NOTICE OF MEETING

CITY OF PACIFIC GROVE

CITY COUNCIL

CLOSED SESSION MEETING AGENDA

Wednesday, June 21, 2023, 5:00 P.M.
Council Chamber – City Hall – 300 Forest Avenue, Pacific Grove, CA

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

PLEASE NOTE THE MEETING WILL PROCEED AS NORMAL EVEN IF THERE ARE TECHNICAL DIFFICULTIES ACCESSING ZOOM.
THE CITY WILL DO ITS BEST TO RESOLVE ANY TECHNICAL ISSUES AS QUICKLY AS POSSIBLE.

THE PUBLIC MAY ALSO VIEW THE MEETING ON PENINSULA CHANNEL 25.

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

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AGENDA

CALL TO ORDER

APPROVAL OF AGENDA

CLOSED SESSION

PUBLIC COMMENT ON CLOSED SESSION MATTERS

Comments from the public will not receive Council action. Comments must deal with matters on the Closed Session agenda and will be limited to three minutes

A. Threat to Public Services of Facilities Government Code Section 54957 (Evaluation of Recommendations in Security Assessment Report)
Consultation with City Manager Ben Harvey, Administrative Services Director/Assistant City Manager Tori Hannah, Police Chief Cathy Madalone, and Security Site Assessment Consultant Dr. Steve Albrecht (via Zoom)

ADJOURNMENT

NOTICE OF MEETING

CITY OF PACIFIC GROVE

CITY COUNCIL

REGULAR MEETING AGENDA

Wednesday, June 21, 2023, 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).

PLEASE NOTE THE MEETING WILL PROCEED AS NORMAL EVEN IF THERE ARE TECHNICAL DIFFICULTIES ACCESSING ZOOM.
THE CITY WILL DO ITS BEST TO RESOLVE ANY TECHNICAL ISSUES AS QUICKLY AS POSSIBLE.

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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: Councilmember Beck

1. **APPROVAL OF AGENDA**

2. **PRESENTATIONS**

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.

   A. Written General Public Comment

   Reference: Sandra Kandell, City Clerk

   Recommended Action: Receive written general public comment if applicable.

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

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 June 7, 2023 Special and Regular Meetings PAGE 12

Reference: Sandra Kandell, City Clerk

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

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. May 2023 Check Register PAGE 23

Reference: Audrey Cray, Finance & Risk Manager

Recommended Action:

1. Receive the Check Register.
2. Alternatively, discuss and take other action related to this item.

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

B. May 2023 Core Revenue Report PAGE 66

Reference: Audrey Cray, Finance & Risk Manager

Recommended Action:

1. Receive the report.
2. Alternatively, discuss and take other action related to this item.

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

C. Independent Auditor's Letter Regarding Airbnb Transient Occupancy Tax Receipts that were Applicable to Fiscal Year 2021/22 PAGE 69

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

Recommended Action:

1. Receive the Independent Auditor's Letter
2. Alternatively, discuss and take other action related to this item

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

D. Letter from Economic Development Commission to City Council Recommending a "Status Quo" Approach to Existing Parklets PAGE 71
Reference: Aaron Hoops, Economic Development Commissioner
Recommended Action: Receive the report.
CEQA: Does not constitute a "Project" per California Environmental Quality Act Guidelines Section 15378

E. Monterey Salinas Transit Board Minutes: May 8, 2023 PAGE 74
Reference: Joe Amelio, Councilmember
Recommended Action: Receive minutes.
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. School Resource Officer Program Agreement PAGE 81
Reference: Cathy Madalone, Chief of Police
Recommended Action: Enter into an agreement with the Pacific Grove Unified School District to provide a School Resource Officer during the 2023/2024 school year, to include reimbursement of $82,230.
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. Architectural Review Board Regular and Special Meeting Minutes: May 9, 2023 and May 16, 2023 PAGE 93
Reference: Laurel O'Halloran, Associate Planner
Recommended Action: Receive the minutes.
CEQA: Does not constitute a "Project" per California Environmental Quality Act Guidelines Section 15378

B. Diversity, Equity and Inclusion Meeting Minutes: May 8, 2023 PAGE 102
Reference: Sandra Kandell, City Clerk/DEI Coordinator
Recommended Action: Receive the minutes.
CEQA: Does not constitute a "Project" per California Environmental Quality Act Guidelines Section 15378

C. Historic Resources Committee Meeting Minutes: April 26, 2023 and May 24, 2023 PAGE 106

Reference: Garrett McCown, Assistant Planner

Recommended Action: Receive the 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.

A. First reading of an ordinance to amend the City Salary Classification Schedule (POA)

Reference: Leticia Livian, Human Resources Director PAGE 122

Recommended Action:

1. Request the City Attorney read the title of the ordinance;
2. Motion to waive further reading of the ordinance;
3. Introduce and hold a first reading of an ordinance to amend the salary classification schedule to modify the salary range for Police Officer and Police Sergeant and approve the amendment; and
4. Direct that a summary of a proposed ordinance be published as approved by the City Attorney.

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

B. Proposed Ordinance Amending Chapter 2.04 of the Pacific Grove Municipal Code by adding Section 2.04.100 on Policy creation, amendment, or deletion by City Council Resolution PAGE 126

Reference: Brian A. Pierik, City Attorney

Recommended Action:

1. Request City Attorney to read the title of the Ordinance
2. Motion to waive further reading and introduce an Ordinance Amending Chapter 2.04 of the Pacific Grove Municipal Code by adding Section 2.04.100 on Policy creation, amendment, or deletion by City Council Resolution
3. Motion finding that this action does constitute a "Project" under California Environmental Quality Act (CEQA) Guidelines Section 15378
4. In the alternative, provide other direction on the subject of this Agenda item

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

C. Ordinance to Adopt the Fiscal Year 2023/24 Operating and Capital Improvement Budget; and Amend the Fiscal Year 2022/23 Operating and Capital Improvement Budget

PAGE 130

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

Recommended Action: Hold second reading and approve an ordinance to adopt the Fiscal Year 23/24 Operating and Capital Improvement Budget, amend the Fiscal Year 22/23 Operating and Capital Improvement Budget

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

12. **UNFINISHED AND ONGOING BUSINESS**

A. Lover's Point Pier Repair Project ***This item was continued from Council's May 17 and June 7, 2023 meetings.*** PAGE 163

Reference: Joyce Halabi, Deputy Public Works Director

Recommended Action:

1. Receive Report
2. Provide staff with direction on pursuing the interim repair design solution
3. Alternatively, discuss and take other action related to this item

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

B. Council Policy Posting Contracts and Agreements Online ***This item was continued from Council's June 7, 2023 meeting.***

PAGE 300

Reference: Bill Peake, Mayor

Recommended Action:

1. Direct the City Attorney to return with a Council Resolution creating Posting Contracts and Agreements Online Policy 000-29.
2. Alternatively, discuss and take other action related to this item.

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

C. Arborist Services 1 Year Extension ***This item was continued from Council's June 7, 2023 meeting.*** PAGE 309

Reference: Joyce Halabi, Deputy Public Works Director

Recommended Action:

1. Authorize a one-year extension agreement with Albert Weisfuss for Professional Arborist Services for FY23/24 in an amount not to exceed $100,000
2. Alternatively, discuss and take other action on this item

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

D. Actuarial Analysis for the CalPERS Miscellaneous and Safety Plans PAGE 324

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

Recommended Action:

1. Receive the report and presentation
2. Alternatively, discuss and take other action related to this item

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

E. Purple Pipe Feasibility Study PAGE 381

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

Recommended Action:

1. Receive Report and Provide Direction.
2. Alternatively, discuss and take other action related to this item

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

F. Safety Improvements at 5-way intersection PAGE 427

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

Recommended Action:

1. Authorize the City to enter into an agreement with GHD for Phase I of the Congress, Cedar, and Sunset Intersection Safety Improvement Project in an amount not to exceed $797,574
2. Alternatively, discuss and take other action related to this item

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

G. City Council Parklet Subcommittee Status Report and approval of the proposed curb extension and permanent parklet concept at the southwest corner of Lighthouse and Fountain PAGE 444

Reference: Debby Beck, Luke Coletti, and Lori McDonnell, Councilmembers

Recommended Action:

1. Direct City staff to proceed with the design of the proposed curb extension and permanent parklet concept at the southwest corner of Lighthouse and Fountain.
2. Direct the City Traffic Engineer, City Attorney, and other City staff to prepare a report of relevant safety standards and compliance measures necessary for new and existing parklets. This will include a restriping plan for a) parking spaces adjacent to new and existing parklets, and b) the right-of-way.
3. Extend the term of the City Council Parklet Subcommittee to March 1, 2024.
4. Alternatively, discuss and take other action related to this item.

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

13. **NEW BUSINESS**

14. **FULL PRESENTATIONS**

A. Monterey One Water Presentation re Monterey County Tax Bill and Future Wasterwater Collection Fees PAGE 451
Reference: Mike McCullough, Director of External Affairs
Recommended Action: Receive presentation.
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.

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/DEI Coordinator

MEETING DATE: June 21, 2023

SUBJECT: Written General Public Comment

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

RECOMMENDATION

Receive written general public comment if applicable.

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/DEI Coordinator

MEETING DATE: June 21, 2023

SUBJECT: Minutes of the June 7, 2023 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
AMENDED CLOSED SESSION MEETING

Wednesday, June 7, 2023, 5:00 P.M.
Council Chamber – City Hall – 300 Forest Avenue, Pacific Grove, CA

APPEARING REMOTELY VIA ZOOM:
Councilmember Chaps Poduri
505 N Michigan Ave, Chicago IL 60611

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

DRAFT

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 in Chamber: Mayor Peake, Councilmembers Amelio, Beck, Coletti, and McDonnell. Appeared via Zoom: Councilmember Poduri. Absent: Mayor Pro Tem Smith. Mayor Pro Tem Smith arrived at the meeting at approximately 5:20 p.m.

APPROVAL OF AGENDA

Action: Upon motion by Mayor Peake and seconded by Mayor Pro Tem Smith, Council voted to approve the agenda continuing Closed Session items A and B to a future date unspecified.

Motion carried 5-0-1-1, by the following roll call vote:

AYES:	Mayor Peake, Councilmembers Amelio, Beck, Coletti, and McDonnell.
NOES:	None.
ABSENT:	Mayor Pro Tem Smith.
ABSTAIN:	Councilmember Poduri.

CLOSED SESSION

PUBLIC COMMENT ON CLOSED SESSION MATTERS

Public comment received from Mike Gibbs, Vince Tuminello, and Andrew Kubica.

A. Conference with Real Property Negotiators (Government Code § 54956.8) ***During the Approval of the Agenda, this item was continued to a future date unspecified.***
Property: City of Pacific Grove Corporate Yard, 2100 Sunset Dr., Pacific Grove, CA 93950
Agency Negotiator(s): Ben Harvey, City Manager and Dan Gho, Deputy City Manager/Public Works Director
Negotiating Party(ies): Warren Tomlinson, Titan Energy Consulting for 3CE
Under negotiation: Land Lease Agreement for 3CE Front of the Meter Energy Storage Effort, Price and Terms of Payment

B. Conference with Real Property Negotiators (Government Code § 54956.8) ***During the Approval of the Agenda, this item was continued to a future date unspecified.***
Property: 525 Lighthouse Avenue / ***531 Lighthouse Avenue /*** 525 Lighthouse and Laurel Avenue: ***APN 006-284-015-000 (City Parking lot located on Fountain Avenue between Lighthouse Avenue and Laurel Avenue***
Agency Negotiator(s): Ben Harvey, City Manager Negotiating Party(ies): Dan Silverie and Chad Brown
Under negotiation: Price and terms of payment

C. Conference with Labor Negotiators (Government Code Section 54957.6)
City Negotiators: Ben Harvey, City Manager, Tori Hannah, Administrative Services Director, Leticia Livian, Human Resources Director, and Katy Suttorp, City Attorney's Office
Employees: General Employees Association

DRAFT

DRAFT MEETING MINUTES

CITY OF PACIFIC GROVE
CITY COUNCIL
REGULAR MEETING

Wednesday, June 7, 2023, 6:00 P.M.
Council Chamber – City Hall – 300 Forest Avenue, Pacific Grove, CA

APPEARING REMOTELY VIA ZOOM:
Councilmember Poduri
505 N Michigan Avenue, Chicago IL 60611

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

DRAFT

CALL TO ORDER
Mayor Peake called the meeting to order at 6:00 p.m. in honor of Maureen Mason who passed on June 6, 2023. City Clerk Kandell conducted roll call with the following Council present in Chamber: Mayor Peake, Mayor Pro Tem Smith, Councilmembers Amelio, Beck, Coletti, and McDonnell. Appeared via Zoom: Councilmember Poduri.

PLEDGE OF ALLEGIANCE:
Councilmember Poduri led the pledge of allegiance.

1. APPROVAL OF AGENDA

Action: Upon motion by Mayor Pro Tem Smith and seconded by Mayor Peake, Council voted to approve the agenda moving Regular Agenda items 12Cand 12D to the Consent Agenda and hearing 12E prior to 11A.

Motion carried 7-0, by the following roll call vote:

AYES:	Mayor Peake, Mayor Pro Tem Smith, Councilmembers Amelio, Beck, Coletti, McDonnell, and Poduri.
NOES:	None.
ABSENT:	None.

2. PRESENTATIONS

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

A. Report on Closed Session by City Attorney

Conference with Labor Negotiators (Government Code Section 54957.6)
City Negotiators: Ben Harvey, City Manager, Tori Hannah, Administrative Services Director, Leticia Livian, Human Resources Director, and Katy Suttorp, City Attorney's Office
Employees: General Employees Association

City Attorney Brian Pierik had no report.

B. Council and staff made general announcements.

4. GENERAL PUBLIC COMMENT

General public comment was received from Richard David, Rebecca Lee, Lisa Ciani, Mari Adams, Vince Tuminello, Andrew Kubica, Daniel Miller, Peggy Gibbs, Mike Gibbs, Inge Lorentzen Daumer, and Marsha.

A. General Public Comment
Reference: Sandra Kandell, City Clerk
Recommended Action: Receive written general public comment if applicable.
CEQA: Does not constitute a "Project" per California Environmental Quality Act Guidelines Section 15378

CONSENT AGENDA

Action: Consent Agenda item 9D was pulled and considered as Regular Agenda item 12G.

Action: Upon motion by Mayor Pro Tem Smith and seconded by Councilmember Amelio, Council voted to approve the agenda as amended.

Motion carried 7-0, by the following roll call vote:

AYES: Mayor Peake, Mayor Pro Tem Smith, Councilmembers Amelio Beck, Coletti, McDonnell, and Poduri.
NOES: None.
ABSENT: None.

5. APPROVAL OF CITY COUNCIL MEETING MINUTES

A. Minutes of the May 17, 2023 Special and Regular Meetings
Action: Approved minutes.
CEQA: Does not constitute a "Project" per California Environmental Quality Act Guidelines Section 15378

6. RESOLUTIONS

A. League of California Cities Voting Delegate and Alternate(s) Policy 000-029
Action: Adopted Resolution No. 23-019 approving a City Council policy regarding League of California Cities Voting Delegate and Alternate(s) and approved Policy 000-29 outlining the process for selecting the League of California Cities Voting Delegate and Alternate(s).
CEQA: Does not constitute a "Project" per California Environmental Quality Act Guidelines Section 15378

B. GreenWaste FY 23/24 Rate Increase
Action: Adopted Resolution 23-020 affirming the accuracy of GreenWaste Recovery rate adjustment, per the franchise agreement for FY 23/24 by 2.77%.
CEQA: Does not constitute a "Project" per California Environmental Quality Act Guidelines Section 15378

7. ORDINANCES

DRAFT

8. REPORTS – INFORMATION ONLY

9. REPORTS – REQUIRING ACTION

A. On-Call Traffic Engineering
Action: Authorized an agreement with 4Leaf, Inc. for on-call traffic engineering services in an amount not to exceed $70,000 with options for two, one-year extensions by mutual agreement.
CEQA: Does not constitute a "Project" per California Environmental Quality Act Guidelines Section 15378

B. Regional Surface Transportation Program Allocation
Action: Authorized an agreement with the Transportation Agency for Monterey County (TAMC) for appropriation of $310,999.29 of Regional Surface Transportation Program funds.
CEQA: Does not constitute a "Project" per California Environmental Quality Act Guidelines Section 15378

C. Parklet Program Fees
Action: Received the report thereby providing direction to City staff to use the existing City Fee Schedule for Parklet Fees, as outlined.
CEQA: Does not constitute a "Project" per California Environmental Quality Act Guidelines Section 15378

D. Arborist Services 1 Year Extension ***This item was pulled and considered as Regular Agenda item 12G.***
Reference: Joyce Halabi, Deputy Public Works Director
Recommended Action:
1. Authorize a one-year extension agreement with Albert Weisfuss for Professional Arborist Services for FY23/24 in an amount not to exceed $100,000.
2. Alternatively, discuss and take other action on this item.

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

E. Appointment to Library Board
Action: Approved appointment of T. Oldham to Library Board ending January 31. 2027.
CEQA: Does not constitute a "Project" per California Environmental Quality Act Guidelines Section 15378

F. (Former 12C) Local Water Project Operations and Maintenance contract. ***This item was continued from Council's May 17, 2023 meeting. During the Approval of the Agenda, this item was moved to the Consent Agenda.***
Action: Authorized an amendment to the Asset Management Agreement with PERC Water for the Operations & Maintenance of the Pacific Grove local Water Project for a 5-year term (November 1,2023-October 31, 2028) at a monthly fixed cost of $32,896 and a variable coast of $247 per acre foot of influent flow to the plant.
CEQA: Does not constitute a "Project" per California Environmental Quality Act Guidelines Section 15378

G. (Former 12D) Agreement with Bowman for the Design and Environmental for Replacement of Pump Station 15.5 ***This item was continued from Council's May 17, 2023 meeting. During the Approval of the Agenda, this item was moved to the Consent Agenda.***

DRAFT

Action: Authorized an agreement with Bowman for the Design and Environmental for Replacement of Pump Station 15.5 in an amount not to exceed $109,174.
CEQA: Does not constitute a "Project" per California Environmental Quality Act Guidelines Section 15378

10. MEETING MINUTES OF COMMISSIONS, BOARDS, AND COMMITTEES

12.E. FY22/23 CIP Potential Carry Forwards ***During the Approval of the Agenda, this item was moved and heard immediately following the Consent Agenda and prior to 11A.***
Public comment was received from Lisa Ciani, Marsha, Daniel Miller, Rebecca Lee, and Andrew Kubica.

Action: Council received a report on FY22/23 CIP and projects to be carried forward to the FY23/24 CIP and provided direction regarding defunding projects and reallocating funding.
CEQA: Does not constitute a "Project" per California Environmental Quality Act Guidelines Section 15378

REGULAR AGENDA

11. PUBLIC HEARINGS

A. Ordinance to Adopt the Fiscal Year 23/24 Operating and Capital Improvement Budget; and Amend the Fiscal Year 22/23 Operating and Capital Improvement Budget
Public comment received from Sally Moore, Daniel Miller, Andrew Kubica, Carmelita Garcia, and Marsha.

Action: Upon motion by Mayor Pro Tem Smith and seconded by Councilmember Coletti, Council voted to introduce and hold the first reading of an ordinance to adopt the Fiscal Year 23/24 Operating and Capital Improvement Budget and amend the Fiscal Year 22/23 Operating and Capital Improvement Budget; with the following revisions:

- Remove $70,000 from the CMO budget for public outreach/communications.
- Remove $40,000 from IT budget for ZenCity
- Remove $23,449 from the PD Budget for the Commander to Deputy reclassification.
- Transfer $175,000 in legal fees from the City Council budget to the City Attorney budget
- Remove the revenues from the promissory note from the General Fund, as well as the related transfers in the LWP and Sewer Funds.

Motion carried 5-2, by the following roll call vote:

AYES:	Mayor Peake, Mayor Pro Tem Smith, Councilmembers Beck, Coletti, and McDonnell.
NOES:	Councilmember Amelio and Poduri.
ABSENT:	None.

Action: Upon motion by Mayor Pro Tem Smith and seconded by Councilmember Coletti, Council voted to request the City attorney to read the title of the ordinance, waive further reading of the ordinance and direct that publication of the ordinance will be satisfied by publication of a summary approved by the City Attorney.

Motion carried 5-2, by the following roll call vote:

DRAFT

AYES: Mayor Peake, Mayor Pro Tem Smith, Councilmembers Beck, Coletti, and McDonnell.
NOES: Councilmembers Amelio and Poduri.
ABSENT: None.

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

Action: Upon motion by Mayor Pro Tem Smith and seconded by Councilmember Coletti, Council voted to continue past 10:00 p.m. to hear Regular Agenda Item 12A only.

Motion carried 7-0, by the following roll call vote:

AYES: Mayor Peake, Mayor Pro Tem Smith, Councilmembers Amelio, Beck, Coletti, McDonnell, and Poduri.
NOES: None.
ABSENT: None.

Action: Upon motion by Mayor Pro Tem Smith and seconded by Councilmember Coletti, Council voted to continue remaining items to the Council's June 21, 2023 meeting.

Motion carried 7-0, by the following roll call vote:

AYES: Mayor Peake, Mayor Pro Tem Smith, Councilmembers Amelio, Beck, Coletti, McDonnell, and Poduri.
NOES: None.
ABSENT: None.

12. UNFINISHED AND ONGOING BUSINESS

A. Pints on the Peninsula Special Event ***This item was continued from Council's May 17, 2023 meeting.***
Public comment received from Lisa Ciani and Inge Lorentzen Daumer.

Action: Upon motion by Mayor Pro Tem Smith and seconded by Councilmember Amelio, Council voted to

1. Approve Pints on the Peninsula as a Full Cost Recovery Special Event for inclusion in the FY 2023-2024 Special Events Calendar.
2. Allow alcohol to be served in the confines of the fenced special event area attached to California Seltzer Company store front location of 631 Ocean Ave per Municipal Code Section 11.04.020, Consumption in Public Spaces.

Motion carried 4-3, by the following roll call vote:

AYES: Mayor Peake, Mayor Pro Tem Smith, Councilmembers Amelio and Poduri.
NOES: Councilmembers Beck, Coletti, and McDonnell.
ABSENT: None.

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

DRAFT

B. Lover's Point Pier Repair Project ***This item was continued from Council's May 17, 2023 meeting. Due to time constraints, this item was continued to the Council's June 21, 2023 meeting.***

Reference: Joyce Halabi, Deputy Public Works Director

Recommended Action:

1. Authorize an amendment to the Asset Management Agreement with PERC Water for the Operations & Maintenance of the Pacific Grove Local Water Project for a 5-year term (November 1, 2023 –October 31, 2028) at a monthly fixed cost of $32,896 and a variable cost of $247.24 per acre foot of influent flow to the plant.
2. Alternatively, discuss and take other action related to this item.

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

C. Local Water Project Operations and Maintenance contract. ***This item was continued from Council's May 17, 2023 meeting. During the Approval of the Agenda, this item was moved to the Consent Agenda.***

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

Recommended Action:

1. Authorize an amendment to the Asset Management Agreement with PERC Water for the Operations & Maintenance of the Pacific Grove local Water Project for a 5-year term (November 1,2023-October 31, 2028) at a monthly fixed cost of $32,896 and a variable coast of $247 per acre foot of influent flow to the plant.
2. Alternatively, discuss and take other action related to this item.

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

D. Agreement with Bowman for the Design and Environmental for Replacement of Pump Station 15.5 ***This item was continued from Council's May 17, 2023 meeting. During the Approval of the Agenda, this item was moved to the Consent Agenda.***

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

Recommended Action:

1. Authorize an agreement with Bowman for the Design and Environmental for Replacement of Pump Station 15.5 in an amount not to exceed $109,174.
2. Alternatively, discuss and take other action related to this item.

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

E. FY22/23 CIP Potential Carry Forwards ***During the Approval of the Agenda, this item was heard immediately following the Consent Agenda, prior to Regular Agenda item 11A.***

Reference: Joyce Halabi, Deputy Public Works Director

Recommended Action:

1. Received Report on FY22/23 CIP and projects to be carried forward to the FY23/24 CIP
2. If the council desires to defund a project and reallocate funding, select from the "eligible projects"
3. Alternatively, discuss and take other action related to this item.

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

DRAFT

F. Council Policy Posting Contracts and Agreements Online ***Due to time constraints, this item was continued to the Council's June 21, 2023 meeting.***
Reference: Bill Peake, Mayor
Recommended Action:
1. Direct the City Attorney to return with a Council Resolution creating Posting Contracts and Agreements Online Policy 000-29.
2. Alternatively, discuss and take other action related to this item.

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

G. Arborist Services 1 Year Extension ***This item was pulled from the Consent Agenda. Due to time constraints, this item was continued to the Council's June 21, 2023 meeting.***
Reference: Joyce Halabi, Deputy Director of Public Works
Recommended Action:
1. Authorize a one-year extension agreement with Albert Weisfuss for Professional Arborist Services for FY23/24 in an amount not to exceed $100,000.
2. Alternatively, discuss and take other action related to this item.

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

13. NEW BUSINESS

A. Professional Services Agreement with Tripepi Smith for Communication Services
Reference: Ben Harvey, City Manager
Recommended Action:
1. Authorize the Mayor to sign a professional services agreement with Tripepi Smith for communication services for Fiscal Year 23-24 in an amount not to exceed $72,000.
2. Alternatively, discuss and take other action related to this item.

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

14. FULL PRESENTATIONS

15. CLOSED SESSION

ADJOURNMENT
Council adjourned the regular meeting at 11:01 p.m.

Respectfully Submitted,

Sandra Kandell
City Clerk

DRAFT

Approved by Mayor: _____Date_____

Attest by City Manager: _____Date_____

DRAFT

CITY OF PACIFIC GROVE
300 Forest Avenue, Pacific Grove, California 93950

AGENDA REPORT

TO: Honorable Mayor and Members of the City Council
FROM: Audrey Cray, Finance & Risk Manager
MEETING DATE: June 21, 2023
SUBJECT: May 2023 Check Register
CEQA: Does not constitute a "Project" per California Environmental Quality Act Guidelines Section 15378

RECOMMENDATION

1. Receive the Check Register.
2. Alternatively, discuss and take other action related to this item.

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 May 2023. The monthly total is provided on the last page of the report.

OPTIONS

N/A- This is informational only.

FINANCIAL IMPACT:

There is no fiscal impact. This is informational only.

FOCUSED PRIORITY AREA: Not Applicable.

Attachments

May 2023 Check Register

SELECTION CRITERIA: transact.ck_date between '20230501 00:00:00.000' and '20230531 00:00:00.000'
ACCOUNTING PERIOD: 12/23

FUND - 01 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
101	105824	05/05/23	2952	AFLAC	01	202	DED:5200 AFLAC PREM	0.00	731.72
101	105824	05/05/23	2952	AFLAC	01	202	DED:5201 AFLAC P/T	0.00	1,817.23
TOTAL CHECK								0.00	2,548.95
101	105825	05/05/23	2935	CALIF LAW ENFORCMEN	01	202	DED:3200 LTD PD	0.00	567.00
101	105826	05/05/23	1	CALPERS HEALTH	01	202	DED:116 HEALTH	0.00	412.81
101	105826	05/05/23	1	CALPERS HEALTH	01	202	DED:121 HEALTH	0.00	444.47
101	105826	05/05/23	1	CALPERS HEALTH	01	202	DED:120 HEALTH	0.00	564.42
101	105826	05/05/23	1	CALPERS HEALTH	01	202	DED:105 HEALTH	0.00	1,073.30
101	105826	05/05/23	1	CALPERS HEALTH	01	202	DED:110 HEALTH	0.00	1,128.83
101	105826	05/05/23	1	CALPERS HEALTH	01	202	DED:126 HEALTH	0.00	1,155.62
101	105826	05/05/23	1	CALPERS HEALTH	01	202	DED:125 HEALTH	0.00	1,155.62
101	105826	05/05/23	1	CALPERS HEALTH	01	202	DED:0563 HEALTH FAM	0.00	1,187.86
101	105826	05/05/23	1	CALPERS HEALTH	01	202	DED:108 HEALTH	0.00	1,560.16
101	105826	05/05/23	1	CALPERS HEALTH	01	202	DED:103 HEALTH	0.00	2,064.05
101	105826	05/05/23	1	CALPERS HEALTH	01	202	DED:124 HEALTH	0.00	2,311.24
101	105826	05/05/23	1	CALPERS HEALTH	01	202	DED:107 HEALTH	0.00	2,400.24
101	105826	05/05/23	1	CALPERS HEALTH	01	202	DED:104 HEALTH	0.00	2,476.83
101	105826	05/05/23	1	CALPERS HEALTH	01	202	DED:2072 HEALTH	0.00	2,812.50
101	105826	05/05/23	1	CALPERS HEALTH	01	202	DED:2071 HEALTH	0.00	2,887.50
101	105826	05/05/23	1	CALPERS HEALTH	01	202	DED:123 HEALTH	0.00	3,555.76
101	105826	05/05/23	1	CALPERS HEALTH	01	202	DED:533 HEALTH	0.00	4,293.20
101	105826	05/05/23	1	CALPERS HEALTH	01	202	DED:106 HEALTH	0.00	4,800.48
101	105826	05/05/23	1	CALPERS HEALTH	01	202	DED:122 HEALTH	0.00	4,889.17
101	105826	05/05/23	1	CALPERS HEALTH	01	202	DED:2073 HEALTH FAM	0.00	5,750.00
TOTAL CHECK								0.00	46,924.06
101	105827	05/05/23	3134	CITY OF PACIFIC GRO	01	202	DED:3300 AFLAC DEP	0.00	292.30
101	105827	05/05/23	3134	CITY OF PACIFIC GRO	01	202	DED:3301 AFLAC MED	0.00	2,258.65
TOTAL CHECK								0.00	2,550.95
101	105828	05/05/23	3393	EFT	01	202	DED:*FM MEDICARE	0.00	10,628.58
101	105828	05/05/23	3393	EFT	01	202	DED:*SCA STATE TAX	0.00	14,326.51
101	105828	05/05/23	3393	EFT	01	202	DED:*FT FEDERAL TX	0.00	38,707.10
TOTAL CHECK								0.00	63,662.19
101	105829	05/05/23	9589	FOREMAN FINANCIAL,	01	202	DED:7506 WAGE ORDER	0.00	555.29
101	105830	05/05/23	2946	PACIFIC GROVE CITY	01	202	DED:7000 ASSOC DUES	0.00	741.50
101	105831	05/05/23	2938	MASS MUTUAL (457 PL	01	202	DED:3999 ROTH IRA	0.00	315.00
101	105831	05/05/23	2938	MASS MUTUAL (457 PL	01	202	DED:4000 DEF COMP	0.00	32,607.57
TOTAL CHECK								0.00	32,922.57
101	105832	05/05/23	2936	MTRY COUNTY DEPT OF	01	202	DED:0023 GARNISH	0.00	236.30
101	105833	05/05/23	2949	PACIFIC GROVE MANAG	01	202	DED:7203 ASSOC DUES	0.00	35.00
101	105834	05/05/23	2051	CITY OF PACIFIC GRO	01	202	DED:1006 WORK COMP	0.00	27.09
101	105834	05/05/23	2051	CITY OF PACIFIC GRO	01	202	DED:1009 WORK COMP	0.00	70.52
101	105834	05/05/23	2051	CITY OF PACIFIC GRO	01	202	DED:1005 WORK COMP	0.00	1,179.64

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ACCOUNTING PERIOD: 12/23

FUND - 01 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
101	105834	05/05/23	2051	CITY OF PACIFIC GRO	01	202	DED:1010 WORK COMP	0.00	3,092.16
101	105834	05/05/23	2051	CITY OF PACIFIC GRO	01	202	DED:1003 WORK COMP	0.00	7,247.19
TOTAL CHECK								0.00	11,616.60
101	105835	05/05/23	2052	CITY OF PACIFIC GRO	01	202	DED:7510 PERS REIMB	0.00	29.42
101	105836	05/05/23	2053	CITY OF PACIFIC GRO	01	202	DED:201 DENTAL	0.00	37.59
101	105836	05/05/23	2053	CITY OF PACIFIC GRO	01	202	DED:2101 DENTAL	0.00	227.40
101	105836	05/05/23	2053	CITY OF PACIFIC GRO	01	202	DED:200 DENTAL	0.00	416.90
101	105836	05/05/23	2053	CITY OF PACIFIC GRO	01	202	DED:2102 DENTAL	0.00	498.49
101	105836	05/05/23	2053	CITY OF PACIFIC GRO	01	202	DED:2103 DENTAL FAM	0.00	805.97
TOTAL CHECK								0.00	1,986.35
101	105837	05/05/23	2054	CITY OF PACIFIC GRO	01	202	DED:0005 SUTA	0.00	127.43
101	105838	05/05/23	2133	PERS	01	202	DED:0019 PERS RT SF	0.00	-3.25
101	105838	05/05/23	2133	PERS	01	202	DED:0016 PERS-RETRO	0.00	8.99
101	105838	05/05/23	2133	PERS	01	202	DED:0004 SURV BEN	0.00	83.70
101	105838	05/05/23	2133	PERS	01	202	DED:0022 PERS SP MS	0.00	85.69
101	105838	05/05/23	2133	PERS	01	202	DED:08 PERS OTHER	0.00	360.54
101	105838	05/05/23	2133	PERS	01	202	DED:0018 PERS SP SF	0.00	525.86
101	105838	05/05/23	2133	PERS	01	202	DED:0009 PERS OTHER	0.00	822.97
101	105838	05/05/23	2133	PERS	01	202	DED:2001 PERS	0.00	880.32
101	105838	05/05/23	2133	PERS	01	202	DED:2000 PERS EMPLY	0.00	1,179.00
101	105838	05/05/23	2133	PERS	01	202	DED:07 PERS CITY	0.00	4,859.08
101	105838	05/05/23	2133	PERS	01	202	DED:0002 PERS	0.00	5,670.87
101	105838	05/05/23	2133	PERS	01	202	DED:0017 PERS RG SF	0.00	6,980.50
101	105838	05/05/23	2133	PERS	01	202	DED:0011 PERS ER SF	0.00	7,376.11
101	105838	05/05/23	2133	PERS	01	202	DED:0021 PERS REG M	0.00	9,060.01
101	105838	05/05/23	2133	PERS	01	202	DED:01 PERS	0.00	9,572.84
101	105838	05/05/23	2133	PERS	01	202	DED:0020 PERS ER M3	0.00	10,121.30
101	105838	05/05/23	2133	PERS	01	202	DED:0006 PERS CITY	0.00	11,244.51
TOTAL CHECK								0.00	68,829.04
101	105839	05/05/23	2943	POLICE OFFICERS ASS	01	202	DED:7204 ASSOC DUES	0.00	8.00
101	105839	05/05/23	2943	POLICE OFFICERS ASS	01	202	DED:7205 ASSOC DUES	0.00	931.24
TOTAL CHECK								0.00	939.24
101	105840	05/05/23	2940	LEGAL SHIELD	01	202	DED:6100 LEGAL SVC	0.00	14.95
101	105841	05/05/23	8211	STANDARD INSURANCE	01	202	DED:3500 LIFE INS	0.00	1,338.75
101	105842	05/05/23	8352	TRANSAMERICA EMPLOY	01	202	DED:5202 TRANSAMERI	0.00	600.12
101	105843	05/05/23	4177	UNION BANK OF CALIF	01	202	DED:4005 PARS-457	0.00	394.24
101	105844	05/05/23	632	VISION SERVICE PLAN	01	202	DED:301 VISION	0.00	30.00
101	105844	05/05/23	632	VISION SERVICE PLAN	01	202	DED:2502 VISION	0.00	62.82
101	105844	05/05/23	632	VISION SERVICE PLAN	01	202	DED:300 VISION	0.00	153.56
101	105844	05/05/23	632	VISION SERVICE PLAN	01	202	DED:2503 VISION FAM	0.00	450.00
TOTAL CHECK								0.00	696.38

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ACCOUNTING PERIOD: 12/23

FUND - 01 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
101	105845	05/05/23	7956	STATE DISABILITY TA	01	202	DED:0026 SDI	0.00	3,344.98
101	105846	05/09/23	8352	TRANSAMERICA EMPLOY	01	202	03/01/23-03/31/23	0.00	1,227.20
101	105847	05/09/23	9556	HDL ECONSOLUTIONS	130	5201	ECONOMIC DEVELOPMEN	0.00	14,810.00
101	105847	05/09/23	9556	HDL ECONSOLUTIONS	130	5201	ECONOMIC DEVELOPMEN	0.00	17,790.00
TOTAL CHECK								0.00	32,600.00
101	105848	05/10/23	2133	PERS	513	5145	APRIL 2023 UAL	0.00	250.00
101	105848	05/10/23	2133	PERS	101	5145	APRIL 2023 UAL	0.00	500.00
101	105848	05/10/23	2133	PERS	133	5145	APRIL 2023 UAL	0.00	2,583.33
101	105848	05/10/23	2133	PERS	502	5145	APRIL 2023 UAL	0.00	2,916.67
101	105848	05/10/23	2133	PERS	501	5145	APRIL 2023 UAL	0.00	3,583.33
101	105848	05/10/23	2133	PERS	421	5145	APRIL 2023 UAL	0.00	5,416.67
101	105848	05/10/23	2133	PERS	121	5145	APRIL 2023 UAL	0.00	10,000.00
101	105848	05/10/23	2133	PERS	503	5145	APRIL 2023 UAL	0.00	10,166.67
101	105848	05/10/23	2133	PERS	131	5145	APRIL 2023 UAL	0.00	11,500.00
101	105848	05/10/23	2133	PERS	401	5145	APRIL 2023 UAL	0.00	11,583.33
101	105848	05/10/23	2133	PERS	201	5145	APRIL 2023 UAL	0.00	13,833.33
101	105848	05/10/23	2133	PERS	505	5145	APRIL 2023 UAL	0.00	18,583.33
101	105848	05/10/23	2133	PERS	351	5145	APRIL 2023 UAL	0.00	99,750.00
101	105848	05/10/23	2133	PERS	301	5145	APRIL 2023 UAL	0.00	118,603.25
TOTAL CHECK								0.00	309,269.91
101	105851	05/11/23	8098	NICHOLAS SMITH	101	5215	CJPIA ELECTED OFFIC	0.00	259.20
101	105854	05/12/23	4965	ALVAREZ TECHNOLOGY	133	5201	AFTER HOURS SUPPORT	0.00	450.00
101	105855	05/12/23	8330	AMAZON CAPITAL SERV	503	5223	PERKINS PARK	0.00	90.36
101	105855	05/12/23	8330	AMAZON CAPITAL SERV	503	5227	EV1	0.00	202.62
101	105855	05/12/23	8330	AMAZON CAPITAL SERV	501	5309	HARD HAT TOYS	0.00	14.94
101	105855	05/12/23	8330	AMAZON CAPITAL SERV	503	5305	JANITORIAL SUPPLIES	0.00	186.21
TOTAL CHECK								0.00	494.13
101	105856	05/12/23	8818	AMAZON.COM	01	4751	REFUND IN ERROR	0.00	408.88
101	105857	05/12/23	3905	AMERICAN LOCK & KEY	503	5223	KEYS	0.00	9.83
101	105857	05/12/23	3905	AMERICAN LOCK & KEY	503	5223	PADLOCKS	0.00	185.73
TOTAL CHECK								0.00	195.56
101	105858	05/12/23	106	AMERICAN SUPPLY COM	503	5305	JANITORIAL SUPPLIES	0.00	84.56
101	105858	05/12/23	106	AMERICAN SUPPLY COM	503	5305	JANITORIAL SUPPLIES	0.00	99.25
101	105858	05/12/23	106	AMERICAN SUPPLY COM	503	5305	JANITORIAL SUPPLIES	0.00	225.71
101	105858	05/12/23	106	AMERICAN SUPPLY COM	503	5305	JANATORIAL SUPPLIES	0.00	355.61
101	105858	05/12/23	106	AMERICAN SUPPLY COM	503	5305	JANITORIAL SUPPLY	0.00	1,406.21
101	105858	05/12/23	106	AMERICAN SUPPLY COM	503	5305	JANITORIAL SUPPLIES	0.00	2,018.29
101	105858	05/12/23	106	AMERICAN SUPPLY COM	503	5305	JANITORIAL SUPPLIES	0.00	3,489.01
TOTAL CHECK								0.00	7,678.64
101	105859	05/12/23	9439	ANDREA HILL	301	5215	PER DIEM	0.00	370.00
101	105860	05/12/23	9923	ANDREA LIMON	01	4469	REFUND	0.00	10.00

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FUND - 01 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
101	105861	05/12/23	9430	ARAMARK UNIFORM & C	301	5201	DEPARTMENT LINEN AN	0.00	129.05
101	105861	05/12/23	9430	ARAMARK UNIFORM & C	301	5201	DEPARTMENT LINEN AN	0.00	129.05
TOTAL CHECK								0.00	258.10
101	105862	05/12/23	6154	AT&T	133	5206	LH INTERNET	0.00	106.29
101	105863	05/12/23	5363	AT&T CALNET 3	133	5212	CH GENERATOR #10632	0.00	23.57
101	105863	05/12/23	5363	AT&T CALNET 3	133	5212	ADMIN #9391063342	0.00	23.01
TOTAL CHECK								0.00	46.58
101	105864	05/12/23	213	BAKER & TAYLOR COMP	401	5301	BOOKS & MATERIALS	0.00	5.53
101	105864	05/12/23	213	BAKER & TAYLOR COMP	401	5301	BOOKS & MATERIALS	0.00	13.41
101	105864	05/12/23	213	BAKER & TAYLOR COMP	401	5301	BOOKS & MATERIALS	0.00	13.41
101	105864	05/12/23	213	BAKER & TAYLOR COMP	401	5301	BOOKS & MATERIALS	0.00	28.43
101	105864	05/12/23	213	BAKER & TAYLOR COMP	401	5301	BOOKS & MATERIALS	0.00	31.70
101	105864	05/12/23	213	BAKER & TAYLOR COMP	401	5301	BOOKS & MATERIALS	0.00	80.42
TOTAL CHECK								0.00	172.90
101	105865	05/12/23	9240	BAY PHYSICAL THERAP	121	5236	FITNESS ASSESMENTS	0.00	300.00
101	105867	05/12/23	9922	BRETT PASSINEAU	01	4203	409 GRAND#230385	0.00	146.00
101	105868	05/12/23	6329	BURKE, WILLIAMS & S	111	5203	CITY ATTORNEY SERVI	0.00	38,585.60
101	105869	05/12/23	5303	VERIZON BUSINESS	301	5206	VERIZON PORT ACCESS	0.00	583.83
101	105870	05/12/23	4061	GREG PATTERSON	503	5223	PW YARD GATE	0.00	450.50
101	105872	05/12/23	3501	CALTRONICS BUSINESS	501	5225	COPYIES FROM THE KO	0.00	18.18
101	105872	05/12/23	3501	CALTRONICS BUSINESS	301	5225	COPYIES FROM THE KO	0.00	18.43
101	105872	05/12/23	3501	CALTRONICS BUSINESS	501	5225	COPYIES FROM THE KO	0.00	33.47
101	105872	05/12/23	3501	CALTRONICS BUSINESS	401	5225	COPYIES FROM THE KO	0.00	56.81
101	105872	05/12/23	3501	CALTRONICS BUSINESS	121	5225	COPIES FROM THE KON	0.00	84.86
101	105872	05/12/23	3501	CALTRONICS BUSINESS	401	5225	COPYIES FROM THE KO	0.00	85.55
101	105872	05/12/23	3501	CALTRONICS BUSINESS	301	5225	COPYIES FROM THE KO	0.00	122.56
101	105872	05/12/23	3501	CALTRONICS BUSINESS	121	5225	COPIES FROM THE KON	0.00	149.14
101	105872	05/12/23	3501	CALTRONICS BUSINESS	131	5225	COPYIES FROM THE KO	0.00	295.95
101	105872	05/12/23	3501	CALTRONICS BUSINESS	201	5225	COPYIES FROM THE KO	0.00	319.89
101	105872	05/12/23	3501	CALTRONICS BUSINESS	201	5225	COPYIES FROM THE KO	0.00	326.33
101	105872	05/12/23	3501	CALTRONICS BUSINESS	131	5225	COPYIES FROM THE KO	0.00	408.55
TOTAL CHECK								0.00	1,919.72
101	105874	05/12/23	9649	CLEARGOV	131	5201	DIGITAL BUDGET BOOK	0.00	6,606.87
101	105875	05/12/23	5198	CODE PUBLISHING, IN	101	5201	ANNUAL FEE	0.00	830.00
101	105876	05/12/23	5171	COMCAST	133	5206	PW AC#0389527	0.00	110.98
101	105876	05/12/23	5171	COMCAST	133	5206	PW AC#0194117	0.00	238.86
101	105876	05/12/23	5171	COMCAST	133	5206	PD AC#0387836	0.00	155.98
TOTAL CHECK								0.00	505.82

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FUND - 01 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
101	105877	05/12/23	779	DEMCO	401	5301	LIB SUPPLIES	0.00	230.15
101	105878	05/12/23	9924	DONOVAN MEJIAA	01	4469	REFUND	0.00	20.00
101	105879	05/12/23	7424	EDGES ELECTRICAL GR	503	5223	SEAL PUP	0.00	376.02
101	105880	05/12/23	904	ENGINEERED FIRE SYS	351	5201	PLAN REVIEW APRIL	0.00	312.50
101	105881	05/12/23	9925	ERIN GAMBLE	01	4469	REFUND	0.00	10.00
101	105882	05/12/23	920	ESRI, INC.	133	5217	ESRI ANNUAL TRAININ	0.00	3,580.00
101	105882	05/12/23	920	ESRI, INC.	133	5239	ARCGIS	0.00	333.01
TOTAL CHECK								0.00	3,913.01
101	105883	05/12/23	952	FEDERAL EXPRESS COR	301	5211	SHIPPING	0.00	71.05
101	105884	05/12/23	8446	FITZGERALD BROWN	301	5215	PER DIEM AND LODGIN	0.00	132.32
101	105885	05/12/23	592	FOREST HILL ACE HAR	503	5223	POTTING SOIL	0.00	50.10
101	105886	05/12/23	7127	GACHINA LANDSCAPE M	503	5201	LANDSCAPE MAINTENAN	0.00	1,599.00
101	105887	05/12/23	9275	GEOGRAPHIC TECHNOLO	133	5201	GIS IMPLEMENTATION	0.00	825.00
101	105888	05/12/23	8911	GISELLE ACEVEDO	301	5215	PER DIEM AND LODGIN	0.00	203.50
101	105888	05/12/23	8911	GISELLE ACEVEDO	301	5215	PER DIEM AND LODGIN	0.00	214.84
TOTAL CHECK								0.00	418.34
101	105889	05/12/23	9841	GOGOV, INC.	301	5201	ONLINE PERMIT SYSTE	0.00	7,500.00
101	105890	05/12/23	1104	GRANITE CONSTRUCTIO	505	5309	STREET SUPPLIES	0.00	544.62
101	105891	05/12/23	6743	HANA GARDENS SEASID	505	5309	TOPSIL	0.00	295.79
101	105892	05/12/23	1199	HAYWARD LUMBER COMP	503	5223	B&G	0.00	28.48
101	105892	05/12/23	1199	HAYWARD LUMBER COMP	505	5309	STREETS	0.00	87.56
101	105892	05/12/23	1199	HAYWARD LUMBER COMP	503	5227	B&G TRUCK 51	0.00	96.10
101	105892	05/12/23	1199	HAYWARD LUMBER COMP	505	5309	STREETS	0.00	111.74
101	105892	05/12/23	1199	HAYWARD LUMBER COMP	503	5223	B&G	0.00	142.01
101	105892	05/12/23	1199	HAYWARD LUMBER COMP	513	5309	FORESTRY	0.00	9.80
101	105892	05/12/23	1199	HAYWARD LUMBER COMP	513	5309	FORESTRY	0.00	9.80
101	105892	05/12/23	1199	HAYWARD LUMBER COMP	411	5223	MUSEUM	0.00	53.40
101	105892	05/12/23	1199	HAYWARD LUMBER COMP	505	5309	TRC23-01 STORM	0.00	400.41
101	105892	05/12/23	1199	HAYWARD LUMBER COMP	505	5309	STREETS	0.00	403.79
101	105892	05/12/23	1199	HAYWARD LUMBER COMP	505	5309	TRC23-01 STORM	0.00	2,135.50
101	105892	05/12/23	1199	HAYWARD LUMBER COMP	503	5223	B&G	0.00	568.62
101	105892	05/12/23	1199	HAYWARD LUMBER COMP	411	5223	MUSEUM	0.00	152.73
TOTAL CHECK								0.00	4,199.94
101	105893	05/12/23	8975	HEIHACHIRO TAKARABE	421	5208	CONTRACTOR	0.00	112.00
101	105894	05/12/23	4321	HOME DEPOT CREDIT S	503	5223	TOOLS	0.00	98.19

SELECTION CRITERIA: transact.ck_date between '20230501 00:00:00.000' and '20230531 00:00:00.000'
ACCOUNTING PERIOD: 12/23

FUND - 01 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
101	105895	05/12/23	3551	INTERNATIONAL CODE	201	5261	MEMBERSHIP RENEWAL	0.00	145.00
101	105896	05/12/23	9926	JA YOUNG AHN-WILLIA	01	4462	PROGRAM REFUND	0.00	188.00
101	105897	05/12/23	9927	JESSICA CAVAZOS	01	214	REFUND	0.00	196.00
101	105897	05/12/23	9927	JESSICA CAVAZOS	01	4670	REFUND	0.00	666.00
TOTAL CHECK								0.00	862.00
101	105898	05/12/23	9235	JOY AUD	01	4462	PROGRAM REFUND	0.00	188.00
101	105900	05/12/23	6973	KEVIN PHILLIPS	130	5601	FACADE PROGRAM	0.00	4,484.57
101	105901	05/12/23	9738	KEVIN SHUM	301	5215	POLICE D	0.00	163.76
101	105902	05/12/23	3521	KIMBALL MIDWEST	502	5309	MECH STOCK	0.00	528.60
101	105902	05/12/23	3521	KIMBALL MIDWEST	502	5309	MECH STOCK	0.00	173.41
TOTAL CHECK								0.00	702.01
101	105904	05/12/23	8738	LIFTOFF LLC	133	5229	OFFICE 365 LICENSE	0.00	852.00
101	105905	05/12/23	5383	LOZANO SMITH	121	5205	LEGAL SERVICES	0.00	592.50
101	105907	05/12/23	5340	MCDONALD REFRIGERAT	503	5223	POINT PINOS GRILL R	0.00	265.00
101	105909	05/12/23	1693	MISSION LINEN SUPPL	351	5291	LINEN SERVICES	0.00	14.20
101	105909	05/12/23	1693	MISSION LINEN SUPPL	351	5291	LINEN SERVICES	0.00	14.20
101	105909	05/12/23	1693	MISSION LINEN SUPPL	351	5291	LINEN SERVICES	0.00	74.33
101	105909	05/12/23	1693	MISSION LINEN SUPPL	351	5291	LINEN SERVICES	0.00	76.08
101	105909	05/12/23	1693	MISSION LINEN SUPPL	351	5291	LINEN SERVICES	0.00	76.55
101	105909	05/12/23	1693	MISSION LINEN SUPPL	351	5291	LINEN SERVICES	0.00	76.55
TOTAL CHECK								0.00	331.91
101	105910	05/12/23	3807	MONTEREY COUNTY WEE	101	5221	2ND READ FY22/23	0.00	121.50
101	105910	05/12/23	3807	MONTEREY COUNTY WEE	201	5221	ADOPTIONM OF 23004	0.00	121.50
101	105910	05/12/23	3807	MONTEREY COUNTY WEE	121	5221	ADOPTING 23-005	0.00	121.50
101	105910	05/12/23	3807	MONTEREY COUNTY WEE	201	5221	PH-773/775 OCEAN VI	0.00	222.75
101	105910	05/12/23	3807	MONTEREY COUNTY WEE	201	5221	PH-1060 JEWELL	0.00	243.00
101	105910	05/12/23	3807	MONTEREY COUNTY WEE	201	5221	PH-ADU 5-11-23PCMTG	0.00	172.13
TOTAL CHECK								0.00	1,002.38
101	105911	05/12/23	1802	CITY OF MONTEREY	351	5227	UNIT 6414	0.00	7,546.81
101	105912	05/12/23	9369	ANDREA M. MORELAND	301	5201	BACKGROUND INVESTIG	0.00	2,072.05
101	105913	05/12/23	9741	NIELSEN MERKSAMER	101	5205	CONSULTING LEGAL SE	0.00	568.00
101	105914	05/12/23	1958	ODP BUSINESS SOLUTI	401	5301	LIB SUPPLIES	0.00	90.90
101	105914	05/12/23	1958	ODP BUSINESS SOLUTI	131	5301	OFFICE SUPPLY	0.00	117.75
101	105914	05/12/23	1958	ODP BUSINESS SOLUTI	131	5301	OFFICE SUPPLY	0.00	129.57
101	105914	05/12/23	1958	ODP BUSINESS SOLUTI	201	5301	OFFICE SUPPLY	0.00	57.71
101	105914	05/12/23	1958	ODP BUSINESS SOLUTI	121	5301	OFFICE SUPPLY	0.00	6.76

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ACCOUNTING PERIOD: 12/23

FUND - 01 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
101	105914	05/12/23	1958	ODP BUSINESS SOLUTI	201	5301	OFFICE SUPPLY	0.00	62.29
101	105914	05/12/23	1958	ODP BUSINESS SOLUTI	101	5301	OFFICE SUPPLY	0.00	72.96
101	105914	05/12/23	1958	ODP BUSINESS SOLUTI	121	5301	OFFICE SUPPLY	0.00	72.96
101	105914	05/12/23	1958	ODP BUSINESS SOLUTI	121	5301	OFFICE SUPPLY	0.00	173.42
TOTAL CHECK								0.00	784.32
101	105915	05/12/23	9576	O'REILLY AUTO ENTER	503	5227	UNIT 33	0.00	28.72
101	105915	05/12/23	9576	O'REILLY AUTO ENTER	503	5227	UNIT 53	0.00	207.41
TOTAL CHECK								0.00	236.13
101	105917	05/12/23	2024	PACIFIC GAS & ELECT	505	5222	GOLF ST ACC#4483438	0.00	31.12
101	105917	05/12/23	2024	PACIFIC GAS & ELECT	421	5222	ACC#4901214030-4	0.00	275.55
101	105917	05/12/23	2024	PACIFIC GAS & ELECT	501	5222	ACC#11212-9	0.00	1,277.26
TOTAL CHECK								0.00	1,583.93
101	105921	05/12/23	2034	PACIFIC GROVE HARDW	301	5223	PD	0.00	2.83
101	105921	05/12/23	2034	PACIFIC GROVE HARDW	503	5227	B&G VEH	0.00	3.70
101	105921	05/12/23	2034	PACIFIC GROVE HARDW	503	5227	B&G VEH	0.00	3.70
101	105921	05/12/23	2034	PACIFIC GROVE HARDW	411	5223	MUSEUM	0.00	3.70
101	105921	05/12/23	2034	PACIFIC GROVE HARDW	505	5309	STREETS	0.00	5.45
101	105921	05/12/23	2034	PACIFIC GROVE HARDW	503	5223	B&G	0.00	23.55
101	105921	05/12/23	2034	PACIFIC GROVE HARDW	421	5291	COM CENTER	0.00	25.93
101	105921	05/12/23	2034	PACIFIC GROVE HARDW	301	5223	PD	0.00	26.21
101	105921	05/12/23	2034	PACIFIC GROVE HARDW	201	5291	CDD	0.00	26.33
101	105921	05/12/23	2034	PACIFIC GROVE HARDW	301	5291	PD	0.00	28.13
101	105921	05/12/23	2034	PACIFIC GROVE HARDW	502	5309	MECH STOCK	0.00	28.38
101	105921	05/12/23	2034	PACIFIC GROVE HARDW	503	5223	B&G	0.00	28.39
101	105921	05/12/23	2034	PACIFIC GROVE HARDW	505	5309	STREETS	0.00	30.12
101	105921	05/12/23	2034	PACIFIC GROVE HARDW	505	5309	STREETS	0.00	31.88
101	105921	05/12/23	2034	PACIFIC GROVE HARDW	401	5223	LIBRARY	0.00	32.76
101	105921	05/12/23	2034	PACIFIC GROVE HARDW	503	5223	B&G	0.00	39.93
101	105921	05/12/23	2034	PACIFIC GROVE HARDW	503	5223	B&G	0.00	39.96
101	105921	05/12/23	2034	PACIFIC GROVE HARDW	301	5223	PD	0.00	34.26
101	105921	05/12/23	2034	PACIFIC GROVE HARDW	503	5223	B&G	0.00	34.94
101	105921	05/12/23	2034	PACIFIC GROVE HARDW	503	5223	B&G	0.00	36.23
101	105921	05/12/23	2034	PACIFIC GROVE HARDW	503	5223	B&G	0.00	22.92
101	105921	05/12/23	2034	PACIFIC GROVE HARDW	201	5291	CDD	0.00	43.88
101	105921	05/12/23	2034	PACIFIC GROVE HARDW	503	5227	B&G VEH	0.00	45.86
101	105921	05/12/23	2034	PACIFIC GROVE HARDW	503	5223	B&G	0.00	46.57
101	105921	05/12/23	2034	PACIFIC GROVE HARDW	503	5223	B&G'	0.00	20.75
101	105921	05/12/23	2034	PACIFIC GROVE HARDW	301	5223	PD	0.00	21.81
101	105921	05/12/23	2034	PACIFIC GROVE HARDW	411	5223	MUSEUM	0.00	21.83
101	105921	05/12/23	2034	PACIFIC GROVE HARDW	503	5223	B&G	0.00	22.48
101	105921	05/12/23	2034	PACIFIC GROVE HARDW	401	5223	LIBRARY	0.00	46.92
101	105921	05/12/23	2034	PACIFIC GROVE HARDW	301	5291	PD	0.00	49.15
101	105921	05/12/23	2034	PACIFIC GROVE HARDW	503	5223	B&G	0.00	60.83
101	105921	05/12/23	2034	PACIFIC GROVE HARDW	503	5223	B&G	0.00	92.10
101	105921	05/12/23	2034	PACIFIC GROVE HARDW	503	5223	B&G	0.00	98.30
101	105921	05/12/23	2034	PACIFIC GROVE HARDW	301	5291	PD	0.00	129.97
101	105921	05/12/23	2034	PACIFIC GROVE HARDW	301	5227	PD ACU	0.00	58.71
101	105921	05/12/23	2034	PACIFIC GROVE HARDW	503	5223	B&G	0.00	7.64
101	105921	05/12/23	2034	PACIFIC GROVE HARDW	503	5223	B&G	0.00	8.29

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ACCOUNTING PERIOD: 12/23

FUND - 01 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
101	105921	05/12/23	2034	PACIFIC GROVE HARDW	411	5223	MUSEUM	0.00	8.29
101	105921	05/12/23	2034	PACIFIC GROVE HARDW	411	5223	MUSEUM	0.00	8.29
101	105921	05/12/23	2034	PACIFIC GROVE HARDW	503	5227	BG VEH	0.00	8.72
101	105921	05/12/23	2034	PACIFIC GROVE HARDW	411	5223	MUSEUM	0.00	8.73
101	105921	05/12/23	2034	PACIFIC GROVE HARDW	503	5223	B&G	0.00	10.90
101	105921	05/12/23	2034	PACIFIC GROVE HARDW	502	5309	MECH STOCK	0.00	10.91
101	105921	05/12/23	2034	PACIFIC GROVE HARDW	505	5309	STREETS	0.00	12.55
101	105921	05/12/23	2034	PACIFIC GROVE HARDW	503	5223	B&G	0.00	61.14
101	105921	05/12/23	2034	PACIFIC GROVE HARDW	505	5309	STREETS	0.00	61.14
101	105921	05/12/23	2034	PACIFIC GROVE HARDW	411	5223	MUSEUM	0.00	67.52
101	105921	05/12/23	2034	PACIFIC GROVE HARDW	503	5223	B&G	0.00	68.35
101	105921	05/12/23	2034	PACIFIC GROVE HARDW	503	5223	B&G	0.00	-10.91
101	105921	05/12/23	2034	PACIFIC GROVE HARDW	401	5223	LIBRARY	0.00	13.10
101	105921	05/12/23	2034	PACIFIC GROVE HARDW	503	5223	B&G	0.00	40.38
101	105921	05/12/23	2034	PACIFIC GROVE HARDW	503	5223	B&G	0.00	216.75
101	105921	05/12/23	2034	PACIFIC GROVE HARDW	411	5223	MUSEUM	0.00	14.19
101	105921	05/12/23	2034	PACIFIC GROVE HARDW	503	5223	B&G	0.00	14.83
101	105921	05/12/23	2034	PACIFIC GROVE HARDW	503	5223	B&G	0.00	15.28
101	105921	05/12/23	2034	PACIFIC GROVE HARDW	503	5223	B&G	0.00	16.38
101	105921	05/12/23	2034	PACIFIC GROVE HARDW	401	5223	LIBRARY	0.00	17.01
101	105921	05/12/23	2034	PACIFIC GROVE HARDW	411	5223	MUSEUM	0.00	17.46
101	105921	05/12/23	2034	PACIFIC GROVE HARDW	503	5223	B&G	0.00	18.55
101	105921	05/12/23	2034	PACIFIC GROVE HARDW	411	5223	MUSEUM	0.00	18.56
101	105921	05/12/23	2034	PACIFIC GROVE HARDW	503	5223	B&G	0.00	19.65
101	105921	05/12/23	2034	PACIFIC GROVE HARDW	401	5223	LIBRARY	0.00	19.65
TOTAL CHECK								0.00	2,041.81
101	105923	05/12/23	2219	PURE WATER	501	5309	PURE WATER	0.00	22.55
101	105923	05/12/23	2219	PURE WATER	502	5309	PURE WATER	0.00	22.55
101	105923	05/12/23	2219	PURE WATER	503	5309	PURE WATER	0.00	22.55
101	105923	05/12/23	2219	PURE WATER	505	5309	PURE WATER	0.00	22.55
TOTAL CHECK								0.00	90.20
101	105925	05/12/23	9928	REGINA LEWIS	01	4462	REFUND	0.00	39.00
101	105926	05/12/23	4468	RENTAL DEPOT MONTER	503	5223	BENCHES	0.00	78.66
101	105926	05/12/23	4468	RENTAL DEPOT MONTER	503	5223	MOWER TRACTOR RENTA	0.00	1,635.23
TOTAL CHECK								0.00	1,713.89
101	105927	05/12/23	9929	REYNALDO GOMEZ	01	214	DAMAGE REFUND	0.00	196.00
101	105928	05/12/23	6520	RINCON CONSULTANTS,	225	5209	ENVIRONMENTAL IMPAC	0.00	1,689.87
101	105930	05/12/23	9930	SARA PRYER	130	5601	WINDOW & FLOORING	0.00	854.52
101	105931	05/12/23	2448	SENTRY ALARM SYSTEM	351	5223	FIRE ALARM	0.00	349.76
101	105931	05/12/23	2448	SENTRY ALARM SYSTEM	401	5223	FIRE ALARM	0.00	3,490.89
101	105931	05/12/23	2448	SENTRY ALARM SYSTEM	505	5309	TRSH SHOOT SPRINKLE	0.00	150.00
TOTAL CHECK								0.00	3,990.65
101	105932	05/12/23	9931	SHAHIDUL ISLAM	01	4469	REFUND	0.00	10.00

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ACCOUNTING PERIOD: 12/23

FUND - 01 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
101	105933	05/12/23	7891	SIR SPEEDY	201	5301	BUSINESS CARD LAURE	0.00	96.11
101	105934	05/12/23	9336	STAPHANY ARRIOLA	421	5361	REIMBURSEMENT	0.00	8.00
101	105935	05/12/23	2567	STAPLES CREDIT PLAN	301	5301	OFFICE SUPPLIES	0.00	3.10
101	105935	05/12/23	2567	STAPLES CREDIT PLAN	301	5301	OFFICE SUPPLIES	0.00	27.30
101	105935	05/12/23	2567	STAPLES CREDIT PLAN	301	5301	OFFICE SUPPLIES	0.00	28.90
101	105935	05/12/23	2567	STAPLES CREDIT PLAN	301	5301	OFFICE SUPPLIES	0.00	312.89
101	105935	05/12/23	2567	STAPLES CREDIT PLAN	301	5301	OFFICE SUPPLIES	0.00	805.31
TOTAL CHECK								0.00	1,177.50
101	105937	05/12/23	1758	THE MONTEREY COUNTY	501	5291	DOCENT ADVERTISEMEN	0.00	390.00
101	105939	05/12/23	2680	TOPE'S TREE SERVICE	513	5201	FY22/23 TREE MAINTE	0.00	126.05
101	105940	05/12/23	8379	TRANSUNION RISK AND	301	5201	4170041?TLO	0.00	75.00
101	105941	05/12/23	9873	TRIPEPI SMITH & ASS	121	5601	PIO/SOCIAL MEDIA SE	0.00	1,187.50
101	105943	05/12/23	2768	V & V MANUFACTURING	301	5291	EOTY BADGE	0.00	118.52
101	105945	05/12/23	2786	VERIZON WIRELESS	133	5212	APRIL 2023 + DIVISI	0.00	38.01
101	105945	05/12/23	2786	VERIZON WIRELESS	133	5212	APRIL 2023 + DIVISI	0.00	52.15
101	105945	05/12/23	2786	VERIZON WIRELESS	501	5212	APRIL 2023 + DIVISI	0.00	52.83
101	105945	05/12/23	2786	VERIZON WIRELESS	201	5212	APRIL 2023 + DIVISI	0.00	93.83
101	105945	05/12/23	2786	VERIZON WIRELESS	301	5212	APRIL 2023 + DIVISI	0.00	103.38
101	105945	05/12/23	2786	VERIZON WIRELESS	351	5212	APRIL 2023 + DIVISI	0.00	63.76
101	105945	05/12/23	2786	VERIZON WIRELESS	121	5212	APRIL 2023 + DIVISI	0.00	61.02
101	105945	05/12/23	2786	VERIZON WIRELESS	501	5212	APRIL 2023 + DIVISI	0.00	1,428.41
101	105945	05/12/23	2786	VERIZON WIRELESS	301	5206	WIRELESS MOBILE CON	0.00	491.32
TOTAL CHECK								0.00	2,384.71
101	105946	05/12/23	2800	ROXANE VIRAY	301	5123	RETIREMENT MEDICAL	0.00	150.00
101	105948	05/12/23	9305	WATSONVILLE FORD	505	5227	UNIT 16	0.00	64.51
101	105948	05/12/23	9305	WATSONVILLE FORD	301	5227	CREDIT UNIT 5	0.00	-238.99
101	105948	05/12/23	9305	WATSONVILLE FORD	503	5227	UNIT 53	0.00	185.47
TOTAL CHECK								0.00	10.99
101	105949	05/12/23	8989	WEX BANK	301	5311	FUEL	0.00	44.12
101	105950	05/12/23	9716	BRIAN WHITSON	503	5201	FY22/23 JANITORIAL	0.00	2,100.00
101	105951	05/12/23	9918	WILLIAM WALKER	01	4469	REFUND	0.00	10.00
101	105955	05/16/23	4943	US BANK	121	5236	D GODWIN APRIL 23 C	0.00	21.63
101	105955	05/16/23	4943	US BANK	501	5261	D GHO APRIL 23 CC	0.00	26.00
101	105955	05/16/23	4943	US BANK	301	5291	C MADALONE APRIL23	0.00	30.00
101	105955	05/16/23	4943	US BANK	301	5261	C MADALONE APRIL23	0.00	54.38
101	105955	05/16/23	4943	US BANK	101	5303	S KANDELL APRIL 23	0.00	78.66
101	105955	05/16/23	4943	US BANK	301	5291	PD TRAVELCARD APRIL	0.00	771.93
101	105955	05/16/23	4943	US BANK	121	5215	S KANDELL APRIL 23	0.00	926.48

SELECTION CRITERIA: transact.ck_date between '20230501 00:00:00.000' and '20230531 00:00:00.000'
ACCOUNTING PERIOD: 12/23

FUND - 01 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
101	105955	05/16/23	4943	US BANK	101	5215	B HARVEY APRIL 23 C	0.00	961.26
101	105955	05/16/23	4943	US BANK	133	5224	M KHASIMI APRIL 23	0.00	1,224.16
101	105955	05/16/23	4943	US BANK	121	5236	L LIVIAN APRIL 23	0.00	1,886.41
101	105955	05/16/23	4943	US BANK	201	5215	A WYATT APRIL 23 CC	0.00	2,039.03
101	105955	05/16/23	4943	US BANK	301	5215	PD TRAVELCARD APRIL	0.00	2,266.73
101	105955	05/16/23	4943	US BANK	501	5309	D GHO APRIL 23 CC	0.00	2,440.98
101	105955	05/16/23	4943	US BANK	130	5215	B HARVEY APRIL 23 C	0.00	827.20
101	105955	05/16/23	4943	US BANK	301	5215	C MADALONE APRIL23	0.00	878.74
101	105955	05/16/23	4943	US BANK	121	5291	L LIVIAN APRIL 23	0.00	83.20
101	105955	05/16/23	4943	US BANK	301	5275	PD TRAVELCARD APRIL	0.00	96.65
101	105955	05/16/23	4943	US BANK	133	5239	M KHASIMI APRIL 23	0.00	135.00
101	105955	05/16/23	4943	US BANK	421	5361	K CLARK APRIL 23 CC	0.00	147.68
101	105955	05/16/23	4943	US BANK	351	5291	A CRAY APRIL 23 CC	0.00	173.11
101	105955	05/16/23	4943	US BANK	301	5215	S HOFFMAN APRIL 23	0.00	249.23
101	105955	05/16/23	4943	US BANK	301	5301	PD TRAVELCARD APRIL	0.00	344.91
101	105955	05/16/23	4943	US BANK	133	5212	M KHASIMI APRIL 23	0.00	394.11
101	105955	05/16/23	4943	US BANK	121	5261	L LIVIAN APRIL 23	0.00	400.00
101	105955	05/16/23	4943	US BANK	501	5215	D GHO APRIL 23 CC	0.00	438.17
101	105955	05/16/23	4943	US BANK	133	5261	M KHASIMI APRIL 23	0.00	439.74
101	105955	05/16/23	4943	US BANK	201	5261	A WYATT APRIL 23 CC	0.00	263.20
101	105955	05/16/23	4943	US BANK	421	5309	K CLARK APRIL 23 CC	0.00	300.00
101	105955	05/16/23	4943	US BANK	133	5307	M KHASIMI APRIL 23	0.00	518.77
101	105955	05/16/23	4943	US BANK	133	5229	M KHASIMI APRIL 23	0.00	3.24
101	105955	05/16/23	4943	US BANK	133	5306	M KHASIMI APRIL 23	0.00	14.99
101	105955	05/16/23	4943	US BANK	131	5291	LATE FEE APRIL 23 C	0.00	19.83
101	105955	05/16/23	4943	US BANK	121	5215	B HARVEY APRIL 23 C	0.00	634.01
TOTAL CHECK								0.00	19,089.43
101	105957	05/19/23	2952	AFLAC	01	202	DED:5200 AFLAC PREM	0.00	724.97
101	105957	05/19/23	2952	AFLAC	01	202	DED:5201 AFLAC P/T	0.00	1,744.41
TOTAL CHECK								0.00	2,469.38
101	105958	05/19/23	1	CALPERS HEALTH	01	202	DED:121 HEALTH	0.00	444.47
101	105958	05/19/23	1	CALPERS HEALTH	01	202	DED:120 HEALTH	0.00	564.42
101	105958	05/19/23	1	CALPERS HEALTH	01	202	DED:116 HEALTH	0.00	825.62
101	105958	05/19/23	1	CALPERS HEALTH	01	202	DED:105 HEALTH	0.00	1,073.30
101	105958	05/19/23	1	CALPERS HEALTH	01	202	DED:110 HEALTH	0.00	1,128.83
101	105958	05/19/23	1	CALPERS HEALTH	01	202	DED:126 HEALTH	0.00	1,155.62
101	105958	05/19/23	1	CALPERS HEALTH	01	202	DED:125 HEALTH	0.00	1,155.62
101	105958	05/19/23	1	CALPERS HEALTH	01	202	DED:0563 HEALTH FAM	0.00	1,187.86
101	105958	05/19/23	1	CALPERS HEALTH	01	202	DED:108 HEALTH	0.00	1,560.16
101	105958	05/19/23	1	CALPERS HEALTH	01	202	DED:103 HEALTH	0.00	2,064.05
101	105958	05/19/23	1	CALPERS HEALTH	01	202	DED:124 HEALTH	0.00	2,311.24
101	105958	05/19/23	1	CALPERS HEALTH	01	202	DED:107 HEALTH	0.00	2,400.24
101	105958	05/19/23	1	CALPERS HEALTH	01	202	DED:104 HEALTH	0.00	2,476.83
101	105958	05/19/23	1	CALPERS HEALTH	01	202	DED:2072 HEALTH	0.00	2,812.50
101	105958	05/19/23	1	CALPERS HEALTH	01	202	DED:2071 HEALTH	0.00	2,887.50
101	105958	05/19/23	1	CALPERS HEALTH	01	202	DED:123 HEALTH	0.00	3,555.76
101	105958	05/19/23	1	CALPERS HEALTH	01	202	DED:533 HEALTH	0.00	4,293.20
101	105958	05/19/23	1	CALPERS HEALTH	01	202	DED:122 HEALTH	0.00	4,444.70
101	105958	05/19/23	1	CALPERS HEALTH	01	202	DED:106 HEALTH	0.00	4,800.48
101	105958	05/19/23	1	CALPERS HEALTH	01	202	DED:2073 HEALTH FAM	0.00	5,750.00

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ACCOUNTING PERIOD: 12/23

FUND - 01 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
TOTAL CHECK								0.00	46,892.40
101	105959	05/19/23	3134	CITY OF PACIFIC GRO	01	202	DED:3300 AFLAC DEP	0.00	292.30
101	105959	05/19/23	3134	CITY OF PACIFIC GRO	01	202	DED:3301 AFLAC MED	0.00	2,228.65
TOTAL CHECK								0.00	2,520.95
101	105960	05/19/23	3393	EFT	01	202	DED:*FM MEDICARE	0.00	10,235.78
101	105960	05/19/23	3393	EFT	01	202	DED:*SCA STATE TAX	0.00	14,755.69
101	105960	05/19/23	3393	EFT	01	202	DED:*FT FEDERAL TX	0.00	39,706.38
TOTAL CHECK								0.00	64,697.85
101	105961	05/19/23	9589	FOREMAN FINANCIAL,	01	202	DED:7506 WAGE ORDER	0.00	555.29
101	105962	05/19/23	2946	PACIFIC GROVE CITY	01	202	DED:7000 ASSOC DUES	0.00	741.50
101	105963	05/19/23	2938	MASS MUTUAL (457 PL	01	202	DED:3999 ROTH IRA	0.00	315.00
101	105963	05/19/23	2938	MASS MUTUAL (457 PL	01	202	DED:4000 DEF COMP	0.00	12,557.57
TOTAL CHECK								0.00	12,872.57
101	105964	05/19/23	2936	MTRY COUNTY DEPT OF	01	202	DED:0023 GARNISH	0.00	236.30
101	105965	05/19/23	2949	PACIFIC GROVE MANAG	01	202	DED:7203 ASSOC DUES	0.00	40.00
101	105966	05/19/23	2051	CITY OF PACIFIC GRO	01	202	DED:1006 WORK COMP	0.00	28.89
101	105966	05/19/23	2051	CITY OF PACIFIC GRO	01	202	DED:1009 WORK COMP	0.00	91.02
101	105966	05/19/23	2051	CITY OF PACIFIC GRO	01	202	DED:1005 WORK COMP	0.00	1,176.60
101	105966	05/19/23	2051	CITY OF PACIFIC GRO	01	202	DED:1010 WORK COMP	0.00	3,237.10
101	105966	05/19/23	2051	CITY OF PACIFIC GRO	01	202	DED:1003 WORK COMP	0.00	6,167.32
TOTAL CHECK								0.00	10,700.93
101	105967	05/19/23	2052	CITY OF PACIFIC GRO	01	202	DED:7510 PERS REIMB	0.00	29.42
101	105968	05/19/23	2053	CITY OF PACIFIC GRO	01	202	DED:201 DENTAL	0.00	37.59
101	105968	05/19/23	2053	CITY OF PACIFIC GRO	01	202	DED:2101 DENTAL	0.00	227.40
101	105968	05/19/23	2053	CITY OF PACIFIC GRO	01	202	DED:200 DENTAL	0.00	416.90
101	105968	05/19/23	2053	CITY OF PACIFIC GRO	01	202	DED:2102 DENTAL	0.00	498.49
101	105968	05/19/23	2053	CITY OF PACIFIC GRO	01	202	DED:2103 DENTAL FAM	0.00	805.97
TOTAL CHECK								0.00	1,986.35
101	105969	05/19/23	2054	CITY OF PACIFIC GRO	01	202	DED:0005 SUTA	0.00	121.00
101	105970	05/19/23	2133	PERS	01	202	DED:0019 PERS RT SF	0.00	-3.25
101	105970	05/19/23	2133	PERS	01	202	DED:0004 SURV BEN	0.00	82.77
101	105970	05/19/23	2133	PERS	01	202	DED:0022 PERS SP MS	0.00	84.49
101	105970	05/19/23	2133	PERS	01	202	DED:08 PERS OTHER	0.00	347.54
101	105970	05/19/23	2133	PERS	01	202	DED:0018 PERS SP SF	0.00	525.86
101	105970	05/19/23	2133	PERS	01	202	DED:0009 PERS OTHER	0.00	822.97
101	105970	05/19/23	2133	PERS	01	202	DED:2001 PERS	0.00	880.32
101	105970	05/19/23	2133	PERS	01	202	DED:2000 PERS EMPLY	0.00	1,179.00
101	105970	05/19/23	2133	PERS	01	202	DED:07 PERS CITY	0.00	4,777.54
101	105970	05/19/23	2133	PERS	01	202	DED:0002 PERS	0.00	5,670.87
101	105970	05/19/23	2133	PERS	01	202	DED:0017 PERS RG SF	0.00	6,980.50

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ACCOUNTING PERIOD: 12/23

FUND - 01 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
101	105970	05/19/23	2133	PERS	01	202	DED:0011 PERS ER SF	0.00	7,376.11
101	105970	05/19/23	2133	PERS	01	202	DED:0021 PERS REG M	0.00	9,092.71
101	105970	05/19/23	2133	PERS	01	202	DED:01 PERS	0.00	9,419.15
101	105970	05/19/23	2133	PERS	01	202	DED:0020 PERS ER M3	0.00	10,156.13
101	105970	05/19/23	2133	PERS	01	202	DED:0006 PERS CITY	0.00	11,228.97
TOTAL CHECK								0.00	68,621.68
101	105971	05/19/23	2943	POLICE OFFICERS ASS	01	202	DED:7205 ASSOC DUES	0.00	931.24
101	105972	05/19/23	8352	TRANSAMERICA EMPLOY	01	202	DED:5202 TRANSAMERI	0.00	600.12
101	105973	05/19/23	4177	UNION BANK OF CALIF	01	202	DED:4005 PARS-457	0.00	358.33
101	105974	05/19/23	632	VISION SERVICE PLAN	01	202	DED:301 VISION	0.00	30.00
101	105974	05/19/23	632	VISION SERVICE PLAN	01	202	DED:2502 VISION	0.00	62.82
101	105974	05/19/23	632	VISION SERVICE PLAN	01	202	DED:300 VISION	0.00	153.56
101	105974	05/19/23	632	VISION SERVICE PLAN	01	202	DED:2503 VISION FAM	0.00	450.00
TOTAL CHECK								0.00	696.38
101	105975	05/18/23	4061	GREG PATTERSON	503	5223	PW YARD GATE	0.00	1,219.07
101	105976	05/18/23	5987	CREEKSIDE CENTER FO	513	5201	MONARCH BUTTERFLY H	0.00	1,500.00
101	105977	05/18/23	5094	COASTAL FABRICATION	505	5227	STREET UNIT 12	0.00	84.72
101	105977	05/18/23	5094	COASTAL FABRICATION	503	5227	EV1	0.00	877.75
TOTAL CHECK								0.00	962.47
101	105979	05/19/23	7956	STATE DISABILITY TA	01	202	DED:0026 SDI	0.00	3,200.79
101	105980	05/19/23	3393	EFT	01	202	DED:*SCA STATE TAX	0.00	15.63
101	105980	05/19/23	3393	EFT	01	202	DED:*FM MEDICARE	0.00	58.00
TOTAL CHECK								0.00	73.63
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	301	5222	580 PINE AVE	0.00	1,260.37
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	421	5222	168 16TH ST	0.00	1.70
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	421	5222	117 RECREATION ROOM	0.00	2.87
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	421	5222	OCEANVIEW & 17TH	0.00	4.06
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	503	5222	PLATT PK SPRNKLR	0.00	4.85
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	503	5222	LOVERS POINT	0.00	5.49
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	421	5222	FOREST CENTRL SPR	0.00	0.02
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	503	5222	ON 17 MILE DR	0.00	0.07
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	421	5222	17 MI DR BALLPARK	0.00	8.65
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	503	5222	BERWICK PARK AT	0.00	9.76
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	421	5222	CALEDONIA PK LIGHTS	0.00	9.86
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	421	5222	FOREST CENTRL SPR	0.00	9.92
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	503	5222	ON 17 MILE DR	0.00	10.52
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	421	5222	168 16TH ST	0.00	14.12
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	503	5222	PARKING LOT LIGHT	0.00	14.29
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	501	5222	CORP YARD DM & 5TH	0.00	14.39
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	421	5222	117 RECREATION ROOM	0.00	16.20
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	501	5222	1307 FORST SINEX SI	0.00	17.82
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	421	5222	BEACH BOAT STORAGE	0.00	19.96

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FUND - 01 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	501	5222	1307 FORST PINE SIG	0.00	20.13
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	421	5222	GRAND AV & PK PL	0.00	20.34
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	503	5222	PLATT PK SPRNKLR	0.00	20.76
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	503	5222	LOVERS POINT	0.00	22.70
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	421	5222	620 OCEAN VIEW POOL	0.00	30.07
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	503	5222	PHONE BOOTH-BERWICK	0.00	31.63
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	421	5222	PIEDMONT & MORELAND	0.00	23.07
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	503	5222	COR MELROSE	0.00	26.17
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	501	5222	CORP YARD SUNSET DR	0.00	40.82
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	501	5222	1307 FORST SINEX SI	0.00	42.18
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	501	5222	1307 FORST PINE SIG	0.00	45.74
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	131	5222	101 CITY HALL/FIN -	0.00	45.96
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	201	5222	101 CITY HALL/CEDD	0.00	45.96
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	421	5222	162 16TH STREET	0.00	57.50
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	101	5222	CITY COUNCIL - 3%	0.00	58.62
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	421	5222	RECREATION - 3%	0.00	58.62
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	421	5222	CONCESSION STAND	0.00	58.73
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	503	5222	COR MELROSE	0.00	65.25
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	421	5222	17TH ST & LAUREL	0.00	73.06
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	421	5222	CHAUTAUQUA HALL	0.00	99.89
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	421	5222	117 COMMUNITY CTR	0.00	104.62
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	501	5222	FOREST 40 FT E/O LH	0.00	128.48
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	121	5222	CITY MANAGER - 9.5%	0.00	185.62
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	201	5222	CEDD - 9.5%	0.00	185.63
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	411	5222	FOREST & CENTRAL DR	0.00	222.68
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	421	5222	17 MILE DRIVE	0.00	230.21
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	421	5222	117 COMMUNITY CTR	0.00	254.90
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	351	5222	FIRE DEPT	0.00	283.37
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	421	5802	14TH&JUNIPERO-LOAN	0.00	294.94
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	131	5222	300 FOREST AVE	0.00	296.62
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	501	5222	FOREST 40 FT E/O LH	0.00	296.81
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	421	5222	300 16TH ST.	0.00	158.46
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	131	5222	FINANCE - 7%	0.00	136.78
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	421	5222	CHAUTAUQUA HALL	0.00	139.88
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	411	5222	165 FOREST AVE	0.00	334.86
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	503	5802	SUNSET SR. - LOAN	0.00	338.81
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	421	5222	17TH ST & LAUREL	0.00	382.02
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	421	5222	17 MI DR BALLPARK	0.00	392.25
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	401	5222	PUBLIC LIBRARY	0.00	405.83
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	351	5222	FIRE DEPARTMENT - 2	0.00	468.96
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	401	5222	550 CENTRAL AVE	0.00	498.71
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	301	5222	POLICE DEPT	0.00	515.13
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	421	5222	117 COMMUNITY CTR	0.00	643.44
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	301	5222	POLICE DEPARTMENT -	0.00	840.22
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	301	5802	580 PINE AVE - LOAN	0.00	1,046.81
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	401	5222	PUBLIC LIBRARY	0.00	1,091.59
TOTAL CHECK								0.00	12,189.75
101	105983	05/26/23	5621	ACCENT CLEAN & SWEE	504	5201	STREET CLEANING	0.00	17,100.00
101	105984	05/26/23	9806	AIR EXCHANGE, INC	503	5224	REPAIR PART	0.00	123.33

SELECTION CRITERIA: transact.ck_date between '20230501 00:00:00.000' and '20230531 00:00:00.000'
ACCOUNTING PERIOD: 12/23

FUND - 01 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
101	105985	05/26/23	8953	ALFREDOS CONCRETE	505	5201	ADA RAMP @ 14TH AND	0.00	12,803.00
101	105985	05/26/23	8953	ALFREDOS CONCRETE	505	5201	ADA RAMP @ SPRUCE A	0.00	13,956.00
TOTAL CHECK								0.00	26,759.00
101	105986	05/26/23	3970	ALHAMBRA & SIERRA S	351	5291	BOTLE WATER SERVICE	0.00	275.87
101	105987	05/26/23	4488	ALTERNATOR STARTER	503	5227	UNIT 52	0.00	375.19
101	105987	05/26/23	4488	ALTERNATOR STARTER	351	5227	UNIT 6494	0.00	1,744.14
TOTAL CHECK								0.00	2,119.33
101	105988	05/26/23	8330	AMAZON CAPITAL SERV	503	5223	TENNIS COURT	0.00	57.88
101	105988	05/26/23	8330	AMAZON CAPITAL SERV	501	5301	OFFICE SUPPLIES	0.00	59.95
101	105988	05/26/23	8330	AMAZON CAPITAL SERV	501	5309	VOLUNTEER PROGRAM	0.00	106.47
101	105988	05/26/23	8330	AMAZON CAPITAL SERV	501	5301	OFFICE SUPPLIES	0.00	199.57
TOTAL CHECK								0.00	423.87
101	105989	05/26/23	3905	AMERICAN LOCK & KEY	503	5223	KEYS	0.00	7.65
101	105989	05/26/23	3905	AMERICAN LOCK & KEY	411	5223	KEY	0.00	15.00
101	105989	05/26/23	3905	AMERICAN LOCK & KEY	301	5223	STORE ROOM	0.00	121.21
TOTAL CHECK								0.00	143.86
101	105990	05/26/23	8652	AMY COLONY	501	5309	VOLUNTEER PROGRAM	0.00	116.81
101	105991	05/26/23	9430	ARAMARK UNIFORM & C	301	5201	LINEN SERVICE	0.00	129.05
101	105991	05/26/23	9430	ARAMARK UNIFORM & C	301	5201	LINEN SERVICE	0.00	129.05
TOTAL CHECK								0.00	258.10
101	105992	05/26/23	6154	AT&T	421	5212	AT&T ACC# 62970960	0.00	34.90
101	105992	05/26/23	6154	AT&T	133	5212	ADMIN 1328 253 9	0.00	28.82
TOTAL CHECK								0.00	63.72
101	105993	05/26/23	5363	AT&T CALNET 3	133	5206	LIB INT 63343	0.00	177.55
101	105993	05/26/23	5363	AT&T CALNET 3	133	5206	PHONES 063242	0.00	3,815.99
TOTAL CHECK								0.00	3,993.54
101	105994	05/26/23	8476	AT&T MOBILITY	301	5206	AT&T FIRSTNET DEPAR	0.00	1,744.79
101	105995	05/26/23	213	BAKER & TAYLOR COMP	401	5301	BOOKS & MATERIALS	0.00	19.87
101	105995	05/26/23	213	BAKER & TAYLOR COMP	401	5301	BOOKS & MATERIALS	0.00	30.10
101	105995	05/26/23	213	BAKER & TAYLOR COMP	401	5301	BOOKS & MATERIALS	0.00	95.00
101	105995	05/26/23	213	BAKER & TAYLOR COMP	401	5301	BOOKS & MATERIALS	0.00	108.01
TOTAL CHECK								0.00	252.98
101	105997	05/26/23	9942	BETTER IMPACT USA I	501	5261	VOLUNTEER PROGRAM	0.00	732.00
101	105998	05/26/23	9940	BRENDAN DEVINE	01	4462	REFUND	0.00	1,052.00
101	105999	05/26/23	402	CA DEPT OF JUSTICE	301	5201	FINGERPRINT	0.00	258.00
101	106000	05/26/23	3501	CALTRONICS BUSINESS	401	5225	COPYIES FROM THE KO	0.00	29.18
101	106000	05/26/23	3501	CALTRONICS BUSINESS	501	5225	COPYIES FROM THE KO	0.00	41.83
101	106000	05/26/23	3501	CALTRONICS BUSINESS	501	5225	COPYIES FROM THE KO	0.00	80.14

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FUND - 01 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
101	106000	05/26/23	3501	CALTRONICS BUSINESS	301	5225	COPYIES FROM THE KO	0.00	86.51
101	106000	05/26/23	3501	CALTRONICS BUSINESS	401	5225	COPYIES FROM THE KO	0.00	120.16
101	106000	05/26/23	3501	CALTRONICS BUSINESS	121	5225	COPIES FROM THE KON	0.00	147.45
101	106000	05/26/23	3501	CALTRONICS BUSINESS	301	5225	COPYIES FROM THE KO	0.00	152.01
101	106000	05/26/23	3501	CALTRONICS BUSINESS	131	5225	COPYIES FROM THE KO	0.00	482.28
101	106000	05/26/23	3501	CALTRONICS BUSINESS	201	5225	COPYIES FROM THE KO	0.00	539.55
TOTAL CHECK								0.00	1,679.11
101	106002	05/26/23	5171	COMCAST	133	5206	CHTV MAY23 0039031	0.00	14.10
101	106002	05/26/23	5171	COMCAST	133	5206	CH INT MAY23 008584	0.00	163.23
TOTAL CHECK								0.00	177.33
101	106003	05/26/23	666	CPCA	301	5261	COCA DUES	0.00	462.00
101	106004	05/26/23	649	CPS HR CONSULTING	301	5201	PRE-EMPLOYMENT TEST	0.00	874.50
101	106005	05/26/23	4948	CREATIVE PRODUCT SO	301	5291	DARE SUPPLIES	0.00	688.57
101	106007	05/26/23	3451	DE LAY & LAREDO	121	5205	LEGAL SERVICES	0.00	360.00
101	106008	05/26/23	9187	DEVIL MOUNTAIN WHOL	513	5309	CITY HALL TREES	0.00	1,534.96
101	106010	05/26/23	7424	EDGES ELECTRICAL GR	351	5223	FIRE STATION COM	0.00	178.27
101	106011	05/26/23	9941	ELENA RATTO	01	4462	REFUND	0.00	9.00
101	106012	05/26/23	9652	ELISABETH CAUSOR	421	5361	REIMBURSEMENT	0.00	50.17
101	106013	05/26/23	904	ENGINEERED FIRE SYS	351	5201	PLAN REVIEW FEB, 20	0.00	375.00
101	106014	05/26/23	952	FEDERAL EXPRESS COR	301	5211	SHIPPING	0.00	69.98
101	106014	05/26/23	952	FEDERAL EXPRESS COR	131	5211	OVERNIGHT CHARGES	0.00	76.69
TOTAL CHECK								0.00	146.67
101	106015	05/26/23	7884	GARDAWORLD	131	5202	APRIL 2023	0.00	35.42
101	106015	05/26/23	7884	GARDAWORLD	131	5202	MAY 2023	0.00	88.03
TOTAL CHECK								0.00	123.45
101	106016	05/26/23	9934	GEORGE FUERST	501	5291	SOIL TESTING	0.00	361.05
101	106018	05/26/23	9860	GOOD CITY COMPANY	201	5202	PLANNING SERVICES	0.00	21,547.50
101	106018	05/26/23	9860	GOOD CITY COMPANY	101	5202	CONSULTANT SERVICES	0.00	1,901.25
TOTAL CHECK								0.00	23,448.75
101	106020	05/26/23	1104	GRANITE CONSTRUCTIO	505	5309	STREETS SUPPLIES	0.00	691.10
101	106021	05/26/23	1105	GRANITE ROCK COMPAN	505	5331	CONCRETE MIX	0.00	437.16
101	106022	05/26/23	1138	GROVE MARKET	131	5301	SUPPLIES	0.00	11.00
101	106023	05/26/23	6743	HANA GARDENS SEASID	503	5223	SOIL	0.00	295.79

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FUND - 01 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
101	106024	05/26/23	8975	HEIHACHIRO TAKARABE	421	5208	CONTRATOR PAYMENT	0.00	105.00
101	106025	05/26/23	4321	HOME DEPOT CREDIT S	501	5291	LATE FEE+FINANCE FE	0.00	62.02
101	106025	05/26/23	4321	HOME DEPOT CREDIT S	351	5223	EMT STOVE	0.00	977.79
TOTAL CHECK								0.00	1,039.81
101	106026	05/26/23	8993	HR & ASSOCIATES	225	5201	ATC PLANNING SERVIC	0.00	525.00
101	106027	05/26/23	9848	INTEGRAL CONSULTING	201	5209	COASTAL HAZARD ANAL	0.00	1,508.00
101	106030	05/26/23	3521	KIMBALL MIDWEST	502	5309	MECH STOCK	0.00	49.74
101	106030	05/26/23	3521	KIMBALL MIDWEST	502	5309	MECH STOCK	0.00	133.46
101	106030	05/26/23	3521	KIMBALL MIDWEST	502	5309	MECH STOCK	0.00	650.94
TOTAL CHECK								0.00	834.14
101	106031	05/26/23	9933	LUTRON SERVICES CO.	401	5223	LIGHTING SYSTEM	0.00	3,312.87
101	106032	05/26/23	1607	MARTIN'S IRRIGATION	503	5223	IRRIGATION SUPPLIES	0.00	34.02
101	106032	05/26/23	1607	MARTIN'S IRRIGATION	503	5223	BACKFLOW COVER	0.00	83.40
TOTAL CHECK								0.00	117.42
101	106033	05/26/23	9937	MICAH CAMERO	130	5601	FACODE PROGRAM NEW	0.00	1,545.00
101	106037	05/26/23	1694	MISSION UNIFORM SER	502	5309	LINEN & UNIFORM CLE	0.00	14.20
101	106037	05/26/23	1694	MISSION UNIFORM SER	503	5309	LINEN & UNIFORM CLE	0.00	14.20
101	106037	05/26/23	1694	MISSION UNIFORM SER	505	5309	LINEN & UNIFORM CLE	0.00	14.20
101	106037	05/26/23	1694	MISSION UNIFORM SER	502	5309	LINEN & UNIFORM CLE	0.00	14.20
101	106037	05/26/23	1694	MISSION UNIFORM SER	503	5309	LINEN & UNIFORM CLE	0.00	14.20
101	106037	05/26/23	1694	MISSION UNIFORM SER	505	5309	LINEN & UNIFORM CLE	0.00	14.20
101	106037	05/26/23	1694	MISSION UNIFORM SER	502	5309	LINEN & UNIFORM CLE	0.00	14.20
101	106037	05/26/23	1694	MISSION UNIFORM SER	503	5309	LINEN & UNIFORM CLE	0.00	14.20
101	106037	05/26/23	1694	MISSION UNIFORM SER	505	5309	LINEN & UNIFORM CLE	0.00	14.20
101	106037	05/26/23	1694	MISSION UNIFORM SER	502	5309	LINEN & UNIFORM CLE	0.00	14.20
101	106037	05/26/23	1694	MISSION UNIFORM SER	503	5309	LINEN & UNIFORM CLE	0.00	14.20
101	106037	05/26/23	1694	MISSION UNIFORM SER	505	5309	LINEN & UNIFORM CLE	0.00	14.20
101	106037	05/26/23	1694	MISSION UNIFORM SER	421	5201	LINEN & UNIFORM CLE	0.00	15.14
101	106037	05/26/23	1694	MISSION UNIFORM SER	421	5201	LINEN & UNIFORM CLE	0.00	15.14
101	106037	05/26/23	1694	MISSION UNIFORM SER	502	5309	LINEN & UNIFORM CLE	0.00	78.36
101	106037	05/26/23	1694	MISSION UNIFORM SER	503	5309	LINEN & UNIFORM CLE	0.00	78.36
101	106037	05/26/23	1694	MISSION UNIFORM SER	505	5309	LINEN & UNIFORM CLE	0.00	78.36
101	106037	05/26/23	1694	MISSION UNIFORM SER	502	5309	LINEN & UNIFORM CLE	0.00	78.36
101	106037	05/26/23	1694	MISSION UNIFORM SER	503	5309	LINEN & UNIFORM CLE	0.00	78.36
101	106037	05/26/23	1694	MISSION UNIFORM SER	505	5309	LINEN & UNIFORM CLE	0.00	78.36
101	106037	05/26/23	1694	MISSION UNIFORM SER	502	5309	LINEN & UNIFORM CLE	0.00	78.36
101	106037	05/26/23	1694	MISSION UNIFORM SER	503	5309	LINEN & UNIFORM CLE	0.00	78.36
101	106037	05/26/23	1694	MISSION UNIFORM SER	505	5309	LINEN & UNIFORM CLE	0.00	78.36
101	106037	05/26/23	1694	MISSION UNIFORM SER	421	5201	LINEN & UNIFORM CLE	0.00	80.92
101	106037	05/26/23	1694	MISSION UNIFORM SER	421	5201	LINEN & UNIFORM CLE	0.00	80.92
101	106037	05/26/23	1694	MISSION UNIFORM SER	502	5309	LINEN & UNIFORM CLE	0.00	78.36
101	106037	05/26/23	1694	MISSION UNIFORM SER	503	5309	LINEN & UNIFORM CLE	0.00	78.36
101	106037	05/26/23	1694	MISSION UNIFORM SER	505	5309	LINEN & UNIFORM CLE	0.00	78.36
TOTAL CHECK								0.00	1,302.84

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FUND - 01 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
101	106038	05/26/23	6216	MONTEREY BAY TREEWO	513	5201	FY22/23 ARBORIST SE	0.00	3,600.00
101	106038	05/26/23	6216	MONTEREY BAY TREEWO	513	5201	FY22/23 ARBORIST SE	0.00	3,700.00
TOTAL CHECK								0.00	7,300.00
101	106039	05/26/23	1735	MONTEREY CO. BUSINE	101	5261	SUBSCRIPTION	0.00	500.00
101	106041	05/26/23	3807	MONTEREY COUNTY WEE	131	5221	PUBLIC HEARING LUNC	0.00	131.63
101	106041	05/26/23	3807	MONTEREY COUNTY WEE	131	5221	PUBLIC HEARING H/O	0.00	202.50
101	106041	05/26/23	3807	MONTEREY COUNTY WEE	131	5221	PUBLIC HEARING B/D	0.00	243.00
TOTAL CHECK								0.00	577.13
101	106042	05/26/23	1801	MONTEREY TIRE SERVI	351	5227	UNIT 6494	0.00	1,086.47
101	106043	05/26/23	9861	MY PRO DRY LLC	301	5223	VENT CLEANING	0.00	4,210.00
101	106044	05/26/23	9588	NAPA AUTO PARTS	503	5227	FINANCE CHARGES	0.00	29.34
101	106045	05/26/23	9935	NATIONAL COMMUNITY	201	5261	NCDA MEMBERSHIP	0.00	375.00
101	106046	05/26/23	9152	NATIONAL STOCK SIGN	505	5291	SPECIAL EVENTS SIGN	0.00	433.61
101	106048	05/26/23	6431	QUADIENT FINANCE US	131	5211	POSTAGE FEE	0.00	2,056.81
101	106050	05/26/23	1958	ODP BUSINESS SOLUTI	131	5301	OFFICE SUPPLY	0.00	198.02
101	106051	05/26/23	9576	O'REILLY AUTO ENTER	503	5227	UNIT 53	0.00	7.29
101	106051	05/26/23	9576	O'REILLY AUTO ENTER	503	5227	UNIT 58	0.00	45.75
101	106051	05/26/23	9576	O'REILLY AUTO ENTER	503	5227	UNIT 58	0.00	50.51
101	106051	05/26/23	9576	O'REILLY AUTO ENTER	503	5227	UNIT 58	0.00	56.31
101	106051	05/26/23	9576	O'REILLY AUTO ENTER	502	5309	MECH STOCK	0.00	59.63
101	106051	05/26/23	9576	O'REILLY AUTO ENTER	503	5227	UNIT 53	0.00	16.18
101	106051	05/26/23	9576	O'REILLY AUTO ENTER	301	5227	UNIT 07	0.00	18.56
101	106051	05/26/23	9576	O'REILLY AUTO ENTER	351	5227	UNIT 6494	0.00	26.20
101	106051	05/26/23	9576	O'REILLY AUTO ENTER	503	5227	UNIT 58	0.00	26.77
101	106051	05/26/23	9576	O'REILLY AUTO ENTER	503	5227	UNIT 58	0.00	65.54
101	106051	05/26/23	9576	O'REILLY AUTO ENTER	351	5227	UNIT 6494	0.00	69.18
101	106051	05/26/23	9576	O'REILLY AUTO ENTER	503	5227	UNIT 53	0.00	71.84
101	106051	05/26/23	9576	O'REILLY AUTO ENTER	503	5227	UNIT 58	0.00	75.81
101	106051	05/26/23	9576	O'REILLY AUTO ENTER	502	5309	MECH STOCK	0.00	104.64
101	106051	05/26/23	9576	O'REILLY AUTO ENTER	503	5227	UNIT 58	0.00	342.83
101	106051	05/26/23	9576	O'REILLY AUTO ENTER	503	5227	UNIT 58	0.00	714.84
TOTAL CHECK								0.00	1,751.88
101	106053	05/26/23	2024	PACIFIC GAS & ELECT	411	5802	MUSEUM	0.00	270.67
101	106055	05/26/23	2062	PACIFIC WEST WATER	201	5301	WATER SERVICES	0.00	42.85
101	106055	05/26/23	2062	PACIFIC WEST WATER	131	5301	WATER SERVICES	0.00	42.85
TOTAL CHECK								0.00	85.70
101	106060	05/26/23	7621	READY REFRESH	301	5291	WATER SERVICE	0.00	403.32

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FUND - 01 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
101	106061	05/26/23	9575	REMY MOOSE MANLEY,	201	5205	LEGAL SERVICES - PG	0.00	158.00
101	106062	05/26/23	6325	RICHARD PETTY ELECT	351	5223	POWER FOR AIR COM	0.00	470.00
101	106063	05/26/23	9802	ROBERT HALF INTERNA	131	5201	JOHNSON/SMITH TEMP	0.00	5,472.76
101	106063	05/26/23	9802	ROBERT HALF INTERNA	121	5201	MATTA TEMP EMPLOYEE	0.00	6,856.00
TOTAL CHECK								0.00	12,328.76
101	106064	05/26/23	9814	ROGERS JOSEPH O'DON	121	5205	INITIATION OF U	0.00	1,024.00
101	106066	05/26/23	9938	SAMUEL PONTAROLO	01	214	REFUND	0.00	531.00
101	106068	05/26/23	9939	SHAWNELLE THOMPSON	01	214	DAMAGE REFUND	0.00	531.00
101	106070	05/26/23	2541	SPCA OF MONTEREY CO	301	5201	ANIMAL SHELTER SERV	0.00	1,050.00
101	106071	05/26/23	2567	STAPLES CREDIT PLAN	301	5301	OFFICE SUPPLIES	0.00	38.22
101	106071	05/26/23	2567	STAPLES CREDIT PLAN	301	5301	OFFICE SUPPLIES	0.00	43.69
101	106071	05/26/23	2567	STAPLES CREDIT PLAN	301	5301	OFFICE SUPPLIES	0.00	46.93
101	106071	05/26/23	2567	STAPLES CREDIT PLAN	301	5301	OFFICE SUPPLIES	0.00	53.53
101	106071	05/26/23	2567	STAPLES CREDIT PLAN	301	5301	OFFICE SUPPLIES	0.00	80.93
101	106071	05/26/23	2567	STAPLES CREDIT PLAN	301	5301	OFFICE SUPPLIES	0.00	103.78
101	106071	05/26/23	2567	STAPLES CREDIT PLAN	301	5301	OFFICE SUPPLIES	0.00	109.23
101	106071	05/26/23	2567	STAPLES CREDIT PLAN	301	5301	OFFICE SUPPLIES	0.00	142.55
101	106071	05/26/23	2567	STAPLES CREDIT PLAN	301	5301	OFFICE SUPPLIES	0.00	207.53
101	106071	05/26/23	2567	STAPLES CREDIT PLAN	301	5301	OFFICE SUPPLIES	0.00	65.52
101	106071	05/26/23	2567	STAPLES CREDIT PLAN	301	5301	OFFICE SUPPLIES	0.00	27.30
TOTAL CHECK								0.00	919.21
101	106072	05/26/23	1768	STURDY OIL COMPANY	421	5311	FUEL DIST APRIL 202	0.00	45.27
101	106072	05/26/23	1768	STURDY OIL COMPANY	505	5311	FUEL DIST APRIL 202	0.00	917.45
101	106072	05/26/23	1768	STURDY OIL COMPANY	503	5311	FUEL DIST APRIL 202	0.00	1,834.91
101	106072	05/26/23	1768	STURDY OIL COMPANY	301	5311	FUEL DIST APRIL 202	0.00	2,784.39
101	106072	05/26/23	1768	STURDY OIL COMPANY	01	111	FUEL DIST APRIL 202	0.00	3,213.30
TOTAL CHECK								0.00	8,795.32
101	106074	05/26/23	7263	TOM'S SITE SERVICES	503	5223	PORTABLE TOILETS	0.00	4,285.89
101	106075	05/26/23	2684	TRACNET CORPORATION	301	5201	RMS	0.00	9,400.00
101	106077	05/26/23	7867	UPS	301	5211	SHIPPING	0.00	8.00
101	106078	05/26/23	2800	ROXANE VIRAY	301	5123	RETIREMENT MEDICAL	0.00	150.00
101	106079	05/26/23	9305	WATSONVILLE FORD	351	5227	UNIT 6494	0.00	26.34
101	106079	05/26/23	9305	WATSONVILLE FORD	351	5227	UNIT 6494	0.00	94.67
101	106079	05/26/23	9305	WATSONVILLE FORD	351	5227	UNIT 6494	0.00	99.17
101	106079	05/26/23	9305	WATSONVILLE FORD	503	5227	UNIT 53	0.00	99.74
101	106079	05/26/23	9305	WATSONVILLE FORD	505	5227	UNIT 86	0.00	160.73
101	106079	05/26/23	9305	WATSONVILLE FORD	351	5227	UNIT 6494	0.00	177.10
101	106079	05/26/23	9305	WATSONVILLE FORD	301	5227	UNIT 07	0.00	291.50
101	106079	05/26/23	9305	WATSONVILLE FORD	301	5227	UNIT 07	0.00	300.28

SELECTION CRITERIA: transact.ck_date between '20230501 00:00:00.000' and '20230531 00:00:00.000'
ACCOUNTING PERIOD: 12/23

FUND - 01 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
101	106079	05/26/23	9305	WATSONVILLE FORD	301	5227	UNIT 07	0.00	1,292.33
TOTAL CHECK								0.00	2,541.86
101	106080	05/26/23	9716	BRIAN WHITSON	503	5201	CITY HALL SUPP. CLE	0.00	345.00
101	V51224	05/12/23	3835	REPUBLIC ELEVATOR,	411	5223	ELEVATOR	0.00	487.40
101	V51224	05/12/23	3835	REPUBLIC ELEVATOR,	503	5223	ELEVATOR	0.00	487.40
101	V51224	05/12/23	3835	REPUBLIC ELEVATOR,	401	5223	ELEVATOR	0.00	487.40
101	V51224	05/12/23	3835	REPUBLIC ELEVATOR,	503	5223	TOPSOIL	0.00	487.41
101	V51224	05/12/23	3835	REPUBLIC ELEVATOR,	401	5223	LIBRARY ELEVATOR	0.00	932.54
101	V51224	05/12/23	3835	REPUBLIC ELEVATOR,	411	5223	MUSEUM ELEVATOR	0.00	2,121.16
101	V51224	05/12/23	3835	REPUBLIC ELEVATOR,	411	5223	MUSEUM	0.00	2,291.98
TOTAL CHECK								0.00	7,295.29
101	V51225	05/12/23	9196	DIANNE LYLE	421	5208	CONTRACTOR PAYMENT	0.00	1,190.00
101	V51226	05/12/23	2987	HARRIS & ASSOCIATES	201	5209	CEQA-6TH HOUSING EL	0.00	737.50
101	V52623	05/26/23	3835	REPUBLIC ELEVATOR,	503	5223	YOUTH CENTER ELEVAT	0.00	245.41
101	V52623	05/26/23	3835	REPUBLIC ELEVATOR,	401	5223	LIBRARY ELEVATOR R	0.00	2,012.32
TOTAL CHECK								0.00	2,257.73
TOTAL CASH ACCOUNT								0.00	1,130,132.38
TOTAL FUND								0.00	1,130,132.38

SELECTION CRITERIA: transact.ck_date between '20230501 00:00:00.000' and '20230531 00:00:00.000'
ACCOUNTING PERIOD: 12/23

FUND - 04 - HYPERBARIC CHAMBER

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
101	106057	05/26/23	2118	PENINSULA WELDING &	352	5224	NON-LIQUID CYLINDER	0.00	792.00
TOTAL CASH ACCOUNT								0.00	792.00
TOTAL FUND								0.00	792.00

SELECTION CRITERIA: transact.ck_date between '20230501 00:00:00.000' and '20230531 00:00:00.000'
ACCOUNTING PERIOD: 12/23

FUND - 08 - MUSEUM IMPROVEMENT FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
101	106067	05/26/23	3019	SCUDDER ROOFING COM	412	6021	CIP22-06	0.00	7,392.75
TOTAL CASH ACCOUNT								0.00	7,392.75
TOTAL FUND								0.00	7,392.75

SELECTION CRITERIA: transact.ck_date between '20230501 00:00:00.000' and '20230531 00:00:00.000'
ACCOUNTING PERIOD: 12/23

FUND - 11 - LIBRARY BOOK FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
101	105864	05/12/23	213	BAKER & TAYLOR COMP	403	5303	BOOKS & MATERIALS	0.00	162.66
101	105864	05/12/23	213	BAKER & TAYLOR COMP	403	5303	BOOKS & MATERIALS	0.00	191.33
101	105864	05/12/23	213	BAKER & TAYLOR COMP	403	5303	BOOKS & MATERIALS	0.00	321.05
101	105864	05/12/23	213	BAKER & TAYLOR COMP	403	5303	BOOKS & MATERIALS	0.00	347.78
101	105864	05/12/23	213	BAKER & TAYLOR COMP	403	5303	BOOKS & MATERIALS	0.00	487.60
101	105864	05/12/23	213	BAKER & TAYLOR COMP	403	5303	BOOKS & MATERIALS	0.00	1,921.13
101	105864	05/12/23	213	BAKER & TAYLOR COMP	403	5303	BOOKS & MATERIALS	0.00	59.93
TOTAL CHECK								0.00	3,491.48
101	105873	05/12/23	1040	CENGAGE LEARNING/GA	403	5303	BOOKS MATS	0.00	93.49
101	105873	05/12/23	1040	CENGAGE LEARNING/GA	403	5303	BOOKS MATS	0.00	227.18
101	105873	05/12/23	1040	CENGAGE LEARNING/GA	403	5303	BOOKS MATS	0.00	33.20
101	105873	05/12/23	1040	CENGAGE LEARNING/GA	403	5303	BOOKS MATS	0.00	27.97
TOTAL CHECK								0.00	381.84
101	105908	05/12/23	3304	MIDWEST TAPE	403	5303	BOOKS MATS	0.00	43.69
101	105908	05/12/23	3304	MIDWEST TAPE	403	5303	BOOKS MATS	0.00	37.13
TOTAL CHECK								0.00	80.82
101	105955	05/16/23	4943	US BANK	403	5303	J WEIRICK APRIL 23	0.00	577.94
101	105955	05/16/23	4943	US BANK	403	5306	D GODWIN APRIL 23 C	0.00	339.73
101	105955	05/16/23	4943	US BANK	403	5303	J WEIRICK APRIL 23	0.00	510.49
101	105955	05/16/23	4943	US BANK	403	5303	D GODWIN APRIL 23 C	0.00	180.35
TOTAL CHECK								0.00	1,608.51
101	106001	05/26/23	1040	CENGAGE LEARNING/GA	403	5303	BOOKS MATS	0.00	283.10
101	106001	05/26/23	1040	CENGAGE LEARNING/GA	403	5303	BOOKS MATS	0.00	62.03
TOTAL CHECK								0.00	345.13
101	106034	05/26/23	3304	MIDWEST TAPE	403	5303	BOOKS MATS	0.00	176.95
101	106034	05/26/23	3304	MIDWEST TAPE	403	5303	BOOKS MATS	0.00	73.17
101	106034	05/26/23	3304	MIDWEST TAPE	403	5303	BOOKS MATS	0.00	27.30
TOTAL CHECK								0.00	277.42
101	106052	05/26/23	5567	OVERDRIVE, INC.	403	5303	BOOKS MATS	0.00	8.97
TOTAL CASH ACCOUNT								0.00	6,194.17
TOTAL FUND								0.00	6,194.17

SELECTION CRITERIA: transact.ck_date between '20230501 00:00:00.000' and '20230531 00:00:00.000'
ACCOUNTING PERIOD: 12/23

FUND - 15 - HOUSING FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
101	105848	05/10/23	2133	PERS	204	5145	APRIL 2023 UAL	0.00	916.67
TOTAL CASH ACCOUNT								0.00	916.67
TOTAL FUND								0.00	916.67

SELECTION CRITERIA: transact.ck_date between '20230501 00:00:00.000' and '20230531 00:00:00.000'
ACCOUNTING PERIOD: 12/23

FUND - 17 - LOCAL STREETS AND ROADS

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
101	106019	05/26/23	5689	GRAHAM CONTRACTORS	522	6041	FY21/22 CRACK & SLU	0.00	12,020.35
101	106047	05/26/23	1896	NEILL ENGINEERS COR	522	6041	CIP 23-04	0.00	940.00
TOTAL CASH ACCOUNT								0.00	12,960.35
TOTAL FUND								0.00	12,960.35

SELECTION CRITERIA: transact.ck_date between '20230501 00:00:00.000' and '20230531 00:00:00.000'
ACCOUNTING PERIOD: 12/23

FUND - 18 - GAS TAX FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
101	105848	05/10/23	2133	PERS	508	5145	APRIL 2023 UAL	0.00	1,833.33
101	105871	05/12/23	467	CALTRANS	508	5331	SIGNAL & LIGHTING B	0.00	766.81
101	105917	05/12/23	2024	PACIFIC GAS & ELECT	508	5222	ACC#7190974482-4	0.00	7,226.14
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	508	5222	19TH & SUNSET DR.	0.00	16.58
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	508	5222	FOREST AVE & SUNSET	0.00	15.31
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	508	5222	FOREST AV & SUNSET	0.00	13.51
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	508	5222	19TH & SUNSET DR.	0.00	0.67
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	508	5222	FOREST AV & SUNSET	0.00	40.60
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	508	5222	FOREST AVE & SUNSET	0.00	32.13
TOTAL CHECK								0.00	118.80
101	105982	05/26/23	8890	4LEAF	508	5201	FY22/23 ON-CALL TRA	0.00	112.50
101	105982	05/26/23	8890	4LEAF	508	5201	FY22/23 ON-CALL TRA	0.00	2,700.00
101	105982	05/26/23	8890	4LEAF	508	5201	FY22/23 ON-CALL TRA	0.00	4,868.50
TOTAL CHECK								0.00	7,681.00
101	106006	05/26/23	3566	DAVE'S REPAIR SERVI	508	5276	FUEL PUMP REPAIR	0.00	364.86
101	106054	05/26/23	4386	PACIFIC PRODUCTS &	508	6041	CIP 23-09	0.00	20,609.43
101	106072	05/26/23	1768	STURDY OIL COMPANY	508	5311	FUEL DIST APRIL 202	0.00	917.45
TOTAL CASH ACCOUNT								0.00	39,517.82
TOTAL FUND								0.00	39,517.82

SELECTION CRITERIA: transact.ck_date between '20230501 00:00:00.000' and '20230531 00:00:00.000'
ACCOUNTING PERIOD: 12/23

FUND - 24 - STILLWELL CHILDREN'S POOL

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
101	105955	05/16/23	4943	US BANK	425	5309	D GHO APRIL 23 CC	0.00	262.17
TOTAL CASH ACCOUNT								0.00	262.17
TOTAL FUND								0.00	262.17

SELECTION CRITERIA: transact.ck_date between '20230501 00:00:00.000' and '20230531 00:00:00.000'
ACCOUNTING PERIOD: 12/23

FUND - 27 - LIGHTHOUSE MAINT.& IMPV.

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
101	105863	05/12/23	5363	AT&T CALNET 3	413	5212	LH 9391063247	0.00	23.14
101	105866	05/12/23	8863	BELLA TERRA PUBLISH	413	5501	LIGHTHOUSE MERCH	0.00	537.57
101	105899	05/12/23	8835	KAY BONNELL	413	5501	LIGHHOUSE	0.00	326.25
101	105921	05/12/23	2034	PACIFIC GROVE HARDW	413	5223	LIGHTHOUSE	0.00	40.50
101	105921	05/12/23	2034	PACIFIC GROVE HARDW	413	5223	LIGHTHOUSE	0.00	57.35
101	105921	05/12/23	2034	PACIFIC GROVE HARDW	413	5223	LIGHTHOUSE	0.00	61.11
TOTAL CHECK								0.00	158.96
101	105936	05/12/23	8860	STEPHANIE T. EDENHO	413	5501	LIGHTHOUSE MERCH	0.00	93.05
101	105938	05/12/23	8973	LIFE AT SEA	413	5501	LIGHTHOUSE MERCH	0.00	3,704.75
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	413	5222	ASILOMAR BLVD PG LH	0.00	4.07
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	413	5222	ASILOMAR BLVD PG LH	0.00	20.43
TOTAL CHECK								0.00	24.50
101	105996	05/26/23	8863	BELLA TERRA PUBLISH	413	5501	LH MERCH	0.00	150.00
101	106025	05/26/23	4321	HOME DEPOT CREDIT S	413	5223	LIGTHHOUSE	0.00	435.91
101	106073	05/26/23	8973	LIFE AT SEA	413	5501	LH MERCH	0.00	187.50
TOTAL CASH ACCOUNT								0.00	5,641.63
TOTAL FUND								0.00	5,641.63

SELECTION CRITERIA: transact.ck_date between '20230501 00:00:00.000' and '20230531 00:00:00.000'
ACCOUNTING PERIOD: 12/23

FUND - 40 - POETRY PROMOTION FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
101	105903	05/12/23	9899	LEE HERRICK	405	5291	POETRY PROMOTION	0.00	300.00
101	105955	05/16/23	4943	US BANK	405	5291	D GODWIN APRIL 23 C	0.00	807.48
101	106029	05/26/23	9921	KATELYN COO	405	5291	POETRY PROMOTION	0.00	100.00
101	106058	05/26/23	9901	PILAR GRAHAM	405	5291	POETRY PROMOTION	0.00	100.00
101	V51223	05/12/23	9604	DANIEL B. SUMMERHIL	405	5291	POETRY PROMOTION	0.00	750.00
TOTAL CASH ACCOUNT								0.00	2,057.48
TOTAL FUND								0.00	2,057.48

SELECTION CRITERIA: transact.ck_date between '20230501 00:00:00.000' and '20230531 00:00:00.000'
ACCOUNTING PERIOD: 12/23

FUND - 41 - YOUNT INCOME FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
101	105848	05/10/23	2133	PERS	510	5145	APRIL 2023 UAL	0.00	166.67
TOTAL CASH ACCOUNT								0.00	166.67
TOTAL FUND								0.00	166.67

SELECTION CRITERIA: transact.ck_date between '20230501 00:00:00.000' and '20230531 00:00:00.000'
ACCOUNTING PERIOD: 12/23

FUND - 42 - PUB SAFETY AUG FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
101	105849	05/10/23	1751	MONTEREY COUNTY EME	303	5201	4TH QTR FY 22/23	0.00	121,084.00
TOTAL CASH ACCOUNT								0.00	121,084.00
TOTAL FUND								0.00	121,084.00

SELECTION CRITERIA: transact.ck_date between '20230501 00:00:00.000' and '20230531 00:00:00.000'
ACCOUNTING PERIOD: 12/23

FUND - 43 - SLESF FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
101	105929	05/12/23	9874	ROGUE FITNESS	304	5275	GYM EQUIPMENT FOR P	0.00	9,000.86
101	105929 V	05/12/23	9874	ROGUE FITNESS	304	5275	GYM EQUIPMENT FOR P	0.00	-9,000.86
TOTAL CHECK								0.00	0.00
101	105956	05/16/23	9874	ROGUE FITNESS	304	5275	GYM EQUIPMENT FOR P	0.00	9,000.86
101	V52624	05/26/23	9033	ENTERPRISE FM TRUST	304	5225	LEASED VEHICLES	0.00	2,135.37
TOTAL CASH ACCOUNT								0.00	11,136.23
TOTAL FUND								0.00	11,136.23

SELECTION CRITERIA: transact.ck_date between '20230501 00:00:00.000' and '20230531 00:00:00.000'
ACCOUNTING PERIOD: 12/23

FUND - 63 - CAPITAL IMPROV PROJ FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
101	105988	05/26/23	8330	AMAZON CAPITAL SERV	631	6021	TRC 21-02	0.00	540.78
101	106028	05/26/23	9553	JACOB CONSTRUCTION	631	6021	TRC 21-02//ELECTRIC	0.00	132,448.15
101	106047	05/26/23	1896	NEILL ENGINEERS COR	631	6041	CIP 23-01	0.00	1,391.50
101	106069	05/26/23	2485	SIGN WORKS	631	6021	CIP 18-46	0.00	320.81
101	106081	05/26/23	9401	WILLIAMS SCOTSMAN,	631	6021	TRC21-02	0.00	1,575.27
TOTAL CASH ACCOUNT								0.00	136,276.51
TOTAL FUND								0.00	136,276.51

SELECTION CRITERIA: transact.ck_date between '20230501 00:00:00.000' and '20230531 00:00:00.000'
ACCOUNTING PERIOD: 12/23

FUND - 70 - EMP BENEFIT FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
101	105850	05/10/23	1	CALPERS HEALTH	703	5123	MAY 2023	0.00	8,747.69
101	105852	05/12/23	8211	STANDARD INSURANCE	703	5123	MAY 2023 PERMIUMS	0.00	600.02
101	105916	05/12/23	9512	P&A ADMINISTRATIVE	703	5123	COBRA ADMIN FEE	0.00	452.00
101	106056	05/26/23	4279	PARS	703	5141	MARCH 23	0.00	348.32
TOTAL CASH ACCOUNT								0.00	10,148.03
TOTAL FUND								0.00	10,148.03

SELECTION CRITERIA: transact.ck_date between '20230501 00:00:00.000' and '20230531 00:00:00.000'
ACCOUNTING PERIOD: 12/23

FUND - 71 - WORKERS COMP FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
101	105848	05/10/23	2133	PERS	701	5145	APRIL 2023 UAL	0.00	666.67
101	105952	05/15/23	9919	AIA CORPORATION	701	5291	SAFETY INCENTIVE PR	0.00	541.84
TOTAL CASH ACCOUNT								0.00	1,208.51
TOTAL FUND								0.00	1,208.51

SELECTION CRITERIA: transact.ck_date between '20230501 00:00:00.000' and '20230531 00:00:00.000'
ACCOUNTING PERIOD: 12/23

FUND - 72 - LIABILITY INS FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
101	105848	05/10/23	2133	PERS	702	5145	APRIL 2023 UAL	0.00	500.00
101	105953	05/15/23	9932	WERKSMAN JACKSON &	702	5232	SETTLEMENT	0.00	8,000.00
TOTAL CASH ACCOUNT								0.00	8,500.00
TOTAL FUND								0.00	8,500.00

SELECTION CRITERIA: transact.ck_date between '20230501 00:00:00.000' and '20230531 00:00:00.000'
ACCOUNTING PERIOD: 12/23

FUND - 74 - LOCAL WATER PROJECT

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
101	105917	05/12/23	2024	PACIFIC GAS & ELECT	741	5222	LWP ACC#4806080792-	0.00	5,247.95
TOTAL CASH ACCOUNT								0.00	5,247.95
TOTAL FUND								0.00	5,247.95

SELECTION CRITERIA: transact.ck_date between '20230501 00:00:00.000' and '20230531 00:00:00.000'
ACCOUNTING PERIOD: 12/23

FUND - 75 - CEMETERY FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
101	105823	05/02/23	9897	MONTANA JACK'S OUTP	601	5309	WENCH	0.00	1,409.00
101	105848	05/10/23	2133	PERS	601	5145	APRIL 2023 UAL	0.00	1,333.33
101	105853	05/12/23	4488	ALTERNATOR STARTER	601	5227	UNIT 17C	0.00	309.94
101	105892	05/12/23	1199	HAYWARD LUMBER COMP	601	5309	CEM	0.00	13.10
101	105892	05/12/23	1199	HAYWARD LUMBER COMP	601	5309	CEM	0.00	86.70
101	105892	05/12/23	1199	HAYWARD LUMBER COMP	601	5309	CEM	0.00	43.35
TOTAL CHECK								0.00	143.15
101	105915	05/12/23	9576	O'REILLY AUTO ENTER	601	5227	UNIT 71C	0.00	43.60
101	105921	05/12/23	2034	PACIFIC GROVE HARDW	601	5309	CEM	0.00	8.93
101	105942	05/12/23	2715	TURF STAR INC.	601	5227	UNIT 71C	0.00	529.15
101	105942	05/12/23	2715	TURF STAR INC.	601	5227	UNIT 71C	0.00	427.88
101	105942	05/12/23	2715	TURF STAR INC.	601	5227	UNIT 71C	0.00	52.33
101	105942	05/12/23	2715	TURF STAR INC.	601	5227	UNIT 71C	0.00	42.90
TOTAL CHECK								0.00	1,052.26
101	105944	05/12/23	2772	VALLEY SAW & GARDEN	601	5309	EQUIPMENT RENTAL	0.00	73.09
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	601	5222	CEMETERY - 1%	0.00	19.54
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	601	5222	CREST & RIPPLE	0.00	21.67
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	601	5222	CEMETERY	0.00	61.98
TOTAL CHECK								0.00	103.19
101	106025	05/26/23	4321	HOME DEPOT CREDIT S	601	5309	SOD	0.00	130.77
101	106037	05/26/23	1694	MISSION UNIFORM SER	601	5309	LINEN & UNIFORM CLE	0.00	78.36
101	106037	05/26/23	1694	MISSION UNIFORM SER	601	5309	LINEN & UNIFORM CLE	0.00	78.36
101	106037	05/26/23	1694	MISSION UNIFORM SER	601	5309	LINEN & UNIFORM CLE	0.00	78.36
101	106037	05/26/23	1694	MISSION UNIFORM SER	601	5309	LINEN & UNIFORM CLE	0.00	14.20
101	106037	05/26/23	1694	MISSION UNIFORM SER	601	5309	LINEN & UNIFORM CLE	0.00	14.20
101	106037	05/26/23	1694	MISSION UNIFORM SER	601	5309	LINEN & UNIFORM CLE	0.00	14.20
101	106037	05/26/23	1694	MISSION UNIFORM SER	601	5309	LINEN & UNIFORM CLE	0.00	14.20
101	106037	05/26/23	1694	MISSION UNIFORM SER	601	5309	LINEN & UNIFORM CLE	0.00	78.36
TOTAL CHECK								0.00	370.24
101	106072	05/26/23	1768	STURDY OIL COMPANY	601	5311	FUEL DIST APRIL 202	0.00	178.86
101	106076	05/26/23	2715	TURF STAR INC.	601	5227	UNIT 71	0.00	857.31
TOTAL CASH ACCOUNT								0.00	6,013.67
TOTAL FUND								0.00	6,013.67

SELECTION CRITERIA: transact.ck_date between '20230501 00:00:00.000' and '20230531 00:00:00.000'
ACCOUNTING PERIOD: 12/23

FUND - 76 - SEWER FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
101	105848	05/10/23	2133	PERS	611	5145	APRIL 2023 UAL	0.00	10,416.67
101	105855	05/12/23	8330	AMAZON CAPITAL SERV	611	5275	SAFETY EQUIPMENT	0.00	121.37
101	105906	05/12/23	5364	MONTEREY BAY AIR RE	611	5291	ANNUAL RENEWAL	0.00	4,839.00
101	105915	05/12/23	9576	O'REILLY AUTO ENTER	611	5227	UNIT 47	0.00	21.84
101	105917	05/12/23	2024	PACIFIC GAS & ELECT	611	5222	PW ACC#5856774175-4	0.00	59.94
101	105922	05/12/23	9893	PJ TRUCKING ACADEMY	611	5201	CLASS B TRAINING	0.00	11,550.00
101	105923	05/12/23	2219	PURE WATER	611	5309	PURE WATER	0.00	22.55
101	105924	05/12/23	2276	BECKS SHOES AND REP	611	5275	BOOTS EDDIE MARTINE	0.00	204.30
101	105947	05/12/23	6777	WALLACE GROUP	611	5201	SSMP 5 YEAR UPDATE	0.00	2,056.25
101	105948	05/12/23	9305	WATSONVILLE FORD	611	5226	SEWER GEN	0.00	165.04
101	105948	05/12/23	9305	WATSONVILLE FORD	611	5226	SEWER 13A	0.00	366.69
TOTAL CHECK								0.00	531.73
101	105955	05/16/23	4943	US BANK	611	5227	D GHO APRIL 23 CC	0.00	897.00
101	105978	05/18/23	3378	DON CHAPIN CO., INC	611	5207	FY22/23 SANITARY SE	0.00	1,180.00
101	105978	05/18/23	3378	DON CHAPIN CO., INC	611	5207	FY22/23 SANITARY SE	0.00	1,457.50
101	105978	05/18/23	3378	DON CHAPIN CO., INC	611	5207	FY22/23 SANITARY SE	0.00	1,631.91
101	105978	05/18/23	3378	DON CHAPIN CO., INC	611	5207	FY22/23 SANITARY SE	0.00	2,667.51
101	105978	05/18/23	3378	DON CHAPIN CO., INC	611	5207	FY22/23 SANITARY SE	0.00	3,066.62
101	105978	05/18/23	3378	DON CHAPIN CO., INC	611	5207	FY22/23 SANITARY SE	0.00	3,652.98
TOTAL CHECK								0.00	13,656.52
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	611	5222	PUMP SUNSET ARENA	0.00	375.09
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	611	5222	PUMP SUNSET ARENA	0.00	154.47
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	611	5222	PUMP 17TH & OCNVW	0.00	158.79
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	611	5222	471 OCEAN VIEW BL.	0.00	160.14
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	611	5222	520 OCEAN VIEW BLVD	0.00	162.00
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	611	5222	O V 9TH PUMP #2	0.00	312.40
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	611	5222	PUMP STATION	0.00	22.92
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	611	5222	1996 SUNSET DR.	0.00	38.98
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	611	5222	PUMP SUNSET ARENA	0.00	40.82
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	611	5222	EARDLEY PUMP #1	0.00	129.29
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	611	5222	360 OCEAN VIEW BLVD	0.00	127.37
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	611	5222	471 OCEAN VIEW BL.	0.00	65.92
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	611	5222	520 OCEAN VIEW BLVD	0.00	67.30
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	611	5222	17TH & OCNVW	0.00	58.83
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	611	5222	EARDLEY PUMP #1	0.00	46.33
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	611	5222	PUMP RUSSELL SVC CT	0.00	48.09
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	611	5222	PUMP RUSSELL SVC CT	0.00	9.38
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	611	5222	OCEANVIEW BLVD & 8T	0.00	5.72
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	611	5222	1996 SUNSET DR.	0.00	5.95
TOTAL CHECK								0.00	1,989.79

SELECTION CRITERIA: transact.ck_date between '20230501 00:00:00.000' and '20230531 00:00:00.000'
ACCOUNTING PERIOD: 12/23

FUND - 76 - SEWER FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
101	105989	05/26/23	3905	AMERICAN LOCK & KEY	611	5226	KEYS	0.00	16.39
101	105992	05/26/23	6154	AT&T	611	5212	PW-SWR 1326 057 6	0.00	31.43
101	105992	05/26/23	6154	AT&T	611	5212	PW-SWR 1324 126 1	0.00	31.43
101	105992	05/26/23	6154	AT&T	611	5212	PW-SWR 1323 139 5	0.00	31.43
101	105992	05/26/23	6154	AT&T	611	5212	PW-SWR 1330 293 1	0.00	31.43
TOTAL CHECK								0.00	125.72
101	106009	05/26/23	819	DOCTORS ON DUTY MED	611	5291	DMV PHYSICAL RD	0.00	300.00
101	106037	05/26/23	1694	MISSION UNIFORM SER	611	5309	LINEN & UNIFORM CLE	0.00	78.37
101	106037	05/26/23	1694	MISSION UNIFORM SER	611	5309	LINEN & UNIFORM CLE	0.00	78.37
101	106037	05/26/23	1694	MISSION UNIFORM SER	611	5309	LINEN & UNIFORM CLE	0.00	78.37
101	106037	05/26/23	1694	MISSION UNIFORM SER	611	5309	LINEN & UNIFORM CLE	0.00	78.37
101	106037	05/26/23	1694	MISSION UNIFORM SER	611	5309	LINEN & UNIFORM CLE	0.00	14.19
101	106037	05/26/23	1694	MISSION UNIFORM SER	611	5309	LINEN & UNIFORM CLE	0.00	14.19
101	106037	05/26/23	1694	MISSION UNIFORM SER	611	5309	LINEN & UNIFORM CLE	0.00	14.19
101	106037	05/26/23	1694	MISSION UNIFORM SER	611	5309	LINEN & UNIFORM CLE	0.00	14.19
TOTAL CHECK								0.00	370.24
101	106040	05/26/23	3944	MONTEREY COUNTY HEA	611	5201	ANNUAL PERMIT	0.00	623.00
101	106047	05/26/23	1896	NEILL ENGINEERS COR	611	5201	ENGINEERING RETAINE	0.00	1,000.00
101	106049	05/26/23	6080	NORTHERN SAFETY CO.	611	5275	SAFETY EQUIPMENT	0.00	188.72
101	106051	05/26/23	9576	O'REILLY AUTO ENTER	611	5227	UNIT 13A	0.00	28.65
101	106051	05/26/23	9576	O'REILLY AUTO ENTER	611	5227	UNIT 13A	0.00	580.95
TOTAL CHECK								0.00	609.60
101	106053	05/26/23	2024	PACIFIC GAS & ELECT	611	5222	PW 0601805126-5	0.00	776.15
101	106059	05/26/23	9893	PJ TRUCKING ACADEMY	611	5201	CLASS B TRAINING	0.00	4,950.00
101	106065	05/26/23	2371	SAFETY-KLEEN SYSTEM	611	5227	SERVICE	0.00	326.93
101	106072	05/26/23	1768	STURDY OIL COMPANY	611	5311	FUEL DIST APRIL 202	0.00	1,110.97
101	106079	05/26/23	9305	WATSONVILLE FORD	611	5227	UNIT 45	0.00	-5.49
101	106079	05/26/23	9305	WATSONVILLE FORD	611	5227	UNIT 13A	0.00	252.17
TOTAL CHECK								0.00	246.68
TOTAL CASH ACCOUNT								0.00	57,011.36
TOTAL FUND								0.00	57,011.36

SELECTION CRITERIA: transact.ck_date between '20230501 00:00:00.000' and '20230531 00:00:00.000'
ACCOUNTING PERIOD: 12/23

FUND - 77 - GOLF FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	621	5222	1313 OCEAN VIEW BLV	0.00	73.74
101	105981	05/26/23	2024	PACIFIC GAS & ELECT	621	5222	1313 OCEAN VIEW BLV	0.00	27.54
TOTAL CHECK								0.00	101.28
TOTAL CASH ACCOUNT								0.00	101.28
TOTAL FUND								0.00	101.28

SELECTION CRITERIA: transact.ck_date between '20230501 00:00:00.000' and '20230531 00:00:00.000'
ACCOUNTING PERIOD: 12/23

FUND - 84 - AMERICAN RESCUE PLAN-ARPA

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
101	106047	05/26/23	1896	NEILL ENGINEERS COR	841	6041	CIP 23-21	0.00	1,800.00
TOTAL CASH ACCOUNT								0.00	1,800.00
TOTAL FUND								0.00	1,800.00

SELECTION CRITERIA: transact.ck_date between '20230501 00:00:00.000' and '20230531 00:00:00.000'
ACCOUNTING PERIOD: 12/23

FUND - 93 - KOO ESTATE DONATION

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
101	106017	05/26/23	9542	GHD INC	931	6031	CIP 22-10	0.00	5,562.33
TOTAL CASH ACCOUNT								0.00	5,562.33
TOTAL FUND								0.00	5,562.33
TOTAL REPORT								0.00	1,570,123.96

CITY OF PACIFIC GROVE

300 Forest Avenue, Pacific Grove, California 93950

AGENDA REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Audrey Cray, Finance & Risk Manager

MEETING DATE: June 21, 2023

SUBJECT: May 2023 Core Revenue Report

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

RECOMMENDATION

1. Receive the report.
2. Alternatively, discuss and take other action related to this item.

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 22/23 Adopted Budget, these three revenue sources were estimated to generate $21.1 million. These revenues account for approximately 70% of the General Fund's on-going revenues.

Details on the budgeted amounts and revenues to date are included in Attachments 1.

OPTIONS

N/A - This is informational only.

FINANCIAL IMPACT:

There is no fiscal impact associated with receiving this report.

FOCUSED PRIORITY AREA: Not Applicable.

Attachments

May 2023 Core Revenue Report

Core Revenue Report
Fiscal Year 2022/23 – May 2023

The following tables include the FY22/23 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 following table presents Fiscal Year 2022/23 budget, and revenues received to date.

Property Tax	Amended Budget	YTD Receipts	% of Amended Budget
FY22/23	9,102,000	9,190,940	101%

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 in Fiscal Years 2019/20 and 2020/21. The following table presents Fiscal Year 2022/23 budget and revenues received to date.

Transient Occupancy Tax	Amended Budget	YTD Receipts	% of Amended Budget
FY22/23	6,387,000	5,356,485	83.9%

The City receives transient occupancy tax in the month following the stay. The revenues received in May are for the April lodging period.

The following table shows a monthly breakdown of TOT revenues when compared to the same month last year. The 2020/21 TOT reduction in December and January primarily resulted from temporary COVID-19 restrictions.

Lodging Period	2020/21	2021/22	2022/23	Net Difference
July	289,435	673,475	797,756	124,281
August	340,019	730,578	818,939	88,361
September	327,958	578,129	639,644	61,515
October	347,103	475,290	589,714	114,424
November	216,516	431,862	411,136	-20,726
December	90,066	378,655	371,160	-7,495
January	109,118	314,248	370,713	56,465
February[1,2]	205,512	412,711	336,277	-76,434
March[2]	334,004	476,041	446,634	-29,407
April	379,613	568,275	574,513	6,238
May	428,612	612,496	-	-
June	518,002	621,212	-	-
Total	**3,585,958**	**6,272,972**	**5,356,486**	**317,222**
May 2023 revenues are anticipated to be received in late June.				

[1]Totals restated for February 2023 due to entry error.

[2]Reduced TOT for February & March 2023 could have been the result of severe winter storms and power outages.

SALES AND USE TAX

Sales and Use tax are 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 Fiscal Year 22/23 Adopted Budget reflects the addition of Measure A revenues, a 0.50% Transactions and Use Tax. This tax became effective on October 1, 2022. Three-quarters of Measure A funds have been incorporated into the annual projections.

The impact of COVID-19 on the Sales and Use tax revenues was less significant when compared to TOT. The following table presents the Fiscal Year 22/23 budget and revenues received to date.

Sales and Use Tax	Amended Budget	YTD Receipts	% of Amended Budget
FY22/23	5,564,000	4,060,003	73.0%

The following table presents Fiscal Year 2022/23 revenues received to date.

Remittance Period	2020/21	2021/22	2022/23	Net Difference
July Advance	358,945	303,144	350,801	47,657
August Advance	427,105	507,200	364,694	-142,506
September True-up	243,269	287,224	475,273	188,049
October Advance	343,188	311,118	411,967	100,849
November Advance	333,869	324,181	424,467	100,286
December True-up	302,359	479,810	658,665	178,855
January Advance	281,830	260,937	368,119	107,182
February Advance [1]	339,550	316,738	384,955	68,217
March True-up	239,864	471,617	621,062	149,445
April Advance	314,606	329,326	-	-
May Advance	395,212	436,035	-	-
June True-Up	481,058	513,452	-	-
Total	**4,060,855**	**4,540,782**	**4,060,003**	**798,034**
April 2023 payments are anticipated to be received in late June as the State pays the city two months in arrears				

[1] Totals restated for February 2023 due to entry error.

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: June 21, 2023

SUBJECT: Independent Auditor's Letter Regarding Airbnb Transient Occupancy Tax Receipts that were Applicable to Fiscal Year 2021/22

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

RECOMMENDATION

1. Receive the Independent Auditor's Report
2. Alternatively, discuss and take other action related to this item

DISCUSSION

The City's previous Independent Auditors, Chavan and Associates, LLP, provided an audit of Airbnb TOT receipts that were applicable to the City's Fiscal Year 2021/22 financial statements. The attached letter identifies the specific procedures that were performed related to the Airbnb TOT receipts. These procedures included referencing the remittance affidavits that were received by the City; and randomly selecting documentation from Airbnb to support the remittances. The letter indicated that Chavan and Associates, LLP, did not find any exceptions or variances during their performance of the stated procedures.

This letter is independent of the audit report that was issued for the Fiscal Year 2021/22 financial statements.

OPTIONS

Receive the report.

FINANCIAL IMPACT:

There is no fiscal impact with receiving this report.

FOCUSED PRIORITY AREA: Not Applicable.

Attachments

Independent Auditor Communication Regarding Airbnb TOT

Chavan and Associates, llp
Certified Public Accountants

To the City Council and Management of the
City of Pacific Grove

In planning and performing our audit of the basic financial statements of the City of Pacific Grove (the "City") as of and for the year ended June 30, 2022, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, we considered the City's internal control over financial reporting (internal control) as a basis for designing our auditing procedures for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control. Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be significant deficiencies or material weaknesses and therefore, there can be no assurance that all deficiencies, significant deficiencies, or material weaknesses have been identified.

As noted below, during the audit of the City's June 30, 2022 financial statements, we performed audit procedures to substantiate the transient occupancy tax (TOT) revenue included in the City's financial statements. This letter does not affect our report dated December 22, 2022 on the financial statements of City.

We performed the following procedures related to the City's TOT revenue for the fiscal year ended June 30, 2022:

1. Obtained the Airbnb TOT affidavits from the City.
2. Randomly selected the months of July, November, February, and May for testing.
3. Obtained source documents from Airbnb for the sampled months.
4. Vouched the TOT return affidavit amounts to the Airbnb source documents.
5. Vouched the net taxable rent to source documents to verify the 12% tax rate was applied to the correct net taxable rent.
6. Reviewed cancellation amounts by location to ensure reasonableness.
7. Identified stays of thirty days or more and reviewed the nightly rates to determine amounts reported as excluded in the TOT returns were reasonable.

We did not identify any exceptions during the performance of these procedures.

The City Council has requested that we provide a separate report related to those procedures and the results and is intended solely for the information and use of the City Council and management. Accordingly, this communication is not intended to be and should not be used for anyone other than these specified parties.

C & A LLP

June 9, 2023
Morgan Hill, California

15105 Concord Circle, Ste 130, Morgan Hill, CA 95037
Tel: 408-217-8749 • E-Fax: 408-872-4159
info@cnallp.com • www.cnallp.com

CITY OF PACIFIC GROVE

300 Forest Avenue, Pacific Grove, California 93950

AGENDA REPORT

TO:	Honorable Mayor and Members of the City Council
FROM:	Aaron Hoops, Economic Development Commissioner
MEETING DATE:	June 21, 2023
SUBJECT:	Letter from Economic Development Commission to City Council Recommending a "Status Quo" Approach to Existing Parklets
CEQA:	Does not constitute a “Project” per California Environmental Quality Act Guidelines Section 15378

RECOMMENDATION

Receive the report.

DISCUSSION

At the June 8, 2023 Special Meeting of the Economic Development Commission (EDC), the EDC recommended to draft a letter to the City Council that states the EDC's support of the "status quo" of the City Parklet Program. As part of this recommendation, the EDC designated Commissioner Aaron Hoops to draft the letter on behalf of the EDC, which is attached to this agenda report.

OPTIONS

N/A

FINANCIAL IMPACT:

There is no financial impact in receiving the report.

FOCUSED PRIORITY AREA: Not Applicable.

Attachments

EDC Letter to Council 6-21-23

Aaron Hoops
Economic Development Commission
City of Pacific Grove

City Council and Mayor of Pacific Grove
300 Forest Ave.
Pacific Grove, CA 93950

Dear Mayor and City Council Members:

On behalf of the Economic Development Commission (EDC) I am writing to ask you to support a “status quo” approach to existing parklets in Pacific Grove.

The Parklet Program has added vibrancy to our town that has been praised by local business owners, residents and visitors. Nearly 3 years into their establishment, parklets continue to add attractive dining options for both residents and visitors alike. While our neighboring towns have removed almost all existing parklets, Pacific Grove has wisely remained the only town on the Monterey Peninsula with a wonderful offering of parklet dining. It is important to state that these parklets were constructed through an official and licensed city program, and have remained in compliance with these regulations throughout their existence. The EDC has received an overwhelming majority of public comments in support of parklets as they are currently constructed.

The Parklet Program has added revenue to the city given the general increase of seating at a given establishment, but also revenue captured from individuals who may still not feel comfortable with traditional indoor dining and would otherwise not dine out. The current parklet structures have also been maintained and improved upon by business owners, in regards to both aesthetics and structural improvements, during their existence. Furthermore, the Parklet Program has not significantly affected the “free and ample parking” of Pacific Grove which we use to attract potential new business owners, as well as visitors, to our city. It has also not created any issues with traffic safety or emergency accessibility that parked cars, in the very same parking spaces the parklets inhabit, would create. These structures are ADA compliant, and are structurally sound.

The EDC is in support of City Council reviewing and, if they see fit, expanding upon regulations for NEW parklet structures that may be constructed in the city. However, it is our opinion that existing structures should be beholden to the regulations that governed them at the time of construction. The EDC believes that this is the best way to acknowledge the significant investment made by the business owners of Pacific Grove. The EDC would also like the Council to recognize that outdoor/patio/sidewalk dining is a vastly different experience than parklet dining which may include shelter, heat, lighting, ambience, etc. Asking business owners to deconstruct and subsequently reconstruct parklets to be in compliance with new regulations would only mean one thing: the dismantling of a successful, revenue-generating program in this town without a timely or fiscally feasible path to restore it.

The parklets of Pacific Grove have become a part of our landscape and display the variety, character and individuality of the businesses that constructed them. They also give Pacific

Grove an economic advantage in our local economy. Tampering with the livelihood of this program is major step backward in the momentum that we have created in post-pandemic economic recovery.

The Economic Development Commission thanks the City Council for their support.

Sincerely,

Aaron Hoops

Aaron Hoops
Commissioner
Economic Development Commission

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

MEETING DATE: June 21, 2023

SUBJECT: Monterey Salinas Transit Board Minutes: May 8, 2023

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

RECOMMENDATION

Receive minutes.

Attachments

MST Minutes

MEETING OF THE MST BOARD OF DIRECTORS

MEETING MINUTES
May 8, 2023
10:00 am (Pacific)

Present:	Anna Velazquez, Chair	City of Soledad
	Mary Ann Carbone, Vice Chair	City of Sand City
	Kim Shirley	City of Del Rey Oaks
	Lorraine Worthy	City of Gonzales
	Ariana Rodriguez	City of Greenfield
	Mike LeBarre	City of King
	Liesbeth Visscher	City of Marina
	Ed Smith	City of Monterey
	Joe Amelio	City of Pacific Grove
	Tony Barrera	City of Salinas
	Alexis Garcia-Arrazola	City of Seaside
	Luis Alejo	County of Monterey
Absent:	Jeff Baron	City of Carmel-by-the-Sea
Counsel:	Michael D. Laredo	De Lay & Laredo
Staff:	Carl Sedoryk	General Manager/CEO
	Lisa Rheinheimer	Assistant General Manager
	Michael Kohlman	Chief Information Officer
	Norman Tuitavuki	Chief Operating Officer
	Kelly Halcon	Director of HR & Risk Management
	Michelle Overmeyer	Director of Planning and Innovation
	Jeanette Alegar-Rocha	Deputy Secretary/Clerk to the Board
	Andrea Williams	Finance Manager
	Beronica Carriedo	C/S & Community Relations Supervisor
	Cristy Sugabo	Mobility Services Supervisor
	Daniel Bruno	Scheduling Assistant
	Deanna Smith	Civil Rights Officer
	Elena Grigorichina	Operations Specialist
	Emma Patel	Planning Manager
	Ezequiel Rebollar	IT Technician
	Ikuyo Yoneda-Lopez	Marketing & Communications Manager
	Jacqueline Munoz	C/S Representative
	Pamela Aquino	C/S Representative
	Jaime Molina	Communications Systems Specialist

	Kaleb Aquino-Lopez	Mobility Specialist
	Matthew Deal	Grants Analyst
	Marzette Henderson	Transportation Manager
	Melissa Valadez	Human Resources Supervisor
	Paul Lopez	Facilities Manager
	Scott Taylor	IT Manager
	Ursulla Scardina	Marketing Assistant
	Vince Dang	Project Management Coordinator
Public:	MacGregor Eddy	Member of the Public
	Christopher Wilmot	Member of the Public
	Jasmine Mejia-Cortez	Office of County Supervisor Luis Alejo
	Christina Watson	TAMC
	Chris Duymich	AMBAG

1. CALL TO ORDER

1-1. Conduct Swearing-in of New Board Member, Ariana Rodriguez, City of Greenfield. (Carl Sedoryk)

1-2. Roll Call. (Jeanette Alegar-Rocha)

1-3. Pledge of Allegiance.

Chair Velazquez called the meeting to order at 10:05 a.m. City of Greenfield Councilmember, Arianna Rodriguez was sworn in as a newly appointed MST Board member. Roll call was taken, and a quorum was established. Director Arianna Rodriguez led the pledge of allegiance.

1-4. Review Highlights of the agenda. (Carl Sedoryk)

Carl Sedoryk reviewed the highlights of the agenda.

2. PUBLIC COMMENTS ON MATTERS NOT ON THE AGENDA

MacGregor Eddy commented that Janet Wilson wanted to speak.

Janet Wilson asked for Pacific Grove bus stops to be restored.

Christopher Wilmot asked for Lines 28 and 29 to be restored and for the return of a San Jose bus line.

MacGregor Eddy asked if MST could advertise the Monterey Airbus an option from Prunedale to San Jose.

3. CONSENT AGENDA

These items will be approved by a single motion. Anyone may request that an item be discussed and considered separately.

3-1. Adopt Resolution 2023-34 Recognizing Navin Nischal, Coach Operator as Employee of the Month for May 2023. (Barry Lee/Norman Tuitavuki)

3-2. Approve Minutes of the MST Board Meeting on April 10, 2023. (Jeanette Alegar-Rocha)

3-3. Receive Draft Minutes of the MST Board Operations Performance Committee Meeting on April 10, 2023. (Jeanette Alegar-Rocha)

3-4. Receive Report on Lost and Found Items Left on MST Property for the Month of December 2022. (Beronica Carriedo)

3-5. Financial Reports – March 2023. (Lori Lee)

1) Accept Report of March 2023 Cash Flow Presented in Attachment #1
2) Approve March 2023 Disbursements Listed in Attachment #2
3) Accept report of March 2023 Treasury Transactions Listed in Attachment #3

3-6. Adopt Resolution 2023-35 for Services Rendered by Yanely Martinez. (Carl Sedoryk)

3-7. Receive Draft Receive Minutes of the Measure Q Oversight Committee Meeting on April 17, 2023. (Jeanette Alegar-Rocha)

3-8. Receive Letter from Measure Q Oversight Committee Reporting that FY 2022 Funds Were Spent on Eligible Expenses. (Lisa Rheinheimer)

3-9. Receive Draft Receive Minutes of the Mobility Advisory Committee Meeting on March 29, 2023. (Ruben Gomez)

3-10. Authorize Disposition of Six (6) MST-Owned Vehicles that Have Reached or Exceeded Their Useful Life. (Norman Tuitavuki)

3-11. Adopt Retirement Resolution 2023-37 Recognizing Cindy Urquidez, (Coach Operator), for her 16 years of Service. (Norman Tuitavuki)

End of Consent Agenda

There were no public comments on the consent agenda.

Director Barrera pulled items 3-7 and 3-8 from the consent agenda for review and comment.

Director LeBarre pulled 3-10 from the consent agenda for comment.

On a motion by Director Amelio, seconded by Director Carbone and carried by the following vote, which was conducted by roll call, the Board approved items 3-1 through 3-6, 3-9, and 3-11 on the consent agenda:

AYES:	**12**	**Alejo, Amelio, Barrera, Carbone, Garcia-Arrazola, LeBarre, Rodriguez, Shirley, Smith, Velazquez, Visscher, and Worthy**
NOES:	**0**	
ABSENT:	**1**	**Baron**
ABSTAIN:	**0**	

Director Barrera pulled agenda items 3-7 and 3-8 to comment that MST is spending Measure Q funds appropriately. General Manager/CEO, Carl Sedoryk, reviewed Measure Q Oversight for the Board.

Director LeBarre's comment on agenda item 3-10 highlighted opportunities for other cities to utilize MST vehicles dispositioned for repurposing.

On a motion by Director Worthy, seconded by Director Amelio and carried by the following vote, which was conducted by roll call, the Board approved items 3-7, 3-8, and 3-10 on the consent agenda:

AYES:	**12**	**Alejo, Amelio, Barrera, Carbone, Garcia-Arrazola, LeBarre, Rodriguez, Shirley, Smith, Velazquez, Visscher, and Worthy**
NOES:	**0**	
ABSENT:	**1**	**Baron**
ABSTAIN:	**0**	

4. RECOGNITIONS AND SPECIAL PRESENTATIONS

4-1. Yanely Martinez – Recognition of 6 Years of Service on MST Board. (Carl Sedoryk)

The MST Board recognized Yanely Martinez for her six years of service on the MST Board and for her outstanding contribution to MST and to the entire community from April 10, 2017 to April 11, 2023.

4-2. May 2023 Employee of the Month – Navin Nischal, Coach Operator. (Barry Lee/Norman Tuitavuki)

The MST Board recognized Navin Nischal, Coach Operator as the May 2023 Employee of the Month for his outstanding contribution to MST and to the entire community.

4-3. Retirement – Cindy Urquidez, 16 Years of Service. (Norman Tuitavuki)

The MST Board recognized Cindy Urquidez, Coach Operator, for her 16 years of service and outstanding contribution to MST and the entire community.

5. PUBLIC HEARINGS

None.

Director Worthy left the meeting at 11:00 a.m.

6. ACTION ITEMS

6-1. Receive Draft Title VI Program Update August 1, 2023 through July 31, 2026 and Adopt Resolution 2023-36 Approving the Title VI Program Update. (Deanna Smith)

Deanna Smith, Civil Rights Officer presented the Title VI Program Update.

There were no public comments on item 6-1.

On a motion by Director Barrera, seconded by Director Amelio and carried by the following vote, which was conducted by roll call, the Board approved Resolution 2023-36 Approving the Title VI Program Update August 1, 2023 through July 31, 2026:

AYES:	**11**	**Alejo, Amelio, Barrera, Carbone, Garcia-Arrazola, LeBarre, Rodriguez, Shirley, Smith, Velazquez, and Visscher**
NOES:	**0**	
ABSENT:	**2**	**Baron and Worthy**
ABSTAIN:	**0**	

6-2. Review Draft FY24 and FY25 Operating and Capital Budget Summary. (Lisa Rheinheimer)

The MST Board received and reviewed the Draft FY24 and FY25 Operating and Capital Budget Summary.

There were no public comments on item 6-2.

7. REPORTS & INFORMATION ITEMS

The Board will receive and file these reports, which do not require action by the Board.

7-1. General Manager/CEO Monthly Report – March 2023

7-2. Federal Legislative Advocacy Report

7-3. State Legislative Advocacy Update

7-4. Staff Trip Reports

7-5. Correspondence – None

8. BOARD REPORTS, COMMENTS, AND REFERRALS

8-1. Reports on Meetings Attended by Board Members at MST Expense. (AB 1234)

8-2. Board Member Comments and Announcements.

a) APTA Transit Board Member & Board Administrators Seminars in Birmingham, AL, July 15-18, 2023. Early registration due date is May 26.

8-3. Board Member Referrals for Future Agendas.

9. ATTACHMENTS

9-1. The Detailed Monthly Performance Statistics and Disbursement Journal for February 2023 can be viewed online within the GM Report at http://mst.org/about-mst/board-of-directors/board-meetings/

10. CLOSED SESSION

10-1. Conference with Labor Negotiators, Gov. Code § 54957.6: ATU and MSTEA. (Kelly Halcon/Michael D. Laredo)

Legal Counsel Michael D. Laredo confirmed that no closed session was needed for the May 8th board meeting.

11. ADJOURN

With no further business to discuss, Chair Velazquez adjourned the meeting at 11:33 a.m. (Pacific).

Prepared by: Jeanette Alegar-Rocha

Reviewed by: Carl G. Sedoryk

CITY OF PACIFIC GROVE

300 Forest Avenue, Pacific Grove, California 93950

AGENDA REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Cathy Madalone, Chief of Police

MEETING DATE: June 21, 2023

SUBJECT: School Resource Officer Program Agreement

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

RECOMMENDATION

1. Authorize the Mayor to enter into an agreement with the Pacific Grove Unified School District to provide a School Resource Officer during the 2023/2024 school year, to include reimbursement of $82,230.
2. Alternatively, discuss and take other action related to this item.

DISCUSSION

On May 4, 2023, the Pacific Grove Unified School District approved the School Resource Officer (PGUSD) services agreement for the 2023/2024 school year. This action included approving PGUSD to reimburse the City in the amount of $82,230 to partially cover salary expenses. Each school year, the Pacific Grove Police Department (PGPD) assigns a School Resource Officer (SRO) to provide a variety of services to PGUSD.

The benefits of the SRO program includes enhancing school safety and collaboration with students, teachers, parents, and community members of Pacific Grove. The SRO also provides educational programming through the DARE program, which encourages empowerment to respect others and choose to lead lives free from violence, substance use, and other dangerous behaviors. The SRO participates in a variety of school and community events throughout the school year to promote positive interactions with our youth and families. In order to continue the established collaboration efforts between the school district, students, teachers, parents and the PGPD, it is recommended City Council approves continuing the SRO Program by signing the agreement.

OPTIONS

1. Sign the agreement and continue the program.
2. Do nothing and let the SRO Program lapse.

FINANCIAL IMPACT:

For FY 2023/2024, $82,230 has been requested in special revenue fund 43 to partially cover reimbursable School Resource Officer salary from PGUSD. Combined with funding from the Supplemental Law Enforcement Services Fund-70% of salary and benefits are covered by special funding. The remaining 30% has been requested in the FY 2023/2024 Police General Fund operating budget.

FOCUSED PRIORITY AREA: Not Applicable.

Attachments

SRO Contract 2023/2024

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AGREEMENT FOR SERVICES

THIS AGREEMENT ("Agreement") is entered into on this 1st day of July 2023, by and between the PACIFIC GROVE UNIFIED SCHOOL DISTRICT (hereinafter referred to as "DISTRICT"' and the CITY OF PACIFIC GROVE, a municipal corporation (hereinafter referred to as "CITY").

WITNESSETH

WHEREAS, the DISTRICT desires to contract with the CITY for a specialized police service via a School Resource Officer ("SRO").

WHEREAS, the DISTRICT and the CITY recognize the benefits of the SRO program to the students of Pacific Grove High School, Pacific Grove Community High School, Pacific Grove Middle School, Forest Grove Elementary School, Robert Down Elementary School, and Pacific Grove Adult School, all located within the City of Pacific Grove jurisdiction, as well as to the residents of Pacific Grove.

WHEREAS, the purpose of the School Resource Officer is to provide specialized police services to the DISTRICT including but not limited to:

a. Enhance a safe learning environment by helping reduce school violence, drug abuse, and protect against intruders on school campus; and

b. Improve school-law enforcement collaboration; and

c. Improve perception and relations between students, school staff, parents, and law enforcement officials.

WHEREAS, the CITY desires to contract with the DISTRICT to provide a School Resource Officer in the DISTRICT as defined in the Scope of Services attached hereto as Exhibit A and incorporated herein by this reference.

NOW, THEREFORE, THE PARTIES HERETO DO MUTUALLY AGREE AS FOLLOWS:

1. **TERM**
   The Term of this Agreement shall be for one year commencing on July 1, 2023, through and including June 30, 2024, unless terminated pursuant to the terms of this Agreement.

2. **SCOPE OF SERVICES**
   The CITY shall provide SRO services to the DISTRICT pursuant to the terms of this Agreement and as described in Exhibit A.

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3. COMPENSATION/SERVICE RATES

A. The DISTRICT agrees to pay the CITY a not-to-exceed amount of Eighty-Two Thousand Two-Hundred and Thirty Dollars ($82,230) for the SRO, for the Term as stated above.

B. The CITY shall provide a SRO to the DISTRICT for all of the school days (180 school days) during the Term of this agreement, unless unable due to operational needs.

C. Time spent by the SRO attending municipal, juvenile court, and/or criminal cases arising from and/or out of the SRO's services as an SRO shall be considered hours worked for the District and shall not be backfilled by the Department.

D. The CITY shall send the DISTRICT an invoice at the beginning of the school year for the total amount set forth in Section 3.A., above.

E. If the invoice remains delinquent for a period in excess of 30 days, then the DISTRICT shall pay to the CITY, the maximum interest rate permitted by law from the 30th day following the date such amount became due, until paid.

4. GENERAL ADMINISTRATION AND MANAGEMENT

A. The Pacific Grove Chief of Police shall have the primary administrative responsibility under this Agreement for the CITY. The Chief of Police or their designee shall consult with the Superintendent of the DISTRICT or designee on matters that pertain to this Agreement.

B. Any complaint against the SRO arising from his or her actions pursuant to this Agreement shall be directed to the Chief of Police and handled in the manner as prescribed by law or standing Department policy.

5. SUSPENSION/TERMINATION OF AGREEMENT

This Agreement may be terminated for any reason by either party upon 90 days written notice delivered as set forth in this Agreement.

6. ASSIGNMENT

This Agreement may not be assigned or otherwise transferred by either party hereto without the prior written consent of the other party. The rights and duties herein shall be binding, and inure to the benefit of any successors, permitted assigns, and heirs of the parties.

7. HOLD HARMLESS

A. The CITY agrees to indemnify, defend, and save harmless the DISTRICT, its respective elected and appointed officials, officers, agents, and employees. from and against all claims, losses, actions, damages, expenses, and liabilities, including reasonable acts or omissions, to the extent to which those acts or omissions are related to the provisions of SRO services by the CITY under this Agreement in accord with the Scope of Services set forth in Exhibit A. The CITY assumes workers compensation liability for injury or death of its elected and appointed officials, officers, agents, and employees, and assumes no worker's compensation

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responsibility for the elected and appointed officials, officers, agents, and employees of the DISTRICT.

B. The DISTRICT agrees to indemnify, defend, and save harmless the CITY. its respective elected and appointed officials, officers, agents, and employees, from and against all claims, losses, actions, damages, expenses, and liabilities, including reasonable acts or omissions arising from or related to performance of this Agreement, to the extent caused by the negligence or willful misconduct DISTRICT, its officers or employees when performing services within the Scope of Services set forth in Exhibit A.

C. Both parties shall maintain in force, at all times during the performance of this Agreement, a policy of insurance covering all of its operations (including public liability and property damage) naming the other party as an additional insured, with not less than $5,000,000.00 single limit liability and motor vehicle insurance, covering all motor vehicles (whether or not owned) used in providing services under this Agreement with a combined single limit of not less than $1,000,000.00. Notice in writing shall be given at least 30 days in advance of cancellation, reduction in coverage limit, or intended non-renewal of any policy. Insurance shall be provided by a company authorized by law to transact insurance business in the State of California. In addition, the CITY and the DISTRICT agree that the CITY and the DISTRICT may self-insure against any loss or damage, which could be covered by a comprehensive general public liability insurance policy and may also obtain coverage through an insurance pool.

D. Policies shall also be endorsed to provide such insurance as primary insurance and that no insurance of an additional insured shall be called on to contribute to a loss covered by insurance. Any insurance required of either party to this Agreement may be provided by a plan of self-insurance and/or a public entity risk-sharing agreement at the option of the party.

8. INSURANCE AND WORKER'S COMPENSATION

The DISTRICT certifies that it is aware of the provisions of the Labor Code of the State of California which requires every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that Code, and it certifies that it will comply with such provisions before commencing performance under this Agreement. CITY agrees to provide all necessary workers' compensation insurance for any and all CITY employees, including, but not limited to any employee providing SRO services to DISTRICT as contemplated by this Agreement, at CITY'S own cost and expense.

9. NOTICES

Any notice to be given to the parties hereunder shall be addressed as follows (until notice of a different address is given to the parties):

DISTRICT: Dr. Ralph Porras, Superintendent,
Pacific Grove Unified School District
435 Hillcrest Avenue
Pacific Grove, CA 93950

CITY: Cathy Madalone, Chief of Police
Pacific Grove Police Department

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580 Pine Avenue
Pacific Grove. CA 93950

Any and all notices or other communications required or permitted relative to this Agreement shall be in writing and shall be deemed duly served and given when personally delivered to either of the parties, the DISTRICT or the CITY, to whom it is directed: or in lieu of such personal service, when deposited in the United States mail, first class, postage prepaid, addressed to DISTRICT or CITY *at* the addresses set forth above.

Either party may change their address for the purpose of this paragraph by giving written notice of such change to the other party in the manner provided for in the preceding paragraph.

10. VENUE

CITY and DISTRICT hereby agree to make good faith efforts to resolve disputes as quickly as possible. Should either party to this Agreement bring legal action against the other, (formal judicial proceeding, mediation, or arbitration), venue shall be handled in Monterey County, California.

11. AGREEMENT CONTAINS ALL UNDERSTANDINGS, AMENDMENT

This document represents the entire and integrated Agreement between the DISTRICT and the CITY and supersedes all prior negotiations, representations, and agreements either written or oral. This Agreement may be amended or modified only by written instrument signed by both parties.

12. GOVERNING LAW

This Agreement shall be governed by the laws of the State of California.

13. WAIVER

Any waiver of any terms arid conditions of this Agreement must be in writing and signed by the CITY and the DISTRICT. 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.

14. 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. HEADINGS

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

16. NON-EXCLUSIVE AGREEMENT

This Agreement is non-exclusive and both the CITY and the DISTRICT expressly reserves the right to contract with other entities for the same or similar services.

17. CONSTRUCTION OF AGREEMENT

The CITY and the DISTRICT 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.

18. 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 a single Agreement.

19. SEVERABILITY

If any term of this Agreement is held invalid by a court of competent jurisdiction the remainder of this Agreement shall remain in effect.

IN WITNESS WHEREOF, the parties have executed this Agreement on the date first hereinabove written.

PACIFIC GROVE UNIFIED SCHOOL DISTRICT

DocuSigned by:
1E6A1CADBAE7413...

5/8/2023

Dr. Ralph Porras, Superintendent — Date

CITY OF PACIFIC GROVE

Bill Peake, Mayor — Date

Cathy Madalone, Police Chief — Date

APPROVED AS TO FORM

Brian A. Pierik, City Attorney — Date

APPROVED AS TO LIABILITY PROVISIONS

Tori Hannah, Admin. Services Director — Date

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EXHIBIT A

SCOPE OF SERVICES, RESPONSIBILITIES, DUTIES

Under the supervision of the Chief of Police of the City of Pacific Grove or his or her designee, the following Articles shall express the Scope of Services, responsibilities, and duties of the parties.

ARTICLE I
Rights and Duties of the CITY -
The CITY shall provide a School Resource Officer (SRO) as follows:

1. School Resource Officer

   A. The CITY shall assign one regularly assigned police officer to the DISTRICT with the responsibility to provide SRO services to the following schools: Pacific Grove High School, Pacific Grove Community High, Pacific Grove Middle School, Forest Grove Elementary School, Robert Down Elementary School, and Pacific Grove Adult School.

   B. The SRO will have an office at a school campus facility, established and provided by the DISTRICT.

   C. The immediate duties and supervision of the SRO shall reside with the Pacific Grove Police Department, which shall perform scheduled and non-scheduled visits to the schools.

2. Regular Duty Hours of the SRO

   A. During the Term, the SRO shall be assigned to the schools on a full-time basis, eight hours, per school day, with a half hour break for lunch. The SRO will rotate time amongst all of the aforementioned schools within the DISTRICT.

   B. When school is closed due to in-service training, the SRO, if invited by a school or DISTRICT administrator(s), may attend the in-service training.

   C. During extended periods when schools are not in session, the SRO will be assigned as needed by their CITY supervisor.

   D. TheCITY will ensure the SRO makes it a priority to schedule time off for vacations and floating holidays during periods when school is not in session.

   E. In the event the SRO must take time off during the time school is in session, such time must be authorized by the SRO's police supervisor. The SRO or Department Watch Commander shall also notify the District Superintendent or designee of the impending absence. Such time off shall be backfilled by the Department utilizing on duty patrol personnel. Such coverage will be provided from regular patrol officers and will not represent an onsite presence.

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F. The SRO may be temporarily reassigned by the Police Department during a law enforcement emergency. Time spent on a law enforcement emergency shall not be backfilled by the Department. The SRO or Department Watch Commander shall also notify the District Superintendent or designee of the impending absence.

G. The SRO may be required to participate in mandatory police training necessary to maintain the SRO's proficiency. Time spent on mandatory police training that is not specific to the position of SRO shall be backfilled by the Department, utilizing on duty patrol personnel, when available. Such coverage will be provided from regular patrol officers and will not represent a dedicated presence. The SRO or Department Watch Commander shall also notify the District Superintendent or designee of the impending absence.

H. Training specific to the position of SRO shall be considered hours worked for the District and shall not be backfilled by the Department.

3. Duties, Obligations and Procedures of the SRO

The SRO shall:

A. Wear the established Pacific Grove Police Department patrol uniform including safety equipment designed for use by sworn field personnel pursuant to the Pacific Grove Police Department's policy manual. Special uniforms or "plain clothes" may be worn for special circumstances as approved by the Police Chief or designee.

B. Monitor the police radio frequency when on and off campus as well as be available by the Department-issued cellular phone.

C. Make classroom presentations when requested by a school or DISTRICT administrator on such topics as the role of policing in the community, drug and alcohol abuse prevention, search and seizure, laws of arrest, traffic laws, crime prevention, victim's rights, community involvement and youth programs.

D. Participate in discussions during class to establish rapport with students, when requested by school administrator or Superintendent or designee.

E. Take appropriate law enforcement action as required by law and the policies and procedures of the Police Department.

F. Within the bounds of applicable law, will notify the school principal, DISTRICT Safety Director, or Superintendent or designee as soon as practical of any violations or actions which impact school discipline, order or safety and such other violations and actions as the DISTRICT reasonably requests to be reported. This may include interviewing suspects or victims of criminal violations, issuing summonses, and addressing traffic concerns. Should it become necessary to conduct formal law enforcement interviews with students, the SRO shall adhere to the DISTRICT Policies, Police Department Procedures and Policies and legal requirements with regards to such interviews.

G. Obtain prior permission, advice and guidance from the District Safety Director and school administrators before enacting any program with the school.

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H. Be familiar with DISTRICT policies and regulations related to safety and student conduct and discipline issues, including the DISTRICT'S Code of Conduct.

I. Assist the District Safety Director, administrators, faculty and staff with addressing violations of DISTRICT policies when appropriate. However, the SRO shall not be expected or asked to detain or take into physical custody any student who has only violated a DISTRICT policy or code of conduct. It shall be understood and agreed that a SRO, as a law enforcement officer, can only detain or take into physical custody those students for whom there is reasonable suspicion or probable cause that they have committed a criminal offense. The SRO shall not be used for regular assigned lunch room duties, hall monitoring or other monitoring duties. If there is a problem area, the SRO may assist the school until the problem is resolved.

J. Work to develop rapport with students and a working relationship with student organizations, faculty, staff members, DISTRICT administrators, parents and community members.

K. Coordinate efforts with campus supervisory personnel, i.e., campus supervisors, hall monitors, and security personnel.

L. Every effort will be made by the SRO to maintain detailed, accurate and up to date records as required by the CITY, . Pursuant to Public Records Act (Gov. Code§§ 6250, et. seq.) any responsive records maintained by the SRO may be accessible to the DISTRICT upon written request.

M. Attend, whenever possible, school and DISTRICT in-service training at the invitation of the District Safety Director, Superintendent or designee, or school administrator/principal.

N. Work cooperatively with DISTRICT to address juvenile delinquency issues, truancy, and problems within the DISTRICT as well as work proactively with all law enforcement agencies that service the DISTRICT'S community.

O. Upon request, attend parent, faculty, student, administration, and other meetings to provide information regarding the SRO program and provide opportunities for involvement and support, when available.

P. Provide information regarding community programs so that proper referrals can be made, and appropriate assistance accessed and refer students to school counselors as needed. These programs may include mental health programs, drug treatment programs, anti-bullying programs, etc. The SRO, after consulting with the school administrator, may make referrals to such agencies when necessary, thereby acting as a resource person to the students, staff, faculty and administration. Referral guidelines shall be determined by school administration.

Q. Maintain confidentiality of any and all information obtained in confidence and not disclose the information except as provided by the law or court order. The District remains in direct control of the use, maintenance, and disclosure of student records in accordance with Education Code section 49076 and other applicable provisions of law.

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R. Maintain confidentiality of DISTRICT records and information in accordance with DISTRICT policies.

S. Perform other duties which will promote the purposes of the SRO program, and which are mutually agreed upon by the DISTRICT and CITY.

T. Any additions to the above duties must be mutually agreed in writing upon by the CITY'S Chief of Police, the DISTRICT Superintendent, or their designee.

U. Sign in at all school sites in the main office, with the time, date and purpose, so as to support the DISTRICT in maintaining metrics of efficiency.

ARTICLE III

The DISTRICT shall provide to the full-time SRO the following materials and facilities which are deemed necessary to the performance of the SRO program.

1. The DISTRICT shall provide a private office for the SRO to conduct matters of confidential business and shall provide the SRO with access to records which are deemed necessary by the DISTRICT, as permitted by law. The SRO shall maintain confidentiality of the records in accordance with law. The SRO shall confer with the school administrators/principal concerning confidentiality of records whenever necessary.

2. The DISTRICT shall provide a desk, filing cabinet with locking system and office furniture for use of the SRO.

3. Within legal requirements of confidentiality, the DISTRICT shall provide information regarding students who are currently suspended, expelled, excluded from extracurricular activities, or students or adults who are not supposed to be on or near the campus, to include any students who participate in an independent study program, or other off campus programs that do not require their presence on the school site.

ARTICLE IV

Appropriations -

The obligations of each party under this Agreement are contingent upon adequate funds for that purpose being budgeted, appropriated, and otherwise made available.

ARTICLE V

Employment Status of School Resource Officer -

The SRO shall remain an employee of the CITY at all times while providing SRO services to the DISTRICT and shall not be an employee of the DISTRICT. The DISTRICT and CITY acknowledge that the SRO is a law enforcement officer who shall uphold the law under the direct supervision and control of the Pacific Grove Police Department. The SRO shall remain responsive to the chain of command of the Pacific Grove Police Department.

The SRO shall be accountable to the Principal(s) of the school(s) for their behavior or conduct while at the school. The Superintendent or designee has the rights and responsibilities to report any alleged misconduct, non-compliance with the DISTRICT'S policies or other questionable behavior on the part of the SRO to the Chief of Police or to the Police Commander of the Pacific Grove Police Department.

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Such reports shall be made in writing unless circumstances dictate making such reports in person or by phone.

ARTICLE VI

The Chief of Police will ensure the SRO is a full time, certified police officer with the Pacific Grove Police Department and meets any relevant education, training and experience requirements as determined by the Department.

ARTICLE VII

Dismissal of School Resource Officer; Replacement –

1. In the event that the Superintendent or designee, District Safety Director, and/or Principal(s) of the schools in the Pacific Grove Unified School DISTRICT believe the SRO is not effectively performing their duties and responsibilities, the Superintendent may recommend to the Police Commander of the Pacific Grove Police Department the police officer who is assigned as the SRO be removed from the program, and shall state the reasons therefore, in writing. The Commander shall, as soon as practical, notify the Chief of Police of their recommendation. The Chief of Police, and/or designee shall meet with the DISTRICT Superintendent or designee to mediate or resolve any problems which may exist. If, within a reasonable amount of time after the commencement of such meeting, the problem cannot be resolved, the police officer assigned to the SRO position shall be removed from the program.

2. In the event of resignation, dismissal, or reassignment of the SRO, the Police Department shall provide a permanent replacement for the SRO as soon as practical.

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: June 21, 2023

SUBJECT: Architectural Review Board Regular and Special Meeting Minutes: May 9, 2023 and May 16, 2023

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

RECOMMENDATION

Receive the minutes.

Attachments

May 9, 2023, ARB Minutes

May 16, 2023, Special ARB meeting Minutes

NOTICE OF MEETING

CITY OF PACIFIC GROVE

ARCHITECTURAL REVIEW BOARD

MINUTES

Tuesday, May 9, 2023, 3:00 P.M.

Council Chamber and Virtual (hybrid)– City Hall – 300 Forest Avenue, Pacific Grove, CA

AGENDA

1. **CALL TO ORDER & ROLL CALL**
   Members Present: Sarah Boyle, Hunter Eldridge, Christi Sutphen, Anna Bornstein, Scott Brooks

2. **APPROVAL OF THE AGENDA**
   Chair Boyle made a motion, seconded by member Brooks to continue item 7C and 7G to the June 13th meeting. The Board voted 5-0 to approve the agenda as amended.

   Motion passed.

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

4. **COUNCIL LIAISON ANNOUNCEMENTS**
   Council Member Beck gave an update on the Parklets returning to City Council June 7th

GENERAL PUBLIC COMMENT

Lisa Ciani
Inge Lorentzen Daumer

CONSENT AGENDA

5. REPORTS FOR INFORMATION ONLY

6. REPORTS REQUIRING ACTION

A. Draft April ARB Minutes.
Reference: Laurel O'Halloran, Associate Planner

Recommended Action: Receive and approve the draft April ARB meeting minutes.
CEQA: Does not constitute a "Project" per California Environmental Quality Act Guidelines

Section 15378

The Chair opened the floor to public comment. No individuals provided public comment.

Vice Chair Eldridge made a motion to approve the Consent Agenda, seconded by member Brooks, the Board voted 5-0 to approve the agenda.

Motion Passed.

PUBLIC HEARINGS

7. **REGULAR AGENDA**

A. Architectural Permit (AP) and Use Permit (UP) 23-0033 for 1060 Jewell Avenue (APN 006-121-030)

Zoning District/General Plan Designation: R-1/MDR (7.3 du/ac)

Coastal Zone: No

Historic Resources Inventory: No

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

Recommended Action: Staff recommends that the Architectural Review Board recommend approval of AP/UP 23-0033 to the Planning Commission, subject to findings, conditions of approval, and a Class 1 CEQA categorical exemption.

Reference: Garett McCown, Assistant Planner

Garett McCown, Assistant Planner provided a staff report.

Jade Bennet, the project designer, spoke on the item and Steve Olsen owner.

The Chair opened the floor to public comment, and the following individuals provided public comment: Inge Lorentzen Daumer and Lisa Ciani.

The Chair closed the floor to public comment. The Board discussed the item.

Vice Chair Eldridge made a motion to approve the item as presented, seconded by Member Borstein, the Board voted 5-0 to approve the item.

Motion passed.

B. Architectural Permit (AP) and Administrative Use Permit (AUP) 22-0321 for 134 Pacific Avenue (APN 006-142-022); continued from April 11, 2023, regular meeting.

Zoning District/General Plan Designation: R-3-PGR/High Density Residential 19.8 DU/ac

Coastal Zone: No

Historic Resources Inventory: No

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

Recommended Action: Staff recommends that the Architectural Review Board approve AP/AUP 22-0321 subject to the findings, conditions of approval, and Class 1 CEQA categorical exemption.

Reference: Garett McCown, Assistant Planner

Chair Boyle recused herself.

Garett McCown, Assistant Planner provided a staff report.

The Vice Chair opened the floor to public comment, and the following individuals provided public comment: Sean Boyle, Inge Lorentzen Daumer, Lisa Ciani, and Troy Smith.

The Vice Chair closed the floor to public comment.

Vice Chair Eldridge made a motion to this item with a condition to adjust the windows to mitigate the neighbor's privacy seconded by Member Sutphen, the Board voted 4-1 (Chair Boyle recused herself) to approve the item.

Motion passed.

C. Architectural Permit (AP) and Tree Permit with Development (TPD) for 960 Bayview Avenue (APN 006-131-016)

Zoning District/General Plan Designation: R-1/Medium Density Residential (7.3 du/ac)

Coastal Zone: No

Historic Resources Inventory: No

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

Recommended Action: Staff recommends that the Architectural Review Board approve AP/TPD 22-0303, subject to the findings, conditions of approval, and a Class 1 CEQA categorical exemption.

Reference: Alec Barton, AICP, Contract Planner

This Item was continued to the June 13th ARB Meeting.

D. Architectural Permit (AP), Use Permit (UP) and Variance (VAR) No. 22-0284, 773-775 Ocean View Blvd., Pacific Grove (APN 006-071-007)

Zoning District/General Plan Designation: R-3-PGR/High Density Residential 24.8 DU/ac

Coastal Zone: Yes

Historic Resources Inventory: No

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

Recommended Action: Architectural Permit (AP), Use Permit (UP) and Variance (VAR) No. 22-0284, 773-775 Ocean View Blvd., Pacific Grove (APN 006-071-007).

Reference: Laurel O'Halloran, Associate Planner

Laurel O'Halloran, Associate Planner provided a staff report.

Jeanne Byrne, the project architect, spoke on the item and Steve Olsen owner.

The Chair opened the floor to public comment, and the following individuals provided public comment: Judy Cole, Bart Bruno, Shelly Antonali-Tyensley, Richard Cole, Jim Bruno, Inge Lorentzen Daumer and Lisa Ciani.

The Chair closed the floor to public comment.

Chair Boyle made a motion to continue this item to a May 16th Special ARB meeting, seconded by Member Borstein, the Board voted 4-1 to approve the continuation to a Special ARB meeting on May 16, 2023 at 3:00 PM.

E. Architectural Permit (AP) and Coastal Development Permit (CDP) No. 23-0023, 100 Asilomar Avenue, Pacific Grove (APN 007-031-004)

Zoning District/General Plan Designation: R-1-B-4/Low Density 2.0 DU/ac

Coastal Zone: Yes

Historic Resources Inventory: No

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

Recommended Action: Recommend approval to the Planning Commission of the proposed Architectural Permit and Coastal Development Permit (AP/CDP 23-0023), subject to the findings, conditions of approval, Class 1 Categorical Exemption for Existing Facilities (CEQA Guidelines Section 15301).

Reference: Joe Sidor, Contract Planner

This Item was continued to the May 16th ARB Special Meeting.

F. AP 23-0045 for 1010 Del Monte Boulevard

Zoning District/General Plan Designation: R-1/Medium Density 7.3 DU/ac

Coastal Zone: No

Historic Resources Inventory: No

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

Recommended Action: Approve the project (AP 23-0045) subject to the findings, conditions of approval, and a Class 1 Categorical exemption for Existing Facilities.

Reference: Laurel O'Halloran, Associate Planner

This Item was continued to the May 16th ARB Special Meeting.

G. Architectural Permit and Tree Permit with Development No. 23-0007, 1015 Hillside Avenue, Pacific Grove (APN 007-592-022)

Zoning District/General Plan Designation: R-1 / Medium Density Residential 9.7 du/ac

Coastal Zone: No

Historic Resources Inventory: No

CEQA: Categorical Exemption, CEQA Guidelines Section 15303, Class 3, Construction or Conversion of Small Structures

Recommended Action: Approve the Architectural Permit and Tree Permit with Development (AP/TPD 23-0007) subject to the recommended findings, conditions of approval, and Section 15303(a), Class 3, New Construction, Categorical Exemption.

Reference: Laurel O'Halloran, Associate Planner

This Item was continued to the June 13th ARB Meeting.

8. **NEXT MEETING – May 16, 2023**

9. **ADJOURNMENT – 4:35 PM**

NOTICE OF MEETING

CITY OF PACIFIC GROVE

ARCHITECTURAL REVIEW BOARD

SPECIAL MEETING MINUTES

Tuesday, May 16, 2023, 3:00 P.M.

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

AGENDA

1. **CALL TO ORDER & ROLL CALL**
   Members Present: Sarah Boyle, Hunter Eldridge, Anna Bornstein, Scott Brooks
   Members Absent: Christi Sutphen

2. **APPROVAL OF THE AGENDA**
   Chair Boyle made a motion, seconded by member Brooks to continue item 8A, 100 Asilomar to the June 13th meeting. The Board voted 4-0-1 to approve the agenda as amended.

   Motion passed.

3. **BOARD AND STAFF ANNOUNCEMENTS (City-Related Items Only)**
   Staff Liaison, Laurel O'Halloran introduced the city's new Associate Planner, Aaron Campbell

4. **COUNCIL LIAISON ANNOUNCEMENTS**
   None

5. **GENERAL PUBLIC COMMENT**
   Richard Cole
   Mark Porter
   Lisa Ciani
   Inge Lorentzen Daumer

CONSENT AGENDA

6. REPORTS FOR INFORMATION ONLY
   None

7. REPORTS REQUIRING ACTION
   None

REGULAR AGENDA

8. **PUBLIC HEARINGS**

A. Architectural Permit (AP), Use Permit (UP) and Variance (VAR) No. 22-0284, 773-775 Ocean View Blvd., Pacific Grove (APN 006-071-007)

Zoning District/General Plan Designation: R-3-PGR/High Density Residential 24.8 DU/ac

Coastal Zone: Yes

Historic Resources Inventory: No

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

Recommended Action: Architectural Permit (AP), Use Permit (UP) and Variance (VAR) No. 22-0284, 773-775 Ocean View Blvd., Pacific Grove (APN 006-071-007).

Reference: Joseph Sidor, Senior Contract Planner

The Chair opened the allowed to the architect, Jeanne Byrne, to speak to the project.

Member Brooks made a motion, seconded by Chair Boyle to recommend the Planning Commission deny the Use Permit and the Variance, and to grant approval of the Architectural Permit subject to plans that conform to the existing code. The Board voted 4-0-1 to approve the motion.

Motion passed.

A. Architectural Permit (AP) and Coastal Development Permit (CDP) No. 23-0023, 100 Asilomar Avenue, Pacific Grove (APN 007-031-004)

Zoning District/General Plan Designation: R-1-B-4/Low Density 2.0 DU/ac

Coastal Zone: Yes

Historic Resources Inventory: No

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

Recommended Action: Recommend approval to the Planning Commission of the proposed Architectural Permit and Coastal Development Permit (AP/CDP 23-0023), subject to the findings, conditions of approval, Class 1 Categorical Exemption for Existing Facilities (CEQA Guidelines Section 15301).

Reference: Laurel O'Halloran

THIS ITEM WAS CONTINUED TO THE JUNE 13TH ARB MEETING.

B. AP 23-0045 for 1010 Del Monte Boulevard

Zoning District/General Plan Designation: R-1/Medium Density 7.3 DU/ac

Coastal Zone: No

Historic Resources Inventory: No

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

Recommended Action: Approve the project (AP 23-0045) subject to the findings, conditions of approval, and a Class 1 Categorical exemption for Existing Facilities.

Reference: Laurel O'Halloran, Associate Planner

Laurel O'Halloran, project Planner introduced the project.

Aaron Tollefson, Project designer spoke to the project.

The Chair opened the floor to public comment.

Lisa Ciani spoke.

Member Brooks made a motion to approve the project as submitted, seconded by Member Borstein, the Board voted 4-0-1 to approve the project.

Motion passed.

9. **CONTINUED AND ONGOING BUSINESS: None**

10. **NEW BUSINESS: None**

11. **PRESENTATIONS: None**

12. **NEXT MEETING - June 13, 2023**

13. **ADJOURNMENT: 3:55 PM**

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/DEI Coordinator

MEETING DATE: June 21, 2023

SUBJECT: Diversity, Equity and Inclusion Meeting Minutes: May 8, 2023.

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

RECOMMENDATION

Receive the minutes.

Attachments

DEI Minutes

MEETING MINUTES

CITY OF PACIFIC GROVE
DIVERSITY, EQUITY, AND INCLUSION TASK FORCE

REGULAR MEETING

Monday, May 8, 2023, 6:00 P.M.

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

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

JOIN THE ZOOM WEBINAR TO PARTICIPATE LIVE AT:
https://us02web.zoom.us/j/89179208141

1. **CALL TO ORDER / ROLL CALL**
Chair Kim Bui called the meeting to order at 6:00 pm. City Clerk/DEI Coordinator Sandra Kandell conducted roll call with the following Task Force members present: Task Force Members (Members) Kim Bui, Donna Stevens, Katie Hoops, and Juan Mosquera. Member Nadja Mark was absent.

2. **PRESENTATIONS**
City of Pacific Grove Information Technology (IT) Presentation: IT Management Analyst, Nikita McKinder

A. **Action:** Task Force received presentation.
CEQA: Does not constitute a "Project" per California Environmental Quality Act Guidelines Section 15378

Asian American and Pacific Islander Heritage Month and Walk of Remembrance: Kim Bui, Chair

B. **Action:** Task Force received presentation.
CEQA: Does not constitute a "Project" per California Environmental Quality Act Guidelines Section 15378

3. **APPROVAL OF AGENDA**
Action: Upon motion by Member Hoops and seconded by Secretary Stevens the Task Force voted to approve the Agenda.

Motion carried 4-0-1, by the following roll call vote:

AYES: Members Hoops, Stevens, Mosquera and Bui.
NOES: None.
ABSENT: Member Mark

4. **TASK FORCE AND STAFF ANNOUNCEMENTS (City-Related Items Only)**
Task Force Member Bui made a general announcement. No announcements by the staff.

A. Task Force Announcements Related Documents

Action: Receive related documents, if applicable.
CEQA: Does not constitute a "Project" per California Environmental Quality Act Guidelines Section 15378

5. **COUNCIL LIAISON ANNOUNCEMENTS**
Council Member Poduri made announcements.

6. **GENERAL PUBLIC COMMENT**
Public comments were received from Mike Gibbs, Brett Smith, Steven Houx, PG Citizen, Deb Walker, Carol Marquart, Chris Ostrom, Inge Lorentzen Daumer, Lisa Ciani, Randy Sabado, Nadja Mark, Adam de Boor.

7. **CONSENT AGENDA**
Action: Upon motion by Member Hoops and seconded by Secretary Stevens, the Task Force voted to approve the Consent Agenda as amended.

Motion carried 4-0-1, by the following roll call vote:

AYES:	Members Hoops, Stevens, Mosquera, and Bui.
NOES:	None.
ABSENT:	Member Mark.

A. Approval of the April 10, 2023 DEI Task Force Meeting Minutes
Action: Approved minutes, removing designation of in person versus online public comment.
CEQA: Does not constitute a "Project" per California Environmental Quality Act Guidelines Section 15378

B. Pride Month 2023
Action: Received a resolution recognizing June as Lesbian, Gay, Bisexual, Transgender, and Queer (LGBTQ+) Pride Month and recommended the City Council adopt at its May 17, 2023 meeting.
CEQA: Does not constitute a "Project" per California Environmental Quality Act Guidelines Section 15378

8. **REGULAR AGENDA**

A. 2022-23 DEI Task Force Work Plan
Public comments were received from Inge Lorentzen Daumer, Carol Marquart, Vincent Tuminello, Mike Gibbs, Christopher Ostrom, PG Citizen.

Action: Received a status report on the adopted 2022-23 Diversity, Equity and Inclusion Task Force Work Plan.

B. Appointment of Work Plan Subcommittees and/or Lead
Public comments were received from Mike Gibbs, Vincent Tuminello, and Colleen Ingram,

Action: Upon motion by Secretary Stevens and seconded by Member Hoops, the Task Force voted to Appoint Diversity, Equity and Inclusion (DEI) workplan subcommittees and/or Leads as follows: Diversity and Equity Value Statements Subcommittee comprising of

Secretary Stevens and Member Mosquera; Underrepresented Groups and Communities Subcommittee comprising of Chair Bui and Secretary Stevens; DEI Webpage Process Subcommittee comprising of Members Hoops and Mosquera; and Cultural Calendar Lead Vice Chair Mark.

Motion carried 4-0-1, by the following roll call vote:

AYES:	Members Stevens, Hoops, Mosquera, and Bui.
NOES:	None.
ABSENT:	Member Mark.

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

9. **NEXT MEETING –** June 12, 2023 at 6:00 PM, in Council Chamber.

10. **ADJOURNMENT**
Chair Bui adjourned the meeting at approximately 7:39 p.m.

Respectfully Submitted,

Donna Stevens
Secretary

Approved by Chair: _____Date_____

CITY OF PACIFIC GROVE

300 Forest Avenue, Pacific Grove, California 93950

AGENDA REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Garrett McCown, Assistant Planner & RFP Coordinator

MEETING DATE: June 21, 2023

SUBJECT: Historic Resources Committee Meeting Minutes: April 26, 2023 and May 24, 2023

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

RECOMMENDATION

Receive the minutes.

Attachments

Approved HRC Minutes 4-26-23

Approved HRC Minutes 5-24-23

CITY OF PACIFIC GROVE

HISTORIC RESOURCES COMMITTEE

REGULAR MEETING MINUTES

Wednesday, April 26, 2023, 3:00 P.M.

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

1. **CALL TO ORDER & ROLL CALL**
Members Present: Anton, Steres, Bicket, Grannis, Kleiss
Members Absent: Greening

2. **APPROVAL OF AGENDA**
Chair Anton moved item 9 before item 8. Item 8 re-ordered to 8 B,D,A,C in courtesy of Member Bicket's recusal. Items 8 E-K and 9A will be continued due to lack of quorum (Chair Anton and Member Bicket would need to be recused).

On a motion by Member Kleiss, seconded by Member Steres, the Committee voted 5-0-1-1 (Member Greening absent, one vacancy) to approve the agenda as amended.

3. **COMMITTEE AND STAFF ANNOUNCEMENTS (City-Related Items Only)**
Staff reached out to Page & Turnbull to see what the 'ballpark cost' would be to create a "Neighborhood Character list". Staff will update HRC once scope draft and 'ballpark cost' are proposed.
Due to continuation of deletions and item 9A (129 Forest), Staff will contact HRC members to determine availability for possible 'Special meeting'.

4. **COUNCIL LIAISON ANNOUNCEMENTS**
Mayor Peake delivered the following announcements:
Council approved the Housing Element work by consultant Rincon. (State mandated document). Council approved a set of goals and milestones. Council approved new master fee schedule.
Upcoming items next fiscal year starting July 1, 2024:
Capital Improvement from Public Works.
Discussing contractor/Consultant for General Plan Update that accompanies Housing Element update.
Hear from Parklet sub-committee on ideas on moving forward with parklet regulations for permanent program.

5. **GENERAL PUBLIC COMMENT**

Recommended Action: Receive public comment.

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

The following members of the public spoke:
Lisa Ciani
Inge Lorentzen Daumer
Jeffrey Becom
Phoebe Choy

CONSENT AGENDA

6. REPORTS FOR INFORMATION ONLY
None

7. REPORTS REQUIRING ACTION

A. Minutes of the March 22, 2023 Historic Resources Committee Regular Meeting

Reference: Garrett McCown, Assistant Planner

Recommended Action: Approve the Minutes of the March 22, 2023 Historic Resources Committee Regular Meeting.

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

B. Initial Historic Screening (IHS) 23-0053 for 987 Benito Court (APN 007-621-035)

Zoning District/General Plan Designation: R-1/ Medium Density Residential (9.7 du/ac)

Coastal Zone: No

Historic Resources Inventory: No

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

Recommended Action: Determine the property to be ineligible for the Historic Resources Inventory (HRI) because the property does not exhibit the architectural characteristics of the styles described in Section 7.3 of the General Plan or Section IV of the Historic Context Statement.

Reference: Garrett McCown, Assistant Planner

C. Initial Historic Screening (IHS) 23-0060 for Crespi Pond (APN 007-011-006)

Zoning District/General Plan Designation: Open Space

Coastal Zone: Yes

Historic Resources Inventory: No

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

Recommended Action: Determine the property to be ineligible for the Historic Resources Inventory (HRI) because the property does not exhibit the architectural characteristics of the styles described in Section 7.3 of the General Plan or Section IV of the Historic Context Statement.

Reference: Garrett McCown, Assistant Planner

On a motion from Member Bicket, seconded by Member Steres, the committee voted 5-0-1(Member Greening absent) the removal of item 7C from the consent agenda and placed on the regular agenda as 9C.

D. Initial Historic Screening (IHS) 23-0067 for 311 Lighthouse Avenue

Zoning District/General Plan Designation: R-2/ High Density Residential (21.8 du/ac)

Coastal Zone: No

Historic Resources Inventory: No

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

Recommended Action: Determine the property to be ineligible for the Historic Resources Inventory (HRI) because the property does not exhibit the architectural characteristics of the styles described in Section 7.3 of the General Plan or Section IV of the Historic Context Statement.

Reference: Garrett McCown, Assistant Planner

E. Initial Historic Screening (IHS) 23-0065 for 516 8th Street (APN 006-507-009)

Zoning District/General Plan Designation: R-1/ (12.1 du/ac)

Coastal Zone: No

Historic Resources Inventory: No

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

Recommended Action: Determine the property to be ineligible for the Historic Resources Inventory (HRI) because the property does not exhibit the architectural characteristics of the styles described in Section 7.3 of the General Plan or Section IV of the Historic Context Statement.

Reference: Garrett McCown, Assistant Planner

F. Initial Historic Screening (IHS) 23-0074 for 821 Cedar Street (APN006-641-078)

Zoning District/General Plan Designation: R-1/ Medium Density Residential (17.4 du/ac)

Coastal Zone: No

Historic Resources Inventory: No

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

Recommended Action: Determine the property to be ineligible for the Historic Resources Inventory (HRI) because the property does not exhibit the architectural characteristics of the styles described in Section 7.3 of the General Plan or Section IV of the Historic Context Statement.

Reference: Garrett McCown, Assistant Planner

G. Initial Historic Screening (IHS) 23-0077 for 1130 Balboa Avenue (APN 006-024-009)

Zoning District/General Plan Designation: R-1-H/ Medium Density (7.3du/ac)

Coastal Zone: No

Historic Resources Inventory: No

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

Recommended Action: Determine the property to be ineligible for the Historic Resources Inventory (HRI) because the property does not exhibit the architectural characteristics of the styles described in Section 7.3 of the General Plan or Section IV of the Historic Context Statement.

Reference: Garrett McCown, Assistant Planner

Members from the public spoke:
Inge Lorentzen Daumer
Lisa Ciani

On a motion by Member Bicket, seconded by Member Steres, the committee voted 5-0-1(member greening absent) to remove item 7C from the consent agenda and add it to the regular agenda as 9C.

8. CONTINUED AND ONGOING BUSINESS

A. Architectural Permit (AP) and Coastal Development Permit (CDP) 22-0305, 129 Forest Avenue, Pacific Grove (APN 006-057-017); Continued from the February 22, March 2, and March 22, 2023, HRC Regular and Special Meetings

Zoning District/General Plan Designation: R-3-PGR / Medium High Density Residential 10 - 20 du/ac

Coastal Zone: Yes

Historic Resources Inventory: Yes

CEQA: Categorical Exemption, CEQA Guidelines 15331, Historical Resources Restoration/Rehabilitation

Recommended Action: Staff recommends the Historic Resources Committee (HRC) recommend approval to the Planning Commission of the proposed Architectural Permit and Coastal Development Permit (AP/CDP 22-0305), subject to the findings, conditions of approval, and Class 1 and Class 31 categorical exemptions for existing facilities and historical restoration/rehabilitation, respectively.

Reference: Joseph Sidor, Contract Planner

Continued to May 24, 2023 HRC meeting due to lack of quorum (Chair Anton and Member Bicket would need to be recused).

B. Architectural Permit (AP) 22-0235 for 312 1st Street, Pacific Grove (APN 009-591-020); Continued from the March 2, 2023 HRC Special Meeting

Zoning District/General Plan Designation: R-2 / High Density Residential (21.8 du/ac)

Coastal Zone: No

Historic Resources Inventory: Yes

CEQA: Categorical Exemption, CEQA Guidelines 15331, Historical Resources Restoration/Rehabilitation

Recommended Action: Approve AP 22-0235 subject to findings, conditions of approval, and Classes 1 and 31 CEQA categorical exemptions.

Reference: Alec Barton, AICP, Contract Planner

The following members of the Public Spoke:

Phoebe Choy
Inge Lorentzen Daumer
Jeffery Becom
Lisa Ciani
Jane Fleischman
TB
Lynn

Kevin Toman (Owner) asked to speak after public comments were heard.
Hunter Eldridge (Architect) spoke.

The meeting went offline and came back online at 3:52pm.

On a motion by Kleiss, seconded by Bicket, the committee voted 4-1-1(member greening absent) to continue to time uncertain with a new plan set including the advice and recommendations from the HRC mentioned in April 26, 2023 meeting.

C. Initial Historic Screening (IHS) 23-0060 for Crespi Pond (APN 007-011-006)

Zoning District/General Plan Designation: Open Space

Coastal Zone: Yes

Historic Resources Inventory: No

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

Recommended Action: Determine the property to be ineligible for the Historic Resources Inventory (HRI) because the property does not exhibit the architectural characteristics of the styles described in Section 7.3 of the General Plan or Section IV of the Historic Context Statement.

Reference: Garrett McCown, Assistant Planner

The following members of the public spoke:

Applicant Dan Gho Public Works Director
Inge Lorentzen Daumer
Jeffrey Becom
TB
Lisa Ciani

On a motion by Chair Anton, seconded by Member Steres, the committee voted 5-0-1 (member Greening Absent) that a determination cannot be made.

REGULAR AGENDA

9. **PUBLIC HEARINGS**

A. Deletion of 109 15th Street from the City's Historic Resources Inventory (HRI)**Zoning District/General Plan Designation:** R-3-PGR/High Density Residential 19.8 DU/ac

Coastal Zone: Yes

Historic Resources Inventory: Yes

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

Recommended Action: Staff recommends the historic Resources Committee remove the property from the Historic Resource Inventory due to a loss of historic integrity.

Reference: Garrett McCown, Assistant Planner

The following members of the public spoke:

Lisa Ciani
Jeffery Becom
Inge Lorentzen Daumer

On a motion by Kleiss, seconded by Grannis, the committee voted 4-0-1-1 (Member Greening absent, Member Bicket recused) to continue to keep 109 15th street on the HRI.

B. Deletion of 125 15th Street from Historic Resources Inventory (HRI)

Zoning District/General Plan Designation: N/A

Coastal Zone: N/A

Historic Resources Inventory: Yes

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

Recommended Action: Staff recommends the Historic Resources Committee remove the property from the Historic Resources Inventory due a loss of historic integrity.

Reference: Anastacia Wyatt, Community Development Director

The following members of the public spoke:

Jeffery Becom
Lisa Ciani

On a motion by Chair Anton, seconded by Member Steres, the committee voted 4-0-1-1 (member Greening absent, member Bicket recused) to delete from HRI and to consider for 'Neighborhood Character list'.

C. Deletion of 111 Fountain Ave from Historic Resources Inventory (HRI)

Zoning District/General Plan Designation: N/A

Coastal Zone: N/A

Historic Resources Inventory: Yes

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

Recommended Action: Staff recommends the Historic Resources Committee remove the

property from the Historic Resources Inventory (HRI) due to a loss of historic integrity.

Reference: Anastacia Wyatt, Community Development Director

Garrett McCown delivered the staff report.

The following members of the public spoke:
Jeffrey Becom
Lisa Ciani

On a motion from Member Kleiss, seconded by Member Steres, the committee voted 4-0-1-1(member Bicket recused, member Greening absent) Item 8A be continued to May 24, 2023 meeting and provide more information to make a determination.

D. Deletion of 120 15th Street from the City's Historic Resources Inventory (HRI).

Zoning District/General Plan Designation: R-3-PGR/High Density Residential 19.8 DU/ac

Coastal Zone: Yes

Historic Resources Inventory: Yes

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

Recommended Action: Staff recommends the Historic Resources Committee remove the property from the Historic Resources Inventory due to a loss of historic integrity.

Reference: Garrett McCown, Assistant Planner

The following members of the public spoke:

Jefferey Becom
Lisa Ciani
Pat Seawell
Inge Lorentzen Daumer

On a motion by Member Kleiss, seconded by Member Steres, the committee voted 4-0-1-1 (Member Greening absent, Member Bicket recused) to keep 120 15th street on the HRI.

E. Deletion of 111 Grand Avenue from the City's Historic Resources Inventory (HRI).

Zoning District/General Plan Designation: R-3-PGR/High Density Residential 19.8 DU/ac

Coastal Zone: Yes

Historic Resources Inventory: Yes

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

Recommended Action: Staff recommends the Historic Resources Committee remove the property form the Historic Resources Inventory due to a loss of historic integrity.

Reference: Garrett McCown, Assistant Planner

Continued to date uncertain.

F. Deletion of 115 Grand Avenue from the City's Historic Resources Inventory (HRI).

Zoning District/General Plan Designation: R-3-PGR/High Density Residential 19.8 DU/ac

Coastal Zone: Yes

Historic Resources Inventory: Yes

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

Recommended Action: Staff recommends the Historic Resources Committee remove the property form the Historic Resources Inventory due to a loss of historic integrity.

Reference: Garrett McCown, Assistant Planner

Continued to date uncertain.

G. Deletion of 118 Grand Avenue from the City's Historic Resources Inventory (HRI).

Zoning District/General Plan Designation: R-3-PGR/High Density Residential 19.8 DU/ac

Coastal Zone: Yes

Historic Resources Inventory: Yes

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

Recommended Action: Staff recommends the Historic Resources Committee remove the property from the Historic Resources Inventory due to a loss of historic integrity.

Reference: Garrett McCown, Assistant Planner

Continued to date uncertain.

H. Deletion of 122 Grand Avenue from the City's Historic Resources Inventory (HRI).

Zoning District/General Plan Designation: R-3-PGR/High Density Residential 19.8 DU/ac

Coastal Zone: Yes

Historic Resources Inventory: Yes

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

Recommended Action: Staff recommends the Historic Resources Committee remove the property from the Historic Resource Inventory due to a loss of historic integrity.

Reference: Garrett McCown, Assistant Planner

Continued to date uncertain.

I. Deletion of 124 Grand Avenue from the City's Historic Resources Inventory (HRI).

Zoning District/General Plan Designation: R-3-PGR/High Density Residential 19.8 DU/ac

Coastal Zone: Yes

Historic Resources Inventory: Yes

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

Recommended Action: Staff recommends the Historic Resource Committee remove the property from the Historic Resources Inventory due to a loss of historic integrity.

Reference: Garrett McCown, Assistant Planner

Continued to date uncertain.

J. Deletion of 127 Grand Avenue from the City's Historic Resources Inventory (HRI).

Zoning District/General Plan Designation: R-3-PGR/ High Density Residential (19.8 du/ac)

Coastal Zone: Yes

Historic Resources Inventory: Yes

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

Recommended Action: Staff recommends the Historic Resources Committee remove the property from the Historic Resources Inventory due to a loss of historic integrity.

Reference: Garrett McCown, Assistant Planner

Continued to date uncertain.

K. Deletion of 122 Fountain Avenue from Historic Resources Inventory (HRI)

Zoning District/General Plan Designation: N/A

Coastal Zone: N/A

Historic Resources Inventory: Yes

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

Recommended Action: Staff recommends the Historic Resources Committee remove the property from the Historic Resources Inventory (HRI) due to a loss of historic integrity.

Reference: Anastacia Wyatt, Community Development Director

Continued to date uncertain.

10. **NEW BUSINESS**

11. **PRESENTATIONS**

12. **NEXT MEETING - May 24, 2023**

13. **ADJOURNMENT - 5:15pm**

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.

NOTICE OF MEETING

CITY OF PACIFIC GROVE

HISTORIC RESOURCES COMMITTEE

REGULAR MEETING MINUTES

Wednesday, May 24, 2023, 3:00 P.M.

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

AGENDA

1. **CALL TO ORDER & ROLL CALL**

   Members Present: Anton, Kleiss, Steres, Grannis, Greening, Bicket 6-0-1(vacancy).

2. **APPROVAL OF AGENDA**

   On a motion by Member Steres, and seconded by Member Greening, the committee voted 6-0-0 to approve the agenda.

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

   Staff welcomed Aaron Campbell as the new Associate City Planner. Staff also met with Page & Turnbull about neighborhood character list.

4. **COUNCIL LIAISON ANNOUNCEMENTS**

   Mayor Peake delivered the following announcments:

   Council discussed the proposal by Rincon for General Plan Update.

   Council discussed a cannabis ordinance.

   Council Sub-committee has been discussing what is going to go into an RFQ for 1352 Lighthouse Ave. historic assessment.

5. **GENERAL PUBLIC COMMENT**

   A. Public Comment

   Reference: Annie Allenbaugh, Office Assistant

   Recommended Action: Receive public comment.

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

   Chair Anton received written comment:

   Mike Gibbs

Lisa Ciani
Jane Fleischman

Public comment:
Lisa Ciani
Inge Lorentzen Daumer

CONSENT AGENDA

6. REPORTS FOR INFORMATION ONLY
None

7. REPORTS REQUIRING ACTION

A. Initial Historic Screening (IHS) 23-0108 for 329 Stuart Avenue (APN 006-724-013)
Zoning District/General Plan Designation: R-1/ Medium Density Residential (7.0 du/ac)
Coastal Zone: No
Historic Resources Inventory: No
CEQA: Does not constitute a "Project" per California Environmental Quality Act Guidelines Section 15378
Recommended Action: Determine the property to be ineligible for the Historic Resources Inventory (HRI) because the property does not exhibit unique architectural, site or locational characteristics.
Reference: Garrett McCown, Assistant Planner

B. Initial Historic Screening (IHS) 23-0089 for 207 10th Street (APN 006-263-015) **Zoning District/General Plan Designation:** R-2/ High Density Residential (21.8 du/ac)
Coastal Zone: No
Historic Resources Inventory: No
CEQA: Does not constitute a "Project" per California Environmental Quality Act Guidelines Section 15378

Recommended Action: Determine the property to be ineligible for the Historic Resources Inventory (HRI) because the property does not exhibit unique architectural, site or locational characteristics.

Reference: Garrett McCown, Assistant Planner

C. Initial Historic Screening (IHS) 23- 0118 for 926 Syida Drive (APN 007-622-008)

Zoning District/General Plan Designation: R-1/ Medium Density Residential (9.7 du/ac)

Coastal Zone: No

Historic Resources Inventory: No

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

Recommended Action: Determine the property to be ineligible for the Historic Resource Inventory (HRI) because the property does not exhibit unique architectural, site or locational characteristics.

Reference: Garrett McCown, Assistant Planner

D. Initial Historic Screening (IHS) 23-0125 for 871 Bayview Avenue (APN 006-133-003)

Zoning District/General Plan Designation: R-1/ Medium Density Residential (7.3 du/ac)

Coastal Zone: No

Historic Resources Inventory: No

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

Recommended Action: Determine the property to be ineligible for the Historic Resources Inventory (HRI) because the property does not exhibit unique architectural, site or locational characteristic.

Reference: Garrett McCown, Assistant Planner

E. Minutes from the April 26, 2023 Historic Resources Committee Meeting

Reference: Annie Allenbaugh, Office Assistant

Recommended Action: Approve the minutes as presented.

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

On a motion by Member Grannis, seconded by Member Bicket, the committee voted 6-0-1(one vacancy) to approve the consent agenda.

REGULAR AGENDA

8. **PUBLIC HEARINGS**

9. **CONTINUED AND ONGOING BUSINESS**

A. Architectural Permit (AP) and Coastal Development Permit (CDP) 22-0305, 129 Forest Avenue, Pacific Grove (APN 006-057-017); Continued from the April 26, 2023, HRC Regular Meeting.

Zoning District/General Plan Designation: R-3-PGR / Medium High Density Residential 10 - 20 du/ac

Coastal Zone: Yes

Historic Resources Inventory: Yes

CEQA: Categorical Exemption, CEQA Guidelines 15331, Historical Resources Restoration/ Rehabilitation

Recommended Action: Staff recommends the Historic Resources Committee (HRC) recommend approval to the Planning Commission of the proposed Architectural Permit and Coastal Development Permit (AP/CDP 22-0305), subject to the findings, conditions of approval, and Class 1 and Class 31 categorical exemptions for existing facilities and historical restoration/rehabilitation, respectively.

Reference: Laurel O'Halloran, Associate Planner

Laurel O'Halloran delivered staff report.

Architect William Mefford presented report.

The following members of the public spoke:

Lisa Ciani

Inge Lorentzen Daumer

Travis

Archeologist Dana Supernawitz

On a motion from Member Greening, seconded by Member Steres, the committee voted 4-0-2-1(vacancy) (Chair Anton and Member Bicket recused) to approve the plans as presented.

B. Architectural Permit 23-0017 for 155 15th St (006-177-009)

Zoning District/General Plan Designation: R-3-PGR/HDR 19.8 Du/ac

Coastal Zone: No

Historic Resources Inventory: Yes

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

Recommended Action: Approve AP 23-0017 subject to findings, conditions of approval, and Classes 1 and 31 CEQA exemptions.

Reference: Laurel O'Halloran, Associate Planner & Economic Development Coordinator

Chair Anton and Member Bicket rejoined meeting.

Laurel O'Halloran delivered staff report.

Architect William Mefford presented report.

The following members of the public spoke:
Shayla Sullivan
Lisa Ciani

On a motion by Vice Chair Steres, seconded by Member Bicket, the committee voted 6-0-1(vacancy) to approve the design as submitted with a condition that a tree report be prepared and complied with.

C. Architectural Permit (AP) 22-0235 for 312 1st Street, Pacific Grove (APN 009-591-020)

Zoning District/General Plan Designation: R-2

Coastal Zone: No

Historic Resources Inventory: Yes

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

Recommended Action: Staff recommends the Historic Resources Committee (HRC) approve AP 22-0235 subject to the findings, conditions of approval, and Section 15301, Class 1 and Section 15331, Class 31 categorical exemptions for existing facilities and historical restoration/rehabilitation, respectively.

Reference: Alec Barton, AICP, Contract Planner

Alec Barton delivered staff report.
Owner Kevin Toman presented report.

The following members of the pubic spoke:
Travis
Jane Fleishman
Hunter Eldridge

On a motion by Member Greening, seconded by Member Grannis, the committee voted 5-1(Kleiss: nay) to approve the project as presented with an adjustment to center the rear upper window or make it a five pane window to center.

D. Deletion of 111 Fountain Ave from Historic Resources Inventory (HRI)

Zoning District/General Plan Designation: N/A

Coastal Zone: N/A

Historic Resources Inventory: Yes

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

Recommended Action: Staff recommends the Historic Resources Committee remove the property from the Historic Resources Inventory (HRI) due to a loss of historic integrity.

Reference: Anastacia Wyatt, Community Development Director

Garrett McCown delivered the staff report.

The following members of the public spoke:
Lisa Ciani
Inge Lorentzen Daumer

On a motion by Vice Chair Steres, seconded by Member Kleiss, the committee voted 4-1-1(Member Grannis:Nay/ Member Bicket recused)

10. **NEW BUSINESS**
None

11. **PRESENTATIONS**
None

12. **NEXT MEETING - June 28, 2023**

13. **ADJOURNMENT**
4:33pm

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.

CITY OF PACIFIC GROVE

300 Forest Avenue, Pacific Grove, California 93950

AGENDA REPORT

TO:	Honorable Mayor and Members of the City Council
FROM:	Leticia Livian, Human Resources Director
MEETING DATE:	June 21, 2023
SUBJECT:	First reading of an ordinance to amend the City Salary Classification Schedule (POA)
CEQA:	Does not constitute a "Project" per California Environmental Quality Act Guidelines Section 15378

RECOMMENDATION

1. Request the City Attorney read the title of the ordinance;
2. Motion to waive further reading of the ordinance;
3. Introduce and hold a first reading of an ordinance to amend the salary classification schedule to modify the salary range for Police Officer and Police Sergeant and approve the amendment; and
4. Direct that a summary of a proposed ordinance be published as approved by the City Attorney.

DISCUSSION

On August 27, 2022, the Council adopted Resolution 22-045 to authorize the city manager to execute all documents and to perform all other necessary City acts to implement the Memorandum of Understanding (MOU) between the City of Pacific Grove (City) and the Pacific Grove Police Officers Association (POA).

The MOU approved increases to the salary range for Police Officer and Police Sergeant for 2022 and 2023. The salary increases and the effective dates are listed below.

- 3% salary increase effective July 24, 2022; and
- 2% salary increase effective July 9, 2023.

The City salary classification schedule identifies the job classifications approved by Council (e.g., Police Officer) and the hourly rates of pay for each classification at each step authorized by the Personnel Rules. To implement a salary increase, the salary classification schedule must be amended to incorporate the salary increase for the effective dates outlined in the MOU between the City and the POA. The action proposed in this Agenda Report is to finalize the salary change for the second increase of 2% effective July 9, 2023.

Pursuant to Charter Article 25 and Pacific Grove Municipal Code (PGMC) Section 4.20.280, approval and amendment to the classification schedule must be adopted by the Council.

The requested changes are for Police Officer and Police Sergeant classifications only, all other classifications in the salary schedule remain the same. To view the entire salary schedule, please refer to the City's website, http://www.cityofpacificgrove.org/about-city/human-resources/salaries-benefits-and-mous.

City Of Pacific Grove
Proposed New Salary Schedule - POA Hourly Rate

	Classification	Step 1A	Step 2B	Step 3C	Step 4D	Step 5E	Step 6F	Step 7G
Current Hourly	Police Sergeant	52.48	55.11	57.86	60.76	63.80	66.19	68.67
New Hourly	Police Sergeant	53.53	56.21	59.02	61.97	65.07	67.51	70.04

	Classification	Step 1A	Step 2B	Step 3C	Step 4D	Step 5E	Step 6F	Step 7G
Current Hourly	**Police Officer**	**45.42**	**47.69**	**50.08**	**52.58**	**55.21**	**57.28**	**59.43**
New Hourly	**Police Officer**	**46.33**	**48.65**	**51.08**	**53.63**	**56.32**	**58.43**	**60.02**

OPTIONS
Provide alternative direction to staff.

FINANCIAL IMPACT:
The projected annual fiscal impact to the General Fund is $70,000 and is budgeted for the FY 23/24 for the 2% COLA.

FOCUSED PRIORITY AREA: Not Applicable.

Attachments

Ordinance

ORDINANCE NO. 23-____

ORDINANCE OF THE CITY COUNCIL OF THE CITY OF PACIFIC GROVE AMENDING THE CLASSIFICATION SCHEDULE FOR POLICE SERGEANT AND POLICE OFFICER

Findings

1. The City of Pacific Grove (City) entered into a Memorandum of Understanding (MOU) with the Pacific Grove Police Officer Association on August 27, 2022; and

2. The MOU is effective from July 1, 2022 through June 30, 2024; and

3. The MOU contains two salary adjustments; and

4. The first salary adjustment took effect on July 24, 2022; and

5. The second salary adjustment takes effect July 9, 2023; and

6. Modifications to the salary classification plan are for Police Officer and Police Sergeant Classifications only; and

7. Modifications to the salary classification plan must be amended for each described date; and

8. Amendment to the classification plan must be adopted by the City Council pursuant to Charter Article 25 and Pacific Grove Municipal Code (PGMC) Section 4.20.280; and

9. The City Council ratified the MOU and its implementation measures, including salary adjustment; and

10. 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. Enactment of this ordinance action does not constitute a "project" as defined by California Environmental Quality Act (CEQA) because it is an organizational or administrative activity that will not result in direct or indirect physical changes in the environment pursuant Section 15378.

Ordinance

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

SECTION 1. The foregoing findings of the City Council are incorporated into this Ordinance as if set forth in full.

SECTION 2. The position classification plan approved and adopted by the City Council pursuant to Charter Article 15 and PGMC § 4.20.280 is amended for the POA positions, with the following salary schedule:

City Of Pacific Grove

Proposed New Salary Schedule - POA Hourly Rate

Eff.	Classification	Step 1A	Step 2B	Step 3C	Step 4D	Step 5E	Step 6F	Step 7G
July 9, 2023	524-001 Police Sergeant	53.53	56.21	59.02	61.97	65.07	67.51	70.04
Eff.	**Classification**	**Step 1A**	**Step 2B**	**Step 3C**	**Step 4D**	**Step 5E**	**Step 6F**	**Step 7G**
July 9, 2023	516-001 Police Officer	46.33	48.65	51.08	53.63	56.32	58.43	60.02

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. In accord with Article 15 of the City Charter, this ordinance shall become effective July 9, 2023.

PASSED AND ADOPTED BY THE COUNCIL OF THE CITY OF PACIFIC GROVE this_____day of_____, 2023, by the following vote:

AYES:

NOES:

ABSENT:

APPROVED:

_____
BILL PEAKE, Mayor

ATTEST:

_____
SANDRA KANDELL, City Clerk

APPROVED AS TO FORM:

_____
BRIAN PIERNIK, 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: Brian A. Pierik, City Attorney

MEETING DATE: June 21, 2023

SUBJECT: Proposed Ordinance Amending Chapter 2.04 of the Pacific Grove Municipal Code by adding Section 2.04.100 on Policy creation, amendment, or deletion by City Council Resolution

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

RECOMMENDATION

1. Request City Attorney to read the title of the Ordinance.
2. Motion to waive further reading and introduce an Ordinance Amending Chapter 2.04 of the Pacific Grove Municipal Code by adding Section 2.04.100 on Policy creation, amendment, or deletion by City Council Resolution.
3. Motion finding that this action does constitute a "Project" under California Environmental Quality Act (CEQA) Guidelines Section 15378.
4. In the alternative, provide other direction on the subject of this Agenda item.

DISCUSSION

On May 17, 2023, the City Council voted to direct the City Attorney to draft an ordinance to amend Chapter 2.04 of the Pacific Grove Municipal Code codifying that Council policies shall be created, amended, or deleted only by Council Resolution.

Council Policies are available online and can be found here.

According to the May 17, 2023 Agenda Report:

1. Council policies are an important and integral part of city government.
2. Policies span a wide range of local government functions to establish important procedures and administrative actions.
3. Recent practice to create or amend Council policy has not been consistent, doing so either by resolution or motion (minute order).
4. Resolutions provide a permanent record that includes findings, Council votes, and is more readily located than minutes, thus strengthening the administrative record and ease of public access to the policy action.
5. The recommended action would require a Council Resolution to create, amend or delete a Council Policy.

Due to the above, the May 17, 2023 Agenda Report recommended that the City Council direct the City Attorney to draft an Ordinance Amending Chapter 2.04 of the Pacific Grove Municipal Code by adding Section 2.04.100 on Policy creation, amendment, or deletion by City Council Resolution in the following manner:

2.04.100 Policy creation, amendment, or deletion.

Council policies shall be created, amended, or deleted only by Council Resolution.

OPTIONS

N/A

FINANCIAL IMPACT:

There is no fiscal impact.

FOCUSED PRIORITY AREA: Not Applicable.

Attachments

Proposed Ordinance Amending Chapter 2.04 of the PGMC Adding Section 2.04.100

ORDINANCE OF THE CITY COUNCIL OF THE CITY OF PACIFIC GROVE AMENDING ORDINANCE AMENDING CHAPTER 2.04 OF THE PACIFIC GROVE MUNICIPAL CODE BY ADDING SECTION 2.04.100 ON POLICY CREATION, AMENDMENT, OR DELETION BY CITY COUNCIL RESOLUTION

FACTS

1. On May 17, 2023, the City Council voted to direct the City Attorney to draft an ordinance to amend Chapter 2.04 of the Pacific Grove Municipal Code codifying that Council policies shall be created, amended, or deleted only by Council Resolution.

2. Council policies are an important and integral part of city government.

3. Policies span a wide range of local government functions to establish important procedures and administrative actions.

4. Recent practice to create or amend Council policy has not been consistent, doing so either by resolution or motion (minute order).

5. Resolutions provide a permanent record that includes findings, Council votes, and is more readily located than minutes, thus strengthening the administrative record and ease of public access to the policy action.

6. For these reasons, the City Council directed the City Attorney to draft an Ordinance Amending Chapter 2.04 of the Pacific Grove Municipal Code by adding Section 2.04.100 on Policy creation, amendment, or deletion by City Council Resolution.

NOW, THEREFORE, THE COUNCIL OF THE CITY OF PACIFIC GROVE DOES ORDAIN AS FOLLOWS:

SECTION 1. The foregoing Facts are adopted as findings of the City Council as though set forth in fully within the body of this ordinance.

SECTION 2. Chapter 2.04 is hereby amended to add Section 2.04.110 to read as follows

2.04.100 Policy creation, amendment, or deletion. Council policies shall be created, amended, or deleted only by Council Resolution.

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 its adoption.

PASSED AND ADOPTED BY THE COUNCIL OF THE CITY OF PACIFIC GROVE this _____ day of _____, _____, by the following vote:

AYES:
NOES:
ABSENT:

APPROVED:

_____
BILL PEAKE, Mayor

ATTEST:
DATED:_____

_____
SANDRA KANDELL, City Clerk

APPROVED AS TO FORM:

_____
BRIAN A. PIERIK, 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: June 21, 2023

SUBJECT: Ordinance to Adopt the Fiscal Year 2023/24 Operating and Capital Improvement Budget; and Amend the Fiscal Year 2022/23 Operating and Capital Improvement Budget

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

RECOMMENDATION

Hold second reading and approve an ordinance to adopt the Fiscal Year 2023/24 Operating and Capital Improvement Budget, amend the Fiscal Year 2022/23 Operating and Capital Improvement Budget

DISCUSSION

The Proposed Fiscal Year 2023/24 Budget and Capital Improvement Plan is a program budget, which also serves as the City's annual operating plan. The City Council's goals; or Focused Priority Areas and Policy Value Statements serve as the foundation for annual funding initiatives. Key expenditures included in the annual budget correspond to the Priority Areas. Separate department operational goals and accomplishments are included on the departmental and select fund pages; and align with the Department's mission and purpose.

The following table provides a chronology of the events leading up to the first reading of the Operating and Capital Improvement Budget Ordinance for Fiscal Year 2023/24.

Item	*Meeting Date*
Received a Mid-Year Financial Update	Feb. 15, 2023
Provided the Five-Year Forecast and Conducted a Budget Workshop	March 8, 2023
Adopted the Master Fee Schedule for Fiscal Year 2023/24	April 19, 2023
Received the Proposed Fiscal Year 2023/24 Capital Improvement Plan	May 10, 2023
Held the First Reading of an Ordinance to Adopt the Fiscal Year 2023/24 Operating and Capital Improvement Budget; and Amend the FY 2022/23 Budget	June 7, 2023

The Proposed Fiscal Year 2023/24 budget was developed based on conservative growth in the forthcoming year. The Fiscal Year 2023/24 City-wide budget includes a $4 million Capital Improvement Plan; and a $230,000 capital outlay budget. Details regarding these items can be found in the Capital Outlay and Capital Project sections of the budget document.

The first reading of the budget ordinance took place on June 7, 2023, with the summary of the ordinance published on June 15, 2023. The modifications requested at the last Council Meeting can be found in the Budget Ordinance Revisions section of this agenda report, as well as in the updated attachments.

The Proposed Budget includes requests for position reclassifications; and the addition of 2.00 full-time equivalency (FTE) positions within the General Fund and 1.25 FTE positions in various other funds. This information can be found in the Position Authorization section of the document, and in the accompanying Position Request Listing and Narrative (Attachment 1).

GENERAL FUND

An overview of the General Fund revenues and department budgets are included in Attachment 2. Additional details can be found in the General Fund Revenue and Expenditure sections of the Proposed Fiscal Year 23/24 Budget document.

Key budgetary highlights are listed below:

Revenues

In Fiscal Year 2023/24, revenues, net of one-time receipts, are anticipated to increase by approximately $1.8 million or 6.4% when compared to the Fiscal Year 2022/23 Adopted Budget; or $660,000 or 2.2% when compared to the Fiscal year 22/23 Estimated/Amended Budget. The Fiscal Year 2023/24 Budget includes conservative growth in most revenue categories, with the addition of a partial year of cannabis revenues. The Fiscal Year 23/24 Proposed Budget does not include any supplemental ARPA funds or unique one-time revenues. Key factors include:

- A combined property tax increase of approximately 4% or $357,000, when compared to the Amended Budget.
- A full-year of Measure A sales tax revenues, along with a minimal increase based on economic performance. The anticipated growth when compared to the Amended Budget is $393,000.
- A partial year or $100,000 in new cannabis tax revenues
- Transition of Community Development operating grants from the General Fund budget to the Operating Grants Fund budget to facilitate ease of monitoring.

Expenditures

The overall General Fund expenditures are anticipated to increase by an adjusted $1.7 million or 5.6%, when compared to the prior year Adopted Budget, while operating expenditures are projected to rise by $2.3 million or 8.8%. Some factors related to the increase are listed below:

- A $500,000 placeholder for the General Plan, with the final amount adjusted once an updated vendor proposal is received.
- Transition of $270,000 in Community Development Department (CDD) grant funded expenditures, with continuing and new CDD grants maintained in the Operating Grants Funds to facilitate ease of monitoring.
- Funding for a Complete Streets Policy and a Climate Action and Adaptation Plan in the amount

of $225,000.

- Incorporating a 2% cost of living increase in accordance with the Police Officers Association (POA) contract, and a similar estimated increase for other employee groups, which is estimated to be approximately $217,000.
- Position additions or reclassifications approved in Fiscal Year 2022/23, which includes increases in Recreation Department staffing of approximately $214,000.
- Proposed position additions or reclassification adjustments for Fiscal Year 23/24, which also includes additional increases in Recreation Department staffing.
- Capital Improvement Transfers of $700,000 for projects; and $150,000 for a Facility Assessment Study.Decrease in pension obligation bond payments of $811,311, representing the General Fund's share of the debt service attributable to non-safety employees.

Additional details can be found in the General Fund Expenditure section of the budget document, the General Fund Overview included in Attachment 2, and Services, Supplies, and Other Detail sheets in Attachment 3.

Five-Year Forecast

As part of the annual budget process, the City references a five-year fiscal forecast to assist in identifying trends and milestones; and evaluate options when considering budgetary decisions. The preliminary five-year forecast for the General Fund was presented at the Council Budget Workshop on March 8, 2023. The original forecast, along with the revisions should not be considered a budget or operating plan. These forecasts should be considered as models based on the most recent cost and revenue assumptions, with updates made on a continuous basis. The forecast presented at the Budget Workshop was based on the Fiscal Year 2022/23 mid-year estimates, with the corresponding factors included in the prior agenda report. At that time, the City was anticipated to end the five-year period with a $15 million estimated ending fund balance, prior to the allocation of any funds in excess of reserve levels.

An updated forecast was presented at the Council Meeting on June 7, 2023. This forecast referenced the Fiscal Year 2023/24 Proposed Budget as the base year for the projection. This revised forecast resulted in a five-year estimated ending fund balance of $12.1 million, prior to the allocation of any amounts in excess of reserve levels. The most significant differences between the two forecasts include the addition of $2.2 million for the General Plan, which was allocated over the forecast period; the addition of new positions, and a 2% estimated cost of living increase for employee groups that are not part of the POA. The base revenues reflect increased property tax receipts and the addition of $300,000 in annual cannabis tax revenues for Fiscal Years 2024/25 through 2027/28.

The attached General Fund Five-Year Forecast has been updated to reflect the applicable changes outlined in the Budget Revision Ordinance section of this report (Attachment 4). This includes a reduction in annual operating expenditures. These changes resulted in a five-year estimated ending fund balance of $12.7 million, prior to the allocation of any amounts in excess of reserve levels.

ENTERPRISE FUNDS

The Enterprise Fund sections of the budget document include text information identifying the estimated ending "available" fund balance. The budget has historically reported fund balances to align with the audited financial statements, which are on a full accrual basis and include the value of long-term assets and liabilities. The "available" fund balance represents information on modified accrual or more similar to a cash basis. It takes into consideration cash, accounts receivable, accounts payable, and wages payable in establishing the beginning fund balance; and adds the proposed revenues and

expenditures to arrive at a balance that reflects funds that are more readily available for spending.

All Enterprise Funds, with the exception of the Local Water Project, are initially projecting a positive ending Fiscal Year 2023/24 fund balance. The Local Water Project is projecting a minor negative fund balance of approximately $60,000; however this represents the first year that the fund is close to operating at a self-sufficient level. A fee study is also underway that will assist in arriving at updated recycled water rates. Based on actual performance at year-end or during the mid-year; a potential true-up of any Local Water Project deficiencies may be brought forward for consideration.

FISCAL YEAR 2022/23 BUDGET AMENDMENTS

The attached ordinance also includes an amendment for the following amendments to the Fiscal Year 2022/23 Operating and Capital Improvement Budgets:

General Fund Amendments
Increase to reflect the second disbursement of property tax revenues and one-time revenues.
Adjustments to expenditures to reflect year-end projections.
Other Funds
Hyperbaric Chamber - Additional donation funding that will align with expenditures. Local Streets and Roads, CIP Fund, RSTP Fund - Changes in grant or insurance reimbursement revenues to align with projected expenditures; and an adjusted project year-end estimate. Yount Trust (Permanent Fund) - Administrative adjustment to align interest revenues with the amount transferred to the Yount Income Fund. CDBG Fund - Reduction in loan expenditures to reflect amounts loaned in the current fiscal year; and provide for loan funding in Fiscal Year 23/24. ARPA - Reallocation of funds from the Skatepark and Purple Pipe Project to the David Avenue Sidewalk Project Local Water Project/Sewer Fund - The water entitlement promissory note proceeds and the corresponding transfers to pay the Sewer Interfund Loan were moved from Fiscal Year 2022/23 to Fiscal Year 2023/24.

BUDGET ORDINANCE REVISIONS

At the June 7, 2023 Council Meeting, modifications were requested to the operating budget and capital improvements in both current and forthcoming fiscal year. A list of these adjustments, along with the corresponding agenda items are provided below:

First Reading of the Budget Ordinance

The following items were adjusted in the operating budget:

- Removed $40,000 from the Information Technology budget for ZenCity software services

- Removed $70,000 from the City Manager budget for public outreach/communications
- Removed $23,449 from the Police Department budget to reclassify a Police Commander to a Deputy Police Chief
- Transferred $175,000 in legal fees from the City Council budget to the City Attorney budget

Supplemental information and clarifications regarding the requested additional capital improvement projects can be found in Attachment 5.

In consultation and review of the supplemental information with the City Attorney, the City Attorney has recommended that staff prepare the revised ordinance in accordance with Council actions, with adjustments made to reflect Attachment 5. The attached revised ordinance and corresponding exhibits reflect this recommendation.

Fiscal Year 2022/23 CIP Potential Carry Forwards

- CIP 23-20 Skatepark Project: Remove the original ARPA allocation of $158,000; and transfer the incurred expenditures of approximately $4,500 to the General Fund
- CIP 23-19 Purple Pipe Project: Remove the original ARPA allocation of $120,000; and transfer the incurred expenses of approximately $38,700 to the General Fund
- CIP 23-21 David Avenue Sidewalk Project: Add $278,000 in ARPA funds that were originally allocated to the Skatepark and Purple Pipe Projects
- CIP 23-22 Recreation Board Inventory: Retain the estimated $20,000 in project savings for additional projects identified by the Recreation Board Park Inventory
- CIP 23-16 Wig-Wag Lights at Robert Down Elementary: Change the title and project character to reflect Safety Lighting at Robert Down Elementary
- CIP 23-15 Crespi Pond Bathroom: Change the project scope to reflect remodel/repairs. There is no impact to the budgetary estimate.

All of the listed projects will be adjusted in Fiscal Year 2022/23, with the appropriation carried forward. There is no impact to the ARPA Fund in relation to moving monies between the individual projects. An administrative adjustment will be made to update the individual project budgets. It is anticipated that there will be sufficient funds remaining in the overall Public Works budget to absorb the $43,200 in expenditures that were incurred in the Purple Pipe and Skatepark Projects.

BUDGET DOCUMENT INFORMATION

The Fiscal Year 2023/24 Budget incorporates criteria established by the California Society of Municipal Finance Officers (CSMFO) and the Government Finance Officers Association (GFOA). The goal of the criteria is to provide a document that is transparent, easy to read, and provides a comprehensive fiscal, as well as operating plan. The City received the CSMFO Excellence Award and the GFOA Distinguished Budget Award for the Fiscal Year 2022/23 Budget. This most recent CSMFO and GFOA Awards, represent the fourth and fifth consecutive years, respectively, that the City has received this honor.

The budget is labeled in draft form to allow for any revisions that may occur as part of the budget presentation. The document may be modified to reflect any updated information provided at the

Council Meeting; and the addition of the multi-year forecast, operational metrics that may not be available until the end of the fiscal year, and the addition of appendix items. The appendix or supplementary section of the budget will include reference to the Council requested items, such as leased facility data and grant funding. Modifications may also include non-substantive changes based on the budget review comments received by GFOA or CSMFO.

The Proposed Budget can be accessed from the following link: Budgets | City of Pacific Grove

OPTIONS

1. Receive the report
2. Provide alternate direction

FINANCIAL IMPACT:

The Proposed Fiscal Year 2023/24 Budget estimates an ending General Fund balance of $11.3 million. This is approximately $798,900 above recommended policy levels.The estimated impact to all other Funds is included in the attached ordinance.

FOCUSED PRIORITY AREA: Not Applicable.

Attachments

Revised Position Request Listing
Revised General Fund Overview
Revised Detail for Services, Supplies, Other
Revised Five-Year Forecast
Supplemental Capital Improvement Information
Revised Budget Ordinance

REVISED POSITION REQUEST LISTING

Item No.	Type of Change	POSITION	STATUS	ACCT	CHANGE IN FTE	BUDGETARY IMPACT
GENERAL FUND						
FINANCE						
(1)	ADD 0.250 FTE	VACANT ACCOUNTING ASSISTANT	F	131	0.25	27,206
(2)	DELETE FTE	SENIOR PROGRAM MANAGER	F	131	(0.25)	(45,083)
(3)	RECLASSIFICATION	MANAGEMENT ANALYST	F	131	(1.00)	(122,528)
	RECLASSIFICATION	PROGRAM MANAGER	F	131	1.00	150,276
TOTAL FINANCE DEPARTMENT					-	**9,871**
INFORMATION TECHNOLOGY						
(4)	ADD 0.250 FTE	VACANT IT MANAGEMENT ANALYST	F	133	0.25	25,317
TOTAL INFORMATION TECHNOLOGY					**0.25**	**$25,317**
CITY MANAGERS OFFICE						
(5)	RECLASSIFICATION	DEPUTY CITY CLERK	F	121	(1.00)	($110,700)
	RECLASSIFICATION	MANAGEMENT ANALYST	F	121	1.00	$115,478
TOTAL CITY MANAGER'S OFFICE					-	**$4,778**
RECREATION						
(7)	RECLASSIFICATION	ADMIN TECH	F	421	(0.20)	($22,218)
	RECLASSIFICATION	MANAGEMENT ANALYST	F	421	0.20	$26,765
					-	$4,547
(8)	ADDITIONAL 0.25 FTE	RECREATION COORDINATOR - COMMUNITY CENTER	F	421	0.25	$14,551
(9)	NEW	RECREATION COORDINATOR -AQUATICS	F	421	1.00	$70,327
TOTAL RECREATION					**1.25**	**$89,425**
PUBLIC WORKS						
(7)	RECLASSIFICATION	ADMIN TECH	F	501	(0.40)	($44,437)
	RECLASSIFICATION	MANAGEMENT ANALYST	F	501	0.40	$53,531
					-	$9,094
(10)	NEW	BUILDING MAINTENANCE WORKER - FORESTRY	P		0.50	$42,000
(11)	RECLASSIFICATION	EQUIP MECHANIC	F	502	(1.00)	($106,574)
	RECLASSIFICATION	EQUIP MECHANIC, SENIOR	F	502	1.00	$113,425
					-	$6,851
TOTAL PUBLIC WORKS					**0.50**	**57,945**
TOTAL GENERAL FUND					**2.00**	**187,335**

REVISED POSITION REQUEST LISTING

Item No.	Type of Change	POSITION	STATUS	ACCT	CHANGE IN FTE	BUDGETARY IMPACT
Non General Fund						
SEWER						
(7)	RECLASSIFICATION	ADMIN TECH	F	601	(0.40)	($44,437)
	RECLASSIFICATION	MANAGEMENT ANALYST	F	601	0.40	$53,531
TOTAL SEWER FUND					-	**$9,094**
CEMETERY						
(12)	RECLASSIFICATION	OFFICE ASSISTANT	F	611		$7,288
	RECLASSIFICATION	ADMIN. SPECIALIST (TITLE PENDING HR REVIEW) [(a)]	F	611		
	ADD 0.250 FTE	ADMIN. SPECIALIST (TITLE PENDING HR REVIEW)	F	611	0.25	$15,513
	(a) Increased by 10%					
(13)	NEW	MAINTENANCE WORKER	P	611	0.25	$19,130
TOTAL CEMETERY					**0.50**	**$41,931**
LIGHTHOUSE						
(14)	NEW	LIGHTHOUSE PROGRAM COORDINATOR	P	413	0.50	$18,618
(13)	NEW	MAINTENANCE WORKER	P	413	0.25	$19,130
TOTAL LIGHTHOUSE FUND					**0.75**	**$37,748**
TOTAL NON-GENERAL FUND					**1.25**	**88,773**
TOTAL PROPOSED POSITION CHANGES - ALL FUNDS					**3.25**	**276,108**

Position Request Narratives

Finance

Finance Reclassifications and Changes

The individual occupying the full-time Senior Program Manager position has requested to move to a 0.750 position, with a work schedule of four days a week. This provides a reduction in senior departmental management staff. Staff is requesting using the funding from the 0.25 higher level position to increase the existing Management Analyst position to a Program Manager position. This will provide an additional career ladder within the department; and full senior manager coverage in the absence of the Director or the Senior Program Manager. Staff is also suggesting increasing the vacant half-time Accounting Assistant to a three-quarter time position with partial funding from the reduction in the Senior Program Manager FTE. This transition is FTE neutral.

The Department has had difficulties in attracting and retaining qualified staff within this field. The department currently has the following position vacancies: Management Analyst, Accounting Assistant, and a half-time Accounting Assistant. In addition, the vacant Management Analyst position oversees the Cemetery administration functions, which also has a temporarily staffed Office Assistant. The demands within the department have also grown, as a result of increased reporting, financial reconciliation of grants, new accounting standards, and information requests. Supporting these changes will assist in attracting and retaining staff for the department.

Information Technology

Information Technology Management Analyst – Add 0.25 position

The current 0.75 Information Technology Management Analyst position is vacant. The demands have increased for professional level IT services, network security, assist at public meetings, and implementation of new software programs. It has been difficult to attract and retain highly qualified staff in this field. Increasing the position by 0.250 FTE will allow the City to recruit for a full-time position, provide better department and public-facing support; and also assist with succession planning for the Chief Information Officer position.

City Manager's Office

Reclassify Deputy City Clerk to Management Analyst

The current Deputy City Clerk position is vacant.

The City Manager's Office is in need of a generalist at the management analyst level. The current classification of Deputy City Clerk limits the support function needed in the CM Office. The Management Analyst would administratively assist the City Manager as needed, oversee social media content and coordination with the current social media vendor; as well as assist the City Clerk with public records requests and record keeping.

This position would also assist HR with recruitment and employee retention activities. Additional HR programs (continued COVID compliance with CalOSHA, employee engagement and wellness programs) have been added to the unit, as well as an increase to recruitment and retention activities.

Recreation

Recreation Coordinator (Community Center): 0.25 FTE

This position is currently a 30-hour position, housed at the community center to oversee all operations at the center. This person supervises the preschool program, recreation programs and camps, contract instructor programs, and pickleball and tennis courts usage to ensure safe and appropriate recreation programs are provided for the community. This position also supervises Community Center usage for facility rental groups and City functions/trainings. These duties require daily building checks, set up and take down of equipment (tables, chairs, contractor specific equipment) and monitoring of all contractor-led classes and rental groups.

Department benefit: There has been an increased demand for recreation services, recreation programs, contractor-led classes, tennis and pickleball access, and rental requests. To meet these requests, it is imperative to have a 40-hour Recreation Coordinator assigned at the Community Center to oversee all operations, operate the office, and tennis pro shop. It is anticipated that this employee will have a Tuesday – Saturday schedule with flexible hours to accommodate events.

Recreation Coordinator (Sports and Aquatics): 1.00 FTE

This position will develop, implement and program athletic sports and recreation activities for diversified ages and specialized groups and coordinate summer aquatics programming at Stillwell Children's Pool at Lovers Point. This person will supervise and coordinate recreation staff; schedule use of athletic fields, facilities and swimming activities; and to do related work as required. This position will coordinate with PGUSD for the use of their fields and gyms as applicable to support the necessary facilities needed to properly operate the sporting programs. This position will coordinate all referees, officials, and umpires that will be needed, either employees or contractors, to properly officiate the games. This position will plan, organize, oversee, review and evaluate programs, activities and the work of staff, related to the provision of summer aquatic activities and programs, and occasional rentals or special events. Assist with scheduling lifeguards, swim instructors and other aquatic personnel; direct aquatic staff in the operation of pool equipment; monitor and report pool maintenance to public works; maintain and update records and assist classes and in-service training.

Department benefits: This position will allow for additional programming resulting in sports leagues for both adults and youth, along with management of the aquatics program, allowing more lessons and open swim. Potential youth programs offered: soccer, basketball, track club, partnership with PG Golf Links for golf program, beach volleyball, tennis. Potential adult programs offered: Basketball, softball, tennis, pickleball.

Public Works

Reclassify Administrative Technician to Management Analyst (1.00 FTE allocated across Public Works, Sewer and Recreation)

This reclassification will bring this employee's title in alignment with the work performed by the individual. As an Administrative Technician, the person that is currently in the position, is working out of class. She manages the volunteer program, the memorial bench program, and all the Public Works grant reporting requirements. These three programs are all significant and take numerous hours to operate. This is all done on top of her normal duties.

As an Administrative Technician, programs of this size and nature, such as the volunteer program, should be overseen and supervised by a manager. Placing this employee in the correct classification will ensure that she can be assigned these tasks while remaining within the proper classification.

Building Maintenance Worker – Forestry: 0.50 FTE

This half-time position would support the watering, planting, and upkeep of trees on City properties, including all parks and facilities. This includes efforts to increase tree planting on public property and ensure new plantings receive sufficient watering/care to establish roots and thrive. Current staffing levels do not allow for dedicated watering and planting efforts; as a result, watering existing trees is assigned as a rotating task and prioritized based on various incoming work orders from staff and residents. Authoring a dedicated half-time employee will allow the City to place emphasis on improving the declining tree canopy via concerted efforts to plant, care for, and retain street, park, and City facility trees. In down times when watering is completed, this employee will focus on beautification and weeding of the planted areas in the business district and high-traffic areas.

Reclassify Equipment Mechanic to Equipment Mechanic, Senior

The City's mechanical department oversees and maintains 100+ pieces of rolling stock. The organization, scheduling, and documentation that is required to manage the shop is significant.
This reclassification will create a level of supervision in the mechanical department. The City has recently hired a new mechanic and to promote our long-term mechanic to a senior mechanic will grant opportunities for employee management, work delegation, trainings, create a hierarchy, and promote accountability within the operations of the shop.

Cemetery

Reclassify Office Assistant to Administrative Specialist *(Title Pending HR Review)*

The duties associated with the Cemetery Office Assistant have increased in size and responsibility. This position is required to show sites to prospective clients and families, assist with arrangements, file compliance paperwork, and respond to multiple inquiries. Several of these responsibilities are outside of the scope of an Office Assistant. In addition, some administrative functions that were previously handled by Paul Mortuary at the Little Chapel have been transitioned to the El Carmelo Cemetery. This includes processing payments or providing some of the

communication and coordination with the families. The Cemetery has also implemented a new software program that has helped mainstream the processes and procedures in the Cemetery; however there is still a need to evaluate some of the imported information, as well as perform additional data entry. This position will also assist the Management Analyst in coordinating with Information Technology on any updates to the GIS Mapping system. This system is planned to provide the public with an online portal to find their loved ones instantly while visiting the cemetery or doing research.

The Cemetery Office Assistant position is currently vacant. The reclassification of this position, as well as the addition of a 0.25 FTE will create a full-time position. This will assist in attracting and retaining an employee to staff the Cemetery operations.

Lighthouse

Lighthouse Docent Program Coordinator: 0.50 FTE

The Point Pinos Lighthouse, the oldest continuously operational lighthouse on the west coast, serves as an important historical and recreational asset for our community and receives thousands of visitors annually. All support activities for onsite tours are managed by one (1) part-time employee, the current Lighthouse Docent Program Coordinator. Tasks include training, education, management and scheduling of the approximately 36 volunteer docents. The current Lighthouse Docent Coordinator has a wealth of knowledge relating to the lighthouse history and the current lighthouse operations. It is vital that this knowledge be shared, current processes be documented, and redundancy be instilled. Moreover, this additional part-time Docent Coordinator, would allow the city opportunities to improve, expand and implement additional community programs and educational opportunities at the Lighthouse (such as school field trip programs, online educational opportunities. advertising efforts, docent recruitment and more).

REVISED Draft General Fund Overview

	FY 22/23 Adopted	FY 22/23 Amended	FY 23.24 Proposed	Difference from Amended	
Beginning Fund Balance	$ 12,010,279	$ 12,010,279	$ 12,174,972		
Revenues					
Property Taxes	$ 8,840,000	$ 9,252,000	$ 9,609,000	$ 357,000	(1)
TOT and Licenses	5,962,000	6,482,000	6,562,000	80,000	
Sales and Use Tax	5,616,000	5,564,000	5,957,000	393,000	(2)
Franchise and Utility User Taxes	3,475,000	3,520,000	3,590,000	70,000	
Business Licenses	322,000	365,000	370,000	5,000	
Cannabis Tax	-	-	100,000	100,000	(3)
Other Taxes	237,000	176,000	176,000	-	
License, permits, and impact fees	1,045,000	987,000	838,000	(149,000)	(4)
Intergovernmental Revenues	292,382	401,000	58,000	(343,000)	(5)
Charges for Services	1,928,000	2,061,000	2,072,000	11,000	
Fines and Forfeitures	49,000	106,000	125,000	19,000	
Interest, rents, and concessions	310,000	378,000	435,000	57,000	
Other revenues	1,503,737	1,560,813	1,371,187	(189,626)	(6)
Other revenues - ARPA	800,000	800,000	-	(800,000)	(7)
Transfers	-	-	-	-	
	$ 30,380,119	$ 31,652,813	$ 31,263,187	$ (389,626)	
Expenditures	-	-	-	-	
Departments					
City Council	$ 385,227	$ 490,331	$ 310,998	(179,333)	
City Manager	1,230,107	1,223,495	1,225,545	2,050	
Economic Development	124,833	360,177	369,025	8,848	
City Attorney	762,100	711,100	996,100	285,000	(8)
Finance	1,392,325	1,443,702	1,374,546	(69,156)	
Information Systems	870,666	874,389	935,429	61,040	(9)
Community Development	2,813,339	3,094,369	3,022,491	(71,878)	
Police	7,928,629	7,925,586	8,336,438	410,852	(10)
Fire	4,246,200	4,365,373	4,403,000	37,627	
Public Works	4,239,165	4,256,703	5,011,544	754,841	(11)
Library	1,125,728	1,116,332	1,159,335	43,003	
Recreation	920,638	905,065	1,189,769	284,704	(12)
Museum	314,500	325,500	337,400	11,900	
Capital Outlay	145,000	1,244,221	215,000	(1,029,221)	(13)
Capital Project Transfers	575,000	588,000	850,000	262,000	
Debt Service	2,237,415	2,239,777	1,428,466	(811,311)	(14)
Interfund Transfers	1,100,737	324,000	939,187	615,187	(15)
Total	$ 30,411,609	$ 31,488,120	$ 32,104,273	$ 616,153	
Net Difference	$ (31,490)	$ 164,693	$ (841,086)	$ (1,005,779)	
Estimated Ending Fund Balance	$ 11,978,789	$ 12,174,972	$ 11,333,886	$ (1,005,779)	
Reserve Calculation			$ -		
Expenditures applicable to policy			$ 30,100,086		
Policy percentage - 35%			$ 10,535,030		
Amount above/(below) policy levels			$ 798,856		

Notes:

(1) Projected increase in combined property taxes of approximately 4%.

(2) Reflects a full year of Measure A revenues and a minimal increase, while FY 22/23 included 3/4 year of Measure A revenues.

(3) Includes a partial year of estimated taxes generated by cannabis sales.

(4) The FY 22/23 revenues include a substantial building permit receipt, the FY 23/24 projection aligns with estimated building contract services and on-going fees.

(5) Community Development grants were included in the FY 22/23 Intergovernmental revenues. Due to increased funding, these grants were moved to the Operating Grants Fund in FY 23/24 for ease of tracking and annual comparability.

(6 Each fiscal year includes unique one-time revenues varying from $675,000 to $875,000.

(7) In FY 23/24, all ARPA funds have been assigned or retained within the ARPA Fund. No supplementary funds are needed.

(8) City Attorney fees and specialized legal services; with amounts included for changes in FY 22/23 budgetary estimates.

(9) A full-year with an additional 0.25 IT Support Specialist, proposed staffing increase of a vacant Management Analyst position, on-going document management system licensing fees, new HR Performance Evaluation software, new GASB 96 software.

(10) Negotiated POA increases of 2% for $70,000, approved reclassifications and an increase in a half-time CSO of $85,780; pending new position reclass at $23,449, step increases, rising pension costs, and prior year position vacancies

(11) Includes Complete Streets Policy at $125,000, Climate Action and Adaptation Plan of $100,000, increased street, forestry, and related contract services $207,000; 1999 GW Park Master Plan Update of $28,000, Trees for GW Park at $20,000, building repair increase of $50,000, and staffing changes of $57,945.

(12) Addition of new positions that were approved at mid-year, as well as pending new positions

(13) The FY 22/23 budget included a fire engine for $969,000, while FY 23/24 includes a PW vehicle, security equipment, light poles, and server infrastructure

(14) In FY 23/24 the pension obligation bond was reduced to reflect the payment of the non-safety portion of the debt.

(15) In FY 23/24, a transfer of $625,187 to the Local Water Project is included in that amount. The FY 22/23 amount primarily reflects the amount needed to supplement the Public Safety Augmentation Fund for 9-1-1 Center costs.

REVISED DEPARTMENTS, GENERAL FUND: SERVICES AND SUPPLIES

CITY COUNCIL, CITY MANAGER, ECON DEVELOPMENT, ADMINISTRATIVE SERVICES, COMMUNITY DEVELOPMENT, POLICE, LIBRARY, PUBLIC WORKS, RECREATION

DEPARTMENT	ACCT	TITLE	FY 23/24 RECOMMENDED	NOTE DESCRIPTION	NOTE AMOUNT
CITY COUNCIL					
10 - CITY COUNCIL	5201	REGULAR CITY COUN CONTRACT SERVICES	65,000		-
10 - CITY COUNCIL	5201	REGULAR CITY COUN CONTRACT SERVICES	-	MISC CONTRACT SERVICES, MUNICIPAL CODE PUBLISHING	-
10 - CITY COUNCIL	5202	REGULAR CITY COUN PROF/CONSULTANT S	80,000		-
10 - CITY COUNCIL	5202	REGULAR CITY COUN PROF/CONSULTANT S	-	CSI HR CONSULTING SERVICES	20,000
10 - CITY COUNCIL	5202	REGULAR CITY COUN PROF/CONSULTANT S	-	MISC CONSULTING SERVICES	10,000
10 - CITY COUNCIL	5202	REGULAR CITY COUN PROF/CONSULTANT S	-	RENNE PUBLIC MANAGEMENT GROUP	50,000
10 - CITY COUNCIL	5205	REGULAR CITY COUN LEGAL SERVICES	-	*(MOVED MISC. LEGAL, ON-GOING LITIGATION OF $175,000 TO CITY ATTORNEY/LEGAL SERVICES)*	-
10 - CITY COUNCIL	5211	REGULAR CITY COUN POSTAGE	1,928		-
10 - CITY COUNCIL	5215	REGULAR CITY COUN MEETING/TRAINING/	10,000		-
10 - CITY COUNCIL	5215	REGULAR CITY COUN MEETING/TRAINING/	-	LEAGUE OF CA MEETINGS/CONF, TRAINING	-
10 - CITY COUNCIL	5216	REGULAR CITY COUN ATTENDANCE COSTS	2,000		-
10 - CITY COUNCIL	5216	REGULAR CITY COUN ATTENDANCE COSTS		PG CHAMBER LUNCH, OTHER	-
10 - CITY COUNCIL	5217	REGULAR CITY COUN TRAVEL, MEAL COST	200		-
10 - CITY COUNCIL	5221	REGULAR CITY COUN ADVERTISING	5,000		-
10 - CITY COUNCIL	5221	REGULAR CITY COUN ADVERTISING	-	PUBLIC NOTICES	-
10 - CITY COUNCIL	5222	REGULAR CITY COUN UTILITIES	1,575		-
10 - CITY COUNCIL	5225	REGULAR CITY COUN OPERATING LEASES/	150		-
10 - CITY COUNCIL	5261	REGULAR CITY COUN SUBSCRIPTIONS, ME	84,000		-
10 - CITY COUNCIL	5261	REGULAR CITY COUN SUBSCRIPTIONS, ME	-	MBAY AIR	7,500
10 - CITY COUNCIL	5261	REGULAR CITY COUN SUBSCRIPTIONS, ME	-	TAMC	5,000
10 - CITY COUNCIL	5261	REGULAR CITY COUN SUBSCRIPTIONS, ME	-	UNITED WAY	5,000
10 - CITY COUNCIL	5261	REGULAR CITY COUN SUBSCRIPTIONS, ME	-	ASSOC OF MONTEREY BAY GOVERNMENTS (AMBAG)	4,000
10 - CITY COUNCIL	5261	REGULAR CITY COUN SUBSCRIPTIONS, ME	-	LEAGUE OF CA CITIES	7,500
10 - CITY COUNCIL	5261	REGULAR CITY COUN SUBSCRIPTIONS, ME	-	GATHERING FOR WOMEN	16,000
10 - CITY COUNCIL	5261	REGULAR CITY COUN SUBSCRIPTIONS, ME	-	COMMUNITY HUMAN SERVICES	20,000
10 - CITY COUNCIL	5261	REGULAR CITY COUN SUBSCRIPTIONS, ME	-	RACE FORWARD	1,000
10 - CITY COUNCIL	5261	REGULAR CITY COUN SUBSCRIPTIONS, ME	-	LAFCO	16,000
10 - CITY COUNCIL	5261	REGULAR CITY COUN SUBSCRIPTIONS, ME	-	MONTEREY COUNTY MAYORS ASSOCIATION	2,000
10 - CITY COUNCIL	5291	REGULAR CITY COUN MISC. DEPT EXPENS	5,000		-
10 - CITY COUNCIL	5230	REGULAR CITY COUN INTERNAL SERVICE	9,000		-
10 - CITY COUNCIL	5301	REGULAR CITY COUN OFFICE SUPPLIES	250		-
10 - CITY COUNCIL	5303	REGULAR CITY COUN BOOKS, PRINTED MA	500		-
10 - CITY COUNCIL	5306	REGULAR CITY COUN OFFICE EQUIPMENT	100		-
TOTAL CITY COUNCIL			***264,703***		

REVISED DEPARTMENTS, GENERAL FUND: SERVICES AND SUPPLIES

CITY COUNCIL, CITY MANAGER, ECON DEVELOPMENT, ADMINISTRATIVE SERVICES, COMMUNITY DEVELOPMENT, POLICE, LIBRARY, PUBLIC WORKS, RECREATION

DEPARTMENT	ACCT	TITLE	FY 23/24 RECOMMENDED	NOTE DESCRIPTION	NOTE AMOUNT
CITY MANAGER					
12 - CITY MANAGER	5221	CITY MANAGER OPER ADVERTISING	2,500		
12 - CITY MANAGER	5216	CITY MANAGER OPER ATTENDANCE COSTS	4,000		
12 - CITY MANAGER	5303	CITY MANAGER OPER BOOKS, PRINTED MA	500		
12 - CITY MANAGER	5201	CITY MANAGER OPER CONTRACT SERVICES	60,000		
12 - CITY MANAGER	5201	CITY MANAGER OPER CONTRACT SERVICES	-	MISCELLANEOUS CONTRACTS	
12 - CITY MANAGER	5224	CITY MANAGER OPER EQUIP REPAIR, MAI	400		
12 - CITY MANAGER	5237	CITY MANAGER OPER HR CONSULTANT	30,000		
12 - CITY MANAGER	5237	CITY MANAGER OPER HR CONSULTANT	-	SOCIAL MEDIA TRAINING	
12 - CITY MANAGER	5237	CITY MANAGER OPER HR CONSULTANT	-	EXECUTIVE TRAINING	
12 - CITY MANAGER	5237	CITY MANAGER OPER HR CONSULTANT	-	ANNUAL SALARY SURVEY	
12 - CITY MANAGER	5236	CITY MANAGER OPER HR PROGRAMS	34,000		
12 - CITY MANAGER	5236	CITY MANAGER OPER HR PROGRAMS	-	RECRUITMENT AND RETENTION - VARIOUS PROVISIONS	
12 - CITY MANAGER	5236	CITY MANAGER OPER HR PROGRAMS	-	RECRUITMENT ADS	
12 - CITY MANAGER	5236	CITY MANAGER OPER HR PROGRAMS	-	EE ANNUAL TRAINING DAY	
12 - CITY MANAGER	5236	CITY MANAGER OPER HR PROGRAMS	-	EE APPRECIATION	
12 - CITY MANAGER	5236	CITY MANAGER OPER HR PROGRAMS	-	EE MONTHLY ENGAGEMENT EVENTS	
12 - CITY MANAGER	5236	CITY MANAGER OPER HR PROGRAMS	-	EE PHYSCIAL FITNESS ASSESSMENTS	
12 - CITY MANAGER	5236	CITY MANAGER OPER HR PROGRAMS	-	OPEN ENROLLMENT	
12 - CITY MANAGER	5236	CITY MANAGER OPER HR PROGRAMS	-	LCW TRAINING CONSORTIUM	
12 - CITY MANAGER	5236	CITY MANAGER OPER HR PROGRAMS	-	EE HEALTH & WELLNESS PROGRAMS	
12 - CITY MANAGER	5230	CITY MANAGER OPER INTERNAL SERVICE	41,000		
12 - CITY MANAGER	5205	CITY MANAGER OPER LEGAL SERVICES	80,000		
12 - CITY MANAGER	5205	CITY MANAGER OPER LEGAL SERVICES	-	NEGOTIATIONS	
12 - CITY MANAGER	5205	CITY MANAGER OPER LEGAL SERVICES	-	LCW EMPLOYEMENT LEGAL ADVICE	
12 - CITY MANAGER	5205	CITY MANAGER OPER LEGAL SERVICES	-	UNFORESEEN INVESTIGATIONS	
12 - CITY MANAGER	5215	CITY MANAGER OPER MEETING/TRAINING/	17,000		
12 - CITY MANAGER	5215	CITY MANAGER OPER MEETING/TRAINING/	-	TRAINING/EDU FOR CM DEPT	
12 - CITY MANAGER	5215	CITY MANAGER OPER MEETING/TRAINING/	-	REQUIRED LEGAL/COMPLIANCE UPDATES FOR CITY CLERK AND HR	
12 - CITY MANAGER	5215	CITY MANAGER OPER MEETING/TRAINING/	-	ICMA OR LEAGUE OF CA CITIES CONFERENCE FOR CM	
12 - CITY MANAGER	5215	CITY MANAGER OPER MEETING/TRAINING/	-	DEI TRAINING FOR DEI COORDINATOR	
12 - CITY MANAGER	5291	CITY MANAGER OPER MISC. DEPT EXPENS	5,500		
12 - CITY MANAGER	5306	CITY MANAGER OPER OFFICE EQUIPMENT	1,000		
12 - CITY MANAGER	5301	CITY MANAGER OPER OFFICE SUPPLIES	1,500		
12 - CITY MANAGER	5225	CITY MANAGER OPER OPERATING LEASES/	5,500		
12 - CITY MANAGER	5309	CITY MANAGER OPER OTHER SUPPLIES	200		
12 - CITY MANAGER	5211	CITY MANAGER OPER POSTAGE	200		
12 - CITY MANAGER	5202	CITY MANAGER OPER PROF/CONSULTANT S	20,000		
12 - CITY MANAGER	5202	CITY MANAGER OPER PROF/CONSULTANT S	-	CSI HR CONSULTING	
12 - CITY MANAGER	5601	CITY MANAGER OPER SPECIAL PROGRAMS	-		
12 - CITY MANAGER	5601	CITY MANAGER OPER SPECIAL PROGRAMS	-	*(REMOVED $70,000 FOR PIO AND COMMUNICATION SERVICES)*	
12 - CITY MANAGER	5261	CITY MANAGER OPER SUBSCRIPTIONS, ME	3,200		
12 - CITY MANAGER	5212	CITY MANAGER OPER TELEPHONE	1,000		
12 - CITY MANAGER	5217	CITY MANAGER OPER TRAVEL, MEAL COST	1,500		
12 - CITY MANAGER	5238	CITY MANAGER OPER TUITION REIMBURSE	1,500		
12 - CITY MANAGER	5238	CITY MANAGER OPER TUITION REIMBURSE	-	MEA TUITION REIMBURSEMENT PROGRAM	
12 - CITY MANAGER	5222	CITY MANAGER OPER UTILITIES	3,500		
TOTAL CITY MANAGER'S DEPARTMENT			***314,000***		

REVISED DEPARTMENTS, GENERAL FUND: SERVICES AND SUPPLIES

CITY COUNCIL, CITY MANAGER, ECON DEVELOPMENT, ADMINISTRATIVE SERVICES, COMMUNITY DEVELOPMENT, POLICE, LIBRARY, PUBLIC WORKS, RECREATION

DEPARTMENT	ACCT	TITLE	FY 23/24 RECOMMENDED	NOTE DESCRIPTION	NOTE AMOUNT
ECONOMIC DEVELOPMENT					
12 - ECONOMIC DEVELOPMENT	5201	ECONOMIC DEVELOPM CONTRACT SERVICES	39,999		-
12 - ECONOMIC DEVELOPMENT	5201	ECONOMIC DEVELOPM CONTRACT SERVICES	-	HDL	-
12 - ECONOMIC DEVELOPMENT	5471	ECONOMIC DEVELOPM EDC CONTRIBUTION	39,900		-
12 - ECONOMIC DEVELOPMENT	5471	ECONOMIC DEVELOPM EDC CONTRIBUTION	-	EDC FUNDS	-
12 - ECONOMIC DEVELOPMENT	5202	ECONOMIC DEVELOPM PROF/CONSULTANT S	26,250		-
12 - ECONOMIC DEVELOPMENT	5601	ECONOMIC DEVELOPM SPECIAL PROGRAMS	25,000		-
12 - ECONOMIC DEVELOPMENT	5601	ECONOMIC DEVELOPM SPECIAL PROGRAMS	-	FACADE PROGRAM	-
12 - ECONOMIC DEVELOPMENT	5261	ECONOMIC DEVELOPM SUBSCRIPTIONS, ME	164,325		-
12 - ECONOMIC DEVELOPMENT	5261	ECONOMIC DEVELOPM SUBSCRIPTIONS, ME	-	MCCVB	160,825
12 - ECONOMIC DEVELOPMENT	5261	ECONOMIC DEVELOPM SUBSCRIPTIONS, ME	-	MONTEREY BUSINESS COUNCIL	500
12 - ECONOMIC DEVELOPMENT	5261	ECONOMIC DEVELOPM SUBSCRIPTIONS, ME	-	MONTEREY BAY ECONOMIC PARTNERSHIP	3,000
TOTAL ECONOMIC DEVELOPMENT			***295,474***		
FINANCE					
13 - FINANCE	5221	FINANCE & ACCOUNT ADVERTISING	2,000		-
13 - FINANCE	5213	FINANCE & ACCOUNT BANK FEES	46,000		-
13 - FINANCE	5213	FINANCE & ACCOUNT BANK FEES	-	CLIENT ANALYSIS STATEMENT BANK FEES AT 1900 X 12 (ROUND)	23,000
13 - FINANCE	5213	FINANCE & ACCOUNT BANK FEES	-	HDL BANKING ASSOCIATED FEES	3,000
13 - FINANCE	5213	FINANCE & ACCOUNT BANK FEES	-	MERCHANT TRANSACTION FEES	18,000
13 - FINANCE	5213	FINANCE & ACCOUNT BANK FEES	-	MISC FEES	2,000
13 - FINANCE	5303	FINANCE & ACCOUNT BOOKS, PRINTED MA	4,000		
13 - FINANCE	5303	FINANCE & ACCOUNT BOOKS, PRINTED MA	-	BUDGET PRINTING	
13 - FINANCE	5303	FINANCE & ACCOUNT BOOKS, PRINTED MA	-	CAFR AWARD	
13 - FINANCE	5303	FINANCE & ACCOUNT BOOKS, PRINTED MA	-	BUDGET AWARD PLAQUE	
13 - FINANCE	5303	FINANCE & ACCOUNT BOOKS, PRINTED MA	-	GASB UPDATES (BLUE BOOK, CAPITAL ASSETS, ETC)	
13 - FINANCE	5303	FINANCE & ACCOUNT BOOKS, PRINTED MA	-	AWARD APPLICATIONS	
13 - FINANCE	5201	FINANCE & ACCOUNT CONTRACT SERVICES	187,000		
13 - FINANCE	5201	FINANCE & ACCOUNT CONTRACT SERVICES	-	HDL SERVICES - TOT, BUSINESS LICENSE, AND SALES TAX	60,000
13 - FINANCE	5201	FINANCE & ACCOUNT CONTRACT SERVICES	-	ADT CAMERA MONITORING SERVICES	4,000
13 - FINANCE	5201	FINANCE & ACCOUNT CONTRACT SERVICES	-	GASB 68/GASB 75 REPORT	4,000
13 - FINANCE	5201	FINANCE & ACCOUNT CONTRACT SERVICES	-	COIN PICKUP	3,000
13 - FINANCE	5201	FINANCE & ACCOUNT CONTRACT SERVICES	-	SUPPLEMENTAL CAFR STATS	3,000
13 - FINANCE	5201	FINANCE & ACCOUNT CONTRACT SERVICES	-	OPENGOV/CLEARGOV, CLEAR PLAN, DIGITAL BUDGET BOOK	18,000
13 - FINANCE	5201	FINANCE & ACCOUNT CONTRACT SERVICES	-	MISC: WATER, COPIER CHARGES	5,000
13 - FINANCE	5201	FINANCE & ACCOUNT CONTRACT SERVICES	-	AUDIT SERVICES	65,000
13 - FINANCE	5201	FINANCE & ACCOUNT CONTRACT SERVICES	-	POTENTIAL TEMP. STAFFING FOR RECRUITMENT PERIOD, ASSISTANCE	25,000
13 - FINANCE	5230	FINANCE & ACCOUNT INTERNAL SERVICE	50,000		
13 - FINANCE	5205	FINANCE & ACCOUNT LEGAL SERVICES	2,500		
13 - FINANCE	5215	FINANCE & ACCOUNT MEETING/TRAINING/	16,000		
13 - FINANCE	5215	FINANCE & ACCOUNT MEETING/TRAINING/	-	COMPLIANCE, TECHNICAL UPDATES, TRAININGS, WEBINARS, OR CONFERENCES	
13 - FINANCE	5215	FINANCE & ACCOUNT MEETING/TRAINING/	-	DIRECTOR, FINANCE MGR, MGMT ANALYST, ACCOUNTANT, TECHNICAL STAFF	
13 - FINANCE	5291	FINANCE & ACCOUNT MISC. DEPT EXPENS	6,000		
13 - FINANCE	5306	FINANCE & ACCOUNT OFFICE EQUIPMENT	5,000		
13 - FINANCE	5301	FINANCE & ACCOUNT OFFICE SUPPLIES	9,000		
13 - FINANCE	5225	FINANCE & ACCOUNT OPERATING LEASES/	8,000		
13 - FINANCE	5211	FINANCE & ACCOUNT POSTAGE	3,000		
13 - FINANCE	5202	FINANCE & ACCOUNT PROF/CONSULTANT S	26,000		
13 - FINANCE	5202	FINANCE & ACCOUNT PROF/CONSULTANT S	-	IMPLEMENTATION ASSISTANCE WITH GASB 96 ACCOUNTING STANDARD	
13 - FINANCE	5261	FINANCE & ACCOUNT SUBSCRIPTIONS, ME	1,000		
13 - FINANCE	5222	FINANCE & ACCOUNT UTILITIES	15,000		
TOTAL FINANCE			***380,500***		

REVISED DEPARTMENTS, GENERAL FUND: SERVICES AND SUPPLIES

CITY COUNCIL, CITY MANAGER, ECON DEVELOPMENT, ADMINISTRATIVE SERVICES, COMMUNITY DEVELOPMENT, POLICE, LIBRARY, PUBLIC WORKS, RECREATION

DEPARTMENT	ACCT	TITLE	FY 23/24 RECOMMENDED	NOTE DESCRIPTION	NOTE AMOUNT
INFORMATION SERVICES					
13 - INFORMATION SERVICES	5303	INFORMATION SERVI BOOKS, PRINTED MA	300		
13 - INFORMATION SERVICES	5303	INFORMATION SERVI BOOKS, PRINTED MA	-	MISC	
13 - INFORMATION SERVICES	5307	INFORMATION SERVI COMPUTER HARDWARE	39,000		
13 - INFORMATION SERVICES	5307	INFORMATION SERVI COMPUTER HARDWARE	-	PRINTER REFRESH	4,000
13 - INFORMATION SERVICES	5307	INFORMATION SERVI COMPUTER HARDWARE	-	COMPUTER ASSET REPLACEMENT	35,000
13 - INFORMATION SERVICES	5201	INFORMATION SERVI CONTRACT SERVICES	123,136		-
13 - INFORMATION SERVICES	5201	INFORMATION SERVI CONTRACT SERVICES	-	NETWORK SUPPORT - GENERAL	10,000
13 - INFORMATION SERVICES	5201	INFORMATION SERVI CONTRACT SERVICES	-	AFTERHOURS AND VACATION	12,000
13 - INFORMATION SERVICES	5201	INFORMATION SERVI CONTRACT SERVICES	-	LOW VOLTAGE CABLE SUPPORT	8,000
13 - INFORMATION SERVICES	5201	INFORMATION SERVI CONTRACT SERVICES	-	GIS SERVICES - PIE SERVICES	25,000
13 - INFORMATION SERVICES	5201	INFORMATION SERVI CONTRACT SERVICES	-	GIS MASTERPLAN IMPLEMENTATION - THIRD PHASE	39,000
13 - INFORMATION SERVICES	5201	INFORMATION SERVI CONTRACT SERVICES	-	WEBSITE HOSTING MAINTENANCE AND SUPPORT	10,000
13 - INFORMATION SERVICES	5201	INFORMATION SERVI CONTRACT SERVICES	-	PHONE SYSTEM MAINTENANCE & SUPPORT	12,000
13 - INFORMATION SERVICES	5201	INFORMATION SERVI CONTRACT SERVICES	-	NEGOV IMPLEMENTATION FOR PERFORMANCE EVALUATIONS	7,136
13 - INFORMATION SERVICES	5206	INFORMATION SERVI DATA, COMMUNICATI	26,000		-
13 - INFORMATION SERVICES	5206	INFORMATION SERVI DATA, COMMUNICATI	-	INTERNET FOR SITES	26,000
13 - INFORMATION SERVICES	5239	INFORMATION SERVI DEPT APPLICATION	*92,200*		-
13 - INFORMATION SERVICES	5239	INFORMATION SERVI DEPT APPLICATION	-	CITIZEN REQUEST MANAGEMENT	9,150
13 - INFORMATION SERVICES	5239	INFORMATION SERVI DEPT APPLICATION	-	ESRI GIS LICENSING	12,500
13 - INFORMATION SERVICES	5239	INFORMATION SERVI DEPT APPLICATION	-	AGENDA MANAGEMENT SYSTEM SUPPORT/ LICENSING	13,600
13 - INFORMATION SERVICES	5239	INFORMATION SERVI DEPT APPLICATION	-	RECREATION MGMT SYSTEM SUPPORT / LICENSING	8,000
13 - INFORMATION SERVICES	5239	INFORMATION SERVI DEPT APPLICATION	-	NEOGOV HR SOFTWARE	5,600
13 - INFORMATION SERVICES	5239	INFORMATION SERVI DEPT APPLICATION	-	NETFILE - E-FILING & FORM 700	4,600
13 - INFORMATION SERVICES	5239	INFORMATION SERVI DEPT APPLICATION	-	*(REMOVED $40,000 FOR ZENCITY SOFTWARE)*	-
13 - INFORMATION SERVICES	5239	INFORMATION SERVI DEPT APPLICATION	-	LASERFICHE - DOCUMENT MANAGEMENT SOFTWARE	25,750
13 - INFORMATION SERVICES	5239	INFORMATION SERVI DEPT APPLICATION	-	DEBTBOOK SOFTWARE FOR FINANCE	13,000
13 - INFORMATION SERVICES	5224	INFORMATION SERVI EQUIP REPAIR, MAI	10,000		-
13 - INFORMATION SERVICES	5224	INFORMATION SERVI EQUIP REPAIR, MAI	-	MISC. EQUIP., REPAIR, AND SUPPORT RELATED PURCHASES	10,000
13 - INFORMATION SERVICES	5230	INFORMATION SERVI INTERNAL SERVICE	24,000		-
13 - INFORMATION SERVICES	5207	INFORMATION SERVI MAINTENANCE SERVI	16,000		-
13 - INFORMATION SERVICES	5207	INFORMATION SERVI MAINTENANCE SERVI	-	NETWORK EQUIPMENT MAINTENANCE	5,000
13 - INFORMATION SERVICES	5207	INFORMATION SERVI MAINTENANCE SERVI	-	PHONE EQUIPMENT MAINTENANCE	5,000
13 - INFORMATION SERVICES	5207	INFORMATION SERVI MAINTENANCE SERVI	-	UPS MAINTENANCE	3,000
13 - INFORMATION SERVICES	5207	INFORMATION SERVI MAINTENANCE SERVI	-	HP SERVERS & STORAGE MAINTENANCE SUPPORT	3,000
13 - INFORMATION SERVICES	5215	INFORMATION SERVI MEETING/TRAINING/	17,000		-
13 - INFORMATION SERVICES	5215	INFORMATION SERVI MEETING/TRAINING/	-	GIS MASTER PLAN TRAINING, CONFERENCES, ADMIN. TRAINING	13,500
13 - INFORMATION SERVICES	5215	INFORMATION SERVI MEETING/TRAINING/	-	MICROSOFT 365 & OTHER TRAINING FOR ALL CITY STAFF	3,500
13 - INFORMATION SERVICES	5306	INFORMATION SERVI OFFICE EQUIPMENT	2,500		-
13 - INFORMATION SERVICES	5306	INFORMATION SERVI OFFICE EQUIPMENT	-	TOOLS	1,500
13 - INFORMATION SERVICES	5306	INFORMATION SERVI OFFICE EQUIPMENT	-	EQUIPMENT CART	500
13 - INFORMATION SERVICES	5306	INFORMATION SERVI OFFICE EQUIPMENT	-	STORAGE SHELFS AND RACKS	500
13 - INFORMATION SERVICES	5301	INFORMATION SERVI OFFICE SUPPLIES	1,000		-
13 - INFORMATION SERVICES	5211	INFORMATION SERVI POSTAGE	200		-
13 - INFORMATION SERVICES	5229	INFORMATION SERVI SOFTWARE LICENSE	99,500		-
13 - INFORMATION SERVICES	5229	INFORMATION SERVI SOFTWARE LICENSE	-	MICROSOFT 365	32,000
13 - INFORMATION SERVICES	5229	INFORMATION SERVI SOFTWARE LICENSE	-	VEEAM - CLOUD BACKUPS	5,000
13 - INFORMATION SERVICES	5229	INFORMATION SERVI SOFTWARE LICENSE	-	WINDOWS LICENSING	7,000
13 - INFORMATION SERVICES	5229	INFORMATION SERVI SOFTWARE LICENSE	-	WINDOWS 2019 SERVER LICENSING	7,000
13 - INFORMATION SERVICES	5229	INFORMATION SERVI SOFTWARE LICENSE	-	ENDPOINT SECURITY SOFTWARE	15,000
13 - INFORMATION SERVICES	5229	INFORMATION SERVI SOFTWARE LICENSE	-	DOCUSIGN	5,000
13 - INFORMATION SERVICES	5229	INFORMATION SERVI SOFTWARE LICENSE	-	SYSTEMS MANAGEMENT, HELPDESK, AND IMAGING SOFTWARE	5,000
13 - INFORMATION SERVICES	5229	INFORMATION SERVI SOFTWARE LICENSE	-	MISC. SOFTWARE TOOLS & UTILITIES	1,500
13 - INFORMATION SERVICES	5229	INFORMATION SERVI SOFTWARE LICENSE	-	VMWARE - VIRTUALIZATION SOFTWARE	2,000
13 - INFORMATION SERVICES	5229	INFORMATION SERVI SOFTWARE LICENSE	-	ZOOM - VIRTUAL MEETINGS SOFTWARE	5,000
13 - INFORMATION SERVICES	5229	INFORMATION SERVI SOFTWARE LICENSE	-	NETWORK MONITORING SOFTWARE	15,000

REVISED DEPARTMENTS, GENERAL FUND: SERVICES AND SUPPLIES

CITY COUNCIL, CITY MANAGER, ECON DEVELOPMENT, ADMINISTRATIVE SERVICES, COMMUNITY DEVELOPMENT, POLICE, LIBRARY, PUBLIC WORKS, RECREATION

DEPARTMENT	ACCT	TITLE	FY 23/24 RECOMMENDED	NOTE DESCRIPTION	NOTE AMOUNT
13 - INFORMATION SERVICES	5261	INFORMATION SERVI SUBSCRIPTIONS, ME	2,700		-
13 - INFORMATION SERVICES	5261	INFORMATION SERVI SUBSCRIPTIONS, ME	-	MISAC MEMBERSHIP, 2 STAFF @ 260 EACH	520
13 - INFORMATION SERVICES	5261	INFORMATION SERVI SUBSCRIPTIONS, ME	-	QUICKSTART	1,560
13 - INFORMATION SERVICES	5261	INFORMATION SERVI SUBSCRIPTIONS, ME	-	AMAZON	120
13 - INFORMATION SERVICES	5261	INFORMATION SERVI SUBSCRIPTIONS, ME	-	LINKEDIN LEARNING	500
13 - INFORMATION SERVICES	5212	INFORMATION SERVI TELEPHONE	30,000		-
13 - INFORMATION SERVICES	5212	INFORMATION SERVI TELEPHONE	-	POTS, TRUNKS, DID LINES; CELL PHONE EQUIP. & SERVICES	30,000
13 - INFORMATION SERVICES	5217	INFORMATION SERVI TRAVEL, MEAL COST	1,500		-
13 - INFORMATION SERVICES	5217	INFORMATION SERVI TRAVEL, MEAL COST	-	MISAC, ESRI, OR GARTNER ANNUAL CONFERENCE	-
TOTAL INFORMATION SERVICES			***485,036***		
COMMUNITY DEVELOPMENT					
20 - COMMUNITY DEVELOPMENT	5201	PLANNING & BUILDI CONTRACT SERVICES	928,000		-
20 - COMMUNITY DEVELOPMENT	5201	PLANNING & BUILDI CONTRACT SERVICES	-	4LEAF CONTRACT	-
20 - COMMUNITY DEVELOPMENT	5202	PLANNING & BUILDI PROF/CONSULTANT S	648,000		-
20 - COMMUNITY DEVELOPMENT	5202	PLANNING & BUILDI PROF/CONSULTANT S	-	CEQA CONSULTANTS - RINCON PEER REVIEW ENV DOCS	20,000
20 - COMMUNITY DEVELOPMENT	5202	PLANNING & BUILDI PROF/CONSULTANT S	-	RINCON GEN PLAN UPDATE (PLACEHOLDER FOR PENDING ADJUSTMENT)	500,000
20 - COMMUNITY DEVELOPMENT	5202	PLANNING & BUILDI PROF/CONSULTANT S	-	GOOD CITY PLANNING SERVICES	30,000
20 - COMMUNITY DEVELOPMENT	5202	PLANNING & BUILDI PROF/CONSULTANT S	-	HARRIS HOUSING ELEMENT CEQA	39,000
20 - COMMUNITY DEVELOPMENT	5202	PLANNING & BUILDI PROF/CONSULTANT S	-	PAGE & TURNBULL NOAA BUILDING	20,000
20 - COMMUNITY DEVELOPMENT	5202	PLANNING & BUILDI PROF/CONSULTANT S	-	BBK GENERAL PLAN CEQA DEVELOPMENT ASSISTANCE	39,000
20 - COMMUNITY DEVELOPMENT	5205	PLANNING & BUILDI LEGAL SERVICES	98,000		-
20 - COMMUNITY DEVELOPMENT	5205	PLANNING & BUILDI LEGAL SERVICES	-	BBK PLANNING AND LEGAL, TELECOMMUNICATIONS	-
20 - COMMUNITY DEVELOPMENT	5205	PLANNING & BUILDI LEGAL SERVICES	-	MISC. LEGAL ASSISTANCE RELATED	-
20 - COMMUNITY DEVELOPMENT	5208	PLANNING & BUILDI CONTRACT PERSONNE	150,000		-
20 - COMMUNITY DEVELOPMENT	5208	PLANNING & BUILDI CONTRACT PERSONNE	-	HARRIS - SENIOR PLANNER SERVICES	-
20 - COMMUNITY DEVELOPMENT	5211	PLANNING & BUILDI POSTAGE	4,200		-
20 - COMMUNITY DEVELOPMENT	5212	PLANNING & BUILDI TELEPHONE	3,000		-
20 - COMMUNITY DEVELOPMENT	5213	PLANNING & BUILDI BANK FEES	20,000		-
20 - COMMUNITY DEVELOPMENT	5215	PLANNING & BUILDI MEETING/TRAINING/	17,615		-
20 - COMMUNITY DEVELOPMENT	5215	PLANNING & BUILDI MEETING/TRAINING/	-	STAFF TRAINING AND ARB, HRC, AND PC TRAINING	-
20 - COMMUNITY DEVELOPMENT	5218	PLANNING & BUILDI EDUCATION INCENTI	1,500		-
20 - COMMUNITY DEVELOPMENT	5221	PLANNING & BUILDI ADVERTISING	15,000		-
20 - COMMUNITY DEVELOPMENT	5222	PLANNING & BUILDI UTILITIES	9,600		-
20 - COMMUNITY DEVELOPMENT	5224	PLANNING & BUILDI EQUIP REPAIR, MAI	750		-
20 - COMMUNITY DEVELOPMENT	5225	PLANNING & BUILDI OPERATING LEASES/	16,500		-
20 - COMMUNITY DEVELOPMENT	5225	PLANNING & BUILDI OPERATING LEASES/	-	IWORQ SERVICE AGREEMENT	-
20 - COMMUNITY DEVELOPMENT	5225	PLANNING & BUILDI OPERATING LEASES/	-	COPIER LEASE, MAIL MACHINE	-
20 - COMMUNITY DEVELOPMENT	5226	PLANNING & BUILDI EQUIPMENT REPAIR	3,500		-
20 - COMMUNITY DEVELOPMENT	5227	PLANNING & BUILDI VEHICLE REPAIR	300		-
20 - COMMUNITY DEVELOPMENT	5229	PLANNING & BUILDI SOFTWARE LICENSE	21,000		-
20 - COMMUNITY DEVELOPMENT	5230	PLANNING & BUILDI INTERNAL SERVICE	104,000		-
20 - COMMUNITY DEVELOPMENT	5261	PLANNING & BUILDI SUBSCRIPTIONS, ME	3,000		-
20 - COMMUNITY DEVELOPMENT	5291	PLANNING & BUILDI MISC. DEPT EXPENS	8,500		-
20 - COMMUNITY DEVELOPMENT	5301	PLANNING & BUILDI OFFICE SUPPLIES	7,000		-
20 - COMMUNITY DEVELOPMENT	5303	PLANNING & BUILDI BOOKS, PRINTED MA	4,000		-
20 - COMMUNITY DEVELOPMENT	5306	PLANNING & BUILDI OFFICE EQUIPMENT	5,000		-
20 - COMMUNITY DEVELOPMENT	5309	PLANNING & BUILDI OTHER SUPPLIES	500		-
20 - COMMUNITY DEVELOPMENT	5311	PLANNING & BUILDI VEHICLE FUEL	250		-
TOTAL COMMUNITY DEVELOPMENT			***2,069,215***		

REVISED DEPARTMENTS, GENERAL FUND: SERVICES AND SUPPLIES

CITY COUNCIL, CITY MANAGER, ECON DEVELOPMENT, ADMINISTRATIVE SERVICES, COMMUNITY DEVELOPMENT, POLICE, LIBRARY, PUBLIC WORKS, RECREATION

DEPARTMENT	ACCT	TITLE	FY 23/24 RECOMMENDED	NOTE DESCRIPTION	NOTE AMOUNT
POLICE					
30 - POLICE	5201	POLICE OPERATIONS CONTRACT SERVICES	222,000		-
30 - POLICE	5201	POLICE OPERATIONS CONTRACT SERVICES	-	SPECIAL PD EAP PROGRAM	10,000
30 - POLICE	5201	POLICE OPERATIONS CONTRACT SERVICES	-	MONTEREY COUNTY SHERIFF'S DEPARTMENT (CJIS-WARRANTS)	70,000
30 - POLICE	5201	POLICE OPERATIONS CONTRACT SERVICES	-	MARK43 (*NEW* PD RECORDS MGMT SYSTEM)	26,000
30 - POLICE	5201	POLICE OPERATIONS CONTRACT SERVICES	-	JOHNSON CONTROLS, INC/GENETEC (SURVEILLANCE SYSTEM)	4,000
30 - POLICE	5201	POLICE OPERATIONS CONTRACT SERVICES	-	MONTEREY PENINSULA SPECIAL RESPONSE UNIT	5,000
30 - POLICE	5201	POLICE OPERATIONS CONTRACT SERVICES	-	BACKGROUND INVESTIGATIONS, POLYGRAPH, MEDICALS, LIVESCA	11,000
30 - POLICE	5201	POLICE OPERATIONS CONTRACT SERVICES	-	LEXIPOL LLC (PARTIALLY REIMBURSED BY PARSAC)	10,000
30 - POLICE	5201	POLICE OPERATIONS CONTRACT SERVICES	-	SPCA MONTEREY COUNTY	10,000
30 - POLICE	5201	POLICE OPERATIONS CONTRACT SERVICES	-	CALEA (ACCREDITATION) & POWERDMS (SOFTWARE)	7,000
30 - POLICE	5201	POLICE OPERATIONS CONTRACT SERVICES	-	LEFTA (FTO, TRAINING SOFTWARE)	15,000
30 - POLICE	5201	POLICE OPERATIONS CONTRACT SERVICES	-	LANGUAGE LINE (TRANSLATION SERVICES)	2,000
30 - POLICE	5201	POLICE OPERATIONS CONTRACT SERVICES	-	SPEAK WRITE (TRANSCRIPTION SERVICES)	7,000
30 - POLICE	5201	POLICE OPERATIONS CONTRACT SERVICES	-	GUARDIAN TRACKING (EVAL)	2,000
30 - POLICE	5201	POLICE OPERATIONS CONTRACT SERVICES	-	DEPARTMENT OF JUSTICE	5,000
30 - POLICE	5201	POLICE OPERATIONS CONTRACT SERVICES	-	ARCHIVE SOCIAL	3,000
30 - POLICE	5201	POLICE OPERATIONS CONTRACT SERVICES	-	SAME DAY SHRED	2,000
30 - POLICE	5201	POLICE OPERATIONS CONTRACT SERVICES	-	AMERIPRIDE	5,000
30 - POLICE	5201	POLICE OPERATIONS CONTRACT SERVICES	-	DRINKING WATER SERVICES	1,000
30 - POLICE	5201	POLICE OPERATIONS CONTRACT SERVICES	-	TRACNET	15,000
30 - POLICE	5201	POLICE OPERATIONS CONTRACT SERVICES	-	MISC (SHARPS, LAB, COVANTA)	9,000
30 - POLICE	5201	POLICE OPERATIONS CONTRACT SERVICES	-	VERITONE: RIPA	3,000
30 - POLICE	5202	POLICE OPERATIONS PROF/CONSULTANT S	10,000		-
30 - POLICE	5205	POLICE OPERATIONS LEGAL SERVICES	10,000		-
30 - POLICE	5206	POLICE OPERATIONS DATA, COMMUNICATI	37,000		-
30 - POLICE	5206	POLICE OPERATIONS DATA, COMMUNICATI	-	VERIZON WIRELESS (PATROL VEHICLES)	9,000
30 - POLICE	5206	POLICE OPERATIONS DATA, COMMUNICATI	-	VERIZON BUSINESS (ACCESS PORT-STATION)	9,000
30 - POLICE	5206	POLICE OPERATIONS DATA, COMMUNICATI	-	AT&T	3,000
30 - POLICE	5206	POLICE OPERATIONS DATA, COMMUNICATI	-	FIRSTNET (CELL PHONES)	16,000
30 - POLICE	5211	POLICE OPERATIONS POSTAGE	2,000		-
30 - POLICE	5212	POLICE OPERATIONS TELEPHONE	1,600		-
30 - POLICE	5213	POLICE OPERATIONS BANK FEES	55,000		-
30 - POLICE	5213	POLICE OPERATIONS BANK FEES	-	PARKING METER BANK FEES	55,000
30 - POLICE	5215	POLICE OPERATIONS MEETING/TRAINING/	70,000		-
30 - POLICE	5215	POLICE OPERATIONS MEETING/TRAINING/	-	DEPARTMENT TRAINING	60,000
30 - POLICE	5215	POLICE OPERATIONS MEETING/TRAINING/	-	TRAINING PER DIEM INCREASES	10,000
30 - POLICE	5222	POLICE OPERATIONS UTILITIES	36,000		-
30 - POLICE	5223	POLICE OPERATIONS BLDG REPAIR, MAIN	6,000		-
30 - POLICE	5224	POLICE OPERATIONS EQUIP REPAIR, MAI	20,000		-
30 - POLICE	5225	POLICE OPERATIONS OPERATING LEASES/	7,000		-
30 - POLICE	5225	POLICE OPERATIONS OPERATING LEASES/	-	KONICA COPY/FAX/SCAN LEASE	7,000
30 - POLICE	5227	POLICE OPERATIONS VEHICLE REPAIR	30,000		-
30 - POLICE	5230	POLICE OPERATIONS INTERNAL SERVICE	377,000		-
30 - POLICE	5261	POLICE OPERATIONS SUBSCRIPTIONS, ME	5,000		-
30 - POLICE	5261	POLICE OPERATIONS SUBSCRIPTIONS, ME	-	CPOA CPCA CAPE CLEARS MCCLEOA CALPAC IACP FBI ETC.	5,000
30 - POLICE	5275	POLICE OPERATIONS SAFETY EQUIP	25,000		-
30 - POLICE	5275	POLICE OPERATIONS SAFETY EQUIP	-	BULLETPROOF VESTS (PARTIALLY REIMBURSED BY GRANT)	8,000
30 - POLICE	5275	POLICE OPERATIONS SAFETY EQUIP	-	PPE	5,000
30 - POLICE	5275	POLICE OPERATIONS SAFETY EQUIP	-	MISC. REPLACEMENT EQUIP (TASERS, RADIOS, ETC.)	12,000
30 - POLICE	5291	POLICE OPERATIONS MISC. DEPT EXPENS	30,000		-
30 - POLICE	5291	POLICE OPERATIONS MISC. DEPT EXPENS	-	BADGES	2,000
30 - POLICE	5291	POLICE OPERATIONS MISC. DEPT EXPENS	-	SUMMIT UNIFORMS (NEW HIRES)	4,000
30 - POLICE	5291	POLICE OPERATIONS MISC. DEPT EXPENS	-	CSO SUPPLIES: ANIMAL & PARKING	2,000
30 - POLICE	5291	POLICE OPERATIONS MISC. DEPT EXPENS	-	PROPERTY & EVIDENCE SUPPLIES, CSI	5,000
30 - POLICE	5291	POLICE OPERATIONS MISC. DEPT EXPENS	-	PUBLIC OUTREACH SUPPLIES	2,000
30 - POLICE	5291	POLICE OPERATIONS MISC. DEPT EXPENS	-	OTHER MISC.	15,000
30 - POLICE	5301	POLICE OPERATIONS OFFICE SUPPLIES	16,000		-
30 - POLICE	5301	POLICE OPERATIONS OFFICE SUPPLIES	-	STAPLES, OFFICE DEPOT	10,000

REVISED DEPARTMENTS, GENERAL FUND: SERVICES AND SUPPLIES

CITY COUNCIL, CITY MANAGER, ECON DEVELOPMENT, ADMINISTRATIVE SERVICES, COMMUNITY DEVELOPMENT, POLICE, LIBRARY, PUBLIC WORKS, RECREATION

DEPARTMENT	ACCT	TITLE	FY 23/24 RECOMMENDED	NOTE DESCRIPTION	NOTE AMOUNT
30 - POLICE	5301	POLICE OPERATIONS OFFICE SUPPLIES	-	PRINTING CITE BOOKS	2,000
30 - POLICE	5301	POLICE OPERATIONS OFFICE SUPPLIES	-	MISC.	4,000
30 - POLICE	5306	POLICE OPERATIONS OFFICE EQUIPMENT	10,000		-
30 - POLICE	5306	POLICE OPERATIONS OFFICE EQUIPMENT	-	CHAIRS, FURNITURE	10,000
30 - POLICE	5311	POLICE OPERATIONS VEHICLE FUEL	35,000		-
30 - POLICE	5316	POLICE OPERATIONS AMMUNITION	12,000		-
30 - POLICE	5316	POLICE OPERATIONS AMMUNITION	-	RIFLE AMMUNITION	5,000
30 - POLICE	5316	POLICE OPERATIONS AMMUNITION	-	HANDGUN AMMUNITION	5,000
30 - POLICE	5316	POLICE OPERATIONS AMMUNITION	-	POLICE ACADEMY RECRUIT TRAINING	2,000
TOTAL POLICE			***1,016,600***		
LIBRARY					
40 - LIBRARY	5201	LIBRARY OPERATION CONTRACT SERVICES	40,000		-
40 - LIBRARY	5201	LIBRARY OPERATION CONTRACT SERVICES	-	PACIFIC LIBRARY PARTNERSHIP	8,641
40 - LIBRARY	5201	LIBRARY OPERATION CONTRACT SERVICES	-	SENTRY ALARM	2,500
40 - LIBRARY	5201	LIBRARY OPERATION CONTRACT SERVICES	-	CITY OF MONTEREY	3,671
40 - LIBRARY	5201	LIBRARY OPERATION CONTRACT SERVICES	-	BYWATER SOLUTIONS	8,166
40 - LIBRARY	5201	LIBRARY OPERATION CONTRACT SERVICES	-	LIBRARICA LLC	300
40 - LIBRARY	5201	LIBRARY OPERATION CONTRACT SERVICES	-	BAKER & TAYLOR	3,100
40 - LIBRARY	5201	LIBRARY OPERATION CONTRACT SERVICES	-	CALIFA GROUP	6,411
40 - LIBRARY	5201	LIBRARY OPERATION CONTRACT SERVICES	-	CROZIER STUDIOS	1,300
40 - LIBRARY	5201	LIBRARY OPERATION CONTRACT SERVICES	-	MITEL SVGS	5,911
40 - LIBRARY	5211	LIBRARY OPERATION POSTAGE	300		-
40 - LIBRARY	5212	LIBRARY OPERATION TELEPHONE	1,000		-
40 - LIBRARY	5215	LIBRARY OPERATION MEETING/TRAINING/	1,000		-
40 - LIBRARY	5222	LIBRARY OPERATION UTILITIES	21,000		-
40 - LIBRARY	5223	LIBRARY OPERATION BLDG REPAIR, MAIN	5,400		-
40 - LIBRARY	5225	LIBRARY OPERATION OPERATING LEASES/	7,000		-
40 - LIBRARY	5230	LIBRARY OPERATION INTERNAL SERVICE	35,000		-
40 - LIBRARY	5291	LIBRARY OPERATION MISC. DEPT EXPENS	11,500		-
40 - LIBRARY	5301	LIBRARY OPERATION OFFICE SUPPLIES	12,000		-
40 - LIBRARY	5303	LIBRARY OPERATION BOOKS, PRINTED MA	40,000		-
40 - LIBRARY	5306	LIBRARY OPERATION OFFICE EQUIPMENT	8,000		-
TOTAL LIBRARY			***182,200***		

REVISED DEPARTMENTS, GENERAL FUND: SERVICES AND SUPPLIES

CITY COUNCIL, CITY MANAGER, ECON DEVELOPMENT, ADMINISTRATIVE SERVICES, COMMUNITY DEVELOPMENT, POLICE, LIBRARY, PUBLIC WORKS, RECREATION

DEPARTMENT	ACCT	TITLE	FY 23/24 RECOMMENDED	NOTE DESCRIPTION	NOTE AMOUNT
RECREATION					
42 - RECREATION	5201	RECREATION OPERAT CONTRACT SERVICES	10,000		-
42 - RECREATION	5201	RECREATION OPERAT CONTRACT SERVICES	-	ISC CONTRACT AND PROGRAM RELATED CONTRACT	-
42 - RECREATION	5208	RECREATION OPERAT CONTRACT PERSONNE	35,000		-
42 - RECREATION	5211	RECREATION OPERAT POSTAGE	1,000		-
42 - RECREATION	5212	RECREATION OPERAT TELEPHONE	4,000		-
42 - RECREATION	5213	RECREATION OPERAT BANK FEES	25,000		-
42 - RECREATION	5213	RECREATION OPERAT BANK FEES	-	BANK FEES FOR ONLINE REG - USER PAYS	5,000
42 - RECREATION	5213	RECREATION OPERAT BANK FEES	-	BASED ON YTD EXPENSES & INCR. PROGRAMS	20,000
42 - RECREATION	5215	RECREATION OPERAT MEETING/TRAINING/	3,000		-
42 - RECREATION	5215	RECREATION OPERAT MEETING/TRAINING/	-	LIFE GUARD CLASSES; REC TRAININGS	-
42 - RECREATION	5217	RECREATION OPERAT TRAVEL, MEAL COST	2,500		-
42 - RECREATION	5217	RECREATION OPERAT TRAVEL, MEAL COST	-	ANTICIPATED INCREASED TRAINING	-
42 - RECREATION	5221	RECREATION OPERAT ADVERTISING	16,500		-
42 - RECREATION	5221	RECREATION OPERAT ADVERTISING	-	ACTIVITY GUIDE PROD/MAILING & SUMMER/HIRING	-
42 - RECREATION	5222	RECREATION OPERAT UTILITIES	175,000		-
42 - RECREATION	5222	RECREATION OPERAT UTILITIES	-	INCLUDES INCREASE FOR CAL AM	-
42 - RECREATION	5223	RECREATION OPERAT BLDG REPAIR, MAIN	10,000		-
42 - RECREATION	5223	RECREATION OPERAT BLDG REPAIR, MAIN	-	AGING FACILITIES	-
42 - RECREATION	5225	RECREATION OPERAT OPERATING LEASES/	75		-
42 - RECREATION	5226	RECREATION OPERAT EQUIPMENT REPAIR	5,000		-
42 - RECREATION	5227	RECREATION OPERAT VEHICLE REPAIR	1,000		-
42 - RECREATION	5230	RECREATION OPERAT INTERNAL SERVICE	28,000		-
42 - RECREATION	5261	RECREATION OPERAT SUBSCRIPTIONS, ME	2,500		-
42 - RECREATION	5301	RECREATION OPERAT OFFICE SUPPLIES	6,000		-
42 - RECREATION	5301	RECREATION OPERAT OFFICE SUPPLIES	-	NEW OFFICE SUPPLES, SUPPLIES NEW EMPLOYEE	-
42 - RECREATION	5305	RECREATION OPERAT JANITORIAL SUPPLI	4,000		-
42 - RECREATION	5305	RECREATION OPERAT JANITORIAL SUPPLI	-	INCREASED DUE TO MORE PROGRAMS	-
42 - RECREATION	5309	RECREATION OPERAT OTHER SUPPLIES	5,000		-
42 - RECREATION	5309	RECREATION OPERAT OTHER SUPPLIES	-	INCREASED DUE TO MORE PROGRAMS	-
42 - RECREATION	5311	RECREATION OPERAT VEHICLE FUEL	1,100		-
42 - RECREATION	5361	RECREATION OPERAT RECREATION SUPPLI	20,000		-
42 - RECREATION	5361	RECREATION OPERAT RECREATION SUPPLI	-	NEEDS FOR INCREASED PRGMS - PRESCHOOL, YOUTH	-
42 - RECREATION	5504	RECREATION OPERAT REC PRO SHOP INVE	1,000		-
TOTAL RECREATION			***355,675***		

REVISED DEPARTMENTS, GENERAL FUND: SERVICES AND SUPPLIES

CITY COUNCIL, CITY MANAGER, ECON DEVELOPMENT, ADMINISTRATIVE SERVICES, COMMUNITY DEVELOPMENT, POLICE, LIBRARY, PUBLIC WORKS, RECREATION

DEPARTMENT	ACCT	TITLE	FY 23/24 RECOMMENDED	NOTE DESCRIPTION	NOTE AMOUNT
PUBLIC WORKS					
50 - PUBLIC WORKS	5201	PUBLIC WORKS ADMI CONTRACT SERVICES	255,000		-
50 - PUBLIC WORKS	5201	PUBLIC WORKS ADMI CONTRACT SERVICES	-	CLIMATE ACTION AND ADAPTATION PLAN	100,000
50 - PUBLIC WORKS	5201	PUBLIC WORKS ADMI CONTRACT SERVICES	-	COMPLETE STREETS POLICY	125,000
50 - PUBLIC WORKS	5201	PUBLIC WORKS ADMI CONTRACT SERVICES	-	GULL ABATMENT	25,000
50 - PUBLIC WORKS	5201	PUBLIC WORKS ADMI CONTRACT SERVICES	-	MISC CONTRACT SERVICES	5,000
50 - PUBLIC WORKS	5201	BUILDINGS & GROUN CONTRACT SERVICES	130,000		-
50 - PUBLIC WORKS	5201	BUILDINGS & GROUN CONTRACT SERVICES	-	PARK MOWING	20,000
50 - PUBLIC WORKS	5201	BUILDINGS & GROUN CONTRACT SERVICES	-	MISC BUILDING & FACILITIES CONTRACT	21,000
50 - PUBLIC WORKS	5201	BUILDINGS & GROUN CONTRACT SERVICES	-	CITY HALL SUPPLEMENTAL JANITORIAL	10,000
50 - PUBLIC WORKS	5201	BUILDINGS & GROUN CONTRACT SERVICES	-	PG MUSEUM OF NATURAL HISTORY JANITORIAL	29,000
50 - PUBLIC WORKS	5201	BUILDINGS & GROUN CONTRACT SERVICES	-	SENTRY ALARM	15,000
50 - PUBLIC WORKS	5201	BUILDINGS & GROUN CONTRACT SERVICES	-	LANDSCAPE SERVICES	15,000
50 - PUBLIC WORKS	5201	BUILDINGS & GROUN CONTRACT SERVICES	-	ON-CALL ELECTRICAL SERVICES	20,000
50 - PUBLIC WORKS	5201	STREET CLEANING CONTRACT SERVICES	225,720		-
50 - PUBLIC WORKS	5201	STREET CLEANING CONTRACT SERVICES	-	STREET SWEEPING CONTRACT	225,720
50 - PUBLIC WORKS	5201	STREET MAINTENANC CONTRACT SERVICES	146,500		-
50 - PUBLIC WORKS	5201	STREET MAINTENANC CONTRACT SERVICES	-	MISC. CONTRACT	5,000
50 - PUBLIC WORKS	5201	STREET MAINTENANC CONTRACT SERVICES	-	TRAFFIC SIGNAL MAINT & REPAIRS	20,000
50 - PUBLIC WORKS	5201	STREET MAINTENANC CONTRACT SERVICES	-	IWORQ SOFTWARE	1,500
50 - PUBLIC WORKS	5201	STREET MAINTENANC CONTRACT SERVICES	-	GIS MAPPING SERVICES	5,000
50 - PUBLIC WORKS	5201	STREET MAINTENANC CONTRACT SERVICES	-	STORMWATER MONITORING	40,000
50 - PUBLIC WORKS	5201	STREET MAINTENANC CONTRACT SERVICES	-	ON CALL CONCRETE CONTRACTOR	75,000
50 - PUBLIC WORKS	5201	FORESTRY CONTRACT SERVICES	445,000		-
50 - PUBLIC WORKS	5201	FORESTRY CONTRACT SERVICES	-	20K MISC. ANTICIPATED INC IN ANNUAL CONTRACT	20,000
50 - PUBLIC WORKS	5201	FORESTRY CONTRACT SERVICES	-	BUTTERFLY SANCTUARY GRANT MATCH FUNDING	25,000
50 - PUBLIC WORKS	5201	FORESTRY CONTRACT SERVICES	-	STU WEISS SERVICES - MONARCH SANCT. MGMT PLAN	10,000
50 - PUBLIC WORKS	5201	FORESTRY CONTRACT SERVICES	-	TREE SERVICES (TOPES)	270,000
50 - PUBLIC WORKS	5201	FORESTRY CONTRACT SERVICES	-	ARBORIST SERVICES	115,000
50 - PUBLIC WORKS	5202	PROFESSIONAL/CONSULTANT SERVICES	*28,000*		-
50 - PUBLIC WORKS	5202	PROFESSIONAL/CONSULTANT SERVICES		*1999 GEORGE WASHINGTON PARK MASTER PLAN UPDATE*	*28,000*
50 - PUBLIC WORKS	5211	PUBLIC WORKS ADMI POSTAGE	4,000		-
50 - PUBLIC WORKS	5211	PUBLIC WORKS ADMI POSTAGE	-	INCLUDES OUTREACH MAILERS	-
50 - PUBLIC WORKS	5212	PUBLIC WORKS ADMI TELEPHONE	10,667		-
50 - PUBLIC WORKS	5212	PUBLIC WORKS ADMI TELEPHONE	-	BASED ON YTD EXPENSES	-
50 - PUBLIC WORKS	5213	PUBLIC WORKS ADMI BANK FEES	2,266		-
50 - PUBLIC WORKS	5213	PUBLIC WORKS ADMI BANK FEES	-	BASED ON YTD EXPENSES	-
50 - PUBLIC WORKS	5215	PUBLIC WORKS ADMI MEETING/TRAINING/	8,000		-
50 - PUBLIC WORKS	5215	PUBLIC WORKS ADMI MEETING/TRAINING/	-	VARIOUS TRAVEL/TRAINING FOR STAFF	-
50 - PUBLIC WORKS	5221	PUBLIC WORKS ADMI ADVERTISING	4,000		-
50 - PUBLIC WORKS	5221	PUBLIC WORKS ADMI ADVERTISING	-	INCREASED ADVERTISING FOR CIP	-
50 - PUBLIC WORKS	5222	PUBLIC WORKS ADMI UTILITIES	25,000		-
50 - PUBLIC WORKS	5222	BUILDINGS & GROUN UTILITIES	190,000		-
50 - PUBLIC WORKS	5222	STREET MAINTENANC UTILITIES	38,380		-
50 - PUBLIC WORKS	5223	PUBLIC WORKS ADMI BLDG REPAIR, MAIN	5,000		-
50 - PUBLIC WORKS	5223	PUBLIC WORKS ADMI BLDG REPAIR, MAIN	-	INCREASED NEEDS FOR NEW OFFICE SPACE	-
50 - PUBLIC WORKS	5223	MECHANICAL BLDG REPAIR, MAIN	2,000		-
50 - PUBLIC WORKS	5223	MECHANICAL BLDG REPAIR, MAIN	-	INCREASED BLDG MAINT NEEDS DUE TO AGING FACILITY	-
50 - PUBLIC WORKS	5223	BUILDINGS & GROUN BLDG REPAIR, MAIN	200,000		-
50 - PUBLIC WORKS	5223	BUILDINGS & GROUN BLDG REPAIR, MAIN	-	AGING FACILITIES YIELDS INCREASED NEEDS	-
50 - PUBLIC WORKS	5224	BUILDINGS & GROUN EQUIP REPAIR, MAI	20,000		-
50 - PUBLIC WORKS	5224	BUILDINGS & GROUN EQUIP REPAIR, MAI	-	AGING FACILITIES INC. EQUIP REPAIR	-
50 - PUBLIC WORKS	5225	PUBLIC WORKS ADMI OPERATING LEASES/	10,000		-
50 - PUBLIC WORKS	5225	PUBLIC WORKS ADMI OPERATING LEASES/	-	BASED ON YTD EXPENSES	-
50 - PUBLIC WORKS	5226	MECHANICAL EQUIPMENT REPAIR	3,000		-
50 - PUBLIC WORKS	5226	MECHANICAL EQUIPMENT REPAIR	-	AGING EQUIPMENT	-
50 - PUBLIC WORKS	5226	BUILDINGS & GROUN EQUIPMENT REPAIR	5,000		-
50 - PUBLIC WORKS	5226	BUILDINGS & GROUN EQUIPMENT REPAIR	-	EQUIPMENT REPAIR	-
50 - PUBLIC WORKS	5226	STREET MAINTENANC EQUIPMENT REPAIR	25,000		-

REVISED DEPARTMENTS, GENERAL FUND: SERVICES AND SUPPLIES

CITY COUNCIL, CITY MANAGER, ECON DEVELOPMENT, ADMINISTRATIVE SERVICES, COMMUNITY DEVELOPMENT, POLICE, LIBRARY, PUBLIC WORKS, RECREATION

DEPARTMENT	ACCT	TITLE	FY 23/24 RECOMMENDED	NOTE DESCRIPTION	NOTE AMOUNT
50 - PUBLIC WORKS	5226	STREET MAINTENANC EQUIPMENT REPAIR	-	AGING EQUPMENT RESULTS IN INCREASED REPAIR NEEDS	-
50 - PUBLIC WORKS	5227	PUBLIC WORKS ADMI VEHICLE REPAIR	2,000		-
50 - PUBLIC WORKS	5227	MECHANICAL VEHICLE REPAIR	2,500		-
50 - PUBLIC WORKS	5227	MECHANICAL VEHICLE REPAIR	-	AGING VEHICLES	-
50 - PUBLIC WORKS	5227	BUILDINGS & GROUN VEHICLE REPAIR	39,000		-
50 - PUBLIC WORKS	5227	BUILDINGS & GROUN VEHICLE REPAIR	-	INCREASED NEEDS DUE TO AGING VEHICLES	-
50 - PUBLIC WORKS	5227	STREET MAINTENANC VEHICLE REPAIR	8,500		-
50 - PUBLIC WORKS	5230	PUBLIC WORKS ADMI INTERNAL SERVICE	234,000		-
50 - PUBLIC WORKS	5261	PUBLIC WORKS ADMI SUBSCRIPTIONS, ME	3,000		-
50 - PUBLIC WORKS	5261	PUBLIC WORKS ADMI SUBSCRIPTIONS, ME	-	INCREASED TO REFLECT INCREASED MEMB & SUBSCRIPTIONS	-
50 - PUBLIC WORKS	5275	PUBLIC WORKS ADMI SAFETY EQUIP	3,000		-
50 - PUBLIC WORKS	5275	MECHANICAL SAFETY EQUIP	500		-
50 - PUBLIC WORKS	5275	MECHANICAL SAFETY EQUIP	-	SAFETYBOOT PURCHSES PER MOU	-
50 - PUBLIC WORKS	5275	BUILDINGS & GROUN SAFETY EQUIP	3,000		-
50 - PUBLIC WORKS	5275	BUILDINGS & GROUN SAFETY EQUIP	-	SAFETY BOOTS PER MOU	-
50 - PUBLIC WORKS	5275	STREET MAINTENANC SAFETY EQUIP	1,250		-
50 - PUBLIC WORKS	5275	STREET MAINTENANC SAFETY EQUIP	-	SAFETY BOOTS PER MOU	-
50 - PUBLIC WORKS	5291	PUBLIC WORKS ADMI MISC. DEPT EXPENSE	6,500		-
50 - PUBLIC WORKS	5291	MECHANICAL MISC. DEPT EXPENS	2,000		-
50 - PUBLIC WORKS	5291	MECHANICAL MISC. DEPT EXPENS	-	MISC. MECH DIVISION EXPENSES	-
50 - PUBLIC WORKS	5291	STREET MAINTENANC MISC. DEPT EXPENSE	10,000		-
50 - PUBLIC WORKS	5301	PUBLIC WORKS ADMI OFFICE SUPPLIES	16,000		-
50 - PUBLIC WORKS	5301	PUBLIC WORKS ADMI OFFICE SUPPLIES	-	INCREASE DUE TO MOVING BACK TO MAIN OFFICE	-
50 - PUBLIC WORKS	5305	BUILDINGS & GROUN JANITORIAL SUPPLIES	47,000		-
50 - PUBLIC WORKS	5305	BUILDINGS & GROUN JANITORIAL SUPPLIES	-	INC DUE TO TAKING OVER LP BATHROOMS AND COVID	-
50 - PUBLIC WORKS	5309	PUBLIC WORKS ADMI OTHER SUPPLIES	14,000		
50 - PUBLIC WORKS	5309	PUBLIC WORKS ADMI OTHER SUPPLIES	-	MISC. DEPT SUPPLIES	8,000
50 - PUBLIC WORKS	5309	PUBLIC WORKS ADMI OTHER SUPPLIES	-	VOLUNTEER PROGRAM EXPENSES	6,000
50 - PUBLIC WORKS	5309	MECHANICAL OTHER SUPPLIES	16,000		-
50 - PUBLIC WORKS	5309	MECHANICAL OTHER SUPPLIES	-	BASED ON PREV. YTD EXPENSES - RAGS, UNIFORMS	-
50 - PUBLIC WORKS	5309	BUILDINGS & GROUN OTHER SUPPLIES	35,000		-
50 - PUBLIC WORKS	5309	BUILDINGS & GROUN OTHER SUPPLIES	-	LINEN SERVICES UNIFORM, SHOP RAG, AND MAT CLEANING.	-
50 - PUBLIC WORKS	5309	STREET MAINTENANC OTHER SUPPLIES	73,000		-
50 - PUBLIC WORKS	5309	STREET MAINTENANC OTHER SUPPLIES	-	INCREASED INFRASTRUCTURE IMPROVMENTS	-
50 - PUBLIC WORKS	5309	STREET MAINTENANC OTHER SUPPLIES	-	LINEN SERVICES UNIFORM, SHOP RAG, AND MAT CLEANING.	-
50 - PUBLIC WORKS	5309	FORESTRY OTHER SUPPLIES	*70,000*		-
50 - PUBLIC WORKS	5309	FORESTRY OTHER SUPPLIES	-	MEMORIAL TREE PROGRAM	5,000
50 - PUBLIC WORKS	5309	FORESTRY OTHER SUPPLIES	-	PURCHASE TREES FOR CITY PROPERTIES	35,000
50 - PUBLIC WORKS	5309	FORESTRY OTHER SUPPLIES		*PURCHASE TREES SPECIFICALLY FOR GEORGE WASHINGTON PARK*	*20,000*
50 - PUBLIC WORKS	5309	FORESTRY OTHER SUPPLIES	-	MISC SOIL SUPPLEMENTS & FORESTRY SUPPLIES	10,000
50 - PUBLIC WORKS	5311	PUBLIC WORKS ADMI VEHICLE FUEL	1,500		-
50 - PUBLIC WORKS	5311	MECHANICAL VEHICLE FUEL	1,000		-
50 - PUBLIC WORKS	5311	BUILDINGS & GROUN VEHICLE FUEL	13,000		-
50 - PUBLIC WORKS	5311	STREET MAINTENANC VEHICLE FUEL	7,000		-
50 - PUBLIC WORKS	5322	MECHANICAL SMALL TOOLS	3,500		-
50 - PUBLIC WORKS	5322	BUILDINGS & GROUN SMALL TOOLS	5,000		-
50 - PUBLIC WORKS	5322	BUILDINGS & GROUN SMALL TOOLS	-	REPLACE CORDED TOOLS WITH BATTERY POWERED	-
50 - PUBLIC WORKS	5322	BUILDINGS & GROUN SMALL TOOLS	-	REPLACEMENT TRIMMERS, SAWS, AND BLOWERS	-
50 - PUBLIC WORKS	5322	FORESTRY SMALL TOOLS	20,000		-
50 - PUBLIC WORKS	5322	FORESTRY SMALL TOOLS	-	RESISTOGRAPH PURCHASE FOR CITY TREE ASSESSMENT	-
50 - PUBLIC WORKS	5331	STREET MAINTENANC STREET SUPPLIES	40,000		-
TOTAL PUBLIC WORKS			***2,459,783***		

Draft General Fund Five-Year Forecast: June 21, 2023

Baseline Scenario	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27	FY 27/28
Beginning Fund Balance	$9,441,669	$12,010,279	$12,174,972	$11,333,886	$11,626,886	$11,897,886	$12,091,886
Revenues	27,686,236	30,852,813	30,638,000	31,671,000	32,426,000	33,150,000	33,945,000
Promissory Note Proceeds		-	625,187	-	-	-	-
ARPA Funds	1,554,038	800,000	-	-	-	-	-
Transfers - In	181,000	-	-	-	-	-	-
Total Estimated Revenues	**29,421,274**	**31,652,813**	**31,263,187**	**31,671,000**	**32,426,000**	**33,150,000**	**33,945,000**
Operating Expenditures	25,376,390	29,331,899	30,100,086	30,483,000	31,254,000	32,048,000	32,446,000
Capital Outlay	-	1,244,221	215,000	75,000	75,000	75,000	75,000
Operating Transfers	938,515	324,000	939,187	320,000	326,000	333,000	340,000
Capital Transfers	537,759	588,000	850,000	500,000	500,000	500,000	500,000
			-	-	-	-	-
Total Estimated Expenditures	26,852,664	31,488,120	32,104,273	31,378,000	32,155,000	32,956,000	33,361,000
Net Results [(1)]	**2,568,610**	**164,693**	**(841,086)**	**293,000**	**271,000**	**194,000**	**584,000**
Estimated Ending Fund Balance	**$12,010,279**	**$12,174,972**	**$11,333,886**	**$11,626,886**	**$11,897,886**	**$12,091,886**	**$12,675,886**

Reserve levels at 35% of operating expenses	*$ 8,881,737*	*$ 10,266,165*	*$ 10,535,030*	*$ 10,669,050*	*$ 10,938,900*	*$ 11,216,800*	*$ 11,356,100*

(1) The net results are provided to illustrate the amount of unprogrammed funds that could be made available for appropriation in Fiscal Years 23/24 and the remaining forecasted years. It should be noted that some of these funds may be needed to support reserve levels in relation to any increases in operating costs.

Supplementary Project Information

At the June 7, 2023, the City Council proposed funding 4 additional projects from the unprogrammed general fund balance, from the Capital Improvement Unfunded Project List, including:

Project Name	Proposed Budget Allocation	Unfunded Project List Reference #
George Washington Park ("GWP") Enhancement Project	$50,000	#6
Urban Canopy Improvement Project	$80,000	#34
George Washington Park Master Plan Review and Design	$28,000	#27
Design of Sidewalk Extensions for Outside Dining Uses	$50,000	New Project / Not on unfunded Project List

Staff is looking to provide clarification on the following two projects:

- George Washington Park Master Plan Review and Design, and
- Urban Canopy Improvement Project

George Washington Park Master Plan Review & Design

At the meeting, council discussed and ultimately approved the "George Washington Park Master Plan Review and Design" (project #27 on the unfunded list). During the council discussion, council members also indicated the project would allow for an update the 1999 George Washington Park Master Plan.

Ultimately, the approved project (Project #27 on the Unfunded List) was a CIP project submitted by the Recreation Board, that aims to develop a plan for the Recreation Zone (Zone 1) of the Park.

Based on the discussion at the meeting, staff believes Council's intention was to fund a new project, which would allow for an update the 1999 George Washington Park Master Plan; this was not a project on the unfunded list but in alignment with Council's strategic objective/goals.

Staff is looking for clarification that funding an update to the 1999 GWP Master Plan was Council's intent. If this is the direction, the $28,000 allocation will be placed in the Public Works operating budget as updating a master plan is not a CIP project.

Urban Canopy Improvement Project

Council approved the Urban Canopy Improvement Project (Project #34 on the unfunded project list) with an $80,000 budget. The project aims to help address the growing tree deficit by

strategically planting and caring for at least 40 new trees at various locations on City property (street trees, park, etc.). The project, submitted by a Councilmember, proposed two distinct elements:

1. Planting of at least 40 new trees, and
2. Funding a part time Public Works Maintenance worker dedicated to planting and watering trees

The total $80,000 budget was proposed to be divided amongst the two elements, with the majority, $60,000, going toward funding the maintenance worker and $20,000 being dedicated to tree planting.

A part time maintenance worker, dedicated to caring and water for trees, was already included in the position allocation and the PW operating budget which was approved during the budget ordinance first read. Therefore, the original budgeted amount will be reduced to $20,000. Due to the nature of the planting activities, the funding allocation will be placed in the Public Work operating budget as it qualifies as a maintenance activity and not a CIP project.

Project Name	Proposed Budget Allocation	Unfunded Project List Reference #
George Washington Park ("GWP") Enhancement Project	$50,000	#6
Urban Canopy Improvement Project	~~**$80,000**~~ **$20,000**	#34
~~**George Washington Park Master Plan Review and Design**~~	~~**$28,000**~~	~~**#27**~~
Design of Sidewalk Extensions for Outside Dining Uses	$50,000	New Project / Not on unfunded Project List
1999 George Washington Park Master Plan Update	**$28,000**	**New Project/Not on unfunded Project List**

Allocations for the 1999 George Washington Park Master Plan Update, and the tree purchases that were included in the Urban Canopy Improvement Project, have been incorporated into the Public Works Department budget. This updated information can be found in the Detailed Services, Supplies, and Other Listing in Attachment 3.

ORDINANCE NO. xx-xxx

ORDINANCE OF THE CITY COUNCIL OF THE CITY OF PACIFIC GROVE ADOPTING THE OPERATING AND CAPITAL PROJECTS BUDGET FOR THE FISCAL YEAR (FY) 2023-24; AND AMENDING THE OPERATING AND CAPITAL PROJECTS BUDGET FOR FISCAL YEAR 2022-23

FACTS

1. The City Council held a public hearing and first reading of an ordinance to adopt the FY 2023-24 Operating and Capital Projects Budget; and amend the FY 2022-23 Operating and Capital Projects Budget.

2. The City Manager is recommending adoption of the FY 2023-24 Budget to reflect the City Council's expressed goals for the fiscal year budget; and approve changes for the FY 2022-23 Operating and Capital Budget.

3. Pursuant to Charter Article 15, adoption of the annual budget and or amendment of the budget must be approved by ordinance.

4. A summary of the Ordinance, approved by the City Attorney, was published on June 15, 2023.

5. 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.

6. Enactment of this ordinance action does not constitute a "project" as defined by California Environmental Quality Act (CEQA) Guidelines Section 15378 because it is an organizational or administrative activity that will not result in direct or indirect physical changes in the environment.

NOW, THEREFORE, THE COUNCIL OF THE CITY OF PACIFIC GROVE DOES ORDAIN AS FOLLOWS:

SECTION 1. The foregoing recitals are adopted as findings of the City Council as set forth fully within the body of this ordinance.

SECTION 2. The FY 2023-24 appropriated budgets for the General Fund are adopted as follows:

General Fund	Revenues	Expenditures
Revenues	$ 31,263,187	
Expenditures		
City Council		$ 310,998
City Manager		1,225,545
Economic Development		369,025
City Attorney		996,100
Finance		1,374,546
Information Services		935,429
Community Development		3,022,491
Police		8,336,438
Fire		4,403,000
Public Works		5,011,544
Library		1,159,335
Museum		337,400
Recreation		1,189,769
Debt Service		1,428,466
Capital Outlay		215,000
Capital Project Transfers		850,000
Other Transfers		939,187
Total General Fund	$31,263,187	$32,104,273

SECTION 3. The FY 2023-24 appropriated budget for the Enterprise Funds are adopted as follows:

Enterprise Funds	Revenues	Expenditures
Cemetery	$ 656,500	$ 681,989
Golf	731,500	670,598
Local Water Project	1,576,187	1,636,449
Sewer	4,436,000	4,502,614
Total Enterprise Funds	$ 7,400,187	$ 7,491,650

SECTION 4. The FY 2023-24 appropriated budget for the Internal Service Funds are adopted as follows:

Internal Service Funds	Revenues	Expenditures
Employee Benefits	$ 359,950	$ 359,600
Liability Insurance	722,500	689,945
Workers Compensation	730,000	730,522
Total Internal Service Funds	$ 1,812,450	$ 1,780,067

SECTION 5. The FY 2023-24 appropriated budget for the Permanent Funds are adopted as follows.

Permanent Funds	Revenues	Expenditures
Cemetery Endowment	$ 110,000	$ -
Library Endowment	10,000	-
Yount Trust	15,000	15,000
Total Permanent Funds	$ 135,000	$ 15,000

SECTION 6. The FY 2023-24 appropriated budget for the Capital Improvement Funds are adopted as follows.

Capital Improvement Fund	Revenues	Expenditures
General Fund CIP	$ 850,000	$ 850,000
Total Capital Improvement Funds	$ 850,000	$ 850,000

SECTION 7. The FY 2023-24 appropriated budgets for the Special Revenue Funds and are adopted as follows.

Special Revenue Funds	Revenues	Expenditures
American Rescue Plan Funds	$ 3,000	$ 81,325
ASBS Grant	-	-
Cal Home Reuse	2,000	24,000
Carillon	100	-
CDBG Grant	7,500	520,000
Chautaqua Hall	150	-
Coastal Conservancy Grant	1,200	-
Coronavirus Relief Fund	-	-
Downtown Business District	33,350	33,000
Environmental Enhancement	800	-
Fire Emergency Equipment	21,900	22,000
Gas Tax Fund	416,317	438,393
General Plan Maintenance Fee Fund	10,000	-
Hospitality Improvement District	489,400	488,000
Housing Fund	5,000	203,666
Library Building and Equipment	1,000	18,000
Lighthouse Fund	97,000	128,464
Library Book Donations	40,500	40,000
Local Streets and Roads	760,678	786,088
McIndoo Donation	500	-
Museum Improvement	3,000	-
Operating Grants	591,906	591,896
Poetry Promotion	35,620	14,700
Public Safety Augmentation	466,000	463,860
Regional Safety Trans. (RSTP)	750,000	750,000
RMRA	372,339	505,049
Senior Housing	100	-
Sewer Lateral Loans	10,000	-
Small Business Grant Fund	-	-
State Franchise PEG	52,500	81,000
Strong Fund Disbursements	41,000	-
Supplemental Law Enforcement	247,750	277,470
Vehicle Abandonment	13,200	-
Yount Income	16,000	-
Total Special Revenue Funds	$ 4,489,810	$ 5,466,911

SECTION 8. The FY 2023-24 appropriated budgets for the General Fund Sub-Funds are adopted as follows.

General Fund Sub-Funds	Revenues	Expenditures
Asset Seizure	$ 50	$ -
Civic Center Site	$ -	-
Drug Awareness (DARE)	$ 1,050	700
Hyperbaric Chamber	$ 10,200	22,400
Koo Estate Donation	$ -	-
Operating Donations	$ 1,250	-
Recreation Donation Fund	$ 8,300	-
Stillwell Children's Pool	$ 500	15,000
Vehicle Replacement	$ -	-
Total General Fund Sub-Funds	$ 21,350	$ 38,100

SECTION 9. The FY 2022-23 appropriated Budget is amended to reduce or increase the budgets in the funds listed below, as follows.

FY 22/23 Misc. Adjustments	Revenues	Expenditures
General Fund	$ 399,813	$ (680,834)
Hyperbaric Chamber	20,000	-
Local Streets and Roads - Measure X	-	23,513
RSTP	(750,000)	-
CDBG Grant Fund	-	(400,000)
General Fund CIP	(652,723)	-
Local Water Project	(625,187)	(600,000)
Sewer Fund	(600,000)	-
Yount Trust Fund	2,500	-
Net Adjustments	$ (2,205,597)	$ (1,657,321)

SECTION 10. The Fiscal Year 2023-24 estimated revenues, expenditures, and ending fund balances are referenced herein:

	Est. FY 23/24 Beginning	Revenues	Transfers In	Expenditures	Transfers Out	Est. FY 23/24 Ending
General Fund						
General Fund	$ 12,174,972	$ 31,263,187	$ -	$ 30,315,086	$ 1,789,187	$ 11,333,886
Asset Seizure	1,784	50	-	-	-	1,834
Civic Center Site	1,421	-	-	-	-	1,421
Drug Awareness (DARE)	622	1,050	-	700	-	972
Hyperbaric Chamber	20,401	10,200	-	22,400	-	8,201
Koo Estate Donation	-	-	-	-	-	-
Operating Donations	59,336	1,250	-	-		60,586
Recreation Donation Fund	26,412	8,300	-	-	-	34,712
Stillwell Children's Pool	37,083	500	-	15,000	-	22,583
Vehicle Replacement	-	-	-	-		-
General Fund Types	$ 12,322,031	$ 31,284,537	$ -	$ 30,353,186	$ 1,789,187	$ 11,464,195
Capital Improvement Fund						
General Fund CIP	$ 343,923	$ -	$ 850,000	$ 850,000	$ -	$ 343,923
Total Capital Improvement Fund	$ 343,923	$ -	$ 850,000	$ 850,000	$ -	$ 343,923

	Est. FY 23/24 Beginning	Revenues	Transfers In	Expenditures	Transfers Out	Est. FY 23/24 Ending
Internal Service Funds						
Employee Benefits	$ 32,325	$ 359,950	$ -	$ 359,600	$ -	$ 32,675
Liability Insurance	3,093	722,500	-	689,945	-	35,648
Workers Compensation	24,458	730,000	-	730,522	-	23,936
Total Internal Service Funds	$ 59,876	$ 1,812,450	$ -	$ 1,780,067	$ -	$ 92,259
Enterprise Funds						
Cemetery	$ 790,326	$ 656,500	$ -	$ 681,989	$ -	$ 764,837
Golf	3,550,320	731,500	-	670,598	-	3,611,222
Local Water Project	1,173,297	951,000	625,187	1,036,449	600,000	1,113,035
Sewer	20,939,884	3,836,000	600,000	4,502,614	-	20,873,270
Total Enterprise Funds	$ 26,453,827	$ 6,175,000	$ 1,225,187	$ 6,891,650	$ 600,000	$ 26,362,364
Special Revenue Funds						
American Rescue Plan	$ 112,729	$ 3,000	$ -	$ 81,325	$ -	$ 34,404
ASBS Grant	23,629	-	-	-	-	23,629
Cal Home Reuse	173,631	2,000	-	24,000	-	151,631
Carillon	9,598	100	-	-	-	9,698
CDBG Grant	527,784	7,500	-	520,000	-	15,284
Chautaqua Hall	14,808	150	-	-	-	14,958
Coastal Conservancy Grant	82,521	1,200	-	-	-	83,721
Coronavirus Relief Fund	-	-	-	-	-	-
Downtown Business District	2,272	33,350	-	33,000	-	2,622
Environmental Enhancement	113,590	800	-	-	-	114,390
Fire Emergency Equipment	157,572	21,900	-	22,000	-	157,472
Gas Tax Fund	96,571	416,317	-	438,393	-	74,495
General Plan Maintenance Fee Fund	32,303	10,000	-	-	-	42,303
Hospitality Improvement District	1	489,400	-	488,000	-	1,401
Housing Fund	286,123	5,000	-	203,666	-	87,457
Library Building and Equipment	109,303	1,000	-	18,000	-	92,303
Lighthouse Fund	107,088	97,000	-	128,464	-	75,624
Library Book Donations	26,549	40,500	-	40,000	-	27,049
Local Streets and Roads	25,410	760,678	-	786,088	-	-
McIndoo Donation	19,673	500	-	-	-	20,173
Museum Improvement	205,052	3,000	-	-	-	208,052
Operating Grants	691	591,906	-	591,896	-	701
Poetry Promotion	117,955	35,620	-	14,700	-	138,875
Public Safety Augmentation	127,856	152,000	314,000	463,860	-	129,996
Regional Surface Trans. (RSTP)	-	750,000	-	750,000	-	-
RMRA	132,710	372,339	-	505,049	-	-
Senior Housing	10,311	100	-	-	-	10,411
Sewer Lateral Loans	209,977	10,000	-	-	-	219,977
Small Business Grant Fund	1,613	-	-	-	-	1,613
State Franchise PEG	97,343	52,500	-	81,000	-	68,843
Strong Fund Disbursements	3,849	41,000	-	-	-	44,849
Supplemental Law Enforcement	40,368	247,750	-	277,470	-	10,648
Vehicle Abandonment	25,154	13,200	-	-	-	38,354
Yount Income	246	1,000	15,000	-	-	16,246
Total Special Revenue Funds	$ 2,894,280	$ 4,160,810	$ 329,000	$ 5,466,911	$ -	$ 1,917,179
Permanent Funds						
Cemetery Endowment	$ 1,953,607	$ 110,000	$ -	$ -	$ -	$ 2,063,607
Library Endowment	523,028	10,000	-	-	-	533,028
Yount Trust	790,564	15,000	-	-	15,000	790,564
Total Permanent Funds	$ 3,267,199	$ 135,000	$ -	$ -	$ 15,000	$ 3,387,199

The Fiscal Year 23/24 estimated ending "available" fund balance for the Enterprise Funds are as follows: Cemetery at $694,603, Golf Course at $583,685, Local Water Project at ($59,642), and Sewer at $5,578,542.

SECTION 11. The Fiscal Year 2022-23 estimated revenues, expenditures, and ending fund balances are adjusted for this amendment are referenced herein:

Fund Title	FY 22/23 Beginning	Revenues	Transfers In	Expenditures	Transfers Out	Est. FY 22/23 Ending
General Fund	$12,010,279	$30,852,813	$ 800,000	$30,576,120	$ 912,000	$ 12,174,972
Hyperbaric Chamber	12,146	30,600	-	22,345	-	20,401
Local Streets and Roads	955,564	774,992	-	1,705,146	-	25,410
Regional Surface Trans. (RSTP)	-	332,430	-	332,430	-	-
CDBG Grant	485,784	112,000	-	70,000	-	527,784
General Fund CIP	(21,194)	1,647,510	588,000	1,870,393	-	343,923
Local Water Project Fund	1,434,833	631,000	100,000	992,536	-	1,173,297
Sewer Fund	21,575,089	3,716,666	-	4,351,871	-	20,939,884
Yount Trust	790,564	7,500	-	-	7,500	790,564

SECTION 12. In accord with Article 15 of the City Charter, this ordinance shall become effective upon adoption hereof.

PASSED AND ADOPTED BY THE COUNCIL OF THE CITY OF PACIFIC GROVE this 21st day of June, 2023, by the following vote:

AYES:

NOES:

ABSENT:

APPROVED:

_____
BILL PEAKE, Mayor

ATTEST:

_____
SANDRA KANDELL, City Clerk

APPROVED AS TO FORM:

_____
BRIAN PIERIK, 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: Joyce Halabi, Deputy Public Works Director

MEETING DATE: June 21, 2023

SUBJECT: Lover's Point Pier Repair Project ***This item was continued from Council's May 17 and June 7, 2023 meetings.***

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

RECOMMENDATION

1. Receive Report
2. Provide staff with direction on pursuing the interim repair design solution
3. Alternatively, discuss and take other action related to this item

DISCUSSION

Background

In January 2021, during winter storms the seaward tip of the Lovers Point Pier was damaged by wave runup and wave impact forces. A geotechnical and coastal engineering firm was consulted to provide repair recommendations. It was determined that because minimal information on the existing pier structure was available, additional exploration was needed prior to developing repair recommendations. The tip of the pier was closed to ensure safety and will remain closed until repairs can be made.

As part of the FY21/22 Capital Improvement Program (CIP), $100,000 was budgeted for the Lovers Point Pier Project. The intent of the project is to obtain information on the pier's construction and current condition through exploratory investigation and provide an analysis of possible repair options.

In December 2021, the City Council authorized an agreement with GHD in an amount not to exceed $99,852. The scope of services for this agreement included:

- Performing a pier investigation
- Developing a Conditions Assessment Report
- Develop an Interim Repair Design and a corresponding plan set, and
- Providing permit and grant support

Condition Assessment

Following execution of the agreement, GHD and their subconsultants Haro Kasunich and Associates (HKA) began the pier assessment and investigation. The pier investigation began with a review of historical documentation and assessment of the damage caused during the storms. The internal

structures of the pier were assessed by boreholes and core samplings, which allowed for review of the composition and strength of the pier structure. A wave runup analysis, riprap revetement size analysis and visual inspections were also performed. Additional details and information on these data inputs can be found in the Pier Condition Assessment, included as Attachment 1.

Assessment Takeaways
The pier is primarily a gravity structure that is not column supported or reliant on the strength of concrete beams. The gravity structure is comprised of interbedded layers of concrete, a matrix of concrete bonded to rip rap and rip rap rock. There are voids and joints within and between the interbedded layers due to the improvements made over the years to the 100+ year old structure. Some of the concrete is weak, other segments are strong.

The 1980s renovation, which reinforced concrete walls and slabs on the upper and lower decks, encased the weaker concrete and rip rap matrix that makes up a good chunk of the structure. These reinforced concrete walls and slabs provide a protective layer for the weaker legacy material. The reinforced concrete improvements included iron and carbon rebar which has corroded and expanded over time resulting in severe cracking and spalling of the concrete further exposing the rebar. The rebar supporting the concrete walls severely corroded at the east end of the upper deck and a panel of concrete dislodged and feel into the ocean during the large wave events.

Ultimately, the assessment reveals that the pier has performed as expected based on its construction. Although the gravity structure is not in danger of a catastrophic failure at this time, as the reinforced concrete walls continue to fail, exposing more of the vulnerable core of the gravity structure, the rate of deterioration will accelerate. If nothing is done to reinforce and stabilize the core of the structure, the damage will get worse in the coming decade.

The 100+-year-old pier structure has had a big influence on beach creation at Lovers Point, if the pier and rock jetty were to cease to exist, the sediment flow and accumulation patterns in the vicinity of the pier would be altered to the detriment of public access and recreational beach usage.

Ultimately, the report recommends implementation of the near-term repair solution (“interim repair”) as soon as possible.

Interim Repair Solution
As an element of the scope of work, GHD prepared an interim repair option and a set of plans. The interim repair solution will address the identified deficiencies and allow for improvements that will enhance the safety of the pier structure. The interim repair plan is included as Attachment 2.

The interim repair project scope of work includes:

- Installing reinforced shotcrete fascia on the existing pier wall face. This will act as a structural element as well as cosmetic surfacing that matches the adjacent concrete
- Replacement of the concrete at the edges and top of the pier with a sound concrete edge
- Replacing concrete footings and guard rail along the pier perimeter
- Demolish a 7” segment of the existing slab and pouring a new 7” thick monolithic slab on the seaward 75 feet of the upper deck
- Replacement of the concrete slab on the entire lower pier deck
- Reform and resurface the lower staircase that extends into the water from the lower pier deck

The engineers' estimate for the interim repair solution is $1.35 million. The interim repair solution is anticipated to last upwards of 20 years.

Permitting
This project will require permits from the California Coastal Commission. City staff has preliminarily discussed the interim repair solution with staff members at the California Coastal Commission. These high-level conversations have been intended to begin dialogue in advance of a formal application. A formal permit application will only be submitted if the City Council expresses interest in pursuing the interim repair option.

Grant Support
As an element of their scope of work, GHD is actively researching grant opportunities for the interim repair solution. The availability of grants is largely time dependent, as grants have specific periods for submittal. If the City Council expresses interest in pursuing the interim repair solution, GHD can take a deeper dive into the availability of grant funding currently available. Staff can return with updates and options for funding the interim repair solution.

Long Term Repair Options
As an element of the Conditions Assessment Report, some high-level long term repair alternatives were explored. The intention of this high-level analysis was to conceptually understand the methods by which a long-term repair solution could be achieved and the potential drawbacks of each approach. This list is not an exhaustive list of all potential long term repair options, nor is it a deep dive into how approaches could be implemented.

- Long-Term Repair Alternative 1 – Total removal of the pier & rip-rap revetment and construction of a new wharf supported by deep foundations
    - Not recommended as it will result in Lovers Point Beach shrinking and creating negative recreational impacts for the public
- Long-Term Repair Alternative 2 – Total removal of the pier & rip-rap revetment and construction of a new concrete gravity structure supported directly upon the granite bedrock formation that makes up the sea floor
    - Difficult from a constructability standpoint as there are several environmental impacts during construction
    - This alternative would also result in increased wave runup and overtopping due to removal of the rip-rap revetment
- Long-Term Repair Alternative 3 – Removal of existing concrete pier gravity structures above 0.0 feet NAVD88 and construction of new pier atop old concrete foundation elements and riprap.
    - Less of an environmental impact than option 2, but this alternative relies on older foundations and undersized riprap for support/protection and may leave the pier vulnerable
- Long-Term Repair Alternative 4- Total removal of the pier & rip-rap revetment & construction of a rip-rap jetty in the same footprint with adequately sized rock to an approximate elevation of +20.0 feet NAVD88. Construct a concrete gravity structure atop the rip-rap jerry as a causeway for recreational access
    - This alternative is preferred from a constructability, environmental impact, and long-term protection standpoint

Ultimately, a feasibility study and a deeper analysis of the long-term repair alternatives would need to be explored and detailed coastal engineering would be required if the City Council were to express interest in pursuit of a long-term repair option.

OPTIONS

1. Do nothing. This is not recommended as damage will continue, as well as accelerate and use of the pier will be beyond an ordinary level of risk
2. Pursue Near Term Repair. This option is preferred as it provides the City with a method to make a repair, reopen the pier and prevent accelerated damage. Moreover, the repair will provide a solution for the next 20 years. The immediate next step would be to explore grant and funding opportunities and necessary permitting.
3. Pursue Long Term Repair. Pursuit of a long-term repair will be a lengthy endeavor and would require significant funding to perform a feasibility study of the long-term options, and design, engineer and permit a long-term repair. Moreover, a long-term repair is anticipated to be significantly more costly than the interim repair.

FINANCIAL IMPACT:

There is no fiscal impact associated with receiving this report. This report was prepared, and all the subsequent investigative tasks, were performed under the existing agreement with GHD. To date, 89% of the budget has been expended.

If the Council expresses interest in the interim repair option, GHD will perform an analysis of available grants and staff will return with potential funding options.

FOCUSED PRIORITY AREA: Infrastructure

Attachments

Attachments 1-Conditions Assessment Report

Interim Repair Plans

Staff PPT

Public Comment

Project No. M11897.1
13 March 2023

MEMORANDUM

To: GHD
669 Pacific Street
San Luis Obispo CA 93401

Attention: Robert Sherwood, PE (805-858-3142)

From: Mark Foxx, CEG 1493 and Moses Cuprill, CE 78904
Haro Kasunich and Associates Inc.

Subject: Lovers Point Pier Condition Assessment

Reference: Lovers Point Pier
Pacific Grove, CA

Dear Mr. Sherwood:

During the January 2021 winter storms, the seaward tip of the Lovers Point Pier was severely damaged by ocean wave runup and wave impact forces. Waves were reportedly observed breaking on the pier structure and wave runup was flowing across the concrete deck that forms the surface of the pier.

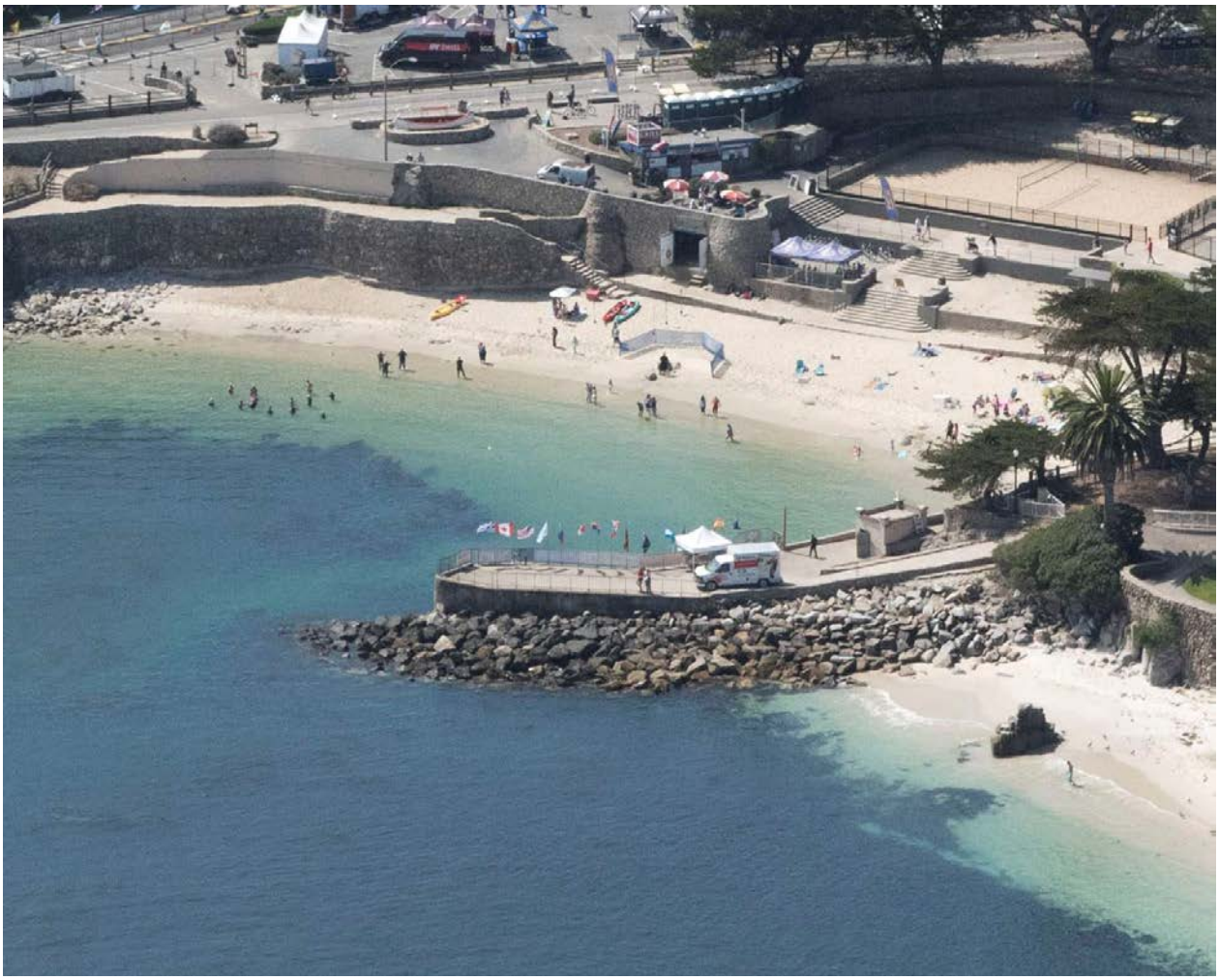
After that damage the City of Pacific Grove retained Haro Kasunich and Associates Inc. (HKA), who briefly evaluated the damage to the pier and recommended a more in-depth assessment of the pier's condition. In March 2022 the City of Pacific Grove retained GHD who in turn retained HKA to perform that assessment. This Memorandum presents the results of the assessment that evaluates the condition of the upper and lower deck of the pier.

In preparation of this assessment HKA made several site visits to observe the condition of the pier, had several working meetings with GHD, and had an additional in-house working meeting to develop alternatives. Based on review of historic documents HKA understands that circa 1900 there was originally a granite quarry at Lover's Point which enlarged the cove where the Lovers Point beaches exist today. Subsequently a “cement pier” was constructed before 1907, replacing an earlier wooden wharf. In 1909 the cement pier was extended further into the bay by constructing two large 25 to 30 feet tall concrete monoliths and tipping them off the end of the pier. The monoliths were covered with granite rocks and cement. Wooden piles were then driven into the end of the cement pier and founded upon the cemented granite rocks creating a wooden wharf extension for access. The pier was improved in the 1980’s with the construction of concrete walls and fascia creating a shell around the pier and lower dock, with that most recent renovative work on the pier utilizing plans by J. D. Raggett and Associates, dated 2-17-82.

The pier is oriented towards the northeast from where it joins the Lovers Point shoreline. It was founded in part on a small natural ridge of granitic bedrock that extends into Monterey Bay. The orientation of the pier and the presence of the prominent Lovers Point immediately to the northwest serves to protect it from the largest ocean swells that enter Monterey Bay from the west and northwest.

Despite the protection afforded by this location, the pier was damaged in January 2021 during a large wave event coincident with a king tide. The pier sustained damage from wave attack that fractured and dislodged large pieces of the concrete wall and fascia that was constructed in 1982, exposing the internal elements of the pier to more direct wave impact.

A photograph of the pier from September 2015, before the January 2021 damage occurred is shown below:



Photograph 1: September 2015 Aerial Photograph
(courtesy www.californiacoastline.org)

From our observations of the damaged pier, it appears that the pier was originally constructed partially as a wooden wharf that was subsequently surrounded with quarry stone and concrete, with rip rap boulders being placed along the side of the pier that is more exposed to the ocean. In January 2021, at the tip of the pier, several large pieces of concrete fascia were stripped off the structure by wave impact. The ends of two decayed wooden beams are visible where voids were created where the concrete fascia was stripped off the pier. The reinforcing ties that anchored the fascia to the concrete deeper within the pier structure are rusted away. This created a situation where the fascia was unattached or barely attached to the main bulk of the pier structure. The concrete fascia of the pier has been historically patched based on different fascia thicknesses and concrete types that are now visible. There is evidence that at least four generations of fencing that guard visitors from the drop offs at the edges of the pier have been installed at

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the edges of the upper pier surface for safety. Each generation of the fencing has been damaged by corrosion and wave impact, eventually leading to its replacement. A photo of the pier showing both the upper pier surface and lower pier surface, as well as the protective rip-rap revetment on the downcoast side is shown below:



Photograph 2: May 23, 2022 Aerial Photograph Showing Damage at End of Pier (Photo by HKA)

Two additional photos show other perspectives and details of the damage to the end of the pier.

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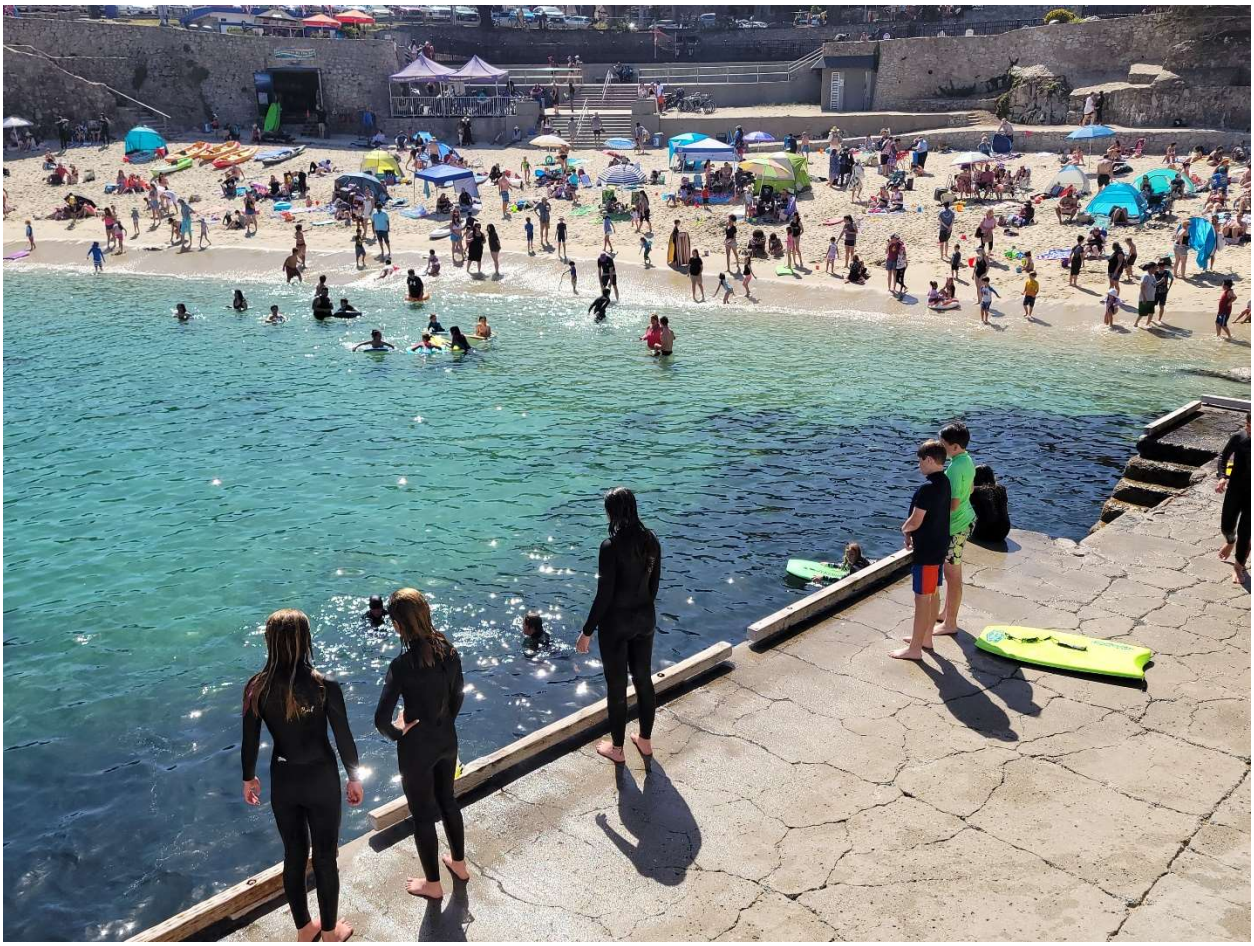
Photograph 3: 2022 Aerial Photograph
Showing Damage at End of Pier
(Photo by GHD)



Photograph 4: May 23, 2022 Aerial Photograph
Showing Damage at End of Pier
(Photo by HKA)

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Since the 100+ year old pier structure and rock jetty structure had a big influence on beach creation at Lovers Point, if the pier and rock jetty were to cease to exist, then the littoral processes and coastal sediment flow and accumulation patterns in the vicinity of the pier will be altered, to the detriment of public access and recreational beach usage. The Lovers Point beach would be adversely affected, directly impacting public recreational beach usage. Photograph 5 below shows the public enjoying the beach in early April 2022.



Photograph 5: April 7, 2022 Aerial Photograph
Showing Public Beach Usage
(Photo by HKA)

To assess the internal structure of the pier we utilized a rotary percussion drill to advance three 2-inch diameter holes that were 9 to 11 feet deep. Two were drilled on the upper deck of the pier and one on the lower deck surface. The upper pier boreholes revealed concrete in the top 21 to 24 inches, with soft, relatively weak concrete with embedded granitic rubble down to a depth of about 6 feet. Below 6 feet was interbedded layers of granite rip rap, concrete, and concrete bonded to rip rap. Subsequently these two boreholes were drilled to refusal on granite bedrock or granite rip-rap at depths of 9 and 10 feet. On the lower elevation pier deck platform surface that faces southeast, a percussion borehole revealed an 18-inch-thick concrete section, with soft, relatively weak concrete down to a depth of about 3 feet, then harder concrete with embedded granitic rubble down to a depth of about 8 feet. The native granite bedrock formation was encountered below a depth of 8 feet deep.

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We subsequently diamond core drilled 3 holes in the pier in similar locations to the percussion drilled boreholes described above. We recovered continuous core samples from each hole, and this allowed visual inspection of the concrete, rubble, and other materials from the interior of the pier structure. At the conclusion of drilling, all holes were plugged with high strength concrete grout.

Laboratory testing of core samples derived from the diamond drilling were visually inspected and tested for compressive strength. One of the concrete samples from the upper deck had a compressive strength of over 7,000 psi. The remaining samples tested within the upper 5 feet had had test results that indicated between 3,100 and 4,400 psi, as well as weaker samples that were not tested, which is below the ACI 318-22 code required minimum of 5,000 psi. The weaker zones of concrete were easily drilled with the percussion drill and the concrete became disaggregated into a mixture of sand grains and cured cement.

Visual observation of the pier (see photographs 2, 3 and 4 above) shows that in the area where the concrete fascia has been stripped off, the internal structure of the pier is an assorted assemblage of sound concrete, granitic rubble in a weaker concrete matrix, occasional voids, and old wooden components. At the seaward end of the pier, both upcoast and downcoast from the damaged area, the remaining fascia exhibits fractures and differential displacement across the fractures. A network of cracks exists in the slabs that form the top of both the upper and lower pier walking surfaces. These cracks in the horizontal walking surfaces do not exhibit vertical displacement.

The lower pier deck has a dense network of surface cracks on its walking surface. Erosion and spalling of the concrete is occurring along the cracks. The 1982 Raggett plans specified a minimum of 1-1/2 inches of concrete cover over uncoated carbon steel reinforcing bar for the slabs and mostly 3 inches of concrete cover elsewhere, with mild steel welded wire mesh being used as reinforcing in thin air blown mortar fascia. Typical practice in more recent years involves epoxy coated, MMFX (Chromx) or stainless-steel rebar for most marine applications, with robust reinforcing and thickened wall sections capable of counteracting wave impact forces.

Severe corrosion of the reinforcing in the pier concrete and air blown mortar (shotcrete) is now evident in many places. Where corrosion has occurred and the iron in the reinforcing steel has oxidized forming iron oxide reddish brown staining is evident. This chemical alteration of the reinforcing steel involves the iron expanding in volume as it oxidizes and the rebar corrosion causing concrete deterioration through delamination and spalling of the concrete cover, reducing the cross-sectional area of the reinforcement, and reducing its bond to the concrete. These effects grossly reduce the strength of reinforced concrete and make concrete beams and columns vulnerable to deflection and rupture. The Lovers Point pier is primarily a massive gravity structure that is not column supported or reliant on the strength of concrete beams. One exception is the stairs going from the lower pier deck surface to the upper pier deck surface are built with a hollow area underneath, which does rely on reinforced concrete integrity to prevent its sudden structural collapse. The vertical concrete/shotcrete walls around the pier also rely on reinforced concrete integrity to prevent the pier from being eroded away, however that process is more incrementally progressive.

The pier is fronted on the Lovers Point side (downcoast side) by a rip-rap revetment. This revetment appears to have been enlarged and extended to protect the end of the pier between 1979 and 1987.

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Photograph 6: 1979 Aerial Photograph
Showing Rip-rap Revetment at Pier
(courtesy of californiacoastline.org)

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Photograph 7: June 1987 Aerial Photograph
Showing Enlarged Rip-rap Revetment at Pier
(courtesy of californiacoastline.org)

We field surveyed and prepared a 440-foot-long profile that extended from the upper pier deck surface (at about Elevation + 14 feet NAVD88) to the limit of the revetment (at about Elevation 0 feet NAVD88) to an elevation of about -23 feet NAVD88. We examined the quarry stone size (tonnage) and calculated the stability of the quarry stones in the steeply sloping toe of the structure. We utilized estimated extreme present-day ocean stillwater levels (9.9 Feet NAVD88) and used a low risk aversion with high emissions (these have a 66% probability of occurrence if predicted high emission scenarios are realized) stillwater level of 11.7 for year 2072 in our analysis. More extreme sea level rise is predicted to occur if lower probability (higher risk aversion) scenarios are realized. We note that the predicted 2072 (50 year) sea level rise scenario we utilized in our analysis has the ocean stillwater level (at extreme tide with storm surge and wave pileup conditions) at an elevation approximately 2.30 feet below the upper surface of the pier.

A wave runup analysis was conducted utilizing methodologies outlined in the 1984 Army Corps of Engineers Shore Protection Manual (SPM) and the computer program by Noble Coastal Engineers WRUP™. The analysis was performed on Cross Section A field surveyed by HKA as described above. Design still water levels of 9.9 feet NAVD88 (Year 2022) and 11.7 feet NAVD88 (Year 2072) where used in the analysis.

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In the analysis we allowed the software to iterate until the maximum breaking wave and corresponding wave runup elevation was determined. We also specified the deep-water wave height using a simulated near shore wave model from an adjacent project which predicted breaking waves closer to the structure. Both scenarios are possible and should be considered. A summary of results is presented in Table 1 below.

Table 1: Summary of results from Waverunup analysis

Year	*SWL (ft.)*	*Ho' (ft.)*	*T (sec.)*	*H_b (ft.)*	*d_b (ft.)*	*Breaking Wave Distance from Pier (ft.)*	*Runup Elevation (ft. NAVD88)*
2022	9.9	7.0	16	14.4	9.9	44.0	32.1
	9.9	9.3	16	15.5	16.2	122.6	37.5
2072	11.7	7.0	16	14.4	9.9	41.6	34.9
	11.7	10.9	16	17.3	18.2	129.0	44.5

Notes: SWL = Still Water Level
Ho' = Unrefracted Deep Water Wave Height
T = Wave Period
H_b = Breaking wave Height
d_b = Breaking wave depth

The results indicate that at present day during the worst-case storm conditions wave runup elevations can vary between 32 and 38 feet NAVD88. That equates to approximately 20 feet of vertical wave spray above the top of the pier which sits at elevation 14.5 feet NAVD88. In 50 years, wave runup elevations vary between 35 and 45 feet NAVD88 which equates to an average of 25 feet of vertical spray above the top of the pier. Detailed spreadsheets and raw data software outputs are included in Appendix B.

The larger of the breaking wave heights from the wave runup analysis where selected for each still water level scenario and a wave force analysis was performed to determine wave pressures acting on the existing vertical pier walls. Wave forces were calculated using the following methods.

1) Broken Waves Seaward of Stillwater Line (Shore Protection Manual Volume II, 1984)
2) Minikin Method (Shore Protection Manual Volume II, 1984)
3) Breaking Wave Loads on Vertical Wall (FEMA Coastal Construction Manual)

The results of the analysis indicate that presently during worst case storm conditions dynamic wave impact pressures can be up to approximately 500 psf for broken waves rolling into the pier as white water and 1000 psf for waves breaking as green water on the structure. In 50 years from now those forces may reach 600 psf and 1,660 psf for broken waves rolling into the structure and breaking waves on the structure, respectively.

Details and spreadsheets used for calculating wave pressures utilizing the three different wave force analysis methodologies are included in Appendix B.

A rip-rap size analysis was performed in the zone of maximum wave impact at the revetment fronting the pier. The weight and surface area of 122 boulders was inventoried and a mean boulder size of 2 tons was determined. Using the wave heights generated in the wave runup analysis the size requirement of rip rap was determined for the 10:1 (H:V) slope fronting the pier. In present day storm conditions 1 ton rock is required for large waves braking offshore and rolling in as white water. Larger 4-ton rock is required for moderate to large waves breaking directly on the revetment. In 50 years from now (2072) 6-ton rock is required for larger waves breaking on the rip rap at the 10:1 (H:V) slope. Our analysis indicates that the

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existing rip-rap revetment is marginally stable when compared with wave force analysis under present day stillwater levels. If sea level rise increases the stillwater level by nearly 2 feet as predicted in the coming 50 years (2072) the rip rap revetment structure will be considerably undersized for the wave forces. Undersized rip rap revetment structures are prone to having their boulders plucked by waves and ultimately slump to a flatter slope gradient becoming less effective. Since the existing revetment sits at a relatively flat gradient at present increased runup and overtopping will be the most prevalent change in the future. Actual sea level rise measured from tidal gauges over the past several decades indicate a much slower rate of sea level rise. However larger increments of sea level rise may occur as melting of ice sheets or other contributing factors occur in the future. Our conclusion is that we expect the existing revetment at the current slope gradient of 10H:1V will continue to perform well for 50 years. As the Stillwater level increases over time the revetment will slowly become less effective at reducing wave runup and overtopping and greater wave forces will occur against the concrete pier structure. Ultimately the revetment will need to be reinforced with a layer of larger quarry stones or precast concrete elements (e.g., dolos, tetra pods, tribars etc.) Refer to Appendix C for an inventory spreadsheet and rip-rap sizing calculations.

The pier is performing as expected for a massive gravity structure founded partly on concrete rubble and rip-rap and partly on granite bedrock. The gravity structure is comprised of interbedded layers of concrete, a matrix of concrete bonded to rip rap, and rip rap rock. There are void and joints within and between the interbedded layers. Some of the concrete is very punky/weak. The entire pier was renovated in the early 1980's with reinforced concrete walls and slabs on the upper and lower decks. These renovations encased the weaker concrete and rip rap matrix that makes up most of the gravity structure. The reinforced concrete walls and slabs provide a protective layer for the much weaker legacy material making up the mass. The reinforced concrete improvements included iron and carbon rebar which has corroded and expanded overtime resulting in severe cracking and spalling of the concrete further exposing rebar. The rebar hangars supporting the concrete walls are severely corroded at the east end of the upper deck and a panel of concrete dislodged and fell into the ocean during a large wave event. The gravity structure is not in danger of a catastrophic failure at this time. However, as the reinforced concrete walls continue to fail exposing more of the vulnerable core of the gravity structure, we expect that the rate of deterioration will accelerate. In other words, this damage will only get worse in the coming decade, if nothing is done to reinforce and stabilize the core of the gravity structure.

APPENDIX A to this MEMORANDUM shows numerous photographs of specific conditions found along the pier that warrant action.

Recommendations:

If nothing is done, then: a) Damage will continue as well as accelerate; b) Concrete debris will remain in the ocean water and more will follow; and c) Use of the pier by the public will be beyond an ordinary level of risk.

Ordinary risk is defined as the following:

- Failures only affecting owners/occupants of a structure rather than a substantial population.
- No significant potential for loss of life or serious physical injury.
- No collapse of structures; structural damage limited to repairable damage in most cases.

This alternative may present an unacceptable level of risk to the City assuming the pier would remain accessible for use by the public.

Appendix A to this Memorandum includes a detailed description of various elements of the pier, their location, our observation of their condition, problems that we noted, and conceptual recommendations that can be solutions to those problems.

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In addition to this Memorandum, we (HKA) have prepared a set of short-term ("Interim") repair plans for the pier which will remediate most of the problems with the pier for the near future (10 or perhaps 20 years). Those plans will be submitted separately.

Removing concrete debris should be considered. This includes the pieces of concrete fascia resting on the seafloor in shallow water, as well as loose pieces of fascia that are partly detached from the pier structure. The concrete in the ocean water appears to have been colonized with marine life, and the disturbance associated removal of part or all of it is likely to do more harm than good. Loose pieces of fascia that are partly detached from the pier structure can be removed with a small crane or perhaps an excavator operated from the intact part of the concrete pier deck. A workman would likely need to assist to place slings around or anchor bolts into the concrete debris pieces so they can be lifted, placed in a truck, and transported to an appropriate disposal site. This alternative is environmentally appropriate.

Development and installation of a short-term repair (an "Interim" repair) is warranted as soon as possible. This includes:

A. Monitor surf forecasts and close the entire pier to public use for temporary periods of time if adverse (dangerous) conditions are forecast. If wave overtopping of the pier deck or large waves are forecast during king tide periods, close the pier to public use. Monitoring should include tidal conditions, ocean swell size, direction, and period; This is prudent to maintain an acceptable level of risk.
B. Monitor future deterioration until the short-term "Interim" repair work is completed. This involves periodically inspecting the condition of the pier to assess if future damage is occurring. This is prudent no matter which other actions are taken. As part of the monitoring, supplemental recommendations should be made to the City, so those can be implemented as appropriate.
C. Design and installation of a new structural fascia that wraps around the tip of the pier and allows restoration of public use of the tip of the pier. The fascia should act as a short-term structural element as well as a cosmetic surfacing that matches the adjacent concrete surfaces. Inclusion of soil nail restraints within the fascia to enable it to act as a long-term retaining structure has been considered; however, this is more appropriate for consideration during development of a long-term repair plan for the pier.
D. Replacement of the concrete at the edges of and the tip of the pier with a sound concrete edge beam that replaces the cracked and split concrete there.
E. Replacement of the fencing along the margins of the pier, with the new fencing founded in the new concrete edge beam, which should be done in a manner that prevents corrosion of the fencing material from damaging the concrete. The fence posts should be embedded in the concrete in a manner that will minimize the chances of wave impact loading on the fence resulting in causing the edge beam to crack.
F. Replacement of the concrete slab on the seaward 75 feet of the upper pier deck.
G. Replacement of the concrete slab on the entire lower pier deck.
H. Reforming and resurfacing the stairs that extend into the water from the lower pier deck surface in a code compliant manner. A stainless-steel handrail should be provided.
I. Further evaluation of the stairs that extend from the upper pier deck surface to the lower pier deck surface by a structural engineer. If they must be replaced, that should be done in a code compliant manner. A stainless-steel handrail should be provided. If the structural engineer deems that repairs will be sufficient to allow use of the stairs, they should define those.
J. Consideration of whether a code compliant guard should be installed at the perimeter of the lower pier deck surface where there is an abrupt drop off into the ocean.
K. Maintaining new fencing in a location far enough landward of the damaged part of the pier so that users of the pier are only able to access the stable part of the pier. This involves placement of a new fence to prevent access to approximately the seaward 10 feet of the pier.
L. Further evaluation of the small building that is on the approach to the pier by a structural engineer. If it is unsafe to enter and must be replaced, that should be done in a code compliant manner. If the structural engineer deems that repairs will be sufficient to allow use of the building,

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they should define those. As an alternative the structure could be resurfaced with reinforced concrete and infilled with control density fill.

Long Term Repair Alternatives

Over the next 50 years the Lovers Point Pier will be subjected to an increase in sea-level rise, storm surge, wave runup, wave overtopping, and wave impact forces. We expect that the portion of the rip rap revetment at a 10H:1V slope gradient will perform well for the next 30 years. The pier structures even with the interim repairs implemented should be expected to deteriorate over the next couple of decades to the point that it will need to be repaired again with a similar interim concept or completely replaced with a new coastal structure. During this time frame the repair should be monitored at the beginning and end of each winter storm season as well as at the end of each large wave event accompanied with hightides. The monitoring should be conducted by a registered civil or structural engineer specializing in marine structures.

The interim repair will provide adequate time for an investigation, alternatives analysis, design, community outreach, permitting, and construction of a replacement coastal structure. We have developed several alternatives for the long-term repair of the pier structure for consideration. Each repair alternative will require a specific type of investigation:

Long-Term Repair Alternative 1. Total removal of the existing pier and rip-rap revetment and construction of a new wharf supported by deep foundations. The wharf would occupy a similar footprint to that of the existing pier. This alternative is not recommended because it would allow wave and tidal movement to propagate beneath the wharf and disrupt the littoral drift process which provides the Lovers Point beach with sand. Lack of sand build up in the cove will shrink the beach and create a negative recreational impact for the public.

Long-Term Repair Alternative 2. Total removal of the existing pier and rip-rap revetment and construction of a new concrete gravity structure in a similar footprint supported directly upon the granite bedrock formation that makes up the sea floor. The structure would bear directly upon the seafloor and prevent the movement of water beneath it. This alternative would not disrupt the littoral drift process, however, the environmental impacts during construction such as containing concrete from the tidal zone make this alternative not preferred from a constructability standpoint. This alternative would also generate higher wave runup and overtopping scenarios since the rip rap revetment would be removed.

Long-Term Repair Alternative 3. Removal of existing concrete pier gravity structures above 0.0 feet NAVD88 and construction of new pier atop old concrete foundation elements and rip rap. This alternative is preferable to alternative 2 from an environmental impact and constructability standpoint, however, the design relies on older foundations and undersized rip rap for support and protection. Over the next 50 years the existing rip rap may be dislodged from the pier base leaving it vulnerable undermining as well as increased impact from wave runup and overtopping events.

Long-Term Repair Alternative 4. Complete removal of existing pier and rip rap. Construct a rip rap jetty in the same footprint with adequately sized rock to approximate elevation +20.0 feet (+/- 5 feet) NAVD88. Construct a concrete gravity structure atop the rip-rap jetty as a causeway for recreational access. This alterative is preferred from a constructability, environmental impact, and long-term protection standpoint.

To properly design and permit Long-Term Repair Alternative 4, more subsurface investigation and more detailed coastal engineering analysis is required for site specific geometry of the proposed long-term

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repair. Haro, Kasunich & Associates, Inc. proposes six additional continuous cores drilled through the existing pier, rip-rap, and into the underlying bedrock, three additional field surveyed cross sections, and an in-depth coastal and geotechnical engineering analysis which includes alternative analysis and wave runup and force analysis on the chosen alternative geometry. Geotechnical design parameters for temporary shoring, retaining walls, and foundation would also be provided. A cost estimate can be prepared at your request.

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APPENDIX A

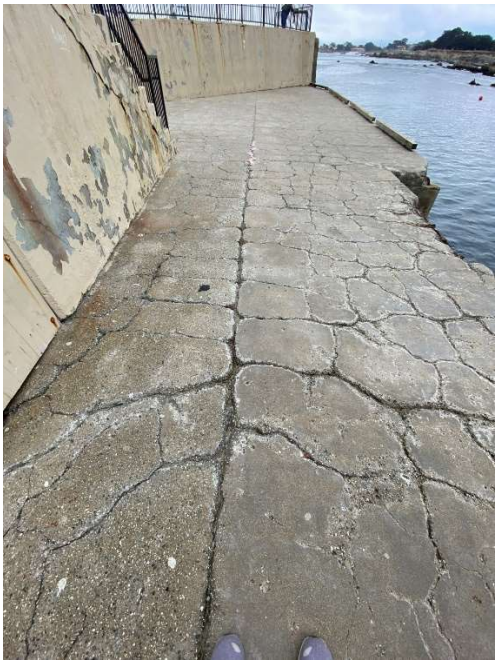
ANNOTATED PHOTOGRAPHS OF CONDITIONS FOUND ALONG THE LOVERS POINT PIER WITH OBSERVATIONS OF PROBLEMS AND RECOMMENDED SOLUTIONS

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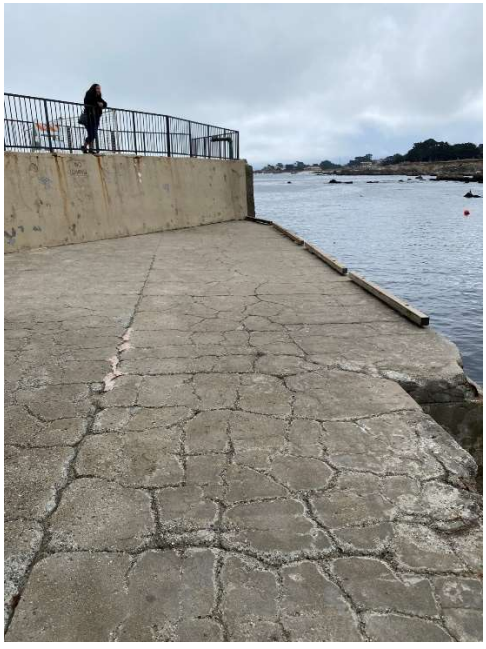
Annotated Photographs of Conditions
Found Along the Lovers Point Pier
With Observations of Problems
and Recommended Solutions

Preliminary Draft 10-29-2022

Location 1 : Lower Pier Surface



Appendix A Photo 1: Lower Pier Surface



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Appendix A Photo 2: Lower Pier Deck Surface



Appendix A Photo 3: Lower Pier Deck Surface

Problems:

1) Extensive cracking of concrete slab. Large cracking appears to be combination of construction joint cracking and cracking from shrinkage during curing as well as concrete erosion and spalling.

2) Spalling from corrosion of reinforcing bar at slab edges.

3) Slab appears to slope toward the upper pier and may pond water.

4) Lack of fence or guard at drop off into ocean. Safety Hazard.

Solutions:

1) Remove corroded concrete in spalled areas, replace damaged reinforcing, reform damaged area, and pour new concrete.

2) Install new 6- to 8-inch-thick reinforced concrete topping slab over entire existing lower deck. Slope surface for positive drainage.

3) Use commercial marine grade elastomeric joint filler between new dock slab and bottom of upper pier wall.

4) Use heavy broom non-slip finish or similar on the new slab.

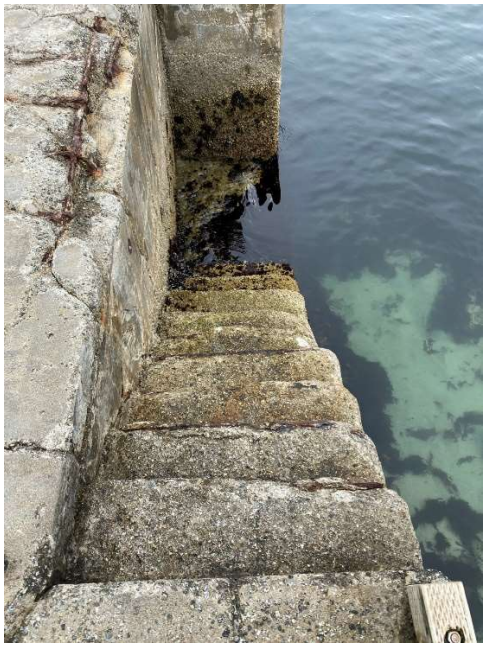
4) Resurface other repaired areas to match existing.

5) Install fence or guard at drop off

6) Install safety signage.

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Location 2 : Stairs from Lower Pier Deck Surface to Ocean



Appendix A Photo 4: Stairs from Lower Pier Deck Surface to Ocean



Appendix A Photo 5: Stairs from Lower Pier Surface to Ocean

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Problems:

1) Spalling from corrosion of reinforcing bars.

2) Cracking of concrete.

3) Erosion and abrasion of stair treads. Safety Hazard.

4) Irregular stair rise and run. Safety Hazard.

5) Lack of handrail. Safety Hazard.

Solutions:

1) Remedy Safety Hazards with guards, handrail, and signage.

2) Reform and pour new concrete stairs with minimum 4-foot width, uniform rise and run of treads and aluminum or stainless-steel stair treads with nosing.

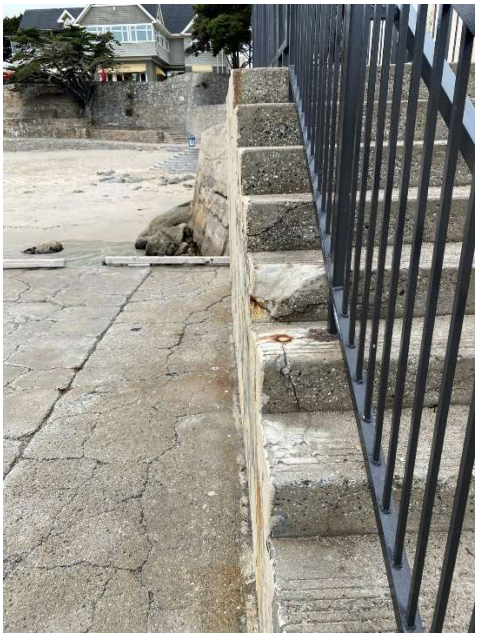
3) Remove eroded/corroded concrete, replace damaged reinforcing, reform damaged area, and pour new concrete in adjacent areas.

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Location 3 : Stairs from Upper Pier Deck Surface to Lower Pier Deck Surface



Appendix A Photo 6: Stairs from Lower Pier Deck Surface to Upper Pier Deck Surface with Interior Storage Room Underneath



Appendix A Photo 7: Stairs from Lower Pier Deck Surface to Upper Pier Deck Surface with Interior Storage Room Underneath

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Appendix A Photo 8: Stairs from Lower Pier Deck Surface to Upper Pier Deck Surface with Interior Storage Room Underneath



Appendix A Photo 9: Stairs from Lower Pier Deck Surface to Upper Pier Deck Surface with Interior Storage Room Underneath



Appendix A Photo 10: Stairs from Lower Pier Deck Surface to Upper Pier Deck Surface with Interior Storage Room Underneath

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Problems:

1) Spalling from corrosion of reinforcing bar.

2) Cracking of concrete.

3) Structural distress from concrete reinforcing failure.

Solutions:

1) Inspect interior room.

2) Structural Engineer to evaluate stairs and stability of roof and walls of interior room. This evaluation may conclude a complete rebuild of the stairs is most cost effective or may find that resurfacing the concrete and completely filling the interior room under the stairs with concrete control density fill is adequate.

3) Remove corroded concrete, replace damaged reinforcing, sandblast surface, reform damaged area and pour new concrete.

4) Resurface repaired areas to match existing.

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Location 4 : Upper Pier Deck Surface

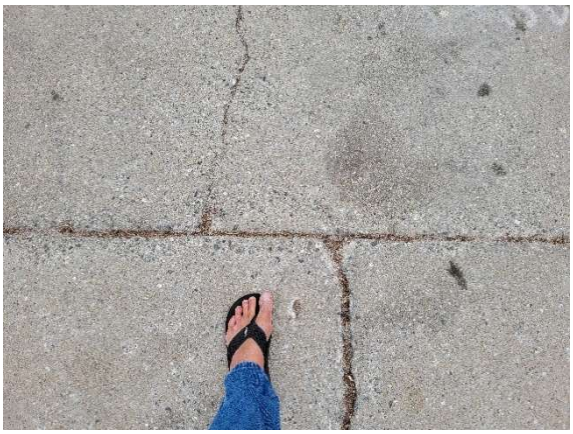


Appendix A Photo 11: Upper Pier Deck Surface Showing Cracking Of Slab



Appendix A Photo 12: Upper Pier Deck Surface Showing Construction Joint and Cracks

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Appendix A Photo 13: Upper Pier Surface

Problems:

1) Extensive cracking of concrete slab. Cracking appears to be combination of construction joint cracking, cracking from shrinkage during curing as well as from settlement and flexure of the massive concrete structure.

2) Spalling from corrosion of reinforcing bar at slab edges.

Solutions:

1) Remove 8-inch of cracked concrete in the seaward 75 feet of pier surface area.

2) Install new 8-inch-thick reinforced topping slab over entire existing slab. Slope surface for positive drainage.

3) Utilize heavy broom non-slip finish on new slab.

4) Use marine elastomeric filler in new control joints.

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Location 5 : Upper Pier Deck Edge Toward Lower Pier Deck



Appendix A Photo 14: Upper Pier Deck Edge Toward Lower Pier Deck



Appendix A Photo 15: Upper Pier Deck Edge Toward Lower Pier

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Appendix A Photo 16: Upper Pier Deck Edge Toward Lower Pier Deck

Along this edge the upper pier deck concrete slab is at the same elevation as the top of the wall that descends to the lower pier deck surface. The concrete has spalled in numerous areas, often near the location of present or former railing posts and corroded rebar is visible.

Problems:

1) Extensive cracking of concrete slab. Cracking appears to be combination of construction joint cracking, cracking from shrinkage during curing as well as from settlement and flexure of the massive concrete structure.

2) Spalling from corrosion of reinforcing bar at slab edges.

Solutions:

1) Remove corroded concrete in spalled areas, replace damaged reinforcing, reform damaged area and pour new concrete.

2) Install new 8-inch-thick reinforced topping slab over entire existing slab. Slope surface for positive drainage.

3) Use marine elastomeric filler between new lower deck concrete slab and bottom of upper pier deck wall.

4) Resurface repaired areas to match existing.

5) Install fence or guard at drop off.

6) Install safety signage.

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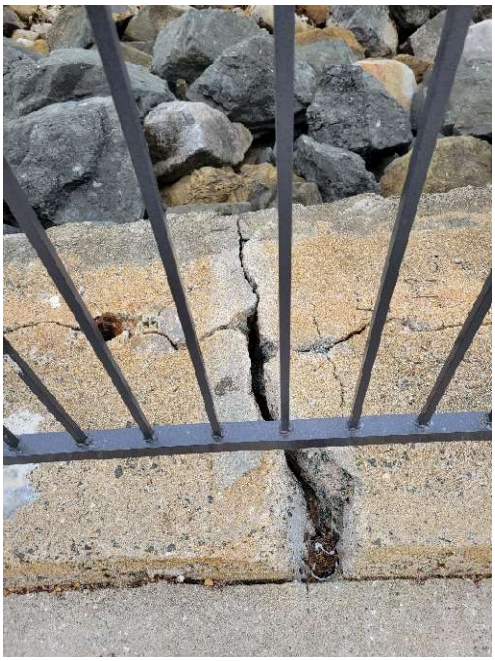
Location 6 : Upper Pier Deck Edge Toward Lovers Point

Along this edge there is a wall along the edge of the pier and the upper pier concrete slab is about 6 inches in elevation below the top of the wall that descends to the adjacent rip-rap. The concrete has severely cracked in numerous areas due to corrosion (chemical alteration) of the reinforcing steel that involves the iron expanding in volume as it oxidizes and causes concrete deterioration by delamination and spalling of the concrete cover and reducing the cross-sectional area of the reinforcement and reducing its bond to the concrete. Prominent cracks often parallel with the wall and near the location of present or former railing posts. Cracking is also evident that crosses the top of the wall, and corroded rebar is visible.

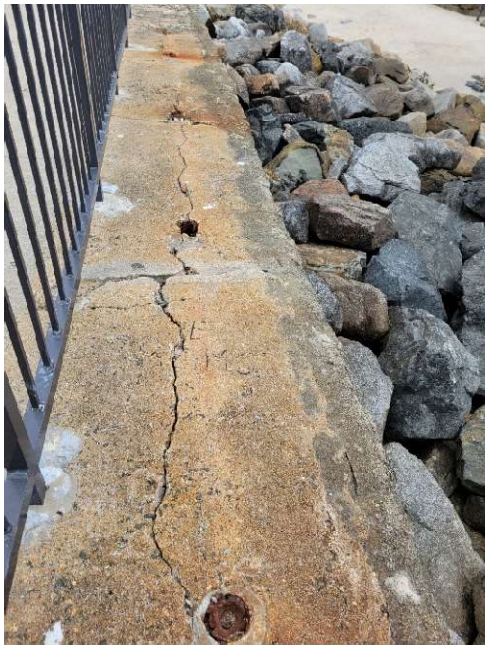


Appendix A Photo 17: Showing Prominent Cracks Parallel to Top of Wall Along Upper Pier Edge Toward Lovers Point

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Appendix A Photo 18: Showing Prominent Crack Across Top of Wall Along Upper Pier Edge Toward Lovers Point



Appendix A Photo 19:Showing Crack Location Along Old Railing Post Alignment at Upper Pier Edge Toward Lovers Point

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Problems:

1) Extensive cracking of top of wall at upper pier deck edge toward Lovers Point. Large cracking appears to be associated with corrosion of former railing posts, as well as from settlement and flexure of the massive concrete structure. Concrete erosion is evident.

2) Spalling from corrosion of reinforcing bar in near surface areas.

Solutions:

1) Remove upper portion of wall at upper pier deck edge toward Lovers Point and reform a new concrete beam at the edges of and the tip of the pier with a sound concrete edge beam that replaces the cracked and split concrete there, so the new concrete beam can be used as a stable foundation for new corrosion resistant railings. After demolition, form new concrete beam designed as a gravity structure with an integrated sleeved foundation for new railings, and pour new concrete.

2) Integrate work so that the adjacent new 8-inch-thick reinforced topping slab is structurally tied to the new concrete beam with reinforcing bar.

3) Use marine elastomeric filler in upper portion of new railing foundation sleeves and in any required control joints.

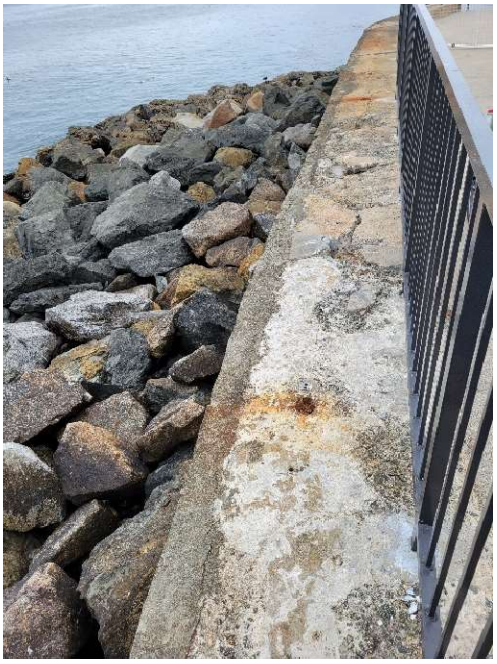
4) Resurface repaired areas to match existing.

5) Install fence or guard at drop off.

6) Install safety signage.

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<u>Location 7</u> : Upper Pier Deck Railing



Appendix A Photo 20: Upper Pier Railing



Appendix A Photo 21: Upper Pier Deck Railing

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Appendix A Photo 22: Upper Pier Deck Railing



Appendix A Photo 23: Upper Pier Deck Railing Under Historical Wave Impact During Pier Construction (Photo Taken Prior to Construction of Lower Pier Deck Portion)

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Problems:

1) Four prior generations of railing are evident. Extensive concrete cracking has resulted from expansion of railing posts because of corrosion and from wave impact forces on the railings from ocean wave overtopping of the pier.

2) Railings are essential for pier user safety, and thus must be in a challenging corrosive environment that is subject to wave inundation and impact.

3) Railing will not protect users from wave uprush, impact, or overtopping.

3) Lack of fence or guard at drop off into ocean. Safety Hazard.

Solutions:

1) Install new corrosion resistant railings. Found them in the new concrete beam located at the edges of and the tip of the pier with an integrated sleeved foundation for the new railings.

2) Use marine elastomeric filler in upper portion of new railing foundation sleeves and in any required control joints.

3) Resurface repaired areas to match existing.

4) Close pier during extreme ocean wave conditions. Install safety signage.

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Location 8 : Seaward End of Lovers Point Pier



Appendix A Photo 24: Lovers Point Pier Showing Damage at Seaward End

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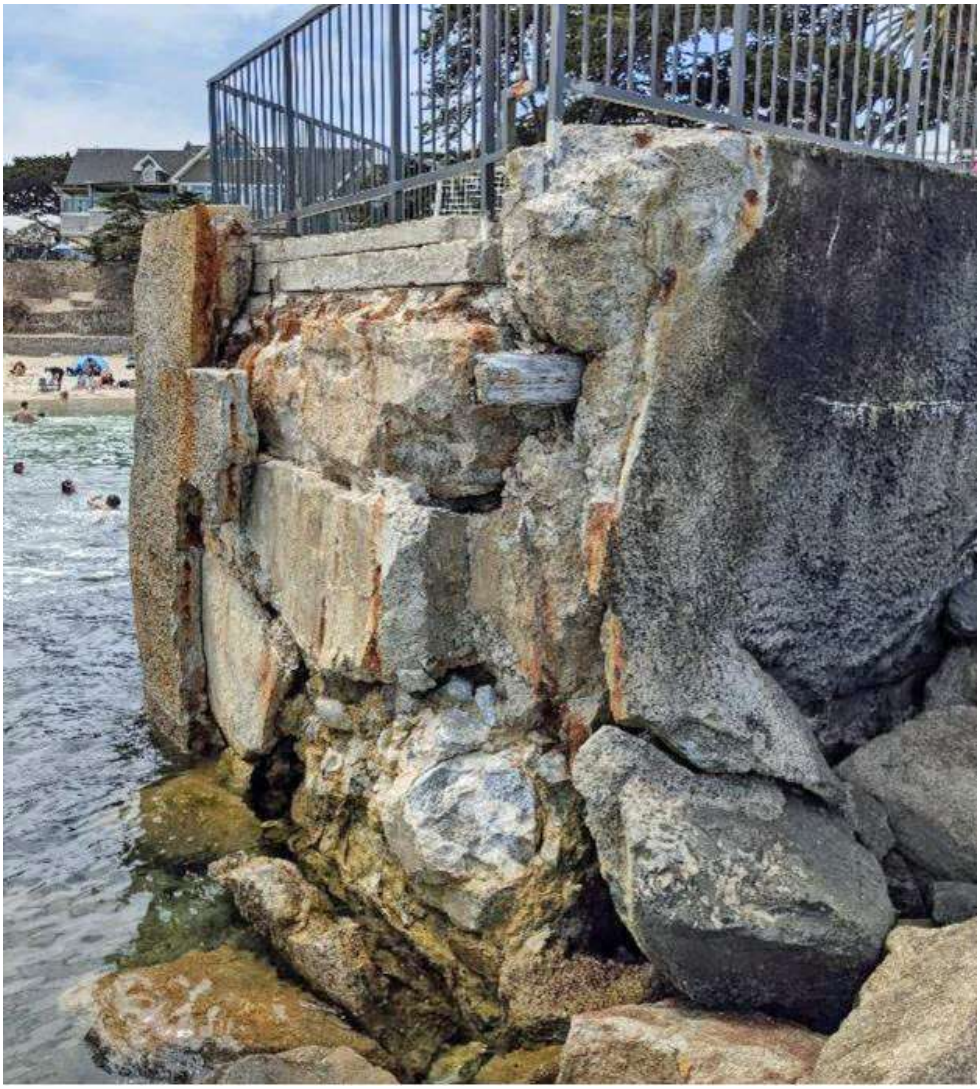


Appendix A Photo 25: Lovers Point Pier Showing Closer View of Damage at Seaward End



Appendix A Photo 26: Showing 2021 Damage at Seaward End of Pier

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Appendix A Photo 27: Showing 2021 Damage at Seaward End of Pier

In January 2021, at the tip of the pier, several large pieces of concrete fascia were stripped off the structure by wave impact. The ends of two decayed wooden beams are visible where voids were created where the concrete fascia was stripped off the pier. The reinforcing ties that anchored the fascia to the concrete deeper within the pier structure are rusted away. This created a situation where the fascia was unattached or barely attached to the main bulk of the pier structure. The concrete fascia of the pier has been historically patched based on different fascia thicknesses and concrete types that are now visible.

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Problems:

1) Extensive cracking of concrete wall and facing. Large cracking appears to be caused by a combination of reinforcing bar and reinforcing tie failure and spalling. Under the stress of wave impact forces.

2) Exposed edges of facing and adjacent walls are delaminating and becoming detached from the core of the pier.

3) The core of the pier is exposed and subject to ongoing damage.

4) Foundation of existing fence at tip of pier is damaged, so it does not adequately guard the drop off into the ocean there. Safety Hazard.

Solutions:

1) Maintain existing additional safety fencing to prevent pedestrian access to the seaward 10 feet of the pier.

2) Close pier during extreme ocean wave conditions. Install safety signage.

3) Install new corrosion resistant railings. Found them in the new concrete beam located at the edges of and the tip of the pier with an integrated sleeved foundation for the new railings.

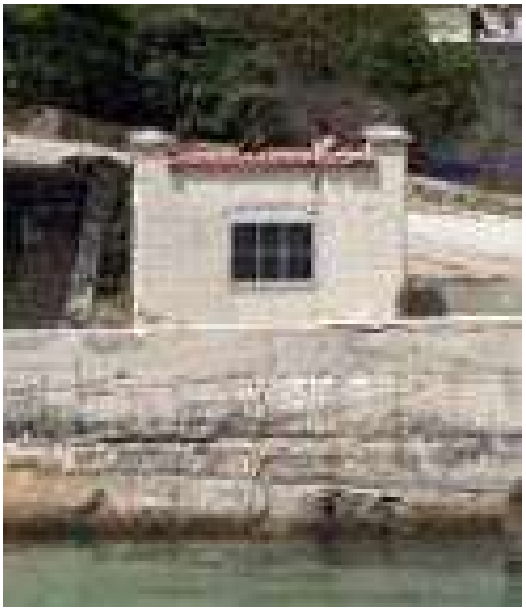
4) Demolish "Failing Area" of shotcrete facing shown in Photograph 26 (above).

5) Install new marine shotcrete fascia tied into core of existing pier and into new beam around upper pier perimeter. Take precautions to prevent concrete debris from any required demolition and any uncured fresh or hardened concrete from entering the ocean.

6) Resurface repaired areas to match existing adjacent surfaces.

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Location 9 : Small Building Located on Pier Approach



Appendix A Photo 28: Small Building Located on Pier Approach



Appendix A Photo 29: Door into Interior of Small Building Located on Pier Approach

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Problems:

1) Spalling from corrosion of reinforcing bar.

2) Cracking of concrete.

3) Structural distress from concrete reinforcing failure.

Solutions:

1) Inspect interior room.

2) Structural Engineer to evaluate stability of roof and walls of building. This evaluation may conclude a complete rebuild of the building is preferred or resurfacing of existing concrete and infilling of the room with concrete control density fill or may find that removal of the building is most cost effective.

3) Remove corroded concrete, replace damaged reinforcing, sandblast surface, reform damaged area and pour new concrete.

4) Resurface repaired areas to match existing.

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<u>Location 10</u> : Steps to Beach from Pier Approach

At the landward end of the approach to the pier, a set of steps with arcuate treads descends to the beach sand at the main Lovers Point Beach.



Appendix A Photo 30: Steps to Beach

Problems:

1) The noses of the treads have eroded and become broken off, resulting in irregular surfaces on the steps, which are partly covered in sand. This creates a slip and fall hazard.

2) No handrail exists.

Solutions:

1) Reconstruct steps that are code compliant.

2) Install code compliant handrail(s) for pedestrians to use.

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<u>Location 11</u> : Rip-rap Revetment

The rip-rap revetment downcoast of the pier is in good condition. It absorbs wave energy, decreases pier flooding which increases the time the pier is usable, and buttresses and supports the concrete pier structure. It is shown below.



Appendix A Photo 31: Rip-rap Revetment Downcoast of Pier

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Appendix A Photo 32: Closer View of Rip-rap Revetment Downcoast of Pier

Problems:

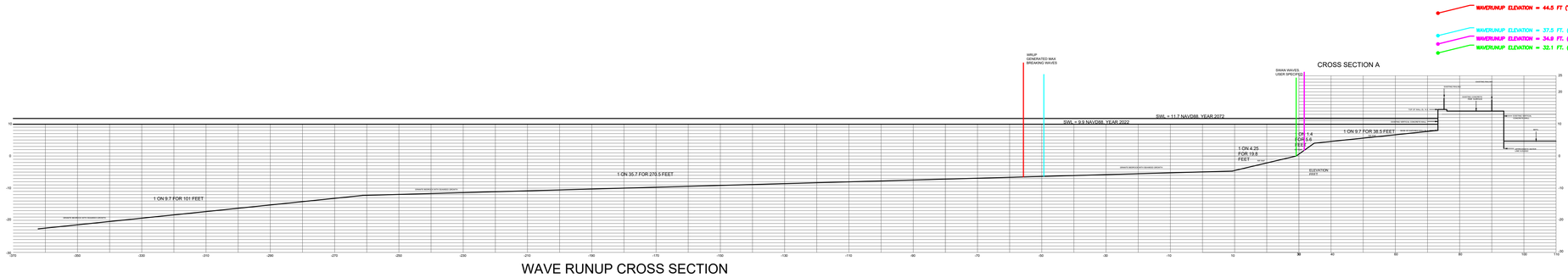
1) The toe of the revetment is at a much steeper gradient than the remainder and quarrystone at the toe will become unstable in the future.

Solutions:

1) Ultimately the revetment may need to be armored with a layer of larger quarry stones or precast concrete elements (e. g. dolos, tetra pods, tribars etc.)

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APPENDIX B
WAVE RUNUP AND FORCE ANALYSIS





PRELIMINARY DRAFT

REVISIONS	BY

TOPOGRAPHIC MAP & PLAN VIEW WITH WAVE RUNUP SECTION
LOVERS POINT PIER BAND-AID REPAIR
CITY OF PACIFIC GROVE LOVERS POINT PARK
APN 006-155-099, OCEAN VIEW BLVD., PACIFIC GROVE, CA 93950

HARO, KASUNICH AND ASSOCIATES, INC.
CONSULTING CIVIL, GEOTECHNICAL & COASTAL ENGINEERS
116 EAST LAKE AVENUE
WATSONVILLE, CA 95076 (831) 722-4175

Date	7-21-2022
Scale	AS SHOWN
Drawn	MF
Job	
Sheet	1 OF 1 SHEETS

WAVE RUNUP AND FORCE ANALYSIS RESULTS SUMMARY

LOVERS POINT PIER

Date: October 2022
Job #: M11897
By: AK

Notes:

1) Analysis perfmored on WRUP™ wave runp software program 1984 using the composite slope method
2) All elevations reported in NAVD88
3) Analysis performed for existing and final wall configuration

Description of Terms:

Case No.	Case number from WRUP print outs
SWL (ft.)	Still water elevation
H_o' *(ft.)*	Unrefracted deepwater wave height
T (sec.)	Wave period
H_b *(ft.)*	Breaking wave height
d_b *(ft.)*	Breaking water depth
R (ft.)	Wave Runup. The vertical height above the still water level to which water from an incident wave will run up the face of a structure.
TWL (ft.)	Total Water Level in NAVD88 = Wave Runup (R) + Still Water Level elevation (SWL) in NAVD88

SECTION A, METHOD: CALCULATE MAXIMUM BREAKING WAVE HEIGHT GIVEN WAVE PERIOD.

Year	*SWL (ft.)*	*Ho' (ft.)*	*T (sec.)*	H_b *(ft.)*	d_b *(ft.)*	*R (ft.)*	*TWL (ft. NAVD88)*
2022	9.9	9.3	16	15.5	16.2	27.6	37.5
2072	11.7	10.9	16	17.3	18.2	32.8	44.5

SECTION A, METHOD: USER SPECIFIED DEEP WATER WAVE HEGIHT. WAVE HEIGHTS FROM SWAN ANALYIS.

Year	*SWL (ft.)*	*Ho' (ft.)*	*T (sec.)*	H_b *(ft.)*	d_b *(ft.)*	*R (ft.)*	*TWL (ft. NAVD88)*
2022	9.9	4.8	16	11.0	7.5	14.1	24
	9.9	6.2	16	13.2	9.1	19.1	29
	9.9	7.0	16	14.4	9.9	22.2	32.1
2072	11.7	4.8	16	11.0	8.3	13.5	25.2
	11.7	6.2	16	13.2	9.1	20.1	31.8
	11.7	7.0	16	14.4	9.9	23.2	34.9

SECTION A, SUMMARY OF WAVE FORCE ANALYSIS

Year	*Method*	*SWL (ft.)*	*Loading*
2022	Miniken SPM	9.9	992 psf
	Broken Waves SPM	9.9	518 psf
	Breaking Wave FEMA	9.9	961 lb/ft
2072	Miniken SPM	11.7	1661 psf
	Broken Waves SPM	11.7	582 psf
	Breaking Wave FEMA	11.7	3645 lb/ft

Lovers Point Pier

M11897
10-21-22

Summary of Cross-Section Data
(Variable Slope Profiles)

Profile Name	Slope #	Slope (1 on_)	Roughness Coefficient	Elevation at Bottom of Slope (ft NAVD88)
XS-A	1	0.00	1.00	8.00
	2	9.70	.50	4.00
	3	1.40	.50	0.00
	4	4.25	.50	-4.68
	5	35.70	.90	-12.26
	6	9.70	.90	

Lovers Point Pier

M11897
10-21-22

Input Conditions:
Variable Slope Cross-Section, 1 profile(s).
Stillwater Level, 2 condition(s).
Wave Conditions (T), 1 Hbmax wave combination(s).

Case 1
Profile XS-A
For SWL = 9.9 ft NAVD88
For Hbmax w/ T = 16.0 sec (Wave breaks on slope No. 5)

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)
*	9.3	16.0	15.5	16.2	1.7	.00113	35.7	2.8	3.71	1.12	.71	27.6	37.5	5

Case 2
Profile XS-A
For SWL = 11.7 ft NAVD88
For Hbmax w/ T = 16.0 sec (Wave breaks on slope No. 5)

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)
*	10.9	16.0	17.3	18.2	1.7	.00133	35.7	2.5	3.68	1.13	.72	32.8	44.5	5

* = Predominant wave period.
Note 5 = Composite slope method used.

Column Labels for Wave Runup Level 3 Output

Label 1 = Unrefracted deepwater wave height, H'0 in ft.
Label 2 = Wave period, T in sec.
Label 3 = Breaking wave height, Hb in ft.
Label 4 = Breaking water depth, db in ft.
Label 5 = ds/H'0 (db/H'0 when composite) for use in runup curves.
Label 6 = Wave steepness, H'0/gT2.
Label 7 = Slope that wave breaks on, 1 on __.
Label 8 = Runup slope calculations made on, 1 on__.
Label 9 = Relative runup factor, R/H'0, from SPM runup curves.
Label 10 = Scale correction factor, K, from SPM.
Label 11 = Slope roughness factor (composite factor if computed).
Label 12 = Runup relative to SWL, in ft.
Label 13 = Runup elevation, in ft NAVD88 .
Label 14 = Notes on calculations.

M11897
10-21-22

Input Conditions:
Variable Slope Cross-Section, 1 profile(s).
Stillwater Level, 2 condition(s).
Wave Conditions (H'0,T), 3 wave combination(s).

Case 3
Profile XS-A
For SWL = 9.9 ft NAVD88
For H'0 = 4.8 ft, T = 16.0 sec

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)
*	4.8	16.0	11.0	7.5	1.6	.00058	1.4	1.9	4.47	1.13	.58	14.1	24.0	3,5

Case 4
Profile XS-A
For SWL = 9.9 ft NAVD88
For H'0 = 6.2 ft, T = 16.0 sec

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)
*	6.2	16.0	13.2	9.1	1.5	.00075	1.4	1.5	4.44	1.14	.61	19.1	29.0	3,5

Case 5
Profile XS-A
For SWL = 9.9 ft NAVD88
For H'0 = 7.0 ft, T = 16.0 sec

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)
*	7.0	16.0	14.4	9.9	1.4	.00085	4.3	1.4	4.43	1.14	.63	22.2	32.1	3,5

Case 6
Profile XS-A
For SWL = 11.7 ft NAVD88
For H'0 = 4.8 ft, T = 16.0 sec

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)
*	4.8	16.0	11.0	8.3	1.7	.00058	1.4	2.0	4.30	1.13	.58	13.5	25.2	3,5

Case 7
Profile XS-A
For SWL = 11.7 ft NAVD88
For H'0 = 6.2 ft, T = 16.0 sec

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)
*	6.2	16.0	13.2	9.1	1.5	.00075	1.4	1.4	4.46	1.14	.64	20.1	31.8	3,5

Case 8
Profile XS-A
For SWL = 11.7 ft NAVD88
For H'0 = 7.0 ft, T = 16.0 sec

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)
*	7.0	16.0	14.4	9.9	1.4	.00085	1.4	1.3	4.45	1.14	.66	23.2	34.9	3,5

* = Predominant wave period.
Note 3 = Profile slope &/or wave steepness is outside of breaker height index curves, outer bound used.
Note 5 = Composite slope method used.

Column Labels for Wave Runup Level 3 Output

Label 1 = Unrefracted deepwater wave height, H'0 in ft.
Label 2 = Wave period, T in sec.
Label 3 = Breaking wave height, Hb in ft.
Label 4 = Breaking water depth, db in ft.
Label 5 = ds/H'0 (db/H'0 when composite) for use in runup curves.
Label 6 = Wave steepness, H'0/gT2.
Label 7 = Slope that wave breaks on, 1 on __.
Label 8 = Runup slope calculations made on, 1 on__.
Label 9 = Relative runup factor, R/H'0, from SPM runup curves.
Label 10 = Scale correction factor, K, from SPM.
Label 11 = Slope roughness factor (composite factor if computed).
Label 12 = Runup relative to SWL, in ft.
Label 13 = Runup elevation, in ft NAVD88 .
Label 14 = Notes on calculations.

WAVE FORCE RESULTS SUMMARY

LOVERS POINT PIER

Date: October 2022
Job #: M11897
By: AK

Broken Waves - Wall Seaward of Stillwater Line

Notes:

1) Analysis is based on Chapter 7.III.4.a/b pg. 7-192 of Shore Protection Manual Volume II by Army Corps of Engineers (1984)
2) T, H_b, and d_b taken from WRUP

Description of Terms:

P_m (psf)	Maximum dynamic pressure
H_b (ft.)	Breaking wave height
d_s (ft.)	Depth at the toe of the structure
d_b (ft.)	Depth of breaking wave
D (ft.)	Depth one wavelength in front of the wall
T (sec.)	Wave period
L_d (ft.)	Wave length in water of depth D
R_m (lb/ft)	Force represented by the area under the dynamic pressure distribution
M_m (ft-lb / ft)	Moment resulting from the dynamic component of pressure
R_s (lb/ft)	Hydrostatic component of breaking wave on a wall
M_s (ft-lb / ft)	Hydrostatic moment
R_t (lb/ft)	Total breaking wave force on wall per unit wall length
M_t (ft-lb / ft)	Total moment about the toe
w (pcf)	Unit weight of water = 64 pcf

SECTION A, SWL = 9.9	
TOW (ft.)	14.5
Toe Wall (ft.)	8
SWL (ft.)	9.9
d_s (ft.)	1.9
g (ft./s^2)	32.2

T (sec.)	H_b (ft.)	d_b (ft.)	h_c (ft)	P_m (psf)	R_m (lb/ft)	M_m (ft-lb / ft)	R_s (lb/ft)	M_s (ft-lb / ft)	R_t (lb/ft)	M_t (ft-lb / ft)
16*	15.5	16.2	12.1	518.4	6,267	49,795	6,263	29,207	12,530	79,002
16**	14.4	9.9	11.2	316.8	3,558	26,744	5,518	24,156	9,077	50,900

* WRUP Calculated maximm breaking waves height given wave period.
** User specified deepwater wave height. Wave hegiht from SWAN Analysis.

SECTION A, SWL = 11.7	
TOW (ft.)	14.5
Toe Wall (ft.)	8
SWL (ft.)	11.7
d_s (ft.)	3.7
g (ft./s^2)	32.2

T (sec.)	H_b (ft.)	d_b (ft.)	h_c (ft)	P_m (psf)	R_m (lb/ft)	M_m (ft-lb / ft)	R_s (lb/ft)	M_s (ft-lb / ft)	R_t (lb/ft)	M_t (ft-lb / ft)
16*	17.3	18.2	13.5	582.4	7,859	67,956	7,583	38,912	15,442	106,868
16**	14.4	9.9	11.2	316.8	3,558	26,744	5,518	24,156	9,077	50,900

* WRUP Calculated maximm breaking waves height given wave period.
** User specified deepwater wave height. Wave hegiht from SWAN Analysis.

The dynamic part of the pressure will be

$$p_m = \frac{wc^2}{2g} = \frac{wd_b}{2} \qquad (7\text{-}94)$$

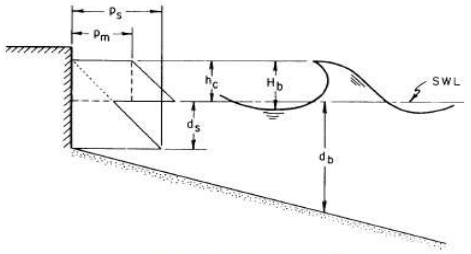


Figure 7-104. Wave pressures from broken waves: wall seaward of still-water line.

where w is the unit weight of water. If the dynamic pressure is uniformly distributed from the still-water level to a height h_c above SWL, where h_c is given as

$$h_c = 0.78H_b \tag{7-95}$$

then the dynamic component of the wave force is given as

$$R_m = p_m h_c = \frac{w d_s h_c}{2} \tag{7-96}$$

and the overturning moment caused by the dynamic force as

$$M_m = R_m\left(d_s + \frac{h_c}{2}\right) \tag{7-97}$$

where d_s is the depth at the structure.

WAVE FORCE RESULTS SUMMARY

LOVERS POINT PIER

Date: October 2022
Job #: M11897
By: AK

Section A Breaking Wave Forces on Vertical Wall Notes (SWL = 11.7 ft NAVD88):

Notes:

1) Analysis is based on Miniken Method (1955, 1963). Miniken method can give wave forces that are extremeley high (15 to 18 times those calculated for non breaking waves)

2) From Chapter 7 pg. 7-99 of Shore Protection Manual Volume II by Army Corps of Engineers (1984)

Description of Terms:

P_m *(psf)*	Maximum dynamic pressure
H_b *(ft.)*	Breaking wave height
d_s *(ft.)*	Depth at the toe of the structure
d_b *(ft.)*	Depth of breaking wave
D (ft.)	Depth one wavelength in front of the wall
T (sec.)	Wave period
L_d *(ft.)*	Wave length in water of depth D
R_m *(lb/ft)*	Force represented by the area under the dynamic pressure distribution
M_m *(ft-lb /*	Moment resulting from the dynamic component of pressure
R_s *(lb/ft)*	Hydrostatic component of breaking wave on a wall
M_s *(ft-lb /*	Hydrostatic moment
R_t *(lb/ft)*	Total breaking wave force on wall per unit wall length
M_t *(ft-lb /*	Total moment about the toe
w (pcf)	Unit weight of water = 64 pcf

SECTION A, SWL = 11.7, ds/D = 0.23, T = 16 sec

H_b (ft.)	P_m (psf)	R_m (lb/ft)	M_m (ft-lb / ft)	R_s (lb/ft)	M_s (ft-lb / ft)	R_t (lb/ft)	M_t (ft-lb / ft)
2	192	128	474	707	1107	835	1581
4	384	512	1894	1040	1975	1552	3870
6	576	1152	4262	1436	3208	2588	7471
8	768	2048	7578	1897	4870	3945	12447
10	960	3200	11840	2422	7024	5622	18864
11	1056	3872	14326	2708	8306	6580	22632
12	1152	4608	17050	3011	9735	7619	26785
14	1344	6272	23206	3664	13067	9936	36274
16	1536	8192	30310	4380	17084	12572	47394
17.3	1660.8	9577	35436	4881	20092	14458	55528
18	1728	10368	38362	5161	21849	15529	60211
20	1920	12800	47360	6006	27428	18806	74788

WAVE FORCE RESULTS SUMMARY

LOVERS POINT PIER

Date: October 2022
Job #: M11897
By: AK

Section A Breaking Wave Forces on Vertical Wall Notes (SWL = 9.9 ft NAVD88):

Notes:
1) Analysis is based on Miniken Method (1955, 1963). Miniken method can give wave forces that are extremeley high (15 to 18 times those calc
2) From Chapter 7 pg. 7-99 of Shore Protection Manual Volume II by Army Corps of Engineers (1984)

Description of Terms:

P_m *(psf)*	Maximum dynamic pressure
H_b *(ft.)*	Breaking wave height
d_s *(ft.)*	Depth at the toe of the structure
d_b *(ft.)*	Depth of breaking wave
D (ft.)	Depth one wavelength in front of the wall
T (sec.)	Wave period
L_d *(ft.)*	Wave length in water of depth D
R_m *(lb/ft)*	Force represented by the area under the dynamic pressure distribution
M_m *(ft-lb /*	Moment resulting from the dynamic component of pressure
R_s *(lb/ft)*	Hydrostatic component of breaking wave on a wall
M_s *(ft-lb /*	Hydrostatic moment
R_t *(lb/ft)*	Total breaking wave force on wall per unit wall length
M_t *(ft-lb /*	Total moment about the toe
w (pcf)	Unit weight of water = 64 pcf

SECTION A, SWL = 9.9, ds/D = 0.23, T = 16 sec

H_b (ft.)	P_m (psf)	R_m (lb/ft)	M_m (ft-lb / ft)	R_s (lb/ft)	M_s (ft-lb / ft)	R_t (lb/ft)	M_t (ft-lb / ft)
2	128	85	162	269	260	354	422
4	256	341	649	487	633	828	1281
6	384	768	1459	768	1255	1536	2714
8	512	1365	2594	1114	2191	2479	4785
10	640	2133	4053	1524	3504	3657	7557
11	704	2581	4905	1752	4322	4334	9227
12	768	3072	5837	1997	5259	5069	11096
14	896	4181	7945	2535	7520	6716	15464
15.5	992	5125	9738	2980	9585	8105	19324
16	1024	5461	10377	3136	10350	8598	20726
18	1152	6912	13133	3802	13814	10714	26946
20	1280	8533	16213	4532	17975	13065	34188

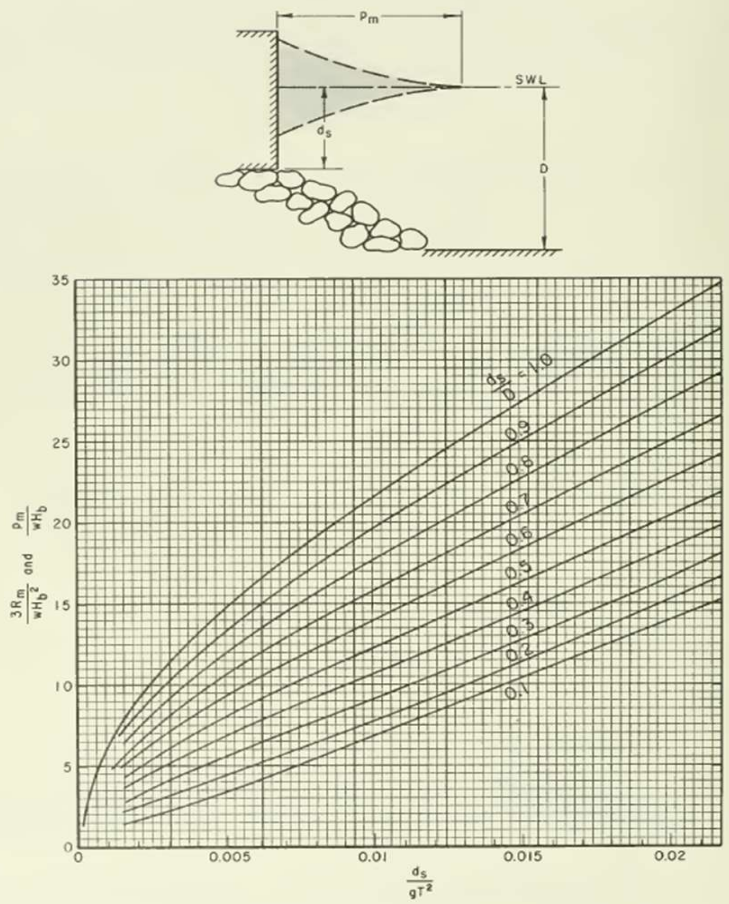


Figure 7-101. Dimensionless Minikin wave pressure and force.

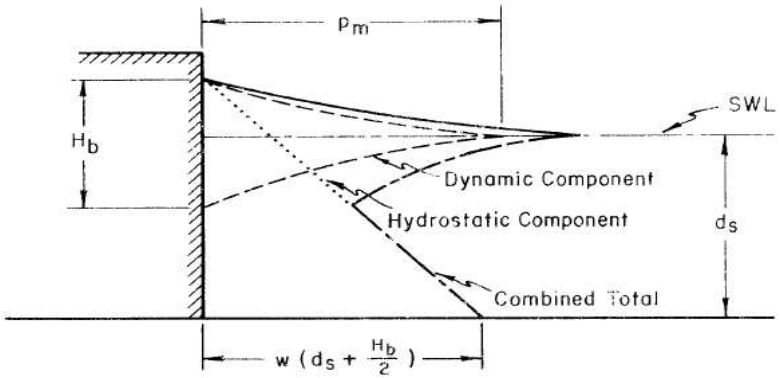


Figure 7-99. Minikin wave pressure diagram.

The maximum pressure assumed to act at the SWL is given by

$$p_m = 101\ w \frac{H_b}{L_D} \frac{d_s}{D} (D + d_s) \tag{7-85}$$

where p_m is the maximum dynamic pressure, H_b is the breaker height, d_s is the depth at the toe of the wall, D is the depth one wavelength in front of the wall, and L_D is the wavelength in water of depth D. The distribution of dynamic pressure is shown in Figure 7-99. The pressure decreases parabolically from p_m at the SWL to zero at a distance of $H_b/2$ above and below the SWL. The force represented by the area under the dynamic pressure distribution is

$$R_m = \frac{p_m H_b}{3} \tag{7-86}$$

i.e., the force resulting from dynamic component of pressure and the overturning moment about the toe is

$$M_m = R_m d_s = \frac{p_m H_b d_s}{3} \tag{7-87}$$

WAVE FORCE RESULTS SUMMARY FROM FEMA CCM VII

LOVERS POINT PIER

Date: October 2022

Job #: M11897

By: AK

Breaking Wave Loads on Vertical Walls FEMA Coastal Construction Manual Chapter 8.5.8.2

Note: Below calcs are based on case 1 (enclosed dry space behind wall see equation 8.6 below)

EQUATION 8.6. BREAKING WAVE LOAD ON VERTICAL WALLS

Case 1 (enclosed dry space behind wall):

$$f_{brkw} = 1.1 C_p \gamma_w d_s^2 + 2.4 \gamma_w d_s^2 \quad \text{(Eq. 8.6a)}$$

Case 2 (equal stillwater elevation on both sides of wall):

$$f_{brkw} = 1.1 C_p \gamma_w d_s^2 + 1.9 \gamma_w d_s^2 \quad \text{(Eq. 8.6b)}$$

where:

f_{brkw} = total breaking wave load per unit length of wall (lb/ft) acting at the stillwater elevation

C_p = dynamic pressure coefficient from Table 8-1

γ_w = specific weight of water (62.4 lb/ft³ for fresh water and 64.0 lb/ft³ for saltwater)

d_s = design stillwater flood depth (ft)

$$F_{brkw} = f_{brkw}(w) \quad \text{(Eq. 8.6c)}$$

where:

F_{brkw} = total breaking wave load (lb) acting at the stillwater elevation

f_{brkw} = total breaking wave load per unit length of wall (lb/ft) acting at the stillwater elevation

w = width of wall (ft)

SECTION A, CP = 1.6, WRUP CALCULATED MAXIMUM BREAKING WAVE GIVEN WAVE PERIOD				
SWL (ft.)	*TOW (ft.)*	*h (ft.)*	*d_s (ft.)*	*f_{brkw} (lb/ft)*
11.7	14.5	6.5	3.7	3645
9.9	14.5	6.5	1.9	961

SECTION A, CP = 1.6, USER SPECIFIED WAVE HEIGHT, WAVE HEIGHT FROM SWAN ANALYSIS				
SWL (ft.)	*TOW (ft.)*	*h (ft.)*	*d_s (ft.)*	*f_{brkw} (lb/ft)*
11.7	14.5	6.5	3.7	3645
9.9	14.5	6.5	1.9	961

Table 8-1. Value of Dynamic Pressure Coefficient (C_p) as a Function of Probability of Exceedance

C_p	Building Type	Probability of Exceedance
1.6	Buildings and other structures that represent a low hazard to human life or property in the event of failure	0.5
2.8	Coastal residential building	0.01
3.2	Buildings and other structures, the failure of which could pose a substantial risk to human life	0.002
3.5	High-occupancy building or critical facility or those designated as essential facilities	0.001

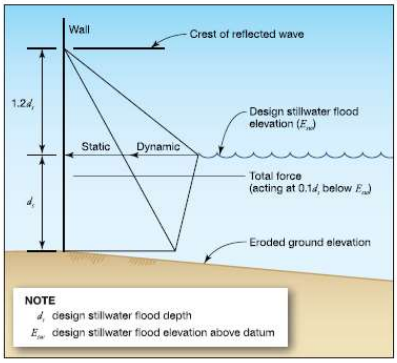


Figure 8-9. Breaking wave pressure distribution against a vertical wall

APPENDIX C
RIP RAP REVETMENT EVALUATION AND BOULDER SIZING

RED # = BOULDER INVENTORY NUMBER

GREEN # = PLAN VIEW AREA OF BOULDER (SF)

AREAS IN SQ FT

HKA CALC SHEET - NOT PART OF PLAN SET

0 5 10 15

FEET
1 inch = 5 ft.

REVISIONS	BY

HKA CALC SHEET - NOT PART OF PLAN SET
LOVERS POINT PIER BAND-AID REPAIR
CITY OF PACIFIC GROVE LOVERS POINT PARK
APN 006-155-099, OCEAN VIEW BLVD., PACIFIC GROVE, CA 93950

HARO, KASUNICH AND ASSOCIATES, INC.
CONSULTING CIVIL, GEOTECHNICAL & COASTAL ENGINEERS
116 EAST LAKE AVENUE
WATSONVILLE, CA 95076 (831) 722-4175

Date	10-20-2022
Scale	AS SHOWN
Drawn	MF
Job	
Sheet	

D:\PGCC\Lovers Point Pier\2022-10-20 LOVERS POINT PIER REPAIR.dwg, 10/20/2022 4:18:04 PM

Lovers Point Rip Rap sample **October 20, 2022**

122 Boulders Measured Adjacent to

Boulder #	Top View Area Ft^2	Top View Radius^2 Ft^2	Top View Radius Ft	*Volume Ft^3	Tons
68	32.7	10.4	3.2	105.5	8.7
67	31.8	10.1	3.2	101.2	8.3
38	27.6	8.8	3.0	81.8	6.7
118	27.0	8.6	2.9	79.2	6.5
91	25.3	8.1	2.8	71.8	5.9
59	24.8	7.9	2.8	69.7	5.7
16	24.7	7.9	2.8	69.3	5.7
104	24.7	7.9	2.8	69.3	5.7
99	24.0	7.6	2.8	66.3	5.5
9	20.8	6.6	2.6	53.5	4.4
1	20.4	6.5	2.5	52.0	4.3
120	19.9	6.3	2.5	50.1	4.1
28	19.8	6.3	2.5	49.7	4.1
6	19.6	6.2	2.5	49.0	4.0
97	18.0	5.7	2.4	43.1	3.6
117	18.0	5.7	2.4	43.1	3.6
76	17.7	5.6	2.4	42.0	3.5
57	17.3	5.5	2.3	40.6	3.3
58	17.3	5.5	2.3	40.6	3.3
27	17.2	5.5	2.3	40.2	3.3
30	17.2	5.5	2.3	40.2	3.3
96	16.6	5.3	2.3	38.2	3.1
18	16.5	5.3	2.3	37.8	3.1
102	16.4	5.2	2.3	37.5	3.1
93	16.3	5.2	2.3	37.1	3.1
69	16.1	5.1	2.3	36.4	3.0
33	15.9	5.1	2.2	35.8	3.0
80	15.9	5.1	2.2	35.8	3.0
95	15.7	5.0	2.2	35.1	2.9
81	15.5	4.9	2.2	34.4	2.8
105	15.5	4.9	2.2	34.4	2.8
121	15.5	4.9	2.2	34.4	2.8
101	15.3	4.9	2.2	33.8	2.8
54	15.2	4.8	2.2	33.4	2.8
72	15.2	4.8	2.2	33.4	2.8
39	15.0	4.8	2.2	32.8	2.7
48	14.8	4.7	2.2	32.1	2.7
85	14.8	4.7	2.2	32.1	2.7
32	14.7	4.7	2.2	31.8	2.6
53	14.5	4.6	2.1	31.2	2.6
41	14.3	4.6	2.1	30.5	2.5
113	14.3	4.6	2.1	30.5	2.5

98	14.2	4.5	2.1	30.2	2.5
109	14.2	4.5	2.1	30.2	2.5
61	13.9	4.4	2.1	29.2	2.4
103	13.7	4.4	2.1	28.6	2.4
70	13.5	4.3	2.1	28.0	2.3
75	13.5	4.3	2.1	28.0	2.3
3	13.3	4.2	2.1	27.4	2.3
17	13.2	4.2	2.0	27.1	2.2
26	13.2	4.2	2.0	27.1	2.2
122	13.0	4.1	2.0	26.4	2.2
115	12.9	4.1	2.0	26.1	2.2
31	12.7	4.0	2.0	25.5	2.1
21	12.6	4.0	2.0	25.2	2.1
24	12.6	4.0	2.0	25.2	2.1
77	12.3	3.9	2.0	24.3	2.0
90	12.3	3.9	2.0	24.3	2.0
108	12.3	3.9	2.0	24.3	2.0
40	12.1	3.9	2.0	23.7	2.0
106	11.8	3.8	1.9	22.9	1.9
35	11.6	3.7	1.9	22.3	1.8
78	11.5	3.7	1.9	22.0	1.8
46	11.2	3.6	1.9	21.1	1.7
82	11.2	3.6	1.9	21.1	1.7
92	11.2	3.6	1.9	21.1	1.7
60	11.1	3.5	1.9	20.9	1.7
34	10.8	3.4	1.9	20.0	1.7
89	10.8	3.4	1.9	20.0	1.7
22	10.7	3.4	1.8	19.7	1.6
100	10.7	3.4	1.8	19.7	1.6
112	10.7	3.4	1.8	19.7	1.6
44	10.6	3.4	1.8	19.5	1.6
94	10.6	3.4	1.8	19.5	1.6
50	10.5	3.3	1.8	19.2	1.6
52	10.5	3.3	1.8	19.2	1.6
74	10.5	3.3	1.8	19.2	1.6
15	10.4	3.3	1.8	18.9	1.6
11	10.3	3.3	1.8	18.7	1.5
43	10.3	3.3	1.8	18.7	1.5
79	10.2	3.2	1.8	18.4	1.5
12	10.1	3.2	1.8	18.1	1.5
63	10.1	3.2	1.8	18.1	1.5
110	10.1	3.2	1.8	18.1	1.5
116	10.1	3.2	1.8	18.1	1.5
83	10.0	3.2	1.8	17.8	1.5
119	10.0	3.2	1.8	17.8	1.5
5	9.9	3.2	1.8	17.6	1.4
13	9.7	3.1	1.8	17.0	1.4

20	9.7	3.1	1.8	17.0	1.4
86	9.7	3.1	1.8	17.0	1.4
45	9.5	3.0	1.7	16.5	1.4
49	9.5	3.0	1.7	16.5	1.4
7	9.4	3.0	1.7	16.3	1.3
111	9.4	3.0	1.7	16.3	1.3
87	9.2	2.9	1.7	15.7	1.3
2	9.1	2.9	1.7	15.5	1.3
71	9.0	2.9	1.7	15.2	1.3
47	8.9	2.8	1.7	15.0	1.2
19	8.8	2.8	1.7	14.7	1.2
42	8.8	2.8	1.7	14.7	1.2
37	8.6	2.7	1.7	14.2	1.2
55	8.6	2.7	1.7	14.2	1.2
114	8.6	2.7	1.7	14.2	1.2
14	8.4	2.7	1.6	13.7	1.1
64	8.3	2.6	1.6	13.5	1.1
51	8.2	2.6	1.6	13.2	1.1
4	8.1	2.6	1.6	13.0	1.1
107	8.1	2.6	1.6	13.0	1.1
29	8.0	2.5	1.6	12.8	1.1
10	7.9	2.5	1.6	12.5	1.0
36	7.9	2.5	1.6	12.5	1.0
8	7.7	2.5	1.6	12.1	1.0
66	7.7	2.5	1.6	12.1	1.0
88	7.4	2.4	1.5	11.4	0.9
62	7.2	2.3	1.5	10.9	0.9
56	7.1	2.3	1.5	10.7	0.9
65	6.5	2.1	1.4	9.3	0.8
84	6.4	2.0	1.4	9.1	0.8
73	6.3	2.0	1.4	8.9	0.7
23	6.0	1.9	1.4	8.3	0.7
25	4.7	1.5	1.2	5.7	0.5

ASSUMPTION (field check suggests this is reasonable)

* Volume (ft^3)= plan view surface area of boulder (ft^2)times radius (ft)

boulders are typically placed lying flat; thinnest dimension is vertical

CATEGORIES

Weight Class	# of Boulders in Sam	Weight of Class	% By Weight of Total Sample
8+ Tons	2	17	6%
5 to 7 Tons	7	42	14%
4 to 5 Tons	5	21	7%
3 to 4 Tons	14	46	16%
2 to 3 Tons	32	80	27%
1 to 2 Tons	54	81	28%
0.5 to 1 Ton	8	6	2%
Total	122	293	

By Weight the Mean Boulder Size is about 2.75 Tons
By Number of Boulders Mean Boulder Size is about 2 Tons

Note than many boulders less than 0.5 Tons were NOT included in sample

Rip-Rap Sizing and Stability

Lovers Point Pier Repair

Date: Oct 2022
Job #: M11897
By: AK

Stability of Rubble Structures

Notes:

1) Analysis is based on Chapter 7.III.7 pg. 7-202 of Shore Protection Manual Volume II by Army Corps of Engineers (1984)
2) H taken from WRUP

Description of Terms:

W (lb)	Weight in pounds of an individual armor unit in the primary cover
w_r *(pcf)*	Unite weight of armor units (limestone & granite =~165pcf)
H (ft.)	Design wave height (from WRUP analysis)
S_r	Specific weight of armor unit, relative to the water at the site (w_r / w_w)
w_w *(pcf)*	Unit weight of water (seawater = 64 pcf)
θ (˚)	Angle of structure slope measured from horizontal in degrees
K_D	Stability coefficient (table 7-8)

SECTION A, Scour Profile	
w_r *(pcf)*	165.0
S_r	2.6
w_w *(pcf)*	64.0
θ (˚)	6.0
K_D	2.0

~10H:1V

$$W = \frac{w_r H^3}{K_D (S_r - 1)^3 \cot \theta} \qquad (7\text{-}116)$$

Section A, Method: Calculate Maximum Breaking Wave Height Given Wave Period

Year	SWL (ft)	H (ft.)	W (lb)	W (ton)
2022	9.9	15.5	8,216	4.1
2072	11.7	17.3	11,423	5.7

Reduced wave height to account for waves braking outside and rolling in as whitewater

Year	SWL (ft)	H (ft.)	W (lb)	W (ton)
2022	9.9	8.463	1,337	0.7
2072	11.7	9.4458	1,859	0.9

Section A, Method: User Specifeid Deep Water Wave Height: Wave Heights From Swan Analysis

Year	SWL (ft)	H (ft.)	W (lb)	W (ton)
2022	9.9	14.4	6,588	3.3
2072	11.7	14.4	6,588	3.3

APPENDIX D
COASTAL AND GEOTECHNICAL ENGINEERING FIELD EXPLORATION

FOR UPPER AND LOWER DECK

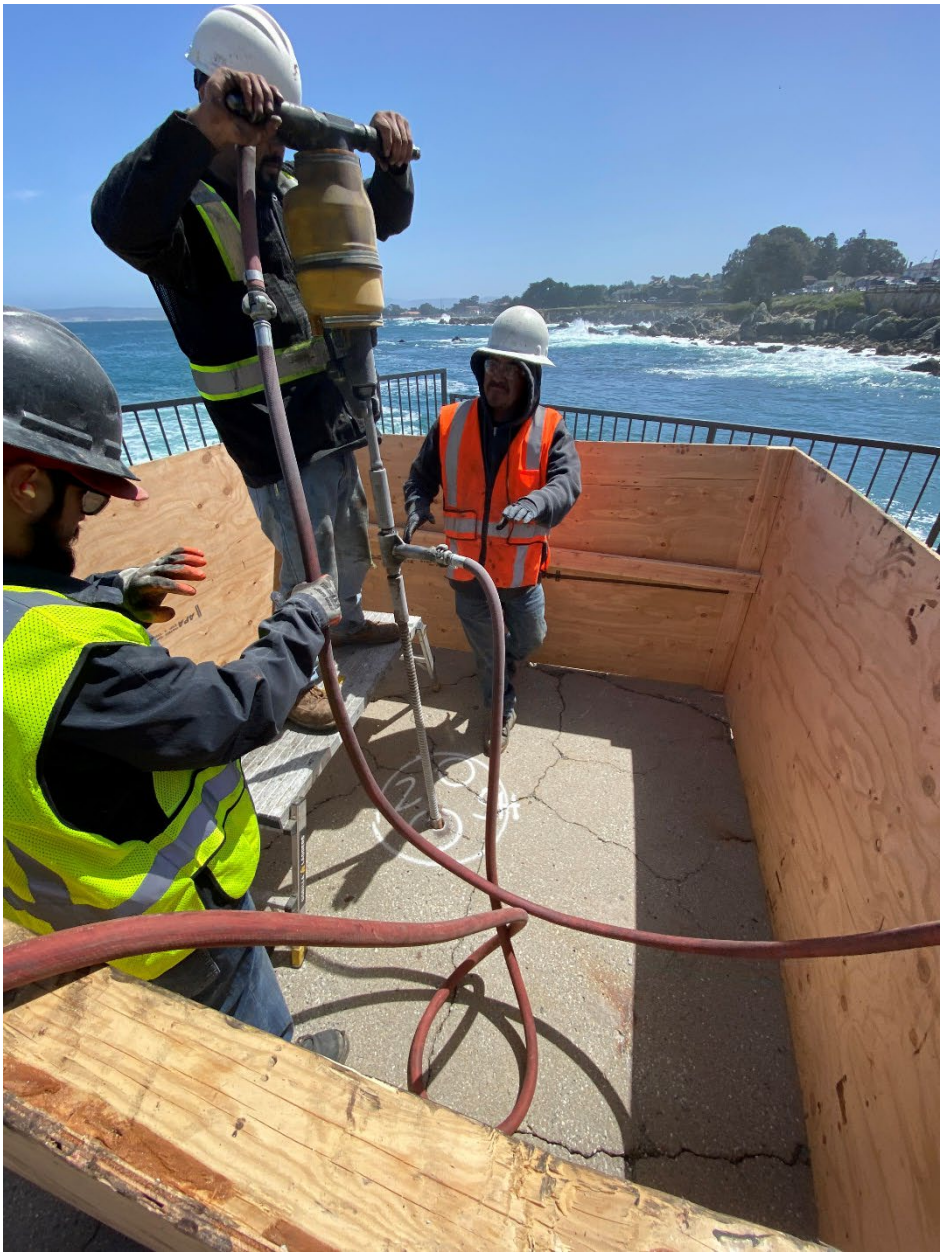
DRILLED HOLE 1 (DH-1) “UPPER DECK” 4-5-2022



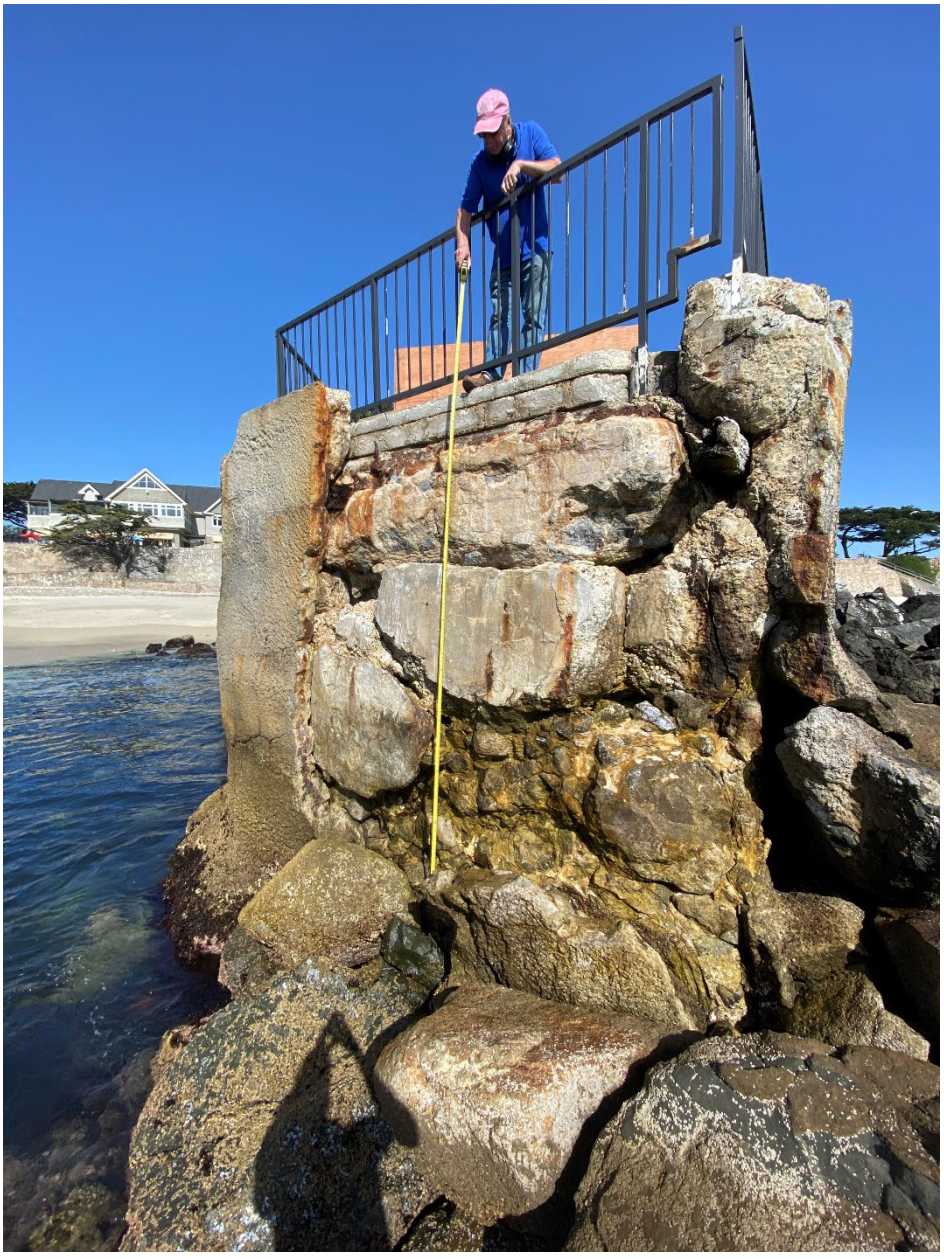
DRILLED HOLE 2 “UPPER DECK” (DH-2) 4-5-2022



DRILLED HOLE 2 “UPPER DECK” (DH-2) 4-5-2022



COMPARING FINDINGS WITH OBSERVATIONS OF EXTERIOR



DRILLED HOLE 3 (DH-3) “LOWER DECK” 4-6-2022



CORE HOLE (CH-2) UPPER DECK 4-7-2022



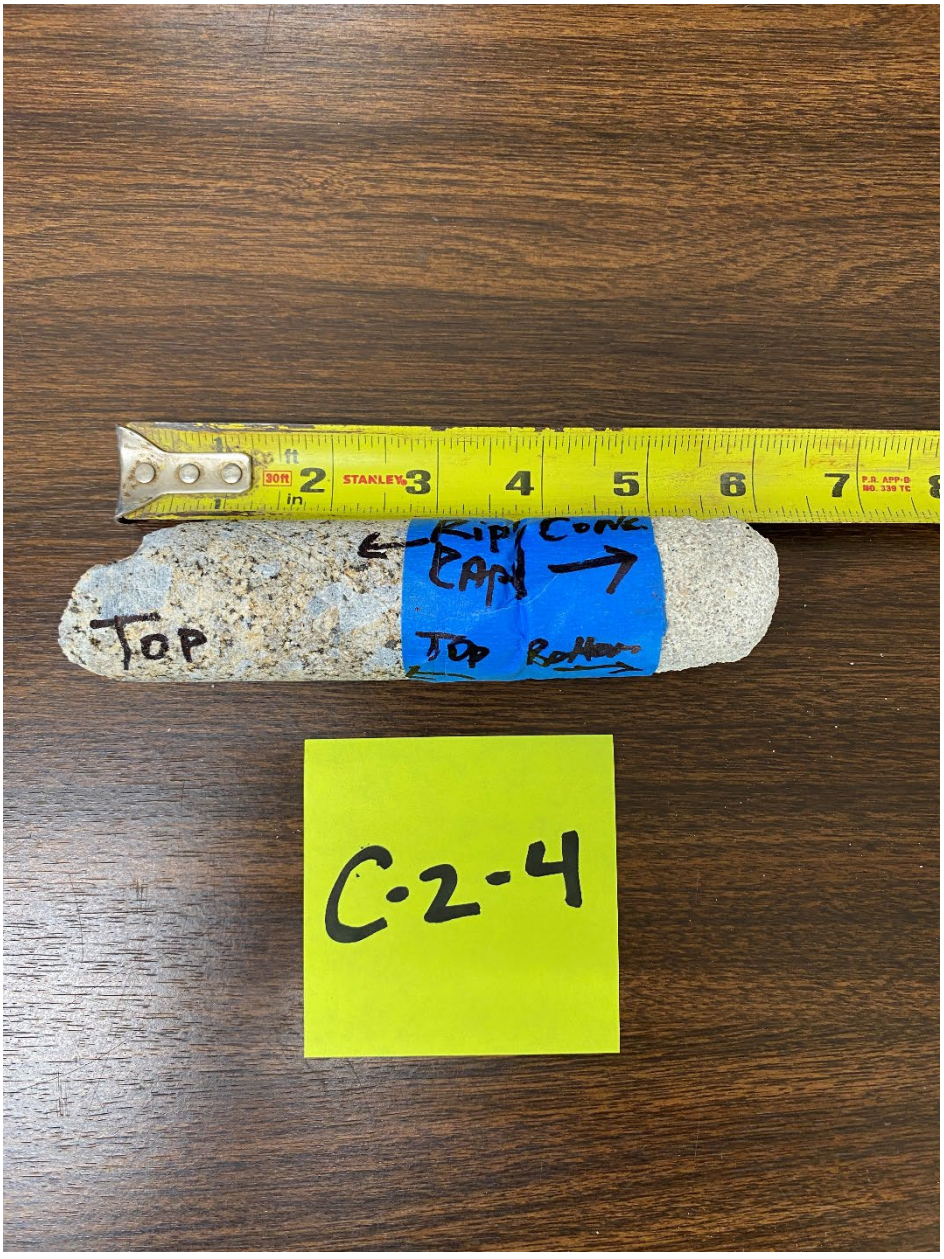
CORE HOLE 3 (CH-3) LOWER DECK



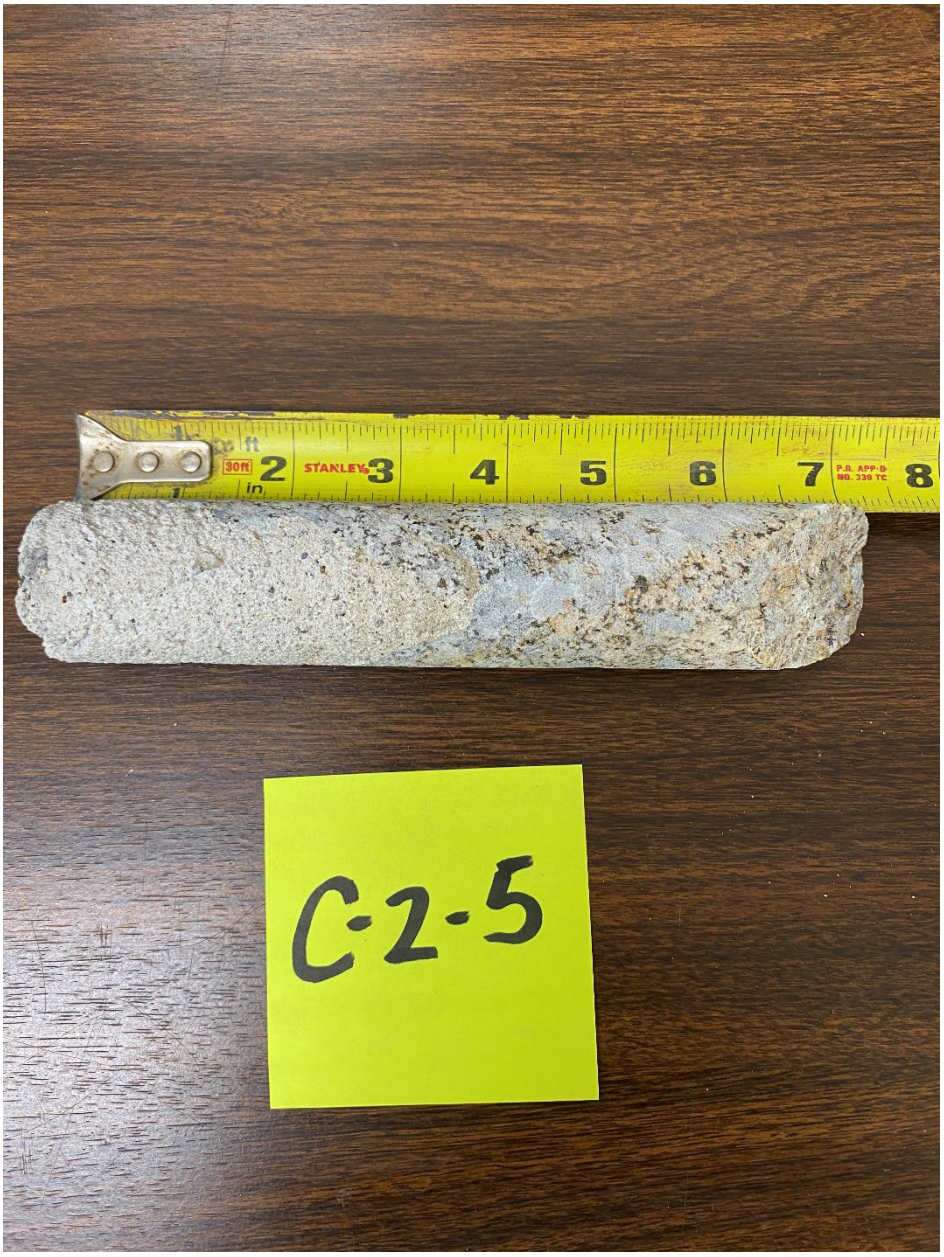
CORE C-2-3 UPPER DECK DEPTH = 40 INCHES



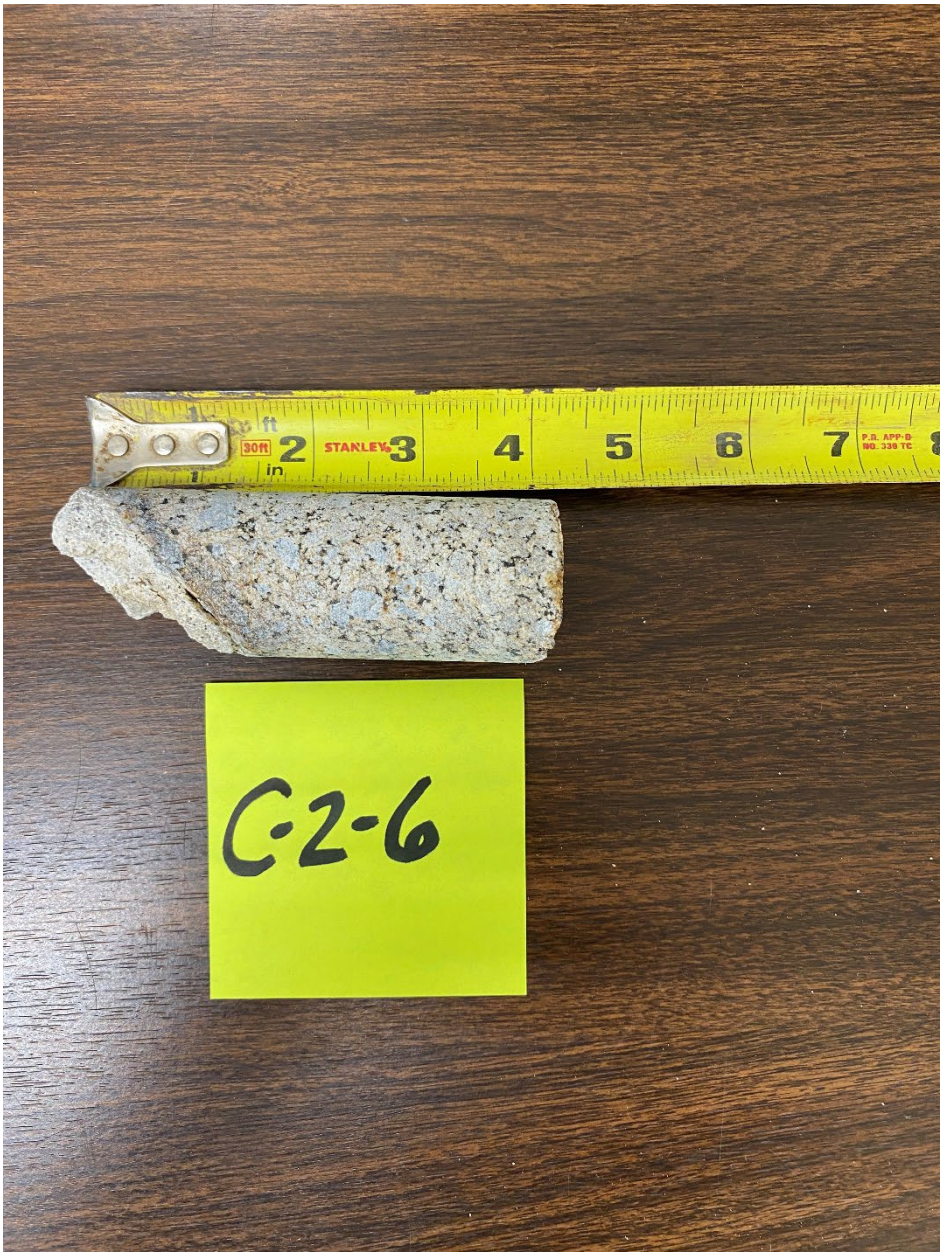
CORE C-2-4 UPPER DECK DEPTH = 67.5 INCHES



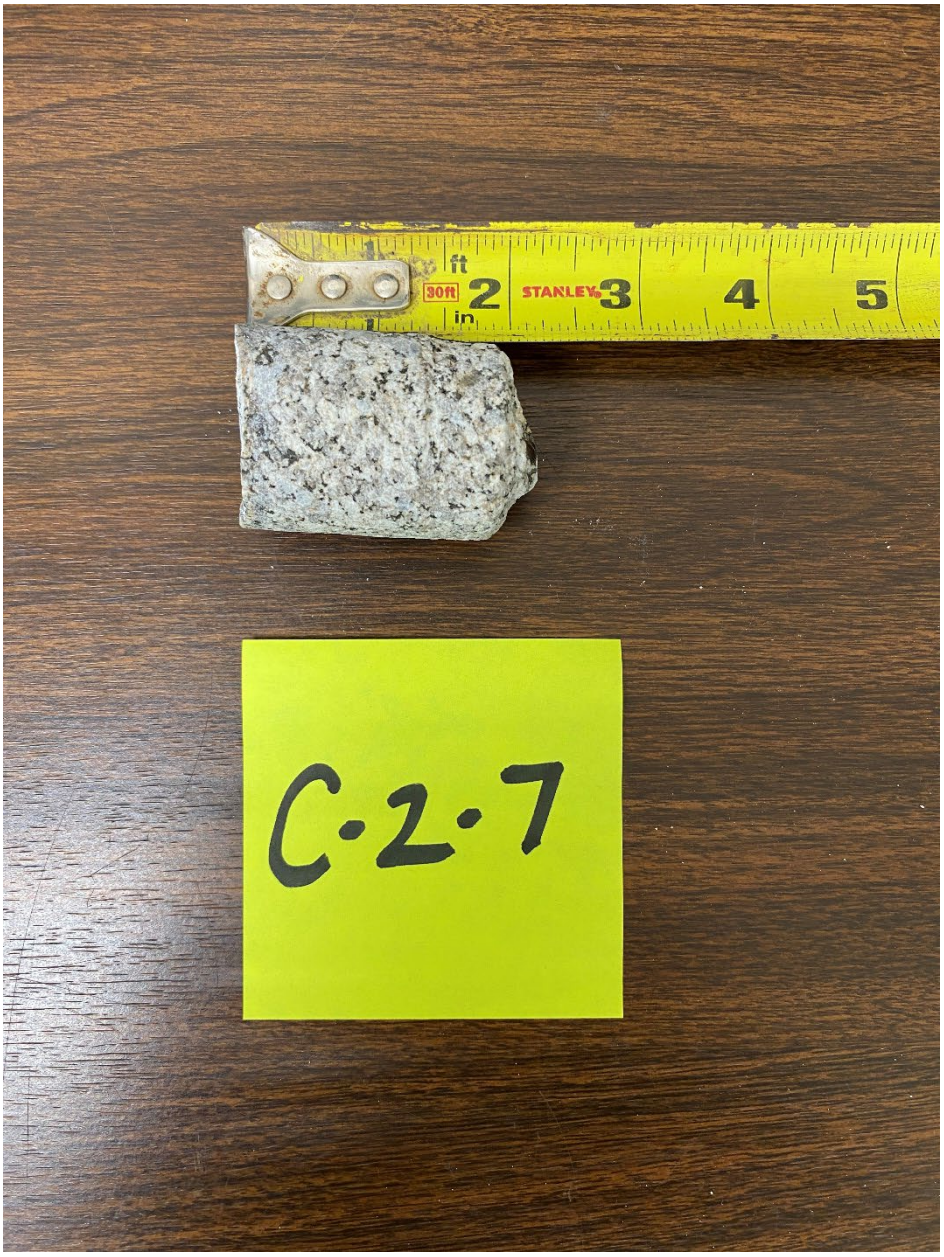
CORE C-2-5 UPPER DECK DEPTH = 40 INCHES



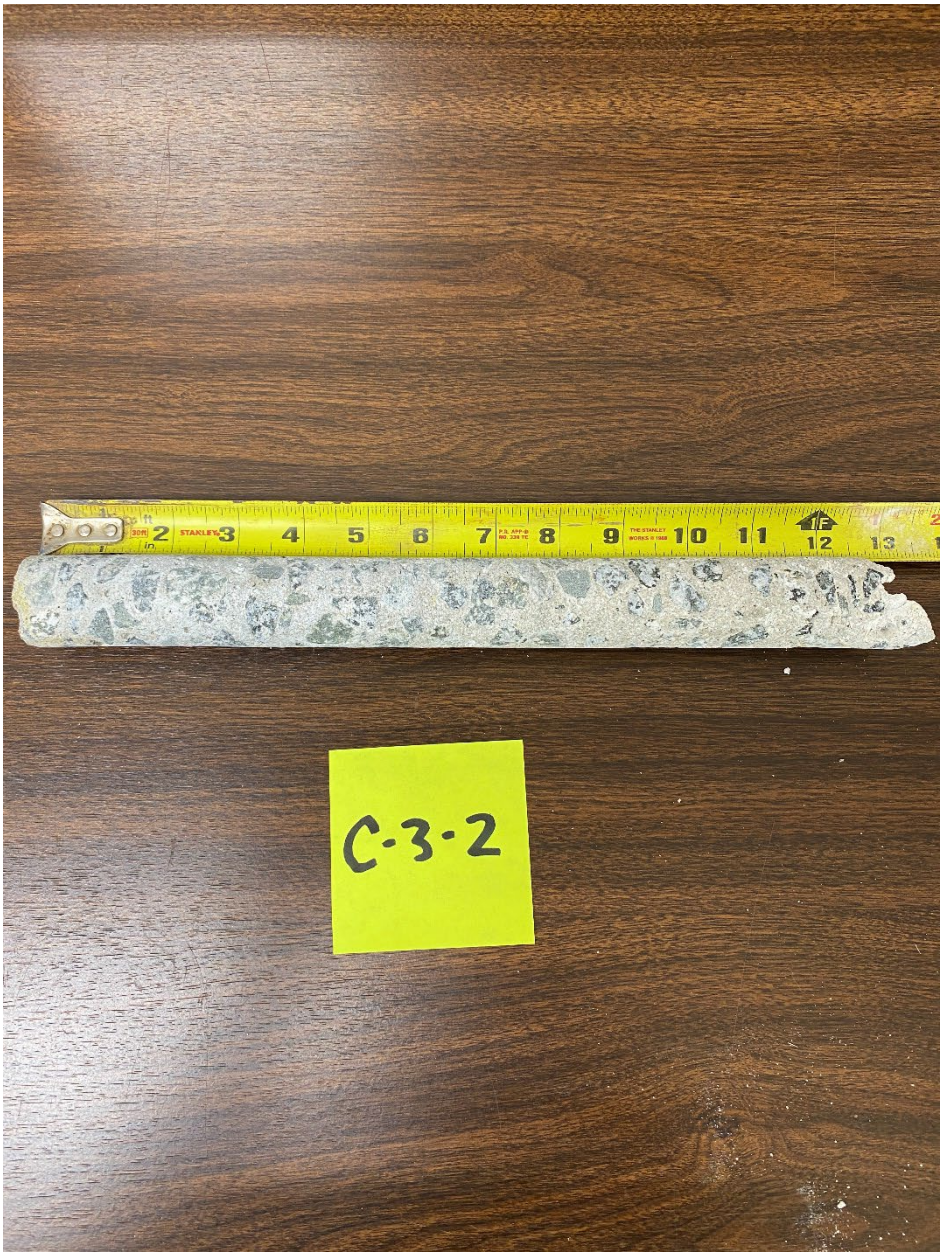
CORE C-2-6 UPPER DECK DEPTH = 75 INCHES



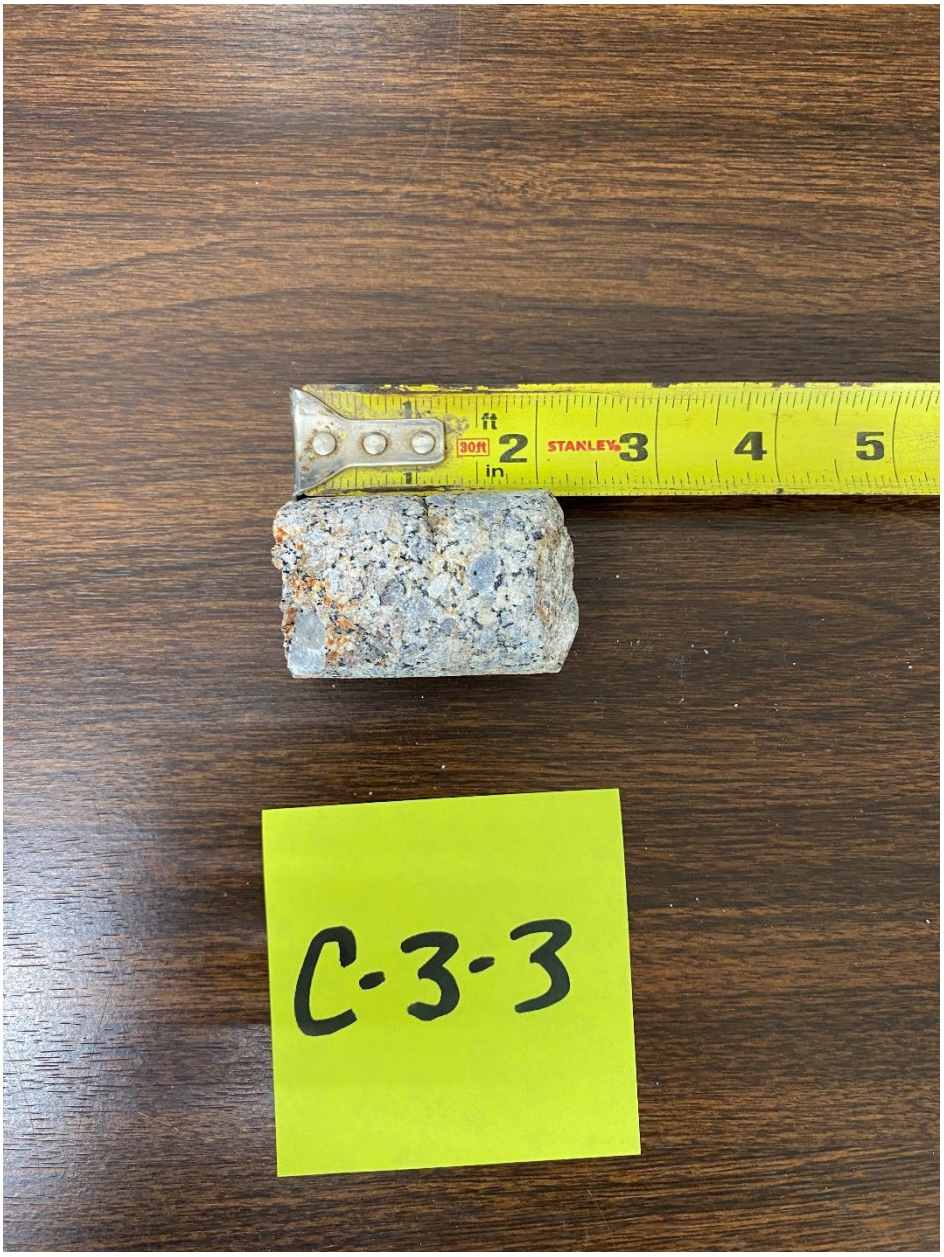
CORE C-2-7 UPPER DECK DEPTH 89 INCHES



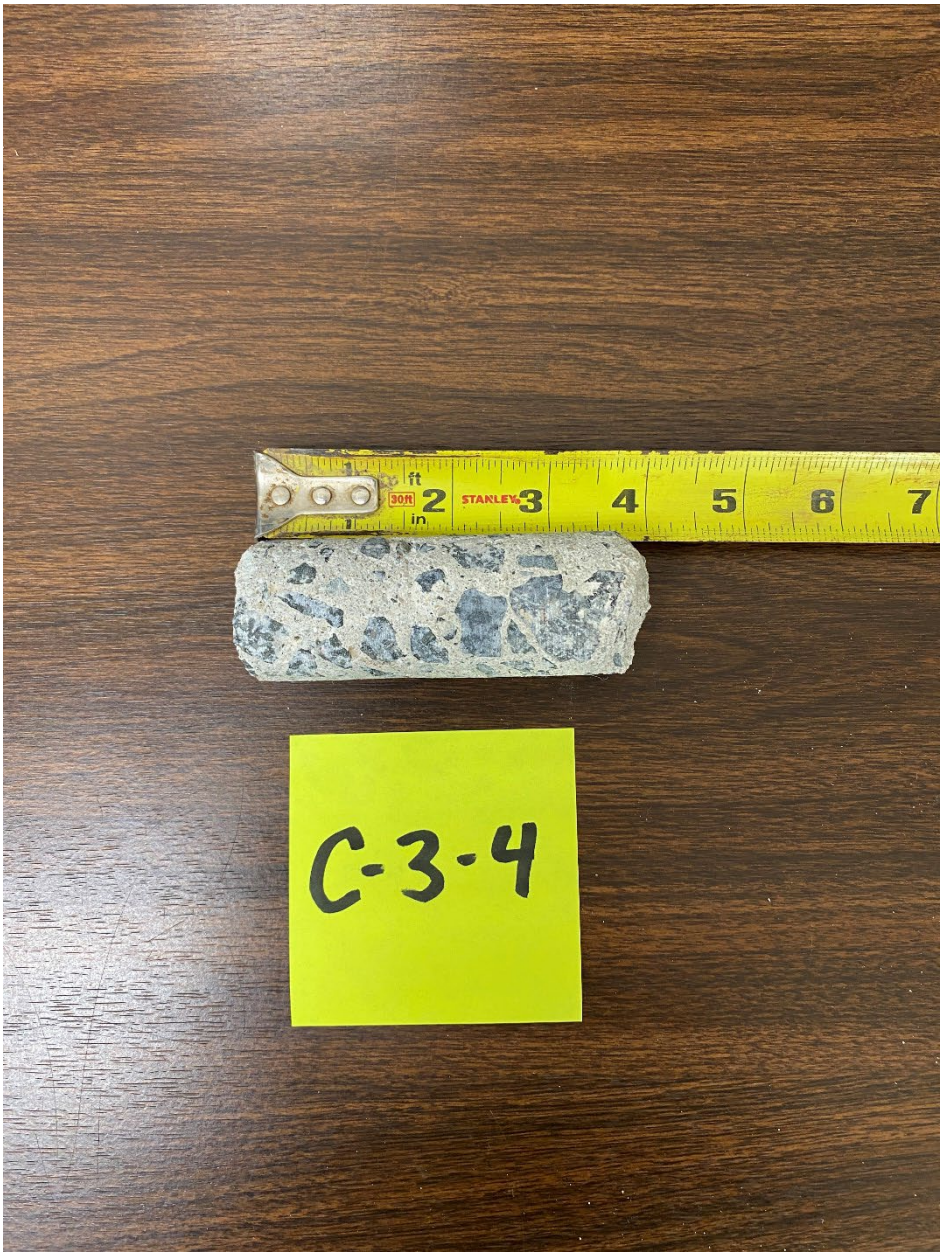
CORE C-3-2 LOWER DECK DEPTH = 22 INCHES



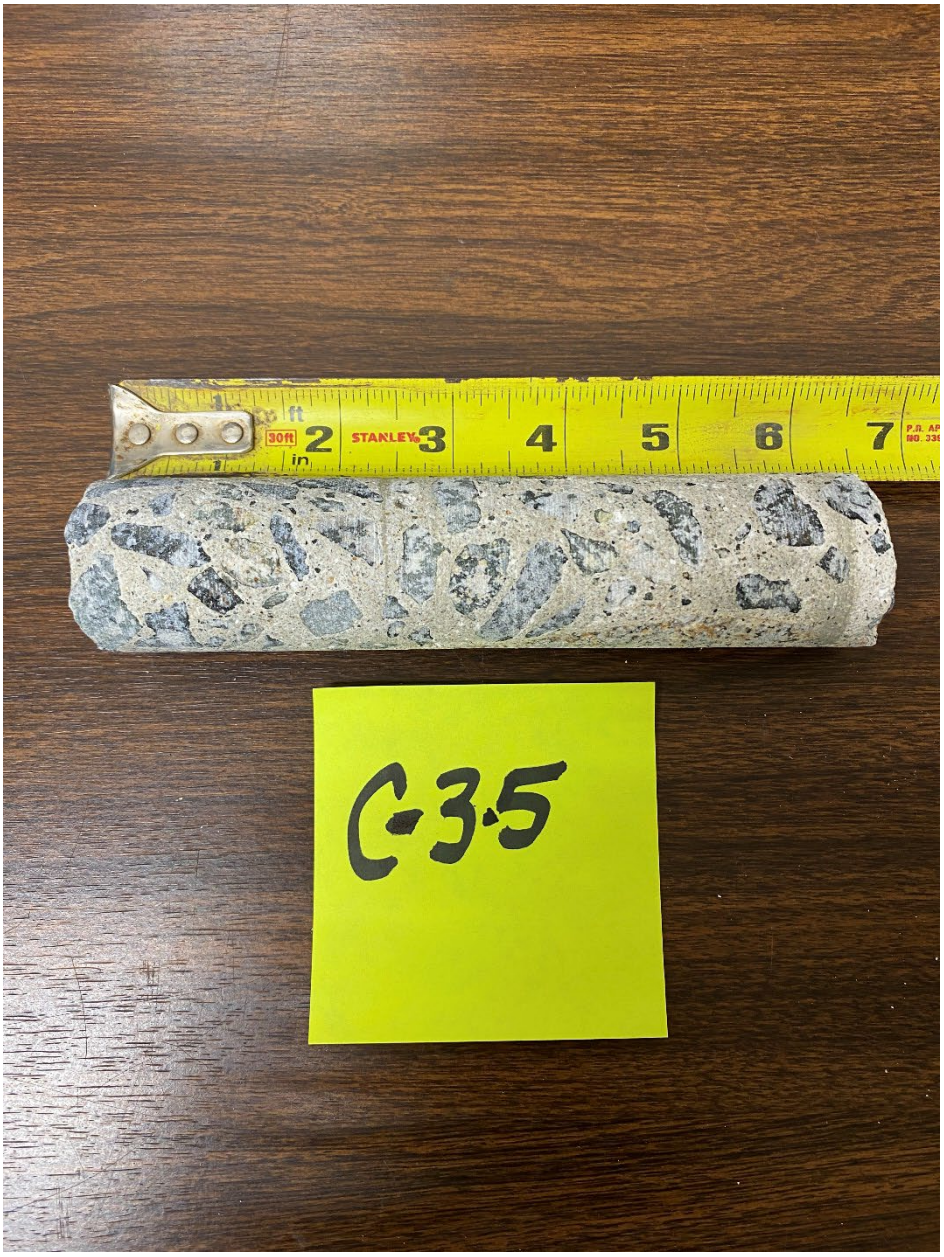
CORE C-3-3 LOWER DECK DEPTH = 38 INCHES



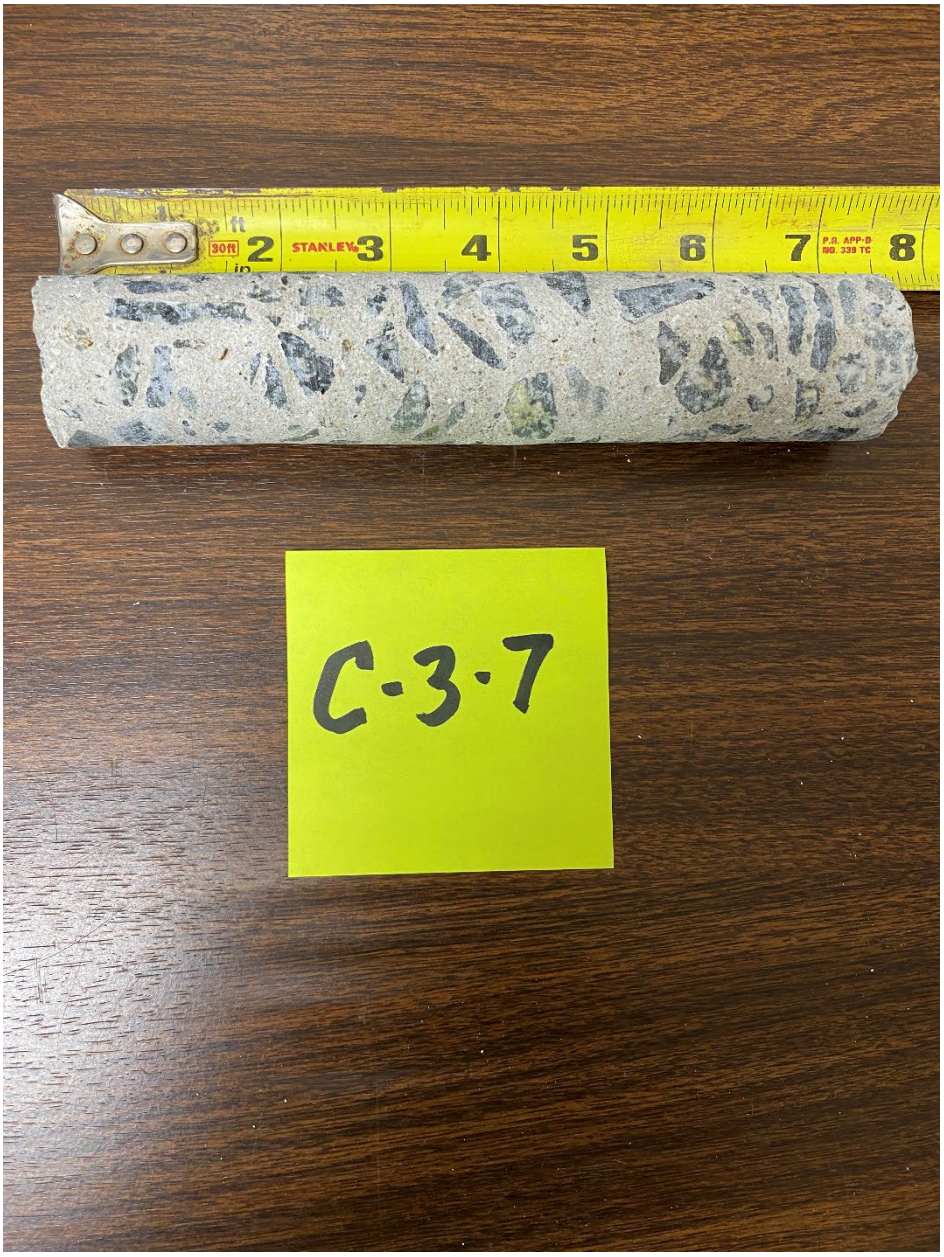
CORE C-3-4 LOWER DECK DEPTH = 45 INCHES



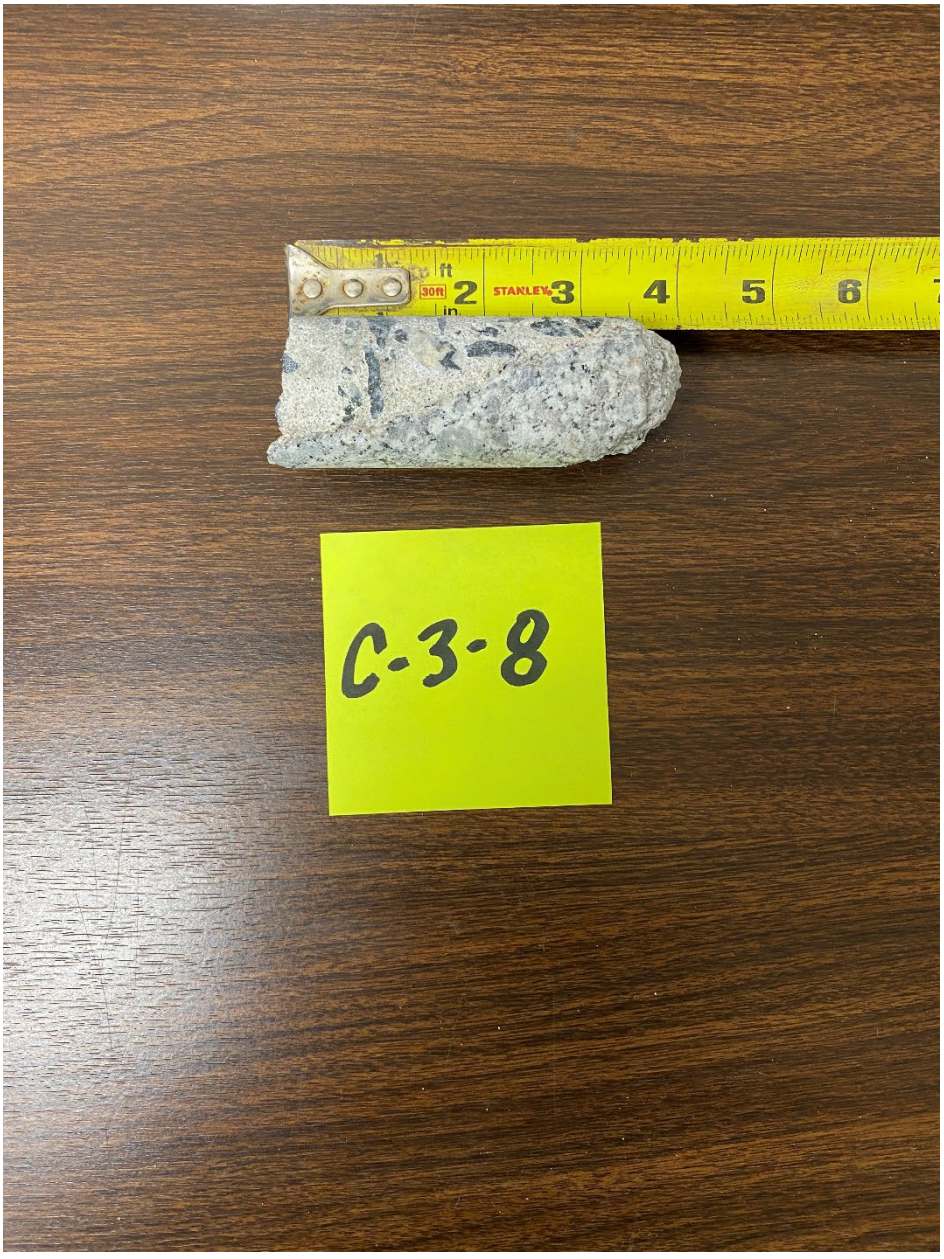
CORE C-3-5 LOWER DECK DEPTH = 52 INCHES



CORE C-3-7 LOWER DECK DEPTH = 59 INCHES



CORE C-3-8 LOWER DECK DEPTH = 83 INCHES



COMPRESSIVE STRENGTH
ASTM C39

Date: April 11, 2022 **Project:** Lovers Point Pier

Client: HKA **Project No:** 16129.26

Clients Project No: 11897.1 **Material Type:** Concrete

Sample Set No: C-21 **Sample Type:** 1" cylinder

Sample Location/Notes Lovers Point Pier - C21

Cylinder Capping Method Used: Sulfur Caps - C617

Cored Date:	4/7/2022	**Notes:**
Test Date :	4/11/2022	**Sample C-21: Diameter is 1.44", Uncut length is 4.01", no cutes grooves or voids in core.**
Cored By:	HKA	
Design Strength (psi):	N/A	
Sampling Method Used:	ASTM C42	

Sample No:	1
Date Tested:	4/12/2022
Time Tested:	10:01 AM
Age at Test (days):	**5**
Ave. Diameter (in.):	1.44
Cross-Sectional Area (in^2):	1.63
Length (in):	2.87
Total Load (lbs.):	5,070
Compressive Strength (psi):	**3110**
Type of Break (C39 - Fig. 2):	2
Average Compressive Strength (psi):	**3110**

Results relate only to the items inspected or tested. This report shall not be reproduced, except in full, without the proper written approval of Pacific Crest Engineering.

The above samples and tests performed are in compliance with the approved project plans and specifications.

Chris Johnson - Supervising Engineer | Tested By - Brian Apolinario | 4/12/22 Date Issued

COMPRESSIVE STRENGTH
ASTM C39

Date: April 11, 2022 **Project:** Lovers Point Pier

Client: HKA **Project No:** 16129.26

Clients Project No: 11897.1 **Material Type:** Masonry

Sample Set No: C-22 **Sample Type:** 1" cylinder

Sample Location/Notes Lovers Point Pier - C21

Cylinder Capping Method Used: Sulfur Caps - C617

Cored Date:	4/7/2022	**Notes:**
Test Date :	4/12/2022	**Sample C-22: Diameter is 1.45", Uncut Length is 6.34",sample has some large aggregate within it. No voids.**
Cored By:	HKA	
Design Strength (psi):	N/A	
Sampling Method Used:	ASTM C42	

Sample No:	1
Date Tested:	4/12/2022
Time Tested:	10:01 AM
Age at Test (days):	**5**
Ave. Diameter (in.):	1.45
Cross-Sectional Area (in^2):	1.65
Length (in):	2.82
Total Load (lbs.):	12,170
Compressive Strength (psi):	**7370**
Type of Break (C39 - Fig. 2):	2
Average Compressive Strength (psi):	**7370**

Results relate only to the items inspected or tested. This report shall not be reproduced, except in full, without the proper written approval of Pacific Crest Engineering.

The above samples and tests performed are in compliance with the approved project plans and specifications.

Chris Johnson - Supervising Engineer | Tested By - Brian Apolinario | 4/14/22 Date Issued


2
3
4
5
6
7
NYLON COAT
2-21-U


1
2
3
4
2 1 U





COMPRESSIVE STRENGTH
ASTM C39

Date: April 11, 2022 **Project:** Lovers Point Pier

Client: HKA **Project No:** 16129.26

Clients Project No: 11897.1 **Material Type:** Masonry

Sample Set No: C-31 **Sample Type:** 1" cylinder

Sample Location/Notes Lovers Point Pier - C21

Cylinder Capping Method Used: Sulfur Caps - C617

Cored Date:	4/7/2022	**Notes:**
Test Date :	4/13/2022	**Sample C-31:** Diameter 1.37", Uncut Length 9.54", 3/8" - 1/2" Agg. Present. Sample to be cut 2.74" from top
Cored By:	HKA	
Design Strength (psi):	N/A	
Sampling Method Used:	ASTM C42	

Sample No:	1
Date Tested:	4/13/2022
Time Tested:	10:01 AM
Age at Test (days):	**5**
Ave. Diameter (in.):	1.37
Cross-Sectional Area (in^2):	1.47
Length (in):	2.82
Total Load (lbs.):	4,700
Compressive Strength (psi):	**3190**
Type of Break (C39 - Fig. 2):	3
Average Compressive Strength (psi):	**3190**

Results relate only to the items inspected or tested. This report shall not be reproduced, except in full, without the proper written approval of Pacific Crest Engineering.

The above samples and tests performed are in compliance with the approved project plans and specifications.

Chris Johnson - Supervising Engineer

Tested By - Brian Apolinario

4/14/22
Date Issued


C-31


1
2
3
4





COMPRESSIVE STRENGTH
ASTM C39

Date: April 11, 2022

Project: Lovers Point Pier

Client: HKA

Project No: 16129.26

Clients Project No: 11897.1

Material Type: Masonry

Sample Set No: C-36

Sample Type: 1" cylinder

Sample Location/Notes Lovers Point Pier - C21

Cylinder Capping Method Used: Sulfur Caps - C617

Cored Date:	4/7/2022	**Notes:**
Test Date :	4/13/2022	**Sample C-36:** Diameter 1.44", Uncut Length 7.31", Various 3/8" - 3/4" Agg. Present. Some Voids.
Cored By:	HKA	
Design Strength (psi):	N/A	
Sampling Method Used:	ASTM C42	

Sample No:	1
Date Tested:	4/13/2022
Time Tested:	10:01 AM
Age at Test (days):	**5**
Ave. Diameter (in.):	1.44
Cross-Sectional Area (in^2):	1.63
Length (in):	2.83
Total Load (lbs.):	7,120
Compressive Strength (psi):	**4370**
Type of Break (C39 - Fig. 2):	3
Average Compressive Strength (psi):	**4370**

Results relate only to the items inspected or tested. This report shall not be reproduced, except in full, without the proper written approval of Pacific Crest Engineering.

The above samples and tests performed are in compliance with the approved project plans and specifications.

Chris Johnson - Supervising Engineer

Tested By - Brian Apolinario

4/14/22
Date Issued


2
3
4
5
6
7
8
KORRELON
NYLON
COAT


1
2
3
4







NOTES:
1. BASE MAP FROM GOOGLE EARTH 2020

KEY: C-# = CORING LOCATION

D-# = DRILLING LOCATION

DRILLING SITE PLAN

Lovers Point Pier
Pacific Grove
Monterey County

SCALE:	NTS
DRAWN BY:	AK
DATE:	OCT 2022
REVISED:	
JOB NO.	M11897

HARO, KASUNICH & ASSOCIATES, INC.
GEOTECHNICAL AND COASTAL ENGINEERS
116 E. LAKE AVENUE, WATSONVILLE, CA 95076
(831) 722-4175

FIGURE NO. D-1

PRIMARY DIVISIONS			GROUP SYMBOL	SECONDARY DIVISIONS
COARSE GRADED SOILS — MORE THAN HALF OF MATERIAL IS LARGER THAN NO. 200 SIEVE SIZE	GRAVEL — MORE THAN HALF OF COARSE FRACTION IS LARGER THAN NO. 4 SIEVE	CLEAN GRAVELS (LESS THAN 5% FINES)	GW	WELL GRADED GRAVELS, GRAVEL-SAND MIXTURES, LITTLE OR NO FINES.
			GP	POORLY GRADED GRAVELS OR GRAVEL-SAND MIXTURES, LITTLE OR NO FINES.
		GRAVEL WITH FINES	GM	SILTY GRAVELS, GRAVEL-SAND-SILT MIXTURES, NON-PLASTIC FINES
			GC	CLAYEY GRAVELS, GRAVEL-SAND-CLAY MIXTURES, PLASTIC FINES.
	SAND — MORE THAN HALF OF COARSE FRACTION IS SMALLER THAN NO. 4 SIEVE	CLEAN SANDS (LESS THAN 5% FINES)	SW	WELL GRADED SANDS, GRAVELLY SANDS, LITTLE OR NO FINES.
			SP	POORLY GRADED SANDS OR GRAVELLY SANDS, LITTLE OR NO FINES.
		SANDS WITH FINES	SM	SILTY SANDS, SAND-SILT MIXTYRES, NON-PLASTIC FINES.
			SC	CLAYEY SANDS, SAND-CLAY MIXTYRES, PLASTIC FINES.
FINE GRADED SOILS — MORE THAN HALF OF MATERIAL IS SMALLER THAN NO. 200 SIEVE SIZE	SILTS AND CLAYES — LIQUID LIMIT LESS THAN 50%		ML	INORGANIC SILTS AND VERY FINE SANDS, ROCK FLOUR, SILTY OR CLAYEY FINE SANDS OR CLAYEY SILTS WITH SLIGHT PLASTICITY.
			CL	INORGANIC CLAYS OF LOW TO MEDIUM PLASTICITY, GRAVELLY CLAYS, SANDY CLAYS, SILTY CLAYS, LEAN CLAYS.
			OL	ORGANIC SILTS AND ORGANIC SILTY CLAYS OF LOW PLASTICITY.
	SILTS AND CLAYES — LIQUID LIMIT GREATER THAN 50%		MH	INORGANIC SILTS, MICACEOUS OR DIATOMACEOUS FINE SANDY OR SILTY SOILS, ELASTIC SILTS.
			CH	INORGANIC CLAYS OF HIGH PLASTICITY, FAT CLAYS.
			OH	ORGANIC CLAYS OF MEDIUM TO HIGH PLASTICITY, ORGANIC SILTS.
HIGHLY ORGANIC SOILS			Pt	PEAT AND OTHER HIGHLY ORGANIC SOILS.

GRAIN SIZES

U.S. STANDARD SERIES SIEVE				CLEAR SQUARE SIEVE OPENINGS		
200	40	10	4	3/4"	2"	12"

SILTS AND CLAYS	SAND			GRAVEL		COBBLES	BOULDERS
	FINE	MEDIUM	COARSE	FINE	COARSE		

RELATIVE DENSITY

SANDS AND GRAVELS	BLOWS PER FOOT*
VERY LOOSE	0 - 4
LOOSE	4 - 10
MEDIUM DENSE	10 - 30
DENSE	30 - 50
VERY DENSE	OVER 50

CONSISTENCY

SILTS AND CLAYS	STRENGTH (TSF)**	BLOWS PER FOOT*
VERY SOFT	0 - 1/4	0 - 2
SOFT	1/4 - 1/2	2 - 4
FIRM	1/2 - 1	4 - 8
STIFF	1 - 2	8 - 16
VERY STIFF	2 - 4	16 - 32
HARD	OVER 4	OVER 32

SAMPLING METHOD

STANDARD PENETRATION TEST	T	▨
MODIFIED CALIFORNIA	MC	◧
PITCHER BARREL	P	⊠
SHELBY TUBE	S	◨
BULK	B	◭

WATER

FINAL	▽
INITIAL	▼
WATER LEVEL DESIGNATION	

KEY TO LOGS
Lovers Point Pier
Pacific Grove
Monterey County

SCALE:	NTS
DRAWN BY:	AK
DATE:	OCT 2022
REVISED:	
JOB NO.	M11897

HARO, KASUNICH & ASSOCIATES, INC.
GEOTECHNICAL AND COASTAL ENGINEERS
116 E. LAKE AVENUE, WATSONVILLE, CA 95076
(831) 722-4175

FIGURE NO. D-2

CORING NUMBER C-2

Figure No.: 3

Haro, Kasunich and Associates, Inc.

CLIENT City of Pacific Grove
PROJECT NAME Lovers Point Pier Interim Repair
PROJECT NUMBER M11897
PROJECT LOCATION Pacific Grove, California
DATE STARTED 4/7/22 **COMPLETED** 4/7/22
GROUND ELEVATION 14 ft **HOLE SIZE** 2"
DRILLING CONTRACTOR HKA
GROUND WATER LEVELS:
DRILLING METHOD Coring
AT TIME OF DRILLING ---
LOGGED BY TA **CHECKED BY** MC
AT END OF DRILLING ---
NOTES
AFTER DRILLING ---

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	USCS	SAMPLE TYPE NUMBER	COMPRESSIVE STRENGTH (psi)	DRY UNIT WT. (pcf)	MOISTURE CONTENT (%)	SIEVE ANALYSIS GRAVEL %	SIEVE ANALYSIS SAND %	SIEVE ANALYSIS FINES %	ATTERBERG LIMITS LIQUID LIMIT	ATTERBERG LIMITS PLASTIC LIMIT	ATTERBERG LIMITS PLASTICITY INDEX	Phi (deg)	COHESION (psf)
0.0		Concrete 1/4" to 1/2" angular gravels, good matrix with hard cementitious material, solid concrete		C-2-1	3,110										
				C-2-2	7,370										
2.5		Same as above but weaker													
		Concrete with granite gabion or riprap, poor matrix, weak or punky cementitious material		C-2-3											
5.0				C-2-4											
				C-2-5											
				C-2-6											
7.5		Hard granite riprap or bedrock		C-2-7											

Bottom of borehole at 7.5 feet.

GEOTECH BH COLUMNS - GINT STD US.GDT - 10/28/22 16:30 - H:\PROJECTS\11000S\11897 FOLDER, LOVERS POINT PIER FAILURE, CITY OF PACIFIC GROVE PUBLIC WORKS DEPT\APPENDIX\11897 BLOGS FINAL 10-28-22, FIG 3 - 7.GPJ

CORING NUMBER C-3

Figure No.: 4

Haro, Kasunich and Associates, Inc.

CLIENT City of Pacific Grove
PROJECT NAME Lovers Point Pier Interim Repair
PROJECT NUMBER M11897
PROJECT LOCATION Pacific Grove, California
DATE STARTED 4/7/22 **COMPLETED** 4/7/22
GROUND ELEVATION 8 ft **HOLE SIZE** 2"
DRILLING CONTRACTOR HKA
GROUND WATER LEVELS:
DRILLING METHOD Coring
AT TIME OF DRILLING ---
LOGGED BY TA **CHECKED BY** MC
AT END OF DRILLING ---
NOTES
AFTER DRILLING ---

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	USCS	SAMPLE TYPE NUMBER	COMPRESSIVE STRENGTH (psi)	DRY UNIT WT. (pcf)	MOISTURE CONTENT (%)	SIEVE ANALYSIS GRAVEL %	SIEVE ANALYSIS SAND %	SIEVE ANALYSIS FINES %	ATTERBERG LIMITS LIQUID LIMIT	ATTERBERG LIMITS PLASTIC LIMIT	ATTERBERG LIMITS PLASTICITY INDEX	Phi (deg)	COHESION (psf)
0.0		Concrete, 1/4" to 1/2" angular gravel fair, matrix, some voids, fair to poor cementitious material, "solid concrete"		C-3-1	3,190										
		Same as above but weaker		C-3-2											
2.5		(GP) Granite riprap or gabion size rock	GP	C-3-3											
		Concrete, 1/4" to 3/4" angular gravel, fair matrix, fair cementitious material		C-3-4											
		Concrete bonded to gabion or riprap size granite, good concrete matrix, 1/4" to 3/4" gravel, hard cementitious material		C-3-5											
5.0		Concrete, 1/4" to 3/4" angular gravel, fair matrix, some voids, fair cementitious material		C-3-6	4,370										
				C-3-7											
		Cement bonded to granite gabion or riprap, fair matrix, fair cementitious material		C-3-8											
7.5		Native granite bedrock formation													

Bottom of borehole at 7.5 feet.

GEOTECH BH COLUMNS - GINT STD US.GDT - 10/28/22 16:30 - H:\PROJECTS\11000S\11897 FOLDER, LOVERS POINT PIER FAILURE, CITY OF PACIFIC GROVE PUBLIC WORKS DEPT\APPENDIX\11897 BLOGS FINAL 10-28-22, FIG 3 - 7.GPJ

BORING NUMBER DH-1

Figure No.: 5

Haro, Kasunich and Associates, Inc.

CLIENT City of Pacific Grove
PROJECT NAME Lovers Point Pier Interim Repair
PROJECT NUMBER M11897
PROJECT LOCATION Pacific Grove, California
DATE STARTED 4/5/22 **COMPLETED** 4/5/22
GROUND ELEVATION 14 ft **HOLE SIZE** 2"
DRILLING CONTRACTOR Sunstone Construction
GROUND WATER LEVELS:
DRILLING METHOD Percussion Drilling
AT TIME OF DRILLING ---
LOGGED BY TA **CHECKED BY** MC
AT END OF DRILLING ---
NOTES
AFTER DRILLING ---

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	USCS	SAMPLE TYPE NUMBER	COMPRESSIVE STRENGTH (psi)	DRY UNIT WT. (pcf)	MOISTURE CONTENT (%)	SIEVE ANALYSIS GRAVEL %	SIEVE ANALYSIS SAND %	SIEVE ANALYSIS FINES %	ATTERBERG LIMITS LIQUID LIMIT	ATTERBERG LIMITS PLASTIC LIMIT	ATTERBERG LIMITS PLASTICITY INDEX	Phi (deg)	COHESION (psf)
0.0		Grey, cement, sand, gravel, fine to coarse grain, quartz "concrete"													
		(SW) White sand, fine to coarse grain, quartz, granite pieces, "granite and concrete," easier drilling	SW												
2.5															
5.0		Concrete and grainte rubble, harder drilling													
7.5		Hard granite riprap or bedrock													
		Bottom of borehole at 9.5 feet.													

GEOTECH BH COLUMNS - GINT STD US.GDT - 10/28/22 16:30 - H:\PROJECTS\11000S\11897 FOLDER, LOVERS POINT PIER FAILURE, CITY OF PACIFIC GROVE PUBLIC WORKS DEPT\APPENDIX\11897 BLOGS FINAL 10-28-22, FIG 3 - 7.GPJ

BORING NUMBER DH-2

Figure No.: 6

Haro, Kasunich and Associates, Inc.

CLIENT City of Pacific Grove
PROJECT NAME Lovers Point Pier Interim Repair
PROJECT NUMBER M11897
PROJECT LOCATION Pacific Grove, California
DATE STARTED 4/5/22 **COMPLETED** 4/5/22
GROUND ELEVATION 14 ft **HOLE SIZE** 2"
DRILLING CONTRACTOR Sunstone Construction
GROUND WATER LEVELS:
DRILLING METHOD Percussion Drilling
AT TIME OF DRILLING ---
LOGGED BY TA **CHECKED BY** MC
AT END OF DRILLING ---
NOTES
AFTER DRILLING ---

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	USCS	SAMPLE TYPE NUMBER	COMPRESSIVE STRENGTH (psi)	DRY UNIT WT. (pcf)	MOISTURE CONTENT (%)	SIEVE ANALYSIS GRAVEL %	SIEVE ANALYSIS SAND %	SIEVE ANALYSIS FINES %	ATTERBERG LIMITS LIQUID LIMIT	ATTERBERG LIMITS PLASTIC LIMIT	ATTERBERG LIMITS PLASTICITY INDEX	Phi (deg)	COHESION (psf)
0.0		Grey sand, gravel, cement, quartz " concrete"													
2.5		White and grey sand, fine to coarse grain, quartz and gravel, concrete and granite riprap or gabion rock, easier drilling													
5.0		Grey white sand, quartz, fine to coarse grain, "concrete and riprap or gabion rock," harder drilling													
7.5		Grey coarse sand, quartz, feldspar, mica, native granite bedrock or riprap													
10.0		Bottom of borehole at 11.0 feet.													

GEOTECH BH COLUMNS - GINT STD US.GDT - 10/28/22 16:30 - H:\PROJECTS\11000S\11897 FOLDER, LOVERS POINT PIER FAILURE, CITY OF PACIFIC GROVE PUBLIC WORKS DEPT\APPENDIX\11897 BLOGS FINAL 10-28-22, FIG 3 - 7.GPJ

BORING NUMBER DH-3

Figure No.: 7

Haro, Kasunich and Associates, Inc.

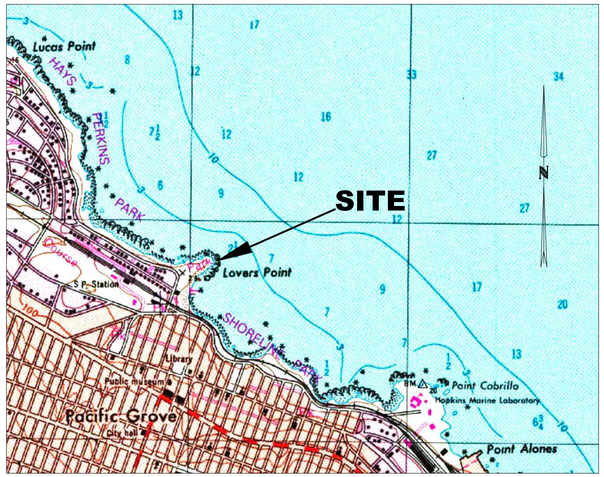
CLIENT City of Pacific Grove
PROJECT NAME Lovers Point Pier Interim Repair
PROJECT NUMBER M11897
PROJECT LOCATION Pacific Grove, California
DATE STARTED 4/6/22 **COMPLETED** 4/6/22
GROUND ELEVATION 8 ft **HOLE SIZE** 2"
DRILLING CONTRACTOR Sunstone Construction
GROUND WATER LEVELS:
DRILLING METHOD Percussion Drilling
AT TIME OF DRILLING ---
LOGGED BY TA **CHECKED BY** MC
AT END OF DRILLING ---
NOTES
AFTER DRILLING ---

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	USCS	SAMPLE TYPE NUMBER	COMPRESSIVE STRENGTH (psi)	DRY UNIT WT. (pcf)	MOISTURE CONTENT (%)	SIEVE ANALYSIS			ATTERBERG LIMITS			Phi (deg)	COHESION (psf)
								GRAVEL %	SAND %	FINES %	LIQUID LIMIT	PLASTIC LIMIT	PLASTICITY INDEX		
0.0		Grey sand, cement and gravel, fine to coarse grain "concrete"													
2.5		Grey white sand, gravel, quartz cement, fine to coarse grain, concrete and granite riprap or gabion rock, easier drilling													
5.0		Grey white sand, gravel, quartz cement, fine to coarse grain, concrete and granite riprap or gabion rock, harder drilling													
7.5		Grey and white and black, sand fine to coarse grain, quartz, mica, feldspar, native granite bedrock													
		Bottom of borehole at 9.0 feet.													

GEOTECH BH COLUMNS - GINT STD US.GDT - 10/28/22 16:30 - H:\PROJECTS\11000S\11897 FOLDER, LOVERS POINT PIER FAILURE, CITY OF PACIFIC GROVE PUBLIC WORKS DEPT\APPENDIX\11897 BLOGS FINAL 10-28-22, FIG 3 - 7.GPJ

LOVERS POINT PIER BAND-AID REPAIR
CITY OF PACIFIC GROVE LOVERS POINT PARK
APN 006-155-099, OCEAN VIEW BLVD., PACIFIC GROVE, CA 93950

100% PLANS



USGS TOPOGRAPHIC MAP

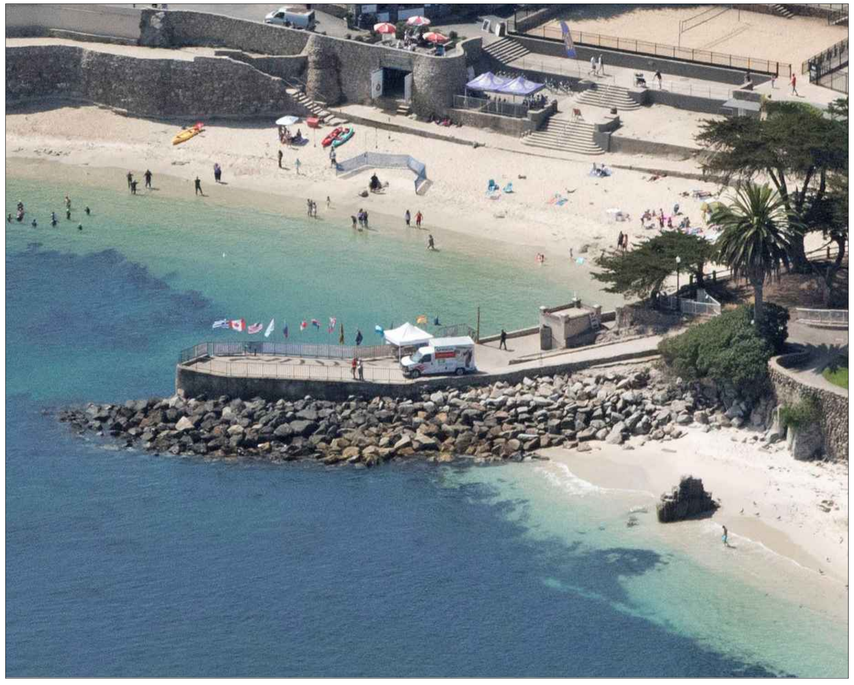
NO SCALE

PROJECT DATA

A.P.N. :	006-155-099 3.06 Acres
OWNER:	CITY OF PACIFIC GROVE
PROJECT SITE:	LOVERS POINT PARK OCEAN VIEW BLVD., PACIFIC GROVE, CA 93950

SHEET INDEX

SHEET 1 - TITLE SHEET
SHEET 2 - OBLIQUE AERIAL PHOTOS
SHEET 3 - STAGING AND ACCESS PLAN
SHEET 4 - EXISTING CONDITIONS
SHEET 5 - REPAIR SITE PLAN AND SECTIONS
SHEET 6 - EXISTING CROSS SECTIONS A & B
SHEET 7 - EXISTING CROSS SECTIONS C & D
SHEET 8 - FASCIA PATCH AND SLAB DETAILS
SHEET 9 - FOOTING AND SLAB DETAILS
SHEET 10 - GUARD AND HANDRAIL DETAILS
SHEET 11 - STRUCTURAL NOTES
SHEET 12 - GENERAL NOTES
SHEET 13 - CONSTRUCTION MANAGEMENT & BEST MANAGEMENT PLAN PROVISIONS
SHEET 14 - SPECIAL INSPECTION NOTES



OBLIQUE AERIAL PHOTOGRAPH FROM 2021



OBLIQUE AERIAL PHOTOGRAPH FROM 2021 SHOWING PIER DAMAGE

NO SCALE

Plan Preparers:
Moses Cuprill, C.E. 78904
HARO, KASUNICH & ASSOCIATES, INC.
116 East Lake
Watsonville, CA 95076
(831)722-4175

Prepared for:
CITY OF PACIFIC GROVE
Public Works Department
Attn: Daniel Gho, Public Works Director/
Deputy City Manager
2100 Sunset Drive
Pacific Grove, CA 93950
(831) 648-5722



VICINITY MAP

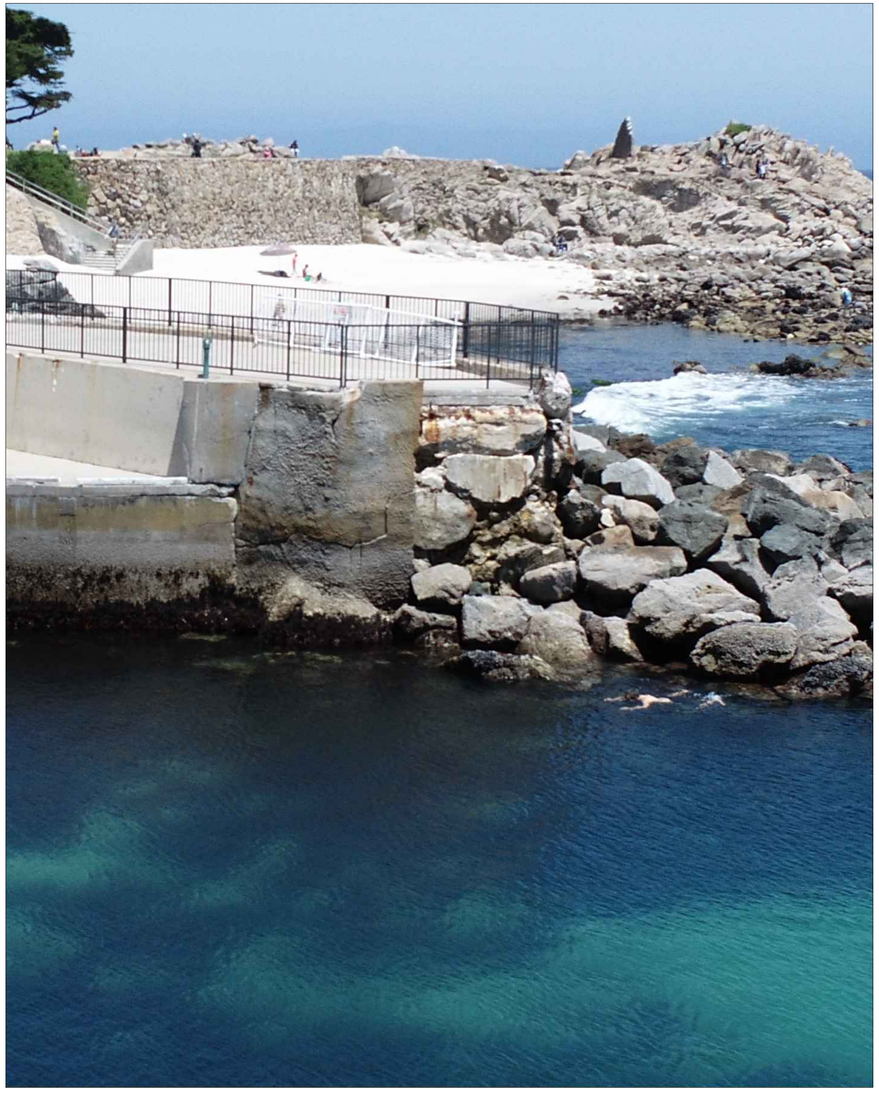
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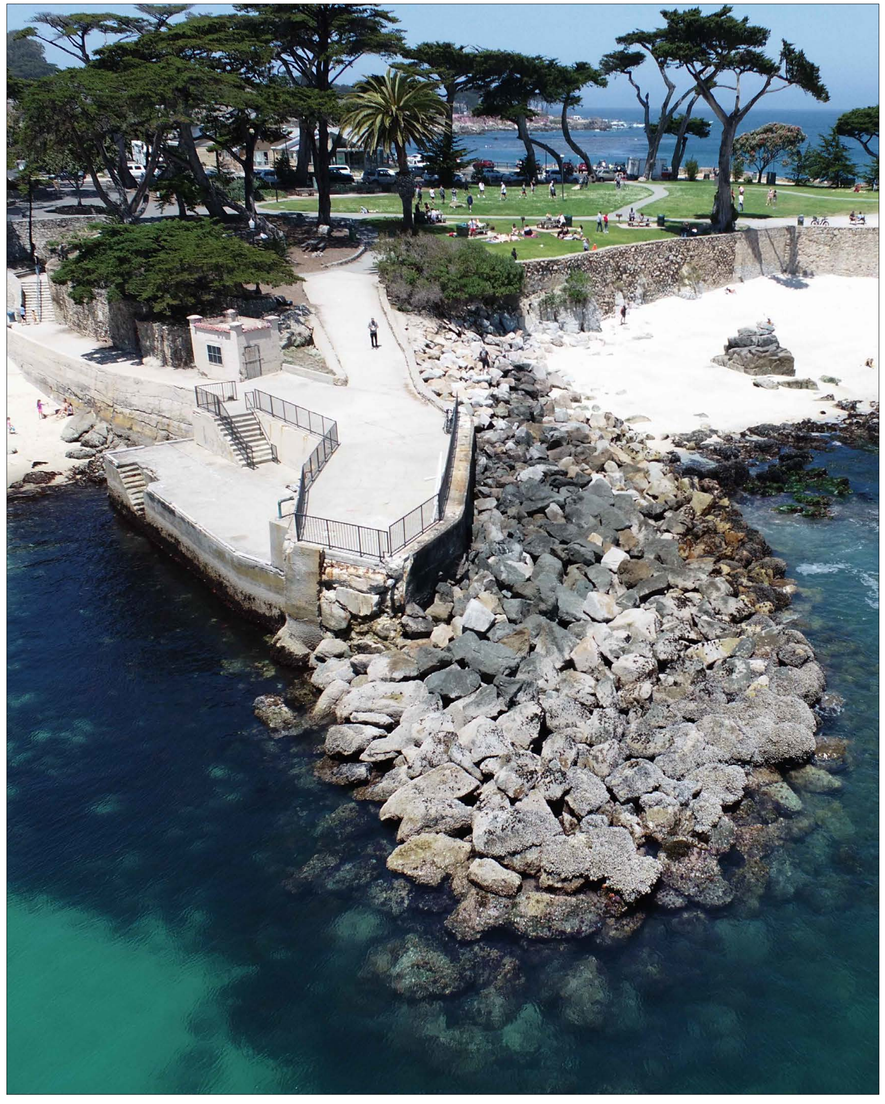
REVISIONS	BY

TITLE SHEET
LOVERS POINT PIER INTERIM REPAIR
CITY OF PACIFIC GROVE LOVERS POINT PARK
APN 006-155-099, OCEAN VIEW BLVD., PACIFIC GROVE, CA 93950

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CONSULTING CIVIL, GEOTECHNICAL & COASTAL ENGINEERS
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Date	03-13-2023
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OBLIQUE AERIAL PHOTOGRAPHS FROM MAY 23, 2022 SHOWING AREA NEEDING REPAIR

NO SCALE

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OBLIQUE AERIAL PHOTOS
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CONSTRUCTION ACCESS ROUTE AND STAGING AREA

NTS

GOOGLE IMAGE DATE 2/23/2021

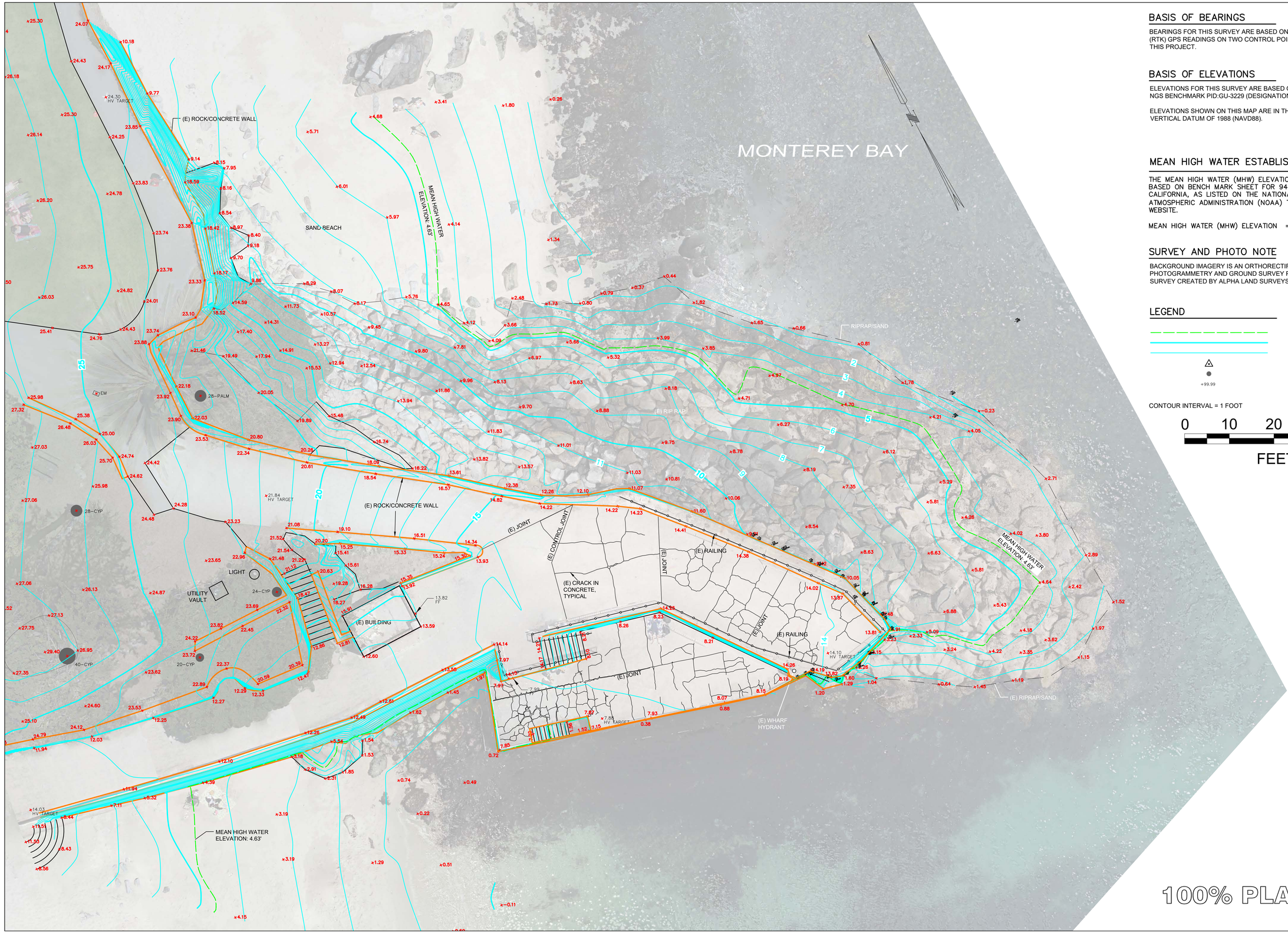
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STAGING AND ACCESS PLAN
LOVERS POINT PIER INTERIM REPAIR
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BASIS OF BEARINGS

BEARINGS FOR THIS SURVEY ARE BASED ON REALTIME KINEMATIC (RTK) GPS READINGS ON TWO CONTROL POINTS SET ONSITE FOR THIS PROJECT.

BASIS OF ELEVATIONS

ELEVATIONS FOR THIS SURVEY ARE BASED ON A RTK GPS TIE TO NGS BENCHMARK PID:GU-3229 (DESIGNATION 941 3450 TIDAL 3).

ELEVATIONS SHOWN ON THIS MAP ARE IN THE NORTH AMERICAN VERTICAL DATUM OF 1988 (NAVD88).

MEAN HIGH WATER ESTABLISHMENT NOTE

THE MEAN HIGH WATER (MHW) ELEVATION FOR THIS SITE IS BASED ON BENCH MARK SHEET FOR 9413450, MONTEREY CALIFORNIA, AS LISTED ON THE NATIONAL OCEANIC AND ATMOSPHERIC ADMINISTRATION (NOAA) TIDES AND CURRENTS WEBSITE.

MEAN HIGH WATER (MHW) ELEVATION = 4.63 FEET (NAVD88)

SURVEY AND PHOTO NOTE

BACKGROUND IMAGERY IS AN ORTHORECTIFIED PHOTO MOSAIC. PHOTOGRAMMETRY AND GROUND SURVEY PERFORMED ON MAY 23, 2022. SURVEY CREATED BY ALPHA LAND SURVEYS, INC. ON JUNE 13 2022.

LEGEND

- MEAN HIGH WATER CONTOUR
- CONTOUR INTERVAL, MAJOR
- CONTOUR INTERVAL, MINOR
- RANDOM CONTROL POINT
- TREE, AS NOTED
- +99.99 SPOT ELEVATION

CONTOUR INTERVAL = 1 FOOT

0 10 20 30 40

FEET

100% PLANS

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EXISTING CONDITIONS
LOVERS POINT PIER INTERIM REPAIR
CITY OF PACIFIC GROVE LOVERS POINT PARK
APN 006-155-099, OCEAN VIEW BLVD., PACIFIC GROVE, CA 93950

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APPROXIMATE HANDRAIL AND GUARD QUANTITIES:
(N) HANDRAIL = 45± LINEAR FEET
(N) GUARD = 257± LINEAR FEET

MONTEREY BAY

0 10 20 30 40
FEET

SAND BEACH

MEAN HIGH WATER ELEVATION 4.63'

(E) ROCK/CONCRETE WALL

(E) BUILDING

(E) RIP RAP

RIPRAP/SAND

(E) RIPRAP/SAND

(E) WHARF HYDRANT

(E) RAILING

(E) JOINT

(E) CONTROL JOINT

(E) CRACK IN CONCRETE, TYPICAL

(N) CONTROL JOINT, TYPICAL

LIGHT

UTILITY VAULT

28–PALM

28–CYP

40–CYP

20–CYP

24–CYP

SECTION A

SECTION B

SECTION C

SECTION D

INSTALL NEW 6" REINFORCED SHOTCRETE FASCIA ON WALL FACE

BEGIN 6" FASCIA

END (N) GUARD

REPLACE UPPER DAMAGED CONCRETE SECTION WITH NEW CONCRETE FOOTING AND INSTALL NEW GUARD

END 10" FASCIA / BEGIN 6" FASCIA

LIMIT OF NEW SLAB

DEMOLISH EXISTING SLAB 7" DEEP AND POUR NEW 7" THICK MONOLITHIC SLAB

6" FASCIA LIMITS

INSTALL NEW 7" MONOLITHIC TOPPING SLAB OVER EXISTING SLAB

(N) HANDRAIL LIMITS

BEGIN (N) GUARD

INSTALL NEW GUARD

INSTALL NEW 10" REINFORCED SHOTCRETE FASCIA ON WALL FACE

END 6" FASCIA / BEGIN 10" FASCIA

INFILL DOORWAY IN STAIRWELL WALL & REPAIR & RESURFACE WALLS TO MATCH ADJACENT EXISTING WALLS

REFORM AND RESURFACE EXISTING STAIRS TO BE CODE COMPLIANT. INSTALL STAINLESS STEEL HANDRAIL AND GUARD.

REMOVE AND REPLACE WITH 6" FASCIA

INSTALL NEW 6" REINFORCED SHOTCRETE FASCIA ON WALL FACE

(N) GUARD LIMITS, PER DETAIL 2 ON SHEET 10

100% PLANS

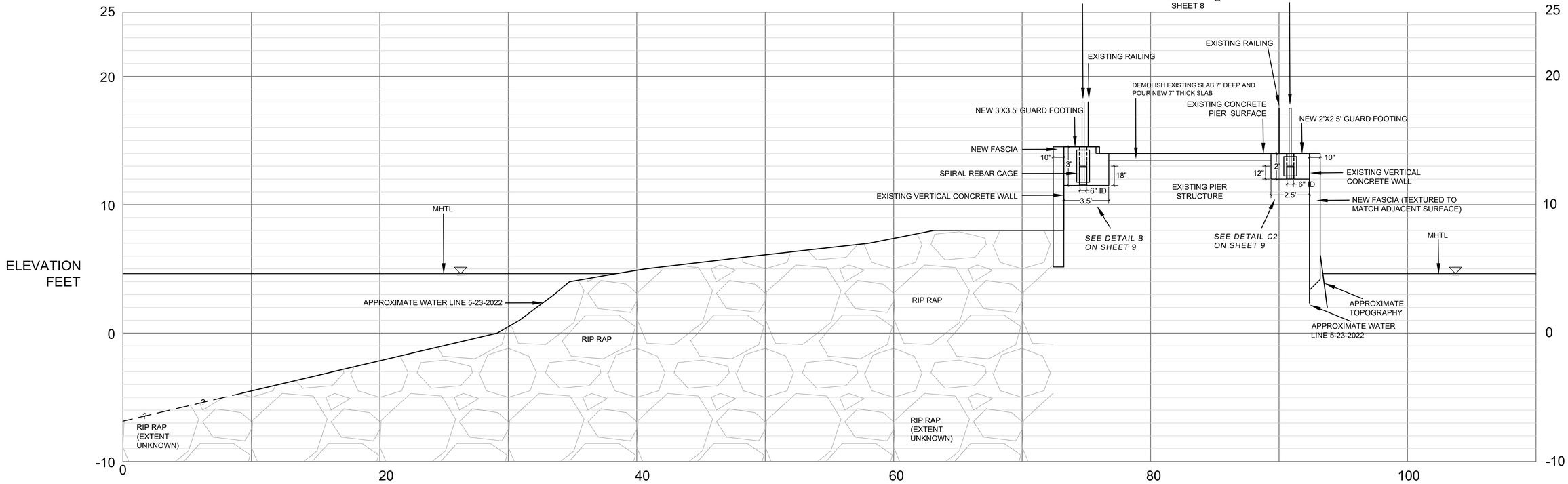
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REPAIR SITE PLAN AND SECTIONS
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CITY OF PACIFIC GROVE LOVERS POINT PARK
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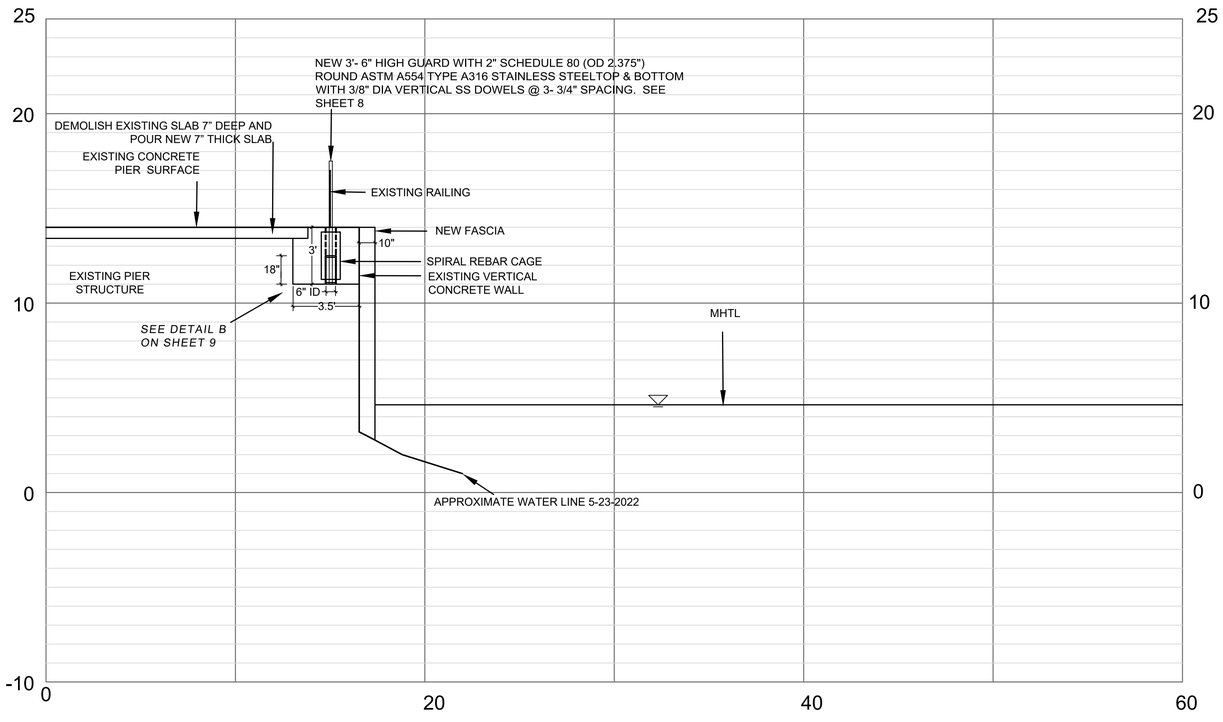
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CROSS SECTION A



CROSS SECTION B





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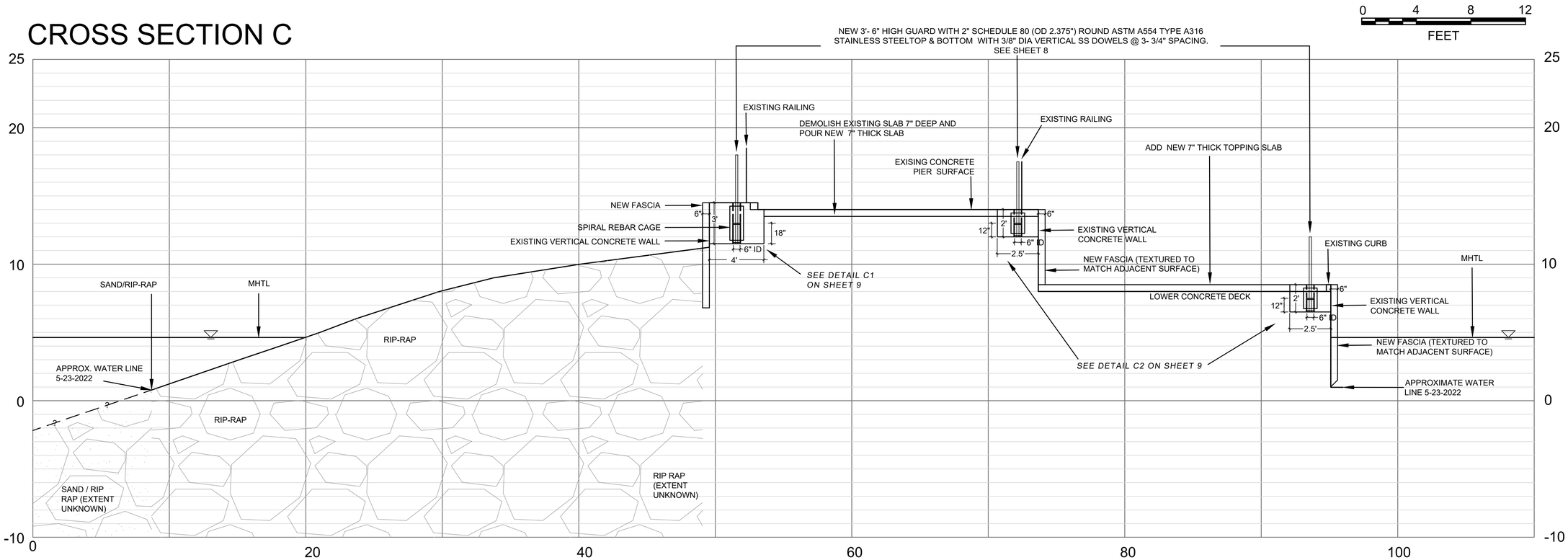
REVISIONS	BY

EXISTING CROSS SECTIONS A & B
LOVERS POINT PIER INTERIM REPAIR
CITY OF PACIFIC GROVE LOVERS POINT PARK
APN 006-155-099, OCEAN VIEW BLVD., PACIFIC GROVE, CA 93950

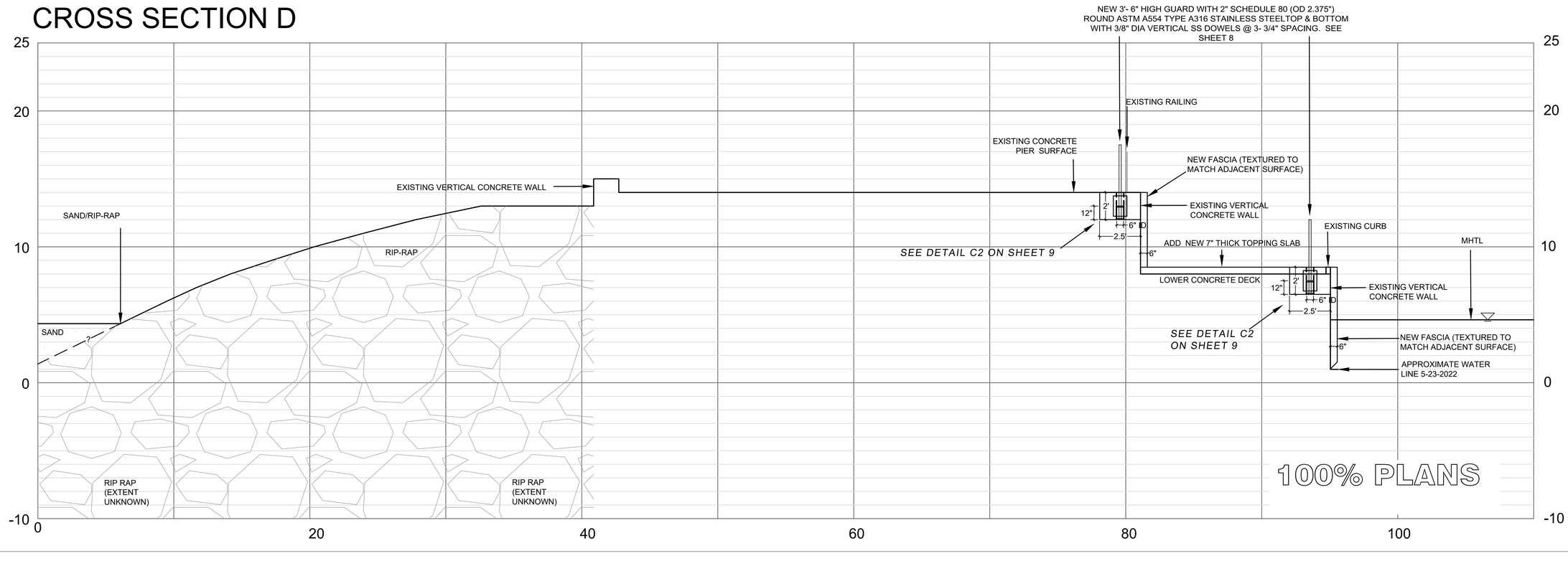
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CROSS SECTION C



CROSS SECTION D



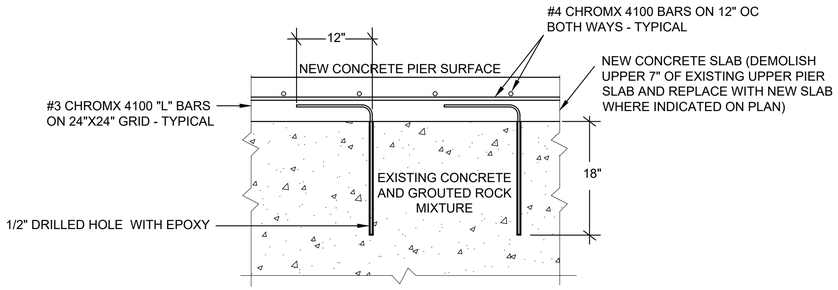
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EXISTING CROSS SECTIONS C & D
LOVERS POINT PIER INTERIM REPAIR
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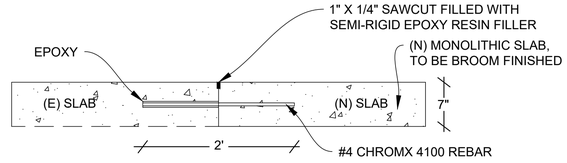
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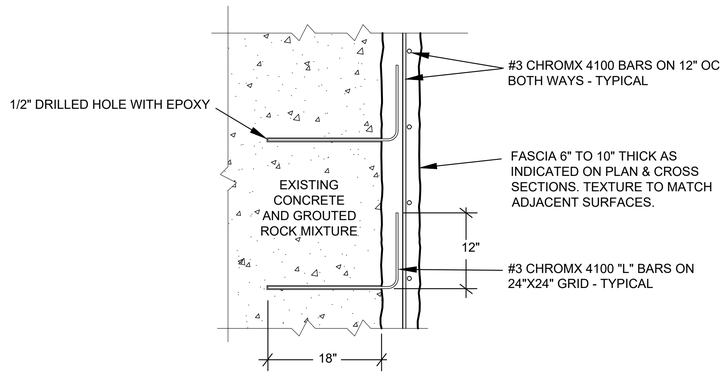
DETAIL 1
CROSS SECTION DETAIL OF NEW CONCRETE SLAB ON UPPER PIER - TYPICAL

SCALE: 1"=1'-0"



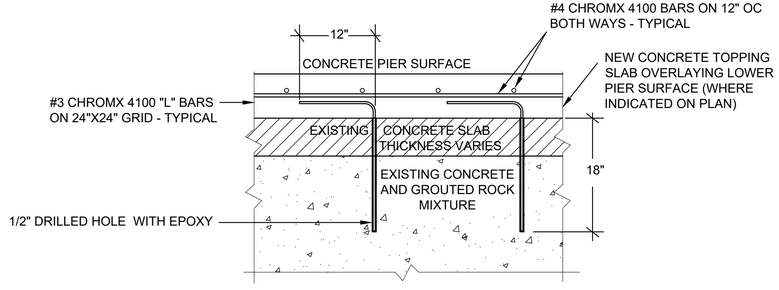
DETAIL 4
(E) SLAB AND (N) SLAB CONNECTION DETAIL

SCALE: 1"=1'-0"



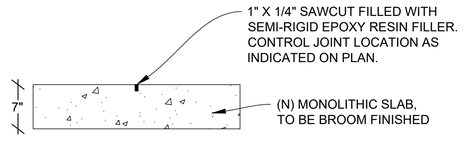
DETAIL 3
CROSS SECTION DETAIL OF NEW VERTICAL WALL FASCIA - TYPICAL

SCALE: 1"=1'-0"



DETAIL 2
CROSS SECTION DETAIL OF NEW CONCRETE TOPPING SLAB ON LOWER PIER - TYPICAL

SCALE: 1"=1'-0"



DETAIL 5
(N) SLAB CONTROL JOINT DETAIL

SCALE: 1"=1'-0"

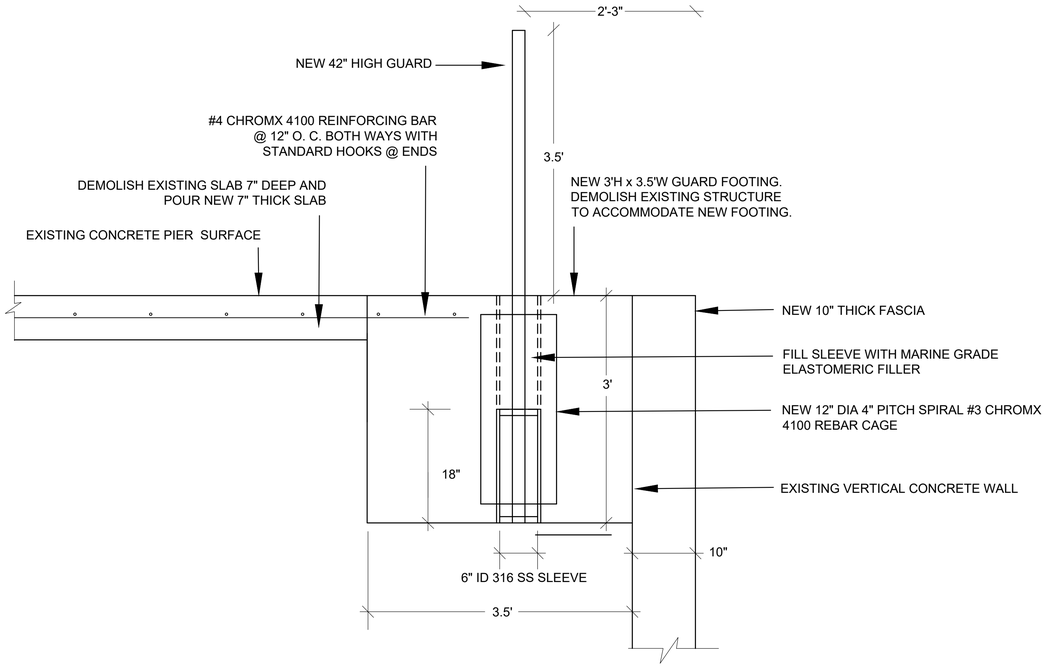
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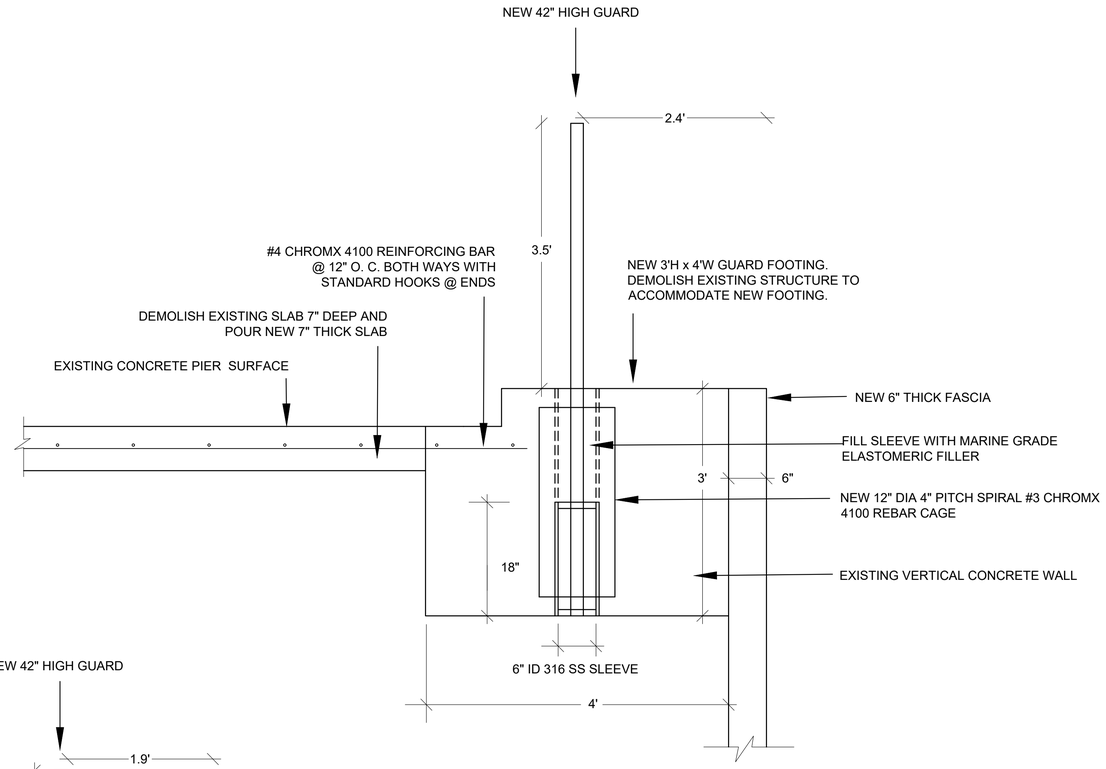
FASCIA PATCH AND SLAB DETAILS
LOVERS POINT PIER INTERIM REPAIR
CITY OF PACIFIC GROVE LOVERS POINT PARK
APN 006-155-099, OCEAN VIEW BLVD., PACIFIC GROVE, CA 93950

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CONSULTING CIVIL, GEOTECHNICAL & COASTAL ENGINEERS
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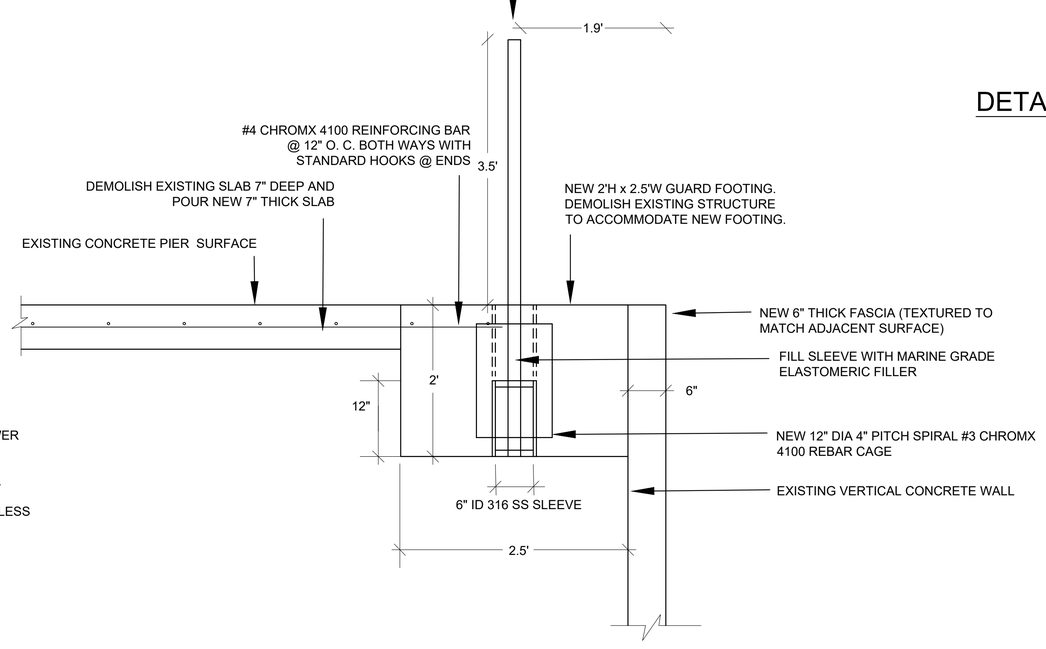
Date 03-13-2023
Scale AS SHOWN
Drawn MF
Job 11897
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OF 14 SHEETS



DETAIL B



DETAIL C1



DETAIL C2

SCALE: 1"=1'-0"

NOTES:

1. CONTINUOUSLY FILLET WELD TYPE A316 STAINLESS STEEL SLEEVE TO UPPER AND LOWER SLEEVE COLLARS

2. VERTICAL GUARD POSTS TO BE CONTINUOUS AND PENETRATE BOTH SLEEVE COLLARS.

3. GUARD POSTS AND CAP TO BE 2" SCHEDULE 80 (OD 2.375") ASTM A554 TYPE A316 STAINLESS STEEL

4. GUARD TO HAVE VERTICAL ½" BARS AT 4 INCH OC BETWEEN RAILING CAP AND LOWER HORIZONTAL RAILING BAR 3.5 INCHES ABOVE CONCRETE SURFACE.

5. SAW CUT REMOVED AREAS OF DEMOLISHED CONCRETE TO PREVENT CRACKING OF ADJACENT CONCRETE WORK TO REMAIN IN PLACE.

6. DOWEL NEW FOOTINGS TO EXISTING GROUTED ROCK AND CONCRETE AS DIRECTED BY ENGINEER DURING CONSTRUCTION.

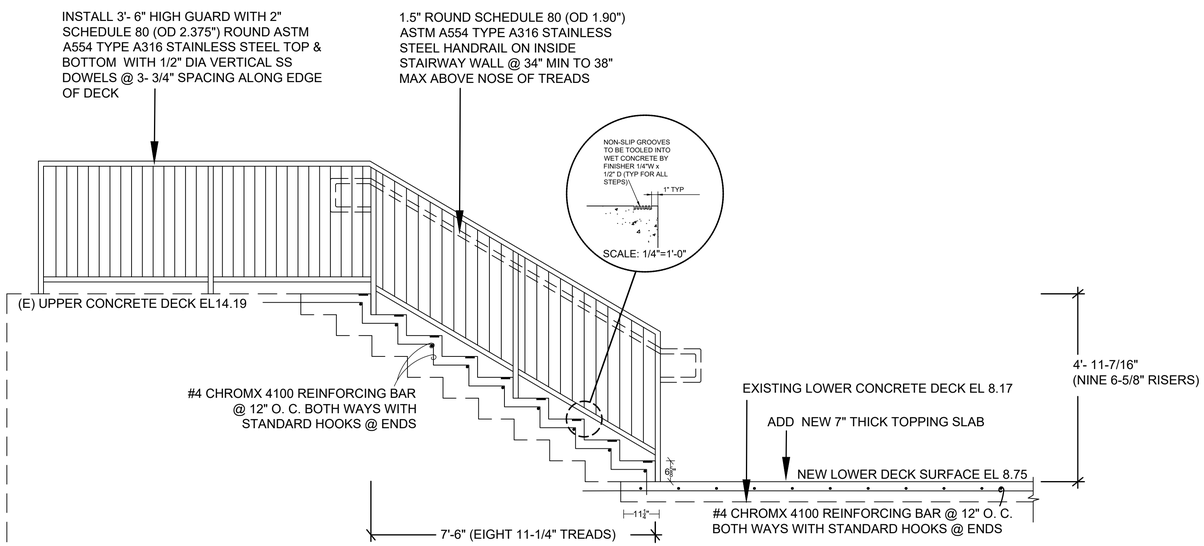
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REVISIONS	BY

FOOTING AND SLAB DETAILS
LOVERS POINT PIER INTERIM REPAIR
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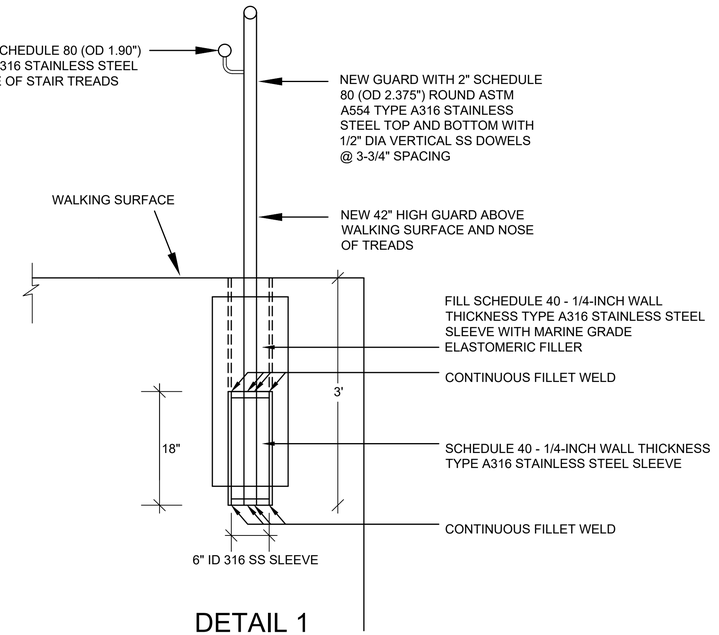


STAIRS FROM UPPER PIER SURFACE TO LOWER DECK

SCALE: 1/2"=1'-0"

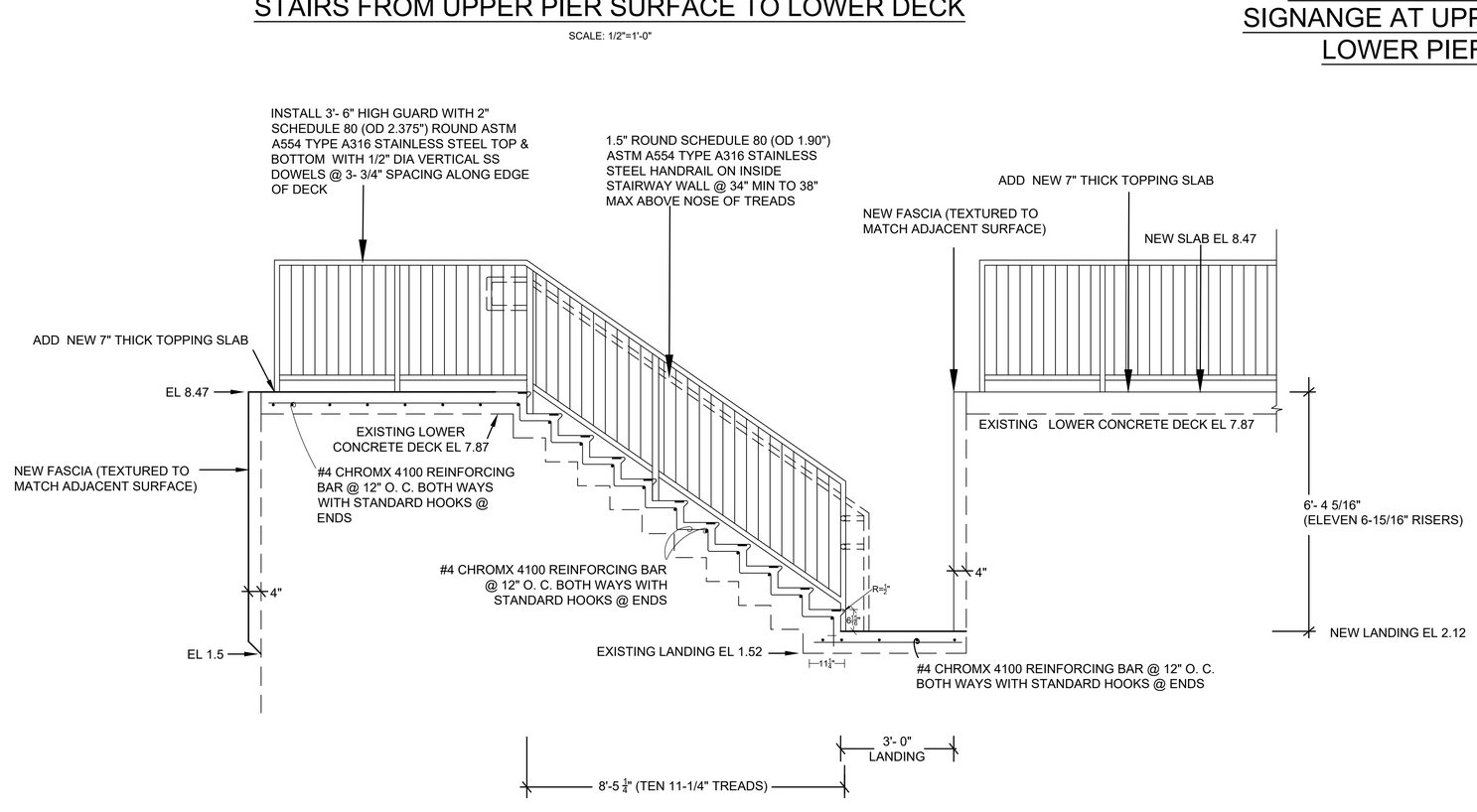


REQUIRED SAFETY SIGNANGE AT UPPER AND LOWER PIERS



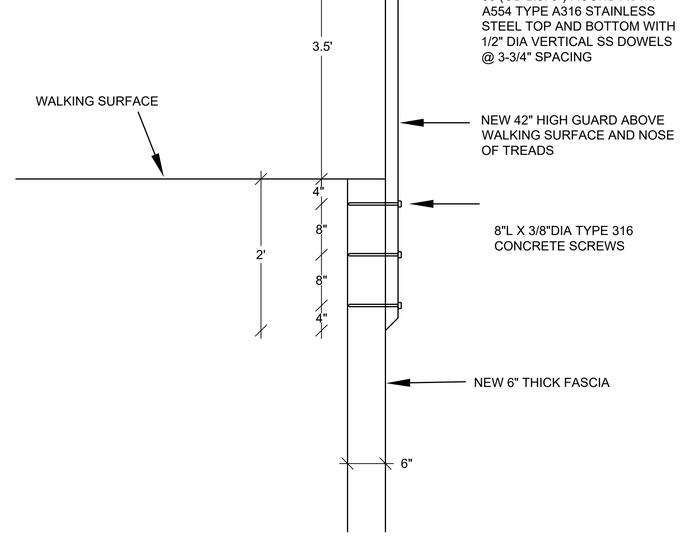
DETAIL 1
GUARD AND HANDRAIL DETAIL

SCALE: 1"=1'-0"



STAIRS TO WATER FROM LOWER DECK

SCALE: 1/2"=1'-0"



DETAIL 2
LOWER PIER GUARD AND HANDRAIL DETAIL AT LOWER STAIRS

SCALE: 1"=1'-0"

100% PLANS

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GUARD AND HANDRAIL DETAILS
LOVERS POINT PIER INTERIM REPAIR
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1. ALL DESIGN AND CONSTRUCTION SHALL CONFORM TO THE REQUIREMENTS OF THE 2019 CALIFORNIA BUILDING CODE [C.B.C.] AND ANY LOCAL CODE REQUIREMENTS. ALL DETAILS, SECTIONS AND NOTES SHOWN ON DRAWINGS ARE INTENDED TO BE TYPICAL AND SHALL APPLY TO SIMILAR SITUATIONS ELSEWHERE, UNLESS OTHERWISE NOTED.

THE CONTRACTOR SHALL RECOGNIZE THAT THE PLANS USED FOR THE DRAWINGS MAY DIFFER FROM THE ACTUAL PHYSICAL SITE. DIMENSIONS ARE APPROXIMATE. CHECK ALL DIMENSIONS IN RELATION TO SITE CONDITIONS PRIOR TO STARTING WORK. THE CONTRACTOR SHALL COORDINATE THE WORK OF ALL TRADES. ALL DISCREPANCIES SHALL BE CALLED TO THE ATTENTION OF THE ENGINEER AND SHALL BE RESOLVED BEFORE PROCEEDING WITH THE WORK. DURING THE CONSTRUCTION PHASE THE CONTRACTOR IS RESPONSIBLE FOR THE SAFETY OF CONSTRUCTION AND PERSONNEL. PROVIDE ADEQUATE SHORING, BRACING, IN ACCORDANCE WITH ALL NATIONAL, STATE AND LOCAL SAFETY ORDINANCES.

2. **DESIGN OF THE INTERIM REPAIR OF THE LOVERS POINT PIER** IS BASED ON RECOMMENDATIONS PROVIDED BY HARO, KASUNICH AND ASSOCIATES , INC. (HKA), GEOTECHNICAL AND COASTAL ENGINEERS, WATSONVILLE, CA (PROJECT NO. M11897.2). ANY STRUCTURAL DRAWINGS OR DETAILS NOT PREPARED BY HKA SHALL BE REVIEWED AND APPROVED BY HKA PRIOR TO CONSTRUCTION. EXISTING CONCRETE AND GROUTED ROCK SURFACES SHALL BE INSPECTED BY THE GEOTECHNICAL ENGINEER AND APPROVED PRIOR TO PLACEMENT OF STEEL AND CONCRETE.

3. **SHOTCRETE AND CONCRETE**

A. CONTRACTOR IS REQUIRED TO PROVIDE TEST PANEL PRIOR TO PLACEMENT AT THE SITE TO DEMONSTRATE PROPER MIX DESIGN

B. **STRENGTH:** SHOTCRETE AND CONCRETE SHALL DEVELOP A 28-DAY MINIMUM ULTIMATE COMPRESSIVE STRENGTH AS FOLLOWS:

ARTIFICIAL ROCK FASCIA 5,000 PSI

B. **SHOTCRETE AND CONCRETE MIXES:** PROVIDE THE FOLLOWING:

PORTLAND CEMENT: ASTM-A150, TYPE II, 8 SACKS/CY. MINIMUM.
POZZOLAN: MAY BE A MAXIMUM OF 20% OF THE 8 SACKS/CY. OF CEMENT.
AIR ENTRAINMENT: NOT ALLOWED FOR ANY SHOTCRETE OR CONCRETE.

SHOTCRETE FASCIA	
STRENGTH	5,000 PSI MIN
SACKS OF CEMENT	8 MIN
INTEGRAL COLOR	NO
ACCELERATOR	NOT WITHOUT ENG APPROVAL
AGGREGATE	3/8 MAX (PEAGRAVEL OK)
MAX WATER/CEMENT	0.40 MAX
WATER REDUCER	OK IF NEEDED
SEALER REQUIRED	NO
GRADE 100 REINF. COVER	3 INCH MIN
MAX. WATER-SOLUBLE CHLORIDE ION IN CONC.	0.15 PERCENT BY WEIGHT OF CEMENT
FLY ASH (POZZOLAN)	15% OF CEMENTITIOUS MATERIAL
SILICA FUME (MINERAL ADMIXTURE)	10% OF CEMENTITIOUS MATERIAL
CORROSION INHIBITOR	PER MANUFACTURER SPEC
MAX SLUMP	2 +/- 1 INCHES
AIR CONTENT	1-2% MAXIMUM (ENTRAPPED AIR ONLY)
PLASTICIZER	NOT PERMITTED

CONCRETE SLABS, BEAMS, AND STAIRS	
STRENGTH	5,000 PSI MIN
SACKS OF CEMENT	8 MIN
INTEGRAL COLOR	NO
ACCELERATOR	NOT WITHOUT ENG APPROVAL
AGGREGATE	3/4 MAX
MAX WATER/CEMENT	0.40 MAX
WATER REDUCER	OK IF NEEDED
SEALER REQUIRED	NO
GRADE 100 REINF. COVER	3 INCH MIN
MAX. WATER-SOLUBLE CHLORIDE ION IN CONC.	0.15 PERCENT BY WEIGHT OF CEMENT
FLY ASH (POZZOLAN)	15% OF CEMENTITIOUS MATERIAL
SILICA FUME (MINERAL ADMIXTURE)	10% OF CEMENTITIOUS MATERIAL
CORROSION INHIBITOR	PER MANUFACTURER SPEC
MAX SLUMP	4 +/- 1 INCHES
AIR CONTENT	1-2% MAXIMUM (ENTRAPPED AIR ONLY)
PLASTICIZER	AS SPECIFIED BY READY MIX COMPANY

SHOTCRETE AND CONCRETE SHALL BE MACHINE MIXED. SUBMIT CONCRETE MIX DESIGNS TO ENGINEERS FOR APPROVAL.

CONCRETE/SHOTCRETE TO COMPLY WITH ACI 318-22, TABLE 4.3.1 FOR EXPOSURE CLASS C2
CONTRACTOR TO SUBMIT TEST RESULTS INDICATING MIX DESIGN COMPLIES WITH MAXIMUM WATER-SOLUBLE CHLORIDE ION CONTENT IN CONCRETE PRIOR TO POUR OF CONCRETE AND/OR APPLICATION OF SHOTCRETE

PLACEMENT AND COVERAGE: ENSURE THAT REINFORCEMENT AND EMBEDDED ITEMS IN STRUCTURAL WALLS ARE NOT DISTURBING PLACEMENT OF SHOTCRETE/CONCRETE. MINIMUM SHOTCRETE AND CONCRETE COVERAGE TO REINFORCEMENT SHALL BE AS NOTED IN THE DRAWINGS. ARTIFICIAL ROCK FACING SHALL BE 6" TO 10" THICK COLORED & TEXTURED SHOTCRETE.

TESTING: CONCRETE MATERIALS SHALL BE TESTED BY A TESTING AGENCY APPROVED BY THE CITY OF PACIFIC GROVE AND HKA. ONLY TESTED CONCRETE SHALL BE USED. SPECIAL INSPECTION SHALL BE PROVIDED FOR CONCRETE PER CHAPTER 17 OF THE C.B.C. MAINTAIN COMPLETE RECORDS OF PLACED CONCRETE INCLUDING: DATE, LOCATION, QUANTITY AND TEST SAMPLES TAKEN. TAKE FOUR TEST CYLINDERS OR ONE TEST PANEL FOR SHOTCRETE PER 50 CU YARDS OF CONCRETE PLACED EACH DAY, BUT NO LESS THAN FOUR TEST CYLINDERS OR ONE SHOTCRETE PANEL FOR EACH DAY THAT CONCRETE IS PLACED.

PROTECTION: PROTECT SHOTCRETE AND CONCRETE FROM PREMATURE DRYING, MAINTAINING MINIMAL WATER LOSS AT A RELATIVELY CONSTANT TEMPERATURE FOR A PERIOD NECESSARY FOR HYDRATION OF CEMENT AND HARDENING OF SHOTCRETE/CONCRETE. IN CASE OF EXPOSURE TO SALT WATER, WASH THE SURFACE TO RECEIVE SHOTCRETE/CONCRETE WITH POTABLE WATER JUST PRIOR TO SHOTCRETE/CONCRETE PLACEMENT.

SHOTCRETE OR GUNITE: PROPORTIONING, MIXING AND PLACEMENT OF SHOTCRETE OR GUNITE SHALL COMPLY WITH ACI 506R. LAPPING OF THE REINFORCING SPLICES ARE PERMITTED IF THE SPACING AT THE REINFORCING IS OPEN ENOUGH TO ALLOW CLEAR, UNOBSTRUCTED ACCESS TO BOTH SIDES OF THE REINFORCING. IF NOT, THE LAPPED BARS SHOULD BE SPACED AT LEAST THREE TIMES THE DIAMETER OF THE LARGEST BAR AT THE SPLICE. CONTRACTOR SHALL HAVE A MINIMUM OF 5 YEARS EXPERIENCE WITH PROVEN PERFORMANCE RECORD ON SIMILAR TYPE OF PROJECTS, USING THE SAME QUALIFIED NOZZLEMAN, CREW AND EQUIPMENT.

BACKFORMING SHALL NOT BE PERMITTED DUE TO THE PRESENCE OF OVEREXCAVATION OR VOIDS. BACKFORMING COSTS SHALL BE INCLUDED IN THE CONTRACT PRICE. DAMPEN SURFACES TO RECEIVE SHOTCRETE. ALL REBOUND SHOTCRETE MATERIAL SHALL BE COLLECTED AND DISPOSED OF. NO SHOTCRETE MATERIAL SHALL BE DUMPED INTO OCEAN WATER OR LEFT ON BEACH. COVER SHOTCRETE WALL AREAS FOR CURING AND PROTECTION. LAYERS OF SHOTCRETE AND CONSTRUCTION JOINTS TO RECEIVE SHOTCRETE SHALL BE DAMPENED BY POTABLE WATER. IN CASE OF EXPOSURE TO SALTWATER, WASH UNDERLYING SHOTCRETE SURFACE TO RECEIVE ADDITIONAL SHOTCRETE WITH POTABLE WATER JUST PRIOR TO ADDITIONAL SHOTCRETE PLACEMENT.

4. REINFORCING STEEL

ALL REINFORCING STEEL SHALL BE CHROMX 4100 BY MMFX TECHNOLOGIES CONFORMING TO ASTM A1035/A 1035M GRADE 100. TIE WIRE SHALL BE 16 GA. ANNEALED WIRE. REINFORCING STEEL SHALL BE EPOXY COATED. REBAR SHALL BE RIGIDLY HELD IN PLACE WITH APPROVED DEVICES PRIOR TO PLACEMENT OF SHOTCRETE AND CONCRETE. USE PLASTIC REBAR CHAIRS AND BOLSTERS WITH STRENGTH TO WITHSTAND 300 LBS. CONCENTRATED LOAD WITHOUT PERMANENT DEFORMATION OR BREAKAGE. HOOKS, BENDS, FABRICATION AND PLACING SHALL BE IN ACCORDANCE WITH THE "MANUAL OF STANDARD PRACTICE FOR DETAILING REINFORCED CONCRETE STRUCTURE" ACI NO. 315. REINFORCEMENT SHALL BE PROTECTED FROM SALT WATER MIST BY PROVIDING ADEQUATE BLANKET COVERING. REMOVE COVER JUST PRIOR TO SHOTCRETE/CONCRETE PLACEMENT. IN CASE OF EXPOSURE TO SALT WATER, WASH STEEL REINFORCEMENT WITH POTABLE WATER JUST PRIOR TO PLACEMENT.

5. REBAR EMBEDMENT & EPOXY BONDING

A. HOLE DIMENSIONS
THE ANNULAR SPACE BETWEEN THE REBAR AND HOLE SHOULD BE AS SMALL AS POSSIBLE, YET STILL PROVIDE EASE OF PLACEMENT.
THE MINIMUM DEPTH OF EMBEDMENT SHALL BE AT LEAST 8 INCHES. LOWER STRENGTH MATERIALS IN THE EMBEDMENT ZONE WILL REQUIRE 12 TO 18 INCHES.

B. SURFACE PREPARATION
REBAR MUST BE CLEAN, DRY AND DEGREASED.
DRY DRILLING: VACUUM OR BLOW OUT HOLE USING OIL-FREE COMPRESSED AIR
WET DRILLING: WASH OUT HOLE WITH CLEAN WATER TO REMOVE RESIDUE OF DRILLING SLURRY. REMOVE STANDING WATER AND ALLOW THE HOLE(S) TO DRY.
CLEAN OUT DRILLED HOLE WITH A WIRE BRUSH TO ENSURE ALL DEBRIS IS REMOVED,

C. MIXING
FOR EASE OF MIXING AND HANDLING, EPOXY SHOULD BE CONDITIONED TO 70°F. FOLLOW MANUFACTURER'S RECOMMENDATIONS FOR MIXING.

D. INSTALLATION
FOR HORIZONTAL SURFACES, TWO METHODS ARE ACCEPTABLE:
1- POUR EPOXY GROUT INTO THE HOLE AND INSERT REBAR AND WORK IT UP AND DOWN. LIGHTLY TAP TO ENSURE COMPLETE EMBEDMENT.
2- INSERT REBAR INTO DRILLED HOLE AND POUR EPOXY GROUT AROUND IT. USE TEMPLATE OR WEDGES IF NECESSARY TO HOLD IN POSITION.
FOR VERTICAL AND OVERHEAD SURFACES:
PLACE EPOXY GROUT INTO DRILLED HOLE WITH HAND OR POWER OPERATED BULK CAULKING GUN WITH LARGE DIAMETER TIP AND POLYETHYLENE EXTENSION TUB. INSERT BOLT, DOWEL OR REBAR AND WORK BACK AND FORTH TO ENSURE COMPLETE EMBEDMENT. POSITION IN PLACE WITH TEMPLATE OR WEDGES IF NECESSARY.

E. CURING
THE CURE TIME IS DEPENDENT UPON THE TEMPERATURE OF THE SUBSTRATE. TO ACCELERATE CURE (VERIFY THIS WITH MANUFACTURER), PRE-HEAT BOLTS TO APPROXIMATELY 150°F (66°C) AT THE TIME OF INSTALLATION AND MAINTAIN ARTIFICIAL HEAT ON BOLT AND SURROUNDING AREA.

6. GEOTECHNICAL ENGINEER'S RECOMMENDATIONS

EPOXY BONDED REBAR MUST BE INSTALLED AND GROUTED IN THE PRESENCE OF HKA.

CONCRETE SHALL BE SAMPLED AND TESTED AS PROVIDED ELSEWHERE IN THESE NOTES (SEE SHEET 14).

SHOTCRETE APPLICATION SHALL BE OBSERVED BY THE HKA AND SHALL BE SAMPLED AND TESTED AS REQUIRED BY THE ENGINEER (SEE SHEET 14).

SHEET 14 CONTAINS A SPECIAL INSPECTION SCHEDULE WITH FREQUENCY OF INSPECTIONS NOTED.

7. INSPECTIONS

THE CONTRACTOR SHALL BE RESPONSIBLE FOR CALLING FOR ALL INSPECTIONS REQUIRED BY THE CITY OF PACIFIC GROVE BUILDING DEPARTMENT AND HKA INCLUDING ANY REQUIRED SPECIAL INSPECTIONS. SPECIAL INSPECTIONS INCLUDE STRUCTURAL CONCRETE TESTING AND SHOTCRETE TESTING. NOTE THE FOLLOWING REGARDING THE STRUCTURAL OBSERVATION:

A. PRIOR TO COMMENCEMENT OF OBSERVATIONS, THE STRUCTURAL OBSERVER SHALL SUBMIT TO THE BUILDING OFFICIAL A WRITTEN STATEMENT IDENTIFYING THE FREQUENCY AND EXTENT OF STRUCTURAL OBSERVATION.
B. PROVIDE NOTES AND SPECIFICATIONS ON THE PLANS INDICATING WHICH SIGNIFICANT CONSTRUCTION STAGES, INCLUDING THE COMPLETION OF THE STRUCTURAL SYSTEM, ARE TO BE VISUALLY OBSERVED. [§1705 CBC]
C. AT THE CONCLUSION OF WORK INCLUDED IN THE PERMIT, THE STRUCTURAL OBSERVER SHALL SUBMIT TO THE BUILDING OFFICIAL A WRITTEN STATEMENT THAT THE SITE VISITS HAVE BEEN MADE AND IDENTIFY ANY REPORTED DEFICIENCIES WHICH, TO THE BEST OF THE STRUCTURAL OBSERVER'S KNOWLEDGE, HAVE NOT BEEN CORRECTED.

8. HANDRAILS AND GUARDRAILS

HANDRAILS SHALL BE 1.5" INCH ROUND SCHEDULE 80 ASTM A554 TYPE A316 STAINLESS STEEL AS MANUFACTURED AND INSTALLED BY "AGS STAINLESS" OR APPROVED EQUIVALENT. GUARDS SHALL BE 2" SCHEDULE 80 ROUND ASTM A554 TYPE A316 STAINLESS STEEL MANUFACTURED AND INSTALLED BY "AGS STAINLESS" OR APPROVED EQUIVALENT.

STANDARD HOOKS & DEVELOPMENT LENGTH FOR TENSION BARS

90 DEGREE HOOK

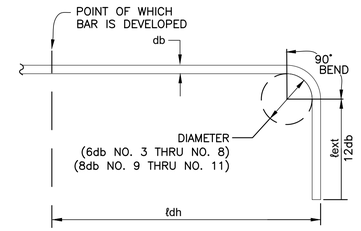
BAR SIZE	MIN. INSIDE DIAMETER (IN.)	STRAIGHT EXTENSION ℓext (IN.)
NO. 3	2.25	4.5
NO. 4	3.0	6.0
NO. 5	3.75	7.5
NO. 6	4.5	9.0
NO. 7	5.25	10.5
NO. 8	6.0	12.0

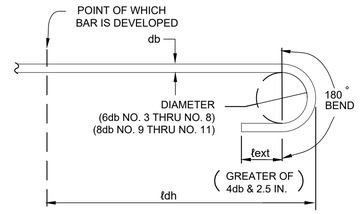
180 DEGREE HOOK

BAR SIZE	MIN. INSIDE DIAMETER (IN.)	STRAIGHT EXTENSION ℓext (IN.)
NO. 3	2.25	2.5
NO. 4	3.0	2.5
NO. 5	3.75	2.5
NO. 6	4.5	3.0
NO. 7	5.25	3.5
NO. 8	6.0	4.0

BARS IN TENSION
(fy=100 ksi & f'c=4.5 ksi)

BAR SIZE	ℓdh (IN.)
NO. 3	6.0
NO. 4	6.5
NO. 5	8.0
NO. 6	9.5
NO. 7	11.0





DEVELOPMENT LENGTH & SPLICE (BARS IN TENSION)

(CLEAR SPACING OF BARS OR WIRES BEING DEVELOPED OR LAP SPLICED AT LEAST 2db AND CLEAR COVER AT LEAST db) (fy=80 ksi & f'c=4.5 ksi)

BAR SIZE	ℓd (IN.)	CLASS B SPLICE ℓd (IN.)
NO. 3	24	32.0
NO. 4	31	40.5
NO. 5	39	51.0
NO. 6	47	61.1
NO. 7	68	88.5

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STRUCTURAL NOTES
LOVERS POINT PIER INTERIM REPAIR
CITY OF PACIFIC GROVE LOVERS POINT PARK
APN 006-155-099, OCEAN VIEW BLVD., PACIFIC GROVE, CA 93950

HARO, KASUNICH AND ASSOCIATES, INC.
CONSULTING CIVIL, GEOTECHNICAL & COASTAL ENGINEERS
116 EAST LAKE AVENUE
WATSONVILLE, CA 95076 (831) 722-4175

Date 03-13-2023
Scale AS SHOWN
Drawn MF
Job 11897
Sheet 11 OF 14 SHEETS

GENERAL NOTES

PURPOSE AND OVERVIEW

The purpose of the Lovers Point Pier Interim Repair Project (Project) is to provide short-term structural repairs to the exterior of the Lovers Point Pier in Pacific Grove, CA to maintain the integrity of the core of the pier, and to replace the perimeter railing and stairways for public safety.

FREQUENTLY ASKED QUESTIONS AND THEIR ANSWERS

1) What heavy machinery is proposed to be used and at which phases of construction is heavy equipment required?

Equipment will be determined after selection of the Contractor.

2) Where is the construction staging area? Will construction equipment and materials be stored on the beach?

The staging area will be the parking lot delineated on Sheet 3, Staging and Access, per City request on 1/31/2023.

3) Will the construction be done primarily from the blufftop above, or will construction primarily take place from the pier?

Not applicable to this Project.

4) If construction will take place from the pier, how will heavy equipment gain access to the construction area?

The Contractor will drive equipment down to the pier via the access route delineated in Sheet 3, Staging and Access. The Contractor will remove the equipment from the pier at the end of each work day.

5) How much of the adjacent park and beach areas will be impacted by construction activities and for how long?

The area of the project where active construction operations are being performed should remain closed to public access during the work due to safety concerns. The Contractor is anticipating +/- (TBD) working days to complete their work. This will be adjusted as necessary to take advantage of favorable tide and daylight conditions and will be impacted by unfavorable conditions. The actual duration will be governed by these conditions.

6) If public access will be closed during construction, please describe why it will be necessary to close public access and the estimated duration of the closure.

As explained above, the pier area should remain closed to public access for the duration of the project to allow for public safety. When conditions are safe for the public to enter the work area, those areas will be reopened for public use.

7) Will construction equipment and activities enter the waters of the Monterey Bay?

The Contractor does not anticipate entering the water with any equipment. Contractor shall utilize means and methods to protect the waters of Monterey Bay and prevent any debris or wet concrete from entering those waters.

8) What will the duration and timing of construction be?

The duration of construction will be determined by the Contractor. The Contractor shall develop a schedule that is coordinated with the City of Pacific Grove Public Works Department prior to the start of construction an shall provide that schedule to the Engineer. The schedule for completing the required work may be dependent on tide levels and ocean wave runup and will be determined once all permits are in hand.

MARINE PROTECTION

To prevent any impacts upon the marine habitat, no non-native spoils or debris shall be allowed to enter these areas or shall be allowed to adversely impact the beach or enter the tidal waters. Under no circumstances shall use of equipment be allowed seaward of the Mean High Tide Line in areas where water is present. Equipment and vehicle use on the beach during construction shall be minimized. Contractor employee parking shall be permitted in designated parking areas only. Although construction activity will occur on the beach and near ocean areas, such activity must be strictly confined to the area where work is required. Any areas of loose or unstable soil must be stabilized immediately. Any heavy equipment operation must be conducted with care near the edge of the water to prevent damage to the habitat. Care must be taken so the inland and beach areas outside the work area are not damaged during construction. If a fuel or lubricant spill occurs, immediate notification of the Engineer and appropriate authorities shall be made. Any equipment driven onto the beach should be well maintained and inspected daily to verify that there are no fuel, hydraulic fluid or lubricant leaks.

ACCESS PROTECTION

The proposed access route is on The City of Pacific Grove property. Impacts to the access route must be minimized. The impacts to beach access and residential access must be minimized. Appropriate signage shall be used to make sure that beach users know what to do as they approach the work sites. The Contractor shall be responsible for the restoration of the access route and staging area to its original condition. The Contractor shall use access routes and staging areas as directed by the Owner and shall repair access routes and staging areas to pre-project condition or better as directed by the Owner. The Contractor shall not close or obstruct streets, walks, drives or other occupied or used spaces or facilities without the written permission of the Owner. Underground utilities are located under the access route and shall be protected from damage.

EXAMINATION OF JOB SITE, PLANS AND SPECIFICATIONS

A. The Contractor shall carefully examine the work site and the Plans and Specifications. The submission of a bid shall be conclusive evidence that the Contractor has investigated and is satisfied as to the conditions to be encountered, as to the character, quality, and scope of work to be performed, the quantities of materials to be furnished and as to the requirements of the Geotechnical and Coastal Engineering Investigation and Plans and these Specifications. The plans consist of 14 sheets.

B. The City of Pacific Grove is the Owner of the Project Area. Haro, Kasunich and Associates, Inc. (HKA), Consulting Geotechnical, Coastal and Civil Engineers, is the Engineer for the Project and will represent the Owner during design and construction of the Project.

C. The contractor shall recognize that the plans used for the drawings of the Pier Structure may differ from the actual physical site. Dimensions are approximate. Before proceeding with the work, it shall be the Contractor's responsibility to check the site in relation to the drawings and specifications. Report any discrepancies to the Owner and the Engineer.

D. The Contractor must attend a pre-bid meeting with the Engineer prior to submitting a proposal to complete the proposed work. The Contractor will be required to attend a pre-construction meeting with the Engineer prior to the commencement of construction. The purpose of these meetings is so the Contractor may ask questions concerning the work and to make sure the Contractor understands the permit conditions and environmental constraints.

COMPLIANCE WITH CODES:

A. All construction and materials shall be as specified and as required by the 2022 California Building Code, the Building Code Standards, locally enforced codes and authorities. All articles, materials and equipment shall be installed, applied and connected as directed by the manufacturer's latest written specifications except where otherwise noted.

B. The Contractor shall be fully informed of all applicable codes, laws, ordinances and regulations of any jurisdiction or authority, and shall adhere strictly thereto. Compliance with all laws, ordinances and regulations of Federal, State, County and Local agencies shall take precedence over all other Contract documents.

INSPECTIONS AND MAINTENANCE

HKA shall be called to perform construction observation and to make a final inspection of the site to assure that the work is completed according to plan. Winter storm inspections shall be conducted to identify problem areas and assess the need for corrective actions. Written documentation should be maintained that notes inspection dates, corrective actions needed and corrective actions taken. The Owner and their representatives shall have the right to inspect any material brought to the job site and shall have the right to reject any materials deemed defective or not conforming to the specifications. HKA shall be called to perform construction observation and to make a final inspection of the drainage and erosion control facilities to assure that the work is completed according to plan. Written documentation should be maintained that notes inspection dates, corrective actions needed and corrective actions taken.

NOTIFICATION OF ENGINEER

The Engineer should be notified at least fourteen (14) working days prior to any site clearing or grading so that the work in the field can be coordinated with the grading contractor, and arrangements for surveying, testing and observation can be made.

TIMETABLE

These plans show the proposed work to be implemented after review and approval from the City of Pacific Grove.

WORK HOUR RESTRICTIONS

Tidal conditions may restrict the available work hours. Wave runup related flood conditions may restrict the available work time. Hours of operation or movement of heavy construction equipment shall be limited to between 8:00 a.m. and 6:00 p.m., Monday through Saturday. Such operations shall not occur on Sundays or holidays unless otherwise approved by the City of Pacific Grove.

NOISE CONTROL

All equipment that will operate at the project site shall be equipped with residential type mufflers.

SITE DISTURBANCE

Disturbance of the property beyond the limits of the necessary work area shall be avoided. Sensitive habitat exists immediately adjacent to the work area. The Contractor should expect regulatory agencies to be particularly concerned about any impacts outside the work area.

STAKING AND LOCATION

1. A surveyor shall locate design locations and mark with stakes prior to construction, for review by Engineer and use during construction by contractor. The contractor shall pay for staking.

2. Reference points will be established by the Engineer or by the Surveyor. These reference points will be used to control placement of the structures relative to cultural features and to elevation. It shall be the Contractor's responsibility to furnish and set such additional marks and stakes as is determined necessary to establish lines and grades required for the completion of the work specified, as shown on the plans. The contractor shall have a grade checker on site to check elevations and control the position of the work.

3. Local survey control: Spikes will be set for use as elevation control points. Do not disturb spikes. The vertical elevation datum is NAVD1988.

DRAINPIPES AND UNDERGROUND UTILITIES

Existing drainpipes and underground utilities within the work area shall be located by the Contractor and avoided and/or protected during construction.
A. The Contractor shall locate, identify, and protect utilities from damage. Location of existing utilities shown on plans is approximate. The existing underground utility locations are not shown on the plans. The Contractor is responsible for locating all existing utilities prior to starting work and protecting utilities throughout course of work. The locations of any existing drain facilities shown on the plans are approximate. The contractor shall verify locations and protect in place, if within the limits of work. The contractor shall plug, cap, or reconnect /reinstall existing drainage facilities damaged during construction, as directed by engineer.
B. The Contractor shall not interrupt utilities serving occupied or used facilities without the written permission of the Owner and authorities having jurisdiction. If necessary, provide temporary utilities.
C. The Contractor shall notify the Owner prior to shut-off of existing utilities.

GRADING

No grading of earth materials is proposed as part of the project. Some demolition of concrete materials will occur. Demolished concrete materials shall be removed from the site and disposed of at an approved disposal site. No concrete rubble derived from demolition shall be allowed to enter the ocean waters.

EROSION CONTROL

During construction, erosion control measures shall be in place. These construction measures shall be in the form of dust control, straw mulch, straw bales and wattles placed at the appropriate areas of work as approved by the Engineer.

SUPPLEMENTAL RECOMMENDATIONS

If undesirable conditions are encountered during construction, or if the proposed construction will differ from that planned at this time, Haro, Kasunich and Associates, Inc., shall be notified so that supplemental recommendations can be given.

Deleterious Materials: The Contractor shall carefully excavate all materials necessary, of whatever nature, for construction of the work. Any material of an unsuitable or deleterious nature discovered during excavation shall be brought to the attention of the Geotechnical Engineer before proceeding with the work.

Voids: Any voids exposed during excavation work shall be backfilled as directed by the Engineer.

Excavation: Sands, soils and bedrock materials excavated during construction shall be exported to an approved dumpsite, as directed by the Engineer.

Temporary Cut Slopes: Maximum gradients shall not exceed 1.0:1.0 (H:V), except in hard bedrock. Temporary cut slopes must be inspected by the Engineer during excavation, to determine the need for temporary shoring or temporary underpinning of adjacent retaining structures and/or improvements. The Contractor shall be required to implement shoring as required by the Engineer and as required by OSHA and other regulatory agencies.

Drainage Pipes: All drainage discharge locations shall be approved by the Engineer.

DUST CONTROL

For dust control purposes, watering of exposed surfaces during clearing, excavation, stockpiling and grading, and in the late morning and the end of each workday shall be done. Grading activities shall be prohibited during periods of high winds greater than 30 miles an hour.

EROSION CONTROL

During construction, erosion control measures shall be in place in areas to be graded, as well as around the stockpiled soils. These construction measures shall be in the form of dust control, straw mulch, straw bales and wattles and/or silt fences placed at the appropriate areas of work as directed by the Engineer.

SUPPLEMENTAL RECOMMENDATIONS

If undesirable conditions are encountered during construction, or if the proposed construction will differ from that planned at this time, our firm shall be notified so that supplemental recommendations can be given.

100% PLANS

REVISIONS	BY

GENERAL NOTES
LOVERS POINT PIER INTERIM REPAIR
CITY OF PACIFIC GROVE LOVERS POINT PARK
APN 006-155-099, OCEAN VIEW BLVD., PACIFIC GROVE, CA 93950

HARO, KASUNICH AND ASSOCIATES, INC.
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Date 03-13-2023
Scale AS SHOWN
Drawn MF
Job 11897
Sheet 12
OF 14 SHEETS

CONSTRUCTION MANAGEMENT PLAN PROVISIONS

The Lovers Point Pier Repair Project (Project) proposes short-term structural repairs to the exterior of the pier to maintain the integrity of the core of the pier, and replacement of the perimeter railing and stairways for public safety. The Project would include replacement of approximately 165 linear feet of railing on the upper platform, replacement of approximately 85 linear feet of low-profile bull rail on the lower platform, and reconstruction of the concrete stairs and topping slab on both the upper and lower pier platforms. The Project would also include installing up to 2,000 square feet (up to 40 cubic yards) of reinforced shotcrete around the perimeter of the pier to protect the integrity of the pier. Reconstruction of the topping slab includes removing 7 inches of the topping slab (walking surface) concrete on both the upper pier platform (approximately 1,150 square feet) and lower pier platform (approximately 900 square feet), doweling into the existing remaining concrete slab, and installing new reinforced concrete slab of same thickness. The reconstructed stairways will be built to current code standards and include guardrails and handrailing.

The Lovers Point Pier repair project would occur in a single phase and be scheduled to minimize impacts during the busy summer months between Memorial Day and Labor Day. The construction staging area will be located in the adjacent park and fenced off from the public, and have a contractor trailer, temporary utilities, and gated entrance.

The Project is within City limits and is a public area that falls under the City's recently updated Local Coastal Plan (LCP). The Project construction laydown and staging area will be in the adjacent park open space area and repairs are anticipated to be performed with only land-based equipment. The construction laydown and staging area is approximately 1,000 square feet, as shown in Sheet 3. Installation of the pier perimeter shotcrete will be done only during low tide and scaffolding will be installed on the sides of the pier for over water work. Construction best management practices (BMPs) will be implemented during the duration of the Project and include prevention measures related to over water work and the protection of adjacent waterways. Traffic along Ocean View Boulevard will be maintained except during material transfers during demolition and construction.

The Project shall conform to requirements of these plans and specifications, as well as permit obtained for the project with the more stringent requirements taking precedence.

All work shall take place during daylight hours, and lighting of the beach and ocean area is prohibited.

Grading of intertidal areas is prohibited, except removal of existing debris, concrete, rubble, etc., is allowed in these areas.

Construction (including but not limited to construction activities, and materials and/or equipment storage) is prohibited outside of the defined construction, staging, and storage areas.

Equipment washing, servicing, and refueling shall not take place on the beach, and shall only be allowed at a designated inland location. Appropriate best management practices shall be used to ensure that no spills of petroleum products or other chemicals take place during these activities. Spill kits will be placed onsite.

The construction site shall maintain good construction site housekeeping controls and procedures (e.g., clean up all leaks, drips, and other spills immediately; keep materials covered and out of the rain, including covering exposed piles of soil and wastes; dispose of all wastes properly, place trash receptacles on site for that purpose, and cover open trash receptacles during wet weather; remove all construction debris from the beach; etc.).

All erosion and sediment controls shall be in place prior to the commencement of construction as well as at the end of each workday. As needed, silt fences, or equivalent apparatus, shall be installed at the perimeter of the construction site to prevent construction-related runoff and/or sediment from entering into Monterey Bay.

All public recreational use areas and all beach access points impacted by construction activities shall be restored to their pre-construction condition or better within three days of completion of construction.

The Permittee shall notify planning staff of the Coastal Commission's Central Coast District Office at least three working days in advance of commencement of construction or maintenance activities and immediately upon completion of construction or maintenance activities.

Minor adjustments to these construction requirements may be allowed by the Executive Director if such adjustments: (1) are deemed reasonable and necessary; and (2) do not adversely impact coastal resources.

ADDITIONAL CONSTRUCTION REQUIREMENTS

Nothing in these additional construction requirements shall change the need to comply with the Coastal Commission requirements listed above. If questions arise, request clarification from the Project Engineer or Engineering Geologist.

Construction access shall be as directed by owner. Impacts to the access route must be minimized and disturbance along the access route must be restored to pre-construction conditions upon project completion. The following provisions shall apply to the work.

Any debris generated during construction shall be removed from the site.

All work shall take place during daylight hours and lighting of the beach area is prohibited unless, due to extenuating circumstances, the City of Pacific Grove Public Works Director or Executive Director of the California Coastal Commission authorizes non-daylight work and/or beach area lighting.

Construction work and equipment operations shall not be conducted seaward of the mean high water line, with the exception of removal of the existing rip rap that is seaward of the mean high water line.

All construction equipment shall remain as far landward as possible, and shall avoid contact with ocean waters and intertidal areas.

All erosion and sediment controls shall be in place prior to the commencement of construction as well as at the end of each work day. Silt fences, or equivalent apparatus, may be installed at the perimeter of the construction site to prevent construction related runoff and/or sediment from entering into the Pacific Ocean. Fencing may be used on the beach for erosion and sediment controls as necessary to contain rock and/or sediments at the project site.

All construction materials and equipment placed on the beach shall be stored beyond the reach of waves and extreme tides, and shall be removed from the beach if necessary to avoid inundation. Materials that remain on the beach overnight must be located in the dry sand back shore area, as close to the toe of the bluff as possible. The extent of overnight storage areas shall be kept the minimum necessary.

No fueling, or fuel storage shall be allowed on the beach at any time.

The Contractor (and Permittee) shall monitor weather forecasts and move all construction equipment and materials off of the beach in advance of storm or extreme tidal events.

Construction (including but not limited to construction activities, and materials and/or equipment storage) is prohibited outside of the defined construction, staging, and storage areas.

No work shall occur on the pier during weekends or Holidays unless, due to extenuating circumstances (such as tidal issues or other environmental concerns), and the City of Pacific Grove Public Works Director or Executive Director of the California Coastal Commission authorizes such work.

All heavy equipment used for concrete pouring shall be set at least 25 feet landward of the pier entrance and shall use flexible hoses or articulated booms to deliver concrete to the project site. Other heavy equipment may be used periodically atop the pier, but shall be removed from the pier when not in use.

Equipment washing, refueling, and/or servicing shall not take place on the beach, or within 50 feet of the shoreline.

Petroleum products and other hazardous materials will be kept on paved roads or a distance of at least 50 feet from the shoreline.

The construction site shall maintain good construction site housekeeping controls and procedures (e.g., clean up all leaks, drips, and other spills immediately; keep materials covered and out of the rain (including covering exposed piles of soil and wastes); dispose of all wastes properly, place trash receptacles on site for that purpose, cover open trash receptacles during wet weather, remove any construction debris from the beach).

All areas of beach disturbed by construction activities shall be restored to their original pre-construction condition. Upon completion of construction, the access route and staging area shall be restored to their original condition.

At all times during project construction activities, copies of each of the following shall be maintained in a conspicuous location at the construction job site (where such copies shall be available for public review) and all persons involved with the construction shall be briefed on the content and meaning of each prior to commencement of construction: (a) the signed coastal development permit; (b) the approved final plans; and (c) the approved construction management plan.

MARINE PROTECTION

To prevent any impacts upon the marine habitat, no overburden or wet cement may be allowed to adversely impact the beach or enter the tidal zone. Under no circumstances shall use of equipment be allowed seaward of the mean high tide line when seawater is present. Any areas of loose or unstable soil must be stabilized immediately after other portions of the project are finished. Any heavy equipment operation must be conducted with care near any bluff edges to prevent the destabilization of the substrate and additional erosion. Care must be taken so coastal bluffs outside the work area are not damaged during construction.

CONSTRUCTION COORDINATOR

Contractor shall provide a construction coordinator that can be contacted during construction, should questions arise during construction (in case of both regular inquiries and in emergencies). Their contact information (including their address and 24 hour phone numbers) shall be conspicuously posted at the job site in a manner so that the contact information is readily visible from public viewing areas. The posting shall indicate that the construction coordinator should be contacted to answer questions that arise during construction (in case of both regular inquiries and in emergencies). The construction coordinator shall record the name, phone number, nature of all complaints (if any) received during construction, and shall investigate complaints and take remedial action, if necessary, within 24 hours of receipt of the complaint or inquiry.

BEST MANAGEMENT PLAN PROVISIONS

Appropriate protocols shall be implemented to manage all construction-phase Best Management Practices (including installation and removal, ongoing operation, inspection, maintenance, and training), to protect coastal water quality. The Contractor shall provide the SWPPP for the project. Additional Best Management Practices shall include the following:

Best Management Practices:

A. Minimize Erosion and Sediment Discharge. During construction, erosion and the discharge of sediment off-site or into coastal waters shall be minimized through the use of appropriate Best Management Practices including:

1. Land disturbance during construction (e.g., clearing, grading, and cut-and-fill) shall be minimized, and grading activities shall be phased, to avoid increased erosion and sedimentation.

2. Erosion Control Best Management Practices (such as mulch, soil binders, geotextile blankets or mats, or temporary seeding) shall be installed as needed to prevent soil from being transported by water or wind. Temporary Best Management Practices shall be implemented to stabilize soil on graded or disturbed areas as soon as feasible during construction, where there is a potential for soil erosion to lead to discharge of sediment off-site or to coastal waters. This should be done where staging, access, and construction activities occur.

3. Sediment Control Best Management Practices (such as silt fences, fiber rolls, sediment basins, inlet protection, sand bag barriers, or straw bale barriers) shall be installed as needed to trap and remove eroded sediment from runoff, to prevent sedimentation of coastal waters. This should be done where staging, access, and construction activities occur.

B. Minimize Discharge of Construction Pollutants. The discharge of other pollutants resulting from construction activities (such as chemicals, paints, vehicle fluids, petroleum products, asphalt and cement compounds, debris, and trash) into runoff or coastal waters shall be minimized through the use of appropriate Best Management Practices, including:

1. Materials Management and Waste Management Best Management Practices (such as stockpile management, spill prevention, and good housekeeping practices) shall be installed or implemented as needed to minimize pollutant discharge and polluted runoff resulting from staging, storage, and disposal of construction chemicals and materials. Best Management Practices shall include, at a minimum:

a) Covering stockpiled construction materials, soil, and other excavated materials to prevent contact with rain, and protecting all stockpiles from stormwater runoff using temporary perimeter barriers.

b) Cleaning up all leaks, drips, and spills immediately; having a written plan for the clean-up of spills and leaks; and maintaining an inventory of products and chemicals used on site.

c) Proper disposal of all wastes; providing trash receptacles on site; and covering open trash receptacles during wet weather.

d) Prompt removal of all construction debris from the beach.

e) Detaining, infiltrating, or treating runoff, if needed, prior to conveyance off-site during construction.

2. Fueling and maintenance of construction equipment and vehicles shall be conducted off site if feasible. Any fueling and maintenance of mobile equipment conducted on site shall not take place on the beach, and shall take place at a designated area located at least 50 feet from coastal waters, drainage courses, and storm drain inlets, if feasible (unless those inlets are blocked to protect against fuel spills). The fueling and maintenance area shall be designed to fully contain any spills of fuel, oil, or other contaminants. Equipment that cannot be feasibly relocated to a designated fueling and maintenance area (such as cranes) may be fueled and maintained in other areas of the site, provided that procedures are implemented to fully contain any potential spills, such as fueling the equipment with an impermeable visqueen catchment apron designed to capture any possible spills.

C. Minimize Other Impacts of Construction Activities. Other impacts of construction activities shall be minimized through the use of appropriate Best Management Practices, including:

1. The damage or removal of non-invasive vegetation (including trees, native vegetation, and root structures) during construction shall be minimized, to achieve water quality benefits such as transpiration, vegetative interception, pollutant uptake, shading of waterways, and erosion control.

2. Soil compaction due to construction activities shall be minimized, to retain the natural stormwater infiltration capacity of the soil.

3. The use of temporary erosion and sediment control products (such as fiber rolls, erosion control blankets, mulch control netting, and silt fences) that incorporate plastic netting (such as polypropylene, nylon, polyethylene, polyester, or other synthetic fibers) shall be avoided, to minimize wildlife entanglement and plastic debris pollution.

D. Minimize Impact of Construction In, Over, or Adjacent to Coastal Waters and Habitat. Construction shall protect the coastal waters and habitat by implementing Best Management Practices, including:

1. No construction equipment or materials (including debris) shall be allowed at any time within the tidelands when ocean water is present there.

2. Construction activity shall not be conducted seaward of the Mean High Tide Line, unless tidal waters have receded, and the area is part of the authorized work area.

3. All work shall take place during daylight hours, and lighting of the beach and ocean area is prohibited.

4. All construction equipment and materials placed on the beach during daylight construction hours shall be stored beyond the reach of tidal waters.

5. Tarps or other devices shall be used to capture debris, dust, oil, grease, rust, dirt, fine particles, and spills to protect the quality of coastal waters.

6. All erosion and sediment controls shall be in place prior to the commencement of construction, as well as at the end of each workday. At a minimum, if grading is taking place, sediment control Best Management Practices shall be installed at the perimeter of the construction site to prevent construction-related sediment and debris from entering the ocean, waterways, natural drainage swales, and the storm drain system, or being deposited on the beach. Natural beach sand, cobbles, and bedrock materials shall not be removed from the beach.

7. Only rubber-tired construction vehicles shall be allowed on the beach; the only exception shall be that tracked vehicles may be used if the Executive Director agrees that they are required to safely carry out construction. When transiting on the beach, all construction vehicles shall remain as high on the upper beach as possible and shall avoid contact with ocean waters and intertidal areas.

8. All shotcrete and construction material debris resulting from construction activities shall be removed from the beach at the end of each workday.

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CONSTRUCTION MANAGEMENT & BEST MANAGEMENT PLAN PROVISIONS
LOVERS POINT PIER INTERIM REPAIR
CITY OF PACIFIC GROVE LOVERS POINT PARK
APN 006-155-099, OCEAN VIEW BLVD., PACIFIC GROVE, CA 93950

HARO, KASUNICH AND ASSOCIATES, INC.
CONSULTING CIVIL, GEOTECHNICAL & COASTAL ENGINEERS
116 EAST LAKE AVENUE
WATSONVILLE, CA 95076 (831) 722-4175

Date 03-13-2023
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Job 11897
Sheet 13 OF 14 SHEETS

SCHEDULE OF SPECIAL INSPECTION

SITE ADDRESS	Lovers Point Pier, Ocean View Blvd Pacific Grove	APN	006-155-099	BP#	TBD

PROJECT DESCRIPTION:
Lovers Point Pier Band-Aid Repair

Notation Used in Table:

Column headers:
C — Indicates continuous inspection is required.
P — Indicates periodic inspections are required. The notes and or contract documents should clarify.

Box entries:
X — Is placed in the appropriate column to denote either "C" continuous or "P" periodic inspections.
--- — Denotes an activity that is either a one-time activity or one whose frequency is defined in some other manner.

Additional detail regarding inspections and tests are provided in the project specifications or notes on the drawings.

Code Section	Verification and Inspection	C	P	NOTES
	1704 – SPECIAL INSPECTIONS			
1704.2.1	☐ Inspect fabricator's fabrication and quality control procedures.	---	---	
Table 1704.3 STEEL	1. Material verification of high-strength bolts, nuts, and washers.			
	☗ Identification markings to conform to ASTM stds specified in the approved construction documents.		X	
	☗ Manufacturer's certificate of compliance required.		X	
	2. Inspection of high-strength bolting:			
	☐ Bearing-type connections.		X	
	☗ Slip-critical connections	X	X	
	3. Material verification of structural steel:			
	☗ Identification markings to conform to ASTM stds specified in the approved construction documents.	---	---	
	☐ Manufacturer's mill test reports	---	---	
	4. Material verification of weld filler materials:			
	☐ Identification markings to conform to AWS designation listed in the WPS.	---	---	
	☐ Manufacturer's certificate of compliance required.	---	---	
	5. Inspection of welding for Structural steel			
	☐ Complete and partial penetration groove welds.	X		
	☐ Multipass fillet welds.	X		
	☗ Single-pass fillet welds > 5/16"	X		
	☐ Single-pass fillet welds ≤ 5/16"		X	
	☐ Floor and roof deck welds.		X	
	6. Inspection of welding for Reinforcing steel			
	☐ Verification of weldability of reinforcing steel other than ASTM A706.		X	
	☐ Reinforcing steel-resisting flexural and axial forces in intermediate and special moment frames, and boundary elements of special reinforced concrete shear walls, and shear reinforcement.	X		
	☐ Shear reinforcement.	X		
	☐ Other reinforcing steel		X	
	7. Inspection of steel frame joint details for compliance with approved construction documents: a. Details such as bracing and stiffening. b. Member locations. c. Application of joint details at each connection.		X	
1704.3 WELDING	1. ☐ Welded studs when used for structural diaphragms.		X	
	2. ☐ Welding of cold-formed sheet steel framing members.		X	
	3. ☐ Welding of stairs and railing systems.		X	

Code Section	Verification and Inspection	C	P	NOTES
1704.4 CONCRETE	1. ☗ Inspection of reinforcing steel, including prestressing tendons and placement.		X	
	2. ☐ Inspection of reinforcing steel welding in accordance with Table 1704.3 Item 5b.	---	---	
	3. ☗ Inspect bolts to be installed in concrete prior to and during placement of concrete where allowable loads have been increased.	X		
	4. ☗ Verifying use of required design mix.		X	
	5. ☗ At time fresh concrete is sampled to fabricate specimens for strength tests, perform slump and air content tests and determine the temperature of the concrete.	X		
	6. ☗ Inspection of concrete and shotcrete placement for proper application techniques.	X		
	7. ☗ Inspection for maintenance of specified curing temperature and techniques.		X	
	8. Inspection of prestressed concrete			
	☐ Application of prestressing forces.	X		
	☐ Grouting of bonded prestressing tendons in the seismic force-resisting system.	X		
	9. ☐ Erection of precast concrete members.		X	
	10. ☐ Verification of in-situ concrete strength, prior to stressing of tendons in postensioned concrete and prior to removal of shores and forms from beams and structural slabs.		X	
	11. ☗ Inspect formwork for shape, location, and dimensions of the concrete member being formed.		X	
Table 1704.5.1 LEVEL 1 MASONRY INSPECTIONS	1. At the start of masonry construction verify the following to ensure compliance:			
	☐ Proportions of site-prepared mortar.		X	
	☐ Construction of mortar joints.		X	
	☐ Location of reinforcement, connectors, prestressing tendons, and anchorages.		X	
	☐ Prestressing technique.		X	
	☐ Grade and size of prestressing tendons and anchorages.		X	
	2. Verify:			
	☐ Size and location of structural elements.		X	
	☐ Type, size, and location of anchors, including other details of anchorage of masonry to structural members, frames or other construction.		X	
	☐ Specified size, grade, and type of reinforcement.		X	
	☐ Welding of reinforcing bars.	X		
	☐ Protection of masonry during cold weather (temperature below 40 degrees F) or hot weather (temperature above 90 degrees F)		X	
	☐ Application and measurement of prestressing force.		X	
	3. Prior to grouting verify the following to verify compliance.			
	☐ Grout space is clean.		X	
	☐ Placement of reinforcement and connectors and prestressing tendons and anchorages.		X	
	☐ Proportions of site-prepared grout and prestressing grout for bonded tendons.		X	
	☐ Construction of mortar joints.		X	
	4. Grouting			
	☐ Verify grout placement to ensure compliance with code and construction document provisions.	X		
	☐ Observe grouting of prestressing bonded tendons.	X		

Code Section	Verification and Inspection	C	P	NOTES
Table 1704.5.3 LEVEL 2 MASONRY INSPECTIONS	5. ☐ Observe preparation of required grout specimens, mortar specimens, and/or prisms.	X		
	6. ☐ Verify compliance with required inspection provisions of the construction documents and the approved submittals.		X	
	1. From the beginning of masonry construction the following shall be verified to ensure compliance:			
	☐ Proportions of site-prepared mortar, grout, and prestressing grout for bonded tendons.		X	
	☐ Placement of masonry units and construction of mortar joints.		X	
	☐ Placement of reinforcement, connectors and prestressing tendons and anchorages.		X	
	☐ Grout space prior to grouting.	X		
	☐ Placement of grout.	X		
	☐ Placement of prestressing grout.	X		
Table 1704.5.3 LEVEL 2 MASONRY INSPECTIONS	2. Verify			
	☐ Size and location of structural elements.		X	
	☐ Type, size, and location of anchors, including other details of anchorage of masonry to structural members, frames and other construction.	X		
	☐ Specified size, grade, and type of reinforcement.		X	
	☐ Welding of reinforcing bars.	X		
	☐ Protection of masonry during cold weather (temperature below 40 degrees F) or hot weather (temperature above 90 degrees F).		X	
	☐ Application and measurement of prestressing force.	X		
	3. ☐ Preparation of any required grout specimens, mortar specimens, and/or prisms shall be observed.	X		
	4. ☐ Compliance with required provisions of construction documents and the approved submittals shall be verified.		X	
1704.6	1. ☐ Inspect prefabricated wood structural elements and assemblies in accordance with Section 1704.2	---	---	
	2. ☐ Inspect site built assemblies.	---		
1704.6.1 HIGH-LOAD DIAPHRAGMS	1. ☐ Verify grade and thickness of sheathing.	---		
	2. ☐ Verify nominal size of framing members at adjoining panel edges.	---		
	3. ☐ Verify: a. Nail or staple diameter and length, b. Number of fastener lines, c. Spacing between fasteners in each line and at edge margins.	---	---	
Table 1704.7 SOILS	1. ☐ Verify materials below footings are adequate to achieve the desired bearing capacity.		X	
	2. ☐ Verify excavations are extended to proper depth and have reached proper material.		X	
	3. ☐ Perform classification and testing of controlled fill materials.		X	
	4. ☗ Verify use of proper materials, densities and lift thicknesses during placement and compaction of controlled fill.	X		
	5. ☗ Prior to placement of controlled fill, observe subgrade and verify that site has been prepared properly.		X	
Table 1704.8 PILE FOUNDATIONS	1. ☐ Verify pile materials, sizes and lengths comply with the requirements.	X		
	2. ☐ Determine capacities of test piles and conduct additional load tests, as required.	X		
	3. ☐ Observe driving operations and maintain complete and accurate records for each pile.	X		

Code Section	Verification and Inspection	C	P	NOTES
Table 1704.8 PILE FOUNDATIONS	4. ☐ Verify locations of piles and their plumbness. a. Confirm type and size of hammer. b. Record number of blows per foot of penetration. c. Determine required penetrations to achieve design capacity. d. Record tip and but elevations and record any pile damage.	X		
	5. ☐ For steel piles, perform additional inspections in accordance with Section 1704.3.	---	---	
	6. ☐ For specialty piles, perform additional inspections as determined by the registered design professional in responsible charge.	---	---	
	7. ☐ For augered uncased piles and caisson piles, perform inspections in accordance with Section 1704.9.	---	---	
Table 1704.9 PIER FOUNDATIONS	1. ☐ Observe drilling operations and maintain complete and accurate records for each pier.	X		
	2. ☐ Verify locations of piers and their plumbness. Confirm: a. Pier diameters, b. Bell diameters (if applicable), c. Lengths, embedment into bedrock (if applicable), d. Adequate end strata bearing capacity.	X		
1704.10 SPRAYED FIRE-RESISTANT MATERIAL	1. ☐ Inspect surface for accordance with the approved fire-resistance design and the approved manufacturer's written instructions.	---	---	
	2. ☐ Verify minimum ambient temperature before and after application.	---	---	
	3. ☐ Verify ventilation of area during and after application.		X	
	4. ☐ Measure average thickness per ASTM E605 and Section 1704.10.3.	---	---	
	5. ☐ Verify density of material for conformance with the approved fire-resistant design and ASTM E605.	---	---	
	6. ☐ Test cohesive/adhesive bond strength per Section 1704.10.5.	---	---	
1704.11	☐ Mastic and Intumescent Fire-Resistant Coating	---	---	
1704.12	☐ Exterior Insulation and Finish Systems (EIFS)	---	---	
1704.13	☐ Alternate Materials and Systems	---	---	
1704.14	☐ Smoke Control System	---	---	
	SECTION 1705 – STATEMENT OF SPECIAL INSPECTIONS			
1705.3.4 [4.3] SEISMIC	☐ Suspended ceiling systems and their anchorage.	---	---	
1705.4.2 WIND	1. ☐ Roof cladding and roof framing connections.	---	---	
	2. ☐ Wall connections to roof and floor diaphragms and framing.	---	---	
	3. ☐ Roof and floor diaphragm systems, including collectors, drag struts and boundary elements	---	---	
	4. ☐ Vertical wind-force-resisting systems, including braced frames, moment frames, and shear walls.	---	---	
	5. ☐ Wind-force-resisting system connections to the foundation.	---	---	
	6. ☐ Fabrication and installation of systems or components required to meet the impact resistance requirements of Section 1609.1.2.	---	---	

Code Section	Verification and Inspection	C	P	NOTES
	SECTION 1707 - SPECIAL INSPECTION FOR SEISMIC RESISTANCE			
1707.2	☐ Special inspection for welding in accordance with AISC 341.	X		
1707.3 WOOD	☐ Inspect field gluing operations of elements of the seismic-force-resisting system.	X		
	☐ Inspect nailing, bolting, anchoring, and other fastening of components within the seismic-force-resisting system, including: a. wood shear walls, b. wood diaphragms, c. drag struts, braces, d. shear panels, e. hold-downs.		X	
1707.4 COLD-FORMED STEEL FRAMING	☐ Welding of elements of the seismic-force-resisting system.		X	
	☐ Inspection of screw attachments, bolting, anchoring, and other fastening of components within the seismic-force-resisting system including struts, braces, and hold-downs.		X	
1707.5 PIER FOUNDATIONS	1. ☐ Placement of reinforcing		X	
	2. ☐ Placement of concrete	X		
1707.6	☐ Anchorage of storage racks and access floors 8 feet or greater in height.		X	
1707.7 ARCHITECTURAL COMPONENTS	1. ☐ Inspect erection and fastening of exterior cladding weighing more than 5 psf.		X	
	2. ☐ Inspect erection and fastening of interior and exterior non-bearing walls weighing more than 15 psf.		X	
	3. ☐ Inspect erection and fastening of interior and exterior veneer weighing more than 5 psf.		X	
1707.8 MECHANICAL AND ELECTRICAL COMPONENTS	1. ☐ Inspect anchorage of electrical equipment for emergency or stand-by power systems.		X	
	2. ☐ Inspect anchorage of non-emergency electrical equipment.		X	
	3. ☐ Inspect installation of piping systems and associated mechanical units carrying flammable, combustible, or highly toxic contents.		X	
	4. ☐ Inspect installation of HVAC ductwork that contains hazardous materials.		X	
	5. ☐ Inspect installation of vibration isolation systems where required by Section 1707.8.		X	
1707.9	☐ Verify that the equipment label and anchorage or mounting conforms to the certificate of compliance when mechanical and electrical equipment must be seismically qualified.	---	---	
1707.10	☐ Seismic isolation system: Inspection of isolation system per ASCE 7 – Section 17.2.4.8		X	
	SECTION 1708.1 - STRUCTURAL MASONRY TESTING FOR SEISMIC RESISTANCE			
1708.1.1	☐ Verify certificates of compliance prior to construction.	---	---	
1708.1.2	☐ Verification of f'_m and f_{AAC} prior to construction.	---	---	
1708.1.4	☐ Verification of f'_m and f_{AAC} every 5000 square feet during construction.		X	
1708.1.4	☐ Verification of proportions of materials in mortar and grout as delivered to the site.	---	---	
1708.3	☐ Obtain mill certificates for reinforcing steel, verify compliance with approved construction documents, and verify steel supplied corresponds to certificate.	---	---	
1708.4	☐ Structural Steel: Invoke the QAP Quality Assurance requirements in AISC 341.	---	---	
1708.5	☐ Obtain certificate that equipment has been tested per Section 1708.5.	---	---	
1708.6	☐ Obtain system tests as required by ASCE 7 Section 17.8.	---	---	

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SPECIAL INSPECTION NOTES
LOVERS POINT PIER INTERIM REPAIR
CITY OF PACIFIC GROVE LOVERS POINT PARK
APN 006-155-099, OCEAN VIEW BLVD., PACIFIC GROVE, CA 93950

HARO, KASUNICH AND ASSOCIATES, INC.
CONSULTING CIVIL, GEOTECHNICAL & COASTAL ENGINEERS
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WATSONVILLE, CA 95076 (831) 722-4175

Date	03-13-2023
Scale	AS SHOWN
Drawn	MF
Job	11897
Sheet	14 OF 14 SHEETS

Lovers Point Pier Repair Project

City Council
City of Pacific Grove

Joyce Halabi, jhalabi@cityofpacificgrove.org

Recommendation

1. Receive Report

2. Provide staff with direction on pursuing the interim repair design solution

3. Alternatively, discuss and take other action related to this item

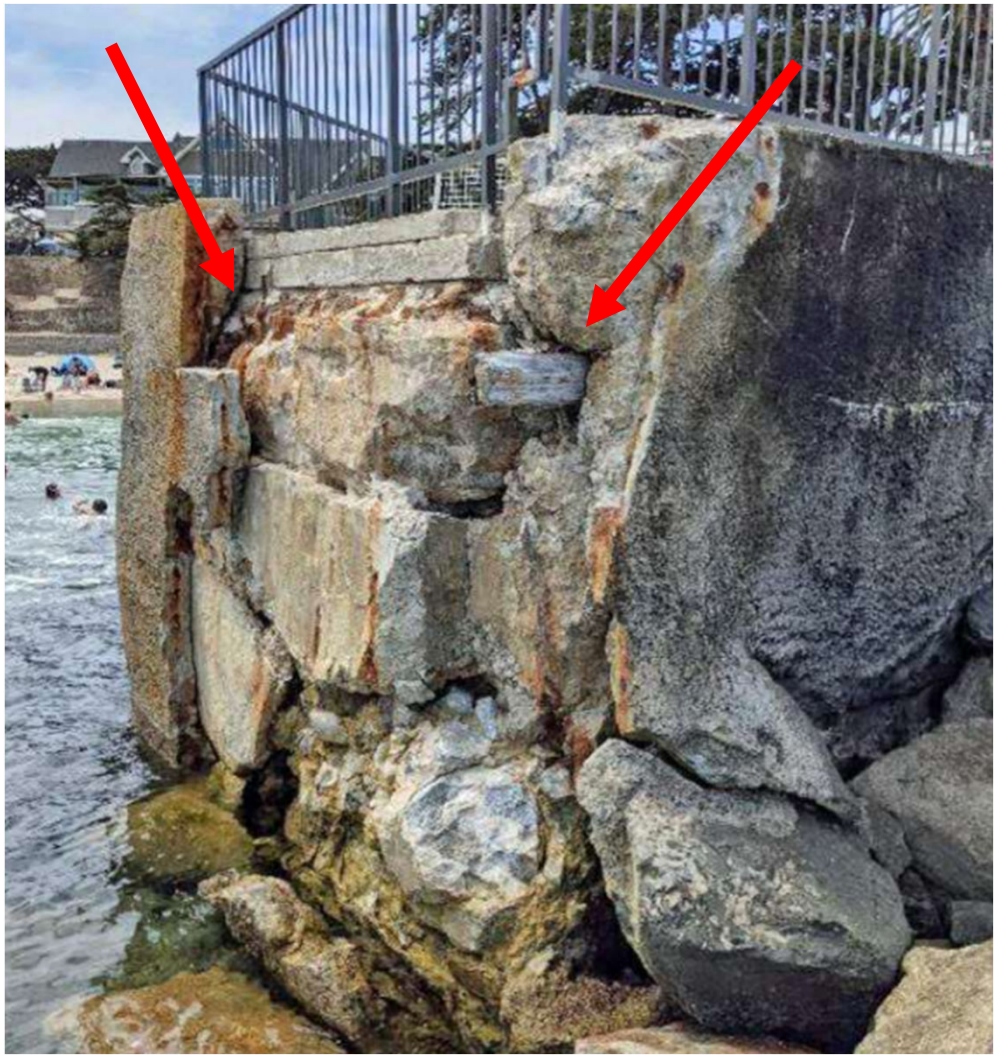
Background

- January 2021-seaward tip of the Pier was damaged by wave runup & wave impact forces during storms.

- Geotechnical/coastal engineering firm consulted to provide repair recommendations.

- Minimal info on the existing pier structure available → additional exploration needed prior to developing repair recommendations.

- The tip of the pier was closed to ensure safety and will remain closed until repairs can be made.

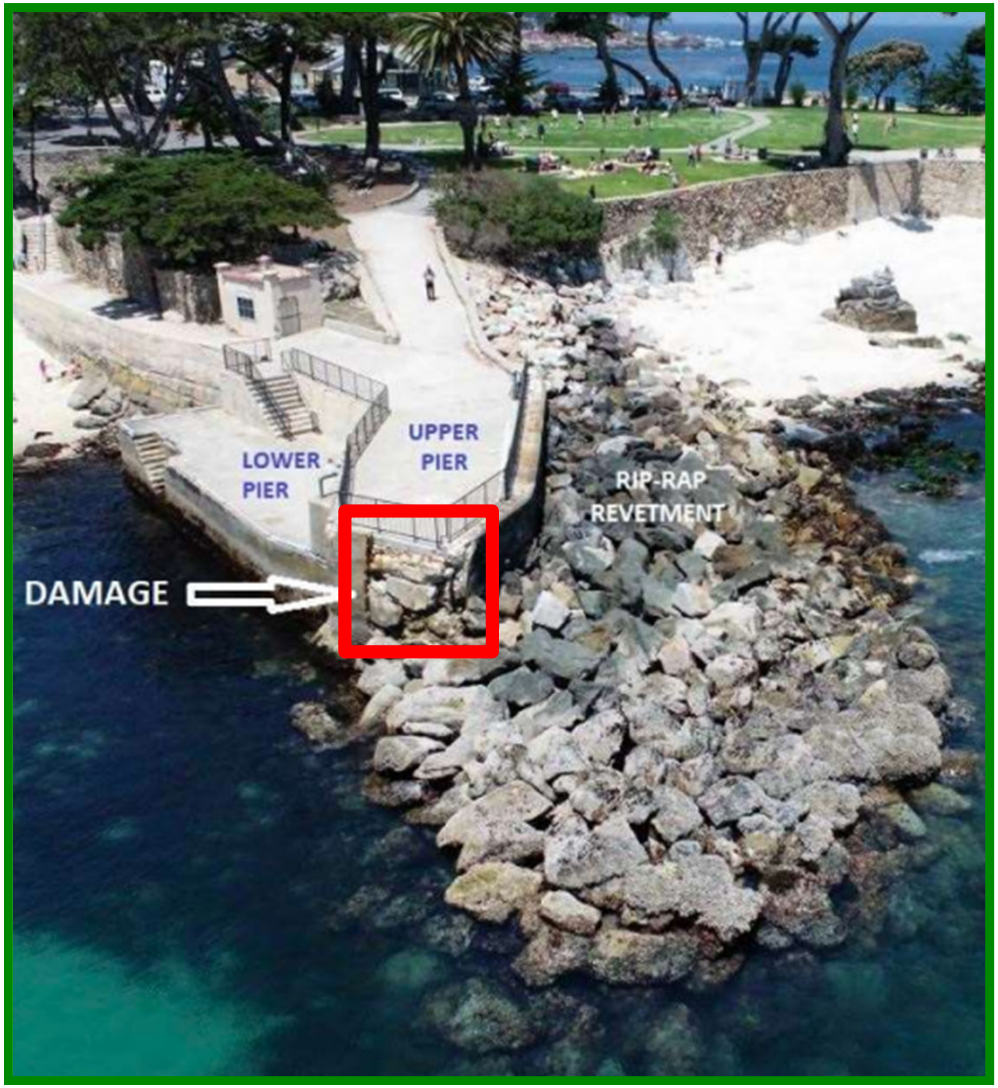


Background

- $100,000 was budgeted for the Lovers Point Pier Project via FY21/22 CIP.

- December 2021, Council authorized an agreement with GHD ($99,852)

- Scope of services includes pier investigation, conditions assessment report, interim repair design, & grant support



Pier History

Pier investigation began with a review of historical documentation

Circa 1900 there was a granite quarry which enlarged the cove were the beach exists today

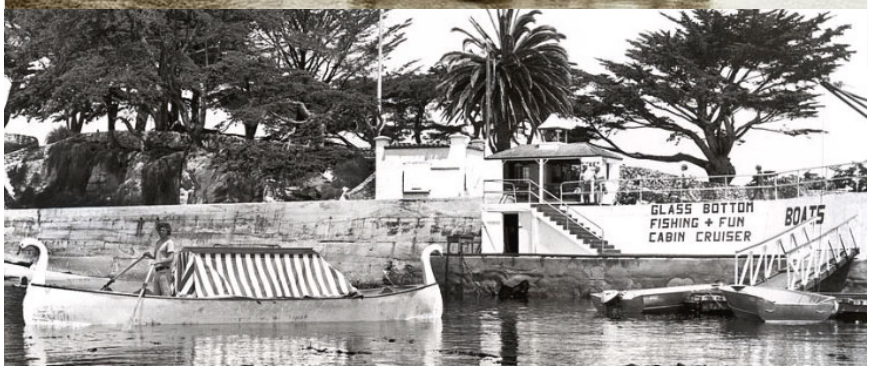
Before 1907, a cement pier was constructed, replacing a wooden wharf

1909 cement pier further extended. Two 25-30' tall concrete monoliths tipped off the pier, covered w/granite rock & cement. Wooden wharf extensions also created

Improvements made in1980's; construction of concrete walls & fascia; created shell around the pier & lower dock

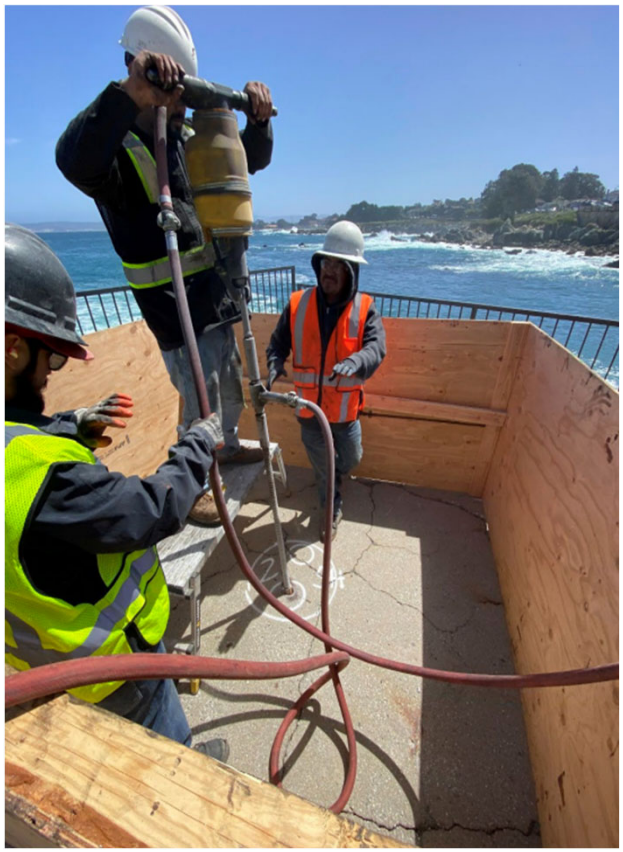






Condition Assessment

- Internal structures of the pier assessed by boreholes & core samplings
  - Allowed for review of the composition & strength of structure
- Wave runup analysis, riprap revetement size analysis & visual inspections also performed





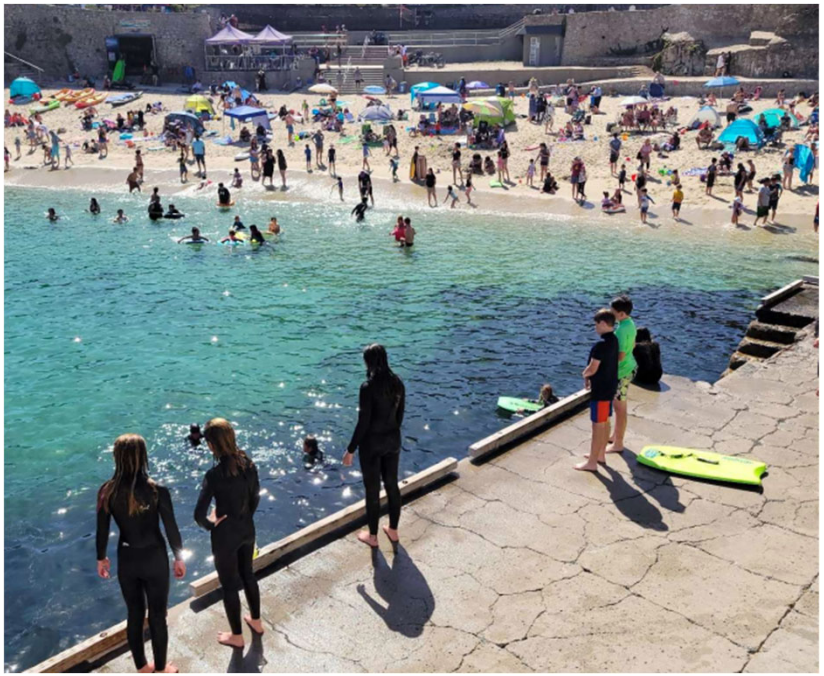
Additional details and information can be found in the Pier Condition Assessment included as Attachment 1.

Assessment Takeaways

- ✓ Primarily a gravity structure; not column supported or reliant on strength of concrete beams; founded on natural ridge of granite bedrock
- ✓ Comprised of interbedded layers of concrete, a matrix of concrete bonded to rip rap and rip rap rock
- ✓ Voids/joints exists within/between the interbedded layers
- ✓ Some concrete is weak, other segments are strong.
- ✓ 1980's reno encased weaker concrete & rip rap; Reinforced concrete walls & slabs provide protective layer for the weaker legacy material
- ✓ Reinforced concrete used iron & carbon rebar; corroded and expanded resulting in severe concrete cracks & spalling, further exposing rebar.
- ✓ Rebar supporting concrete walls severely corroded at east end (upper deck). Panel of concrete dislodged & feel into the ocean during wave events.

Assessment Takeaways

- ✓ The pier has performed as expected based on its construction
- ✓ **The gravity structure is not in danger of a catastrophic failure at this time**
- ✓ As the reinforced concrete walls continue to fail, exposing more of the vulnerable core of the gravity structure, the rate of deterioration will accelerate

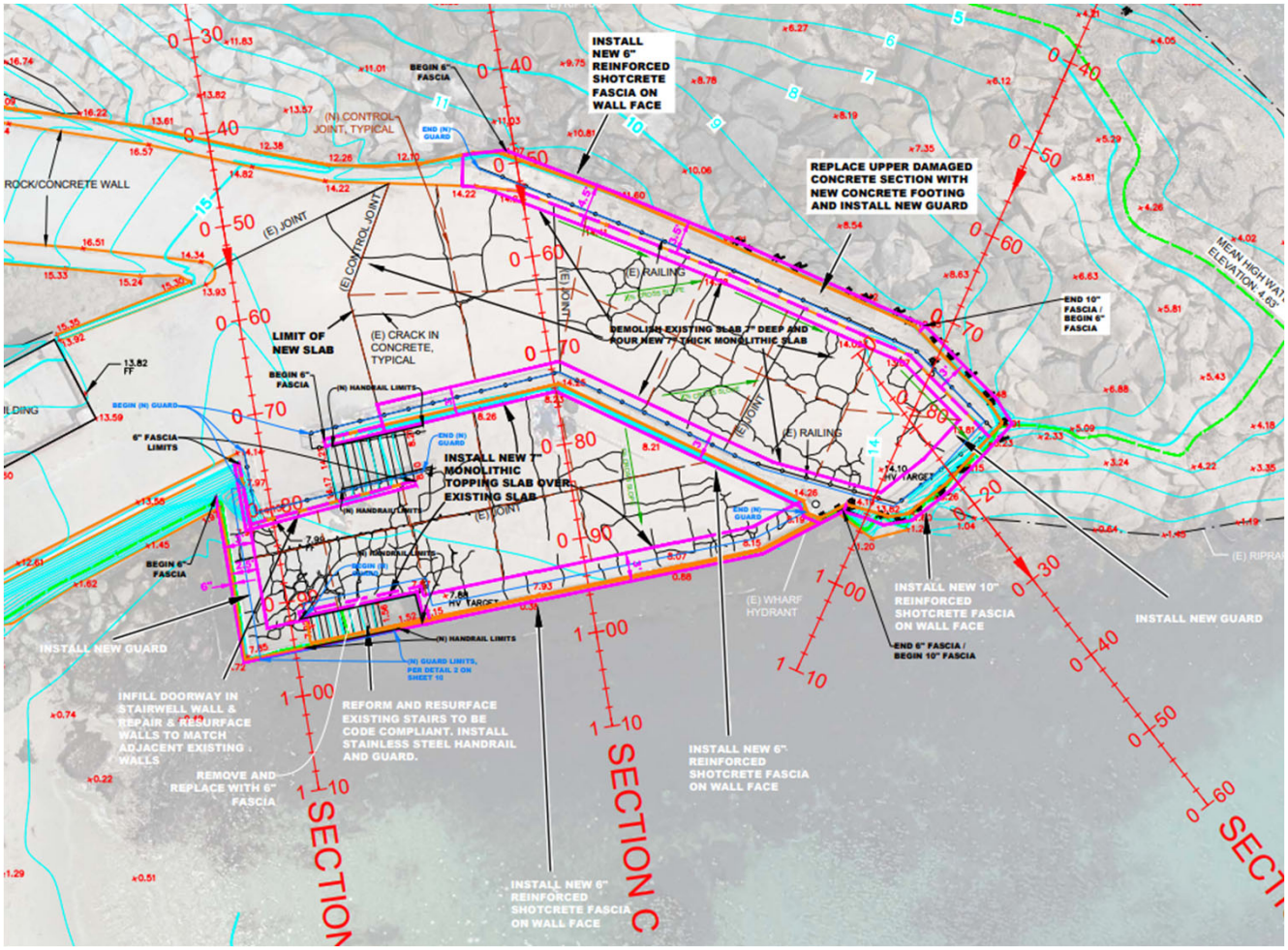


If nothing is done to reinforce and stabilize the core of the structure, the damage will get worse in the coming decade.

If the pier & rock jetty were to cease to exist – the sediment flow & accumulation patterns in the vicinity of the pier would be altered to the detriment of public access/recreational beach usage – **the beach would be adversely affected, directly impacting public beach usage**.

Interim Repair

- ✓ As an element of the scope of work, GHD prepared an interim repair option & plans set
- ✓ Interim repair solution will address identified deficiencies & improve & enhance safety of pier structure.



Interim Repair Design included as Attachment 2.

Interim Repair

SCOPE OF WORK

- Install reinforced shotcrete fascia on existing pier wall face.
  - *will act as a structural element & a cosmetic surface that matches adjacent concrete*
- Replace concrete at edges & top of pier w/sound concrete edge
- Replace concrete footings & guard rail on pier perimeter
- Demolish a 7" segment of the existing slab; pour new 7" thick monolithic slab on the seaward 75 feet of the upper deck
- Replace concrete slab on entire lower pier deck
- Reform & resurface lower staircase that extends into water from the lower pier deck



Engineer's estimate for the interim repair is $1.35 million.
Interim repair is anticipated to last upwards of 20 years.

Long Term Repair Options

High-level analysis of long-term repair alternatives explored. Intention to conceptually understand methods by which a long-term repair solution could be achieved & potential drawbacks

1. Total removal of the pier & rip-rap revetment & construction of a new wharf supported by deep foundations

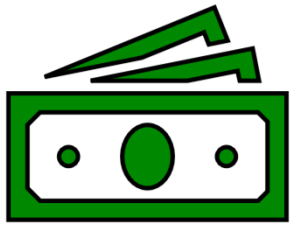
2. Total removal of the pier & rip-rap revetment and construction of a new concrete gravity structure supported directly upon the granite bedrock formation that makes up the sea floor

3. Removal of existing concrete pier gravity structures above 0.0 feet NAVD88 & construction of new pier atop old concrete foundation elements and riprap.

4. Total removal of the pier & rip-rap revetment; construction of a rip-rap jetty in the same footprint with adequately sized rock to an approximate elevation of +20.0 feet NAVD88. Construct a concrete gravity structure atop the rip-rap jetty as a causeway for recreational access
   - ***This alternative is preferred from a constructability, environmental impact & long-term protection standpoint***

Feasibility study & deeper analysis of the long-term alternatives & detailed coastal engineering would be required if the Council wants to pursue long-term options

Additional Info



GRANT SUPPORT

- GHD actively researching grant opportunities for the interim repair
- Availability of grants is time dependent (grants have specific periods for submittal)
- If Council interest in interim repair exists, a deeper dive into grant funding will take place
  - *Staff can return with updates & options for funding interim repair*



PERMITTING

- Project will require permits from the California Coastal Commission (CCC)
- Interim repair discussed at a high-level with CCC staff; begin dialogue in advance of formal application
- Formal permit app will be submitted if Council expresses interest in pursuing the interim repair

Questions?

City Council
City of Pacific Grove

June 7, 2023 Agenda Item 12. B. Lover's Point Pier Repair

Tony Ciani <aciani@cianiarchitecture.com>

Tue 6/6/2023 3:14 PM

To:**City Council Members <citycouncil@cityofpacificgrove.org>**

Cc:**Planning Commission <planningcommission@cityofpacificgrove.org>;**Filip, Mariana@Coastal <mariana.filip@coastal.ca.gov>

[**NOTICE:** This message originated outside of the City of Pacific Grove email system -- **DO NOT CLICK** on **links** or open **attachments** unless you are sure the content is safe.]

Dear Mayor Peake and Councilmembers,

The proposed Lover's Point Pier ***Interim*** Repair project raises substantial issues regarding the wisdom to invest money in a short term patch and repair fix vs. pursuing a long term solution to achieve a long lasting complete renovation. It is far and away one of the most important matters the Council must consider regarding Pacific Grove's assets for its residents and visitors to the coast.

The summary report by the consultants concludes that a long term enhancement project would be superior in the long run, but an interim repair is necessary to avoid further (accelerated) damage to the structure and base, as well as, necessary to reduce risks to the public's safety, and to provide recreational use of the adjacent beach.

However, the **Conditions Assessment Report (CAR)** provides essential advice regarding Additional Actions and Services for the Interim Repair, in addition to the Basic Services described in the staff report "Scope of Work." The guidance provided in the CAR, needs to be be required in the consultant's Construction Documents, **Therefore the following three (3) provisions of the CAR must be added to the "CONSTRUCTION MANAGEMENT PLAN PROVISIONS" outlined on Sheet 13 of the Plans dated 3-13-2023.**

Quoting the CAR:

1) ***"Removing concrete debris should be considered.*** *This includes the pieces of concrete fascia resting on the seafloor in shallow water, as well as loose pieces of fascia that are partly detached from the pier structure. The concrete in the ocean water appears to have been colonized with marine life, and the disturbance associated removal of part or all of it is likely to do more harm than good. Loose pieces of fascia that are partly detached from the pier structure can be removed with a small crane or perhaps an excavator operated from the intact part of the concrete pier deck. A workman would likely need to assist to place slings around or anchor bolts into the concrete debris pieces so they can be lifted, placed in a truck, and transported to an appropriate disposal site.* ***This alternative is environmentally appropriate.****" (Page 11)*

2) "The pier structures, ***even with the interim repairs implemented,*** *should be expected to deteriorate over the next couple of decades to the point that it will need to be repaired again with a similar interim concept or completely replaced with a new coastal structure.* ***During this time frame the repair should be monitored at the beginning and end of each winter storm season as well as at the end of each large wave event accompanied with high tides. The monitoring should be conducted by a registered civil or structural engineer specializing in marine structures.*** (page 12)

3) ***"To properly design and permit Long-Term Repair Alternative 4, more subsurface investigation and more detailed coastal engineering analysis is required for site specific geometry of the proposed long-term repair.*** *Haro, Kasunich & Associates, Inc. proposes six additional continuous cores drilled through the existing pier, rip-rap, and into the underlying bedrock, three additional field surveyed cross sections, and an in-depth coastal and geotechnical engineering analysis which includes alternative analysis and wave runup and force analysis on the chosen alternative geometry. Geotechnical design parameters for temporary shoring, retaining walls, and foundation would also be provided. A cost estimate can be prepared at your request."* (Pages 12 & 13)

Thank you for your consideration,

Tony Ciani

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: June 21, 2023

SUBJECT: Council Policy Posting Contracts and Agreements Online ***This item was continued from Council's June 7, 2023 meeting.***

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

RECOMMENDATION

1. Direct the City Attorney to return with a Council Resolution creating Posting Contracts and Agreements Online Policy 000-29.
2. Alternatively, discuss and take other action related to this item.

DISCUSSION

A draft 'Posting Contracts and Agreements Online' Policy 000-29 is attached.

- Posting important documents is a practice by many cities in California.
- Posting allows public confirmation of Council and Staff actions.
- Posting provides ease of public access.
- Posting reduces public records requests.
- Posting will enhance the public's trust and confidence in local government.
- A contract was recently awarded to Cities Digital Inc. and a Document Management System implemented.
- Phase I with posting of vendor contracts to a public portal was launched February 2023.
- Phase II will include other types of City agreements such as leases and grants and include a search capability.
- Posting of documents should be in accordance with Records Management and Records Retention Schedule Policy 000-19.

OPTIONS

N/A

FINANCIAL IMPACT:

There is no fiscal impact.

GOAL ALIGNMENT: Not Applicable.

Attachments

Peake PPT
Draft Policy

Council Policy – Posting Contracts and Agreements Online

June 7, 2023

Mayor Bill Peake

City of Pacific Grove

Posting Contracts and Agreements

- a practice by many cities in California.
- public confirmation of Council and Staff actions.
- ease of public access, reduces public records requests
- builds public trust

Posting Contracts and Agreements

- Cities Digital Inc. contract → PG's Document Management System
- Phase I launched February 2023 → website portal
- Phase II other types of City agreements.

Posting Contracts and Agreements

POLICY & PROCEDURE:
All contracts and agreements having a value of $5,000 or greater shall be posted online within 30 days of execution by all parties.

Contracts and agreements shall include but not be limited to:

- purchases
- construction, professional, maintenance, and vendor services
- leases
- grants
- loans
- promissory notes
- franchises
- other contracts and agreements

Confidential information contained within vendor or legal services contracts or other agreements shall be excluded on approval by the City Attorney.

Contracts and agreements shall remain posted in accordance with Council Policy 000-19 Records Management and Records Retention Schedule.

Posting Contracts and Agreements

- **Recommendation**

Direct the City Attorney to return with a Council Resolution creating Posting Contracts and Agreements Online Policy 000-29.

End

City of Pacific Grove
City Council Policy

Policy Governing	Policy No.	Effective Date	Page
Posting Contracts and Agreements Online	000-29	xxx	1 of 1

PURPOSE:
To provide ease of public access to important contracts and agreements describing actions taken by city government.

POLICY & PROCEDURE:
All contracts and agreements having a value of $5,000 or greater shall be posted online within 30 days of execution by all parties.

Contracts and agreements shall include but not be limited to:

- purchases
- construction, professional, maintenance, and vendor services
- leases
- grants
- loans
- promissory notes
- franchises
- other contracts and agreements

Confidential information contained within vendor or legal services contracts or other agreements shall be excluded on approval by the City Attorney.

Contracts and agreements shall remain posted in accordance with Council Policy 000-19 Records Management and Records Retention Schedule.

Adopted xxx - Resolution 23-xxx

CITY OF PACIFIC GROVE
300 Forest Avenue, Pacific Grove, California 93950

AGENDA REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Joyce Halabi, Deputy Public Works Director

MEETING DATE: June 21, 2023

SUBJECT: Arborist Services 1 Year Extension ***This item was continued from Council's June 7, 2023 meeting.***

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

RECOMMENDATION

1. Authorize a one-year extension agreement with Albert Weisfuss for Professional Arborist Services for FY23/24 in an amount not to exceed $100,000
2. Alternatively, discuss and take other action on this item

DISCUSSION

The City of Pacific Grove (City) contributes to the welfare and aesthetic qualities of the community through rules and regulations relating to planting, care, maintenance and removal of trees in public and private areas. These regulations are enforced by the City's Arborist.

The City Arborist's responsibilities include safeguarding trees from unauthorized trimming or removal, enforcing the tree ordinance, implementing forestry programs, conducting public outreach, reviewing tree applications, coordinating with tree contractors, scheduling City related tree activity and all other activities associated with the City's urban forest.

On May 16, 2018, the City Council authorized an agreement with Albert Weisfuss for Professional Arborist Services for the City of Pacific Grove in an amount not to exceed $100,000 per fiscal year with the option to extend for an additional 4 years. The base agreement was executed for 2018/19 Fiscal year; yearly extensions were authorized in FY19/20, FY20/21, FY21/22, and FY22/23.

In FY22/23, the City embarked on comprehensive revisions to Pacific Grove Municipal Code Title 12, Trees and the Urban Forest. The arborist's professional expertise is an integral element in the revision process and the process is well underway.

As a result, staff is requesting a one-year extension agreement with Albert Weisfuss for Professional Arborist services to allow completion of the Title 12 revision process, which is well underway.

During the one-year extension, Staff will issue a request for qualifications (RFQ) for professional arborist services and subsequently bring forward a recommendation for FY24/25 arborist services

following the competitive RFQ process.

Authorizing this one-year extension is consistent with the City Council's 2023-24 Work Plan and Priority Area of Focus to complete the title 12 revisions will ensure safeguards and process improvements to protect the City's urban canopy. This action is also consistent with Pacific Grove Municipal Code, 2.16.080 Bidding procedures – Dispensation when. (d) When a service, such as that available from an attorney, accountant, architect or specialized consultant, involves a specialized knowledge or personal skill;

Scope of Work – 1 Year Extension
The contract Arborist would be expected to continue the same level of service for the following scope of activities during the extension year:

- Update and enforce the City's Tree Ordinance
- Enforce the City's Hazard Tree Risk Management Policy
- Recommend and assist in the implementation of Forestry Program goals and objectives
- Consult with constituents on tree-related matters
- Conduct public outreach and education programs
- Establish schedules and methods for providing forestry services, identify resource needs, and review needs with appropriate management staff
- Survey tree populations and conduct a variety of environmental impact studies and investigations
- Administer the tree permit processes, maintain all related records, and produce reports when requested
- Provide presentations and written reports to the City Manager, Beautification and Natural Resources Commission and City Council
- Respond to tree-related emergencies

Mr. Weisfuss is a Certified Arborist with over 35 years of experience in caring for trees, parks and greenbelts across the Monterey Peninsula, including over 10 years providing Arborist Services to the City. Additionally, Mr. Weisfuss has a track record of excellent customer service, a demonstrated ability to work collaboratively with residents and City Staff, extensive experience in community outreach programs, updating and maintaining tree inventories, and assisting local municipalities in the development of comprehensive urban forestry programs and policy documents.

Title 12 Revision Update
As illustrated in the milestones for the City Council Goals Workplan 2023-24, Title 12 revisions are anticipated to be reviewed by the Beautification and Natural Resources Commission in the first quarter of FY23/24 and subsequently, the City Council in the second quarter.

OPTIONS

- Do not authorize the extension and request staff issue an RFQ. If an RFQ is issued, the Title 12 process may be significantly delayed
- Provide alternate direction

FINANCIAL IMPACT:
$100,000 has been proposed in the FY23/24 Budget via Public Works Operations to allow for arborist services.

If approved, the City's standard professional services agreement amendment (reviewed and approved by the City Attorney, Risk Management, and the California Joint Powers Insurance Authority) will be prepared for the Mayor's signature per the standard contracting process. The agreement extension will

not be routed until the FY23/24 budget is formally adopted.

FOCUSED PRIORITY AREA: Environmental Stewardship

Attachments

Original Agreement

CITY OF PACIFIC GROVE AGREEMENT FOR PROFESSIONAL ARBORIST SERVICES WITH ALBERT WEISFUSS

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 Albert Weisfuss, (hereinafter "CONSULTANT").

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 CONSULTANT to perform, and CONSULTANT 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: ***Arborist Services.***

2. **PAYMENTS BY CITY.** City shall pay the CONSULTANT 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 CONSULTANT under this Agreement shall not exceed the sum of **$100,000 per fiscal year and shall be renewable by mutual written agreement for four (4) additional fiscal yearly increments, not to exceed a total of five years.**

3. **TERM OF AGREEMENT.** The term of this Agreement is from **7/1/2018** to **6/30/2019** unless sooner terminated pursuant to the terms of this Agreement. **This agreement shall be renewable by mutual written agreement for four (4) additional fiscal years.** This Agreement is of no force or effect until signed by both CONSULTANT and City and with City signing last, and CONSULTANT 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: ***[scope of services/payment provisions, etc.]***

5. **PERFORMANCE STANDARDS.**
5.01. CONSULTANT warrants that CONSULTANT and CONSULTANT's agents, employees, and subconsultants performing services under this Agreement are specially trained, experienced, competent, and appropriately licensed to perform the work and deliver the services required under this Agreement and are not employees of the City, or immediate family of an employee of the City.

5.02. CONSULTANT, its agents, employees, and subconsultants 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. CONSULTANT 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. CONSULTANT 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. CONSULTANT shall submit to the Contract Administrator an invoice on a form acceptable to City. If not otherwise specified, the CONSULTANT 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 CONSULTANT 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. CONSULTANT shall be eligible to receive reimbursement for actual travel expenses up to the amount specified in the cost proposal.

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 CONSULTANT 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 CONSULTANT. "Good cause" includes the failure of CONSULTANT 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 CONSULTANT, 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 CONSULTANT under this Agreement.

8. **INDEMNIFICATION (Revised per PARSAC).**

8.01 Indemnification for Professional Liability. Where the law establishes a professional standard of care for Consultant's Services, to the fullest extent permitted by law, Consultant shall indemnify, protect, defend and hold harmless City and any and all of its officials, employees and agents ("Indemnified Parties") from and against any and all losses, liabilities, damages, costs and expenses, including attorney's fees and costs to the extent same are caused in whole or in part by any negligent or wrongful act, error or omission of Consultant, its officers, agents, employees or sub-consultants (or any entity or individual that Consultant shall bear the legal liability thereof) in the performance of professional services under this Agreement.

8.02 Indemnification for Other than Professional Liability. Other than in the performance of professional services and to the full extent permitted by law, Consultant shall indemnify, protect, defend and hold harmless City, and any and all of its employees, officials and agents from and against any liability (including liability for claims, suits, actions, arbitration proceedings, administrative proceedings, regulatory proceedings, losses, expenses or costs of any kind, whether actual, alleged or threatened, including attorney's fees and costs, court costs, interest, defense costs, and expert witness fees), where the same arise out of, are a consequence of, or are in any way attributable to, in whole or in part, the performance of this Agreement by Consultant or by any individual or entity for which Consultant is legally liable, including but not limited to officers, agents, employees or subconsultants of Consultant.

8.03 Limitation of Indemnification. Notwithstanding any provision of this [Indemnification] to the contrary, design professionals are required to defend and indemnify the City only to the extent permitted by Civil Code Section 2782.8, which limits the liability of a design professional to claims, suits, actions, arbitration proceedings, administrative proceedings, regulatory proceedings, losses, expenses or costs that arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of the design professional. The term "design professional," as defined in Section 2782.8, is limited to licensed architects, licensed landscape

architects, registered professional engineers, professional land surveyors, and the business entities that offer such services in accordance with the applicable provisions of the California Business and Professions Code. The provisions of this section do not apply to claims occurring as a result of City's sole or active negligence. The provisions of this section shall not release City from liability arising from gross negligence or willful acts or omissions of City or any and all of its officials, employees and agents.

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

9. **INSURANCE.**

9.01. Insurance Coverage Requirements: Without limiting CONSULTANT's duty to indemnify, CONSULTANT 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 CONSULTANTs, Products and Completed Operations, with a 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 CONSULTANT maintains higher limits than the specified minimum limits, City requires and shall be entitled to coverage for the higher limits maintained by CONSULTANT.

❑ 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 CONSULTANT 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 CONSULTANT completes its performance of services under this Agreement.

. CONSULTANT 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, CONSULTANT shall forthwith obtain and submit proof of substitute insurance. Should CONSULTANT fail to immediately procure other insurance, as specified, to substitute for any canceled policy, the City may procure such insurance at CONSULTANT'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 CONSULTANT'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 CONSULTANT'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.

CONSULTANT shall provide to City an endorsement that the issuer 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, CONSULTANT shall file certificates of insurance with the City's contract administrator and City's Contracts/Purchasing Division, showing that the CONSULTANT has in effect the insurance required by this Agreement. The CONSULTANT 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.

CONSULTANT 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 CONSULTANT and CONSULTANT shall have five calendar days to send in the certificate, evidencing no lapse in coverage during the interim. Failure by CONSULTANT 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. CONSULTANT and its officers, employees, agents, and subconsultants shall comply with any and all federal, state, and local laws which provide for the confidentiality of records and other information. CONSULTANT 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 CONSULTANT to disclose such records or information. CONSULTANT shall promptly

transmit to City any and all requests for disclosure of any such confidential records or information. CONSULTANT shall not use any confidential information gained by CONSULTANT in the performance of this Agreement except for the sole purpose of carrying out CONSULTANT's obligations under this Agreement.

10.02. City Records. When this Agreement expires or terminates, CONSULTANT shall return to City any City records which CONSULTANT used or received from City to perform services under this Agreement.

10.03. Maintenance of Records. CONSULTANT 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. CONSULTANT 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 CONSULTANT 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 CONSULTANT and its subconsultants 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. CONSULTANT shall not publish any such material without the prior written approval of City.

11. **NON-DISCRIMINATION**. During the performance of this Agreement, CONSULTANT, and its subconsultants, 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 CONSULTANT's employment practices or in the furnishing of services to recipients. CONSULTANT 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. CONSULTANT and any subconsultant 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, CONSULTANT will comply with all the provisions of said contract, to the extent applicable to CONSULTANT as a sub-grantee 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 CONSULTANT, at no cost to CONSULTANT.

13. **INDEPENDENT CONSULTANT.** In the performance of work, duties, and obligations under this Agreement, CONSULTANT is at all times acting and performing as an independent CONSULTANT 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 CONSULTANT 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. CONSULTANT 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 CONSULTANT's performance of this Agreement. In connection therewith, CONSULTANT shall defend, indemnify, and hold City harmless from any and all liability which City may incur because of CONSULTANT'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 CONSULTANT'S contract administrators at the addresses listed below:

FOR CITY:	**FOR CONSULTANT:**
Daniel Gho Public Works Director	Albert Weisfuss Certified Arborist
Name and Title	Name and Title
300 Forest Avenue Pacific Grove, CA 93950	PO Box 2263 Monterey, CA 93942
Address	Address
(831) 648- 5722	831-869-2767
Phone	Phone

15. **MISCELLANEOUS PROVISIONS.**

15.01. Conflict of Interest. CONSULTANT 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 CONSULTANT.

15.03. Waiver. Any waiver of any terms and conditions of this Agreement must be in writing and signed by the City and the CONSULTANT. 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. CONSULTANT. The term "CONSULTANT" as used in this Agreement includes CONSULTANT's officers, agents, and employees acting on CONSULTANT's behalf in the performance of this Agreement.

15.05. Disputes. CONSULTANT shall continue to perform under this Agreement during any dispute. CONSULTANT 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 CONSULTANT 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, CONSULTANT 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 CONSULTANT 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 CONSULTANT expressly reserve the right to contract with other entities for the same or similar services.

15.13. Construction of Agreement. The City and CONSULTANT 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 CONSULTANT 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 CONSULTANT 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 CONSULTANT 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.

15.19 Department of Industrial Relations

- No contractor or subcontractor may be listed on a bid proposal for a public works project (submitted on or after March 1, 2015) unless registered with the Department of Industrial Relations pursuant to Labor Code Section 1725.5 [with limited exceptions from this requirement for bid purposes only under Labor Code Section 1771.1(a)].

- No contractor or subcontractor may be awarded a contract for public work on a public works project (awarded on or after April 1, 2015) unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5.

- This project is subject to compliance monitoring and enforcement by the Department of Industrial Relations.

This space is left blank, intentionally.

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

CITY OF PACIFIC GROVE

By: Ben Harvey, City Manager

Date: 6/11/18

By: Daniel Gho Public Works Director

Date: 6-5-18

Approved as to Form

By: David C. Laredo, City Attorney

Date: 7/10/2018

CONTRACTOR

Albert Weisfuss

By: Albert Weisfuss

Date: 6/5/18

City Agreement Number: _____.

*INSTRUCTIONS: If CONSULTANT 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 CONSULTANT 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 CONSULTANT is contracting in an individual capacity, the individual shall set forth the name of the business, if any, and shall personally sign the Agreement.

Exhibit A
Scope of Services- Arborist Services

The scope of services for the Arborist Services contracts includes, but is not limited to:

- Updating and enforcing the City's Tree Ordinance and enforcing the City's Hazard Tree Risk Management Policy
- Recommending and assisting in the implementation of Forestry Program goals and objectives
- Consulting with constituents on tree-related matters
- Conducting public outreach and education programs
- Establishing schedules and methods for providing forestry services, identifying resource needs, and reviewing needs with appropriate management staff
- Overseeing the preparation and application of herbicides, pesticides and fungicides
- Surveying tree populations and conducting a variety of environmental impact studies and investigations
- Administering tree permit processes, maintaining all related records, and producing reports when requested
- Providing presentations and written reports to the City Manager, Beautification and Natural Resources Commission and City Council
- Responding to tree-related emergencies

Albert Weisfuss, Certified Arborist
PO Box 2263, Monterey, CA 93942
(831) 869-2767 | albertweisfuss@gmail.com

April 3, 2018

City of Pacific Grove's Forestry Program
C/o City Office of the City Clerk
300 Forest Avenue
Pacific Grove, California 93950

Re: Request for Qualifications (RFQ) for Professional Arborist Services

Dear RFQ Screening Committee:

After careful consideration and a review of Contract Arborist fees across the Monterey Bay, I am requesting a flat-rate fee of $100 per hour for both regular and non-regular (including evenings, weekends, and holidays) work hours.

Sincerely,

Albert Weisfuss

CSAA Insurance Exchange
P.O.Box 22221
Oakland, CA 94623-2221

Automobile Policy Declarations

Please keep with your policy. See Important Notice on reverse.
For questions or changes call: **(800) 922-8228**

1. Name and Address of Insured

ALBERT WEISFUSS
PO BOX 2263
MONTEREY CA 93942-2263

POLICY INFORMATION

Declarations Type	Amended Declarations	Process Date	05-18-2018
Policy Number	**CAAS200148052**	Insured Since	2012
Your Policy Period	From 05-18-2018	12:01 A.M. Standard Time at the address of the Named Insured, but not prior to the time applied for or, if this is a replacement declarations, not prior to the time coverage change was requested.	
	To 01-23-2019	12:01 A.M. Standard Time at the address of the Named Insured.	

Alternate Address	Occupation	Alternate Number	Telephone Number
	Laborer		

VEHICLES

Item	Make	Model Yr	Body Type	Vehicle Identification No.
1	FORD	2018	PICKUP	1FTEW1EG5JFC29062
2	FORD	1994	PICKUP	1FTDF15Y3RNB18693

DRIVERS

Drivers do not necessarily correspond to principally operated vehicles.

Name: Albert

Coverage	Liability Limits Each Person	Liability Limits Each Occurrence	Item 1 Deductible	Item 1 Premium	Item 2 Deductible	Item 2 Premium	Deductible	Premium	Deductible	Premium
Bodily Injury	1,000,000	1,000,000		$378		$556				
Medical Payments	No Coverage		No Coverage		No Coverage					
Uninsured Motorists	1,000,000	1,000,000		$127		$317				
Property Damage		1,000,000		$362		$539				
Comprehensive Actual Cash Value Less Deductible			100	$208	100	$79				
Full Comprehensive Safety Glass Endorsement ($0 deductible)			NO COV		NO COV					
Collision Actual Cash Value Less Deductible			500	$600	500	$201				
Enhanced Transportation Expense $25 per day/$750 aggregate				$11		$24				
All Risks Actual Cash Value Less Deductible			No Coverage		No Coverage					
Vehicle Loan/Lease Protection Endorsement			No Coverage		No Coverage					
New Car Added Protection Endorsement			No Coverage		No Coverage					
Original Equipment Manufacturer Parts (OEM) Endorsement			No Coverage		No Coverage					
Ride-sharing Coverage Endorsement			No Coverage		No Coverage					
TOTAL PREMIUM PER VEHICLE ➤				$1,686		$1,716				
***Automobile Death Benefits** $15,000 per deceased insured person										Premium $3

Premium Summary
This is not a bill.

CA Surcharge: $0

Total Return Premium: $565.00 -

Total Premium shown is for the Member Advantage™ Program.

EXCLUSIONS

There is no coverage provided by this Policy while the following individual(s) operate a motor vehicle:
None

CHANGES

Schedule of Changes
Maintain Vehicle(s)

55 1500 12 15
05-18-2018
00001
0100

(Continued on back)

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: June 21, 2023

SUBJECT: Actuarial Analysis for the CalPERS Miscellaneous and Safety Plans

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

RECOMMENDATION

1. Receive the report and presentation
2. Alternatively, discuss and take other action related to this item

DISCUSSION

The City Council requested an actuarial study on the CalPERS Miscellaneous and Safety Plans. The actuarial study includes reference to the following topics, as wells as additional information:

- Overview of the increase in the Unfunded Accrued Liability (UAL) following the issuance of pension obligation bonds
- A regional comparison of CalPERS pension information
- Analysis of the impact of pay increases on the UAL and the City's unfunded liability payment
- Options to reduce the City's unfunded liability or smooth the City's annual pension payments through the use of a Section 115 Trust

The attached actuarial report contains in-depth technical information. A Summary Memo has been provided to assist in reviewing the data. Doug Pryor, Senior Consulting Actuary, ASA, EA, MAAA, from Foster and Foster (previously Bartel Associates), will provide a presentation of the results and will be available for questions at the Council Meeting.

OPTIONS

1. Receive report

FINANCIAL IMPACT:

There is no fiscal impact associated with receiving this report.

FOCUSED PRIORITY AREA: Not Applicable.

Attachments

Actuarial Report_Summary Memo
Actuarial Analysis Report

FOSTER & FOSTER
ACTUARIES AND CONSULTANTS

Memorandum
July 12, 2023

To: Tori Hannah
Administrative Services Director / Assistant City Manager
City of Pacific Grove

From: Doug Pryor
Senior Consulting Actuary
Foster & Foster

Re: **City of Pacific Grove**
CalPERS Actuarial Analysis

The City engaged Foster & Foster (formerly Bartel Associates) to analyze the following issues with respect to the City's CalPERS Safety and Miscellaneous employee retirement plans:

- Why the City has an Unfunded Accrued Liability (UAL) after the City issued Pension Obligation Bonds (POB's) in 2006 to pay off the UAL at that time.
- Comparison of the City's UAL with other local cities.
- Cost impact of the 3% COLA provided for Safety and Miscellaneous at the beginning of 2022/23.
- Cost impact of a potential 2% COLA for Safety and Miscellaneous effective July 1, 2023.
- Expected future required CalPERS contributions and how a Section 115 Supplemental Trust can be used by the City for rate stabilization.

Following is a summary of the full report on these issues contained in the Council packet.

Changes in the Unfunded Liability Following the Pension Obligation Bond

The City issued a $19.4 million POB in 2006 to pay off the Miscellaneous and Safety Plan CalPERS unfunded liabilities. We estimate the unfunded liability for these plans has grown to approximately $53.1 million as of June 30, 2022. Pages 17 and 18 summarize the primary reasons and associated dollar amounts of the increase including:

- CalPERS changed their methodology in 2013 for how costs were allocated within the risk pool. This changed allocated costs from a payroll basis to liability basis. Due to the City having eliminated fire services (but not the fire liability for retirees), the City had a disproportionately low payroll allocation.
- Decrease in the discount rate over time, from 7.75% in 2006, to 6.8% currently. Note that the lower the discount rate, which represents the long term expected return on assets, the higher the liability.
- Investment returns below what was assumed, after including the impact of the asset allocation to the City when CalPERS methodology changed in 2013.

Comparative Information with Other Cities

Comparative data related to other cities within the region are provided on pages 19-21. A comparison on the UAL to salaries is a common benchmark. The City's Safety UAL as a percentage of payroll on page 20 is significantly greater than other cities. This is primarily the result of the City contracting out fire services and retaining the original liability. The City's UAL is now based on comparing the police salaries to the City's UAL which includes the liability for both for police officers and the original firefighters. On page 21, the City's funded ratio (ratio of assets to Actuarial Accrued Liability) as compared to other cities may be lower based on additional plan contributions by other entities and/or second pension tiers that were added.

Impact of Cost of Living Adjustments (COLA)

The impact of the July 1, 2022 3% COLA and potential July 1, 2023 2% COLA for Miscellaneous Employees, along with the related assumptions and projection charts are on pages 47-52 of the report. This same information for Safety employees can be found on pages 77-82. The calculations include that Miscellaneous (2%@60 employees) and Safety (3%@50 employees) continue to contribute 5% and 3%, respectively, to the City's share of costs. The analysis treats the COLA's as permanent long term increases to pay. It should be considered that, over the long term, a larger payroll increase now may result in lower payroll increases in the future. To the extent COLA's given today will result in lower COLA's in the future, the calculated cost increases will be mitigated.

There are 2 components to the City CalPERS contributions: Normal Cost (the value of benefits earned by active employees during the year), and UAL payments:

- Normal Cost
  The City's normal cost percentage will not change, however the dollar amount will increase due to the higher payroll. The Normal Cost increase for 2023/24 is approximately $45,000 (total for Miscellaneous and Safety). Unlike the UAL payments summarized below, the increase in Normal Cost payments will take effect immediately upon the payroll increase and are expected to be ongoing indefinitely.

- UAL
  The City will first see an increase in the UAL in the June 30 actuarial valuation following the COLA, which is estimated as follows (total cost of the 2 COLA's would be the sum of the 2 rows):

Scenario	UAL Increase Calculated	Miscellaneous	Safety	Total
3% COLA Increase 7/1/2022	June 30, 2023	$426,000	$224,000	$650,000
2% COLA Increase 7/1/2023	June 30, 2024	$290,000	$151,000	$441,000

  City payments on the UAL increase will commence 2 years after the valuation in which the increase is reflected, with payments spread over 20 years. Following are the estimated payments (total cost of the 2 COLA's would be the sum of the 2 rows):

Scenario	UAL Payment Years	Annual Payment		
		Miscellaneous	Safety	Total
3% COLA Increase 7/1/2022	2025/26 through 2044/45	$43,700	$23,000	$66,700
2% COLA Increase 7/1/2023	2026/27 through 2045/46	$29,800	$15,500	$45,000

Projections and Use of Section 115 Trust

As mentioned above, the estimated June 30, 2022 unfunded liability is approximately $53.1 million for the combined Miscellaneous and Safety Plans. While contributions that CalPERS will require from the City in the future are expected to pay off this unfunded liability, it will likely mean increasing contributions over approximately the next 10 years.

Projected contributions as a percentage of payroll, are show on page 37 for Miscellaneous and page 67 for Safety. The projections are, in part, based on our Foster & Foster investment volatility model to provide likely ranges of future contributions:

- Page 37 shows Miscellaneous contributions (thick green line in the middle) are expected to increase from approximately 36.6% of payroll this year, to 48.6% of payroll in 2033/34. The vertical lines above and below each year provide a range of future contributions in each year due to investment volatility, with the range covering where contributions likely will be ½ of the time. So, for example, in 2033/34, half of the time the contribution will likely be between 35.2% and 59.6% of payroll.

- Page 67 shows Safety contributions (thick green line in the middle) are expected to increase from approximately 111.9% of payroll this year, to 142.7% of payroll in 2033/34. The vertical lines above and below each year provide a range of future contributions in each year due to investment volatility, with the range covering where contributions likely will be ½ of the time. So, for example, in 2033/34, half of the time the contribution will likely be between 108.9% and 171.4% of payroll.

Contributions after including POB debt service and offset for employee cost sharing agreements are on page 41 for Miscellaneous and page 71 for Safety.

To address the unfunded liability, the City could make additional contributions to CalPERS, or deposit funds in an irrevocable IRS Section 115 Supplemental Trust. Once money is deposited in the Supplemental Trust, it can only be used to transfer to CalPERS, or to reimburse the City for CalPERS contribution made. There are a number of service providers (e.g. PARS and CalPERS) who have pre-set Supplemental Trust accounts available to agencies.

One key advantage to setting up a Supplemental Trust over sending additional funds to CalPERS is that the City can use Supplemental Trust funds to help offset future CalPERS contribution increases. This will assist the City in smoothing annual future pension costs. A comparison of advantages and disadvantage of each approach can be found on page 92.

A specific illustration of how the Supplemental Trust can be used to smooth future pension costs can be found on pages 93-100. This analysis assumes a $500,000 one-time deposit to a Supplemental Trust, followed by additional percentage (2.5% for Miscellaneous and 4.0% for Safety) of payroll contributions over a four-year period (2023/24 through 2026/27). Pages 95 (Miscellaneous) and 98 (Safety) show how the Supplemental trust can be used to smooth out the expected CalPERS contribution peaks expected in future years.

For Miscellaneous, the green represents expected future contributions required to CalPERS (the contribution in 2022/23 also includes the final POB debt service payment) without the Supplemental Trust, and the orange line represents total City contributions with the Supplemental Trust. There are 3 phases:

1) In years through 2026/27, the full CalPERS contribution is made by the City with additional amounts contributed to the Supplemental Trust. This moves the total City cost up from the green line to the orange line.
2) In years 2028/29 through 2035/36, money is withdrawn from the trust. The City pays CalPERS 44.4% of payroll, with any additional amounts above this being paid by the Supplemental Trust. This moves the total City cost down from the green line to the orange line.
3) After 2035/36, the trust is depleted and full CalPERS contributions are once again paid by the City

Overall, the Supplemental Trust in this example enables the City to limit total pension contributions to be not more than 44.4% of payroll (after final POB debt service payment is made in 2022/23).

A similar contribution structure can be seen for Safety on page 98, but with the final POB payment in 2028/29, the initial year contributions are much higher than the ultimate peak contribution of 135.7% of payroll.

CITY OF PACIFIC GROVE
CALPERS MISCELLANEOUS & SAFETY PLANS

FOSTER & FOSTER
ACTUARIES AND CONSULTANTS

CalPERS Analysis – 6/30/21 Valuation
Preliminary Results

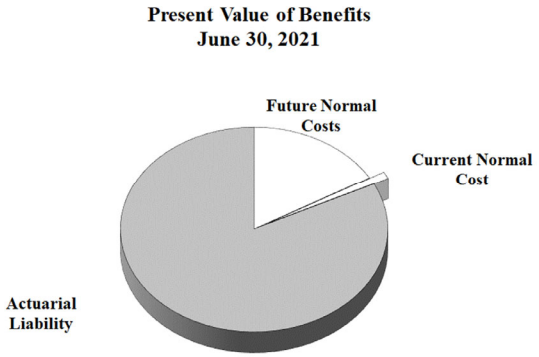
Doug Pryor, ASA, EA, MAAA
Bianca Lin, FSA, EA, MAAA
Wai Man Yam
Foster & Foster, Inc.

June 9, 2023

Contents

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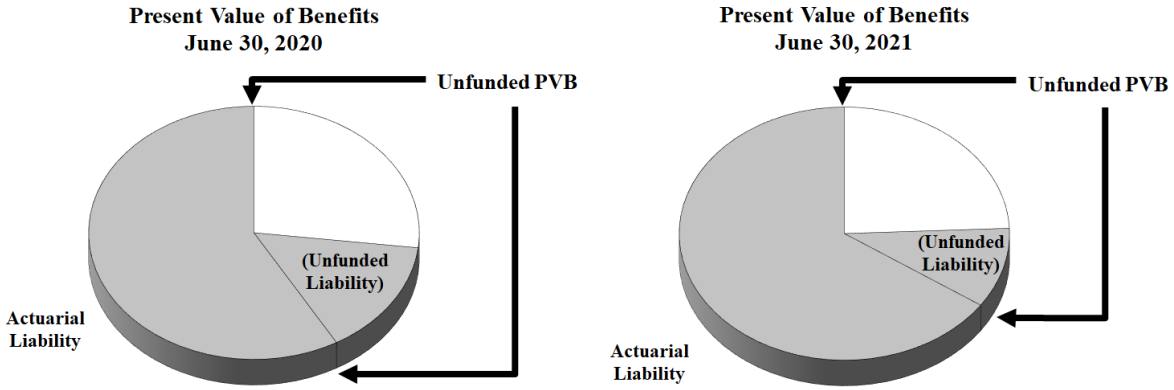
DEFINITIONS



- **PVB - Present Value of all Projected Benefits:**
  - The value now of amounts due to be paid in the future
  - Discounted value (at valuation date - 6/30/21), of all future expected benefit payments based on various (actuarial) assumptions

- **Current Normal Cost (NC):**
  - Portion of PVB allocated to (or "earned" during) current year
  - Value of employee and employer current service benefit
- **Actuarial Accrued Liability (AAL):**
  - Discounted value (at valuation date) of benefits earned through valuation date [value of past service benefit]
  - Portion of PVB "earned" at measurement

DEFINITIONS

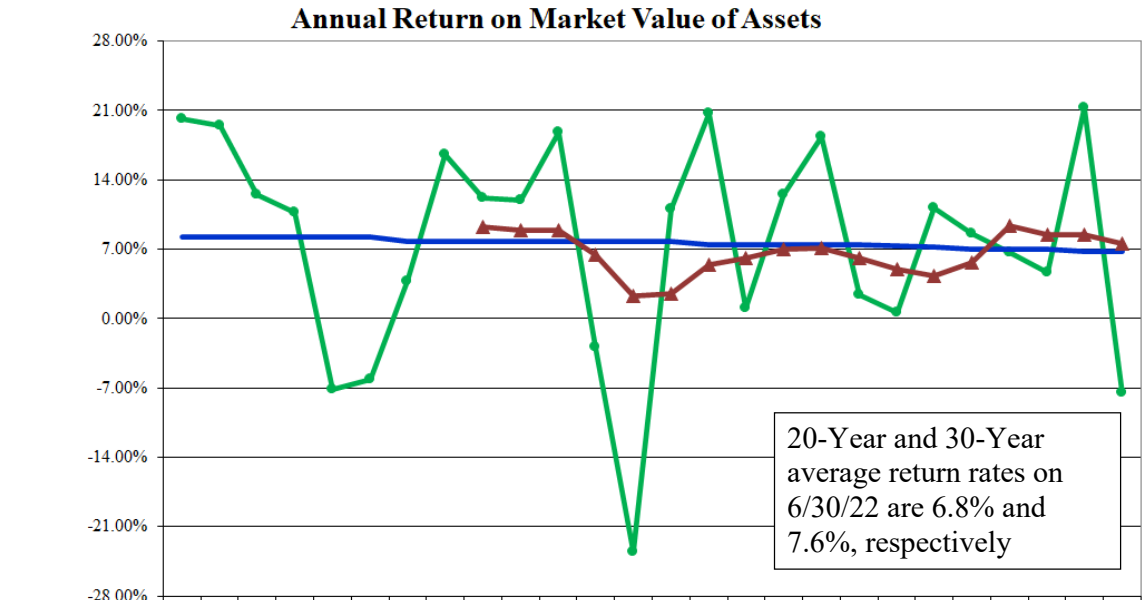


- **Target-** Have money in the bank to cover Actuarial Liability (past service)
- **Unfunded Liability (UAAL or UAL) -** Money short of target <u>at valuation date</u>
  - If all actuarial assumptions were always exactly met, then the plan assets would always equal AAL
  - Any difference is the unfunded (or overfunded) AAL
  - Every year, the actuary calculates the difference between the expected UAAL and Actual UAAL. This is a new layer or amortization base
  - Each new layer gets amortized (paid off) over a period of time as part of the contribution [rate]

HOW WE GOT HERE

- Investment Losses
- CalPERS Contribution Policy
- Enhanced Benefits
- Demographics

HOW WE GOT HERE – INVESTMENT RETURN



	'97	'98	'99	'00	'01	'02	'03	'04	'05	'06	'07	'08	'09	'10	'11	'12	'13	'14	'15	'16	'17	'18	'19	'20	'21	'22
Rate of Return	20.1%	19.5%	12.5%	10.7%	-7.1%	-6.1%	3.7%	16.6%	12.2%	11.9%	18.8%	-2.9%	-23.6%	11.1%	20.7%	1.0%	12.5%	18.4%	2.4%	0.6%	11.2%	8.6%	6.70%	4.70%	21.30%	-7.50%
Discount Rate	8.25%	8.25%	8.25%	8.25%	8.25%	8.25%	7.75%	7.75%	7.75%	7.75%	7.75%	7.75%	7.75%	7.75%	7.50%	7.50%	7.50%	7.50%	7.50%	7.375%	7.25%	7.00%	7.00%	7.00%	6.80%	6.80%
10-Year Rolling Average									9.3%	9.0%	8.9%	6.4%	2.3%	2.6%	5.4%	6.1%	7.0%	7.1%	6.1%	5.0%	4.3%	5.7%	9.3%	8.5%	8.5%	7.6%

Returns (after 2001) are gross returns, unreduced for administrative expenses, from CalPERS valuation reports, when available. Discount rate based on expected returns net of administrative expenses.

How We Got Here – Old Contribution Policy

- Effective with 2003 valuations:
  - Slow (15 year) recognition of investment losses into funded status
  - Rolling 30 year amortization of all (primarily investment) losses

- Designed to:
  - First smooth rates and
  - Second pay off UAL

- Mitigated contribution volatility

How We Got Here – Demographic

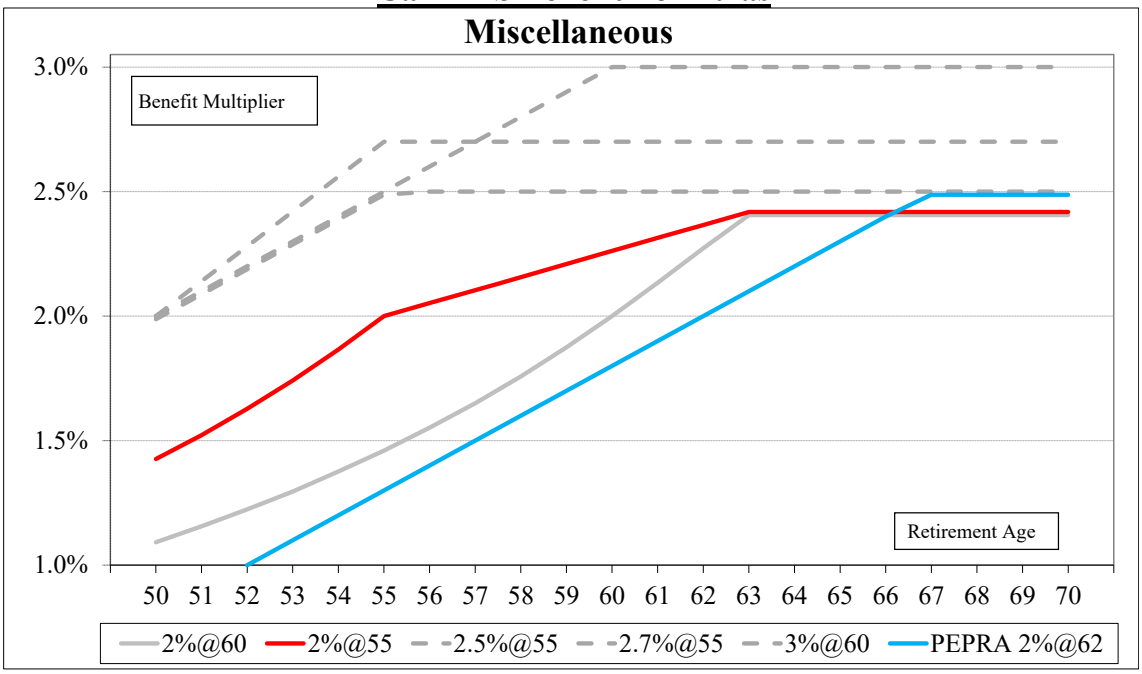
- At CalPERS, Enhanced Benefits implemented using all (future & prior) service
- Typically not negotiated with cost sharing
- City of Pacific Grove (Miscellaneous is not Enhanced Benefit):

	Tier 1	PEPRA
Miscellaneous	2%@55 FAE1	2%@62 FAE3
Safety	3%@50 FAE1	2.7%@57 FAE3

  - Benefit = Percentage x (years City service) x FAE
    - FAE1 is highest one year (typically final) average earnings
    - FAE3 is highest three years (typically final three) average earnings
- PEPRA tier implemented for new employees hired after 1/1/13
  - Employee pays half of total normal cost
  - 2023 Compensation limit
    - Social Security participants: $146,042
    - Non-Social Security participants: $175,250

How We Got Here – Demographic

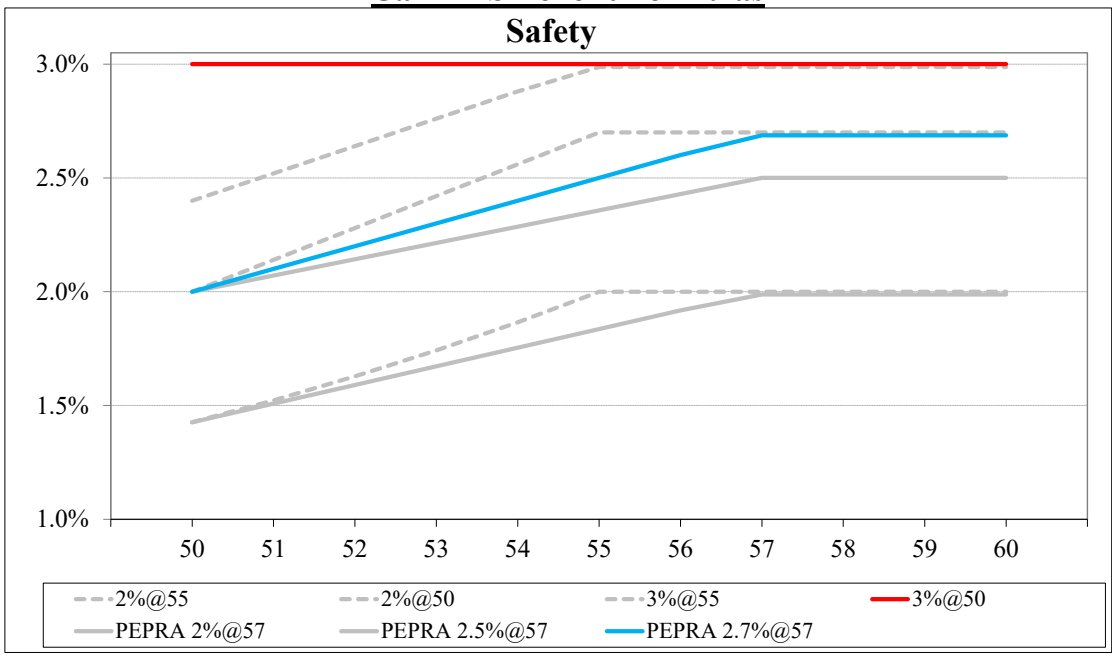
CalPERS Benefit Formulas[1]



[1] City formulas shown in colored lines

How We Got Here – Demographic

CalPERS Benefit Formulas[2]



[2] City formulas shown in colored lines

How We Got Here – Demographic

- Around the State
  - Large retiree liability compared to actives
    - State average: 59% for Miscellaneous, 67% for Safety
  - Declining active population and increasing number of retirees
  - Higher percentage of retiree liability increases contribution volatility

- City of Pacific Grove percentage of liability belonging to retirees:
  - Miscellaneous 71%
  - Safety 86%

CalPERS Changes

- April 2013: CalPERS adopted new contribution policy
  - No asset smoothing or rolling amortization
- February 2018: New amortization policy for 2021/22 contributions
  - Fixed dollar (level) 20-year amortization rather than % pay (escalating)
  - 5-year ramp up (not down) for investment gains and losses
- CalPERS Board changed the discount rate to 7%, still phasing in to rates:

	Rate	Initial Impact	Full Impact
6/30/16 valuation	7.375%	18/19	22/23
6/30/17 valuation	7.25%	19/20	23/24
6/30/18 valuation	7.00%	20/21	24/25

- In the November 2021 meeting, CalPERS Board adopted new
  - Discount rate and investment allocation
    - Discount rate: 6.8% for 6/30/2021. UAL impact matches investment gain amortization (5-year ramp-up)
    - Asset allocation has higher investment risk than current portfolio
  - Experience study (Demographic assumptions)

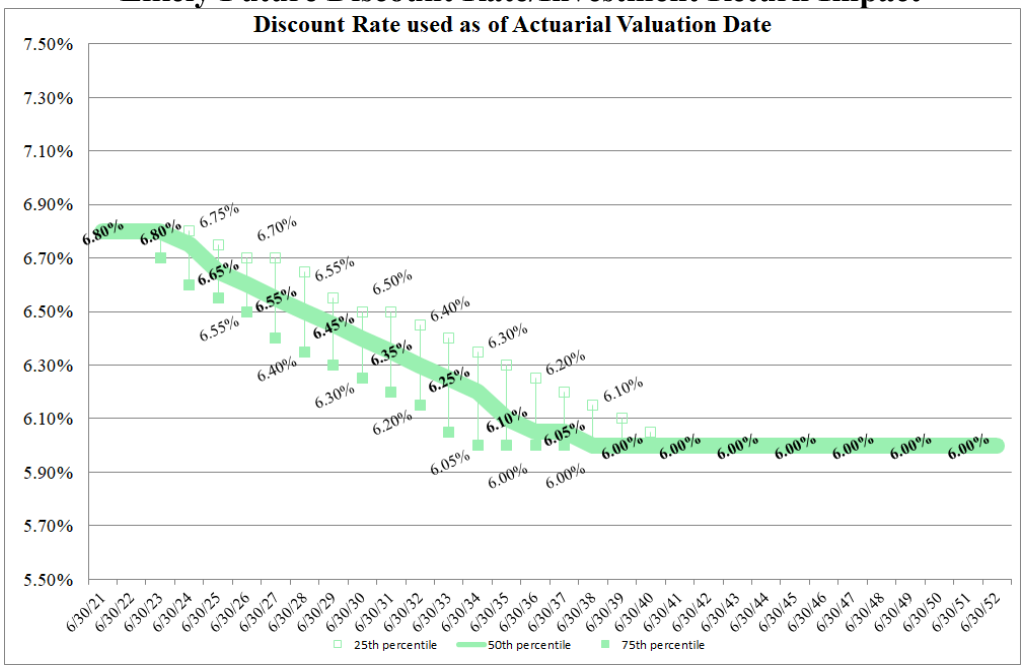
CalPERS Changes

- Risk Mitigation Strategy
  - Move to more conservative investments over time to reduce volatility
    - ☐ Only when investment return is better than expected
    - ☐ Lower discount rate in concert
    - ☐ Essentially use ≈50% of investment gains to pay for cost increases
  - Likely get to 6.0% discount rate over 20+ years
    - ☐ Risk mitigation suspended from 6/30/16 to 6/30/18 valuation
    - ☐ Did not trigger for 6/30/19 or 6/30/20 valuations
  - First trigger for 6/30/21 valuation – 6.8% discount rate

CalPERS Changes

Risk Mitigation Strategy

Likely Future Discount Rate/Investment Return Impact



POB ANALYSIS

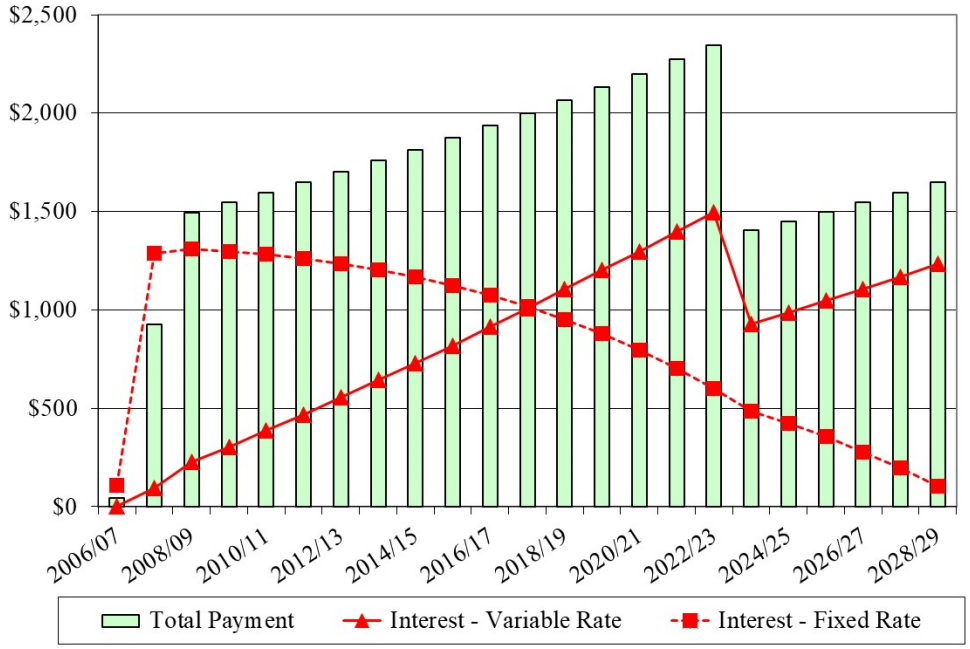
- POB issued in 2006 to pay off Side Funds
- Total amount of $19.4 Million
- Debt service payments end in fiscal year 2022/23 for Miscellaneous and 2028/29 for Safety
- Miscellaneous/Safety allocation same as in 2017 study
- Remaining payments (in $ millions), payments made July 31:

	Miscellaneous	Safety	Total
2022/23	$0.986	$1.359	$2.345
2023/24	-	1.405	1.405
:	:	:	:
2028/29	-	1.650	1.650

- Bond payment schedule has increasing interest rates
  - 0.49% initial year, increasing to 298% in final year
  - Equivalent to approximate 6.7% overall fixed rate.

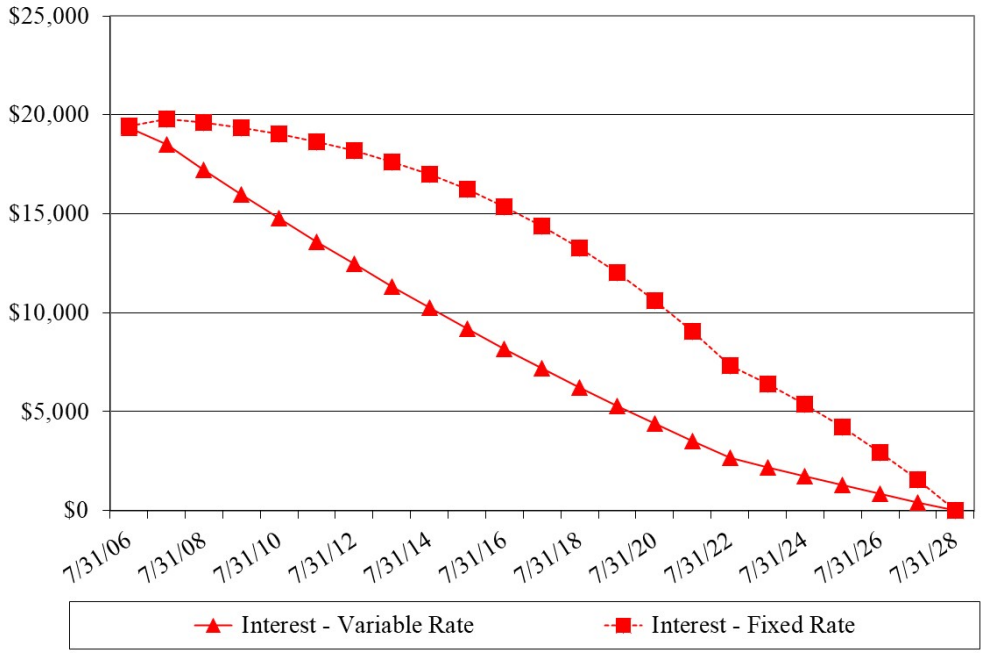
POB ANALYSIS

POB Debt Service
(Amounts in $000's)



POB ANALYSIS

POB Balance
(Amounts in $000's)



POB ANALYSIS

Estimated POB Gain/(Loss) at 6/30/22[3]
(Amounts in $Millions)

A.	CalPERS Investment Earnings[4]	$16.566
B.	POB Interest Payments[5]	(16.698)
C.	Cost of Issuance	(0.457)
D.	**Net [(A) + (B) + (C)]**	(0.589)

[3] Net dollars saved without reflecting timing of savings.
[4] Accumulated earnings since issuance based on actual CalPERS investment return for each year. Earnings include impact of Risk Pool allocation change 6/30/13.
[5] Interest payments based on overall 6.62% fixed rate cost of borrowing.

Significant Changes Since June 30, 2006

- Methodology Change (June 30, 2013):
  - Actuarial Value of Assets to Market Value of assets
  - Risk pool allocation: payroll to liability
- Discount rate changes:
  - June 30, 2011 7.75% to 7.50%
  - June 30, 2016 7.50% to 7.38%
  - June 30, 2017 7.38% to 7.25%
  - June 30, 2018 7.25% to 7.00%
  - June 30, 2021 7.00% to 6.80%
- Investment returns (06/07 to 21/22):
  - Actual market value returns
    - ➢ 5.82% return before reflecting 6/30/13 risk pool method change
    - ➢ 6.66% return after reflecting 6/30/13 risk pool method change
  - 7.36% assumed

UAL ANALYSIS AND COMPARISON

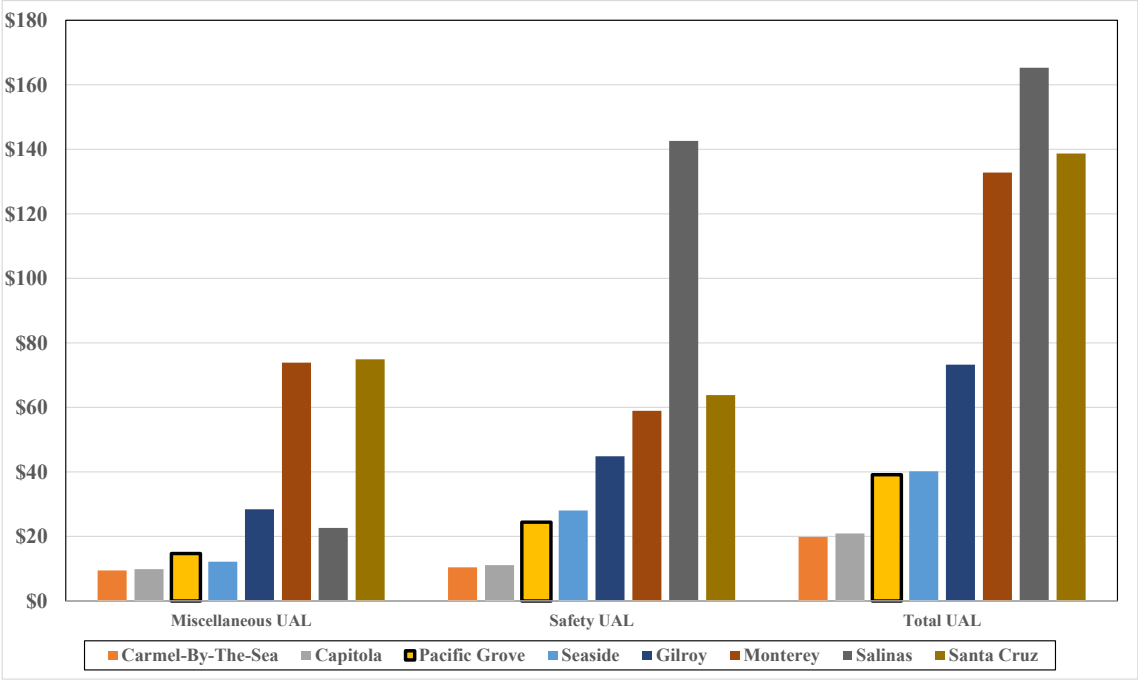
Estimated 6/30/22 UAL Sources

(Amounts in $Millions)

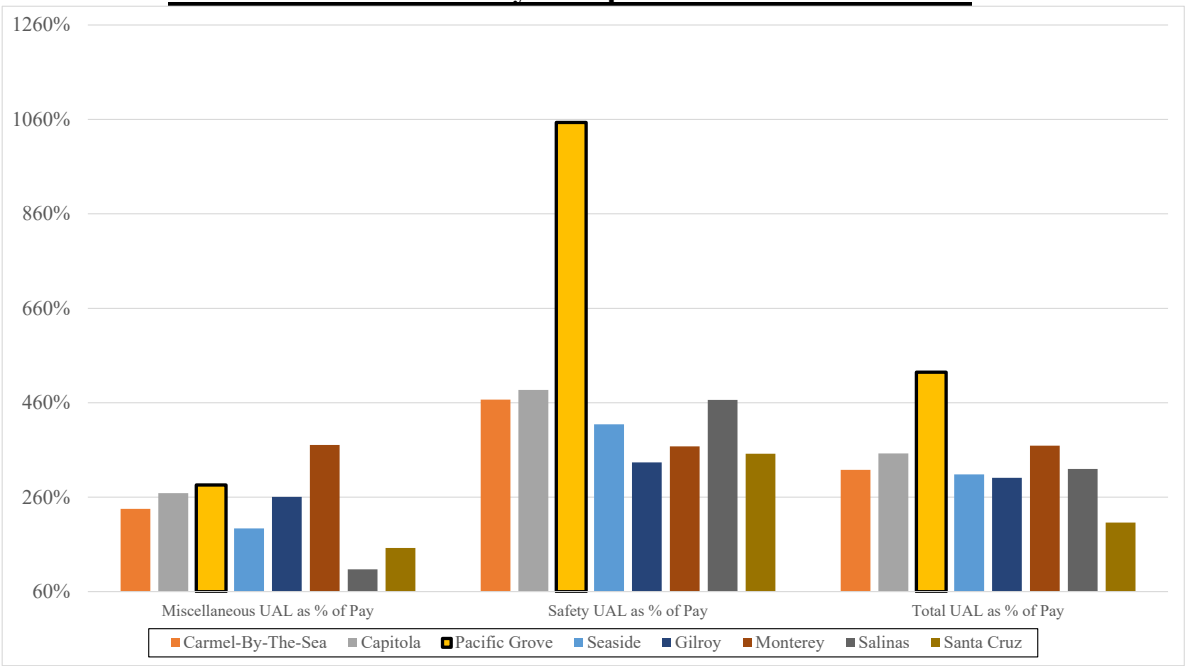
Source	Miscellaneous	Safety	Total
■ Side Fund	$ -	$ -	$ -
■ Share of Pre 2013 Pool UAL[6]	4.4	8.2	12.6
■ Methods & Assumptions[7]	7.7	11.1	18.7
■ Investment (Gain)/Loss[8]	9.4	12.9	22.3
■ Non Investment (Gain)/Loss	(0.4)	(0.1)	(0.5)
■ Total	21.1	32.0	53.1

[6] Estimated $9.7 million UAL due to risk pool allocation change from payroll to liability allocation.
[7] Primarily (approximately $14 million) due to discount rate change from 7.75% when risk pool paid off, to 6.8% currently.
[8] Includes changes from Actuarial Value of Assets to Market value of assets in 2013 including investment gains/(losses) before 6/30/13.

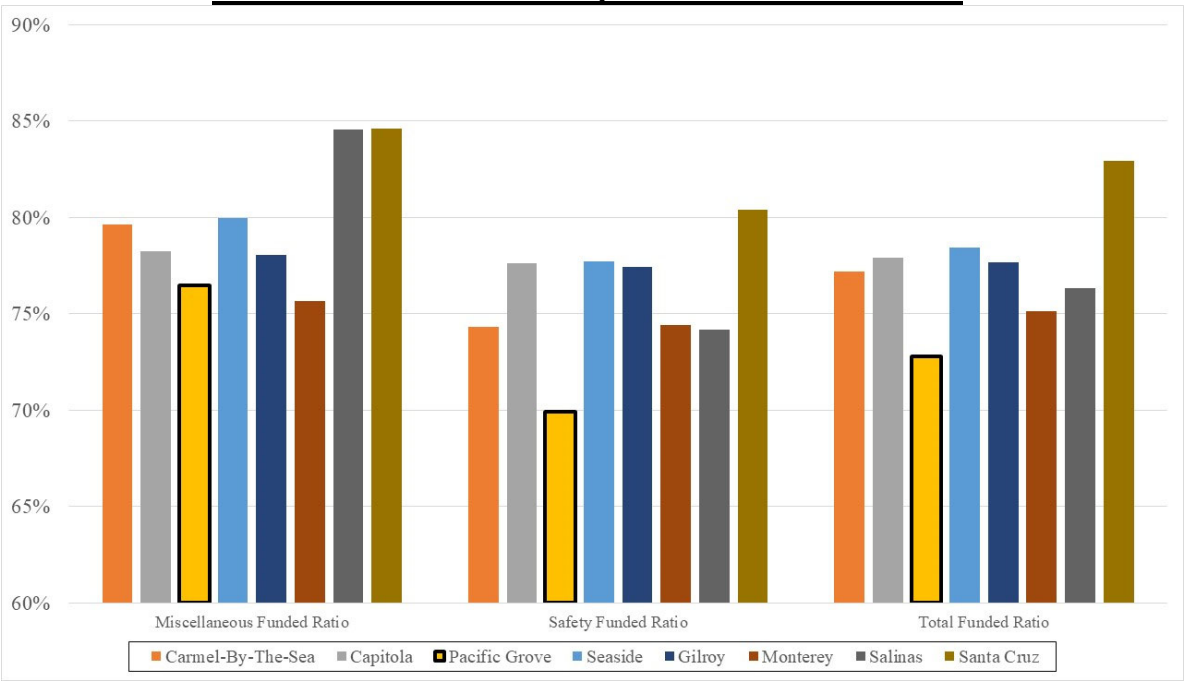
6/30/21 UAL Comparison with Other Cities
(Amounts in $Millions)



6/30/21 UAL as % of Pay Comparison with Other Cities



6/30/21 Funded Ratio Comparison with Other Cities



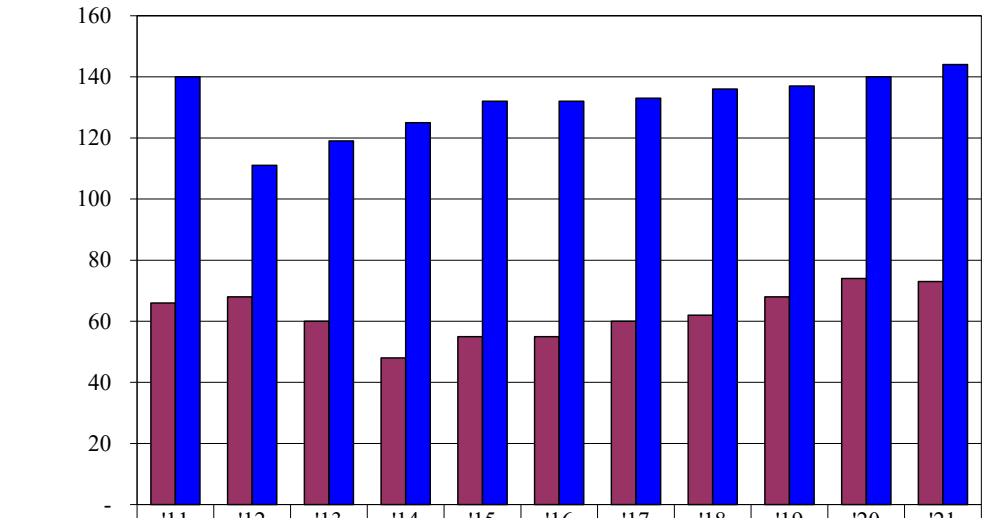
UAL ANALYSIS AND COMPARISON

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SUMMARY OF DEMOGRAPHIC INFORMATION - MISCELLANEOUS

	2011	2016	2020	2021
Actives				
■ Counts	66	55	74	73
■ Average PERSable Wages	$ 64,800	$ 68,300	$ 73,100	$ 70,400
■ Total PERSable Wages	4.3	3.8	5.4	5.1
Inactive Members				
■ Counts				
• Transferred	28	28	35	30
• Separated	33	49	51	58
• Receiving Payments	140	132	140	144

SUMMARY OF DEMOGRAPHIC INFORMATION - MISCELLANEOUS



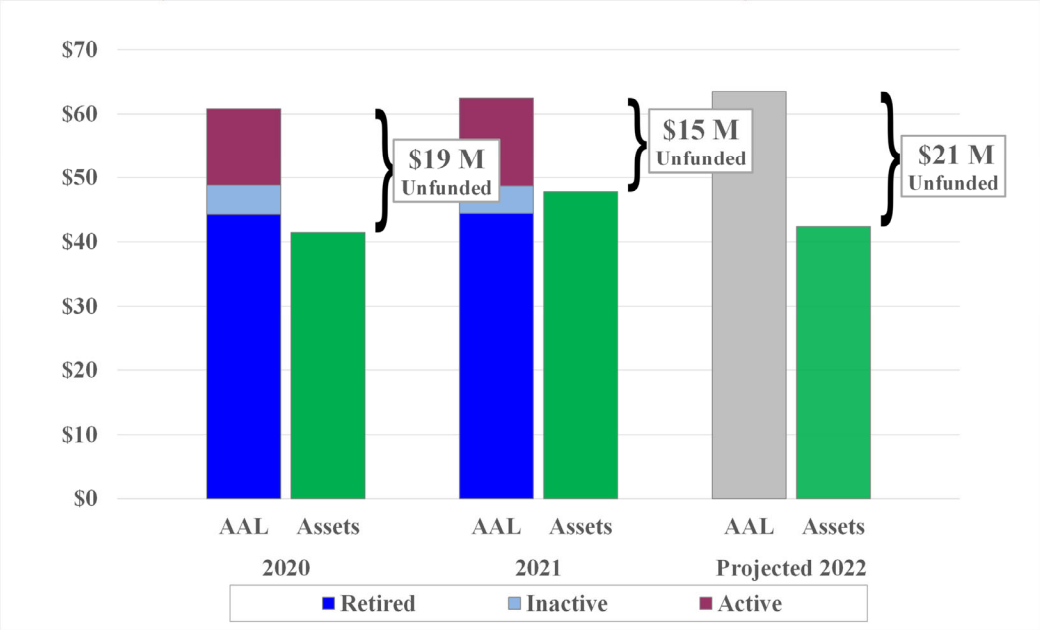
	'11	'12	'13	'14	'15	'16	'17	'18	'19	'20	'21
Actives	66	68	60	48	55	55	60	62	68	74	73
Receiving Payments	140	111	119	125	132	132	133	136	137	140	144

PLAN FUNDED STATUS - MISCELLANEOUS

	June 30, 2020	June 30, 2021
■ **Actuarial Accrued Liability**		
● Active	$12,000,000	$13,900,000
● Retiree	44,300,000	44,400,000
● Inactive	4,500,000	4,200,000
● Total	60,800,000	62,500,000
■ **Assets**	41,500,000	47,800,000
■ **Unfunded Liability**	19,300,000	14,700,000
■ **Funded Ratio**	68.2%	76.5%
■ **Average funded ratio for CalPERS Public Agency Miscellaneous Plans**	72.3%	83.7%

PLAN FUNDED STATUS - MISCELLANEOUS

City CalPERS Assets and Actuarial Liability ($Millions)[9]



[9] Projected 2022 assets reflects -7.5% CalPERS investment return for 2021/22.

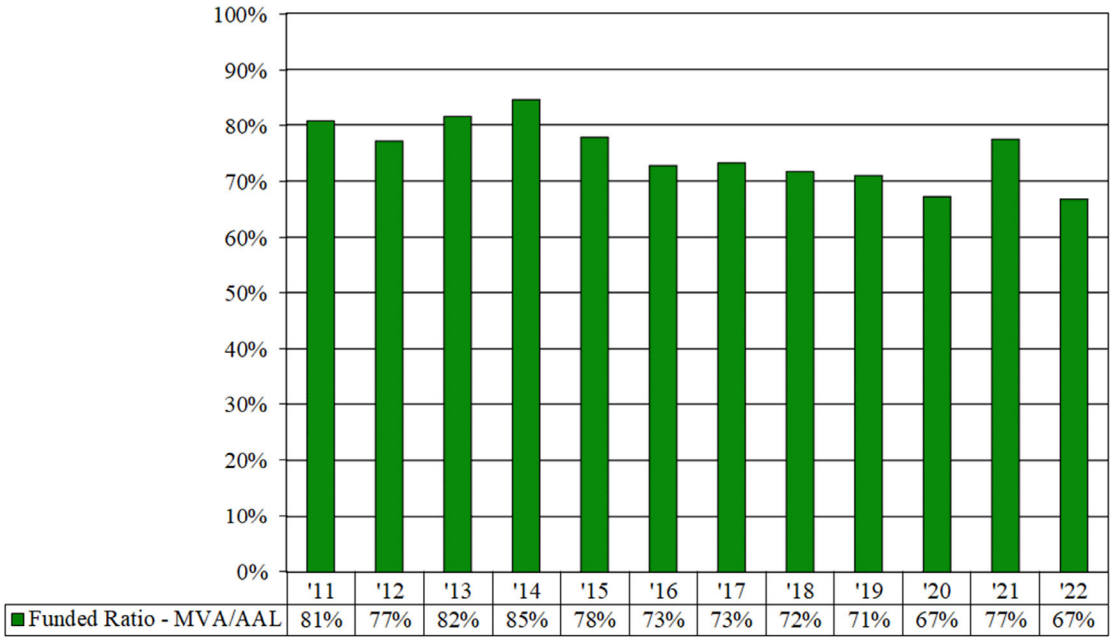
PLAN FUNDED STATUS - MISCELLANEOUS

Discount Rate Sensitivity
June 30, 2021

	Discount Rate		
	6.80%	6.30%[10]	5.80%
AAL	$62,500,000	$66,000,000	$69,400,000
Assets	47,800,000	47,800,000	47,800,000
Unfunded Liability	14,700,000	18,200,000	21,600,000
Funded Ratio	76.5%	72.4%	68.9%

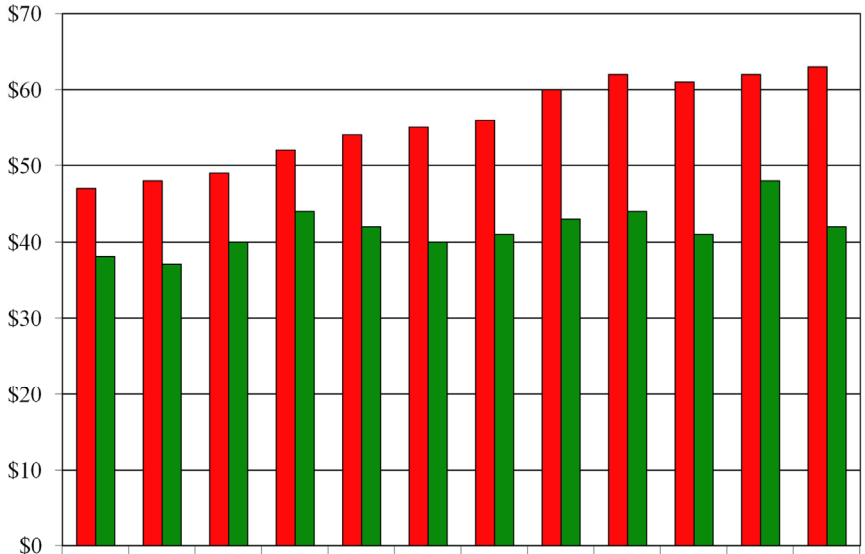
[10] Estimated by Foster & Foster.

FUNDED RATIO - MISCELLANEOUS



6/30/22 funded status estimated

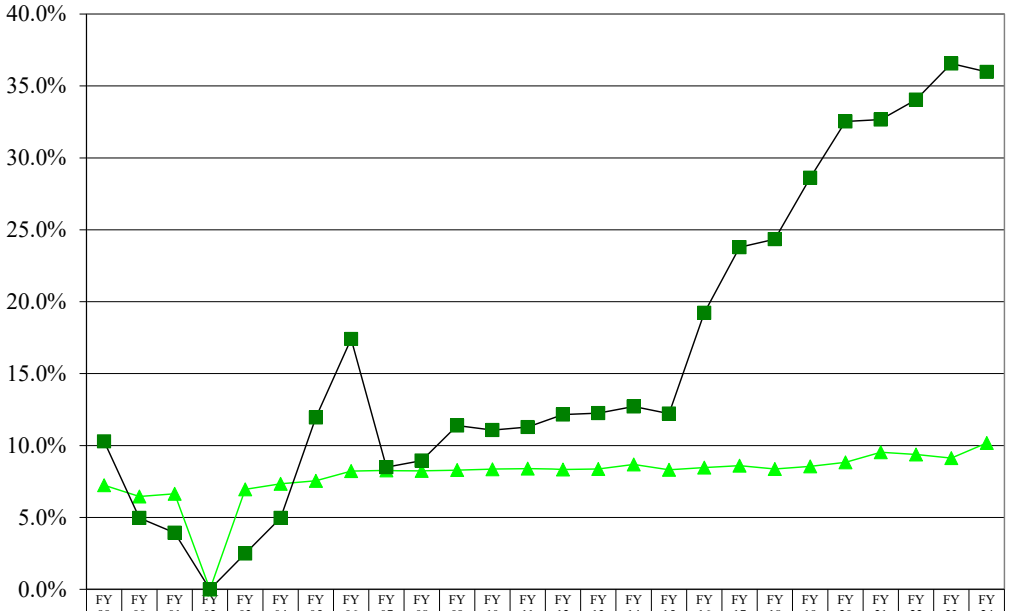
FUNDED STATUS (MILLIONS) - MISCELLANEOUS



	'11	'12	'13	'14	'15	'16	'17	'18	'19	'20	'21	'22
Actuarial Liability	47	48	49	52	54	55	56	60	62	61	62	63
Market Asset Value	38	37	40	44	42	40	41	43	44	41	48	42

6/30/22 funded status estimated

CONTRIBUTION RATES - MISCELLANEOUS



	FY 99	FY 00	FY 01	FY 02	FY 03	FY 04	FY 05	FY 06	FY 07	FY 08	FY 09	FY 10	FY 11	FY 12	FY 13	FY 14	FY 15	FY 16	FY 17	FY 18	FY 19	FY 20	FY 21	FY 22	FY 23	FY 24
ER Normal Cost	7.2%	6.5%	6.6%	0	6.9%	7.3%	7.5%	8.2%	8.3%	8.2%	8.3%	8.4%	8.4%	8.3%	8.4%	8.7%	8.3%	8.5%	8.6%	8.4%	8.6%	8.8%	9.5%	9.4%	9.1%	10.2%
Total ER Cont Rate	10.3%	5.0%	3.9%	0	2.5%	5.0%	11.9%	17.4%	8.5%	9.0%	11.4%	11.1%	11.3%	12.1%	12.3%	12.7%	12.2%	19.2%	23.8%	24.3%	28.6%	32.5%	32.7%	34.0%	36.6%	36.0%

FY02 contribution rates are missing

CONTRIBUTION RATES - MISCELLANEOUS

	6/30/21 Valuation 2023/2024 Contribution Rates		
	Total[11]	**Tier 1 2%@55**	**PEPRA 2%@62**
■ Base Total Normal Cost	17.2%	18.8%	15.4%
■ Class 1 Benefits			
● Final One Year Compensation	0.3%	0.6%	-
● Total Normal Cost	17.5%	19.4%	15.4%
■ Formula's Expected EE Contr. Rate	7.3%	6.9%	7.8%
■ ER Normal Cost	10.2%	12.5%	7.7%
■ Amortization Payment	25.8%	49.4%	-
■ Amortization of Side Fund	-	-	-
■ **Total ER Contribution**	**36.0%**	**61.9%**	**7.7%**
■ Employee counts	73	31	42
■ Employee payroll (in 000's)	$ 5,748	$ 3,002	$ 2,746
■ **Total ER Contribution $ (in 000's)**	**$ 2,068**	**$ 1,857**	**$ 211**

[11] Weighting of total contribution based on projected classic and PEPRA payrolls. Different from slide 22. Contribution rate has been adjusted based on projected FY23/24 payroll reflecting 3% pay increase at 7/1/22.

CONTRIBUTION RATES - MISCELLANEOUS

	6/30/20 2022/2023[12]	6/30/21 2023/2024
■ Total Normal Cost	16.0%	17.5%
■ Employee Normal Cost	6.8%	7.3%
■ Employer Normal Cost	9.1%	10.2%
■ Amortization Payments	27.4%	25.8%[13]
■ Total Employer Contribution Rate	36.6%	36.0%
■ 2022/23 Employer Contribution Rate		36.6%
● 6/30/17 Discount Rate & Inflation (5th Year)		0.4%
● 6/30/18 Discount Rate change (4th Year)		0.6%
● 6/30/21 Demog. Assumption change (1st year, no ramp)		0.9%
● 6/30/21 Risk Mitigation (Normal Cost change)		0.5%
● Other (Gains)/Losses mainly net investment gain		-2.9%
■ 2023/24 Employer Contribution Rate		36.0%

[12] Different from slide 22. Contribution rate has been adjusted based on projected FY22/23 payroll reflecting 3% pay increase at 7/1/22.

[13] Equivalent to 10.7% of UAL. One year, 6.8% interest on the UAL is 16.4% of payroll. 2023/24 amortization payment exceeds interest on the UAL, so there is no "negative amortization."

CONTRIBUTION PROJECTIONS - MISCELLANEOUS

- Investment returns:
  - June 30, 2022 (7.5%)[14]
  - Future returns based on stochastic analysis using 1,000 trials
  - Single year returns[15] with current investment mix, no risk mitigation:

	Percentile		
	25th	50th	75th
First 10 years	**-1.8%**	**6.0%**	**14.7%**
After 10 years	**-0.7%**	**7.5%**	**16.4%**

  - Assumes investment returns will generally be lower over the next 10 years and higher beyond that.
- Discount Rate decreases due to Risk Mitigation policy – Ultimate rate 6.0%
- No Other: Gains/Losses, Method/Assumption Changes, Benefit Improvements
- Different from CalPERS projection
- Impact of Risk Mitigation Policy:
  - Net impact of investment gain and discount rate change amortized over 20 years with 5 year ramp up
  - Same amortization method for all future years

[14] Gross return based on June 30, 2022 CalPERS Annual Financial Comprehensive Report issued in November 2022.
[15] Nth percentile means N percentage of our trials result in returns lower than the indicated rates.

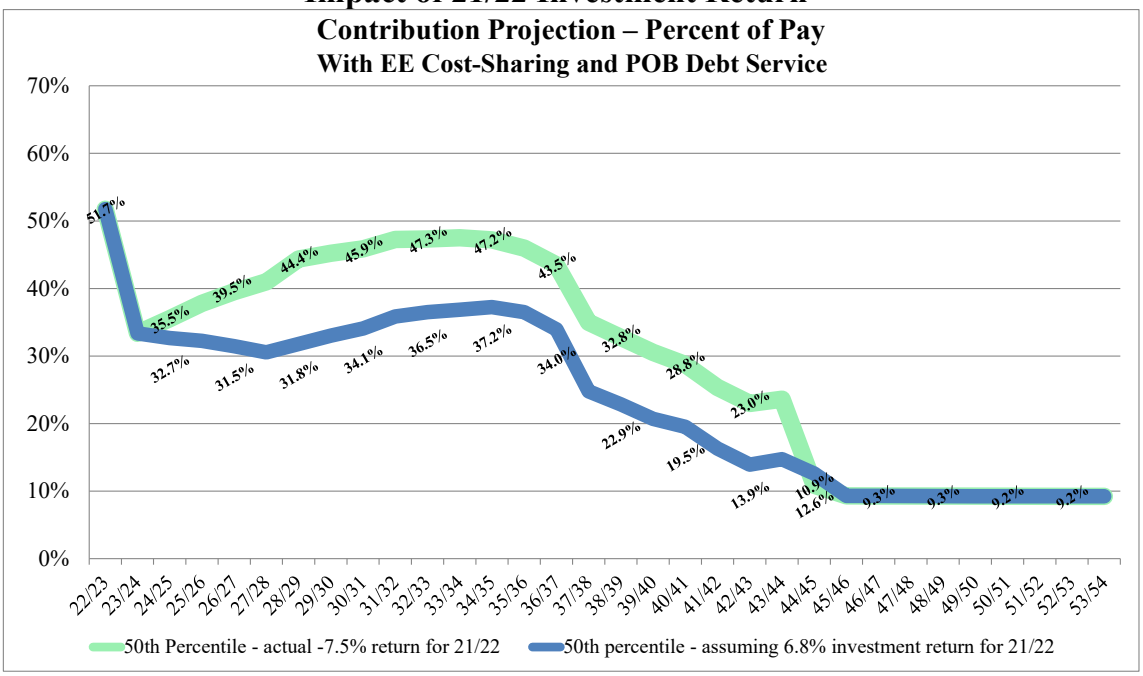
CONTRIBUTION PROJECTIONS - MISCELLANEOUS

- New hire assumptions:
  - All new hires assumed PEPRA members and none are Classic members
- 6/30/21 employee distribution:

Benefit Tier	Count	%	20/21 Payroll	%
2%@60 FAE1	31	42.5%	$2,682,454	52.2%
2%@62 FAE3 (PEPRA)	42	57.5%	$2,454,391	47.8%

- Employee Cost sharing: 5% for classic members
- Projection includes City additional 3% pay increase @ 7/1/22, in addition to CalPERS salary assumption

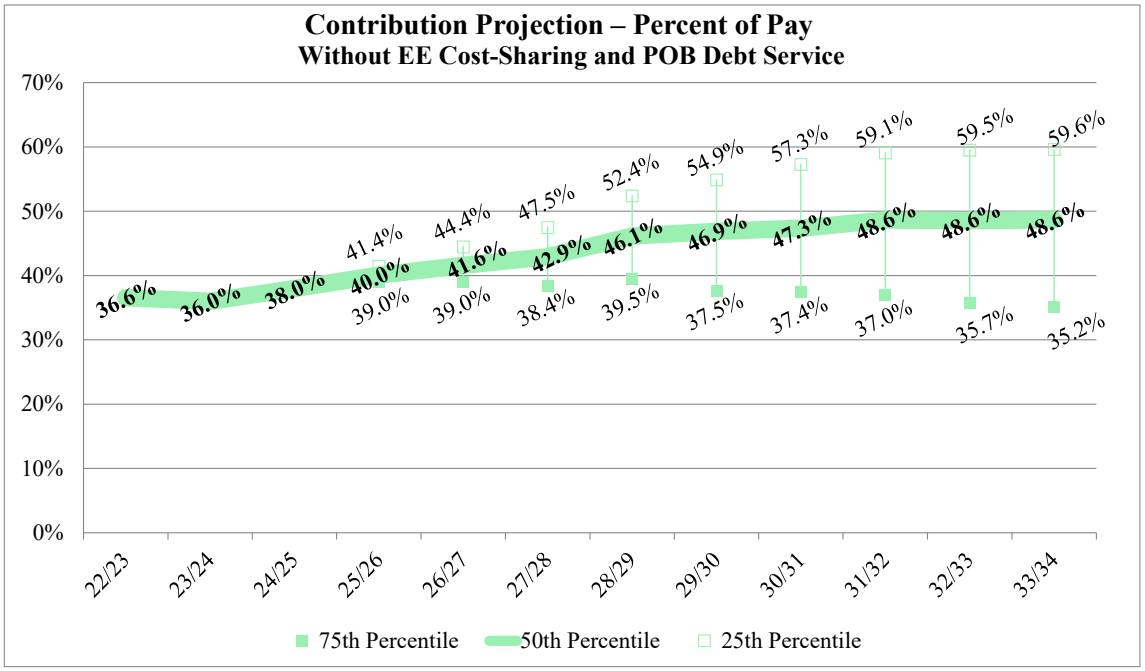
Impact of 21/22 Investment Return



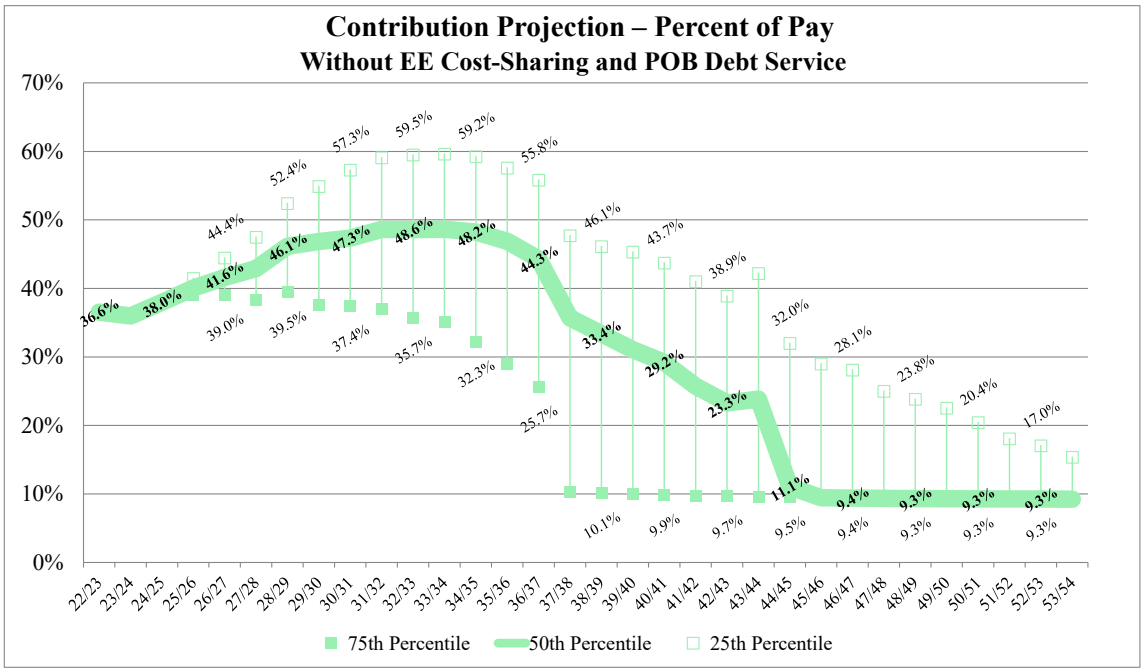
CONTRIBUTION PROJECTIONS - MISCELLANEOUS

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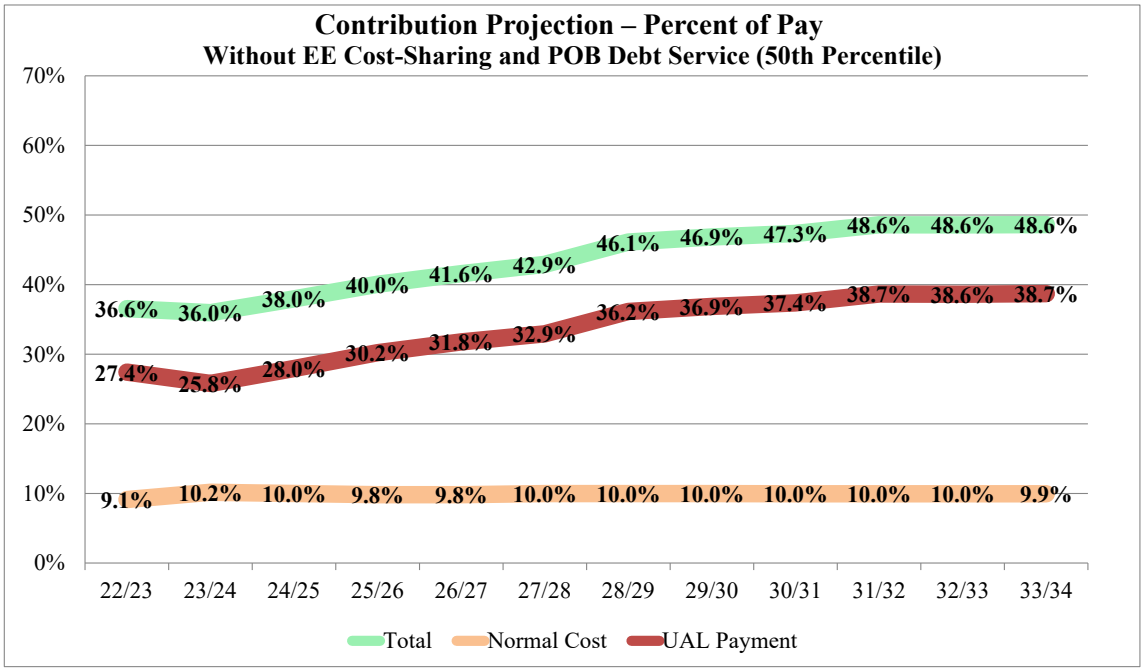
CONTRIBUTION PROJECTIONS - MISCELLANEOUS



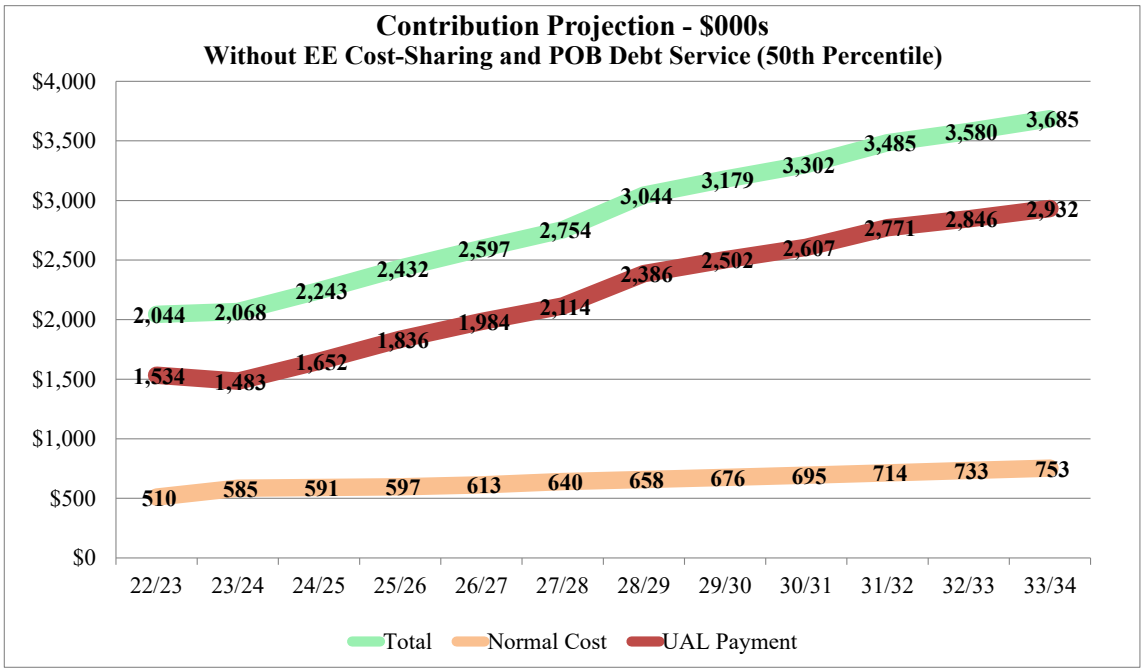
CONTRIBUTION PROJECTIONS - MISCELLANEOUS



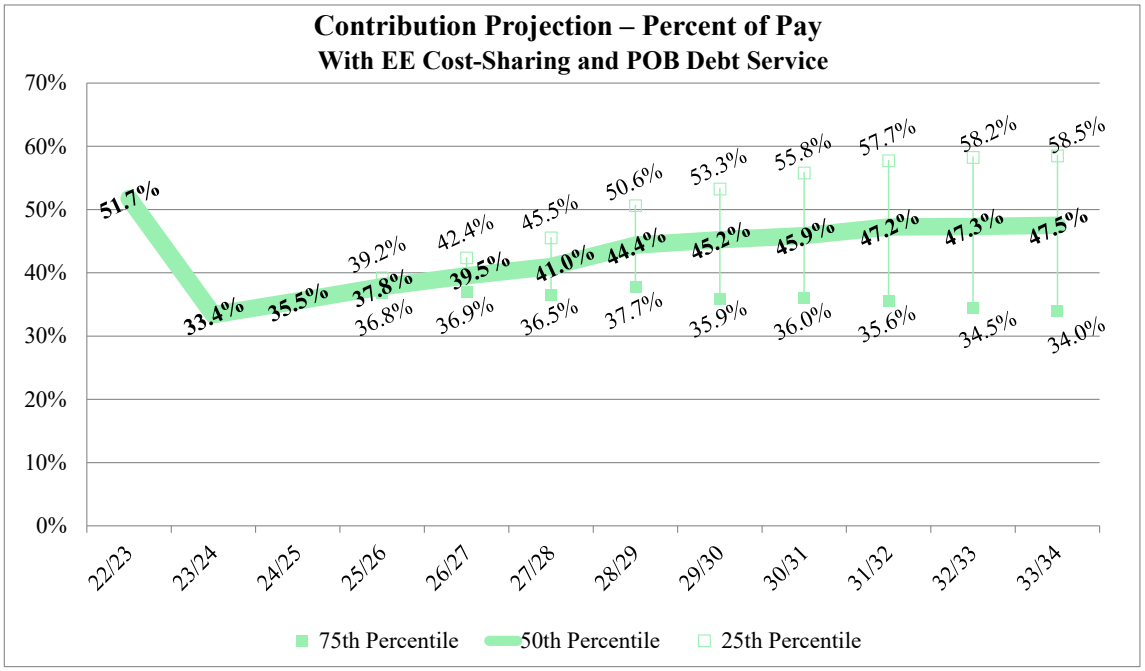
CONTRIBUTION PROJECTIONS - MISCELLANEOUS



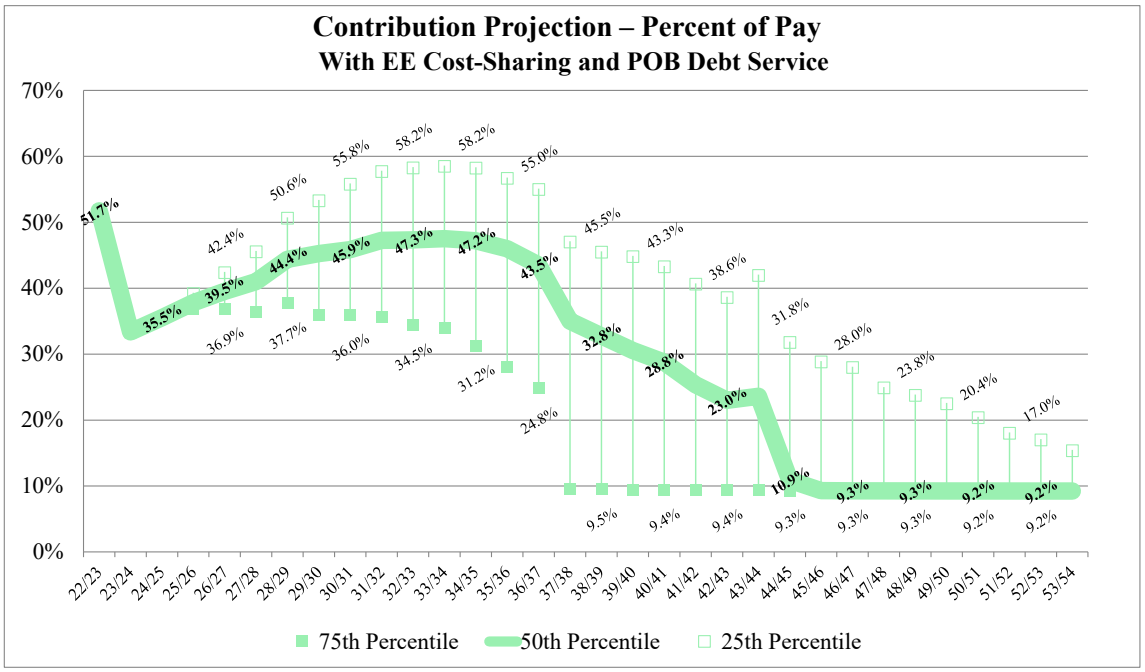
CONTRIBUTION PROJECTIONS - MISCELLANEOUS



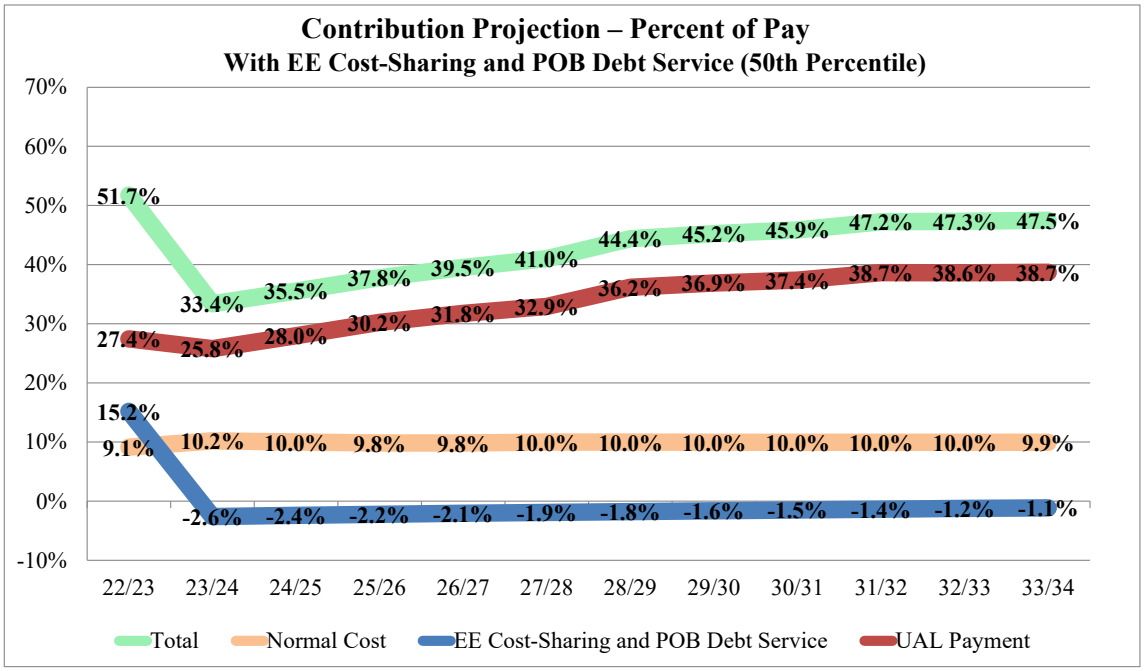
CONTRIBUTION PROJECTIONS - MISCELLANEOUS



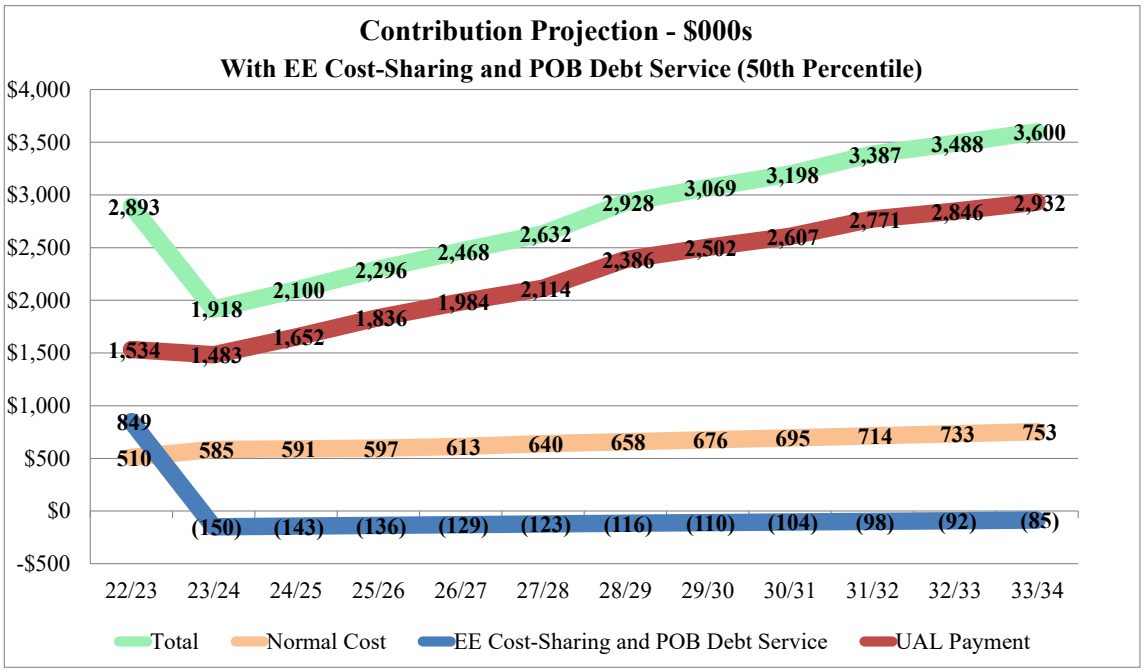
CONTRIBUTION PROJECTIONS - MISCELLANEOUS



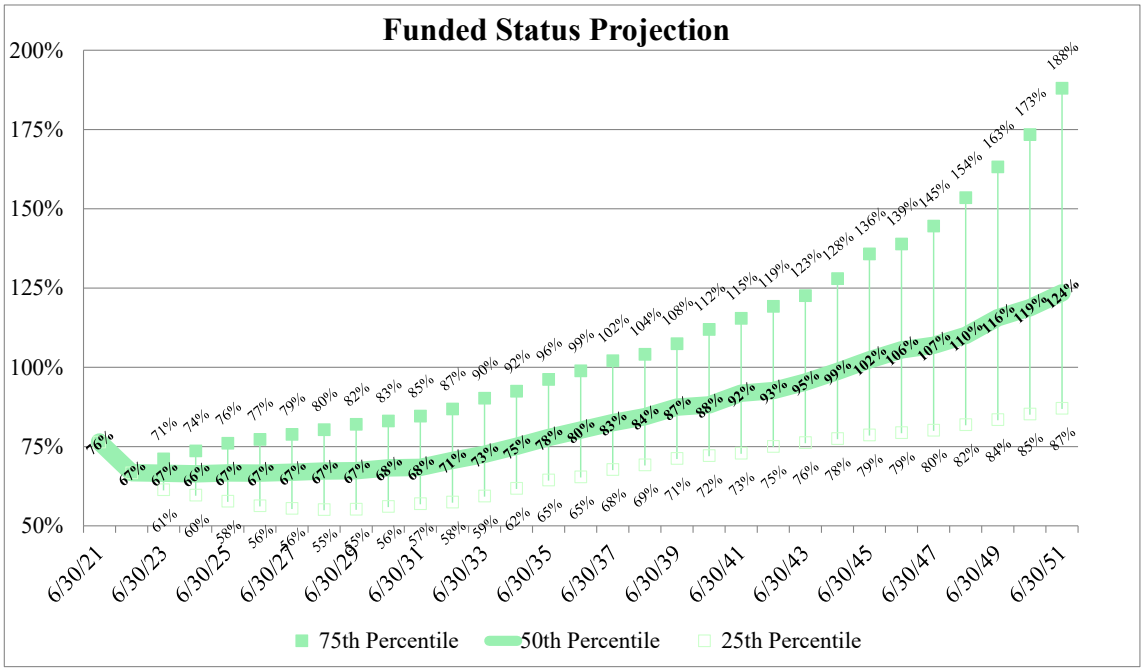
CONTRIBUTION PROJECTIONS - MISCELLANEOUS



CONTRIBUTION PROJECTIONS - MISCELLANEOUS



FUNDED STATUS - MISCELLANEOUS



FUNDED STATUS - MISCELLANEOUS

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PAY INCREASE ANALYSIS - MISCELLANEOUS

- Methodology
  - Assumes increases are addition to CalPERS Salary increase assumption
  - Assumes there is a permanent long term payroll impact
  - In reality, impact may wear away over time
- 3% COLA Increase at 7/1/22
  - 6/30/23 UAL increase: $426,000
  - 2025/26 UAL payment increase : $43,700[16]
- 2% COLA Increase at 7/1/23
  - 6/30/24 UAL increase: $290,000
  - 2026/27 UAL payment increase : $29,800
- Normal Cost
  - No change to Normal Cost %
  - Dollar amount increase from higher payroll

[16] Level dollar amortization over 20 years

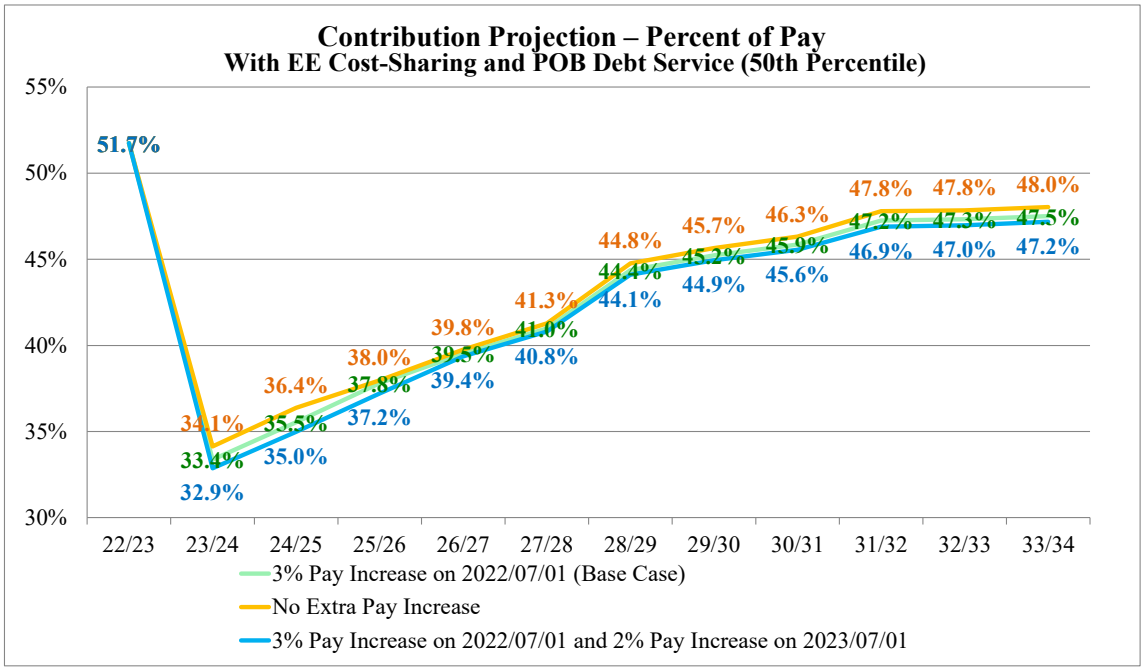
PAY INCREASE ANALYSIS - MISCELLANEOUS

Projected Payroll

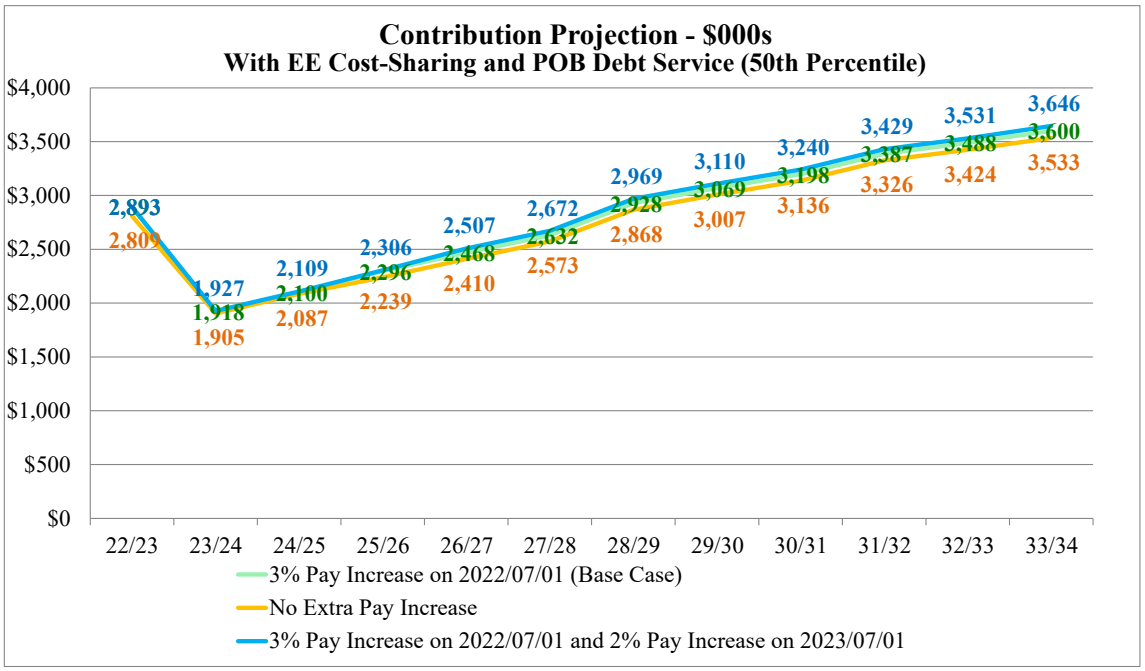
	2022/23	2023/24	2024/25	2025/26	2026/27+
Without Pay Increase[17]	$ 5,429	$ 5,581	$ 5,737	$ 5,897	2.8% annual increases
3% Increase at 7/1/22	5,591	5,748	5,909	6,074	
3% Increase at 7/1/22 & 2% Increase at 7/1/23	5,591	5,863	6,027	6,196	

[17] Projected payroll from CalPERS 6/30/21 reports

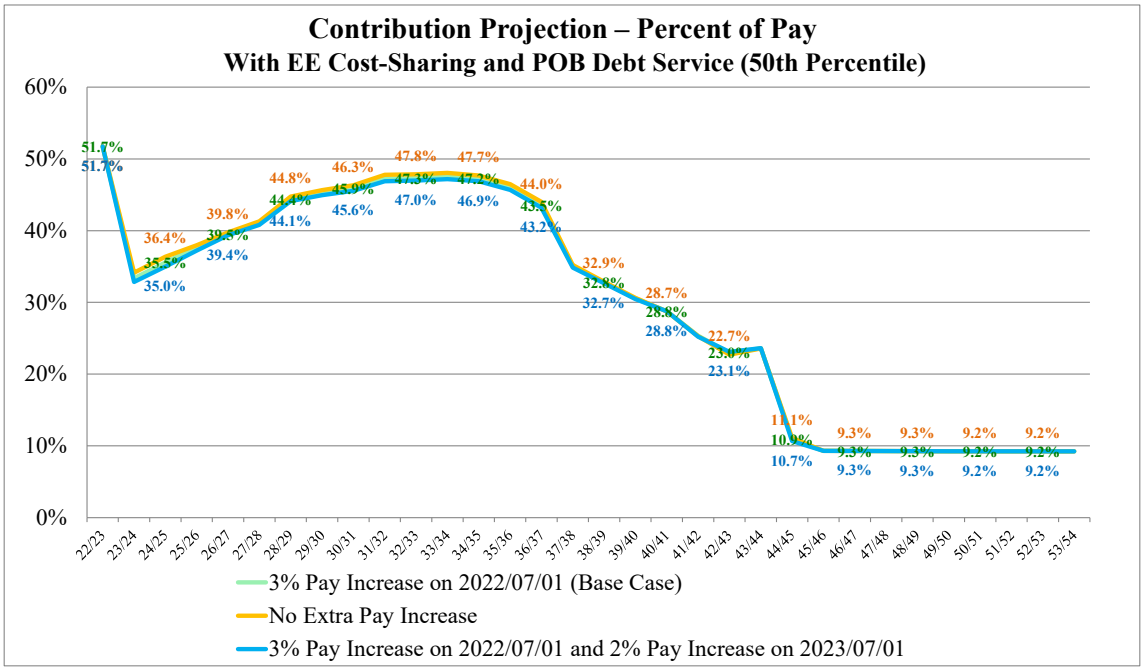
PAY INCREASE ANALYSIS - MISCELLANEOUS



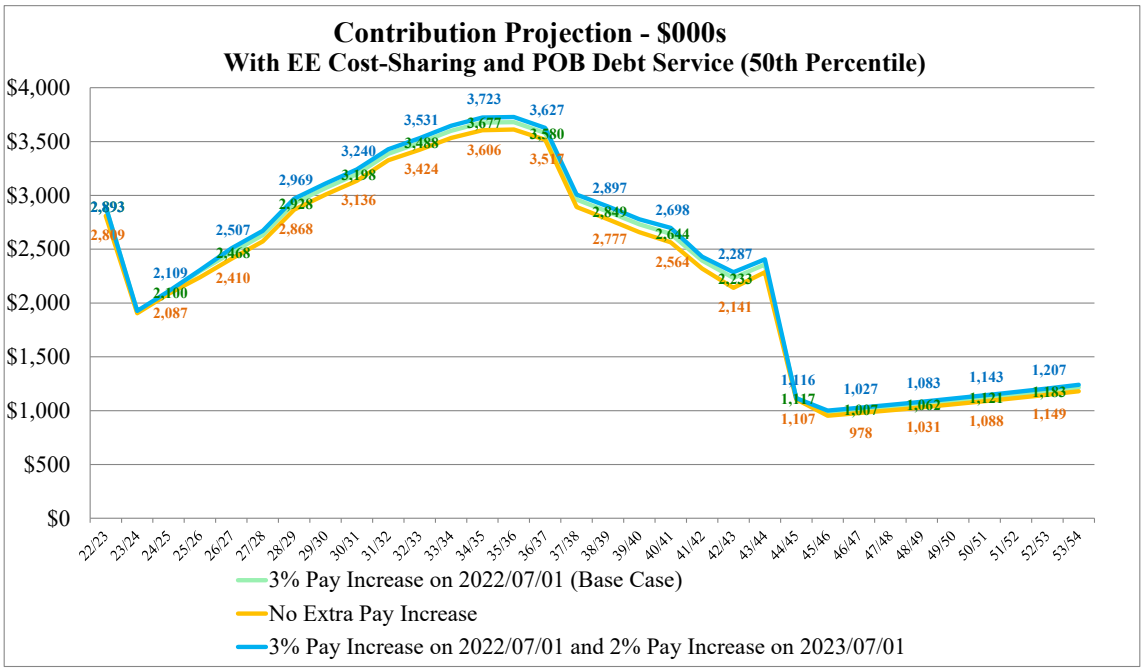
PAY INCREASE ANALYSIS - MISCELLANEOUS



PAY INCREASE ANALYSIS - MISCELLANEOUS



PAY INCREASE ANALYSIS - MISCELLANEOUS

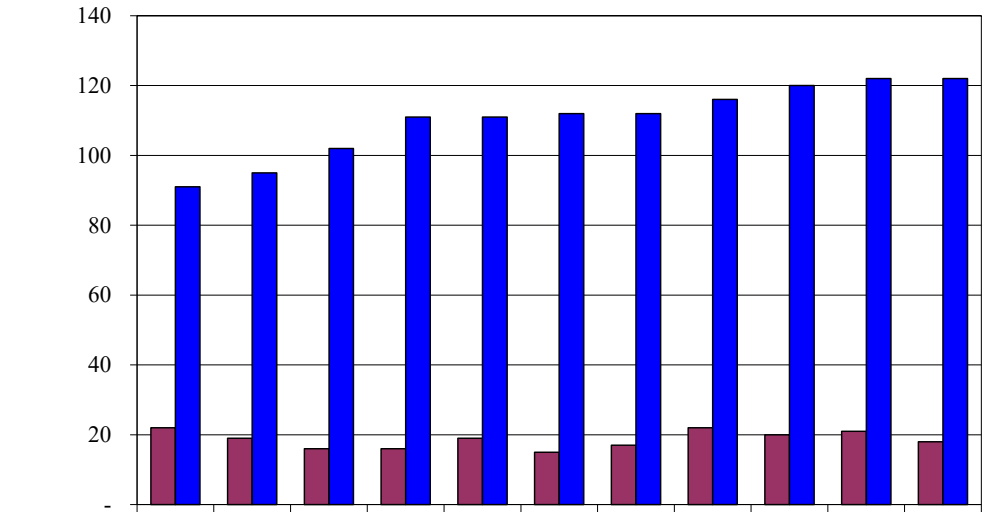


Packet 6-21-23
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SUMMARY OF DEMOGRAPHIC INFORMATION - SAFETY

	2011	2016	2020	2021
Actives				
■ Counts	22	15	21	18
■ Average PERSable Wages	$ 106,800	$ 106,400	$ 129,400	$ 128,800
■ Total PERSable Wages	2.3	1.6	2.7	2.3
Inactive Members				
■ Counts				
• Transferred	43	32	21	20
• Separated	8	9	10	12
• Receiving Payments	91	112	122	122

SUMMARY OF DEMOGRAPHIC INFORMATION - SAFETY



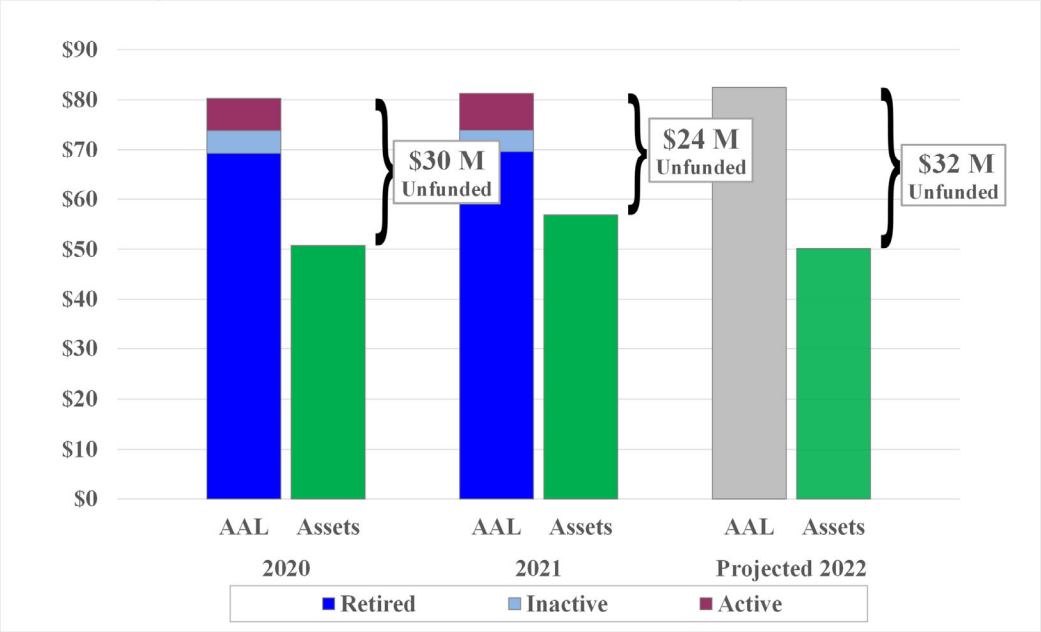
	'11	'12	'13	'14	'15	'16	'17	'18	'19	'20	'21
■ Actives	22	19	16	16	19	15	17	22	20	21	18
■ Receiving Payments	91	95	102	111	111	112	112	116	120	122	122

PLAN FUNDED STATUS - SAFETY

	June 30, 2020	June 30, 2021
■ **Actuarial Accrued Liability**		
● Active	$6,400,000	$7,300,000
● Retiree	69,300,000	69,700,000
● Inactive	4,600,000	4,300,000
● Total	80,300,000	81,300,000
■ **Assets**	50,700,000	56,800,000
■ **Unfunded Liability**	29,600,000	24,500,000
■ **Funded Ratio**	63.2%	69.9%
■ **Average funded ratio for CalPERS Public Agency Safety Plans**	69.2%	80.9%

PLAN FUNDED STATUS - SAFETY

City CalPERS Assets and Actuarial Liability ($Millions)[18]



[18] Projected 2022 assets reflects -7.5% CalPERS investment return for 2021/22.

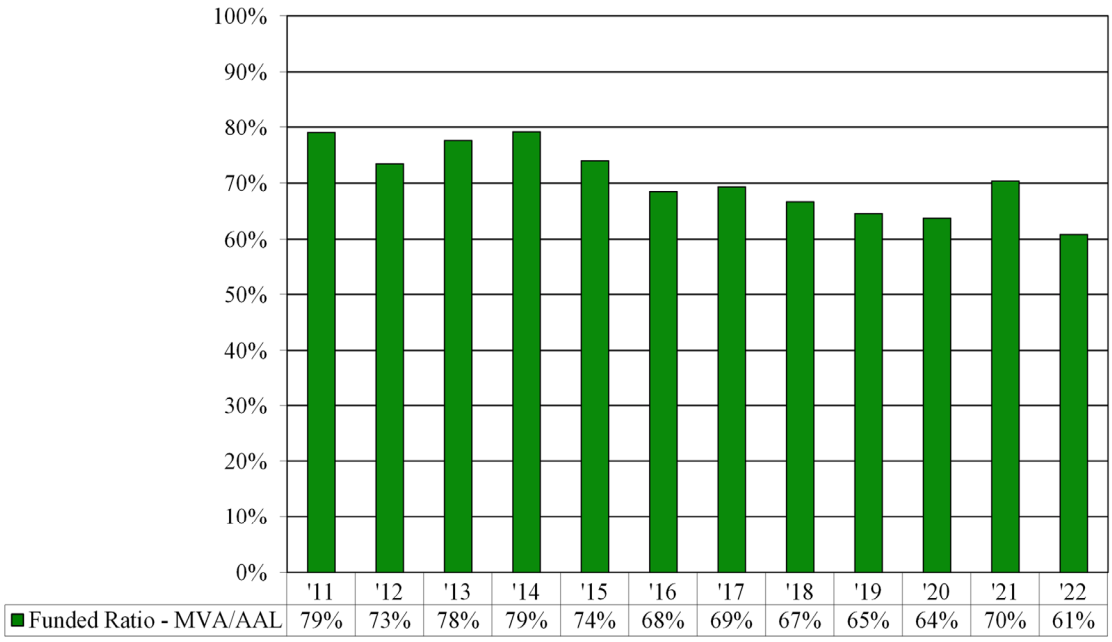
PLAN FUNDED STATUS - SAFETY

Discount Rate Sensitivity
June 30, 2021

	Discount Rate		
	6.80%	**6.30%**[19]	**5.80%**
AAL	$81,300,000	$86,300,000	$91,300,000
Assets	56,800,000	56,800,000	56,800,000
Unfunded Liability	24,500,000	29,500,000	34,500,000
Funded Ratio	69.9%	65.8%	62.2%

[19] Estimated by Foster & Foster.

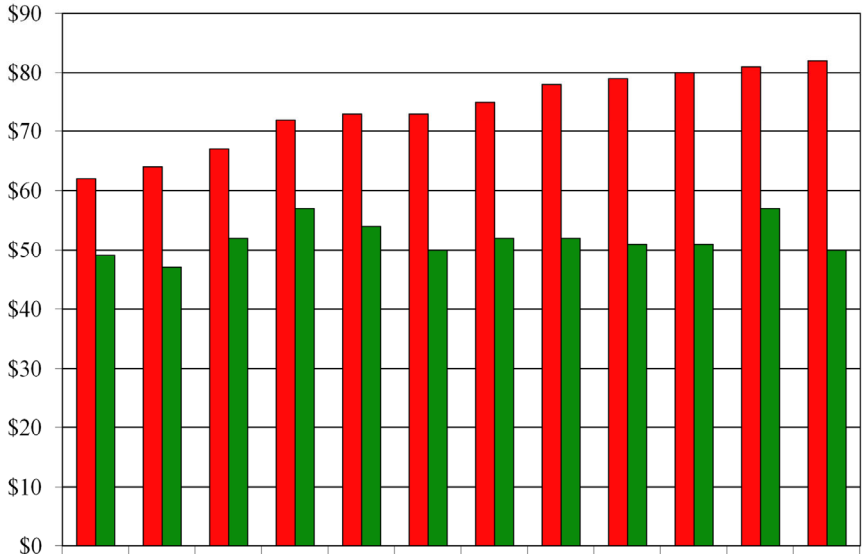
FUNDED RATIO - SAFETY



	'11	'12	'13	'14	'15	'16	'17	'18	'19	'20	'21	'22
Funded Ratio - MVA/AAL	79%	73%	78%	79%	74%	68%	69%	67%	65%	64%	70%	61%

6/30/22 funded status estimated

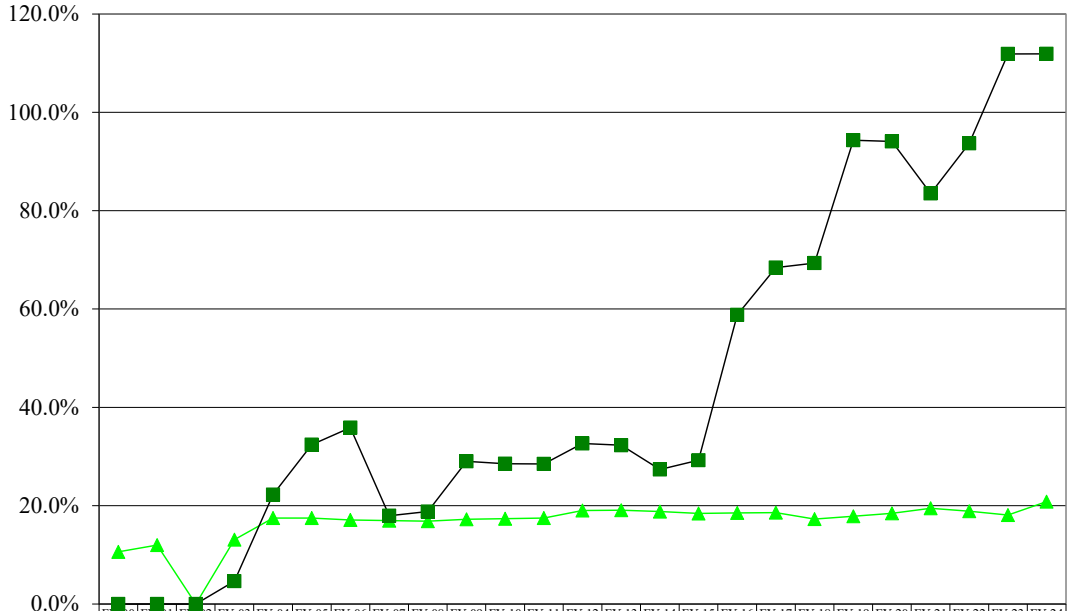
FUNDED STATUS (MILLIONS) - SAFETY



	'11	'12	'13	'14	'15	'16	'17	'18	'19	'20	'21	'22
Actuarial Liability	62	64	67	72	73	73	75	78	79	80	81	82
Market Asset Value	49	47	52	57	54	50	52	52	51	51	57	50

6/30/22 funded status estimated

CONTRIBUTION RATES - SAFETY



	FY 00	FY 01	FY 02	FY 03	FY 04	FY 05	FY 06	FY 07	FY 08	FY 09	FY 10	FY 11	FY 12	FY 13	FY 14	FY 15	FY 16	FY 17	FY 18	FY 19	FY 20	FY 21	FY 22	FY 23	FY 24
ER Normal Cost	10.6%	12.0%	0	13.1%	17.5%	17.5%	17.1%	17.0%	16.8%	17.2%	17.3%	17.5%	19.0%	19.1%	18.8%	18.4%	18.5%	18.6%	17.3%	17.8%	18.4%	19.5%	18.9%	18.1%	20.8%
Total ER Cont Rate	0.0%	0.0%	0	4.7%	22.3%	32.4%	35.9%	17.9%	18.8%	29.0%	28.5%	28.5%	32.6%	32.3%	27.4%	29.2%	58.8%	68.4%	69.4%	94.3%	94.1%	83.5%	93.7%	111.9%	111.9%

FY02 contribution rates are missing

CONTRIBUTION RATES - SAFETY

	6/30/21 Valuation 2023/2024 Contribution Rates		
	Total[20]	**Tier 1 2%@55**	**PEPRA 2%@62**
■ Base Total Normal Cost	31.2%	34.6%	27.3%
■ Class 1 Benefits			
● Final One Year Compensation	0.8%	1.5%	-
● Total Normal Cost	32.0%	36.1%	27.3%
■ Formula's Expected EE Contr. Rate	11.2%	9.0%	13.8%
■ ER Normal Cost	20.8%	27.1%	13.5%
■ Amortization Payment	91.1%	168.7%	0.8%
■ Amortization of Side Fund	-	-	-
■ **Total ER Contribution**	**111.9%**	**195.8%**	**14.4%**
■ Employee counts	18	9	9
■ Employee payroll (in 000's)	$ 2,595	$ 1,395	$ 1,200
■ **Total ER Contribution $ (in 000's)**	**$ 2,904**	**$ 2,732**	**$ 172**

[20] Weighting of total contribution based on projected classic and PEPRA payrolls. Different from slide 22. Contribution rate has been adjusted based on projected FY23/24 payroll reflecting 3% pay increase at 7/1/22.

CONTRIBUTION RATES - SAFETY

	6/30/20 2022/2023[21]	6/30/21 2023/2024
■ Total Normal Cost	29.1%	32.0%
■ Employee Normal Cost	11.1%	11.2%
■ Employer Normal Cost	18.1%	20.8%
■ Amortization Payments	93.8%	91.1%[22]
■ Total Employer Contribution Rate	111.9%	111.9%
■ 2022/23 Employer Contribution Rate		111.9%
● 6/30/17 Discount Rate & Inflation (5th Year)		1.2%
● 6/30/18 Discount Rate change (4th Year)		1.8%
● 6/30/21 Demog. Assumption change (1st year, no ramp)		3.1%
● 6/30/21 Risk Mitigation (Normal Cost change)		1.4%
● Other (Gains)/Losses mainly net investment gain		-7.5%
■ 2023/24 Employer Contribution Rate		111.9%

[21] Different from slide 50. Contribution rate has been adjusted based on actual FY22/23 payroll.

[22] Equivalent to 10.2% of UAL. One year, 6.8% interest on the UAL is 60.8% of payroll. 2023/24 amortization payment exceeds interest on the UAL, so there is no "negative amortization."

CONTRIBUTION PROJECTIONS - SAFETY

- Investment returns:
  - June 30, 2022 (7.5%)[23]
  - Future returns based on stochastic analysis using 1,000 trials
  - Single year returns[24] with current investment mix, no risk mitigation:

	Percentile		
	25th	50th	75th
First 10 years	**-1.8%**	**6.0%**	**14.7%**
After 10 years	**-0.7%**	**7.5%**	**16.4%**

  - Assumes investment returns will generally be lower over the next 10 years and higher beyond that.
- Discount Rate decreases due to Risk Mitigation policy – Ultimate rate 6.0%
- No Other: Gains/Losses, Method/Assumption Changes, Benefit Improvements
- Different from CalPERS projection
- Impact of Risk Mitigation Policy:
  - Net impact of investment gain and discount rate change amortized over 20 years with 5 year ramp up
  - Same amortization method for all future years

[23] Gross return based on June 30, 2022 CalPERS Annual Financial Comprehensive Report issued in November 2022.
[24] Nth percentile means N percentage of our trials result in returns lower than the indicated rates.

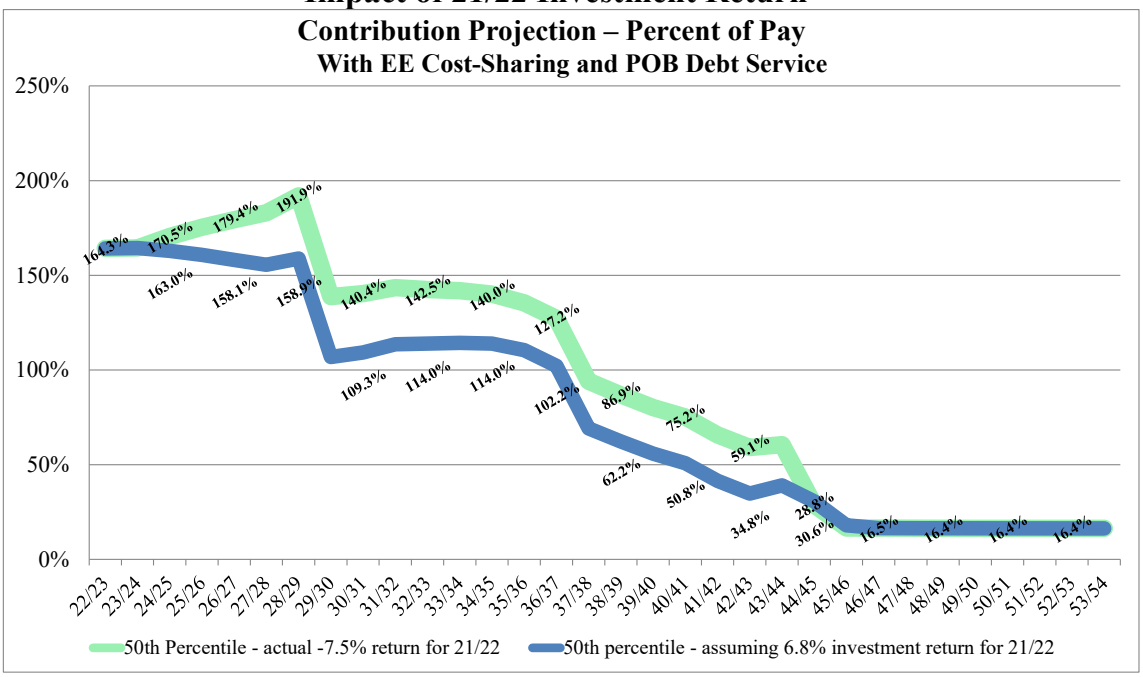
CONTRIBUTION PROJECTIONS - SAFETY

- New hire assumptions:
  - All new hires assumed PEPRA members and none are Classic members
- 6/30/21 employee distribution:

Benefit Tier	Count	%	20/21 Payroll	%
3%@50 FAE1	9	50.0%	$1,246,805	53.8%
2.7%@57 FAE3 (PEPRA)	9	50.0%	1,072,468	46.2%

- Employee Cost sharing: 3% for classic members
- Projection includes City additional 3% pay increase @ 7/1/22, in addition to CalPERS salary assumption

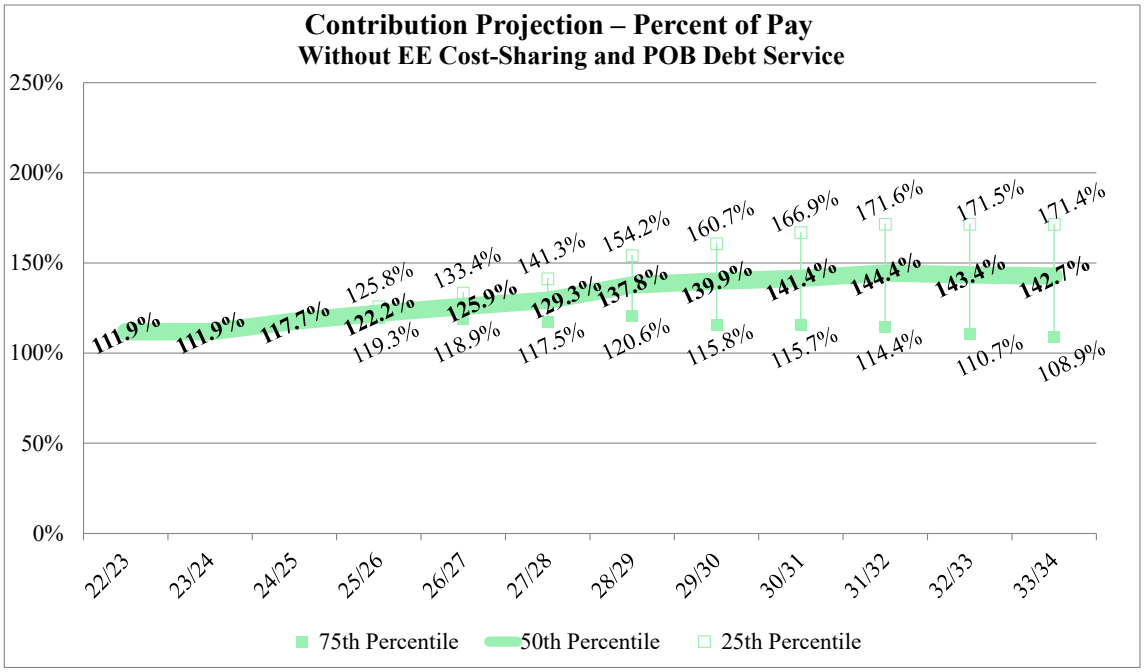
Impact of 21/22 Investment Return



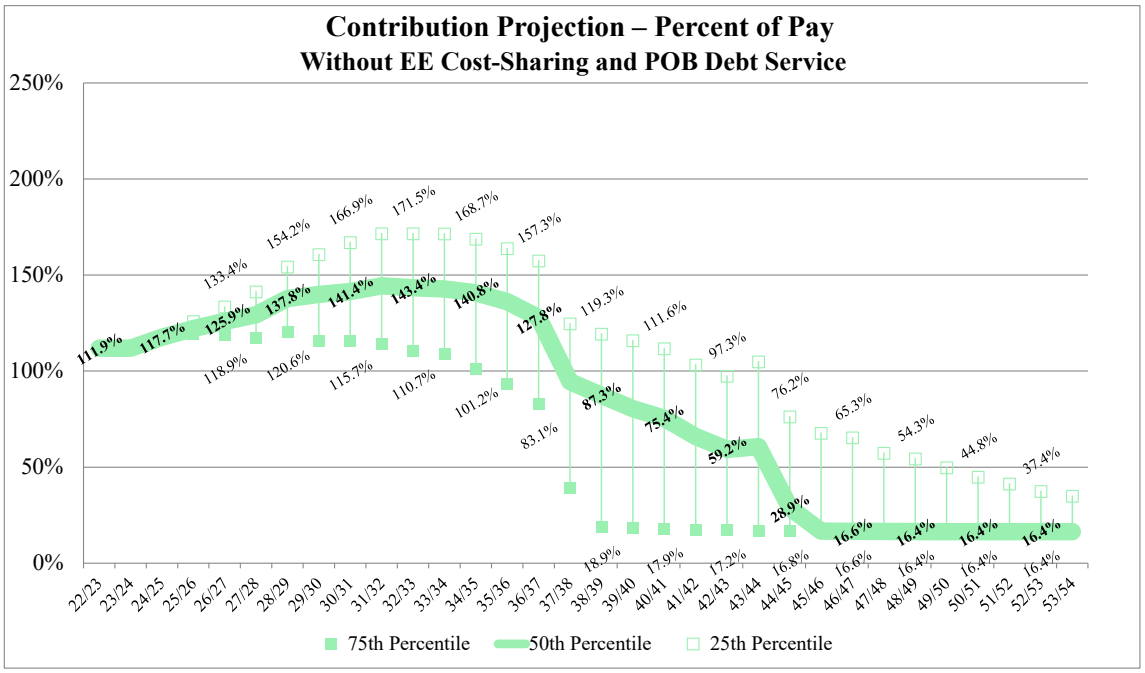
CONTRIBUTION PROJECTIONS - SAFETY

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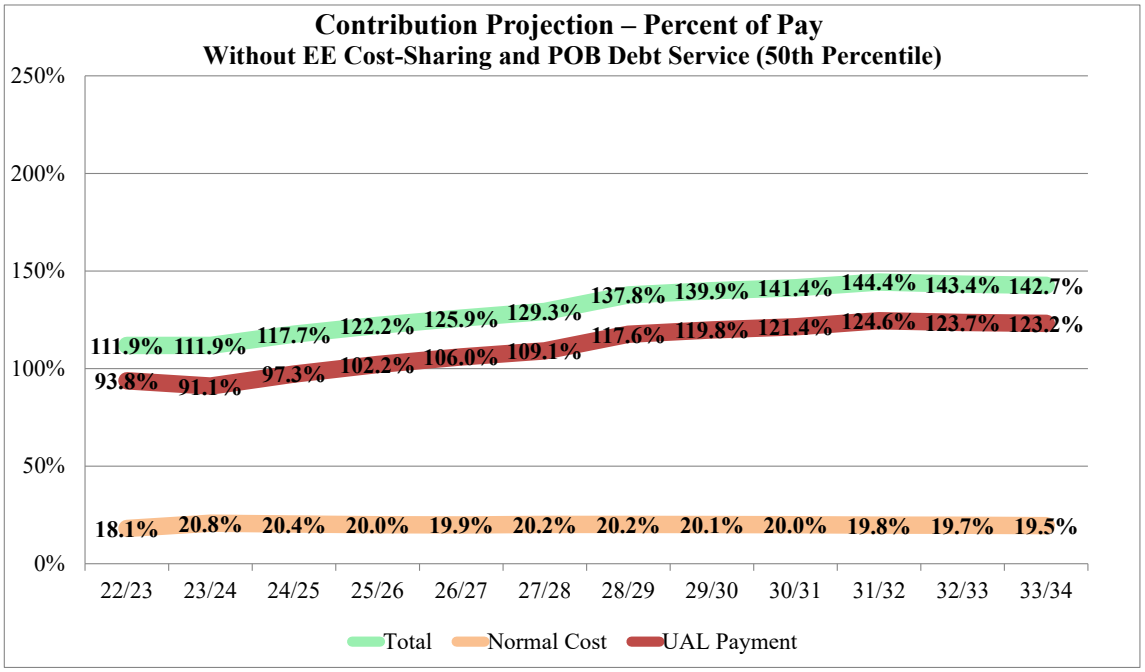
CONTRIBUTION PROJECTIONS - SAFETY



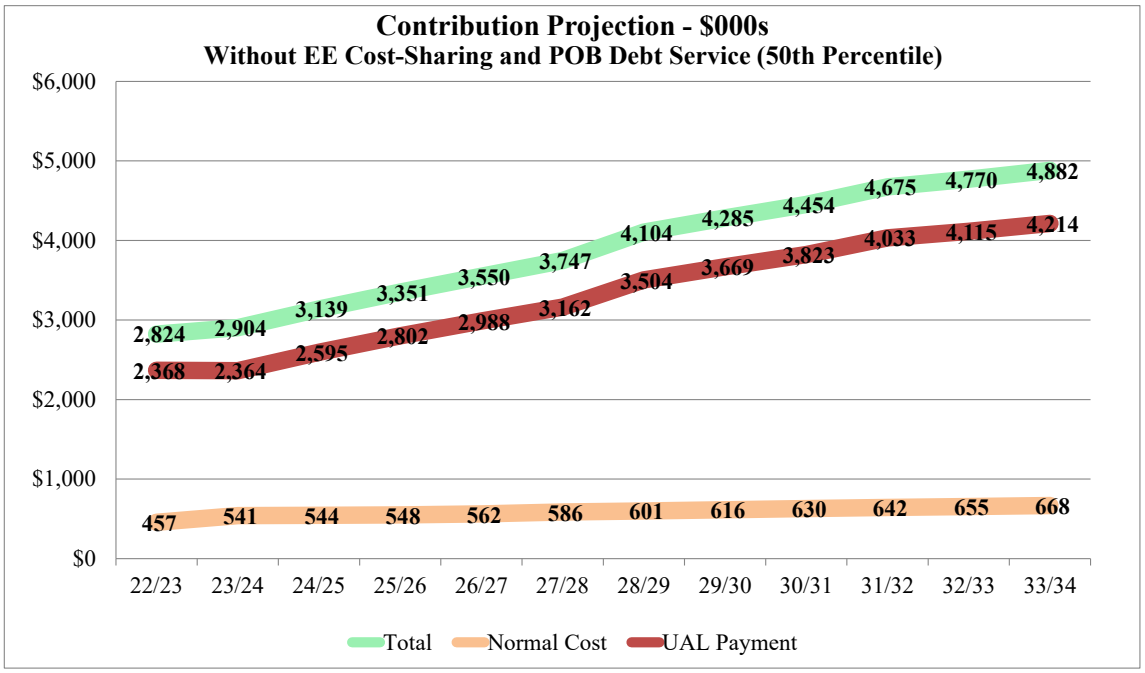
CONTRIBUTION PROJECTIONS - SAFETY



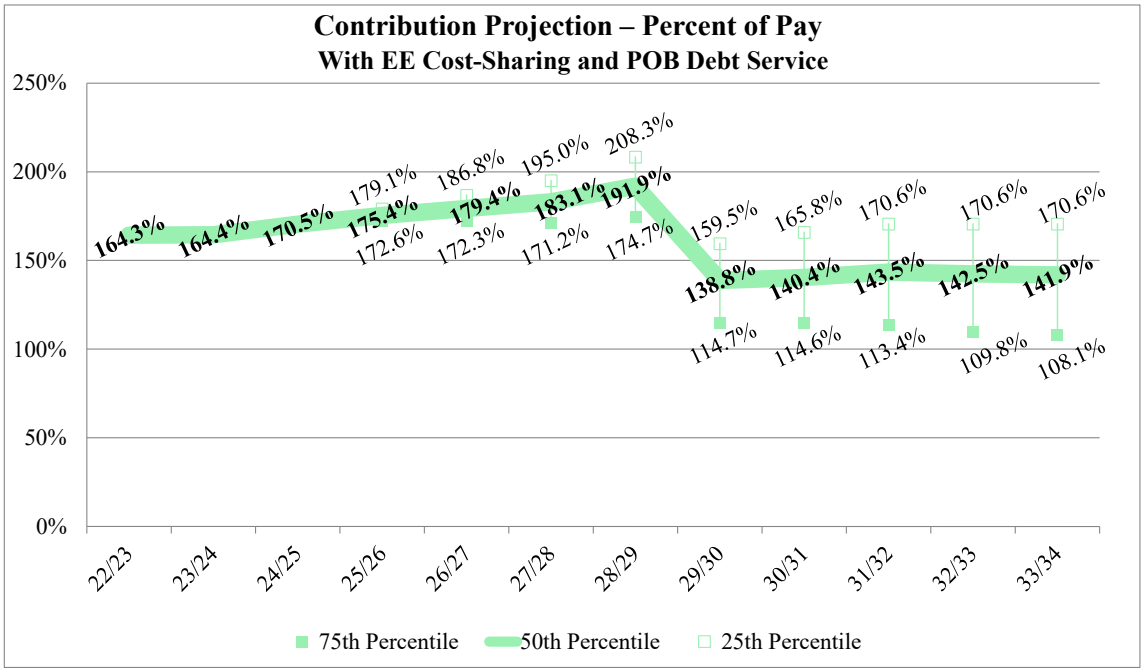
CONTRIBUTION PROJECTIONS - SAFETY



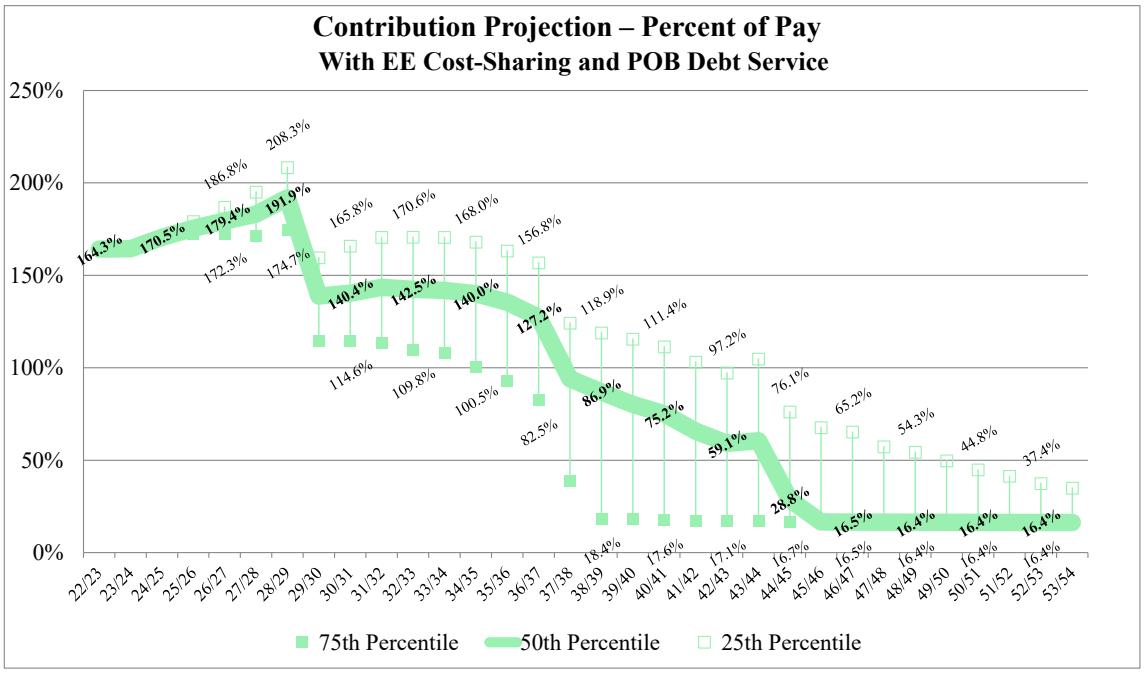
CONTRIBUTION PROJECTIONS - SAFETY



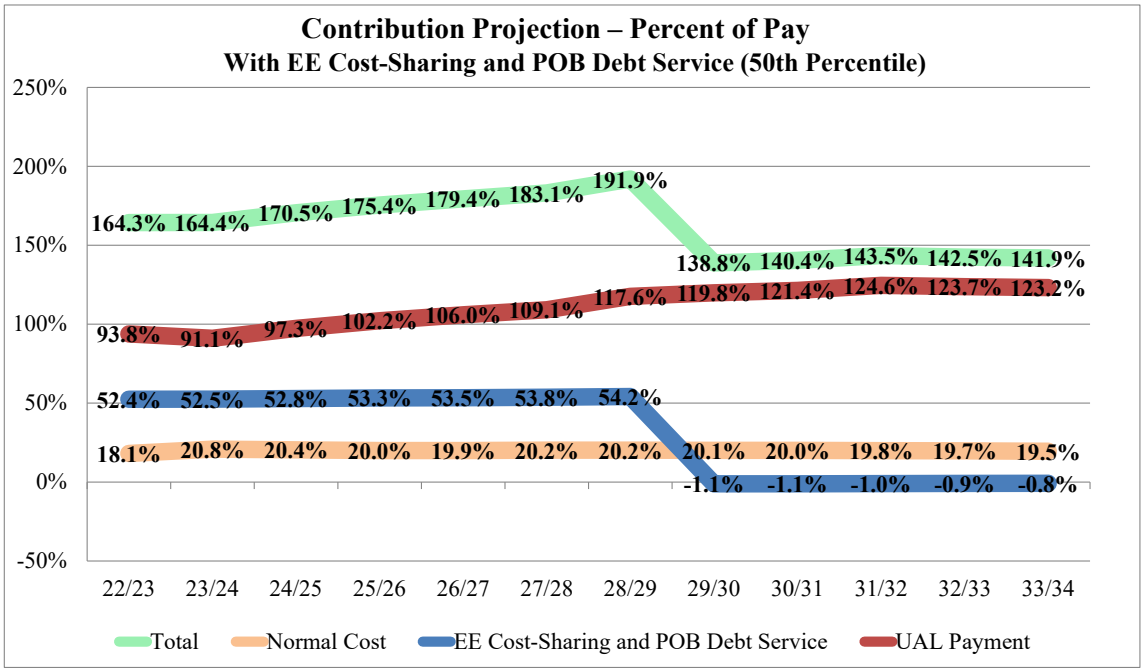
CONTRIBUTION PROJECTIONS - SAFETY



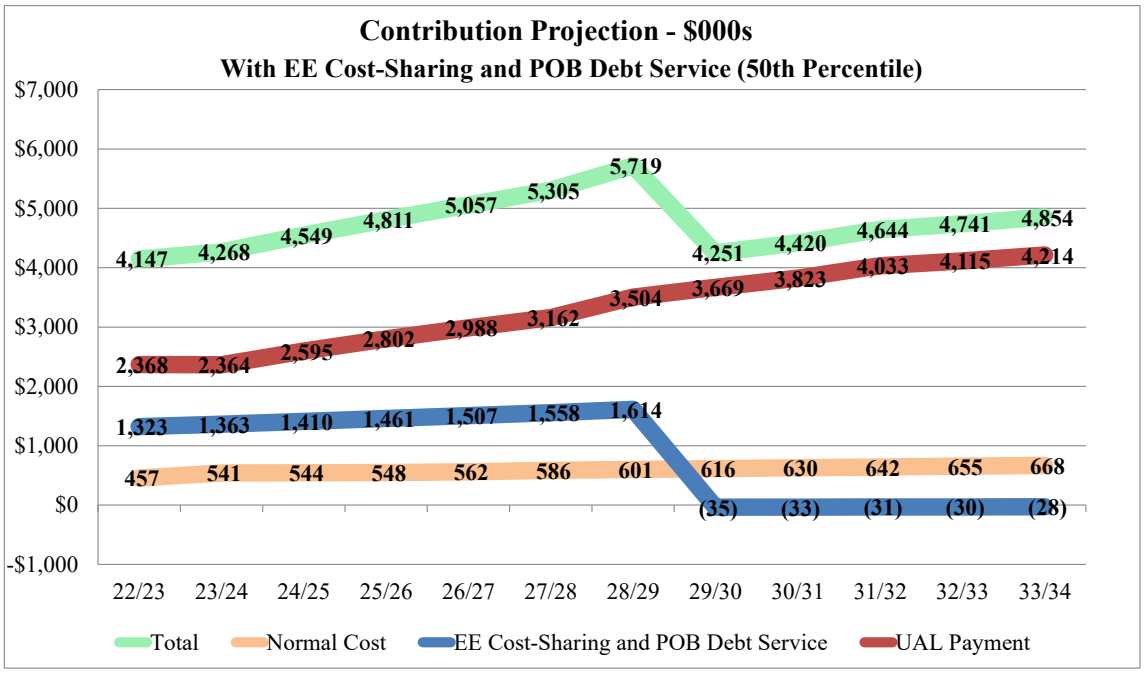
CONTRIBUTION PROJECTIONS - SAFETY

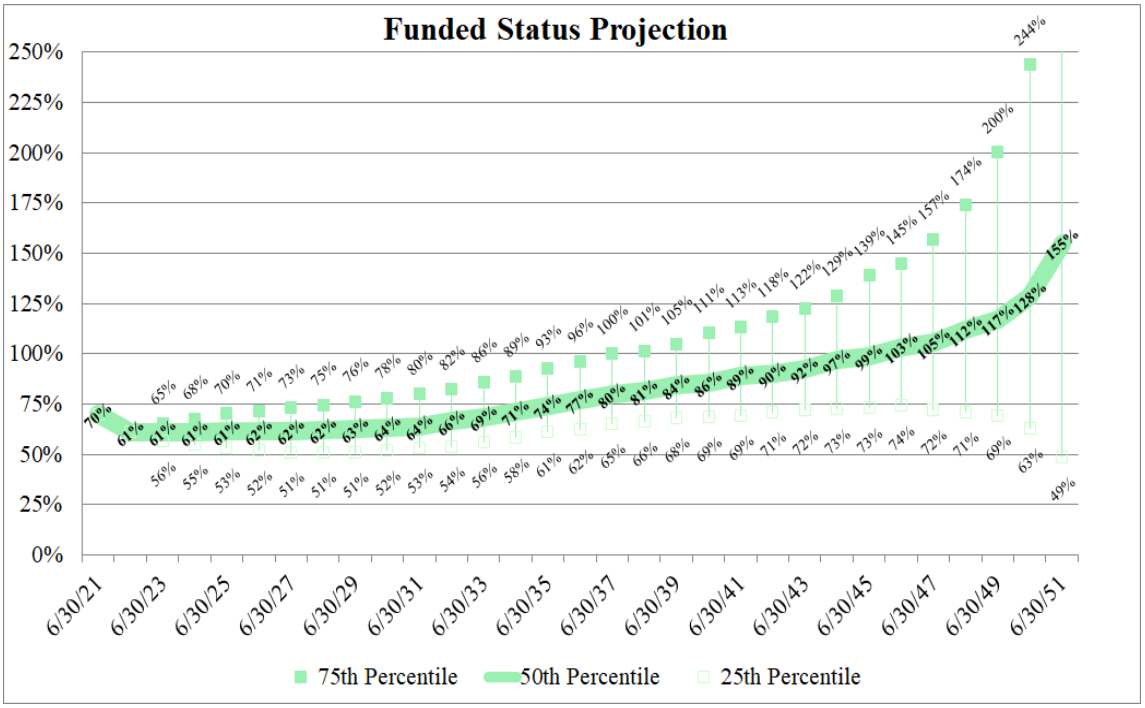


CONTRIBUTION PROJECTIONS - SAFETY



CONTRIBUTION PROJECTIONS - SAFETY





FUNDED STATUS - SAFETY

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PAY INCREASE ANALYSIS - SAFETY

- Methodology
  - Assumes increases are addition to CalPERS Salary increase assumption
  - Assumes there is a permanent long term payroll impact
  - In reality, impact may wear away over time
- 3% COLA Increase at 7/1/22
  - 6/30/23 UAL increase: $224,000
  - 2025/26 UAL payment increase : : $23,000[25]
- 2% COLA Increase at 7/1/23
  - 6/30/24 UAL increase: $151,000
  - 2026/27 UAL payment increase : $15,500
- Normal Cost
  - No change to Normal Cost %
  - Dollar amount increase from higher payroll

[25] Level dollar amortization over 20 years

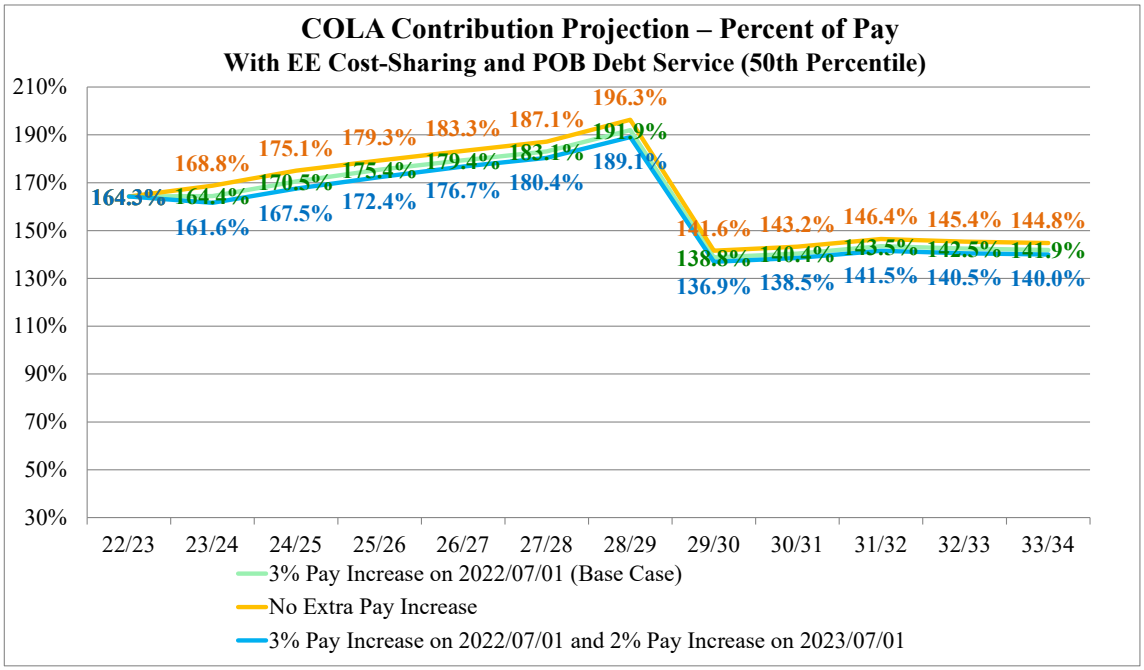
PAY INCREASE ANALYSIS - SAFETY

Projected Payroll

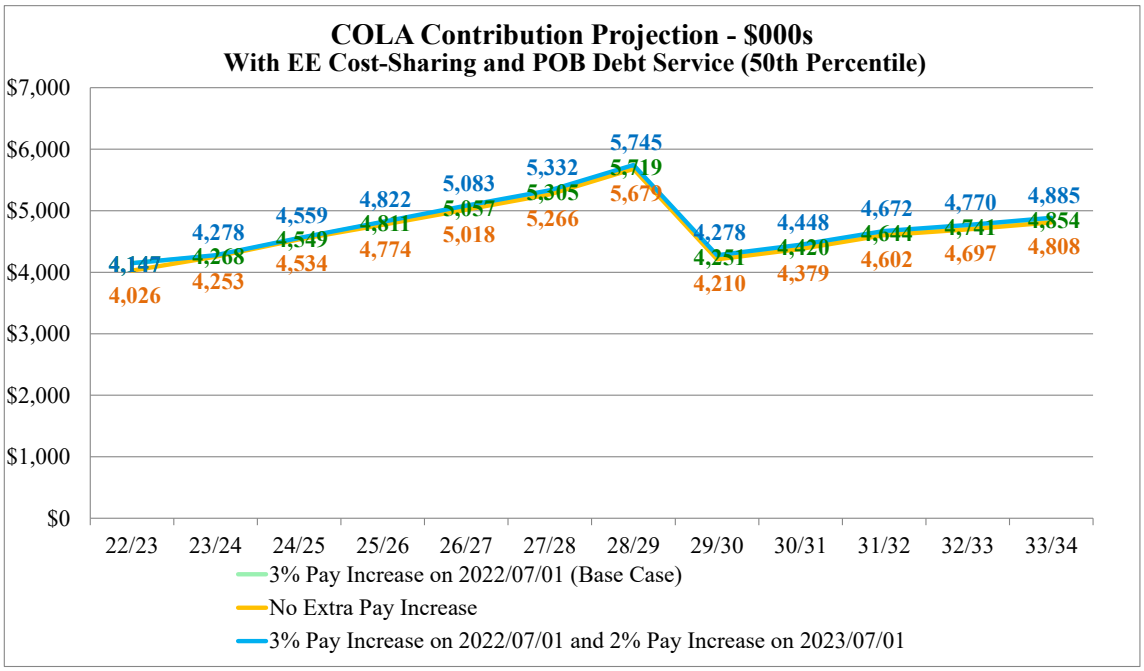
	2022/23	2023/24	2024/25	2025/26	2026/27+
Without Pay Increase[26]	$ 2,451	$ 2,520	$ 2,590	$ 2,663	2.8% annual increases
3% Increase at 7/1/22	2,524	2,595	2,668	2,743	
3% Increase at 7/1/22 & 2% Increase at 7/1/23	2,524	2,647	2,721	2,797	

[26] Projected payroll from CalPERS 6/30/21 reports

PAY INCREASE ANALYSIS - SAFETY

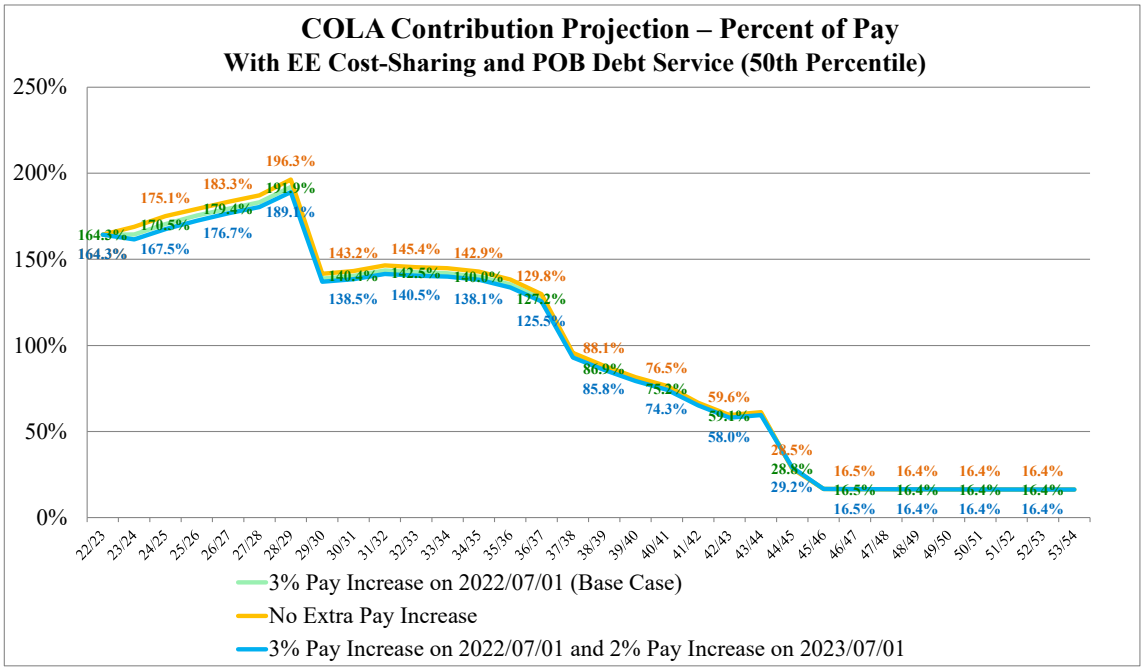


PAY INCREASE ANALYSIS - SAFETY

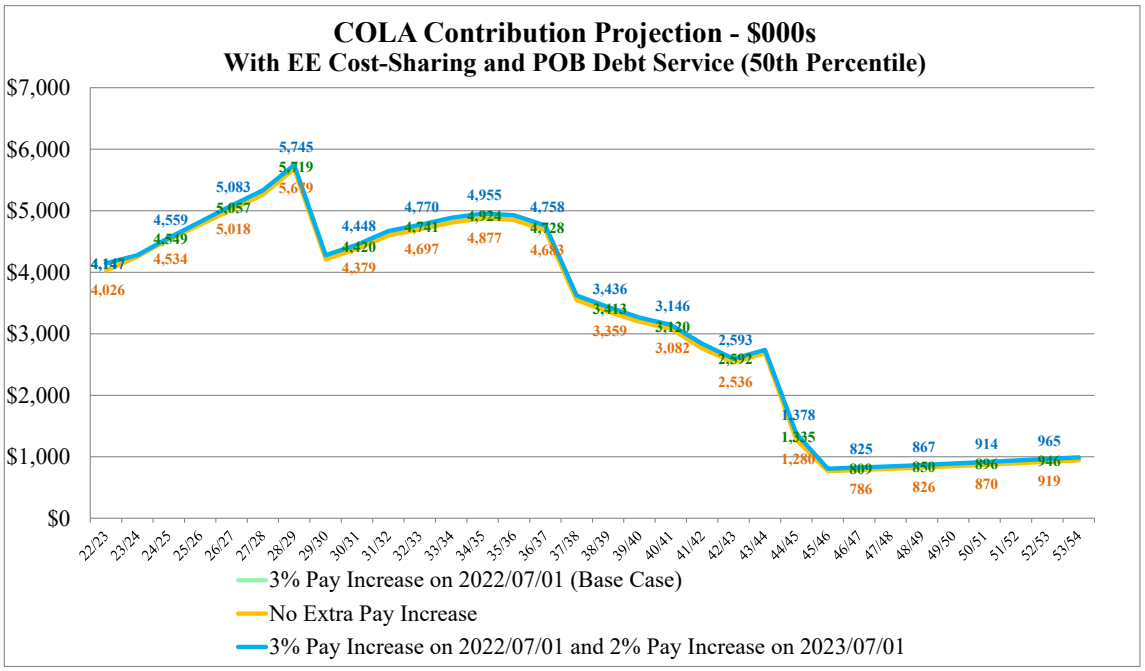


PACC 6-21-23
Page 369

PAY INCREASE ANALYSIS - SAFETY



PAY INCREASE ANALYSIS - SAFETY



Funded Status Summary on June 30, 2021

(Amounts in $Millions)

	Miscellaneous	Safety	Total
■ **AAL**	$ 62.5	$ 81.3	143.8
■ **Assets**	47.8	56.8	104.6
■ **Unfunded AAL**	14.7	24.5	39.2
■ **Funded Ratio**	76.5%	69.9%	72.7%

Projected Funded Status Summary on June 30, 2022[27]

(Amounts in $Millions)

	Miscellaneous	Safety	Total
■ **AAL**	$ 63.5	$ 82.2	$ 145.7
■ **Assets**	42.4	50.2	92.6
■ **Unfunded AAL**	21.1	32.0	53.1
■ **Funded Ratio**	66.8%	61.1%	63.6%

[27] Projected 2022 assets reflects -7.5% CalPERS investment return for 2021/22.

COMBINED MISCELLANEOUS AND SAFETY

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LEAVING CALPERS

- Participation in CalPERS is governed by State law and CalPERS rules
- The following are considered "withdrawing" from CalPERS:
  - Exclude new hires from CalPERS & giving them a different pension
  - Stop accruing benefits for current employees
- "Withdrawal" from CalPERS:
  - Treated as plan termination
  - Liability increased for conservative investments
  - Liability increased for future demographic fluctuations
  - Liability must be funded immediately by withdrawing agency
  - Otherwise, retiree benefits are cut

LEAVING CALPERS

CalPERS Termination Estimates on June 30, 2021 (Amounts in Millions)

Discount Rate	Ongoing Plan 6.80%	Termination Basis 1.00%	Termination Basis 2.25%
Miscellaneous			
Actuarial Accrued Liability	$ 62.5	$ 127.6	$ 109.5
Assets	47.8	47.8	47.8
Unfunded AAL (UAAL)	14.7	79.8	61.7
Funded Ratio	76.5%	37.4%	43.6%
Safety			
Actuarial Accrued Liability	$ 81.3	$ 181.5	$ 152.3
Assets	56.8	56.8	56.8
Unfunded AAL (UAAL)	24.5	124.7	95.5
Funded Ratio	69.9%	31.3%	37.3%

PEPRA Cost Sharing

- Target of 50% of total normal cost paid by all employees
- *PEPRA members* must pay greater of 50% of total normal cost or bargained amount if higher
- Employer cannot pay any part of *PEPRA member* required employee contributions
- Employer may impose current employees pay 50% of total normal cost (limited to 8% of pay for Miscellaneous and 12% for Safety) if not agreed through collective bargaining
- Miscellaneous Plan 2023/24:

	Classic Members Tier 1 2%@55 FAE1	New Members PEPRA 2%@62 FAE3
Employer Normal Cost	12.5%	7.68%
Member Normal Cost	6.9%	7.75%
Total Normal Cost	19.4%	15.43%
50% Target	9.7%	7.72%

PEPRA Cost Sharing

- Safety Plan 2023/24:

	Classic Members Tier 1 3%@50 FAE1	New Members PEPRA 2.7%@57 FAE3
Employer Normal Cost	27.1%	13.54%
Member Normal Cost	9.0%	13.75%
Total Normal Cost	36.1%	27.29%
50% Target	18.1%	13.65%

- PEPRA Member Contributions:

Group	2022/23		2023/24			
	Total NC (Basis)	Member Rate	Total Normal Cost	Change	Member Rate	Method
Miscellaneous	13.74%	6.75%	15.43%	**1.7%**	**7.75%**	PEPRA Members
Safety	26.04%	13.00%	27.29%	**1.2%**	**13.75%**	PEPRA Members

IRREVOCABLE SUPPLEMENTAL (§115) PENSION TRUST

- Can only be used to:
  - Reimburse City for CalPERS contributions
  - Make payments directly to CalPERS
- Investments significantly less restricted than City investment funds
  - Fiduciary rules govern Trust investments
  - Usually, designed for long term returns
- Assets don't count for GASB accounting
  - Are considered Employer assets
- Over 100 trusts established, mostly since 2015
  - Trust providers: PARS, PFM, Keenan
  - California Employers' Pension Prefunding Trust (CEPPT) effective July 2019
    - Strategy 1: 48% stocks / 52% bonds
    - Strategy 2: 22% stocks / 78% bonds

IRREVOCABLE SUPPLEMENTAL (§115) PENSION TRUST

- More flexibility than paying CalPERS directly
  - City decides if and when and how much money to put into Trust
  - City decides if and when and how much to withdraw to pay CalPERS or reimburse Agency
- Funding strategies typically focus on
  - Reducing the unfunded liability
    - Fund enough to make total CalPERS UAL = 0
    - Make PEPRA required payments from Trust when overfunded
  - Stabilizing contribution rates
    - Mitigate expected contribution rates to better manage budget
  - Combination
    - Use funds for rate stabilization/budget predictability
    - Target increasing fund balance to pay off UAL sooner

IRREVOCABLE SUPPLEMENTAL (§115) PENSION TRUST

- Consider:
  - How much can you put into Trust?
    - ☐ Initial seed money?
    - ☐ Additional amounts in future years?
  - When do you take money out?
    - ☐ Target budget rate?
    - ☐ Year target budget rate kicks in?
    - ☐ Before or after CalPERS rate exceeds budgeted rate?

IRREVOCABLE SUPPLEMENTAL (§115) PENSION TRUST

Supplemental Trust vs. CalPERS

Supplemental Trust	CalPERS
● Flexible	● Locked In
● Likely lower long-term return	● Likely higher long-term return
● Investment strategy choice	● No investment choice
● Does not reduce net pension liability for GASB reporting	● Reduces net pension liability for GASB reporting
● More visible	● More restricted

Illustration
Supplemental Trust Assumptions

	Miscellaneous	Safety
Contributions		
● Initial Contribution at 6/30/23	$200,000	$300,000
● Additional Contributions[28] (2023/24 to 2026/27)	2.5% of Payroll	4.0% of Payroll
Trust Earnings	5.0%	5.0%

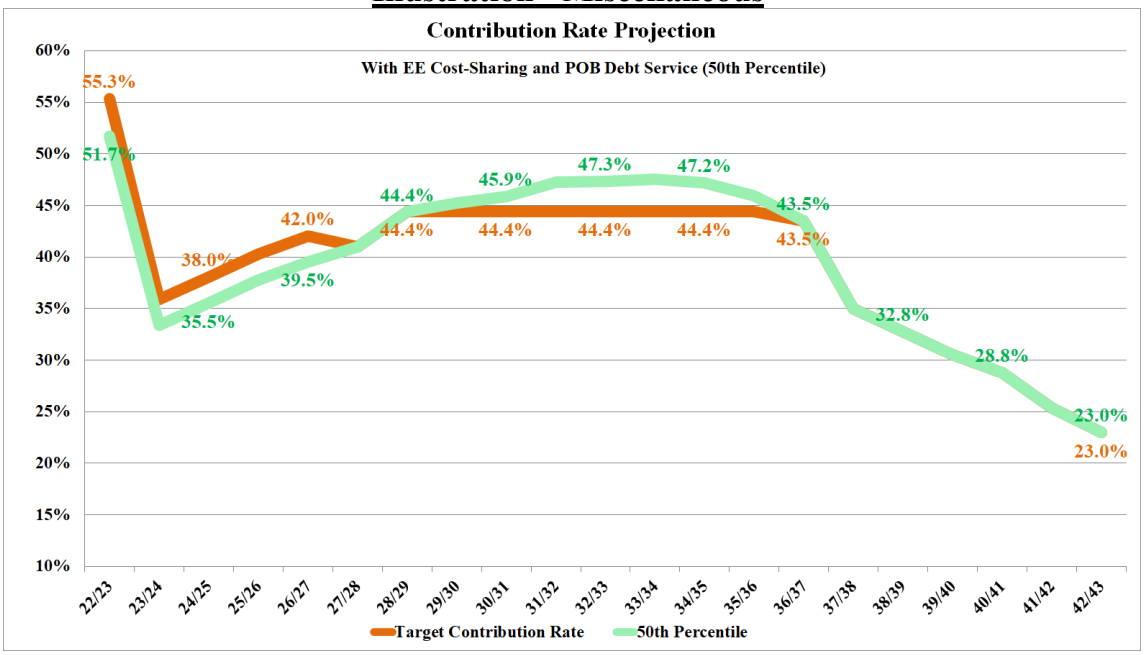
[28] For 2023/24 this is approximately $144,000 for Miscellaneous and $104,000 for Safety.

IRREVOCABLE SUPPLEMENTAL (§115) PENSION TRUST

Illustration
Projected Contribution Targets/Savings

	Miscellaneous	Safety
Target		
● City's Target Contribution Rate	44.4%	135.7%
● 1st Year of Trust Withdrawals	2028/29	2029/30
● Last Year of Trust Withdrawals	2035/36	2034/35
Savings		
● Total	$405,000	$360,000
● Present Value of Savings (3% discount rate)	147,000	128,000

Illustration - Miscellaneous



IRREVOCABLE SUPPLEMENTAL (§115) PENSION TRUST

Illustration - Miscellaneous

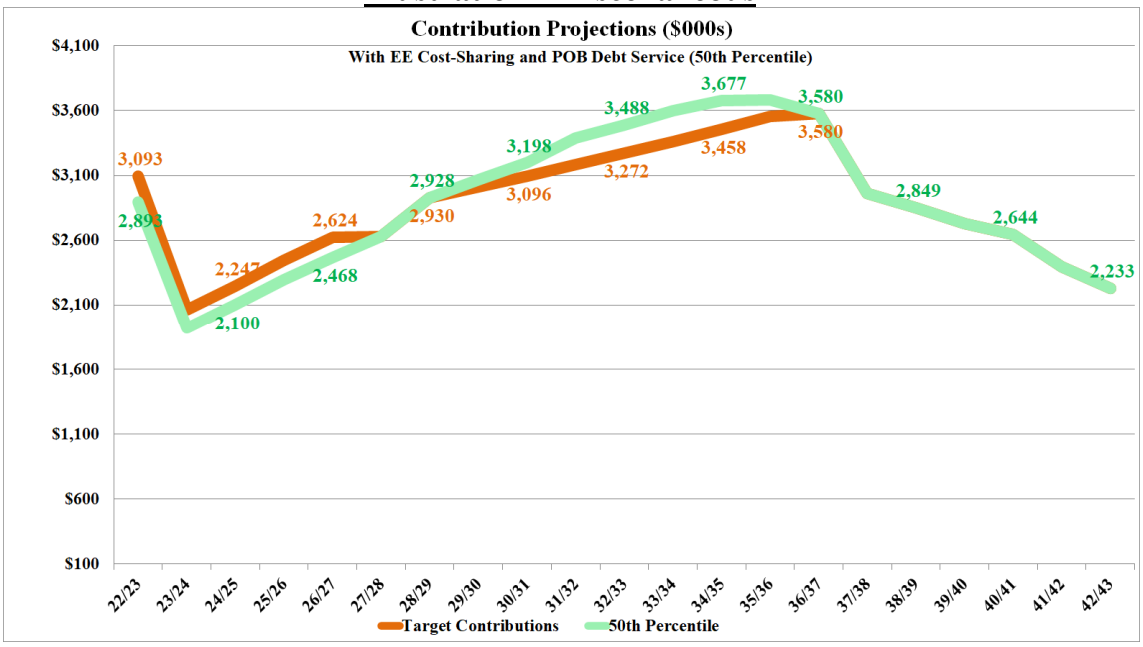
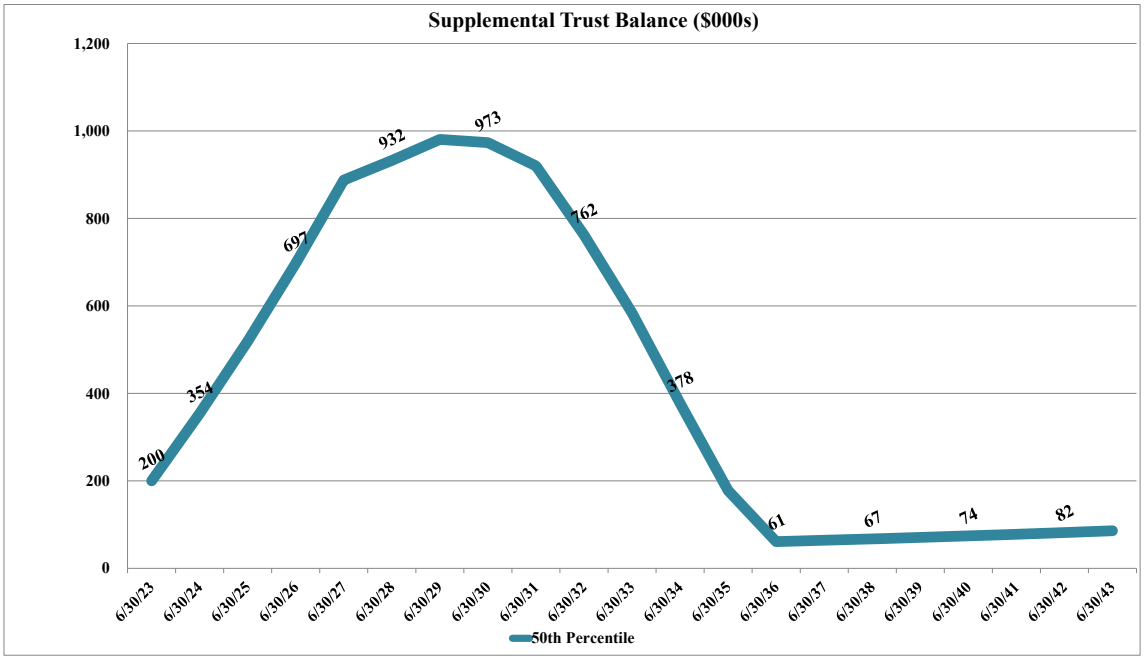


Illustration - Miscellaneous



IRREVOCABLE SUPPLEMENTAL (§115) PENSION TRUST

Illustration - Safety

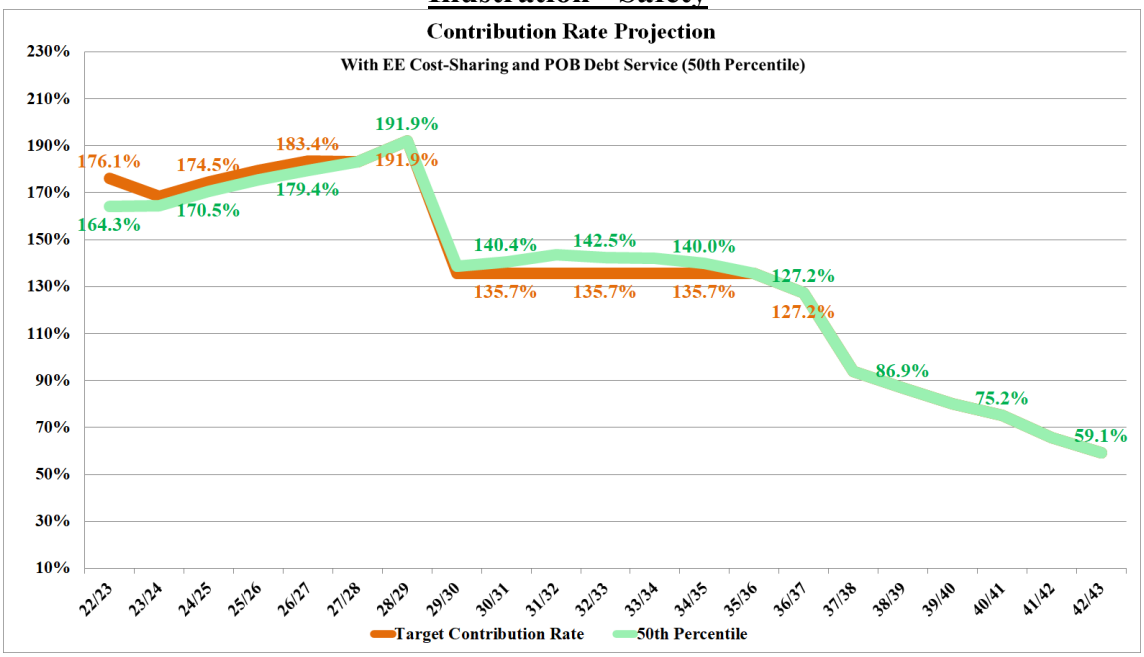
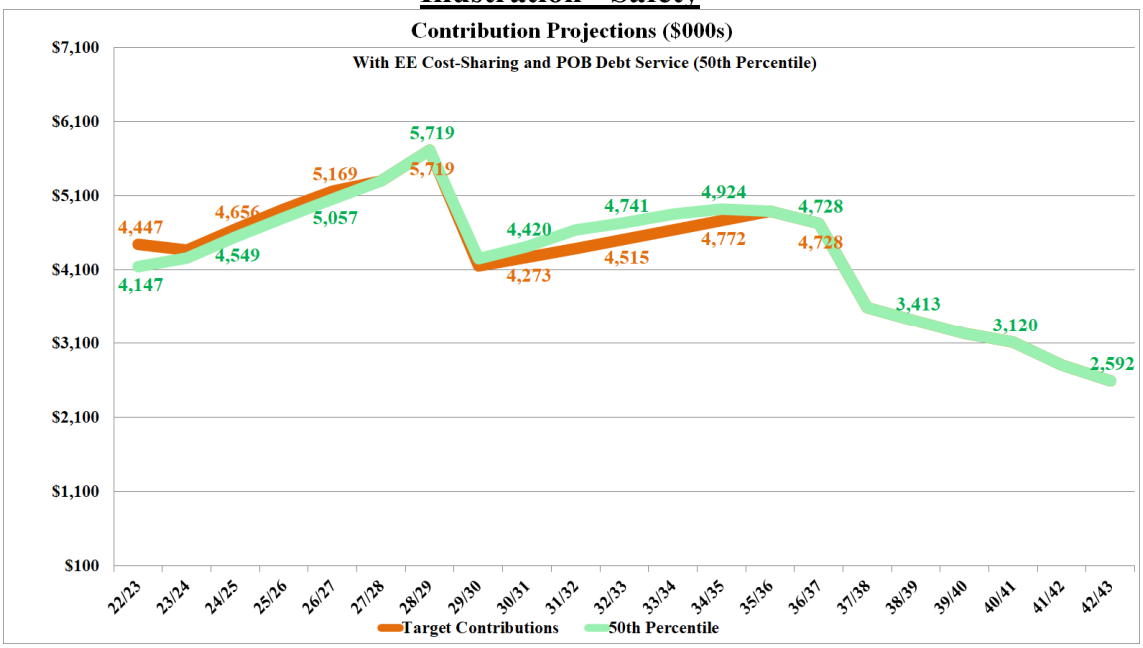
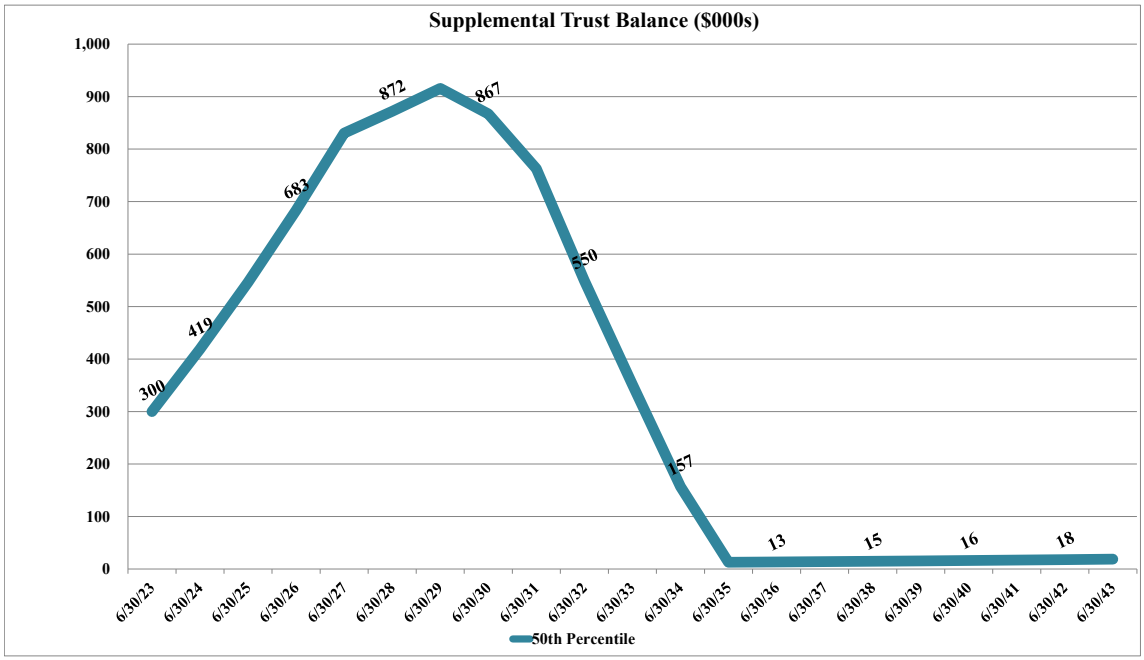


Illustration - Safety



IRREVOCABLE SUPPLEMENTAL (§115) PENSION TRUST

Illustration - Safety



ACTUARIAL CERTIFICATION

This report presents analysis of the City of Pacific Grove 's CalPERS pension plans. The purpose of this report is to provide the City:

- Historical perspective on the plan investment returns, assets, funded status and contributions.
- Projections of likely future contributions and the impact of investment volatility

The calculations and projections in this report are based on information contained in the City's June 30, 2021 and earlier CalPERS actuarial valuation reports. We reviewed this information for reasonableness, but do not make any representation on the accuracy of the CalPERS reports.

Future investment returns and volatility are based on Foster & Foster Capital Market model which results in long term returns summarized on pages 25 and 55.

Future results may differ from our projections due to differences in actual experience as well as changes in plan provisions, CalPERS actuarial assumptions or methodology. Other than variations in investment return, this study does not analyze these.

To the best of our knowledge, this report is complete and accurate and has been conducted using generally accepted actuarial principles and practices. As members of the American Academy of Actuaries meeting the Academy Qualification Standards, we certify the actuarial results and opinions herein.

Respectfully submitted,

DRAFT

Doug Pryor, ASA, EA, MAAA
Foster & Foster, Inc.
DRAFT

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Bianca Lin, FSA, EA, MAAA
Foster & Foster, Inc.
DRAFT

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: June 21, 2023

SUBJECT: Purple Pipe Feasibility Study

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

RECOMMENDATION

1. Receive Report and Provide Direction.
2. Alternatively, discuss and take other action related to this item.

DISCUSSION

The City of Pacific Grove (City) constructed the Pacific Grove Local Water Project (LWP) and completed construction in 2017. The primary purpose of the project was to produce and distribute high quality recycled water to replace potable water, previously used for irrigation purposes. The LWP consisted of the construction of a sewer diversion structure, a 0.25 million gallons per day satellite recycled water treatment plant, pump station, force main pipeline, 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 restrooms for toilet flushing, and onsite retrofits required for the use of recycled water. The project can serve up to 125 acre-feet per year of recycled water primarily to the Pacific Grove Golf Links, Point Pinos Lighthouse and El Carmelo Cemetery. The predominant use of recycled water is for landscape irrigation.

Historically, the LWP has not maximized its production, producing less than 125-acre feet annually. Not reaching the LWP capacity, has granted the potential for expansion of our distribution system of recycled water, though there are constraints and cost associated with expansion.

Through the City's FY22/23 Capital Improvement Program (CIP), the City Council requested that Public Works investigate and prepare a report to determine the potential feasibility of expanding the LWP to areas that are available for irrigation. The attached technical memorandum (Attachment 1) investigates the feasibility of extending recycled water supply to Perkins Park, Lover's Point, and Caledonia Parks from the LWP.

The technical memo (memo) evaluates the availability of the recycled water demand to expand to the three parks, construction costs associated with expansion to the parks, and wastewater flows that serve the LWP.

Recycled Water Demand for Expansion:
The three parks under evaluation for recycled water to be used for irrigation purposes are Caledonia, Lovers Point and Perkins Parks. These parks are located near the eastern end of the front nine holes of the Pacific Grove Golf Course where two potential connection points for the park expansion could occur (near the 7th and 6th tees of the golf course). The chart below shows the average historic water use for the parks. These figures illustrate that the annual irrigation use is minimal.

Location/Park	Annual Average in gallons	Annual Average in Acre Feet
Caledonia	387,762	1.19
Lovers Point	713,613	2.19
Perkins Park	498,552**	1.53

* Average for years between 2016-2022
** Calculation is for 4 of the 5 meters at the park. The 5th meter has minimal use.

Construction Cost for Expansion:
Over the last few years construction cost have escalated quickly. To install a delivery pipeline costs would range between $140 -$250 per linear foot, depending on location (green space vs. Roadway)

Location/Park	Total length of Pipe	Total Installation Cost
Caledonia	700 LF	$229,000
Lovers Point	1,480 LF	$594,000
Perkins Park	2,555	$666,000

*Includes design, engineering, permitting, pipeline installation and connections points.

For comparison, installing and delivering recycled water to all 3 parks would cost about $16,000 per acre foot. Current costs for the use and delivery of potable water at the parks is approximately $7,500 per acre-foot, significantly more cost-effective.

Wastewater Flows:
The LWP was designed and constructed to produce up to 125 Acre Feet of recycled water annually. The LWP operator has reported that during the early morning hours (1 AM to 6 AM) the flow in the sewer does not appear to be sufficient to maintain operation of the LWP at its design capacity. The City conducted flow testing in our main sewer trunk line where the sewer water is diverted for treatment. 2022 flow testing has determined that there is 10% more flow in the line compared to testing that was conducted in 2016, but flow between 2 am and 6 am is less than the minimum inflow required to produce during these hours. This is resulting in the plant not maximizing production and barley being able to produce enough recycled water for the current users, the golf course and cemetery.

Ultimately, the current plant inflow (which is the raw wastewater received to the plant) is not sufficient to produce reclaimed water to these additional three parks.

Takeaways and Recommendation

- Usage of potable water is not substantially high at these locations
- Cost of installation and delivery of reclaimed/non-potable water is significantly more costly than the current use of potable water
- The LWP does not currently have enough inflow to allow expansion to these three sites
- Although the use of reclaimed water provides environmental benefits, the plant produced enough inflow to support these additional locations; even if the inflow was at a rate to support expansion, the return on investment would not be actualized for over 30 years

Staff recommends not proceeding with the expansion of reclaimed water delivery from the LWP to the three above mentioned parks.

OPTIONS

Provide alternative direction.

FINANCIAL IMPACT:

There is no fiscal impact by receiving this report.

FOCUSED PRIORITY AREA: Infrastructure

Attachments

Feasibility Study

Executive Summary

Residents and members of the City Council have requested that the Public Works Department investigate and prepare this report. The purpose of this report is to determine the potential feasibility of expanding the Recycled Water (RW) land areas that are available for irrigation. This Technical Memorandum investigates the feasibility extending RW supply to Perkins, Lover's Point and Caledonia parks from the Local Water Project (Water Reclamation Plant (WRP)). The background and purpose of this memorandum is discussed in Section 1. Section 2 provides the water demand history of each park. Seven years of water use data at the parks was examined.

The production of recycled water at the Local Water Project was examined to determine operational changes required for its expansion. Expansion of the irrigation system beyond the golf course requires that the Water Reclamation Plant produce an adequate supply of RW. The WRP operator has reported that during the early morning hours (1 AM to 6 AM) the flow in the sewer does not appear to have sufficient flow to maintain operation of the WRP at its design capacity. This report further recommends that the WRP be reviewed to determine the range of it's flow capacity. In order to increase the daily production of reclaimed water and most importantly reduce the reliance on reclaimed water, ensuring that we are utilizing the plant's potential for treating low flows and peaking the capacity during high flow periods will be vital for ensuring that the maximum potential for reclaiming water is reached and the plant's downtime is minimized during the early morning hours.

The three wastewater flow studies and recommendations for a future flow study are provided in Section 3. An evaluation of wastewater believed to be passing through the WRP diversion structure was conducted. Flow not pumped to the WRP was monitored downstream of the diversion in the Asilomar Blvd sewer entering at MH 980. The flow balance at the diversion structure conducted during November 2022 was inconclusive. The overall flow has increased by 10% in comparison to the flow in 2016. However, the flow patterns have changed in terms of hourly values, total average daily flows, and the ratios of the minimum and maximum to the average.

Section 4 includes an analysis of piping alternatives for delivering RW to the three parks and the estimated costs for installation of the recycled water delivery pipelines and connection to the existing irrigation systems. The proposed pipeline to serve Lover's Point would be 4-inch diameter, and the pipeline to Caledonia Park would be 3-inch. With Perkins Park being 1.2 miles long it was determined that the minimal water requirements in the farthest western portion of the park would not justify costs of a RW pipeline. Two alternative RW pipeline alignments were developed to serve the remainder of the parks.

The cost estimate in Section 4 provides six different combinations of parks and pipeline alternative configurations. Most of the pipeline segments would be constructed in the parks. Sections 5 and 6 provide a brief overview of the environmental and permitting requirements of the proposed expansion. Section 7 provides the Recommendations for the expansion based on this investigation of its feasibility. Appendix A provides additional financial review of the proposed project alternatives.

To obtain enough water for the expansion of the WRP, further investigations and adjustment will be required. It is recommended that sewer flow be measured during the July or August period when the irrigation demands are at a maximum and the WRP is operating at its maximum capacity.

1.0 PURPOSE STATEMENT

The purpose of this project is to determine if conversion from potable to recycled water for irrigation purposes can be feasibly constructed for the Caledonia, Lovers Point and Perkins Parks. The source of water would be the Local Water Project Facility that provides recycled water to the Golf Course, Point Pinos Light House and the Cemetery. The parks and Golf Course distribution connection point are shown on Figure 1-1. Pacific Grove constructed its Local Water Project to convert an independent, sustainable and drought resistant irrigation water supply of its golf course and cemetery from potable to recycled water. That project was developed in part to evidence the City's commitment to potable water savings.

The City of Pacific Grove is committed to the development and operation of the Local Water Project. For many years, the City envisioned the development of a recycled water supply for the irrigation of its Municipal Golf Links, El Carmelo Cemetery and other public landscaping. In addition, the City has developed facilities to capture first flush storm water from its storm drains for the protection of discharges to the environment. The City is committed to the management and use of water from storm water, and dry weather water supplies as a precursor to development of new water supplies.

This commitment to developing recycled water is formally documented in the City's General Plan, Local Coastal Plan, and in the resolutions of several City Councils. The vision for the proposed project has been supported by the citizens of the City and has been refined in studies and engineering investigations. This commitment demonstrates the City's dedication to the conservation of its valuable potable water

resources, the recognition of the regional importance for water conservation, and the desire to ensure safe and economical municipal operations.



Figure 1-1 Recycled Water Expansion Locations

The City's General Plan articulates as policy its goal to "*Endeavor to ensure an adequate water supply for the City's future needs*". The City's General Plan Conservation Element notes that "*recent studies have concluded that residents of Pacific Grove cannot assume a complacent attitude toward the water resources of the area,*" and recommends that the feasibility of the use of recycled water for various uses (including irrigation of various public properties such as the Municipal Golf Course) be pursued by the City and other appropriate jurisdictions.

City residents and members of the City Council have requested that the Public Works Department investigate and prepare a report on this potential expansion of the recycled water expansion project. Conversion from potable to recycled water for irrigation might have a potentially significant cost savings and would be consistent to the resource conservation ethic and practice throughout the Monterey Peninsula by the logical expansion and growth of the recycled water service area. Already, the City has expanded its recycled water distribution area to replace potable with recycled water at the Point Pinos

Lighthouse grounds. The further expansion of the City's recycled water (RW) distribution system would serve as an additional model for the system growth and expansion.

A market Study for recycled water demand was prepared as a part of the City's Facility Plan Report for the local Water Project (June 2014). Many additional recycled water use locations were identified.

2.0 Recycled Water Demand

Cal Am provided seven years of potable water user data for the Caledonia, Lovers Point and Perkins Park. The potable meters supply drinking fountains, bathrooms, and irrigation systems. The water use is reported in gallons for each billing period. No information exists on the daily water demands. Irrigation demand is estimated as the historical total potable water use assuming that the potable drinking water fountains and bathroom demands are small in comparison to the irrigation requirement. In this Technical Memorandum (TM), "monthly water use" is the amount of water used during the reported billing period and not a calendar month.

The City has identified the following three parks that are being considered to convert from potable supply to recycled water supply:

- Caledonia Park
- Lovers Point Park
- Perkins Parks

The monthly water use at Caledonia Park from 2016 through 2022 is tabulated in Table 2-1 and graphically presented as Figure 2-1. The graphs of historical water use illustrate the monthly water variations identifies the peak months that affect the required hydraulic capacities of the transmission piping. Similar data for the Lover's Point and Perkins Parks are presented in Figures 2-2 and 2-3 and Tables 2-2 and 2-3.

Perkins Park irrigation system supplies potable water through five water meters (Figure 2-4). Table 2-3 (Total Monthly Historical) Flow is based on providing recycled water to four of the five existing meter locations. The farthest west meter, located at 1051 Ocean View Boulevard, averaged irrigation demand of only 0.013 AFY which averages less than 12 gallons per day. This low water demand does not justify conversion to recycled water at this far west location (identified as Meter E in Figure 2-4).

Table 2-1 Caledonia Park Historical Water Use (gallons/month unless otherwise noted)

Month	2016	2017	2018	2019	2020	2021	2022
January	3,366	3,740	3,291	4,000	3,400	3,500	3,600
February	4,413	3,216	5,310	3,900	3,400	4,100	4,500
March	4,413	3,814	19,896	3,700	17,400	4,900	32,400
April	5,385	5,759	4,862	5,900	5,100	24,900	35,700
May	21,542	18,700	8,751	15,000	18,800	131,900	32,300
June	59,840	52,285	35,604	51,300	79,700	97,300	46,800
July	62,906	59,914	45,104	45,100	113,400	90,600	57,500
August	56,848	42,411	73,528	49,500	118,000	58,900	33,230
September	55,800	29,172	67,602	46,800	115,900	5,600	33,230
October	48,246	26,105	47,600	41,900	66,900	37,600	33,230
November	7,106	27,227	17,500	48,700	68,200	16,000	200
December	4,936	4,936	4,800	23,100	20,900	5,000	--
Total -gal/yr	336,817	279,296	335,866	340,919	633,120	482,321	314,712
Total - AFY	1.03	0.86	1.03	1.05	1.94	1.48	0.97

Average Annual Use = 1.19 AFY for the period 2016 - 2022

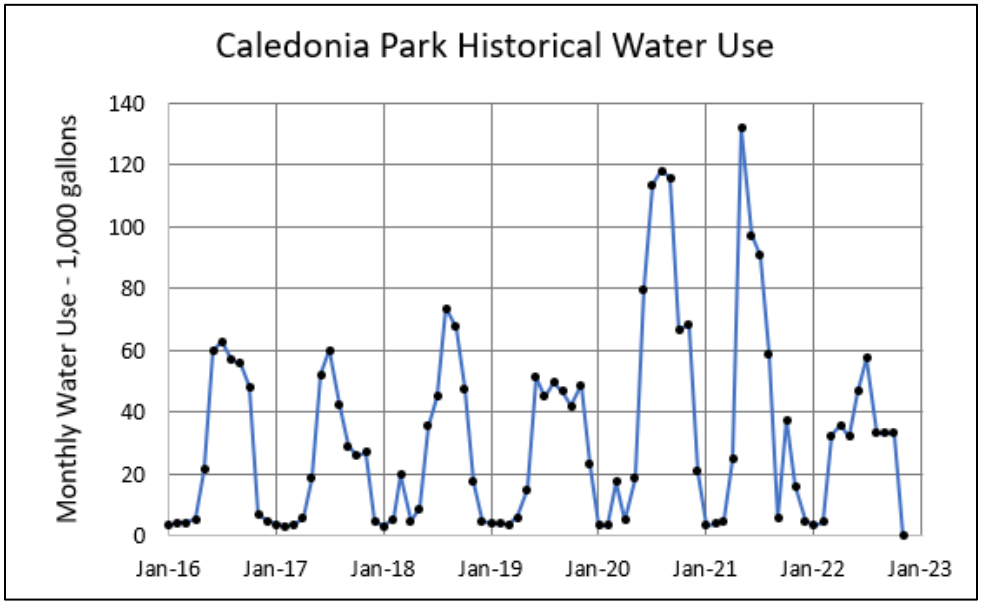


Figure 2-1 Caledonia Park Historical Water Use

Table 2-2 Lovers Point Park Historical Water Use

Month	2016	2017	2018	2019	2020	2021	2022
January	74	74	0	0	0	23,600	0
February	0	0	13,688	0	0	100	0
March	74	0	33,884	0	34,600	0	76,000
April	12,940	0	0	0	6,100	58,900	106,500
May	69,863	58,343	131,274	70,100	32,900	138,200	58,300
June	87,067	170,544	142,718	43,700	93,600	132,800	129,900
July	112,424	167,178	87,665	130,400	78,100	118,700	135,700
August	81,980	144,588	147,150	147,200	144,200	61,500	101,300
September	121,026	88,638	147,150	113,800	75,000	129,300	101,300
October	120,128	56,324	56,400	67,100	44,400	86,900	101,300
November	0	74,500	86,400	43,600	36,500	18,400	200
December	0	0	0	0	29,500	100	--
Total -gal/yr	607,592	762,206	848,347	617,919	576,920	770,521	812,522
Total - AFY	1.86	2.34	2.60	1.90	1.77	2.36	2.49

Average Annual Use = 2.19 AFY for the period 2016 - 2022

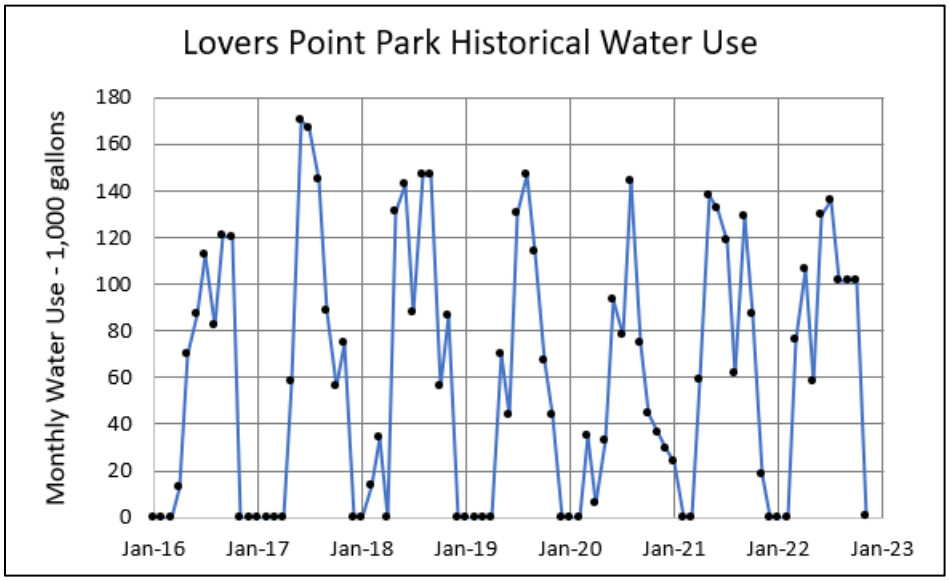


Figure 2-2 Lovers Point Park Historical Water Use

Table 2-3 Total Monthly Historical Flow – Perkins Park Meters A, B, C, and D a/

Month	2016	2017	2018	2019	2020	2021	2022
January	0	0	149	0	15,824	4,800	0
February	111	0	0	0	11,100	0	10,627
March	0	0	0	0	12,297	0	57,345
April	0	0	0	6,974	0	23,603	69,194
May	0	0	0	113,967	38,834	71,579	50,914
June	0	0	43,084	81,600	88,831	90,935	59,824
July	27,973	0	56,794	95,427	124,015	87,262	62,516
August	48,693	28,011	58,725	167,983	130,520	53,910	72,825
September	74,051	19,747	49,022	180,351	146,912	64,848	95,264
October	40,839	39,418	72,656	180,862	157,794	65,912	28,462
November	0	25,879	9,190	130,324	120,108	9,600	112
December	0	523	4,421	51,936	42,818	74	--
Total -gal/yr	193,682	115,595	296,058	1,011,443	891,073	474,544	509,105
Total - AFY	0.59	0.35	0.91	3.10	2.73	1.46	1.56

a/ See Figure 2-4 for Meter locations.

Average Annual Use = 1.53 AFY for the period 2016 - 2022

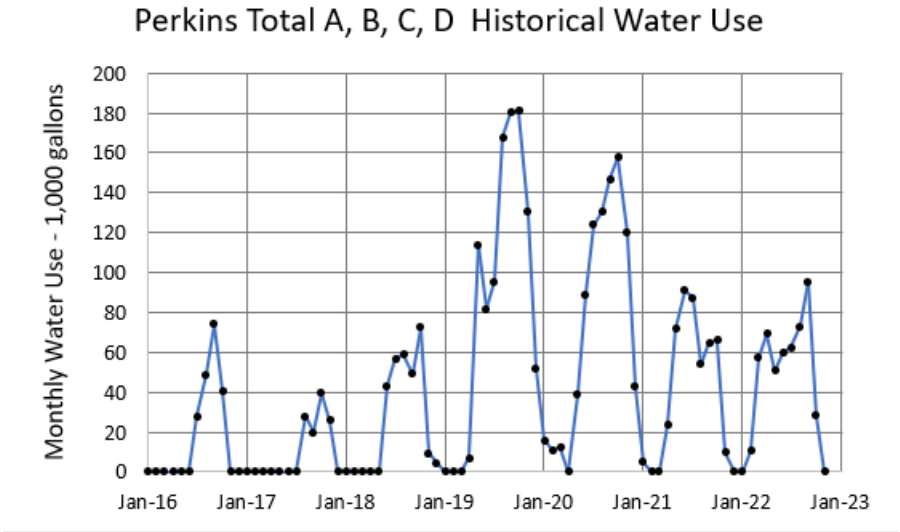


Figure 2-3 Perkins Park Historical Water Use



Figure 2-4 Perkins Park Water Meter Locations

The average and maximum monthly demands are presented in Table 2-4 for the three parks. The reclamation treatment system should have the capacity to supply all the irrigation water required during the maximum irrigation periods.

Table 2-4 Average and Maximum Monthly Demands

Location	Average Annual Water Use – AFY [b/]	Maximum Water Demand – gallons/month [a/]	Average Daily Flow During Peak Month gallons/day
Caledonia Park	1.19	132,000	4,400
Lovers Point Park	2.19	170,000	5,667
Perkins Park	1.53	180,000	6,000

[a/] Based on maximum month demand in Figures 2-1, 2-2, and 2-3

[b/] Average for period 2016 – 2022

3.0 RECYCLED WATER SUFFICIENCY

During the last few years of the operation of the Wastewater Reclamation Plant (WRP), there are periods when the plant does not provide sufficient recycled water to meet the irrigation demands for the Golf Course. Potable water is purchased to make up the deficiency in supply. Expansion of the irrigation system beyond the golf course requires that the WRP produce an adequate supply of recycled water. The WRP operator has reported that during the early morning hours (1 AM to 6 AM) the flow in the sewer does not have sufficient wastewater volume to maintain operation of the plant at its design capacity. The objectives for this section are to:

- summarize the flow rates in the sewer relative to the required WRP inflow,
- review current diversion structure flow monitoring and compare with historical flow rates, and
- summarize recent potable water use to make up WRP deficiencies.

3.1 Availability of Wastewater Flow into the Diversion Manhole

A diversion structure located adjacent to Manhole 801A (MH 801A) intercepts wastewater in the Asilomar Blvd sewer and pumps it to the WRP.

Three wastewater flow monitoring studies of the sewers supplying the diversion structure that provides wastewater to the WRP were conducted:

i) Manhole 803 by Wallace Group, 2/2/2013 – 4/10/2013 (flow monitoring - Utility Systems, Science and Software)[1] ,

ii) Manhole 801 by PERC, 2/19/2016 – 3/3/2016 (flow monitoring - Infrastructure Engineering Corporation), and

iii) Manholes 801 and 980 at Shell and Asilomar, 2022.

[a/] *Source: Sewer Collection System Master Plan 2014 May 2014 by Wallace Group*

The diversion location and the manholes where the studies were conducted are provided on Figure 3-1. The 2022, third round monitored flows upstream (MH 801) and downstream MH 980) of the diversion structure. The average, peak and minimum flow rates are summarized in Table 3-1 for the three rounds of flow monitoring near the diversion location.

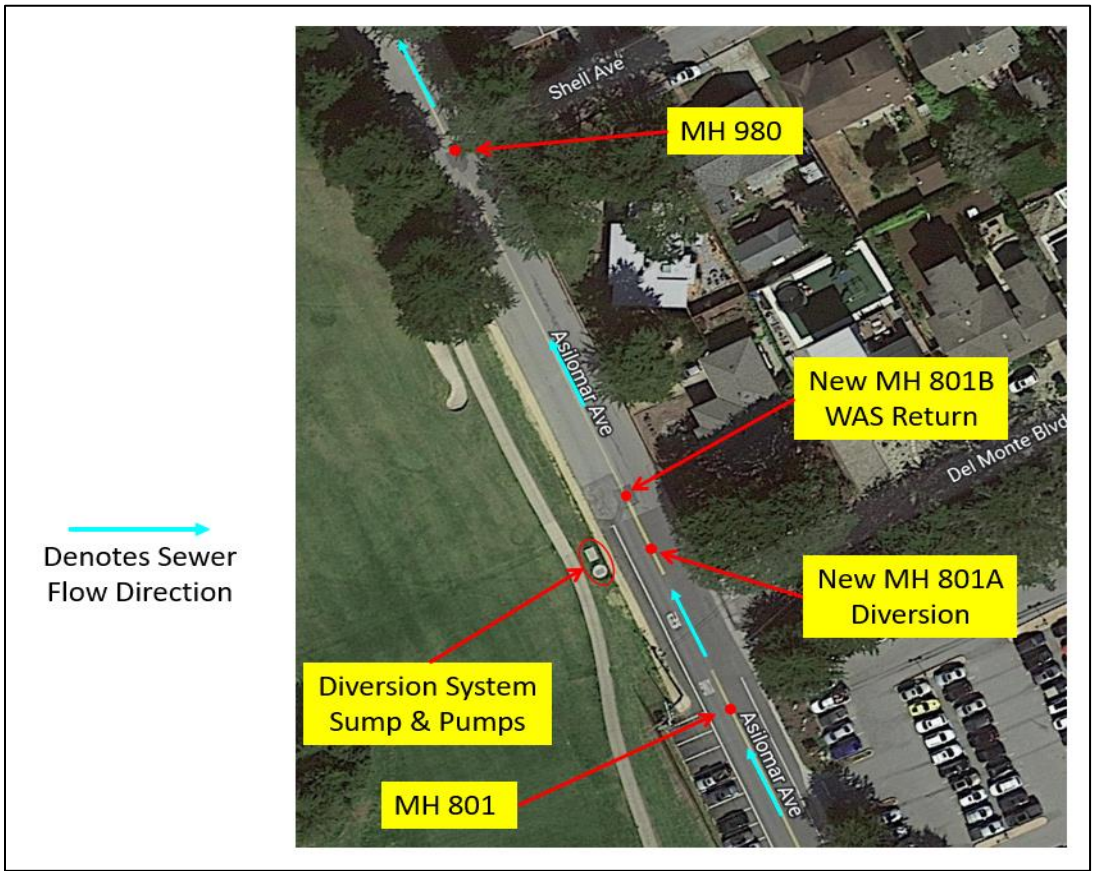


Figure 3-1 Monitoring Manhole Locations

[1] *Source: Sewer Collection System Master Plan 2014 May 2014 by Wallace Group*

Table 3-1 Summary of the Three Rounds of Flow Monitoring

Round of Flow Monitoring	Round 1	Round 2	Round 3	
Manhole Location	MH 803	MH 801	MH 801	MH 980
Year Monitored	2013	2016	2022	2022
Monitoring Period	2/2 – 4/10/2013	2/19 – 3/3/16	11/18 – 12/2/22	11/18 – 12/2/22
Average Daily Flow - gpd	606,500	610,000	671,000	448,000
Base WW Flow – gpd	491,300			
Infiltration - gpd	115,200			
Maximum Flow – gpd	1,065,000	1,470,000	1,013,000	825,000
Minimum Flow - gpd	173,000	247,000	226,000	160,000
Instantaneous Minimum - gpd		247,000	130,000	0
Future Average Daily Flow – gpd	694,800	- -	- -	- -

The lack of adequate wastewater flow to the WRP is unknown and may be due to low sewer flow rates or bypass of flows around the diversion. The 2022 flow monitoring (Round 3) was conducted in late November after a dry period without rainfall which increases the potential for infiltration. The adequacy of the available wastewater flow during the design was addressed in the 2016 Basis of Design Report (BODR) for the City of Pacific Grove's Local Water Project. (Pacific Advanced Civil Engineering, Inc.). Page 3 of the BODR states:

> *The average daily flow during the study was 0.61 MGD. The flow exhibited a diurnal pattern, with a minimum flow of 0.25 MGD and a maximum flow of 1.47 MGD.*
>
> *The flow data -- -- shows that there is sufficient flow in the sewer to provide the Design Flow of 0.25 MGD without significant equalization volume. There was only one instance when flow in the sewer dipped below the Design Flow, and it was only slightly under at 0.247 MGD. The ability of the plant to operate at Maximum Design Flow to supplement periods below the average daily flow and the effluent storage volume will allow the plant to produce Design Flow based on a processing time of 24 hours.*

Figure 3-2 from the 2016 BODR illustrates the average weekday and weekend flows observed during the monitoring period of 2/19/16 to 3/3/16. The note "Minimum Flow without Infiltration" has been added to the original hydrograph to highlight the potential impact of infiltration. The loss of infiltration during the dry season would reduce the amount of flow available to below the amount required for producing the 0.25 MGD WRP capacity.

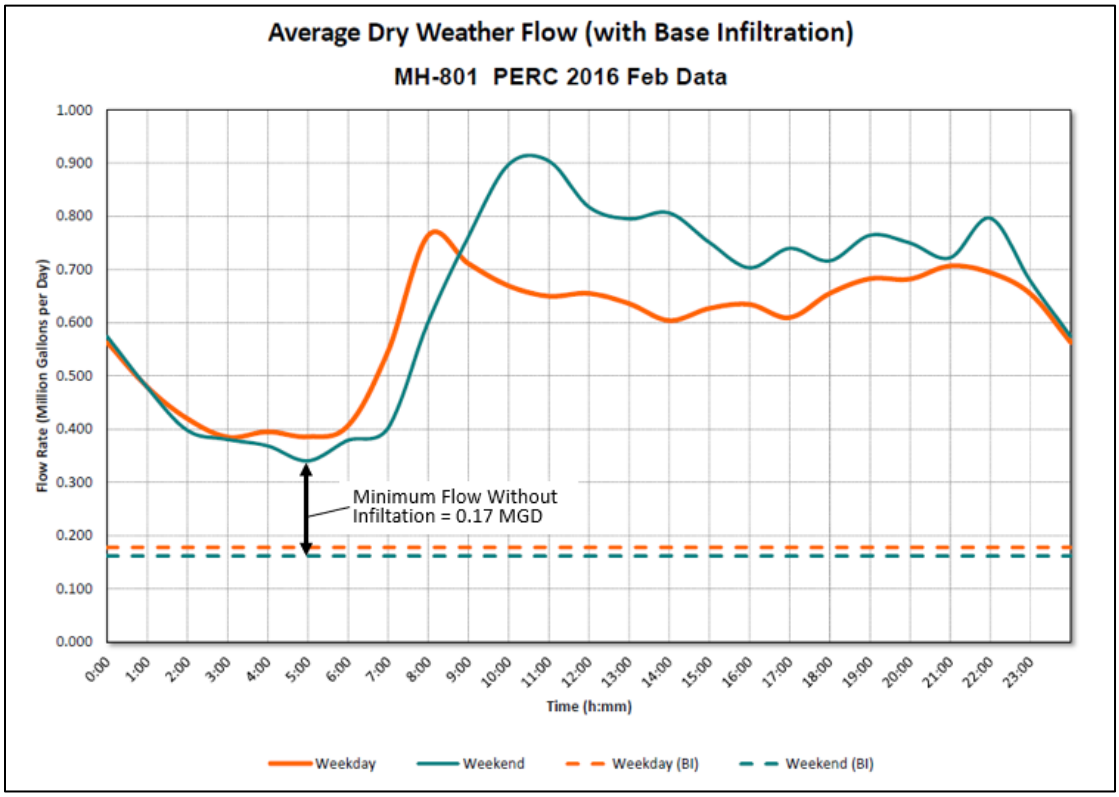


Figure 3-2 Manhole 801 Flow rate February 2016

Figure 3-3 presents the average daily flows measured in November 2022. Note that these are the flows for each 15-minute period averaged over 4-weekend days and 10 weekdays. These are averages and for each period meaning that there will be some values greater and some greater lower than the graphed values.

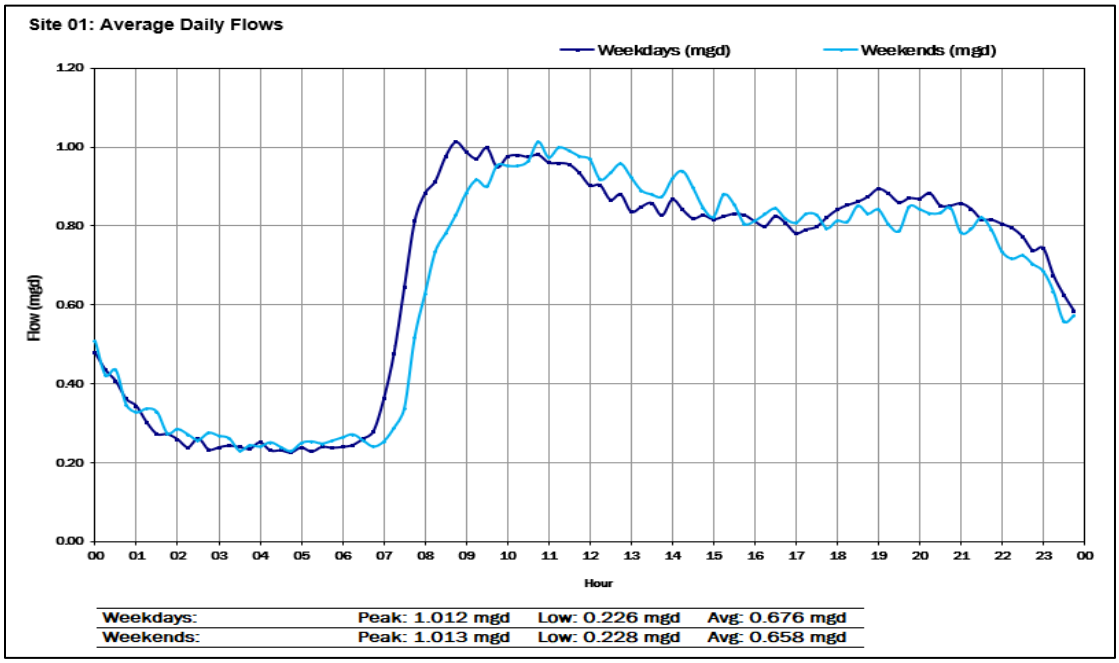


Figure 3- 3 Manhole 801 Flow Rate: November 2022

Figure 3-4 compares the 2016 and 2022 weekday averages. The overall average weekly flow increased from 0.610 MGD in 2016 to 0.671 MGD in 2022 representing a 10% increase. The flow patterns differ significantly in terms of hourly values, total average daily flows, and the ratios of the minimum and maximum to the average.

The minimum flows for 2022 are less than required to produce 0.25 MGD of recycled water. The recycled product water produced by the MBR process used at the WRP is about 94 to 96% of the plant inflow. In addition, a small portion of the recycled water is used for plant housekeeping. Overall, this equates to a requirement of of 0. 27 to 0.28 MGD of inflow for production of the 0.25 MGD design capacity of the RWP.

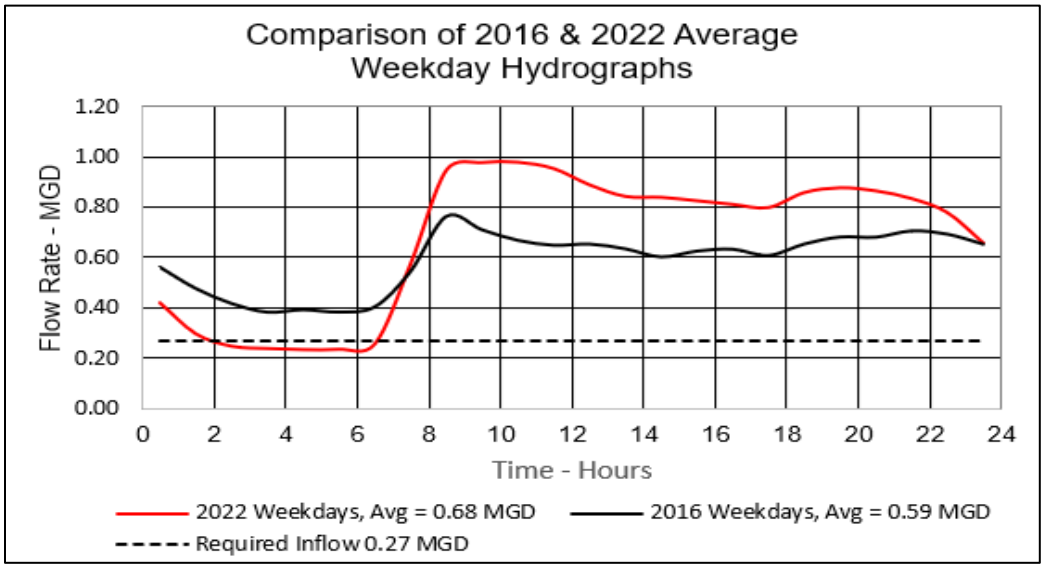


Figure 3-4 Comparison of 2016 and 2022 Weekday Hydrographs

Figures 3-5 and 3-6 compare the hydrographs for weekends and the overall week, respectively.

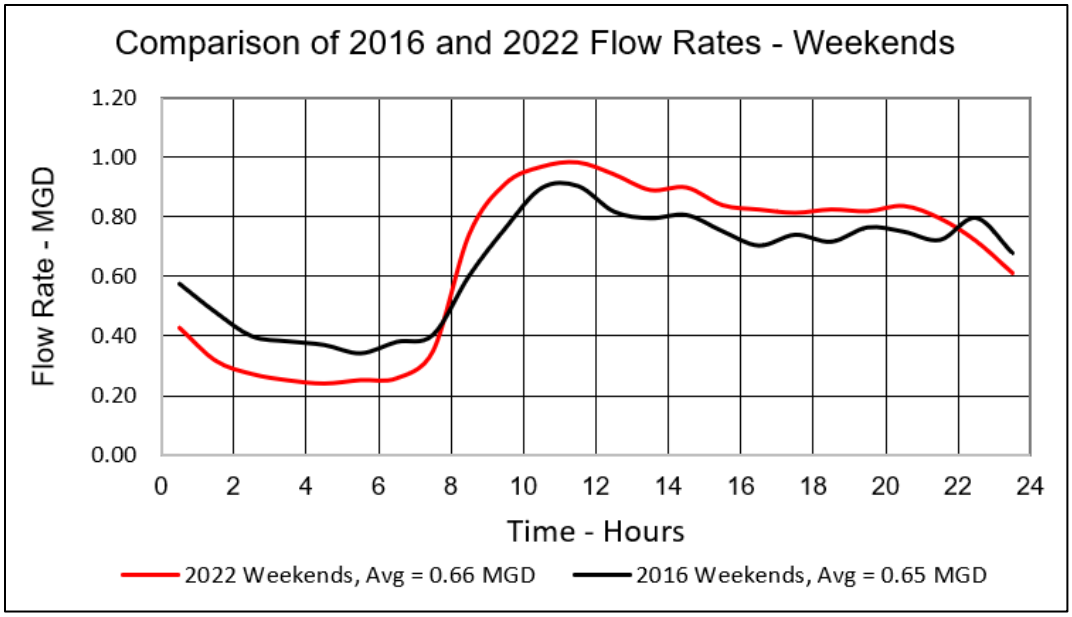


Figure 3-5 Comparison of 2016 and 2022 Weekend Hydrographs

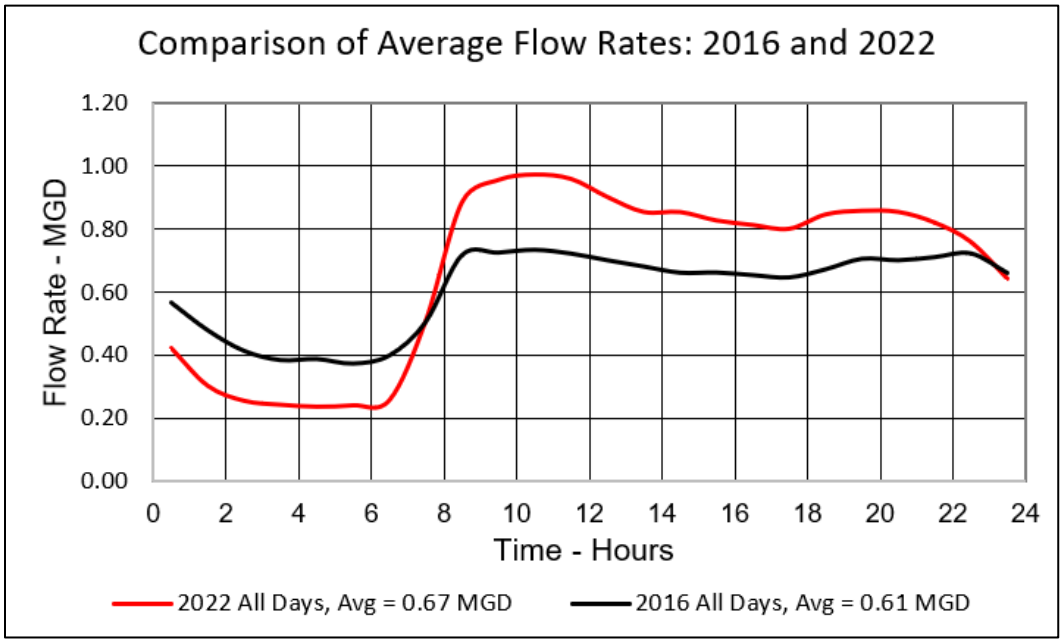


Figure 3-6 Comparison of 2016 and 2022 Overall Week Average Hydrographs

Of particular concern are the flows less than the minimum required for operation of the WRP at its design flow rate. Figure 3-7 illustrates that 20% of the time during the 2022 monitoring event, the diversion structure inflows at MH 801 were less than the required 0.27 MGD (dotted red line). The flow distribution is based on the 1,360 flow measurements taken between 11/18/2022 and 12/2/2022.

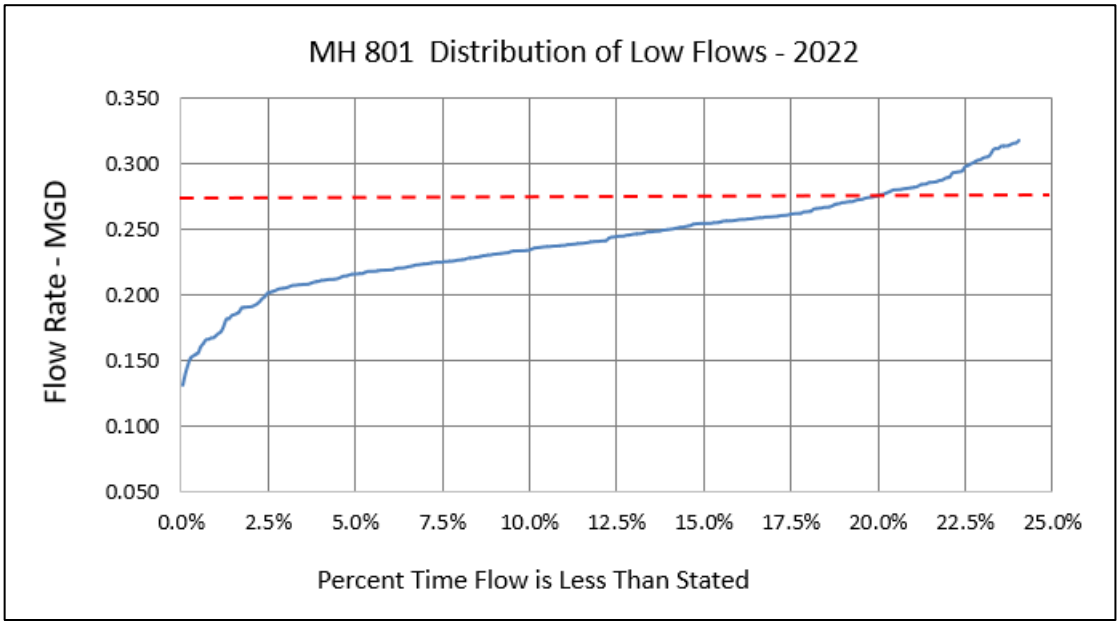


Figure 3-7 Distribution of Diversion Structure Inflow Rates (11/18/2022 – 12/2/2022)

While there has been a 10% increase in overall average flows during the monitoring periods, the decrease in the minimum flows to less than required for production of 0.25 MGD recycled water is the primary concern. The flow increase is consistent with the 15% projected future flow increase presented in the May 2014 Sewer Collection System Master Plan prepared by the Wallace Group.

The WRP is programmed to produce 0.25 MGD constantly over 24-hours and the system will automatically shut down if there is insufficient feedwater.

The causes of the differences in the hydrographs for 2016 and 2017 have not been identified. A reduction in infiltration during the 2022 monitoring relative to the February 2016 monitoring would explain the lower 2022 minimum flow rates. However, with decreased infiltration, one would not expect the total flow to increase without a significant increase in wastewater generation (population increase, new commercial establishments, etc.).

Availability of Flow in Asilomar Sewer

3.1.1Conclusion on Available Flow

- Assuming that 2022 MH 801 flow rates are valid, the total flow has increased by approximately 10% since the 2013 and 2016 measurements.
- The 2022 flow appears to have less infiltration (minimum flow relative to average).
- The lower 2022 minimum flow occurring between 2 and 6 AM is frequently less than the minimum inflow required for the WRP to produce its 0.25 MGD design capacity.

3.1.2 Recommendations

It is recommended that the sewer flow should be measured during the July or August period when the irrigation demands are maximum and the WRP is operating at its maximum capacity. This flow study should be part of the diversion structure evaluation recommended in the next section.

3-2 Diversion Structure Performance

A second objective of the 2022 flow monitoring is to obtain information on the effectiveness of the diversion structure. If all the wastewater flowing through MH 801 cannot be captured and pumped to the WRP, then the plant downtime will be greater than indicated in Figure 3-7. In order to evaluate the passing of wastewater through the diversion structure, the flow not pumped to the WRP was monitored at MH 980. The flow meter downstream of the diversion was in the Asilomar Blvd sewer entering MH 980. The hydrographs for the average weekdays and average weekend days monitored at the inflow to MH 980 in 2022 are illustrated in Figure 3-8.

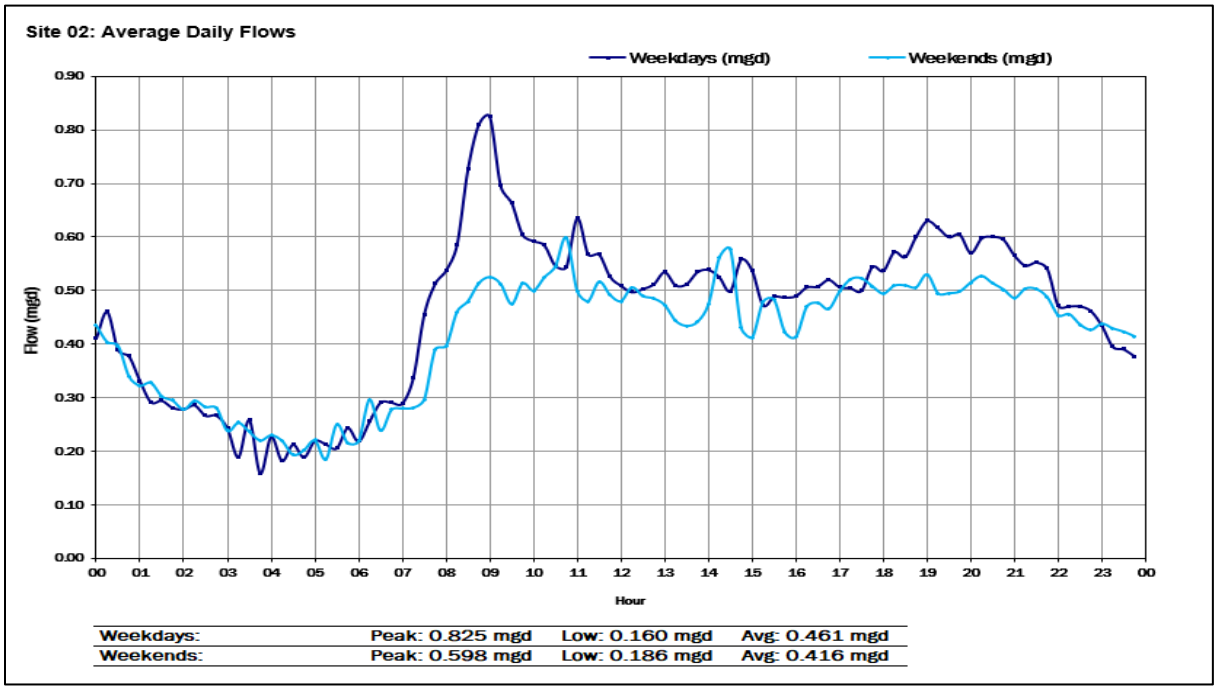


Figure 3-8 2022 Wastewater Flows into Manhole 980 Downstream of Diversion Manhole

The daily flows in MH 801 and MH 980 are compared in Figures 3-9a and 3-9b for the first and second weeks of the monitoring. The flow differences between the MH 801 and MH 980 are an indication of the amount of wastewater diverted to the WRP. The vertical time lines on the graphs are at midnight or the zero hour of the indicated day of the week. Typically, the "blue" and "red" lines in Figures 3-9 and b coincide between 2 and 5 am indicating that the WRP in not in operation and that all MH 801 flow bypasses the diversion and enters MH 980. The flow of WRP wastewater (WAS) back into the sewer system occurs between MH 801 and MH 980 and contributes to the flows monitored at MH 980. The impacts of the WRP wastewater have not been quantified.

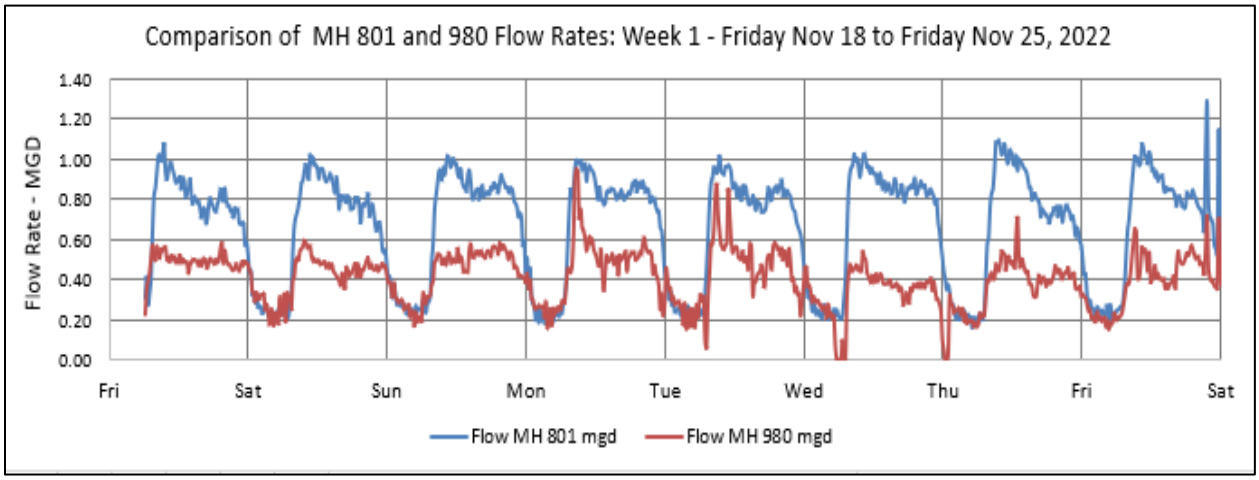


Figure 3-9a Comparison of Flows Upstream and Downstream of the Diversion (Week 1)

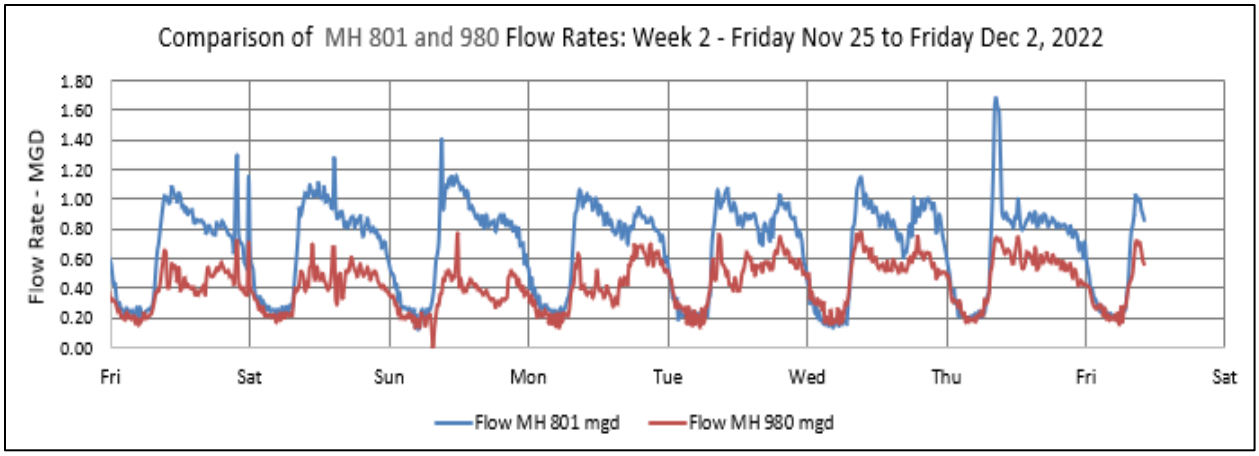


Figure 3-9b Comparison of Flows Upstream and Downstream of the Diversion (Week 2)

The MH 801 peak of 1.65 MGD on Thursday December 1, 2022 (Week 2) for reflects a 0.48 rainfall event. There was no rain for several months prior to the flow monitoring.

To evaluate the diversion structure performance, the differences in the MH 801 and MH 980 flow rates were compared with the metered flow into the WRP. The daily influent flows to the WRP are reported in the Operator's Daily Round reports provided to Bowman as Excel files. The daily manhole flows and WRF inflows are summarized for the flow monitoring period in Table 3-2. Slight differences will be due to a difference in reporting periods for the data. The daily manhole flows are for the 24-hour period midnight to midnight while the WRF inflow is for the 24-hour period 7:30 AM to 7:29 AM.

Table 3-2 Water Balance

Date	MH 801 Inflow MGD A	MH 980 Inflow MGD B	Flow Difference: MH 801 minus MH 980 - MGD C	Plant Inflow Meter MGD D	Unexplained Flow Difference MGD E
11/18/22	0.781	0.490	0.292	0.0385	0.253
11/19/22	0.642	0.412	0.230	0.0677	0.162
11/20/22	0.675	0.435	0.241	0.0388	0.202
11/21/22	0.673	0.452	0.221	0.1113	0.110
11/22/22	0.658	0.433	0.225	0.1039	0.121
11/23/22	0.687	0.335	0.352	0.123	0.229
11/24/22	0.655	0.357	0.298	0.0477	0.250
11/25/22	0.672	0.390	0.281	0.0492	0.232
11/26/22	0.697	0.402	0.295	0.0487	0.246
11/27/22	0.699	0.341	0.358	0.0908	0.267
11/28/22	0.686	0.411	0.275	0.0483	0.226
11/29/22	0.682	0.468	0.214	0.0392	0.175
11/30/22	0.672	0.491	0.182	0.0002	0.181
12/1/22	0.702	0.488	0.214	0.0001	0.214
Totals MG	9.58	5.91	3.68	0.81	2.87

The flow between MH 801 and MH 980 do not appear to balance. It was assumed that the outflows from MH 801 would equal the Alisomar inflow to MH 980 (Column B) plus the inflow to the WRF (column D). The total of MH 980 plus WRP Inflow during the monitoring period is 3.69 MG + 0.81 MG = 4.50 MG. The inflow to MH 801 is 9.58 MG. There is an unexplained difference of 5.05 MG (9.58 MG minus 4.50 MG).

3.2.1 Diversion Structure Performance

Findings/Conclusions: The flow balance at the diversion structure measured between November 18 and December 2, 2022 was inconclusive. There appears to have been a problem with one of the flow meters in either MH 801 or MH 980. Given that the 2022 flow data at MH 801 is generally consistent with the February 2016 flow measurements, it appears that total flows are sufficient for expansion of the reclaimed water irrigation system if the WRP can be modified to treat the variable inflow.

Recommendations:

- Given that it has been reported the available flows at the diversion are insufficient to operate the WRP at its design capacity, it is recommended that the flow balance study of the diversion structure be repeated during the high irrigation season. The WRF is operating at its maximum capacity during the July – August period. The information is needed to determine if the existing WRP can operate 24-hours per day.
- The flow study should focus on the period between 2 AM and 6 AM when sewer flows are at their minimum.
- Prior to flow monitoring, the flows in and out of the Diversion MH 801A should be observed during high and low flow periods. At the same time, the flows into MH 980 should be observed to confirm that the diversion is functioning. If the plant is operating around the clock, there should be zero or minimum flow into MH 980 between 2 and 6 AM.
- During flow studies, a recorder should be installed on the diversion pump flow meter to record the flow rates. The total daily flow used in the analysis reported herein will not allow detailed analysis of the sewer flow data.
- The time of day and flow rates of WAS discharges to the sewer should be recorded as the WAS enters the Asilomar sewer between the Diversion manhole (801A) and the downstream MH 980.
- The flow study should be coordinated with the WRP operations staff and hourly production data be made available.

3.3 Potable Water Addition to Recycled Water System

At times, the WRP does not produce enough recycled water to meet the irrigation water demand and potable water is used to supplement the irrigation supply. This section provides limited historical information on the quantity and season of potable water supplemental use. An analysis of the reasons for inadequate WRP recycled water production is outside the scope of this project. Including supplemental potable water into the analysis emphasizes the importance of increasing WRP reclaimed water production should be considered before expanding the reclaimed water irrigation system.

Figure 3-10 illustrates the July 2022 simple water balance the WRP's recycled water storage and delivery system. During this period over 25% of the distributed recycled water was potable. The information is based on the Monthly Asset Management Report prepared by PERC, the operator of the facility. It is noted that July used the largest supplemental volume of potable water in 2022 as illustrated in Figure 3-11. The 2022 daily potable water use is illustrated in Figure 3-12.

Figure 3-10 Water Balance July 2022

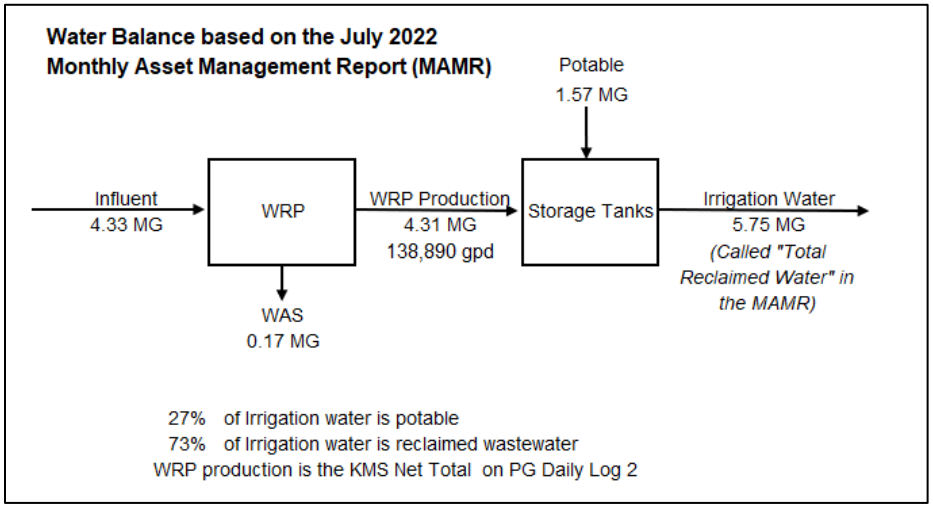
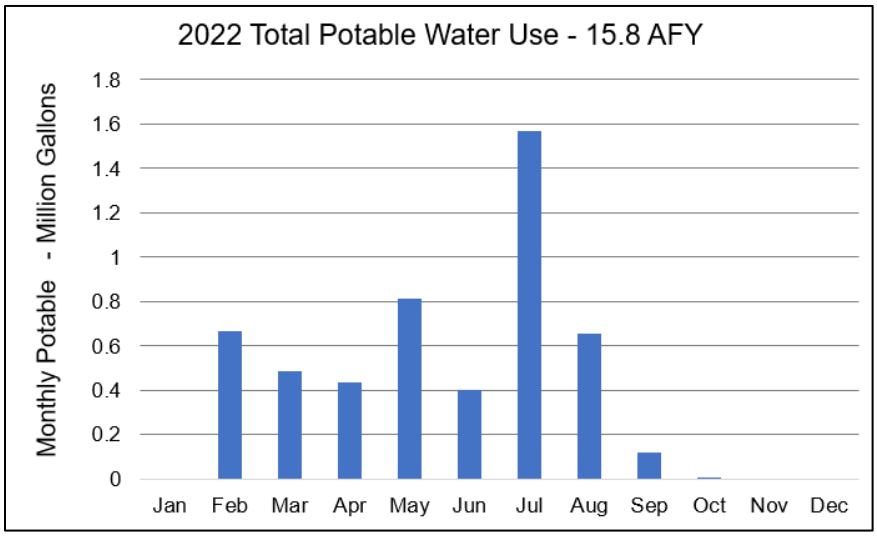
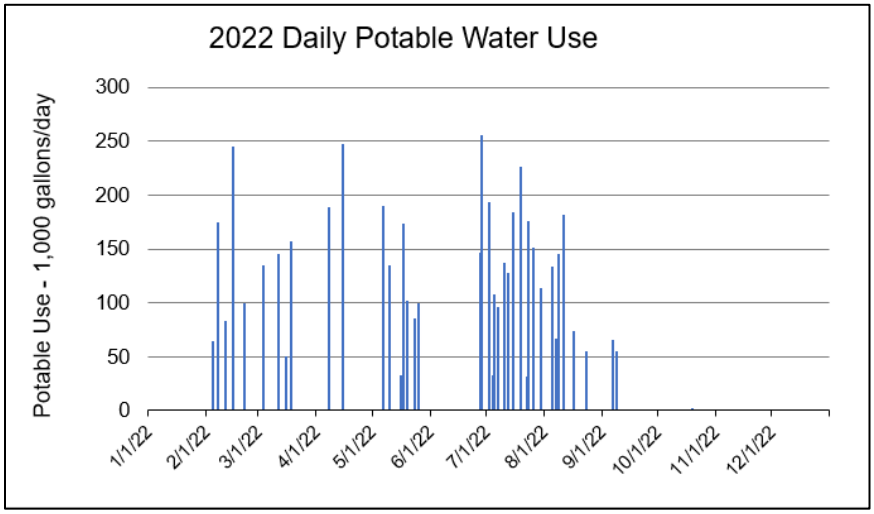


Figure 3-11 Monthly Supplemental Potable Water Use 2022



The 2022 daily potable water addition to the WRP product to operating storage is illustrated in Figure 3-12. The potable water additions during February and March may have been due to WRP maintenance or inability to produce adequate supply of reclaimed water.

Figure 3-12 Daily Supplemental Potable Water Use 2022



Similar historical supplemental potable use for 2019 is illustrated in Figures 3-13 and 3-14. As can be seen in these figures, significant purchases of potable water have occurred even in the early spring before peak irrigation water demands would be experienced.

Figure 3-13 Monthly Supplemental Potable Water Use 2019

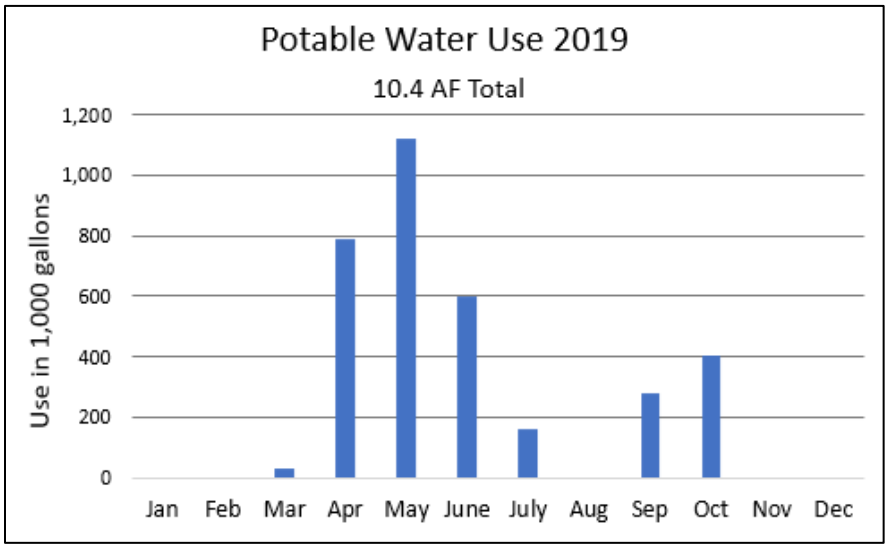
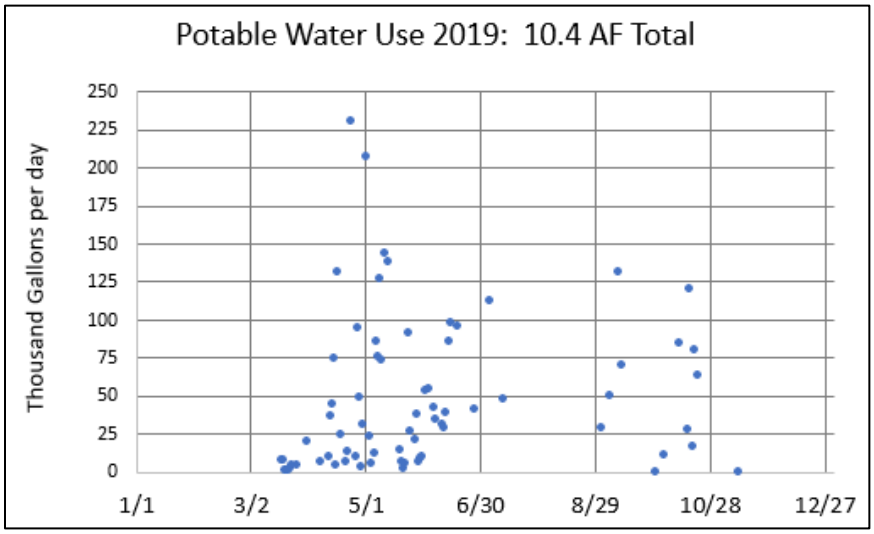


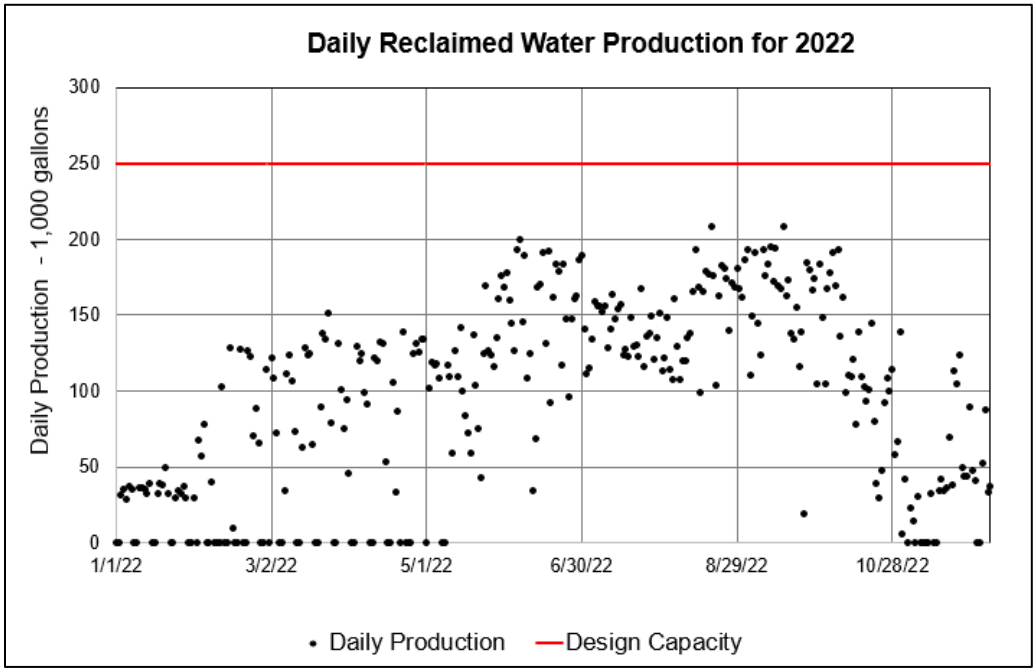
Figure 3-14 Daily Supplemental Potable Water Use 2019



From the 2016 Flow Monitoring Report

Figure 3-15 summarized the daily recycled water production based on the MBR net filtrate flow meters. This is a more accurate indicator of plant performance than the “effluent meter” which measures the flow pumped out of the storage tanks. The “effluent meter” includes the potable water added to the recycled water tanks to meet the irrigation demands. This figure illustrates that the reclaimed water production for 2022 is well below its capacity of 240,000 gallons per day. There were also many days where the plant had zero production or very low production. Finding ways operate at low flow conditions and increasing the peak flow capacity during high flow periods would likely result in higher production and less purchasing of potable water.

Figure 3-15 Daily Recycled Water Production



In 2022, The total recycled water delivered to the golf course, cemetery, lighthouse, and truck fill station was 114.5 AF. This value includes 15.8 AF of potable water. This is consistent with the net flow measured for the MBR membranes of 103.0 AF. The difference between the MBR membrane production plus the potable (103.0 +15.8 = 118.8 AF) and the total recycled (114.5 AF) is recycled water used for maintenance of the treatment plant and differences in meter accuracy.

3.3.1 Possible Actions to Increase Recycled Water Production

The following provides information on possible actions the City may want to consider to minimize supplementing WRP production with potable water to meet current and future irrigation demands:

1. If there is insufficient sewage flow during early morning periods, determine if the plant can be programmed to operate both trains when there is adequate influent flow and then only operate a single train when the influent flow is limited. This could maximize recycled water production, by meeting the design capacity of the WRP.
2. Determine how much of the WRP membrane flows can be modulated from low flow production to high peak production. The feasibility of the current membrane system programming may need to be determined. The ability to have a more robust operating range will result in additional production of reclaimed water and result in a likely reduction on the reliance of using potable water for irrigation.

3. Determine if the current control system programming for the influent pumping system is maximized.
4. If the production rate of the WRF can be modulated, can additional membranes be installed in the "spare" positions in the membrane racks? The original design of the WRP was for having a capacity of 0.30 MGD (Table 2-1 from the PERC 2016 Basis of Design Report. Footnote 2 indicates that the membrane system has significant flexibility, even without the addition of additional membrane modules.) Determine if the capacity of the biological reactors limit the overall plant capacity.
5. Evaluate inflow equalization as an alternative to varying the production rates.

4.0 Distribution System Facilities and Locations (Pumping and Pipelines)

In this section, the piping alternatives are identified for delivering RW to the three parks shown in Figure 1-1. Conceptual level pipeline lengths are provided for development of AACE International CLASS 4 Cost Estimates. Class 4 estimates are generally prepared using limited information with engineering typically at the 1% to 15% level. They are typically prepared for a variety of purposes including but not limited to strategic planning, project screening, alternative analysis, determination of feasibility, concept evaluation, and preliminary budget approval. Typically, accuracy for Class 4 estimates ranges from -15% to-30% on the low side and +20% to +50% on the high side.

The results developed and presented herein are for the purposes of concept evaluation, project screening, initial determination of project feasibility, and preliminary budget definition. Minimum field evaluations have been performed and no geotechnical and soil investigations will need to be conducted as a part of the project development.

The recycled water systems for the three parks are described in sections 4.2 and 4.3. The estimated preliminary cost for installation of the RW delivery pipelines and connection to the existing irrigation systems are presented in section 4.4.

4.1 Sources of Recycled Water

The three parks under evaluation for recycled water irrigation are located near the eastern end of the front nine holes of the Pacific Grove Golf Course. The front nine holes have an existing recycled water distribution system fed by a backbone loop of 6-inch and 4-inch diameter pipelines. Park irrigation recycled water (RW) would be taken from connections with the existing Golf Course irrigation system to minimize delivery costs. Two potential connection points for the park RW are near the 6th Tee and the 4th green.

The irrigation schedules for the golf course and the parks will require coordination given the limited hydraulic capacity of the existing golf course irrigation system. Development of a coordinated schedule is beyond the scope of the analysis presented herein.

4.2 Recycled Water Pipeline Sizing

The delivery design flow rate depends on the number of days per week that the parks are irrigated and the duration of the irrigation period. Using the average daily irrigation requirement during the peak demand month as presented in Table 2-4, the instantaneous or design irrigation flow rate in gallons per minute (gpm) for the Caledonia maximum month average flow of 4,400 gpd irrigated for 3 days per week and 3 hours per day as follows:

Flow Rate (gpm) = (Max Monthly 4,400 GPD) $x \frac{7\ d/w}{3\ d/w}\ x\ \frac{24\ h/d}{3\ h/d}\ x\ \frac{day}{1440\ min}$ = 57 gpm

Table 2-5 presents irrigation flow rates for a range of irrigation schedules for the Caledonia Park. Using this criteria, viable diameters for the transmission pipes supplying recycled water for Caledonia Park irrigation are identified in Table 2-6. As an example, if a 3-inch diameter transmission pipeline supplies Caledonia Park, the irrigation system during the maximum month could be irrigated 3 days per week for a minimum of 2 hours/day. If the park is irrigated only 2-days per week, the minimum period of 3-hours per day. The park operations staff can select the irrigation frequency and duration within these limits.

Based on the data presented in Table 2-6, it is recommended that the pipe supplying recycled water to Caledonia Park be 3-inch diameter or larger. If a one hour per day maximum irrigation period is required, a 4-inch diameter is recommended.

Table 2-5 Caledonia Park – Irrigation System Rates based on 4,500 gpd (average max month)

Irrigation Schedule		Total Flow Rates [a/]		Flow Velocity	
Days/week Irrigated	Hours Irrigated/day	gallons per minute	Cubic feet per sec	3-inch Pipeline fps	4-inch Pipeline fps
3	1	175	0.39	7.9	4.5
3	2	88	0.19	4.0	2.2
3	3	58	0.13	2.6	1.5
3	4	44	0.10	2.0	1.1
2	1	263	0.58	11.9	6.7
2	2	131	0.29	6.0	3.4
2	3	88	0.19	4.0	2.2
2	4	66	0.15	3.0	1.7

a/ This is the total flow rate to the park while the system is irrigated

Table 2-6 Viable Irrigation Schedules for Caledonia Park

Irrigation Schedule		Viability a/	
Days/week Irrigated	Hours Irrigated/ day	3-inch Pipeline	4-inch Pipeline
3	1		Viable
3	2	Viable	Viable
3	3	Viable	Viable
3	4	Viable	Viable
2	1		
2	2		Viable
2	3	Viable	Viable
2	4	Viable	Viable

[a/] Viability is based on pipeline velocities less than 5.5 feet per second.

Tables 2-7 and 2-8 provide viable irrigation schedules for Lover's Point Park and Perkins Park. Irrigation schedules should be coordinated with the irrigation schedules of the Golf Course and Cemetery given the available capacity of the irrigation pumping system at the Reclamation Plant site. Development of this schedule is outside the scope of this current study.

Table 2-7 Viable Irrigation Schedules for Lovers Point Park

Irrigation Schedule		Viability [a/]	
Days/week Irrigated	Hours Irrigated/day	3-inch Pipeline	4-inch Pipeline
3	1		
3	2	Viable	Viable
3	3	Viable	Viable
3	4	Viable	Viable
2	1		
2	2		Viable
2	3	Viable	Viable
2	4	Viable	Viable

[a/] Viable is based on pipeline velocities less than 5.5 feet per second

Table 2-8 Viable Irrigation Schedules for Perkins Park (A, B, C, D)

Irrigation Schedule		Viability	
Days/week Irrigated	Hours Irrigated/ day	3-inch Pipeline	4-inch Pipeline
3	1		
3	2	Viable	Viable
3	3	Viable	Viable
3	4	Viable	Viable
2	1		
2	2		Viable
2	3	Viable	Viable
2	4	Viable	Viable

a/ Viable is based on pipeline velocities less than 5.5 feet per second

4.3 Caledonia and Lover's Point Parks

Caledonia Park is the closest to the Golf Course connection point as illustrated in Figure 4-1. In terms of alternative systems, it is possible to limit the expansion only to Caledonia Park (System 1), only to Lover's Point Park (System 2), or to serve both parks (System 3). The pipeline routing minimizes construction in the streets which has a higher cost than construction in either the parks or the Golf Course. Cost estimates for these three systems are presented in Section 4-4.

Recycled water production and use in California are governed by SWRCB Division of Drinking Water (DDW) regulations and guidelines. Title 22, Division 4, Chapter 3 and Title 17, Division 1, Chapter 5 of the California Code of Regulations (CCR) serve as the sources for regulations relating to recycled water production and use. Current regulations, including Title 22 and Title 17, are compiled by the DDW, in the publication California Health Laws Related to Recycled Water "The Purple Book" updated in 2009. RW pipelines would be constructed in accordance with the CCR. RW piping must have minimum separation from potable water pipelines.

RW would be connected to the parks' existing irrigation systems. The existing connections to the downstream side of the existing water meters would be physically removed to eliminate the possibility of cross connections between the potable and RW systems. Provisions would be installed to maintain potable supply to the drinking fountains and restrooms. Cross-connection testing after construction

would be conducted in accordance with the CCR. The costs to meet the CCR requirements are included in the Section 4.4 estimates.

The proposed pipeline serving Lover's Point would be 4-inch diameter, and the pipeline to Caledonia Park would be 3-inch. The irrigation demands and the basis of the pipe sizing are presented in Section 3.

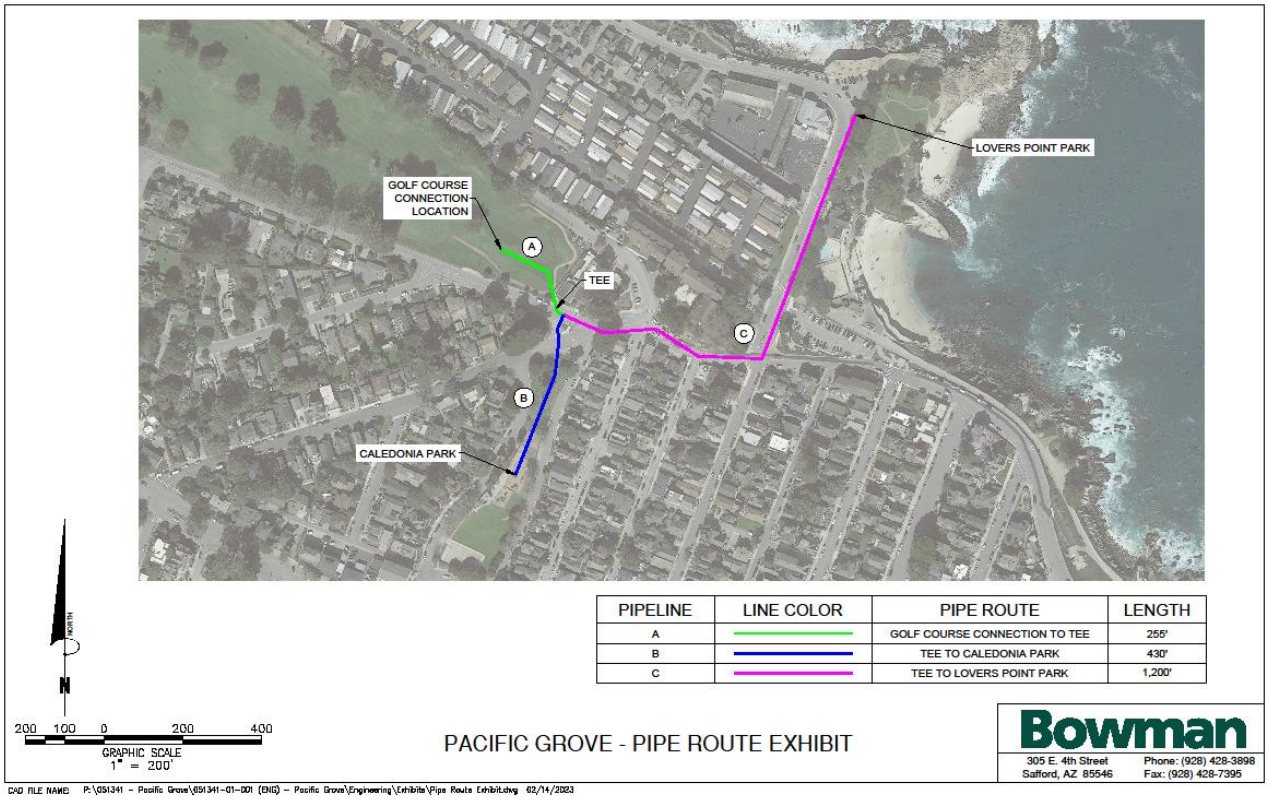


Figure 4-1 Recycled Water Distribution System Serving Caledonia and Lover's Point Parks

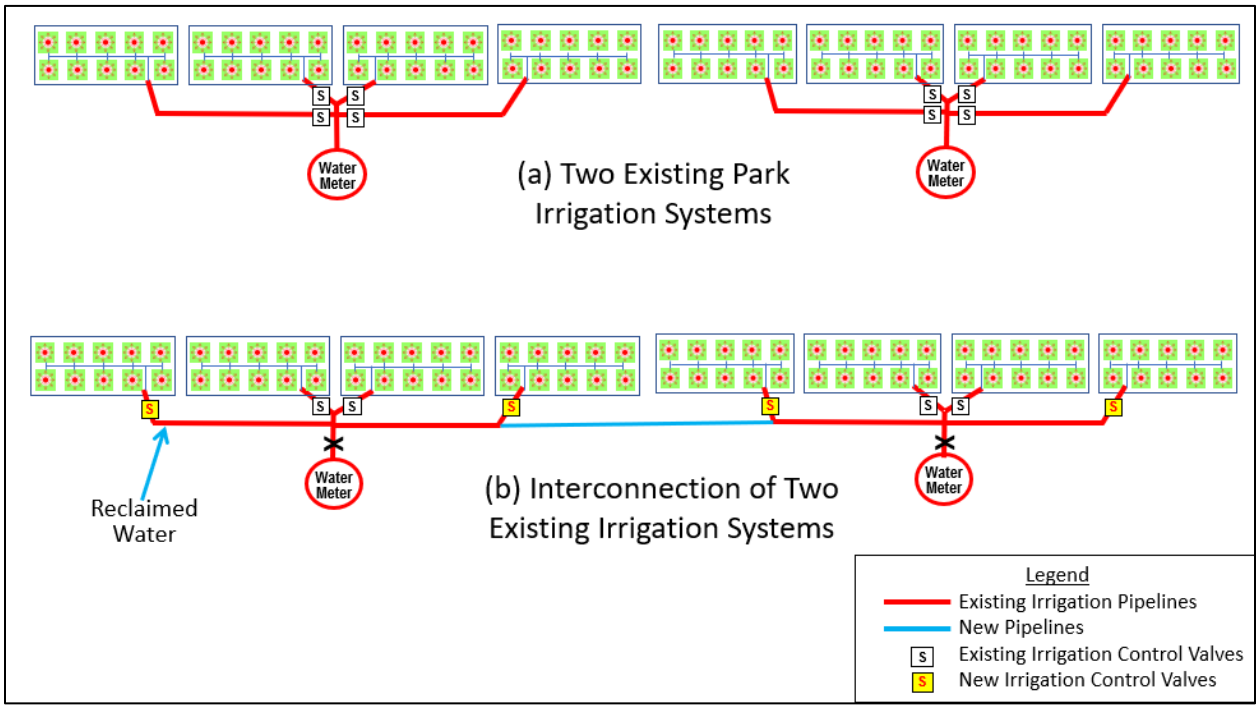
4.4 Perkins Park

Perkins Park is a linear 1.2-mile-long beachfront park along Ocean View Boulevard between Lover's Point Park and the tip of Point Pinos. Approximately 0.8 miles of the park is presently irrigated via five water meters illustrated in Figure 2-4. The western most meter (Meter E) reported an average water use of less the 4,500 gallons per year (average of 7 years, 2016-2022). This relatively small water use does not justify installation of a recycled water system. The systems evaluated would deliver RW to Perkin Meters A through D serving the eastern portions of the park.

Figure 4-3 illustrates a conceptual approach to integrate components of existing irrigation systems into a RW delivery piping system. The upper sketch (a) illustrates two potable water meters supplying

irrigation systems, each with four separate watering zones fed through conventional irrigation solenoid valves. In the lower sketch, the two irrigation systems are interconnected using portions of the existing piping along with sections of new pipelines. The integration minimizes construction of new pipelines. Solenoid valves for several of the watering zones are relocated. In addition, a recycled water source is connected to the modified system and cables are installed between the relocated solenoids and the existing controllers. This concept is used in the two alternatives for serving Perkins Park with RW. The new pipelines integrated into the existing irrigation systems are estimated to have 3-inch diameters. Field investigations of the existing irrigation systems will be required to determine the feasibility of conceptual approach for interconnecting the four irrigation systems to eliminate construction of a new RW supply pipeline for the length of Perkins Park.

Figure 4-3 Conceptual Approach



Two alternatives are defined for delivering RW to Perkins Park. Alternative A provides recycled water via Lover's Point Park as illustrated in Figure 4-4. Sections of the pipe are constructed in pavement and are labeled P1 (shown as dotted red lines). Most of the pipelines are located in the park using the concepts presented in Figure 4-3 and are designated as P2 and shown as dashed white lines. For the P2 pipelines integrated with the existing irrigation systems, the costs for construction are based on 50% of the lengths illustrated in Figure 4-4. Supply of recycled water from Lover's Point Park assumes that either System 2 or 3 as identified in Section 4-2 is constructed. The pipelines between Lover's Point and Meter A is 4-inch diameter.

Perkins Park Alternative B, illustrated in Figure 4-5, connects to the Golf Course irrigation system near the 4th hole in the vicinity of Del Monte Boulevard. This alternative does not require serving Lover's Point Park with recycled water.



Figure 4-4: Perkins Park Alternative A



Figure 4-5: Perkins Park Alternative B

4.5 Costs of Alternative Systems

The Class 4 cost estimates for the systems described above are presented in Table 4-1. The bases of a Class 4 estimate are summarized in Table 4-2. The pipes are 3-inch and 4-inch diameter and unit costs for street construction and park/golf course construction are $250/foot and $140/foot, respectively.

Table 4-1 System Costs

Parameter	1 Caledonia Park	2 Lovers Point Only	3 Caledonia & Lovers Point Parks	4 Perkins Park o/ Alternative A (via Lovers Point)	5 Perkins Park Alternative B (via Del Monte)	6 All Three Parks with Perkins via Lover's Point
Connection to GC Irrigation System	$5,000	$5,000	$5,000	n/a	$5,000	$5,000
Pipelines						
Pipelines in Parks and GC	See Note c/	See Note e/	See Note g/	See Note i/	See Note l/	
Length feet	555	445	785	1780	1355	
Cost per foot	$140	$140	$140	$85	$85	
Cost	$77,700	$62,300	$109,900	$151,300	$115,175	$261,200
Pipelines in Streets	See Note d/	See Note f/	See Note h/	See Note j/	See Note m/	
Length feet	145	1035	1155	775	1420	
Cost per foot	$250	$250	$250	$250	$250	
Cost	$36,250	$258,750	$288,750	$193,750	$355,000	$482,500
				See Note k/		See Note k/
Adjustments				$5,500		$5,500
Connection to Park Irrigation System	$7,500	$7,500	$15,000	$15,000	$15,000	$30,000
Title 22 Backflow Testing	$5,000	$5,000	$10,000	$15,000	$15,000	$25,000
A) Construction Cost – total above	$131,000	$339,000	$429,000	$381,000	$505,000	$809,000
B) Engineering - Design & Construction 20% of A)	$26,000	$68,000	$86,000	$76,000	$101,000	$162,000
C) Permits, Legal, Environmental 20% of A	$26,000	$68,000	$86,000	$76,000	$101,000	$162,000
D) Subtotal (A+B+C)	$183,000	$475,000	$601,000	$533,000	$707,000	$1,133,000
E) Contingency 25% of E	$46,000	$119,000	$150,000	$133,000	$177,000	$283,000
F) Estimated Total Cost (D+E)	$229,000	$594,000	$751,000	$666,000	$884,000	$1,416,000

Notes:

a/ Costs are based on unit costs of $250 per foot for 3-inch and 4-inch diameter pipelines located in streets.
Pipelines through Parks and the golf Course have a unit cost of $140 per foor for 3-inch and 4-inch diameters.
b/ Pipelines connecting the existing irrigation systems in Perkins Park are based on 50% of park unit cost ($70) and the total lengths of the park plus $15 per foot for irrigation system components (cables and cotrollers).
c/ Pipe length total = 555 ft = pipe section A = 225 ft plus section C = 330 ft; reference dwr 5k1
d/ Pipe length total = 145 ft = pipe section B = 120 ft plus section L = 25 ft; reference dwr 5k1
e/ Pipe length total = 455 ft = pipe section A = 225 ft plus section K = 230 ft; reference dwr 5k1
f/ Pipe length total = 145 ft = E@ 50 ft + F@130 ft + G@125 ft + H@175 ft + J @ 430 ft + L@25 ft; reference dwr 5k2
g/ Pipe length total = 785 ft = A@225 ft + C@330 ft from reference dwr 5k1 + K@230 ft from ref 5k2
h/ Pipe length total = 1155 ft = E@150 ft + F@130 ft + G@125 ft + H@175 ft + J@430 ft + L@25 ft; ref dwr 5k2 + B@120 ft ref 5k1
i/ Pipe length total = 1780 ft = P2@100 ft ref 5k3 + 1050 ft ref 5k5 +630 ft ref 5k6
j/ Pipe length total = 775 ft = P1@400 ft ref 5k3 + 375 ft ref 5k7
k/ The 1780 feet of park pipeline above is costed at $85/ft since it is irrigation system modification. 100 ft are in Lover's Point Park at $140 per foot. The difference in cost (100 ft x $55/ft) is added immediately below.
l/ Pipe length total = 1680 ft = 1050 ft ref 5k5 + 630 ft ref 5k6
m/ Pipe length total = 1420 ft = P1 @1420 ft ref 5k4
n/ System 6 = System 3 + System 4
o/ Perkins Park Alternative A requires that water be available via System 2 or 3.

Table 4-2 Cost Estimate Qualifications

1	The cost estimate does not include an escalation allowance from the indicated pricing level to the unknown NTP.
2	Market Assumption: Desirable local project which is expected to attract competition and reasonable offers.
3	Owners are urged to budget towards the high range value pending the 60% design cost estimate.
4	The final contract drawings, specifications and bid schedule, specifically any addendums to contractors, were not available at time of the cost estimate's development
5	Cost estimate does not contain any allowances for owner required items or for force account work or police oversight
6	Cost estimate is not based on quoted costs for materials or equipment.
7	Preliminary construction schedule not provided; estimate assumes 1 month of pre-construction and a 2-3 months of field duration
8	Wage decision = TBD
9	Undefined environmental mitigations/landscaping and slope stability items are excluded
10	Unknown permitting, agency or Home Owners HOA mitigations are excluded
11	Work areas assumed to be available from 7am to 7pm M-F without constraint to the contractor
12	Pricing basis is Q4 2022
13	Assumed contracting strategy: conventional design/bid/build
14	Cost estimate assumes that all easements will be available and does not provide an allowance if shown easements are not available at time of construction
15	This OPCC is classified as a Class 4 cost estimate per AACE guidelines. Stated accuracy range = -30% to + 50%
16	Pricing assumes competitive market conditions at time of tender (+3 bidders/trade).

17	Special outside agency inspections not included.

5 CEQA Scoping

A discretionary Coastal Zone Development permit would be needed for the distribution pipeline installation for the parks that are location in the Coastal Zone. Since the parks are in the Coastal zone and will be new installation and ground disturbance it does not seem likely that the project would qualify and a Categorical Exemption to CEQA. Biological and cultural, surveys and hazardous material review of the construction footprint would confirm if an Exemption would be adequate for addressing CEQA. There would need to be a determination of the approach to construction to determine the need for a traffic control plan. If additional CEQA analysis is required, impacts would be temporary in nature the project would likely require an Initial Study/Mitigated Negative Declaration (IS/MND).

6 Regulatory Review and Requirements

Since the project would be reducing the use of potable water and supporting areas for public access in the coastal zone it should not be an issue to the California Coastal Commission that this project is approved by the City. It will not reduce coastal access permanently and any disruption to public access would be temporary during pipe installation. The pipeline option that would distributing recycled water between Perkins Park and Lover's Point would be primarily in the parks to interconnect with the existing irrigation systems. Caledonia Park distribution pipelines would also include an alignment through the park

7 Conclusions and Recommendations

7.1 Conclusions

7.1.1 Wastewater Flow

Review of the wastewater flow monitoring events concluded that the overall average weekly flow increased from 0.610 MGD in 2016 to 0.671 MGD in 2022, a 10% increase (shown on Figure 3-4). This flow increase is consistent with the 15% projected future flow increase presented in the May 2014 Sewer Collection System Master Plan prepared by the Wallace Group.

The flow patterns differ significantly in terms of hourly values, total average daily flows, and the ratios of the minimum and maximum (peaking factor) to the average. While the 2022 total wastewater flow averaged 0.67 MGD during the flow monitoring period, there appears to be less infiltration and the minimum flows are less than required to operate the WRP at it design capacity 24-hours per day.

7.1.2 Diversion

Figure 3-7 illustrates that 20% of the time during the 2022 monitoring event, the diversion structure inflows at MH 801 were less than the required 0.27 MGD. The lower than required minimum flow occurs between 2 and 6 AM and is consistent with flow observations made by the Operator.

A flow balance was conducted during November 18 to December 2, 2022 to determine if the diversion structure was capturing all available wastewater flow. The flow balance was inconclusive. There appears to have been an issue with one of the flow meters in either MH 801 or MH 980. The flow data at MH 801 is generally consistent with the February 2016 flow measurements and the 2022 monitoring at MH 980 is suspect.

7.1.3 Recycled Water Production

Review of recycled water production and capability concluded that during the last few years of the operation of the Wastewater Reclamation Plant (WRP), there are periods when the plant does not provide sufficient recycled water to meet the irrigation demands for the Golf Course and potable water is purchased to make up the deficiency. In July 2022, over 25% of the distributed recycled water was potable due to a mechanical problem with the plant. July 2022 has the largest documented supplemental use of potable water.

7.2 Preliminary Cost Estimates

There are several options for recycled water expansion:

- limit the expansion of reclaim water use only to Caledonia Park (System 1),
- expand only to Lover's Point Park (System 2), or
- serve both parks (System 3).

Perkins Park is irrigated by 5 water meters shown in Figure 4-2. The western most meter (Meter E) reported an average water use of less the 4,500 gallons per year (average of 7 years, 2016-2022). This relatively small water use by Meter E does not justify installation of a recycled water system. Two alternatives are provided for distribution pipelines to Perkins Park.

Recycled water for park irrigation would be taken from connections with the existing Golf Course irrigation system to minimize costs. Two potential connection points for the park recycled water are near the 6th Tee and the 4th Hole.

Table 7-1 provides the cost comparison by Alternative. The pipes are 3-inch and 4-inch diameter and unit costs for street construction and park/golf course construction are $250/foot and $140/foot, respectively. Conceptual level pipeline lengths were used for development of AACE International CLASS 4 Cost Estimates. Class 4 estimates are prepared using limited information with engineering typically at the 10% to 20% level.

For comparison, potable water for park irrigation costs between $7,000 and $7,500 per AF (2022).

Table 7-1 Summary of Cost by Alternatives

System	1 Caledonia Park	2 Lovers Point Only	3 Caledonia & Lovers Point Parks	4 Perkins Park[a/] Alternative A (via Lovers Pt)	5 Perkins Park Alternative B (via Del Monte)	6 All Three Parks with Perkins via Lover's Park
Estimated Total Cost	$230,000	$590,000	$750,000	$670,000	$880,000	$1,420,000
Project Life - years	30	30	30	30	30	30
Annual Cost for Construction	$7,700	$19,700	$25,000	$22,300	$29,300	$47,300
AFY	1.39	2.55	3.94	1.84	1.84	5.78
Annual Capital cost per AFY	$5,540	$7,725	$6,345	$12,120	$15,924	$8,183
O&M per AF (from Business Plan)[b/]	$7,820	$7,820	$7,820	$7,820	$7,820	$7,820
Total Capital and O&M $/AF	$13,359	$15,545	$14,165	$19,939	$23,744	$16,003

a/ System 4 – Perkins Park water is via Lover's Point. Alternative A requires concurrent construction of System 2 or 3

b/ Pacific Grove Local Water Project Business Plan. Prepared by Daniel Gho and Tori Hannah on July 21, 2021.

7.3 Recommendations

7.3.1 Future Flow Monitoring

- Prior to flow monitoring, the flows in and out of the Diversion MH 801A should be observed during high and low flow periods. At the same time, the flows into MH 980 should be observed to confirm that the diversion is functioning. If the plant is operating around the clock, there should be zero or minimum flow into MH 980 between 2 and 6 AM.
- The flow study should focus on the period between 2 and 6 AM when sewer flows are near minimum.
- The sewer flow should be measured during the July or August period when the irrigation demands are maximum and the WRP is operating at its maximum capacity. This flow study should be part of the diversion structure evaluation recommendations.

7.3.2 Diversion Structure Evaluation

Given that it has been reported the available flows at the diversion are insufficient to operate the WRP at its design capacity, it is recommended that the flow balance study of the diversion structure be repeated during the high irrigation season. The WRF is operating at its maximum capacity from July through August. The flow data at the diversion is needed to determine if the existing WRP can operate 24-hours per day. During flow studies, a recorder should be installed on the diversion pump flow meter to record the flow rates.

7.3.3 Recycled Water Production

- The flow study should be coordinated with the WRP operations staff and hourly production data be made available.

- The time of day and flow rates of WAS discharges to the sewer should be recorded as the WAS enters the Asilomar sewer between the Diversion manhole (801A) and the downstream MH 980.
- If there is insufficient sewage flow during early morning periods, determine if the plant can be programmed to operate both trains when there is adequate influent flow and then only operate a single train when the influent flow is limited. This could maximize recycled water production, but at less than the 0.25 MGD design capacity.
- Determine how much of the WRP membrane flows can be modulated? Is this feasible with the current membrane system programming? Determine if the current control system programming for the influent pumping system is maximized.
- Determine if the capacity of the biological reactors limit the overall plant capacity.
- Evaluate inflow equalization as an alternative to varying the production rates.

7.3.4 Recycled Water Distribution

If the City determines the expansion of the recycled water distribution system is economically feasible, the following design elements should be considered. Based on the data presented in Table 2-6, it is recommended that the pipe supplying recycled water to Caledonia Park be 3-inch diameter or larger. If a one hour per day maximum irrigation period is required, a 4-inch diameter is recommended. The proposed pipeline serving Lover's Point would be 4-inch diameter. The new pipelines integrated into the existing irrigation systems for Perkins Park are estimated to have 3-inch diameters. The recommended pipeline routing minimizes construction in the streets which has a higher cost than construction in either the parks or the Golf Course.

If the City determines to proceed with construction of facilities delivering recycled water to the parks under consideration here within, a geotechnical and utility investigations should be conducted to refine the conceptual designs and cost estimates. Modifications to the Perkins Park irrigation systems into recycled water conveyance systems requires further analysis of the existing systems. The accuracy of the system as-build drawings needs to be verified.

Irrigation schedules for the parks need to be coordinated with the irrigation schedules of the Golf Course and Cemetery given the available capacity of the irrigation pumping system at the Reclamation Plant site.

Due to low irrigation demand and the distance from the proposed irrigation system, its recommended that the section of Perkins Park irrigated by water meter E (Figure 2-4) not be included in the recycled water expansion.

Appendix A: Financial Review

Expansion of the existing golf course recycled water system to close proximity parks is an economic decision. In Section 4, the capital costs for providing recycled water to three parks is developed. An Excel based model is used to determine the total costs of providing recycled water for the six systems described in Section 4.

Table A-1 presents the unit costs of recycled water per acre-foot (AF) which allows comparison with current costs of potable water. Factors that affect the recycled water unit costs are a) capital cost, b) amortization rate, c) life of the system, d) annual irrigation requirements, and e) recycled water production costs. In Table A-1, it is assumed that additional labor costs for maintenance of park irrigation systems will not increase over current costs using potable water. It is also assumed that the costs for producing recycled water at the Wastewater Reclamation Plant is current unit cost of $7,820 per acre foot. Irrigation of the three parks is estimated to require 5.8 AF for the average year. This represents an increase of 5% over the 2022 recycled water use of 114.4 AF.

Given that the peak irrigation seasons coincide for the parks and the golf course, availability of recycled water during the July – October could limit recycled water irrigation of the parks.

The State of California as a grant program to assist cities with construction costs for recycled water systems. If the City of Pacific Grove can obtain such grants, the net construction and total water costs can be reduced. For example, Table A-2 assumes that 30% of the construction costs are offset with grants.

Table A-1 Costs of Providing Recycled Water to Parks in Proximity of the Golf Course

System	1 Caledonia Park	2 Lovers Point Only	3 Caledonia & Lovers Point Parks	4 Perkins Park[a/] Alternative A (via Lovers Point)	5 Perkins Park Alternative B (via Del Monte)	6 All Three Parks with Perkins via Lover's Point
Estimated Total Cost	$230,000	$590,000	$750,000	$670,000	$880,000	$1,420,000
Project Life - years	30	30	30	30	30	30
Annual Cost for Construction	$7,700	$19,700	$25,000	$22,300	$29,300	$47,300
AFY	1.39	2.55	3.94	1.84	1.84	5.78
Annual Capital cost per AFY	$5,540	$7,725	$6,345	$12,120	$15,924	$8,183
O&M per AF (from Business Plan)	$7,820	$7,820	$7,820	$7,820	$7,820	$7,820
Total Capital and O&M $/AF	$13,359	$15,545	$14,165	$19,939	$23,744	$16,003

[a/] System 4 - Perkins Park water is via Lover's Point. Alternative A requires concurrent construction of System 2 or 3

Table A-2 Costs of Providing Recycled Water to Parks with 30% Grant Funding of Construction

System	1 Caledonia Park	2 Lovers Point Only	3 Caledonia & Lovers Point Parks	4 Perkins Park[a/] Alternative A (via Lovers Point)	5 Perkins Park Alternative B (via Del Monte)	6 All Three Parks with Perkins via Lover's Point
Estimated Total Cost	$230,000	$590,000	$750,000	$670,000	$880,000	$1,420,000
Grant for Facilities	$69,000	$177,000	$225,000	$201,000	$264,000	$426,000
Cost After Grants	$161,000	$413,000	$525,000	$469,000	$616,000	$994,000
Project Life - years	30	30	30	30	30	30
Annual Capital Cost	$5,400	$13,800	$17,500	$15,600	$20,500	$33,100
IrrigationWater - AFY	1.39	2.55	3.94	1.84	1.84	5.78
Annual Capital cost per AFY	$3,885	$5,412	$4,442	$8,478	$11,141	$5,727
O&M per AF (from Business Plan)	$7,820	$7,820	$7,820	$7,820	$7,820	$7,820
Total Capital and O&M $/AF	$11,705	$13,232	$12,262	$16,298	$18,961	$13,547

[a/] System 4 - Perkins Park water is via Lover's Point. Alternative A requires concurrent construction of System 2 or 3

A parametric analysis was conducted to illustrate the effects of possible grants, interest rates and amortization period (pipeline useful life) on the costs of providing recycled water to the parks Analyses listed in Table A-3). The results of the parametric analysis is presented in Figures A-1 through A-6.

Table A-3 Parametric Analyses Conducted

Figure	System	Cost Components	Amortization Period	Interest Rate	Grant Funding
Fig. 7-5	3: Caledonia & Lover's Pt	Capital Only	30 years	0 to 6%	0 to 50%
Fig. 7-6	3: Caledonia & Lover's Pt	Capital + O&M	30 years	0 to 6%	0 to 50%
Fig. 7-7	6: Caledonia, Lover's & Perkins	Capital Only	30 years	0 to 6%	0 to 50%
Fig. 7-8	6: Caledonia, Lover's & Perkins	Capital + O&M	30 years	0 to 6%	0 to 50%

The economic results will enable the City to evaluate the alternatives and determine a plan of action. The City can also use the financial model to evaluate additional scenarios.

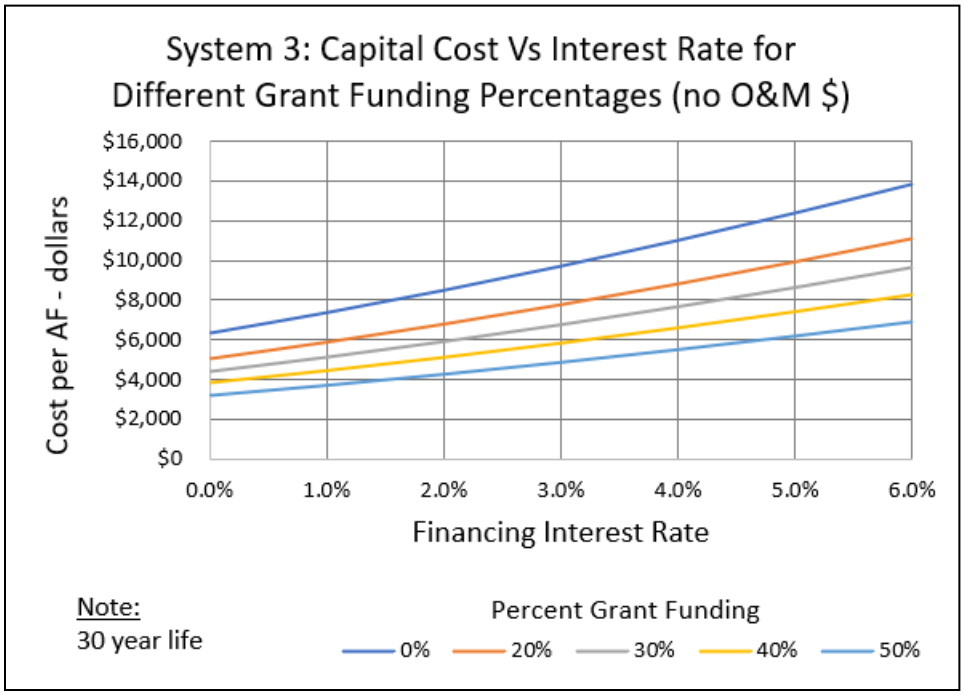


Figure A-1 Caledonia + Lover's Point Parks: Capital Costs, 30 Yr Amortization without O&M

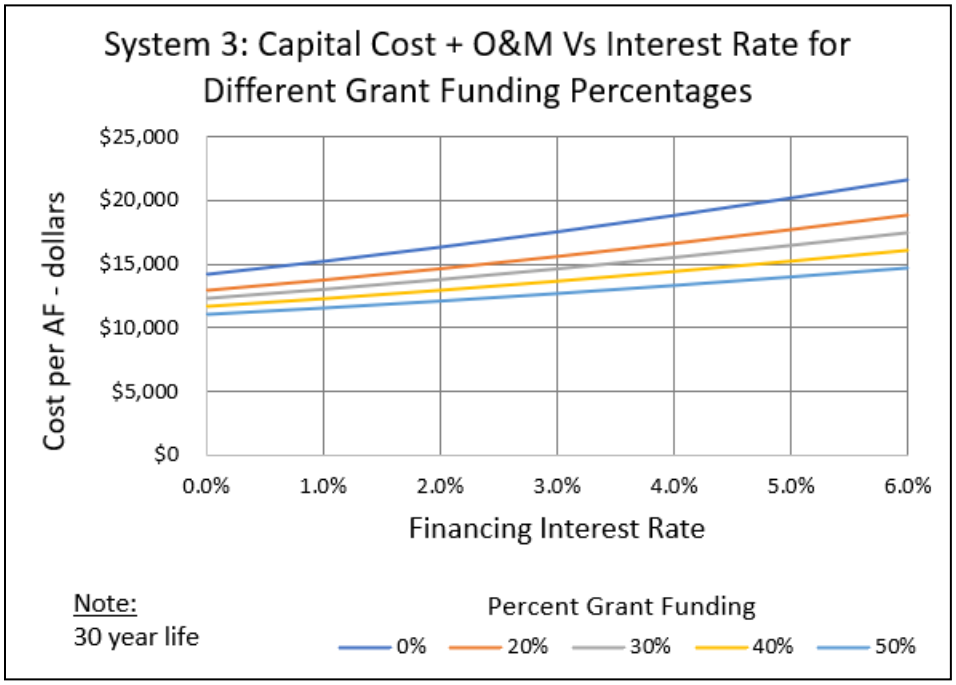


Figure A-2 Caledonia + Lover's Point Parks: Capital + O&M, 30 Yr- Amortization

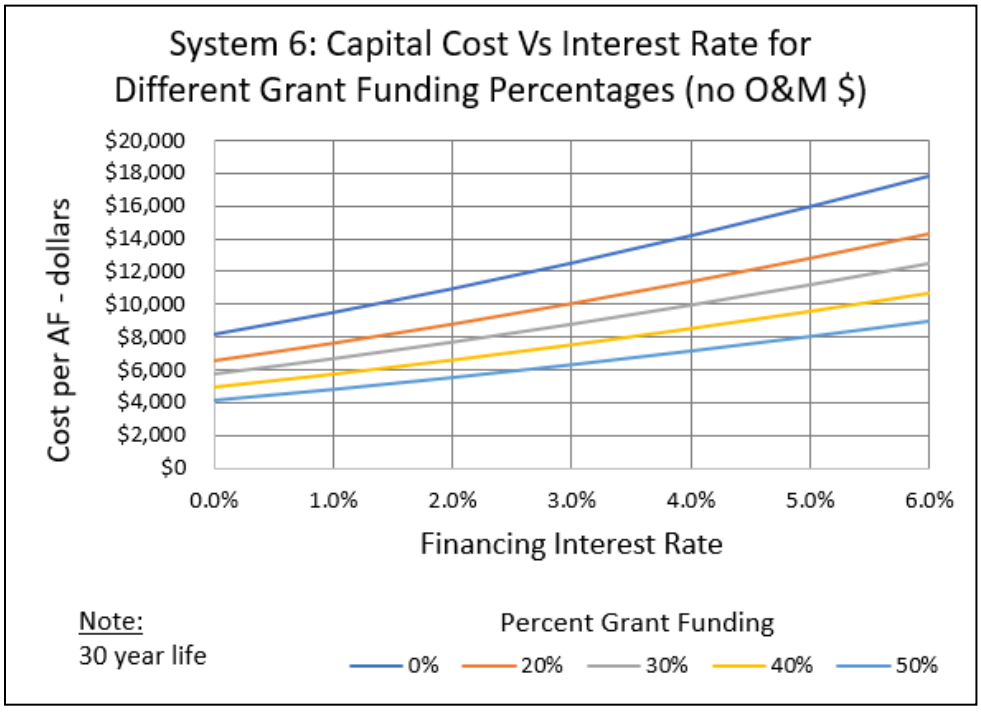


Figure A-3 Perkins, Caledonia + Lover's Point Parks: Capital Costs Only: 30 Yr Amortization without O&M

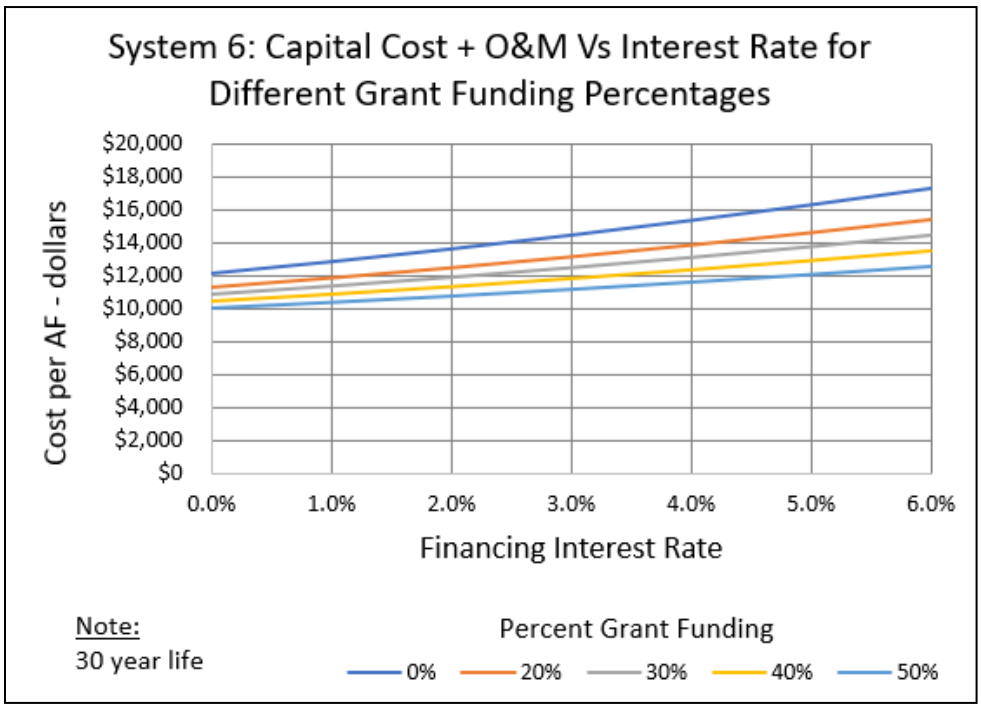


Figure A-4 Perkins, Caledonia + Lover's Point Parks: Capital + O&M, 30 Yr Amortization

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: June 21, 2023

SUBJECT: Safety Improvements at 5-way intersection

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

RECOMMENDATION

1. Authorize the City to enter into an agreement with GHD for Phase I of the Congress, Cedar, and Sunset Intersection Safety Improvement Project in an amount not to exceed $797,574
2. Alternatively, discuss and take other action related to this item

DISCUSSION

Background

In 2016, the Transportation Agency for Monterey County (TAMC), in partnership with the City of Pacific Grove (City) and California Department of Transportation (Caltrans), conducted a study of the State Route 68 Corridor (SR68) segment located in Pacific Grove City bounds, the Pacific Grove Hwy 68 Corridor Study.

https://www.tamcmonterey.org/pacific-grove-hwy-68-corridor-study

The intent of the study was to identify improvements that would provide safer access for all modes of travel. The study identifies several areas along the State Route corridor, which is managed by Caltrans and within the City boundary, that are ripe for safety improvements. However, the City has focused on the implementation of complete street improvements to the five-legged intersection of Sunset Drive, Congress Avenue and Cedar Street. This intersection has been selected as it is adjacent to two schools, is heavily trafficked, and has historically been an area of interest for improvement by the community and TAMC.

On November 8, 2016, TAMC placed the Transportation Safety & Investment Plan (Measure X) on the ballot, the measure was approved with 67.7% approval from Monterey County voters. The measure, through retail transactions and use tax of three-eighths of one percent (3/8%) is anticipated to generate an estimated $20 million annually for 30 years. The revenue from the sales tax measure is used for transportation safety and mobility projects in Monterey County. 40% of the revenue is allocated to Regional Projects via the Regional Safety Mobility and Walkability Program; TAMC has identified and allocated funding for specific projects across the county; one of the projects identified includes improvements to the SR68 Corridor within the Pacific Grove bounds. A total of $5 Million has been

allocated.

As part of the FY22/23 Capital Improvement Plan (CIP), the multi-year Cedar St, Sunset Dr & Congress Ave Intersection Improvements Project was approved by the City Council; $1M was allocated from the Measure X Regional Safety Mobility and Walkability Program to the initial phase of the project.

On October 19, 2022, Council approved a formal Measure X funding agreement with TAMC for an amount not to exceed $1,000,000, of the larger $5M bucket, to the initial phase and kick off the project.

Selecting a Consultant

This project is a multi-year, multi-million-dollar endeavor. Ultimately, the goal is to construct safety and multi-modal improvements at the Congress Ave, Sunset Dr, & Cedar St, 5-way intersection within Caltrans jurisdiction. Prior to reaching the construction phase, the City must take several steps to successfully design and permit the project.

The immediate first step is that the City must retain a firm with the knowledge and expertise to identify and design safety improvements on SR 68 West with particular attention to bicycle and pedestrian access to Forest Grove Elementary School and Pacific Grove High School along with the intersections of Sunset Drive/Congress Avenue/ Cedar Street, Sunset Drive/19th Street, and Sunset Drive/Forest Avenue.

In order to find this firm, the City released a Request for Qualifications (RFQ) in January of 2023 for the Intersection Project Study Report, Environmental Impact Review and Concept Design for Congress, Sunset, Cedar Intersection Multi-Modal Safety Improvements. The RFQ period closed on February 23, 2023. The City received two statements of qualifications (SOQ) for the project from:

1. Kimley Horn, and
2. GHD

City staff reviewed both statements and held panel interviews with both firms. Following this process, GHD was selected as the preferred consultant. Since the 5-way intersection is within Caltrans jurisdiction, the selected consultant must have vast experience working with Caltrans on similar projects. Navigating the permitting process and ultimately gaining approval to construct safety improvements at an intersection within a State Highway will take time, has numerous steps, and will require tremendous outreach and studies to obtain all the necessary permits. GHD has the team to accomplish these goals and has developed a preliminary work plan to guide the project (Attachment 1).

Following the interviews, GHD worked with the City to prepare a scope and fee schedule associated with the scope of services (Attachment 2).

Scope of Work & Approach

Successful execution of this project will require adhering to the Caltrans project process and entails the 4 phases noted below:

Phase 1: Project Initiation Document (PID)
Phase 2: Project Approval and Environmental Document (PA&ED)
Phase 3: Plans, Specifications, and Estimates (PS&E), and
Phase 4: Construction

Due to the lengthy Caltrans process noted above, costs, and timing, the project agreement will be phased. The requested agreement is in an amount not to exceed $797,574. This will allow for the City to complete Phase 1, PID. The PID process is intricate and lengthy process; it is anticipated to span a 12-month period. More information on the PID phase is provided below. More information on all project phases is included in Attachment 1.

Phase 1 – PID

Caltrans Project Development Procedures Manual states that projects shall be adequately scoped prior to approval. The basis for scope, cost, and schedule shall be documented in a PID for all major projects on the State Highway System. To adequately prepare the PID, the City must complete the following:

- Alternatives Analysis
    - Data collection, review, and analysis
    - Purpose and Need Statement
    - Public outreach
    - Alternatives development
    - Intersection Safety and Operational Analysis Process (ISOAP)/ Traffic Engineering Performance Assessment (TEPA)
- Preparation of PID
    - Stormwater Data Report (SWDR), Preliminary Environmental Analysis Report (PEAR), Right of Way Data Sheets (RWDS)
    - Design Standards Risk Assessment
    - Preliminary cost estimate
    - Draft & Final Project Study Report (PSR)- Project Development Support (PDS)
- Finalize Study Limits
    - Right-of-way and topo surveys
    - Project description
    - Design optimization/Geometric approval

There is potential for savings in Phase 1, the PID following the alternatives analysis. If no alternatives are identified and a single project type is determined, then the City may be able to proceed with the single design and portions of the PID process may be eliminated resulting in cost savings. This cannot be determined until the City enters the first phase of the project and completed the alternatives development process.

As noted above, The total for Phase 1 (request for this evening) is $797,574.

Phase 2 – PA&ED

Once Phase 1 of the project is complete, and a recommended treatment is determined, the City can proceed to Phase 2. Phase 2 consist of project approval and environmental documents (PA&ED). To support the PA&ED stages the following will need to be completed:

- Technical Studies
    - Traffic, Biology, Cultural, SWDR, Noise, Air Quality, Land Use, Visual, Hazardous Material, Geotechnical
- Preliminary Engineering/Project Report
    - 30% Plans, Specifications & Estimates (PS&E)
    - Draft and Final Project Report
- Environmental Document
    - Permitting

- Public outreach
- Admin draft, Draft, & Final Environmental Document
- Permitting, including Coastal Commission & RWQCB

Total for Phase 2: Estimated at $1.1 Million

Phase 3 – PS&E

Upon completion Phase 2, the City will then enter the third and final planning/permitting phase, which is PS&E and construction support. Phase 3 consists of:

- Right of Way Support
  - Identification/minimization of impacts
  - Appraisals, Plats & Legals, and Acquisition support
  - Right of Way Certification
- Plans, Specifications, & Estimate
  - 60%, 90%, and 100% PS&E
  - Utilities: positive identification, coordination, potential
  - Relocation support, and certification
  - Constructability review
- Bid Support
  - Bid package, respond to bidder inquiries, attend pre-bid meeting, compile bid results
- Construction oversite
  - Engineering support during construction
  - Post-construction traffic report

Total for Phase 3: Estimated at $1.3 Million

Phase 4 – Construction

The final project phase is the construction phase. The cost of construction is largely dependent on the alternative selected. If a roundabout is the selected improvement, high level construction estimates are around $7M.

TOTAL PROJECT HIGH LEVEL OVERVIEW:

This is a multi-year, multi-million-dollar effort that will need to be executed in phases.

Tonight's request is to authorize an agreement with GHD in an amount not to exceed $797,574. This will allow the City to embark on the initial phase of the project, the PID phase (Phase 1).
It is anticipated that Phases 1 – 3 will equate to a total of $3.2M. Construction costs will vary depending on the improvements selected for the intersection. If the desired alternative is a roundabout, the total project cost (planning, environmental and construction) may equate to $10M. Alternative intersection safety measures may be recommended which would yield lower planning, design, engineering and construction costs.

Initial Agreement & Subsequent Amendments

If approved, the City's standard agreement (reviewed and approved by the City Attorney, Risk Management and the California Joint Powers Insurance Authority) will be prepared for the Mayor's signature per the standard contracting process.

As the City nears completion of Phase 1, Staff will work with the consultant to create a clear scope of

services for the subsequent phase. This will be brought forth to council for consideration. If approved, an amendment to the original agreement will be executed.

OPTIONS

1. Do not approve an agreement contract with GHD. This will essentially stop the project and no evaluation of the intersection will occur.
2. Provide alternative direction

FINANCIAL IMPACT:

$5,000,000 has been earmarked by the Transportation Agency for Monterey County (TAMC) for the Pacific Grove State Route 68 corridor, derived from Measure X Regional Safety Mobility and Walkability Program allocation. The City entered into a funding agreement with TAMC in November of 2022 allocating $1,000,000 towards the intersection project. This allocation is sufficient to fund this agreement to execute Phase 1, PID.

The grant revenues and expenditures to support this contract have been included in the Fiscal Year 23/24 Proposed Budget.

As stated above, the total project cost cannot yet to be determined, primarily because a specific project approach has yet to be determined. If a roundabout is constructed, total cost could be upwards of $10 million. If a roundabout is determined to be the best intersection control, then the city will have to seek grant funding to fund the remaining project balance.

FOCUSED PRIORITY AREA: Infrastructure

Attachments

Work Plan

Scope and Fee

Work Plan

key to getting to a single build alternative

Standard Process

PID 12 months

PA&ED 12 months

PS&E 18 months

Construction 24 months

Project Management / Stakeholder Coordination

- Alternatives Analysis
- Preparation of PID
- Finalize Study Limits
- Technical Studies
- Prelim. Engineering/ Project Report
- Environmental Document/ Permitting
- Right of Way Support
- Plans, Specifications, & Estimate
- Bid Support
- Construction Support

Alternatives Analysis - 4 months

- Data collection, review, and analysis
- Purpose and Need statement
- Public outreach
- Alternatives development
- ISOAP/TEPA

Preparation of PID - 8 months*

- SWDR, PEAR, RWDS
- Design Standards Risk Assessment
- Preliminary cost estimate
- Draft & Final PSR-PDS

Finalize Study Limits - 2 months

- Right-of-way and topo surveys
- Project description
- Design optimization/Geometric approval

Technical Studies - 8 months

- Traffic, Biology, Cultural, SWDR, Noise, Air Quality, Land Use, Visual, Hazardous Material, Geotechnical

Prelim. Engineering/Project Report - 12 months

- 30% PS&E (incl. utility coordination)
- Draft & Final Project Report

Environmental Document - 8 months / Permitting - 12 months

- Public outreach
- Admin draft, Draft, & Final Environmental Document
- Permitting, including Coastal Commission & RWQCB

Right of Way Support - 18 months

- Identification/minimization of impacts
- Appraisals, Plats & Legals, and Acquisition support
- Right of Way Certification

Plans, Specifications, & Estimate - 18 months

- 60%, 90%, and 100% PS&E
- Utilities: positive identification, coordination, potential relocation support, and certification
- Constructability review

Bid Support - 4 months

- Bid package, respond to bidder inquiries, attend pre-bid meeting, compile bid results

Construction Support - 20 months

- Engineering support during construction
- Post construction traffic report

*Potential to streamline this phase if only one alternative is accepted by Caltrans following the Alternative Analysis Phase

City of Pacific Grove
Congress, Sunset, Cedar Intersection Multi-Modal Safety Improvements

REVISED Scope of Work

The following scope of work was prepared by GHD to identify the services that will be provided to the City of Pacific Grove to move the SR 68 for Congress, Sunset, Cedar Intersection Multi-Modal Safety Improvements through the Alternatives Analysis and Caltrans Project Initiation Document (PID) phase. GHD is ready to provide the necessary assistance from the critical first steps (pre-PID/Alternatives Analysis) right through to the approved scoping document, with the intent of supporting the City to get to a single build alternative. For this project, at this time and for the purpose of this initial scope of work, it is expected that the required scoping document will be a Project Study Report – Project Development Support (PSR-PDS).

The scope of services was developed with the following goals in mind:

– Deliver a project that meets current and future operational requirements.
– Develop a geometrically-approvable preferred alternative(s), with the intent of getting to a single alternative.
– Recognize active transportation, complete streets and equity are important transportation components for the project's design.
– Build public and agency consensus around preferred alternative(s).
– Efficiently manage the preparation of PSR-PDS supporting documents for the City's and Caltrans' approval.
– Implement an effective quality process that covers all work performed by the project team.

Future phases for PA/ED and PS&E will be negotiated with the City once the PID phase is completed and a scope of the Build Alternative is better known.

Task 1 – Project Management

GHD will provide project management; coordination with and between project team members, coordination with the City of Pacific Grove project manager; and coordination with the Project Development Team (PDT).

1.1 – Project Management and Coordination

GHD will perform the following duties:

– Supervise, coordinate and monitor procedures for preparation of the Alternative Analysis, Project Study Report /Project Development Support (PSR/PDS), and other supporting studies consistent with and in conformance to the guidelines published in Caltrans "Project Development Procedures Manual" (PDPM).
– Coordinate and monitor deliverables by sub consultants in accordance with this work plan.
– Coordinate project reviews by the Project Development Team (PDT).
– General correspondence, monthly progress reports, invoicing, and project schedule updates.

1.2 – Quality Management Plan

GHD will prepare a draft quality management plan (QMP) consistent with the plan outline and format provided in Caltrans PDPM. The draft QMP will be provided to the City and Caltrans for review and comment. Upon approval of the QMP, GHD will be responsible for maintaining the QMP and monitoring project deliverables for conformance with the QMP throughout the length of this project. The QMP establishes a process to ensure:

- Personnel responsible for assuring quality are independent of those having direct responsibility for the work being performed.
- Review comments and recommended changes are properly addressed and/or resolved.
- Project documents, correspondence, and memoranda are appropriately distributed.
- Document control is established and maintained for proper storage and handling of project materials, providing only the current versions for use by the Project Team.
- Discipline/Task Managers perform and/or certify required inter- and intra-disciplinary Quality Control (QC) and Quality Assurance (QA) reviews are completed prior to deliverable submittals.
- Project Manager approves the distribution of all deliverables and certifies that QMP requirements have been satisfactorily performed.
- Work products conform to nomenclature and formatting requirements and are free of typographical and syntax errors.
- Project activities are accomplished in accordance with appropriate design criteria, industry standards, and federal, state, and other regulatory requirements.

1.3 – Project Meetings

GHD's Project Manager and select team members will organize and attend the following virtual (unless otherwise noted) meetings:

- Project kick-off meeting held in-person with GHD and City staff.
- Project Development Team (PDT) meetings with the City, Caltrans, and other agency/stakeholder staff, which will be scheduled to be conducted once per month, for no more than 12 meetings.
- Bi-weekly 30-minute check in meetings with City staff (scope assumes no mor than 24 meetings)
- Field walk with GHD Project Manager, Project Engineer, City and Caltrans staff.

To facilitate these meetings, GHD will coordinate, schedule, and lead meetings. Prepare PDT meeting records and project schedule updates. GHD will coordinate the first or kick-off PDT meeting to initiate the PID project phase. Sub-consultants will attend based on their level of involvement at any time during the project, the scope of which is included in their overall tasks below.

1.4 - Community Outreach and Presentations

Public Information Open House (1)

GHD will provide assistance as needed with an open house to be held as the Alternative Analysis approaches completion, prior to the preparation of the Draft PSR-PDS. The project's Purpose and Need will be presented, and the alternatives being considered displayed in a manner that will allow the public to ask questions and comment on the proposed alternatives. The input received will be presented in the study's Draft PSR-PDS as public comments.

If the City desires an additional open house during the course of this study, a separate scope of work and fee estimate to provide GHD assistance will be submitted to the City for prior approval.

Project Presentations (2) <<For minimized fee purposes, assume approximately $5,000 per meeting for preparation (including powerpoint), coordination, and attendance>>

GHD will be available to support the City in making two (2) presentations to the Pacific Grove City Council. One is anticipated at the end of the Alternative Analysis phase, and another is anticipated after the Draft PSR-PDS is completed.

1.5 – Stakeholder Outreach << For minimized fee purposes, assume approximately $2,000 per meeting for preparation, coordination, and attendance>>

Stakeholder Outreach

GHD recommends these meetings be held one-on-one or in small groups of stakeholders with similar interests in-person. At least one (1) meeting should be held with each property owner affected by the project. The purpose and timing of the meeting(s) is to listen to their concerns and provide time for the design team to respond with potential solutions prior to the second project presentation.

At this time, it is anticipated that up to twenty (20) property owner meetings will be required with Stakeholders.

Task 2 – Data Collection and Base Mapping

2.1 – Data Collection

The types of information collected could include (but not be limited to) GIS data, as built plans, utility maps, record improvement drawings and reports and existing data including City/and Caltrans collision data, right-of-way information, records maps, title information, utility information, etc.

2.2 – Preliminary Survey/Base Mapping

The following services will be provided by Whitson.

Control and Aerial Mapping

– Research existing State Plane control and benchmark control.
– Set local ground control and aerial control panels, as shown in the attached Aerial Mapping Exhibit.
– Obtain aerial mapping for the mapping area shown on the attached Survey Exhibit. Mapping will be at a scale of 1” =20’ with a one-foot contour interval.

Utility Mapping

– Obtain system maps of public utilities from utility owners. Underground utilities will be plotted based on visible features and system maps (ASCE-38 Quality Level C).
– Perform a field check of visible utility structures.
– Perform a supplemental field survey to locate sewer and storm drain structures, including invert elevations. Locate utility structures not identified in the aerial survey.

Boundary Mapping

– Review record maps and lay out record boundary.
– Perform a limited field survey to recover monuments of record to corroborate the record boundary layout.
– Develop a boundary base map showing record rights-of-way within the subject project area. Please note: This will not constitute a boundary survey.

Task 3 – Alternatives Analysis

3.1 – Develop Project Purpose and Need

The “No Build” transportation conditions (existing and future) identified and evaluated within the ICE Step 1 report will primarily be used to draft the initial purpose and need statement. This information will be supplemented as needed with current Caltrans and SWITR collision data. The purpose and need statement will be incrementally reviewed and refined by the project development team members. The final Purpose and Need statement will then be prepared upon resolution of all provided comments.

3.2 – Conduct ICE Evaluation and Traffic Engineering Performance Assessment (TEPA)

GHD will perform the traffic analysis for the project utilizing the latest demand model and obtain new counts for the corridor and both the Congress and Forest intersections. The existing information shall be summarized in an existing conditions memo for review/approval by the City and Caltrans and only a Draft and Final version are assumed. The calibrated model will be summarized in a Forecasting Memo for review/approval by Caltrans and only a Draft and Final version are assumed.

Once forecasting and existing conditions are approved, GHD will prepare a Draft Intersection Control Evaluation (ICE) – Note that this will probably morph into the Intersection Safety and Operational Analysis Process (ISOAP) once that has been formalized, potentially in fall 2023, however, an ICE has been scoped for the purpose of this project, but should be a similar level of effort as long as the style of evaluation stays the same once we begin compiling. Preliminary alternative layouts showing both the recommended signal and roundabout layouts, including approach roadway geometrics, will be prepared and provided within the Draft ICE. The Draft ICE shall also include all supporting capacity calculations and corresponding truck/bus turns. Upon review of the Draft ICE by the City and Caltrans and resolution of all comments, GHD will then prepare a Final ICE for approval. The following services represent the work that will be provided to prepare and process the ICE evaluations. In addition, sufficient information and data will be provided through both ICE evaluation as to prepare the Design Scoping Index, Preliminary Traffic Engineering Assessment and Division of Engineering Services Scoping Index scoping tools.

Traffic and Performance Analysis Findings

Design Checks/Optimization. Geometrics and operations associated with the signal and roundabout alternatives developed as part of Task 3.3 will be optimized. For each roundabout alternative the following design checks will be performed:

– Fast Paths
– View Angles
– Truck Turns
– Pedestrian/Bike Facilities
– Potential Project Phasing

VISSIM/Sim-Traffic Simulations. Micro-Simulation for both the roundabout and traffic signal alternatives will be evaluated under this task to ascertain queuing impacts from one location would not impact operations at the adjacent intersections. For the traffic signal alternative Sim-Traffic will be utilized to perform the queuing analysis and for the roundabout alternative, VISSIM will be utilized.

Deviations from Design Standards. Possible deviations from Caltrans Design Standards for all alternatives will be identified. Possible design exceptions will be noted under this task. This task does not, however, include preparation of fact sheets.

Cost Analysis

Mobility Costs. The mobility costs (vehicle operating costs) and environmental costs will be estimated for both the alternatives using the cost module available in SIDRA. The vehicle operating cost parameters will be obtained from Life-Cycle Benefit-Cost Analysis Economic Parameters published by Caltrans.

Collision Costs. Costs associated with each crash type will be quantified using the expected crash reduction (CMF) for the intersection type and the number of accidents obtained within the preliminary safety analysis section. Transportation Planning Division of Caltrans provides the costs associated with accident types in Life-Cycle Benefit-Cost Analysis Economic Parameter. This information will be utilized to determine collision costs.

Environmental and Other Costs. Environmental costs will be computed for both the alternatives using the cost module available in SIDRA and other costs including operations and maintenance, landscape maintenance and pavement rehabilitation will be estimated based on input from City and Caltrans.

Life-Cycle/Investment Analysis Findings.

Opinion of Probable Cost. Cost estimates consistent with Caltrans requirements (eleven-page cost estimates) will be prepared under this task for the alternatives and include information obtained from Task 3.4 regarding right of way.

Service Life (Estimated Number of Years). To the extent feasible, FHWA suggests that it is a good practice to phase roundabout design to achieve improved safety. Based on the phasing for each alternative as appropriate, the expected service life will be identified for each alternative.

Life Cycle Cost Analysis – Benefit/Cost Index. A cost benefit index for each alternative will be estimated based on the cost estimates and various benefits estimated in the Traffic and Performance Analysis Findings.

Future Investment Needed to Extend Life. Costs will be estimated for each of the alternatives for interim and ultimate phases. This will enable estimating the future investment needed to extend the project life from an interim to the ultimate project phase. This information will provide the City with an idea of funding and phasing strategy for constructing the interim and ultimate design.

Prepare Draft and Final Study.

A draft report will be prepared consistent with the guidelines identified in the TOPD policy guidelines for review and comment by the City, Caltrans and other reviewing agencies. The study will include a comparison of the performance of each alternative based on previously agreed to Measures of Effectiveness. Provided comments will be responded to via a response to comment memorandum and/or update to the ICE study as appropriate.

GHD will then prepare a Draft TEPA utilizing the information described above, including the ICE, to document the existing and future traffic conditions and recommended roundabout and roadway geometry for the Project improvements to provide efficient traffic operations. Note that this will be a more robust document than is typical of a TEPA so as to support the conclusions required to ultimately end up with a single build alternative. Thus, this TEPA will end up being a mini–Draft Traffic Operations Analysis Report (TOAR), therefore limiting the potential rework during PA/ED for traffic documentation. Upon review of the Draft TEPA by the City and Caltrans and resolution of all comments, GHD will then prepare a Final TEPA for approval. For the basis of this proposal, this project is assumed to be non VMT inducing, and no additional documentation or analysis will be required.

3.3 – Alternatives Development

Alternatives (up to three total) will be designed and evaluated based on impacts to right of way, utilities, and Caltrans facilities. The Alternatives will be compared to determine which should be included in the final PSR-PDS. Alternatives will be scoped for probable construction costs, potential environmental impacts, and compatibility with the City's complete streets master planning. Alternatives under consideration will be reviewed by the City and Caltrans.

3.4 – Right of Way Data Sheet

In support of the Alternatives Analysis and for ultimate inclusion in the PSR-PDS, a right-of-way cost estimate and Caltrans Data Sheets are to be prepared by a qualified real estate consultant. Monument will evaluate the potential right-of-way requirements, affected parcels and associated capital costs related to each alignment alternative under consideration for the proposed interchange modernization project. As such, the following Scope of Work itemizes the tasks and deliverables that will be performed by Monument.

- Take an inventory of the affected properties for each selected option.
- Using public Assessor's Roll information, investigate the ownership, lot size, and building size of each affected property.
- Visually inspect each property (exterior street view) and evaluate effects of proposed acquisition. List all businesses on each property and the approximate space they occupy.
- Sort each property into product types to determine the universe of real estate data sets to research and create valuation data sets for each product type.
- Prepare an estimate of the probable cost of each full property acquisition or the cost of each partial acquisition (plus damages) using the data sets created and utilizing our various real estate value data bases.
- Prepare an estimate of the probable relocation assistance exposure for each residential or non-residential occupant located on each property.
- Prepare an estimate of the immoveable fixtures and equipment associated with each business property.
- Prepare an estimate of the total probable loss of business goodwill attributable to each operating business.
- Prepare an estimate of the inspection and demolition costs associated with delivering each cleared site.
- Prepare an estimate of the total services and incidental costs associated with each real estate acquisition program (appraisals, acquisition and relocation agents, title/escrow, and legal services).
- Ascertain the estimated cost for potential utility relocations from the design engineer and/or utility coordinator (preparing a cost estimate for utility relocations is excluded from Monument's scope of work).

The scope of work will be performed and delivered in the form of a report containing a description of the project areas studied, a summary of total probable costs of the study area itemized by major component and will include detailed spreadsheets showing how the summary sheets were calculated. The spreadsheets contain a parcel-by-parcel breakdown of all probable costs.

In the event that the acquisition program is to be phased or determined to be implemented at a future date, formulized spreadsheets will be created which apply the appropriate cost escalation factors to reflect the projected schedule.

The final cost information determined from the accumulation of data will then be transferred into the appropriate format for application to the Right of Way Data Sheets, or other format required by the project.

Task 4 – PSR-PDS Document

4.1 – Preliminary Environmental Analysis Report (PEAR)

Rincon will prepare a Preliminary Environmental Analysis Report (PEAR). Rincon will utilize the most recent PEAR template provided by Caltrans and coordinate with Caltrans District 5 Environmental staff on the latest procedures they are using in the development of PEARs. The purpose of this PEAR is to clearly outline and estimate the scope, schedule, and cost for completing the environmental process for the project (PA&ED) and identify the anticipated environmental commitments from the project. More specifically, the

PEAR will identify those aspects of the preliminary designs of the project that may have a potential significant effect on the environment based on information known to date. The PEAR will identify the type of future studies and evaluations which must be performed and the required environmental document that would be required to meet all California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA) requirements. This work effort will include the following tasks.

Coordination and Meetings

The Rincon project manager and technical staff will review existing and available information pertaining to the project area, including information on file with the City and Caltrans that relates to the project area and design information available and developed during the project. This task assumes coordination with Caltrans District 5 staff for the purpose of obtaining information and ensuring an approved format is used for the PEAR document. This task also includes general project management support.

Analysis

Rincon will conduct windshield surveys and provide a qualitative description of potential environmental resources and issues that could affect selection of the recommended alternative, including the types of permits that may be required. This will include the following analysis:

– Land Use/Growth/Socioeconomic/Community Impacts. Describe the general setting of the study area, the types and number of structures, and parcels affected by the project. Discuss potential issues related to the relocation of utilities.
– Farmlands/Timberlands. Describe that there are no agricultural land uses or timberland near the project area.
– Visual/Aesthetic Resources. Identify scenic resources and any adverse visual impacts that may be introduced by the project.
– Cultural Resources. A Rincon cultural resources specialist will conduct a background records search and literature review at the regional Information Center of the California Historical Resources Information System (CHRIS). The records search and literature review will include the proposed project area as well as a 1-mile buffer around the area. Rincon will also contact the California Native American Heritage Commission to request a search of their Sacred Lands File database and a list of local Native American representatives that may have knowledge of resources, including potential tribal cultural resources within the study area. The report will identify whether the project area has been previously surveyed for cultural resources and discuss possible effects that the project might have on recorded resources within or adjacent to the project area, including any potential cultural resource issues that might affect the alternatives, cost, or viability of the project. The report will also identify cultural resources studies that may be necessary for the project, such as an Archaeological Survey Report or Historical Resources Evaluation Report.
– Hydrology and Floodplain/Water Quality and Storm Water Runoff. Describe the hydrology and floodplain setting and identify water bodies that might be affected by the project. Describe discharge conditions that could affect the project design, scheduling, or construction techniques, discuss any agency coordination and permits, and map the locations of any constraints, including FEMA floodplains, that should be considered during preliminary design on the provided base map.
– Geology, Soils, Seismic and Topography. Conduct a background document review of the project area and geologic mapping to identify potential geologic concerns including earthquakes, the suitability of soils to support the proposed development (e.g., shrink/swell, poor drainage, etc.), and the erosion potential across the project site.
– Paleontology. A Rincon paleontologist will conduct a background document review of the project area to identify potential paleontological sensitivity of the project area.
– Hazardous Waste/Materials. Conduct a search of on-line hazardous materials records and assess the potential for the project to release hazardous waste or materials.
– Air Quality. Describe existing air quality conditions in the project area, the air quality attainment status, and whether the proposed project is included in the Metropolitan Transportation Plan/Sustainable Communities Strategy.

- Noise and Vibration. Qualitatively assess the potential for noise impacts on noise-sensitive uses, including Pacific Grove High School and nearby residents.
- Energy and Climate Change. Rincon will provide a qualitative discussion of project climate change effects based on regional planning strategies and the project's effect on greenhouse production. The MTP/SCS and/or specific project traffic studies will be reviewed for information on the reduction of vehicle miles traveled and improved traffic flow for the area.
- Biological Environment. A Rincon biologist will review existing information and conduct a reconnaissance survey of the project area to identify potential resource issues, including sensitive species habitat. Project issues related to removal of vegetation, including potential impacts on nesting birds, will be described as applicable. The PEAR will identify specific studies or focused surveys needed, any timing issues for conducting the surveys, and any required permits, agreements, or approvals that will be necessary to comply with local, state, and federal regulations. The effect of any potential mitigation on the project scope, cost, or schedule will be identified.
- Cumulative Impacts. Consider potential impacts resulting from other projects known or projected to occur within the vicinity of the project within the foreseeable future. A recommendation will be provided as to whether a cumulative impact analysis is needed for a particular resource in the subsequent environmental document phase.
- Section 4(f) Issues. The Department of Transportation Act governs federally funded or authorized transportation projects that require the use of publicly owned land of a public park, recreation area, or wildlife and waterfowl refuge of national, State, or local significance, or land of an historic site of national, State, or local significance. "Recreational areas" include "formal and informal facilities, including after-school public use of school playgrounds and recreational facilities." The project may require modifications to the Pacific Grove High School property at the southeast corner of Congress Avenue and Sunset Drive, immediately adjacent to the football field and track facility. As such, Section 4(f) may apply. The PEAR will identify any potential 4(f) lands in the study area and, if present, the type of "use" (fee title, temporary, or "constructive" use) that would likely occur with project implementation; the type of 4(f) compliance that would be needed (individual 4(f) evaluation, programmatic 4(f) evaluation, or temporary occupancy approval); and any other circumstances that have the potential to affect the viability or schedule of the project. Any areas of potential impact will be described.

Draft PEAR Preparation

Rincon will prepare a draft and final PEAR to present the results of the environmental analysis, including identification of possible mitigation requirements. The report will follow the latest Caltrans PEAR template, including (but not limited to) a project description, purpose and need, anticipated environmental approval and anticipated environmental commitments, and PEAR technical summaries. The draft PEAR will be submitted electronically to the City to distribute to the PDT for review and return for comments.

Final PEAR Preparation

Based on the comments received on the draft PEAR, changes will be incorporated, and a revised PEAR will be distributed. This scope of work assumes that one round of consolidated comments from the PDT will be received. After receiving what are anticipated to be minor comments on the revised PEAR, Rincon will prepare a final (electronic copy) PEAR for inclusion in the PSR.

4.2 – Stormwater Data Report (SWDR) (Short Form)

A storm water data report (SWDR) will be prepared commiserate with the level of information and detail required for a PSR-PDS as identified in Caltrans PDPM for approval by Caltrans. The evaluation will focus on determining if there will be any significant impacts to the project alternatives, right of way needs, or project costs due to the need to incorporate treatment best management practices (BMPs) for compliance with stormwater requirements. The Evaluation Documentation Form provided in Appendix E of Caltrans Storm Water Quality Handbooks: Project Planning and Design Guide will be used to document the need to

incorporate treatment BMPs for this project. The SWDR will summarize the stormwater quality issues and planning decisions made regarding how the project will comply with the Caltrans NPDES permit.

4.3 – Additional PSR-PDS Attachments

Risk Register

GHD will identify risks, probabilities, severities, impacted functions and ownership. GHD will provide information to Caltrans for Caltrans to complete their internal risk register.

Complete Streets Decision Document (CSDD)

GHD will provide a CSDD using the most current template provided by Caltrans.

Vehicle Miles Travelled Decision Document (VMTDD)

GHD will provide a VMTDD using the most current template provided by Caltrans.

Division of Engineering Services Scoping Document

Structures work, as defined by Caltrans, is not anticipated and preparation of this scoping document is not included in the scope.

Traffic Management Plan Data Sheet

GHD will provide a TMP Data Sheet using the most current template provided by Caltrans.

Design Scoping Index

The design scoping index serves as a discussion document for the PDT to assist with identification of appropriate design principles and standards. GHD will prepare the scoping index in conjunction with referencing Caltrans DIB 78 design checklist. The scoping index will be reviewed and accepted by the PDT.

Transportation Planning Scoping Information Sheet

GHD will be responsible for preparing the Transportation Planning Scoping Information Sheet per guidance provided in the PDPM, specifically Article 4. GHD will work with the PDT, especially Caltrans Transportation Planning representative, to ensure that the Initial PID Information is provided within the information sheet. GHD will also be responsible for providing the concluding information or Final PID Information that will complete the information sheet as the study approaches conclusion.

Develop Schedule

A schedule for delivery of major milestones of the PA&ED phase and the anticipated funding year for construction will be developed for inclusion in the PSR-PDS.

4.4 – PSR-PDS Submittals

Attachment Documents

As described above, GHD will prepare the required attachments for the PSR-PDS. It is assumed a draft version of each attachment will be provided to the City and Caltrans for concurrent review. The comments received will be addressed and the report/document will be resubmitted. It is assumed no more than two rounds of comments will be provided prior to signature/approval.

Administrative Draft PSR-PDS (ADPSR-PDS)

GHD will prepare the ADPSR-PDS for initial review by the PDT and will include draft products for the majority of the above items. This report will utilize data, conclusions and recommendations identified in the various scoping tools, studies, reports, data sheets and engineering designs completed within this Scope of Work. The document will be distributed in PDF format and distributed as required by City or Caltrans.

Comments received on the ADPSR-PDS will be addressed in writing and incorporated, as appropriate, into the second draft.

Draft PSR-PDS

Based on comments provided by the City and the PDT on the ADPSR-PSR, identified issues or concerns will be addressed in a response to comments memorandum. The ADPSR-PDS will then be updated to reflect changes resulting from the comments and the Draft PSR-PDS will be published for review by the PDT, district-wide Caltrans, and any stakeholders identified by the City. The scope assumes Caltrans will conduct the required safety and constructability reviews as an extension of a PDT meeting during this review phase. The document will be distributed in PDF format. Comments received on the draft PSR-PDS will be addressed in writing and incorporated, as appropriate, into the final signature-ready PSR-PDS.

Final PSR-PDS

GHD will prepare the signature-ready document for approval by the City and Caltrans. The signature-ready document will be routed as requested by the City and Caltrans. Upon final approval, GHD will provide an assembled final PDF. The approved report will be distributed via email and ground mail as requested by the City and Caltrans.

Assumptions

- A Cooperative Agreement will be completed by the City with Caltrans and minimal support required from GHD.
- Concurrent City and Caltrans reviews will be completed for all submittals.
- Unless stated specifically otherwise, all reviews and processing time on all submittals is assumed to be 6 weeks. If agency processing exceeds this estimate, additional budget may be required.
- Unless stated specifically otherwise, all reports will be limited to one draft and one final version.
- Assessor's parcel maps, as-built drawings from current and former property owners, and any draft improvement plans showing the subject property, stationing, and project limits will be provided by the City/Caltrans/TAMC.
- Only one rendering is provided in this scope of the preferred Build Alternative in support of Public and Stakeholder Outreach.
- Surface and grading work will not begin until PS&E.
- Life Cycle Cost Analysis, pavement overlay, deflection testing, or pavement smoothness studies are not included in this scope.
- Geotechnical and Materials work will not begin until PS&E.
- Utility records to be imported are in 2-dimensional format only. No 3-dimensional drawings or pipe networks are to be prepared.
- Utility relocation design is not included and will be completed by the utility owner.
- Long Form SWDR is required once project moves into PS&E.
- Project will utilize published State Plane NAD 83 horizontal control and NAVD 1988 vertical control.
- Underground utility location, including utility potholing will not begin until PS&E.
- Right of Way Engineering, including preparation of Acquisition Plats or Appraisal Maps; Filing of Record of Survey for monumentation or resetting missing property corners; Preparation of Plats and Legal Descriptions; Staking or Layout of proposed improvements will not begin until PS&E.

City of Pacific Grove
Congress, Sunset, Cedar Intersection Multi-Modal Safety Improvements
GHD Draft Fee for PID Phase

		GHD																	Monument		Rincon		Whitson		PROJECT TOTALS	
		Jay Walter	Heather Anderson	Ron Boyle	Kamesh Vedula	Lindsey Van Parys	Matt Wargula										GHD Total Hours	GHD Total Cost	Monument Total Hours	Monument Total Cost	Rincon Total Hours	Rincon Total Cost	Whitson Total Hours	Whitson Total Cost	Total Project Hours	Total Project Cost
Task Description (Assumes 12 month schedule)		Principal-In-Charge	Project Manager	Roundabout Design	Traffic QA/QC	QA/QC & Public Outreach	Asst PM	Const Manager	Tech Director 1	Tech Director 2	Senior Prof 1	Senior Prof 2	Prof 1	Design Tech 2	Prof 2	Project Coord										
		$ 315	$ 315	$ 375	$ 350	$ 350	$ 315	$ 295	$ 290	$ 265	$ 240	$ 220	$ 210	$ 205	$ 180	$ 131										
Task 1	**Project Management**																								***692***	***$ 177,268***
1.1	Project Management and Coordination	12	24				20									60	116	$ 25,500	-	$ -	-	$ -	-	$ -	116	*$ 25,500*
1.2	Quality Management Plan	4	8			12					24						48	$ 13,740	-	$ -	-	$ -	-	$ -	48	*$ 13,740*
1.3	Project Meetings	4	56		18	22	48			4		12	12		12	8	196	$ 57,448	-	$ -	-	$ -	-	$ -	196	*$ 57,448*
1.4	Community Outreach and Presentations	4	20		6	18	8			6		20	52		28		162	$ 40,430	-	$ -	-	$ -	-	$ -	162	*$ 40,430*
1.5	Stakeholder Outreach		24				24			6		28	48		40		170	$ 40,150	-	$ -	-	$ -	-	$ -	170	*$ 40,150*
Task 2	**Data Collection and Base Mapping**																								***225***	***$ 48,335***
2.1	Data Collection		2				4					4	12	24			46	$ 10,210	-	$ -	-	$ -	-	$ -	46	*$ 10,210*
2.2	Preliminary Survey/Base Mapping		2				4						8	16	40		70	$ 14,050	-	$ -	-	$ -	109	$ 24,075	179	*$ 38,125*
Task 3	**Alternatives Analysis**																								***1,494***	***$ 345,725***
3.1	Develop Project Purpose and Need		4				4					8					16	$ 4,280	-	$ -	-	$ -	-	$ -	16	*$ 4,280*
3.2	Conduct ICE Evaluation and TEPA																-	$ -	-	$ -	-	$ -	-	$ -	-	*$ -*
3.2A	Conduct ICE Evaluation	1	12	24	80	2	12				64	180	320	60	100		855	$198,035	-	$ -	-	$ -	-	$ -	855	*$ 198,035*
3.2B	TEPA (Mini TOAR)	1	4		30	2	4				16	60	80	20	20		237	$ 55,575	-	$ -	-	$ -	-	$ -	237	*$ 55,575*
3.3	Alternatives Development	2	12	40		4	24	20		8	16	20	24	40	80		290	$ 72,270	-	$ -	-	$ -	-	$ -	290	*$ 72,270*
3.4	Right of Way Data Sheet		4				4								40		48	$ 9,720	48	$ 5,845	-	$ -	-	$ -	96	*$ 15,565*
Task 4	**PSR-PDS Document**																								***833***	***$ 192,468***
4.1	Preliminary Environmental Analysis Report (PEAR)	2	4			2	4			12					12		36	$ 9,190	-	$ -	117	$ 23,848	-	$ -	153	*$ 33,038*
4.2	Stormwater Data Report (SWDR) (Short Form)		4			2	8		24			40			80		158	$ 34,640	-	$ -	-	$ -	-	$ -	158	*$ 34,640*
4.3	Additional PSR-PDS Attachments		16			8	24					80		80	40		248	$ 56,600	-	$ -	-	$ -	-	$ -	248	*$ 56,600*
4.4	PSR-PDS Submittals	2	24		4	16	40		8	20	16	100			24	20	274	$ 68,190	-	$ -	-	$ -	-	$ -	274	*$ 68,190*
	Total Hours	**32**	**220**	**64**	**138**	**88**	**232**	**20**	**32**	**56**	**136**	**552**	**556**	**240**	**516**	**88**	**2970**	**$710,028**	**48**	**$ 5,845**	**117**	**$ 23,848**	**109**	**$ 24,075**	**3,244**	**$ 763,796**
	Direct Cost (Printing of Materials, Reports)																	**$ 7,500**		**$ -**		**$ -**		**$ -**		**$ 7,500**
	Travel/Lodging, Counts, Aerial, and Enviro Analysis Direct Costs																	**$ 15,000**		**$ 700**		**$ 1,200**		**$ 9,378**		**$ 26,278**
	Total	**10,080**	**69,300**	**24,000**	**48,300**	**30,800**	**73,080**	**5,900**	**9,280**	**14,840**	**32,640**	**121,440**	**116,760**	**49,200**	**92,880**	**11,528**		**732,528**		**6,545**		**25,048**		**33,453**		
		$	**$**	**$**	**$**	**$**	**$**	**$**	**$**	**$**	**$**	**$**	**$**	**$**	**$**	**$**		**$**		**$**		**$**		**$**		**$ 797,574**

CITY OF PACIFIC GROVE
300 Forest Avenue, Pacific Grove, California 93950

AGENDA REPORT

TO:	Honorable Mayor and Members of the City Council
FROM:	Debby Beck, Councilmember, Luke Coletti, Councilmember, Lori, McDonnell, Councilmember
MEETING DATE:	June 21, 2023
SUBJECT:	City Council Parklet Subcommittee Status Report and approval of the proposed curb extension and permanent parklet concept at the southwest corner of Lighthouse and Fountain
CEQA:	Does not constitute a "Project" per California Environmental Quality Act Guidelines Section 15378

RECOMMENDATION

1. Direct City staff to proceed with the design of the proposed curb extension and permanent parklet concept at the southwest corner of Lighthouse and Fountain.
2. Direct the City Traffic Engineer, City Attorney, and other City staff to prepare a report of relevant safety standards and compliance measures necessary for new and existing parklets. This will include a restriping plan for a) parking spaces adjacent to new and existing parklets, and b) the right-of-way.
3. Extend the term of the City Council Parklet Subcommittee to March 1, 2024.
4. Alternatively, discuss and take other action related to this item.

DISCUSSION

Background:

At its June 3, 2020, and June 17, 2020, meetings the City Council ratified emergency measures taken by the City Manager to streamline the processes through which businesses could offer outside dining. About the same time a Parklet Program Brochure was developed. By August 1, 2020, approximately 11 restaurants were operating parklets on city property under the new temporary rules established by the local emergency. In 2021 and 2022 the City Council adopted ordinance with one-year sunset provisions (Ord. 21-013 and Ord. 22-006) that clarified the scope and effect of the temporary Parklet Program and Outside Dining rules.

At its March 22, 2023, meeting the City Council adopted Ord. 23-004, which expands the encroachment permit process to allow parklets in the public right-of-way. Ord. 23-004 includes the following definition:

15.01.010 (h) "Parklet" means the conversion of one or more parking spaces, that may vary according to the site, context, and desired character of the installation, and are subject to the review and approval

of the City Public Works Director or designee under the Parklet Program adopted by City Council Resolution.

With the adoption of Ord. 23-004 parklets are now authorized through an annual temporary encroachment permit and are subject to the provisions of the City's Parklet Program, as defined by the City's Parklet Guidelines and associated design standards. Issuing an annual encroachment permit allows the parklets to remain temporary and revocable if the Parklet Guidelines conditions are not met. The parklet operator does not have tenure in their parklet, and the permit does not run with the land. Parklet operators must comply with the provisions of the Parklet Program as they exist at the time of renewal of their annual encroachment permit.

When adopting Ord. 23-004 a motion was also included to form our subcommittee. Since that time, Subcommittee Members Beck, Coletti, and McDonnell have been meeting with City staff.

Safety First:

Initially, our Subcommittee discussions centered around revisions to the draft Parklet Guidelines and associated design standards. However, it quickly became apparent that safety concerns must be addressed first. At this point the City's Traffic Engineer, Richard Deal of 4Leaf, joined our discussions. With increased visibility and safety in mind, the subcommittee decided to immediately recommend consideration of extending the sidewalk where parklets currently exist, especially those located on corners, where it is difficult to see pedestrians attempting to cross the street. Parklets would be located on the extended sidewalk and not within the public right-of-way. Due to the number of inquiries and concerns about the existing parklet at Lighthouse and Fountain (the current Victorian Corner/Rudolfo's/Wildfish parklet), it is proposed to begin the curb extension effort with this parklet.

The temporary parklets on Lighthouse have been so successful that several long-term benefits to constructing permanent parklets have emerged:

A. Enhancing the character of Downtown
B. Improving walkability and bike ability of the commercial experience
C. Improving visibility and safety of pedestrians
D. Improving drainage around the parklet
E. Facilitating street sweeping
F. Reducing maintenance demand in the right-of-way
G. Enabling a phased approach to permanent parklet installations

The Traffic Engineer provided two concept options for the parklet at the southwest corner of Lighthouse and Fountain:

1. Construct Permanent Parklet with Curb Extension (see Attachments 1 and 2)
2. Retain Existing Temporary Parklet and Restripe Lighthouse Ave. (see Attachment 3).

For each concept option, the Traffic Engineer has offered the following narrative:

Concept 'A' Construct Permanent Parklet with Curb Extension:
Curb extensions are useful tools for enhancing public safety at intersections. Essentially, the curb and

sidewalk are constructed into the parking area at a corner so that the pedestrian waiting to cross the street does not have their visibility limited by cars parked along the curb or other obstructions in the sidewalk area. In this specific case, the curb and sidewalk on the south side of Lighthouse Avenue on the eastbound approach to Fountain Avenue is proposed to be extended 10' into the parking area, which is currently consumed with a parklet for outdoor dining. The proposed curb extension would provide a new pedestrian landing on the southwest corner of Lighthouse Avenue and Fountain Avenue that would enhance the visibility of pedestrians waiting to cross Lighthouse, as well as enhancing the visibility of eastbound drivers on Lighthouse approaching the crosswalk. With a clear line of sight free of obstructions, drivers and pedestrians can see each other and promote safe crossing decisions.

Additionally, the curb extension would shorten the crosswalk by 10', which in turn reduces the exposure of pedestrians crossing Lighthouse Avenue. The proposed curb extension would also provide room for a 5' wide bike lane adjacent to the curb extension providing space for bicyclists. The eastbound travel lane would remain 12' wide.

The existing parklet would need to be removed to construct the new curb, gutter, and sidewalk that would extend 10' into the parking area. After the curb extension is constructed, a new parklet for outdoor dining could be constructed with the edge of the parklet set back two feet from the new curb. The new parklet could be constructed in a more permanent way that could become a model for future outdoor dining areas in the sidewalk along Lighthouse Avenue.

Concept 'B' Retain Existing Temporary Parklet and Restripe Lighthouse Avenue:

The existing parklet remains in place in Concept 'B' and the eastbound through lane is restriped to add a 5' bike lane to enhance the visibility for pedestrians crossing Lighthouse Avenue. In this concept the existing parklet that extends into the parking area by 12' would not change. The eastbound through lane width on lighthouse Avenue would be reduced by 2' from 12' wide to 10' wide. The existing 3' wide buffer would be widened by 2' to install a 5' bike lane. The bike lane will displace eastbound traffic toward the center of the road, which will enhance the visibility of pedestrians crossing Lighthouse Avenue. Additionally, Concept 'B' adds a 12' wide white stripe channelizing the eastbound right turn movement around the southwest corner at Fountain Avenue and delineating where northbound pedestrians crossing Lighthouse Avenue may stop to look for conflicting eastbound traffic coming from their left.

To move forward with either the permanent parklet with curb extension or temporary parklet with restriping concept options, City Council direction is needed.

Costs:

At its June 7, 2023, meeting the City Council allocated $50k for the design and construction of sidewalk extensions for outside dining uses as a new Capital Improvement Project during the first read of the FY 23-24 budget. In addition to the $50k allocation within the FY 23-24 budget, the Parklet Subcommittee recommends that the City either defer parklet reconstruction costs to the parklet licensee, or have the City fund the reconstruction costs for each parklet. A rough estimate of costs would be approximately $35-50k per parklet. The Parklet Subcommittee also recommends a phased approach. Due to the number of inquiries and concerns about the existing parklet at Lighthouse and Fountain (the current Victorian Corner/Rudolfo's/Wildfish parklet), it is proposed to begin the curb extension effort with this parklet.

Estimated costs for restriping Lighthouse Avenue concept option are estimated to be $11k per travel lane.

GOAL ALIGNMENT

Infrastructure

a. Enhance the process, prioritization, scheduling, and completion of CIP projects.
b. Complete Streets Policy: adopt a plan to implement the design of safe walking paths, sidewalks and bike lanes, including signage.

OPTIONS

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

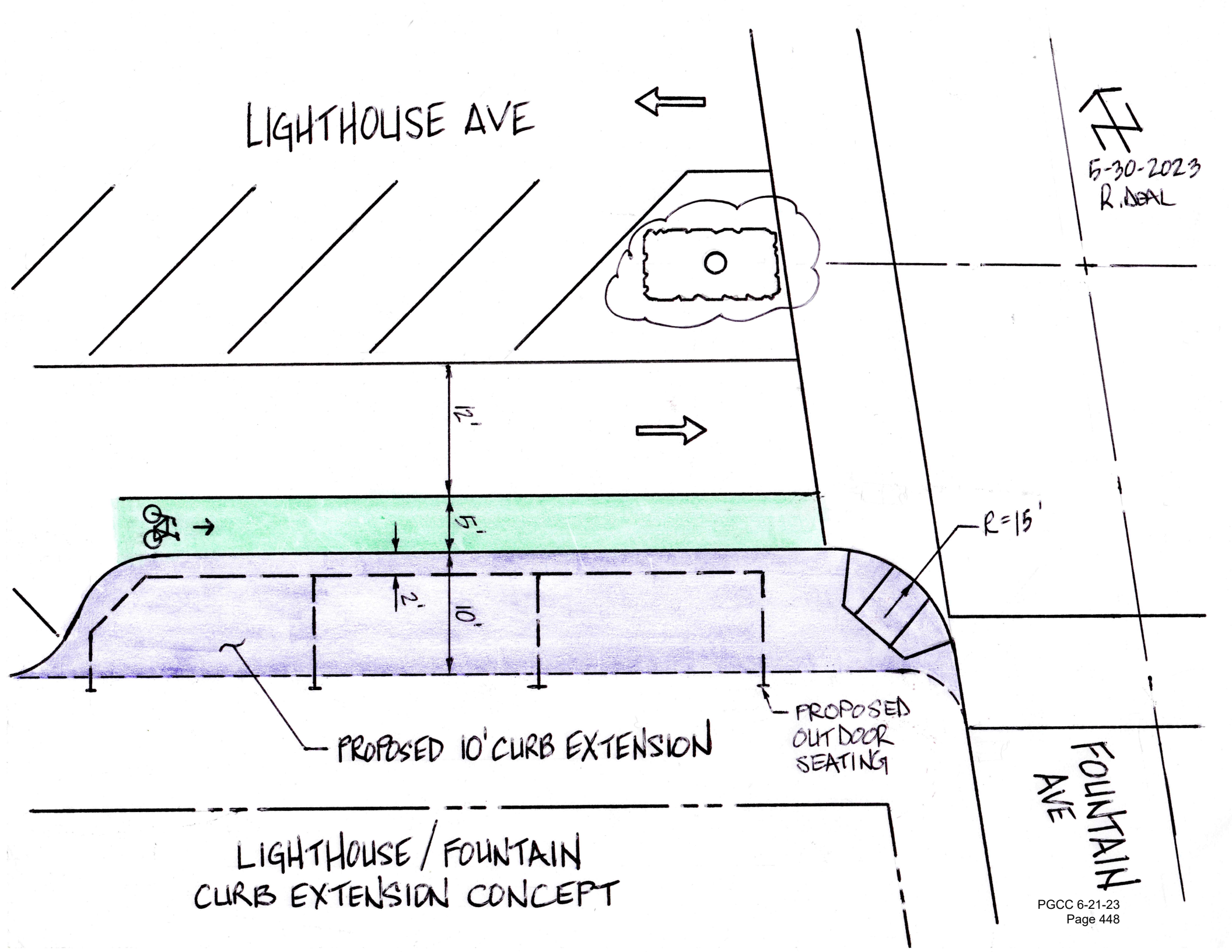
FINANCIAL IMPACT:

See Costs Section above.

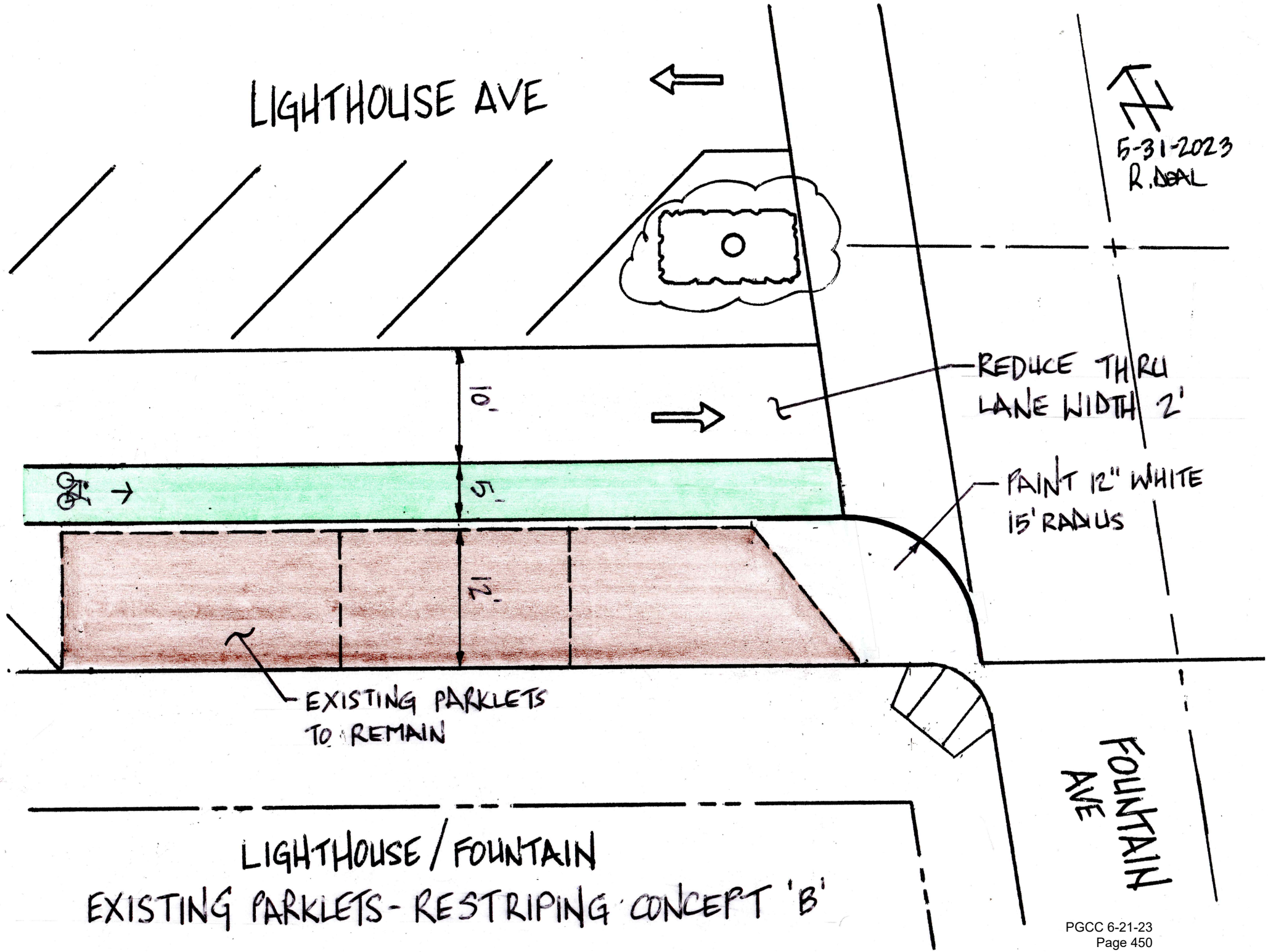
GOAL ALIGNMENT: Infrastructure

Attachments

1 Site plan - permanent parklet with curb extension
2 3D rendering - permanent parklet with curb extension
3 Site plan - temporary parklet with street restriping


LIGHTHOUSE AVE
5-30-2023
R. DEAL
12'
5'
2'
10'
R=15'
PROPOSED 10' CURB EXTENSION
PROPOSED OUT DOOR SEATING
FOUNTAIN AVE
LIGHTHOUSE / FOUNTAIN
CURB EXTENSION CONCEPT


Alioto's
VICTORIAN CORNER
RESTAURANT
Alioto's
VICTORIAN CORNER
RESTAURANT
Breakfast • Lunch • Dinner


LIGHTHOUSE AVE
5-31-2023
R. NEAL
10'
5'
12'
REDUCE THRU LANE WIDTH 2'
PAINT 12" WHITE 15' RADIUS
EXISTING PARKLETS TO REMAIN
FOUNTAIN AVE
LIGHTHOUSE / FOUNTAIN
EXISTING PARKLETS - RESTRIPING CONCEPT 'B'

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/DEI Coordinator

MEETING DATE: June 21, 2023

SUBJECT: Monterey One Water Presentation re Monterey County Tax Bill and Future Wasterwater Collection Fees

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

RECOMMENDATION

Receive presentation.

Attachments

M1W PPT

PROPOSED SEWER BILLING CHANGE

Community Presentation & Feedback



Monterey One Water
Providing Cooperative Water Solutions

Proposed Change

New Vendor & Process

Management of Billing Data

M1W Customer Service Team

Current Billing Process

Vendor: AFTS
(private, third-party company)

Direct mailing of bi-monthly customer bills for wastewater service

Proposed Billing Process

Vendor: Monterey County
(Tax-Treasurer Division)

Annual fee itemized on Property Tax Bill

Why?

Customer Experience

Current Limitations:

- No paperless billing
- No online account access
- Vendor printing errors
- Product support ending

Rate Structure

Mandated Service:

- Service cannot be turned off
- Same fee every month—flat rate by type of use
- Common practice for required service

Fiscal

$400,000 Annual Savings:

- Net savings from vendor change
- Expanded field survey program and billing accuracy

Proposed Timeline

Effective July 1, 2024

SPRING/SUMMER 2023
Community Feedback

FALL 2023
Board Consideration

WINTER/SPRING 2024
Customer Notification

JULY 1, 2024
Bi-monthly Bills Stop

OCTOBER 2024
Sewer Fee Appears on Tax Bill

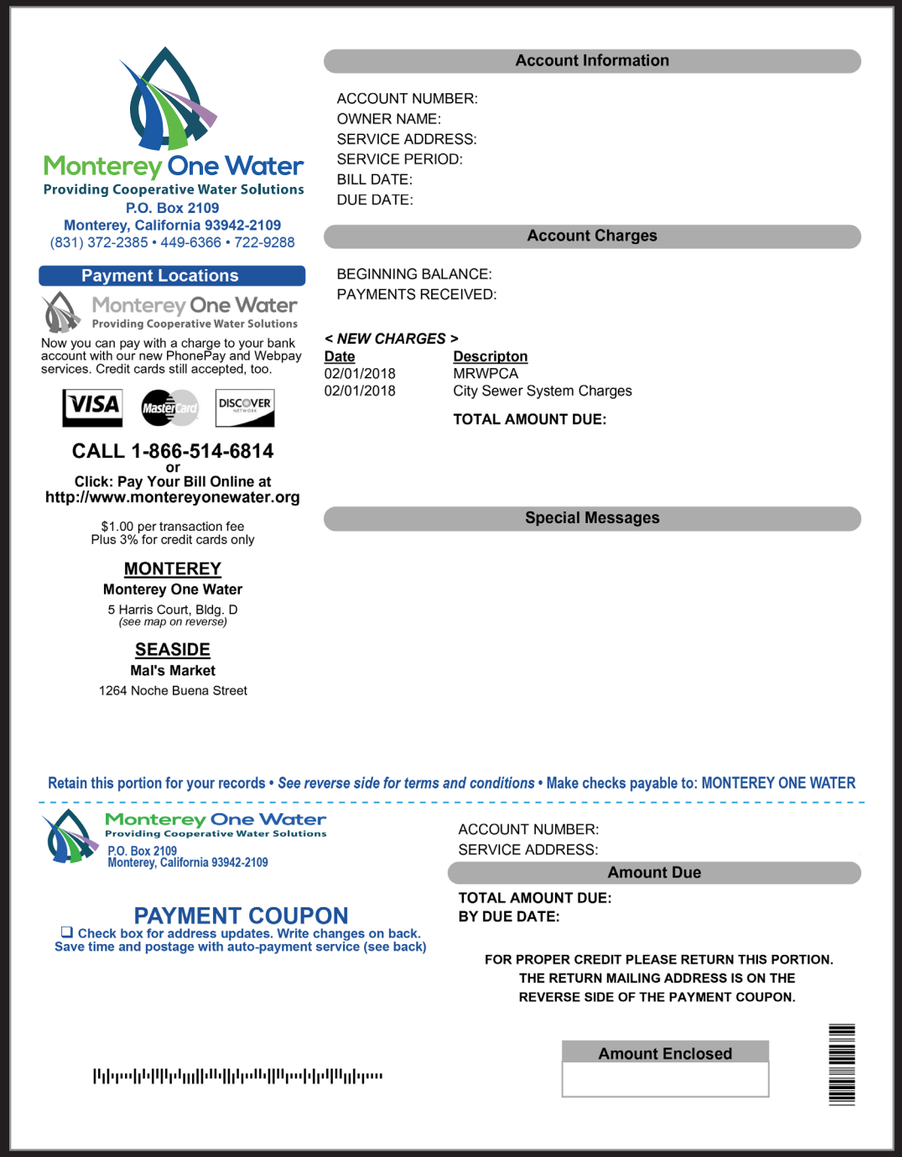
Program Changes

Elimination of . . .

- Bi-monthly bills
- Monterey One Water Annual Lien Process
- Responsible Party Designation

What's new . . .

- Annual billing to be paid over 1 or 2 payments
  County is pursuing monthly payment option (Easy Smart Pay) to provide option to pay Tax Bill over 12 payments



Monterey One Water
Providing Cooperative Water Solutions
P.O. Box 2109
Monterey, California 93942-2109
(831) 372-2385 • 449-6366 • 722-9288

Payment Locations

Monterey One Water
Providing Cooperative Water Solutions

Now you can pay with a charge to your bank account with our new PhonePay and Webpay services. Credit cards still accepted, too.

VISA MasterCard DISCOVER

CALL 1-866-514-6814
or
Click: Pay Your Bill Online at http://www.montereyonewater.org

$1.00 per transaction fee
Plus 3% for credit cards only

MONTEREY
Monterey One Water
5 Harris Court, Bldg. D
(see map on reverse)

SEASIDE
Mal's Market
1264 Noche Buena Street

Account Information

ACCOUNT NUMBER:
OWNER NAME:
SERVICE ADDRESS:
SERVICE PERIOD:
BILL DATE:
DUE DATE:

Account Charges

BEGINNING BALANCE:
PAYMENTS RECEIVED:

< NEW CHARGES >

Date	Descripton
02/01/2018	MRWPCA
02/01/2018	City Sewer System Charges

TOTAL AMOUNT DUE:

Special Messages

Retain this portion for your records • *See reverse side for terms and conditions* • Make checks payable to: MONTEREY ONE WATER

Monterey One Water
Providing Cooperative Water Solutions
P.O. Box 2109
Monterey, California 93942-2109

PAYMENT COUPON
❑ Check box for address updates. Write changes on back.
Save time and postage with auto-payment service (see back)

ACCOUNT NUMBER:
SERVICE ADDRESS:

Amount Due

TOTAL AMOUNT DUE:
BY DUE DATE:

FOR PROPER CREDIT PLEASE RETURN THIS PORTION. THE RETURN MAILING ADDRESS IS ON THE REVERSE SIDE OF THE PAYMENT COUPON.

Amount Enclosed

Commitment to Transparency

What won't change . . .

Rate Setting Process

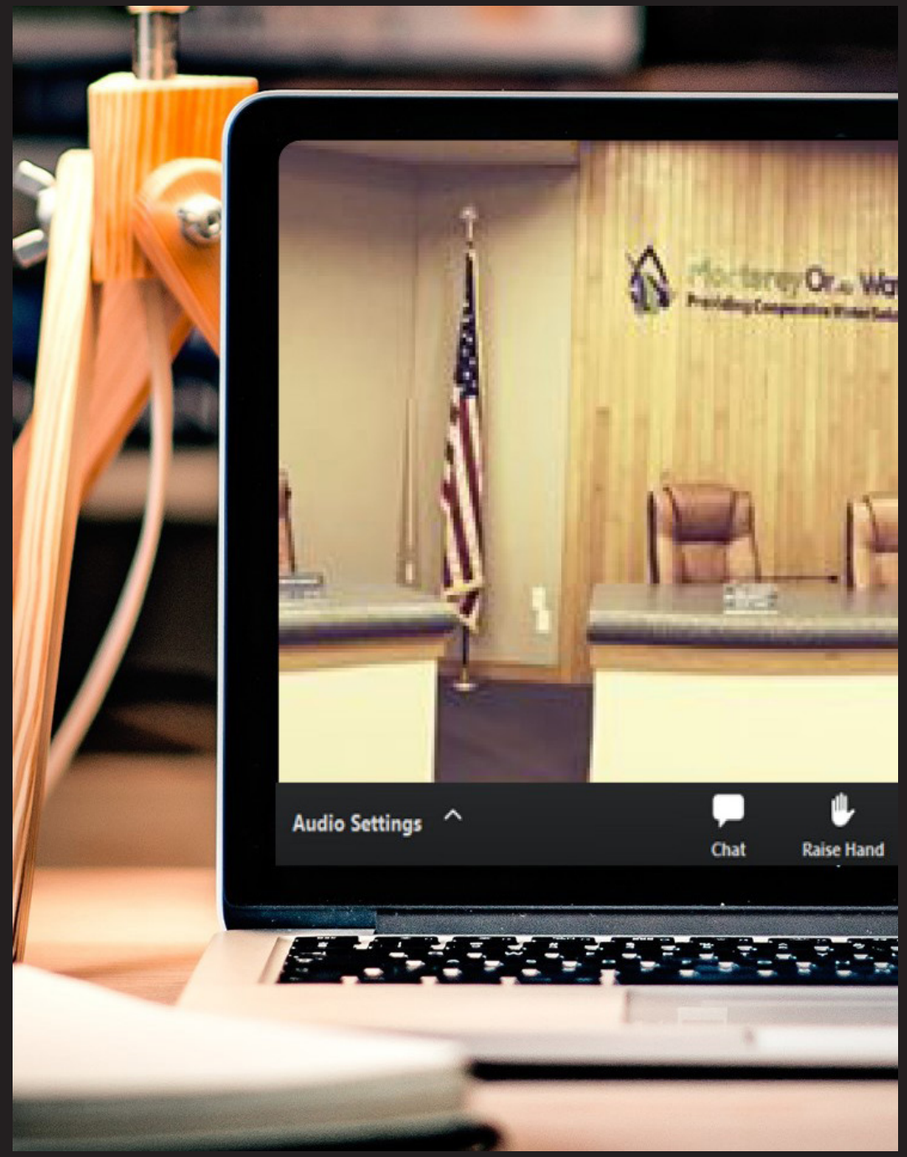
- Mailed notification + public hearing

Budget Approval

- Annual process including public hearing

Public Meetings

- Monthly Board of Directors Meetings are open to the public



Residential Customer Assistance Program

Program evaluation underway . . .

Considerations

- Available program funding
- Eligibility requirements
- Total credit per customer per year
- Opportunities to assist renters



Future Outreach & Feedback

COMMUNITY FORUMS

Presentation and Discussion

- Virtually and in-person
- Details online and postcard to be sent to customers

JULY 18 — **Tuesday, July 18 at 6:00 pm (English Only)**
El Gabilan Library, Salinas

JULY 20 — **Thursday, July 20 at 6:00 pm (Spanish Only)**
El Gabilan Library, Salinas

AUG 1 — **Tuesday, August 1 at 6:00 pm (English Only)**
Marina Branch, Monterey County Free Libraries

AUG 2 — **Wednesday, August 2 at 6:00 pm (Spanish Only)**
Marina Branch, Monterey County Free Libraries

SUBMIT FEEDBACK

Share input on the proposed billing change

- Use our Online Form to submit your input

montereyonewater.org/billing-update