regional housing need (33,274 units projected for the AMBAG region as a whole, compared to 10,430 previously) Pacific Grove's increase under the adopted draft methodology is also due to the AMBAG Board's decision to adopt a methodology that weights housing allocations towards "high resource communities" and incorporated areas—both of which apply to Pacific Grove. Other factors considered in the methodology include the number of jobs and the balance between jobs and housing units, among others.

**Table 1 in Attachment B** summarizes Pacific Grove's allocation based on the draft RHNA 6 methodology compared to the numbers that were allocated in RHNA 5 (for the 2015 – 2023 planning period) as well as housing unit production, by income category, during that period. **Table 2 in Attachment B** provides a summary of all the Monterey County jurisdictions' RHNA 5 and RHNA 6

allocations as well as a comparison of their RHNA 6 allocation of units to estimates of the current number of housing units in each jurisdiction. These numbers are provided to help contextualize and compare Pacific Grove's "pre-draft" allocation with those of others.

The increase in the RHNA allocations are particularly pronounced in the Monterey Peninsula communities, with Pacific Grove having the second largest increase in allocations compared to RHNA 5 (878%) and Carmel-by-the-Sea the highest (1,026%). However, comparing the allocation to the number of existing housing units is also instructive and provides a different understanding of the allocations. While Carmel has the highest increase in comparison to the RHNA 5 allocations, it has among the lowest increases in comparison to the number of units already existing in the City (3,438 existing units, with an allocation of 349 units, for an increase of 10% during the planning period). By comparison, Pacific Grove's allocation of 1,125 units is an increase of 878% from RHNA 5, but translates to an increase of 14% from the current number of units (estimated at 8,219), which is consistent with the increase in units from RHNA 6 applied countywide.

The proposed draft methodology also allocates units by income category. For Pacific Grove, the increase in the allocation (compared to RHNA 5) of very low income units is 1,111%, low income is 1,128%, moderate income is 662%, and above moderate income is 744%. While these numbers are much higher than anticipated, it is important to keep in mind that the recently completed work of the Welcome Home Initiative highlighted the significant workforce and affordable housing needs in the community, and the mismatch between the housing needed and the City's existing housing stock.

Building lower income units requires heavier subsidies and incentives to support the development of those units. While the City itself does not build housing, the housing element must demonstrate that the city has in place the necessary zoning, regulatory standards and other policies and programs to facilitate the development of that housing. This will require rezoning in multiple areas of the city and the redevelopment of existing non-vacant sites (see **Attachment C**). As a result, this may also require reconsideration of the city's Land Use Map and potentially other parts of the Pacific Grove General Plan to ensure they are consistent with the level of planned housing growth.

Regardless of Pacific Grove's final RHNA, it is recommended to plan for a 10 to 15% higher capacity than the actual RHNA number. The reason for this is to ensure an adequate inventory for the duration of the eight-year planning period in compliance with the state's "No Net Loss" rule. This helps to avoid the need for rezoning additional sites midway through the planning period due to the loss of sites to lower density or higher income development.

**RHNA Number Appeals**

There is a step in the RHNA process during which jurisdictions and others can appeal the draft allocations (their own as well as those of others). With the AMBAG Board having approved the draft methodology, that methodology is now being reviewed by HCD to ensure compliance with state law requirements. Assuming it is found in compliance, the next step is for the Board to approve draft regional housing need allocations, by income category, for every jurisdiction based on the approved methodology. At that point, the appeal period begins. Following the review of appeals, the AMBAG staff and Board will then approve or deny each appeal. Appeals must be focused on identifying errors in the methodology and/or underlying data. Based on the experience in other regions of the state, appeals that claim the numbers of units can't be achieved due to land or resource constraints or community impacts are unlikely to be successful.

**Water Issues**

A key issue in planning for and actually facilitating the level of growth called for in Pacific Grove's allocation based on the draft RHNA methodology is the continuing moratorium on new water

connections for communities served by Cal-Am, including Pacific Grove. Water limitations will need to be considered in the required analysis of constraints on development, with proposed actions for reducing or eliminating the constraints identified. This will be an important discussion in the element, and with HCD through the review process. However, the current moratorium will not be eliminated or directly addressed through the housing element update. There are separate processes underway to develop viable strategies for addressing the peninsula's water issues. Until those strategies are agreed upon and implemented, the City's housing element will need to proceed with planning for and implementing zoning and development regulation changes necessary to accommodate Pacific Grove's final RHNA, whether that ends up being 1,125 units or something else.

**Facilitating the Development of Lower Income Housing Units**

The Housing Element is first and foremost a planning requirement (the City itself is not a developer). Through the housing element update process, the City will need to ensure that local zoning, development regulations and development review processes help facilitate housing development consistent with the final RHNA. The City will also need to ensure we have policies and programs in place that further support the development of affordable housing, including potential incentives or requirements, which may include City contributions in the form of funding, fee waivers, land contributions, grant applications, and collaborative efforts with other agencies and developers.

There are many factors that will affect whether or not the number of units identified in the RHNA are actually realized—namely market conditions (including both demand and development costs) and issues such as water availability, which the City will work to influence (consistent with policies that will be articulated in the Housing Element) but which it does not directly control.

**RHNA Schedule**

The state's deadline for completing the update and being certified for compliance with state law is December 2023. In order to achieve certification by December 2023, development of the draft element will need to be completed in late 2022, with initial public review and public hearings in the first quarter of 2023. Following the initial public review, there is an initial 90-day review period by HCD, and then time for refinements, final adoption, and submittal for certification by the December 2023 deadline. State law provides for a 120-day grace period (through March 2024). The schedule reflects the intent to complete rezoning in conjunction with the update. If that proves infeasible, the intent is to complete rezoning within one-year of the December 2023 deadline (by December 2024) which is the maximum timing allowed in the event the City does not achieve a certified element by the state deadline. If the City achieves certification by the deadline, rezoning must be completed within three years (by December 2026).

**Community Engagement**

Building off the community engagement process and outcomes from the Welcome Home initiative, the Housing Element Update process will continue to involve the **Pacific Grove Housing Advisory Group** (which will become the Housing Element Steering Committee) as advisors to staff on engagement planning as well as potential policy and action priorities. Staff is planning for a sequence of **broad community participation activities** (virtual and in-person), including focused outreach to areas under consideration for rezoning, coupled with **targeted equity-focused outreach** to ensure that the voices of traditionally underrepresented groups are heard. City staff and interns are also handing out flyers at the City's Farmer's Market and taking other opportunities for less formal outreach. Staff is also working regionally to support and participate in regional meetings.

The engagement work will happen in four overall phases:

***Community Education about the Housing Element***

*March 2022 – May 2022*

- What it is and why it matters
- How it relates to and builds on the Welcome Home work
- RHNA and State requirements
- Affirmatively Furthering Fair Housing
- When and how to be involved

***Creating New Housing Opportunities***
June 2022-October 2022

Evaluating potential rezoning strategies "Balancing Act" engagement tool Focusing on affordability Objective Design Standards input

***The Draft Plan***
*January – March 2023*
Public review and input on the draft plan

***Plan Adoption***
*Fall 2023*
Planning Commission and Council adoption

**OPTIONS**

Provide further direction on the Housing Element Strategy and community engagement process.

**FINANCIAL IMPACT:**

Although there is no financial impact to hearing this update, it is important to note that the 2023-2031 Housing Element update and outreach is paid for through grant funding. Intern work is assisting with outreach efforts.

**GOAL ALIGNMENT:** Increase Affordable Housing: Determine policies, projects and programs that will advance the effort to create new affordable housing in the City.

---

**Attachments**

Housing Element Update Attachments A through C

# ATTACHMENT A

**City of Pacific Grove Housing Element Information**
(for use in public outreach)

# City of Pacific Grove
# Housing Element Information

## What is a Housing Element?

Since 1969, Housing Elements have been a mandatory chapter of local General Plans in California. A Housing Element provides an analysis of a community's housing needs for all income levels and strategies to provide for those housing needs. It includes goals, policies, programs, and objectives to guide future housing growth to meet the needs of residents of all income levels in the City of Pacific Grove. It also identifies projected housing needs by income category and requires certification by the State Department of Housing and Community Development (HCD) for compliance with state housing laws. An HCD certified Housing Element enables the City to be eligible for various state grants and funding sources. The State requires that Housing Elements be updated and certified regularly to reflect the most recent trends in demographics and employment that may affect existing and future housing demand and supply. The Housing Element is updated every eight years.

## Why is the Housing Element Important?

Updating the Housing Element presents a real opportunity for communities to be forward thinking and strategic in their overall planning process. The benefits of updating the Housing Element include: providing timely access to State infrastructure bonds to construct needed capital improvement projects; implementing redevelopment/revitalization initiatives and smart growth principles to help shape the community's physical form; achieving a jobs-housing balance to reduce commute patterns, retaining a local employment base and providing the capacity for attracting new business; engaging the public stakeholders in developing a common basis of understanding; devising land use strategies and achieving consensus on common goals; and directing growth in the community.

## Why Update the Housing Element?

State Department of Housing and Community Development (HCD) is responsible for determining the regional housing needs assessment (RHNA) within each region's planning body known as a "council of governments" (COG). RHNA quantifies the need for housing during specified planning periods. Each COG is then responsible for allocating the housing need amongst all the jurisdictions within that region during specified planning periods. The RHNA allocation for the City of Pacific Grove is 1,125 units. The City of Pacific Grove's council of governments is known as Association of Monterey Bay Area Governments (AMBAG).

Housing Element law does not require the City construct the 1,125 units but rather that it implements a plan to accommodate for these units throughout the City. The Housing Element serves as a tool to address housing problems and aims to identify constraints, barriers, and provide realistic solutions where feasible.

## What are the most important issues that must be addressed in the Housing Element?

The major issues that must be addressed in the Housing Element are:

- How City policies, plans and regulations help to meet the region's housing needs for people at all income levels.
- How City land use regulations accommodate the special housing needs of persons with disabilities or other difficulties.

Every community is dependent on a variety of low- and moderate-income workers in jobs such as child and elder care, medical support, business and personal services, retail trade, and maintenance. While governmental programs provide funding assistance for affordable housing, city plans and regulations determine the type of housing that can be built. Therefore, a sufficient supply of affordable housing is dependent on both financial assistance and city development regulations.

Under State law all cities are required to plan for additional housing to accommodate population growth and existing housing problems such as overcrowding and high housing cost. State law recognizes that most housing is built by private developers, not cities. However, cities are required to adopt policies, plans, and development regulations to encourage a variety of housing types that are affordable for persons at all income levels, including multi-family rental housing and accessory dwelling units ("ADUs"). The Regional Housing Needs Assessment ("RHNA") is the process by which each jurisdiction's share of new housing needs is determined.

Additionally, under State law, cities must ensure that their plans and regulations encourage the provision of housing for persons with special needs including providing for:

- Reasonable accommodation for persons with disabilities.
- Transitional and supportive housing.
- Residential care facilities.
- Emergency shelters and "navigation centers."

## What is "affordable" housing?

By definition, housing is considered "affordable" when total housing cost, including utilities, is no more than 30% of a household's gross income. State law describes five income categories, which are based on the county's median income. These categories, and their current maximum income classification for a household of four are shown in the table on the next page along with the Maximum Affordable Rents for Monterey County in 2021.

Monterey County Area Median Income in 2021 was $81,600

***Monterey County Maximum Affordable Rents (2021)***

| *Household size:* | **1** | **2** | **3** | **4** |
|---|---|---|---|---|
| Acutely Low | $8,600 | $9,800 | $11,050 | $12,250 |
| Extremely Low | $21,350 | $24,400 | $27,450 | $30,500 |
| Very Low Income | $35,600 | $40,700 | $45,800 | $50,850 |
| Low Income | $56,950 | $65,100 | $73,250 | $81,350 |
| **Median Income** | **$57,100** | **$65,300** | **$73,450** | **$81,600** |
| Moderate Income | $68,550 | $78,300 | $88,100 | $97,900 |

## What is the "RHNA" and why is it important?

Each California City is required to plan for new housing to accommodate a share of regional needs. The Regional Housing Needs Assessment ("RHNA") is the process established in State law by which each city's housing needs are determined.

Prior to each Housing Element planning cycle the region's total housing need is determined by the California Department of Housing and Community Development ("HCD") based upon economic and demographic trends, existing housing problems such as overcrowding and overpayment, and additional housing needed to ensure reasonable vacancy rates and replace units lost due to demolition or natural disasters. The total housing need for the region is then distributed to cities and counties by AMBAG based upon criteria established in State law. AMBAG prepares a RHNA plan that allocates a share of the RHNA to each jurisdiction in the region.

## Is the RHNA a construction quota or mandate?

The RHNA allocation identifies the amount of additional housing a jurisdiction would require in order to have enough housing at all price levels to fully meet the needs of its existing population plus its expected population growth over the next 8 years while avoiding problems such as overcrowding and overpayment. The RHNA is a planning requirement that identifies housing need, not a construction quota or mandate. Jurisdictions are not required to build housing or issue permits to achieve their RHNA allocations, but State law establishes specific requirements when housing production falls short of RHNA allocations. One such requirement is streamlined review of housing development applications that meet specific standards.

## What must cities do to comply with the RHNA?

The Housing Element must analyze the city's potential capacity for additional housing based on an evaluation of land use patterns, development regulations, development constraints, and real estate market factors. The analysis must be prepared to identify properties where additional housing could be built consistent with current regulations. This evaluation is referred to as the "sites inventory." State law requires the inventory to demonstrate that the city has adequate capacity to fully accommodate its RHNA allocation for each income category. If the sites inventory does not demonstrate that adequate capacity exists to fully accommodate the RHNA, the Housing Element must describe what steps will be taken to increase capacity commensurate with the RHNA – typically through amendments to land use and zoning regulations that could facilitate additional housing development.

Under State law, areas that are zoned to allow residential or mixed-use development at a density of at least 20 units/acre in small cities such as Pacific Grove are considered appropriate for affordable housing in the very-low and low – income categories. Accessory dwelling units ("ADUs") can also accommodate future housing need in all income categories.

## Why does Pacific Grove have to plan for more housing?

California law requires each city and county to plan for their "fair share" of the State's housing growth needs. Based on economic and demographic forecasts, the State has determined that the Association of Monterey Bay Area Governments (AMBAG) region needs to accommodate 33,274 additional housing units between 2023-2031 to meet housing demand. AMBAG is the agency responsible for distributing the fair share allocation among its 3 counties and each of the cities within the counties. In Monterey County, the 11 cites in addition to Pacific Grove are Carmel-by-the-Sea, Del Rey Oaks, Gonzales, Greenfield, King City, Marina, Monterey, Salinas, Sand City, Seaside, and Soledad. Based on the draft methodology adopted by the AMBAG Board in January 2022, the number of units that Pacific Grove will need to plan for is 1,125 (an increase of about 14% above the number of units we have in the city today).

## What do communities do when they run out of vacant and buildable land?

Communities with little or no remaining vacant land cannot escape RHNA – they must still update their Housing Element to accommodate the RHNA. In these cases, the Housing Element may evaluate existing developed properties as "underutilized sites." Such properties may be available for intensification, or they may be non-residential sites with potential for re-designation and redevelopment for housing or mixed-use development. Examples of land with potential for recycling may include fragmented sites suitable for assembly, publicly owned surplus land, areas with mixed-use potential, properties facing substantial functional obsolescence, and blighted areas with abandoned or vacant buildings. Second units (accessory dwelling units) also provide a

means of accommodating additional housing in built-out communities. Under limited circumstances, a portion of the City's RHNA may be met through conversion of existing market rate apartments to affordable levels; preservation of affordable units at-risk of conversion to market rate; and substantial rehabilitation of substandard apartment units combined with long term affordability covenants.

## What role does community input play in the Housing Element update?

Community input is a very important part of the Housing Element Update. State planning law requires that communities make diligent efforts to engage in public participation that includes all stakeholders and income groups. The public process for the Housing Element will include educational workshops on housing issues, policy formation and program development. Later in the process, the Planning Commission and City Council will conduct formal hearings to adopt the updated Housing Element. Written public comment regarding issues related to housing are always welcome.

## What is "certification" of the Housing Element and why is it important?

The State Legislature has delegated authority to the California Department of Housing and Community Development (HCD) to review Housing Elements and issue findings regarding the elements' compliance with the law. If HCD issues a finding that the Housing Element is in substantial compliance with State law it is referred to as "certification" of the Housing Element. Achieving certification of the Housing Element is important for two main reasons:

- Maintaining local control. The General Plan establishes the foundation for the City's land use plans and regulations, and the Housing Element is part of the General Plan. If the City were challenged in court on a planning or zoning matter and the Housing Element were found by the court to be out of compliance, the court could order changes to the City land use plans or regulations and assume control over some City land use decisions. HCD certification establishes a "rebuttable presumption of validity" that the Housing Element complies with State law, which would support the City's legal defense. Recent laws also allow for courts to impose fines if a jurisdiction fails to adopt a compliant Housing Element.
- Eligibility for grant funds. Some State grant funds are contingent upon Housing Element certification.

## How can I find out more about the 2023 Housing Element update?

A webpage has been established on the City's website for the Housing Element update at: www.cityofpacificgrove.org This webpage will be updated periodically with meeting notices, documents and other materials regarding the Housing Element update. If you have questions not addressed on the website, you can contact Housing Program Manager, Anastacia Wyatt at: awyatt@cityofpacificgrove.org.

# ATTACHMENT B

**Table 1: Pacific Grove's Regional Housing Needs Allocation based on Draft Methodology**

| | RHNA 5 Allocation (2015 – '23) | Units Produced (as of 12/21) | RHNA 6 (2023 – '31) based on Draft AMBAG Methodology** | % Change, RHNA5 to RHNA6 |
|---|---|---|---|---|
| **AMBAG Region Total** | 10,430 | - | 33,274 | 219% |
| **Pacific Grove Total** | 115 | 81* | 1,125 | 878% |
| *Very Low Income* | 28 | 1 | 339 | 1,111% |
| *Low Income* | 18 | 12 | 221 | 1,128% |
| *Moderate Income* | 21 | 18 | 160 | 662% |
| *Above Moderate Income* | 48 | 50 | 405 | 744% |

**While 81 total units were produced, there has been a shortfall of 36 units when accounting for production by income category.*
***The current numbers are based on the draft methodology adopted by the AMBAG Board on January 12, 2022; that methodology is currently being reviewed by the state for compliance with state law requirements; after that the AMBAG Board will adopt official draft allocation numbers and begin the appeals period. Final RHNA numbers are not expected until late 2022.*

**Table 2: Monterey County RHNA 5 / RHNA 6 and Existing Units Comparisons**

| Jurisdiction | RHNA 5 | RHNA 6 | % RHNA increase | Est. Housing Units (2021) | Est. Housing Units + RHNA 6 | % increase in units |
|---|---|---|---|---|---|---|
| Carmel-By-The-Sea | 31 | 349 | 1026% | 3,438 | 3,787 | 10% |
| Del Rey Oaks | 27 | 184 | 581% | 741 | 925 | 25% |
| Gonzales | 293 | 1,266 | 332% | 1,987 | 3,253 | 64% |
| Greenfield | 363 | 730 | 101% | 4,014 | 4,744 | 18% |
| King City | 180 | 702 | 290% | 3,480 | 4,182 | 20% |
| Marina | 1,308 | 685 | -48% | 7,862 | 8,547 | 9% |
| Monterey | 650 | 3,654 | 462% | 13,717 | 17,371 | 27% |
| **Pacific Grove** | **115** | **1,125** | **878%** | **8,219** | **9,344** | **14%** |
| Salinas | 2,229 | 6,674 | 199% | 43,579 | 50,253 | 15% |
| Sand City | 55 | 260 | 373% | 197 | 457 | 132% |
| Seaside | 393 | 616 | 57% | 10,921 | 11,537 | 6% |
| Soledad | 191 | 724 | 279% | 4,174 | 4,898 | 17% |
| Balance of county | 1,551 | 3,326 | 114% | 39,936 | 43,262 | 8% |
| Countywide | 7,386 | 20,295 | 175% | 142,265 | 162,560 | 14% |

Sources: State of California, Department of Finance, E-5 Population and Housing Estimates for Cities, Counties and the State — January 1, 2011-2021. Sacramento, California, May 2021; AMBAG Board of Directors, Option Z RHNA (pg. 85); AMBAG Regional Housing Needs Plan 2014 - 2023

# ATTACHMENT C

## Potential Strategies for Creating Additional Housing Capacity in Pacific Grove

Setting aside the water issue, and recognizing that the RHNA number of 1,125 is based on the draft methodology that has not yet been approved and may therefore change, what are the potential strategies that could be pursued during the housing element to meet this significant increase in projected housing need?

Following is a very high level outline of potential strategies. ***These are provided to illustrate the potential focus and extent of work during the update process. They are not proposals.***

| | |
|---|---|
| *Housing Sites Identified in the 2015 Housing Element*<br>Most sites listed in the existing element are small in size and have lower density zoning, or have site-specific constraints; overall capacity is limited. | 120 to 150 units |
| *Accessory Dwelling Units*<br>In recent years the city has issued about 21 ADU permits per year, but in the most recent year issued 44 permits. We can project within that range for the coming 8 years, or top of that range if we adopt policies and programs that further incentivize or streamline ADU approvals. | 168 to 352 units |
| *Downtown and Commercial Corridors Rezoning*<br>Allowing greater density downtown, through changes in dwelling units per acre, increased height, increased FAR and/or changes in parking standards —especially if structured to give preference to residential—could provide enough incentive for redevelopment on key sites. Will need to consider market feasibility along with inclusionary requirements or incentives. | 120 to 200 units |
| *Forest Hill Area Rezoning*<br>Updating the Forest Hill Specific Plan and rezoning to encourage multi-unit residential can create significant new housing opportunities but will need to ensure economic feasibility, area cohesion and careful attention to fair housing issues (avoiding concentration of affordable housing in one area). | 350 to 550 units |
| *Middle Housing Rezoning*<br>Enacting changes to R3 zoning and expanding the areas where it applies can encourage duplex, triplex and townhome development in areas close to downtown and commercial corridors. Will need to ensure standards are market-feasible in comparison to single family homes, and may need to restrict new single family home development in multi-unit zones. | 55 to 75 units |
| *Facilitating Lot Splits and Smaller Lots*<br>Building off the provisions of Senate Bill 9, establish local policies and procedures that facilitate the creation of smaller lots (through subdivision) and duplex developments in R-1 zones. This could also include rezoning the R-1-B3 zone outside the coastal zone to R-1 (removing the 10,000 sf minimum lot size). | 15 to 50 units |
| **TOTAL:** | **828 to 1,377 units** |