



NOTICE OF MEETING

CITY OF PACIFIC GROVE

CITY COUNCIL

REGULAR MEETING AGENDA

Wednesday, November 15, 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.

**PACIFIC GROVE COUNCIL MEETINGS ARE CONDUCTED IN PERSON AT CITY HALL
COUNCIL CHAMBER**

**THE PUBLIC MAY GIVE COMMENT FOR THIS MEETING IN PERSON OR BY EMAIL.
NO PUBLIC COMMENTS WILL BE RECIVED VIA ZOOM**

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Help Line 831-648-3128

The Public May Also View the Meeting on Peninsula Channel 25.

AGENDA

CALL TO ORDER

PLEDGE OF ALLEGIANCE: Councilmember

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

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

6. **RESOLUTIONS**

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

A. Regional Early Action Planning (REAP) 2.0 Local Suballocation Grant Program (LSGP) Grant Award Agreements **PG 7**

Reference: Alyssa Kroeger, Housing Program Manager

Recommended Action: Staff recommends the City Council take the following action:

1. Motion to adopt a resolution authorizing:

a) acceptance of the REAP 2.0 grant funding allocation not to exceed \$128,750;
and

b) the City Manager or their designee to execute the Memorandum of Understanding on behalf of the City and to take further actions as may be necessary to give effect to the resolution as required by the Association of Monterey Bay Area Government (AMBAG); or

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

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. First Quarter Treasurer's Report **PG 48**

Reference: Jazelle Johnson, Accountant

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

B. October Core Revenue Report **PG 52**

Reference: Audrey Cray, Deputy Director Finance

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. First Quarter FY 23/24 Capital Project Report & Update **PG 55**

Reference: Audrey Cray, Deputy Director Finance

Recommended Action: 1. Receive the report.

2. Alternatively, discuss and take action related to this item.

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

D. First Quarter FY 23/24 Purchase Order Report **PG 61**

Reference: James Minshew, Management Analyst

Recommended Action: 1. Receive the FY 23/24 First Quarter Purchase Order 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

E. October 2023 Check Register **PG 65**

Reference: James Minshew, Management Analyst

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

F. First Quarter 23/24 Workers' Compensation Report **PG 109**

Reference: Audrey Cray, Deputy Director Finance

Recommended Action:

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

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. George Washington Park Biological Resources Assessment **PG 113**

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

Recommended Action: 1. Authorize an agreement with Denise Duffy and Associates, Inc. for the George Washington Park Biotic Surveys and Biological Resources Report in an amount not to exceed \$31,108 plus a 10% contingency.

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

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

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

A. Recreation Board Meeting Minutes February 23, 2023; March 23, 2023; April 27, 2023; and July 27, 2023 **PG 123**

Reference: Katie Clark, Recreation Manager

Recommended Action: Receive minutes.

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

B. Library Board Minutes: September 11, 2023 **PG 143**

Reference: Diana Godwin, Library Director

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. Ordinance to Amend the Salary Classification Schedule **PG 147**

Reference: Katy Suttorp, Negotiator

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; 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

12. **UNFINISHED AND ONGOING BUSINESS**

- A. Fiscal Year 22/23 Fourth Quarter Budget Report and an Ordinance to Amend the Fiscal Year 23/24 Operating and Capital Improvement Budget. **PG 156**

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

Recommended Action:

1. Receive the report;
2. Request the City Attorney read the title of the ordinance;
3. Motion to waive further reading of the ordinance;
4. Introduce and hold first reading of an ordinance amending the Fiscal Year 23/24 Operating and Capital Improvement Budget;
5. Direct that publication of the ordinance will be satisfied by publication of a summary approved by the City Attorney

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

- B. Skatepark Project; Additional Locations Evaluation **PG 169**

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

Recommended Action: 1. Receive report and provide direction
2. Alternative, 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. Public Comment at Meetings of Legislative Bodies **PG 174**

Reference: Luke Coletti, City Council Member

Recommended Action: 1. Direct the city attorney to return within 40 days with a draft resolution and amendment to [Council Policy 000-17](#) allowing public comment from remote participants at meetings of legislative bodies.

2. Discuss and consider “reasonable regulations” associated with receiving public comment, as allowed for under state statute.

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

14. **FULL PRESENTATIONS**

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: Alyssa Kroeger, Housing Program Manager
MEETING DATE: November 15, 2023
SUBJECT: Regional Early Action Planning (REAP) 2.0 Local Suballocation Grant Program (LSGP) Grant Award Agreements
CEQA: Does not constitute a “Project” per California Environmental Quality Act Guidelines Section 15378

RECOMMENDATION

Staff recommends the City Council take the following action:

1. Adopt a resolution authorizing:
 - a) acceptance of the REAP 2.0 grant funding allocation not to exceed \$128,750; and
 - b) the City Manager or their designee to execute the Memorandum of Understanding on behalf of the City and to take further actions as may be necessary to give effect to the resolution as required by the Association of Monterey Bay Area Government (AMBAG); or
2. Alternatively, discuss and take other action related to this item.

DISCUSSION

On August 11, 2023, CDD Staff submitted a Regional Early Action Planning (REAP) 2.0 Local Suballocation Grant Program (LSGP) application to the Association of Monterey Bay Area Government (AMBAG) to help fund the City’s rezoning effort underway through the Focused General Plan Update (FGPU). The application is in line with California Department of Housing and Community Development (HCD) and AMBAG’s grant requirements pursuant to Health and Safety Code section 50515.10(h) and REAP 2.0 program guidelines. The application supports the housing element, which not only requires the City to plan for and accommodate the Regional Housing Needs Allocation (RHNA) requirement of 1,125 new housing units by 2031, but also triggers the aforementioned FGPU to amend the Land Use and Zoning, Transportation, and Safety Elements of the City’s General Plan.

On October 24, 2023, City Staff received notice of award not to exceed \$128,750 per the City’s REAP 2.0 LSGP application submission. Execution of this grant award is contingent upon providing AMBAG with a copy of the Memorandum of Understanding (MOU) executed by the City and the adopted Resolution. The provisions included in the MOU may not be removed or altered as they are required by HCD to be included in the agreement.

BACKGROUND

The Regional Early Action Planning Grants Program of 2021 (Program) builds on the success of REAP 1.0 in 2019 and was established as part of the 2021 California Comeback Plan under AB 140 for the purpose of providing regions with one-time funding, including grants for transformative planning and implementation activities. Up to eight million six hundred and twenty-five thousand (\$8,625,000) will be distributed by The Association of Monterey Bay Area Governments (AMBAG) to eligible entities in the

AMBAG region under the Program in accordance with Chapter 3.15 of the California Health and Safety Code (Statute). AMBAG will administer the Program to eligible entities in the AMBAG area in accordance with the Statute and AMBAG's REAP 2.0 Program Guidelines.

On July 26, 2022, the California Department of Housing and Community Development (HCD) issued a Notice of Funding Availability (NOFA) for REAP 2.0 grants available to Metropolitan Planning Organizations and Councils of Government. AMBAG requested funds from HCD pursuant to Health and Safety Code Section 50515.08(c) to develop and accelerate the implementation of the requirements described in Health and Safety Code section 50515.08(c)(1). HCD approved AMBAG's Request for Funds and authorized AMBAG to suballocate REAP 2.0 funds to eligible applicants in the AMBAG region. AMBAG will administer the REAP 2.0 grant program and provide oversight of the grant program in the AMBAG region.

On June 15, 2023, AMBAG issued a NOFA for a REAP 2.0 suballocation program for eligible applicants in the AMBAG region. The Local Suballocation Grant Program allocation for the City of Pacific Grove was a total of \$128,750. AMBAG's REAP 2.0 LSGP goals and requirements are detailed below.

REAP 2.0 Program Goals:

Invest in housing, planning, and Infill Housing-supportive infrastructure across the entire state in a manner that reduces VMT, increases Housing affordability, and advances equity, consistent with all of the following:

- Advances the State Planning Priorities, as described in Section 65041.1 of the Government Code;
- Affirmatively Furthering Fair Housing;
- Facilitating Housing Element compliance and progress for the sixth cycle RHNA; and
- Advancing and implementing the region's Sustainable Communities Strategies (SCS).

REAP 2.0 Program Objectives:

- Accelerating Infill Development that Facilitates Housing Supply, Choice, and Affordability
- Affirmatively Furthering Fair Housing (AFFH)
- Reducing Vehicle Miles Traveled (VMT)

OPTIONS

1. Adopt a resolution authorizing:
 - a) acceptance of the REAP 2.0 grant funding allocation not to exceed \$128,750; and
 - b) the City Manager or their designee to execute the Memorandum of Understanding on behalf of the City and to take further actions as may be necessary to give effect to the resolution as required by the Association of Monterey Bay Area Government (AMBAG); or
2. Alternatively, discuss and take other action related to this item.

FINANCIAL IMPACT:

If the grant is executed, the Operating Grant Fund's budget will increase by \$128,750, allocated to the Zoning Update to implement the Housing Elements programs to meet the City's RHNA.

A budget amendment will be needed to appropriate the revenues and the corresponding grant expenditures.

FOCUSED PRIORITY AREA: Affordable Housing

Attachments

REAP 2.0 Resolution

REAP 2.0 MOU

REAP 2.0 LSGP Application

RESOLUTION NO. 23-xxx

**A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF PACIFIC GROVE
APPROVING ENTERING INTO THE MEMORANDUM OF UNDERSTANDING
FOR THE REGIONAL EARLY ACTION PLANNING GRANT 2.0 PROGRAM**

FINDINGS

1. The California Department of Housing and Community Development (HCD) is authorized to provide up to \$510,000,000 to Metropolitan Planning Organizations and Councils of Government listed in Health and Safety Code Section 50515.08, subdivisions (a)(1)-(6) under the Regional Early Action Planning Grants Program (REAP 2.0), as detailed in Health and Safety Code Section 50515.08-10; and
2. The State of California Department of Housing and Community Development (HCD) issued a Notice of Funding Availability on July 26, 2022, for REAP 2.0 grants available to Metropolitan Planning Organizations and Councils of Government; and
3. The Association of Monterey Bay Area Governments (AMBAG) requested funds from HCD pursuant to Health and Safety Code Section 50515.08(c) to develop and accelerate the implementation of the requirements described in Health and Safety Code section 50515.08(c)(1); and
4. HCD approved AMBAG's Request for Funds, subject to the terms and conditions of Eligibility, Guidelines, NOFAs, Program requirements, and the Standard Agreement by and between HCD and AMBAG; and
5. AMBAG is authorized to suballocate REAP 2.0 funds to eligible applicants in the AMBAG region and will administer the REAP 2.0 grant program and provide oversight of the grant program in the AMBAG region; and
6. AMBAG developed a suballocation program in cooperation with HCD and eligible applicants in the AMBAG region; and
7. AMBAG issued a Notice of Funding Availability for a REAP 2.0 suballocation program for eligible applicants in the AMBAG region on June 15, 2023; and
8. The City of Pacific Grove is eligible to submit a request for allocation for a portion of REAP 2.0 funds from AMBAG; and
9. The amounts allocated to City of Pacific Grove will be based on the allocation method approved by HCD and AMBAG; and
10. AMBAG shall approve allocation requests subject to the terms and conditions of eligibility, guidelines, Notices of Funding Availability, and program requirements; and

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

1. The City of Pacific Grove is hereby authorized to accept an allocation not to exceed **\$128,750.00** from the Association of Monterey Bay Area Governments for REAP 2.0 grant funding, and
2. The City Manager, or their designee is authorized to enter into the Memorandum of Understanding on behalf of the City to take further actions as may be necessary to give effect to this resolution such as executing amendments and approving funding applications with the Association of Monterey Bay Area Governments for REAP 2.0 grant funding.

PASSED AND ADOPTED BY THE COUNCIL OF THE CITY OF PACIFIC GROVE
this 15th day of November 2023, by the following vote:

AYES:

NOES:

ABSENT:

APPROVED:

BILL PEAKE, Mayor

ATTEST:

DATED: _____

BONNIE GAWF, Interim City Clerk

APPROVED AS TO FORM:

BRIAN A. PIERIK, City Attorney

MEMORANDUM OF UNDERSTANDING
between
THE ASSOCIATION OF MONTEREY BAY AREA GOVERNMENTS
and
THE CITY OF PACIFIC GROVE
Regarding
REGIONAL EARLY ACTION PLANNING GRANTS PROGRAM OF 2021

WHEREAS, on June 29, 2021, Governor Newsom signed the Budget Act of Fiscal Year 2021-2022 which established the Regional Early Action Planning Grants Program of 2021 (REAP 2.0 or Program) which allocated \$600 million in one-time funds to accelerate infill housing development, affirmatively further fair housing, and reduce VMT; and

WHEREAS, the California Department of Housing and Community Development (HCD) has been assigned as the state agency overseeing this program; and

WHEREAS, a portion of REAP 2.0 funds have been allocated to the Association of Monterey Bay Area Governments (AMBAG); and

WHEREAS, AMBAG will grant the majority of REAP 2.0 funds to eligible entities in the AMBAG area; and

WHEREAS, eligible entities may apply for a portion of AMBAG's REAP 2.0 funds according to an allocation method approved by the AMBAG Board; and

WHEREAS, AMBAG shall approve grant applications subject to the terms and conditions of eligibility, guidelines, Notices of Funding Availability, and program requirements.

THEREFORE, BE IT RESOLVED:

The following agreement is entered into between The City of Pacific Grove (Grantee) and the Association of Monterey Bay Area Governments (AMBAG).

AUTHORITY, PURPOSE, AND SCOPE OF WORK

1. Authority

The Regional Early Action Planning Grants Program of 2021 (REAP 2.0 or Program) is established for the purpose of providing regions with one-time funding, including grants for transformative planning and implementation activities. Up to eight million six hundred and twenty-five thousand (\$8,625,000) shall be distributed by AMBAG to eligible entities in the AMBAG area under the Program in accordance with Chapter 3.15 of the California Health and Safety Code (Statute). The Association of Monterey Bay Area Governments (AMBAG) shall administer the Program to eligible entities in the AMBAG area in accordance with the Statute and AMBAG's REAP 2.0 Local Suballocation Grant Program and Regional Competitive Grant Program Guidelines (Guidelines), pursuant to Health and Safety Code section 50515.10(h), and program guidance.

This Agreement (Agreement) authorizes the encumbrance of the total funds available to the awardee, subject to all statutory requirements and all applicable provisions, including but not limited to the Guidelines, approved applications, and any subsequent modifications.

The Grantee shall consult with AMBAG on any amendment, modification, or other provision related to the implementation of the Program. AMBAG's decisions related to the administration of the Program shall be final.

2. Purpose

In accordance with the authority cited above, the Grantee has been awarded financial assistance in the form of a grant from the Program. AMBAG has agreed to make the grant for planning and implementation activities pursuant to the Guidelines and this Agreement. By entering into this Agreement and thereby accepting the award of the Program funds, the Grantee agrees to comply with the terms and conditions of the Guidelines, application, as well as this Agreement, subsequent amendments or modifications to this Agreement and the requirements of the authority cited above. Based on all representations made by the Grantee, AMBAG shall encumber the full amount pursuant to the Guidelines and provide payment upon reimbursement request and subsequent payments in accordance with this agreement. All terms, conditions and other relevant provisions will be subject to amendments as a result of subsequent applications and awards for remaining funds in accordance with this agreement.

3. Definitions

Terms herein shall have the same meaning as defined by the Guidelines and Statute.

4. Scope of Work

Grantee shall use the awarded funds in accordance with the approved scope of work as contained in the timeline and budget and related information outlined in the approved application as attached hereto and incorporated herein by this reference, and as set forth in this agreement. The scope of work may be amended in compliance with statutory requirements subject to approval by AMBAG.

5. **Monitoring**

- A. The Grantee shall maintain books, records, documents, and other evidence that demonstrates the funding was used for the appropriate purposes, as described in the Statute, Guidelines, Scope of Work, application, subsequent approved applications, and all other pertinent documents. These books, records, documents, and other evidence shall be available for audit and inspection by AMBAG at AMBAG's principal place of business.
- B. AMBAG may request additional information, as needed, to demonstrate statutory compliance, satisfaction of program requirements and necessary amendments to this Agreement, including but not limited to reporting or audit requirements, or award amount to the Grantee.
- C. AMBAG may monitor expenditures and activities of the Grantee, as AMBAG deems necessary, to ensure compliance with statutory or AMBAG requirements.
- D. AMBAG may, as it deems appropriate or necessary, request the repayment of funds from a Grantee or pursue any other remedies available to it by law for failure to comply with Program requirements pursuant to Health and Safety Code section 50515.10 (g).
- E. AMBAG's decision to approve or deny an application or request for funding pursuant to the program, and its determination of the amount of funding to be provided, shall be final pursuant to Health and Safety Code section 50515.10(i).
- F. Monitoring provisions may be amended and are subject to additional provisions in accordance with this Agreement or subsequent amendments.

6. **AMBAG Contract Coordinator**

The Contract Coordinator of this Agreement for AMBAG is Paul Hierling, Senior Planner. Any notice, report, or other communication required by this Agreement shall be submitted under the penalty of perjury by email to phierling@ambag.org.

BUDGET DETAIL AND PAYMENT PROVISIONS

1. Application for Funds

- A. AMBAG is entering into this Agreement on the basis of, and in reliance upon, facts, information, assertions and representations contained in any application or award or any subsequent modifications or additions to such thereto approved by AMBAG. All awarded applications for funding and any approved modifications and additions thereto are hereby incorporated into this Agreement.
- B. The Grantee warrants that all information, facts, assertions, and representations contained in any approved application, award or approved modifications and additions thereto are true, correct, and complete to the best of the Grantee's knowledge. In the event that any part of an application and any approved modification and addition thereto is untrue, incorrect, incomplete, or misleading in such a manner that would affect AMBAG's approval, disbursement, or monitoring of the funding and the grant or activities governed by this Agreement, AMBAG or AMBAG's designee may declare a breach hereof and take such action or pursue such remedies as are provided for breach hereof.

2. Grant and Reimbursement Limit

- A. The maximum total amount encumbered to the Grantee pursuant to this Agreement shall not exceed **\$128,750.00**.
- B. This Agreement authorizes payments and awards up to the total award amount as described in Section 2A of this Exhibit and is subject to AMBAG approval.
- C. The Grantee shall submit and follow a schedule for the expenditure of the award prior to disbursement of funds as attached hereto and incorporated hereby this reference. The schedule is subject to AMBAG approval and may be revised as AMBAG deems necessary.

3. Grant Timelines

- A. This Agreement is effective upon approval by all parties and AMBAG.
- B. All Grant funds must be obligated no later than March 31, 2024 and expended by March 31, 2026 unless the grant recipient receives an extension to the grant expenditure deadline in writing.

- C. Extensions to the March 31, 2026, grant spending deadline may only be granted by AMBAG to the grantee in writing after September 31, 2025 and only if the grantee has spent at least 60% of their REAP 2.0 grant by September 31, 2025.
- D. Final invoices must be submitted to AMBAG by April 15, 2026. Under special circumstances, approved by AMBAG and in accordance with the expenditure deadline, AMBAG may modify the invoice deadline and may provide exception to carry out the terms of this Agreement.
- E. It is the responsibility of the Grantee to monitor the progress and timeliness of grant fund obligations, including invoicing and reimbursements within the specified dates.

4. **Allowable Uses of Grant Funds**

- A. AMBAG shall not award or disburse funds unless it determines that the grant funds shall be expended in compliance with the terms and provisions of the Statute and REAP 2.0 Guidelines which includes associated forms and guidelines, approved applications, and this Agreement.
- B. Grant funds shall only be used by the Grantee for project activities approved by AMBAG that involve planning and implementation activities in accordance with the Statute and REAP 2.0 Guidelines.
- C. Grant funds may not be used for administrative costs of persons employed by the Grantee for activities not directly related to eligible activities.
- D. A Grantee that receives funds under this Program may use a subcontractor and Grantee shall be accountable to AMBAG to ensure subcontractor's performance of the subcontract shall comply with all the requirements of the Program. The subcontract shall not relieve the Grantee of its responsibilities under the Program.
- E. After the Agreement has been executed by AMBAG and all parties, approved and eligible costs for eligible activities may be reimbursed for the project(s) upon completion of deliverables in accordance with the scope of work and subject to the terms and conditions of this Agreement.

REAP 2.0 TERMS AND CONDITIONS

1. Accounting and Records

- A. The Grantee, its employees, contractors, and subcontractors shall establish and maintain an accounting system and reports that properly accumulate incurred project costs by line. The accounting system shall conform to Generally Accepted Accounting Principles (GAAP), enable the determination of incurred costs at interim points of completion, and provide support for invoices. Grantees may establish and maintain an accounting system and reports, as described above, on behalf of contractors and subcontractors.
- B. The Grantee must establish a separate ledger account for receipts and expenditures of grant funds and maintain expenditure details in accordance with the budget and timeline. Separate bank accounts are not required.
- C. The Grantee shall maintain documentation of its normal procurement policy and competitive bid process (including the use of sole source purchasing), and financial records of expenditures incurred during the course of the project in accordance with GAAP.
- D. The Grantee agrees that AMBAG or designated representative shall have the right to review and to copy any records and supporting documentation pertaining to the performance of the Agreement.
- E. The Grantee agrees to maintain such records for a possible audit after the final payment for at least five years after all funds have been expended or returned to AMBAG unless a longer period of records retention is stipulated. Wherever practicable, such records should be collected, transmitted, and stored in open and machine- readable formats.
- F. Contractors and subcontractors employed by the Grantee and paid with moneys under the terms of this Agreement shall be responsible for maintaining accounting records as specified above.

2. Invoicing

- A. Grant funds cannot be disbursed until the Agreement has been fully executed.
- B. The Grantee will be responsible for compiling and submitting all invoices and

reporting documents.

- C. The Grantee must bill AMBAG based on clear deliverables outlined in the Agreement or budget timeline. Generally, approved and eligible costs incurred for work after execution of the Agreement and completed during the grant term will be reimbursable.
- D. The Grantee shall submit to AMBAG on a quarterly basis or upon completion of deliverable, and each requisition for payment (Invoice) shall accompanied by a narrative progress report. Quarters are defined as July 1 to September 30, October 1 to December 31, January 1 to March 31, and April 1 to June 30. Project invoices may be submitted to AMBAG by the Grantee on a quarterly basis or upon completion of a deliverable, subject to AMBAG's approval.
- E. The grantee shall submit an invoice to AMBAG no later than fifteen calendar days (15) after the close of each quarter. Invoices shall describe progress toward completion of tasks, projects, and products, conformance with project schedules and reporting of costs incurred.
- F. Year-end Invoices, reports, and supporting documentation submitted in the quarter April 1 to June 30 submitted over fifteen calendar days (15) after the close of the quarter shall not be paid.
- G. All invoices must also include supporting documentation including receipts or backup for all expenses for which reimbursement is sought. Supporting documentation may include, but is not limited to, purchase orders, receipts, progress payments, subcontractor invoices, timecards, reports, or any other documentation as deemed necessary by AMBAG to support the reimbursement to the Grantee for expenditures incurred.
- H. Payment of Invoices is contingent upon receipt by AMBAG or the above documentation provided by the Grantee. Payment to Grantee is further contingent upon AMBAG's determination that the performance of the Grantee meets State and AMBAG standards.
- I. All Grantee funds must be spent, and work completed by March 31, 2026.
- J. AMBAG must indicate approval of Grantees invoices before they will be considered complete.

3. **Audits**

- A. At any time during the term of the Agreement, AMBAG may perform or cause to be performed a financial audit of any and all phases of the award. At AMBAG's request, the Grantee shall provide, at its own expense, a financial audit prepared by a certified public accountant. AMBAG has the right to review project documents and conduct audits during project implementation and over the project life.
- B. The Grantee agrees that AMBAG or AMBAG's designee shall have the right to review, obtain, and copy all records and supporting documentation pertaining to performance of this Agreement.
- C. The Grantee agrees to provide AMBAG, or AMBAG's designee, with any relevant information requested.
- D. The Grantee agrees to permit AMBAG or AMBAG's designee access to its premises, upon reasonable notice, during normal business hours for the purpose of interviewing employees who might reasonably have information related to such records and inspecting and copying such books, records, accounts, and other material that may be relevant to a matter under investigation for the purpose of determining compliance with statutes, REAP 2.0 Guidelines, and the Agreement.
- E. AMBAG may request additional information, as needed, to meet other applicable audit requirements.
- F. AMBAG or AMBAG's designee may monitor expenditures and activities of a Grantee or its designees, contractors or subcontractors, as AMBAG deems necessary, to ensure compliance with REAP requirements.
- G. If there are audit findings, the Grantee must submit a detailed response acceptable to AMBAG or AMBAG's designee for each audit finding within 90 days from the date of the audit finding report.
- H. The Grantee agrees to maintain such records for possible audit after the final payment for at least five years after all funds have been expended or returned to AMBAG unless a longer period of records retention is stipulated. Wherever practicable, such records should be collected, transmitted, and stored in open and machine- readable formats.
- I. If any litigation, claim, negotiation, audit, monitoring, inspection, or other action has been started before the expiration of the required record retention period, all records must be retained by the Grantee and its designees, contractors, and sub-contractors until completion of the action and resolution of all issues which arise from it. In any contract that it enters into in an amount exceeding \$10,000, the

Grantee shall include AMBAG's right to audit the contractor's records and interview their employees.

- J. The Grantee shall comply with and be aware of the requirements and penalties for violations of fraud and for obstruction of investigation as set forth in California Public Contracts Code Section 10115.10.

4. **Remedies and Non-Performance**

- A. Any dispute concerning a question of fact arising under this Agreement that is not disposed of by agreement shall be decided by AMBAG's Executive Director, or the Executive Director's designee, who may consider any written or verbal evidence submitted by the Grantee. The decision of AMBAG's Executive Director or Designee shall be AMBAG's final decision regarding the dispute, not subject to appeal.
- B. Neither the pendency of a dispute nor its consideration by AMBAG will excuse the Grantee from full and timely performance in accordance with the terms of this Agreement.
- C. In the event that it is determined, at the sole discretion of AMBAG, that the Grantee is not meeting the terms and conditions of the Agreement, immediately upon receiving a written notice from AMBAG to stop work, the Grantee shall cease all work under the Agreement. AMBAG has the sole discretion to determine that the Grantee meets the terms and conditions after a stop work order, and to deliver a written notice to the Grantee to resume work under the Agreement.
- D. AMBAG has the right to terminate the Agreement at any time upon 30 calendar days written notice. The notice shall specify the reason for early termination and may permit the Grantee or AMBAG to rectify any deficiency(ies) prior to the early termination date. The Grantee will submit any requested documents to AMBAG within 30 calendar days of the early termination notice.
- E. The applicant must demonstrate a clear and significant nexus to REAP 2.0 Program goals and objectives and must carry out provisions to meet the Program goals and objectives and other requirements, including, but not limited to, adoption or completion of activities toward policy outcomes and implementation of eligible use activities funded through a suballocation process. Any lack of action or action inconsistent with REAP 2.0 requirements may result in review and could be subject to repayment of the grant.
- F. At any time, if AMBAG finds the Grantee included false information in application, as part of the application review, or subsequent amendments, AMBAG may require

the repayment of funds.

- G. Grantees are responsible for suballocations meeting all REAP 2.0 requirements.
- H. If a grantee has not spent at least 20% of a REAP 2.0 grant awarded by December 31, 2024, that grantee's funding will be deobligated and reallocated to another grantee and/or purpose at the discretion of AMBAG's Executive Director or the Executive Director's designee.
- I. If a grantee has not spent at 60% of a REAP 2.0 grant awarded by September 31, 2025, that grantee's funding may be deobligated and reallocated to another grantee, and/or purpose at the discretion of AMBAG's Executive Director or the Executive Director's designee.
- J. Examples of a breach of this Agreement:
 - 1. Grantee's failure to comply with any term or condition of this Agreement.
 - 2. Use of, or permitting the use of, grant funds provided under this Agreement for any ineligible costs or for any activity not specified and approved under this Agreement.
 - 3. Any failure to comply with the deadlines set forth in this Agreement unless approved by the Program Manager in writing.
- K. AMBAG may, as it deems appropriate or necessary, require the repayment of funds from a Grantee, or pursue any other remedies available to it by law for failure to comply with all REAP 2.0 Program requirements or breach of this agreement.
- L. In addition to any other remedies that may be available to AMBAG in law or equity for breach of this Agreement, AMBAG may at its discretion, exercise a variety of remedies, including but not limited to:
 - 1. Revoke existing REAP 2.0 award(s) to the Grantee;
 - 2. Require the return of unexpended REAP 2.0 funds disbursed under this Agreement;
 - 3. Require repayment of REAP 2.0 Funds disbursed and expended under this Agreement;
 - 4. Seek a court order for specific performance of the obligation defaulted upon, or the appointment of a receiver to complete the obligations in accordance

with the REAP 2.0 Program requirements; and

5. Other remedies available at law, by and through this Agreement. All remedies available to AMBAG are cumulative and not exclusive.
 6. AMBAG may give written notice to the Grantee to cure the breach or violation within a period of not less than 15 calendar days.
- M. The Grantee may be subject to amendment of this section as a result of subsequent applications and awards.
- N. AMBAG and the Grantee are fully committed to working with each other throughout the Term of this Agreement and agree to communicate regularly with each other at all times so as to avoid and minimize disputes. AMBAG and the Grantee agree to act in good faith to prevent and resolve potential sources of conflict before they escalate into a question or controversy. AMBAG and the Grantee each commit to resolving such dispute in an amicable, professional, and expeditious manner and agree to use the following procedure for resolving the dispute: (a) either party may give notice to the other of the dispute and will meet within three (3) business days to attempt to resolve the dispute; (b) a meeting or meetings shall be promptly between the representatives of the parties regarding the dispute to attempt in good faith to negotiate a resolution of the dispute; (c) if within thirty (30) days after a dispute has arisen, the parties have not succeeded in negotiating a resolution of the dispute, they agree to submit the dispute to mediation; (d) the mediator shall be jointly selected by the parties, or failing agreement on the selection of a mediator within thirty (30) days after the parties fail to negotiate an informal resolution of any dispute, the mediator shall be a retired judge or justice selected by the supervising judge of the Civil Division of the Monterey County California Superior Court. In any mediation conducted pursuant to this section, the provision of the California Evidence Code section 1152 shall be applicable to limit the admissibility of evidence disclosed by the parties in the course of the mediation; and € if the parties are not successful in resolving the dispute through the mediation, then the parties agree that the dispute shall be submitted to binding arbitration to a single arbitrator in accordance with the existing Rules of Practice of Judicial Arbitration and Mediation Services, Inc. (JAMS) within thirty (30) days of the close of mediation as declared by the mediator.
- O. In the event either party brings an action or proceeding for damages arising out of the other's performance under this Agreement or to establish the right or remedy of either party, the prevailing party shall be entitled to recover reasonable attorneys' fees and costs as part of such action or proceeding, whether or not such action or proceeding is prosecuted to judgment. This Agreement shall be construed and interpreted according to California law, and any action to enforce the terms of this

Agreement or for the breach thereof shall be brought and tried in the County of Monterey.

5. **Reporting**

A. At any time during the term of the Agreement, AMBAG may request a performance report that demonstrates satisfaction of all requirements identified in the Agreement with emphasis on eligible activities, eligible uses, and expenditures according to timelines and budgets referenced in the Agreement.

B. Reports shall include the following information:

1. The status of the Proposed Uses and expenditures listed in the Grantee's applications for funding and progress of each proposed use toward all the objectives of the REAP 2.0 program as provided in the Guidelines and explained in the applications.
2. An explanation and quantification, where appropriate, of the progress achieved toward all of the objectives of the REAP 2.0 program, barriers and solutions for each Proposed Use that is consistent with and incorporates the metrics in the full application, including, but not limited to:
 - i. Housing units accelerated,
 - ii. Reductions in Vehicle Miles Traveled Per Capita,
 - iii. Location of investment,
 - iv. Socioeconomic statistics about the impacted geography, and
 - v. Regional impact explanation

The report must identify whether proposed uses overlap with other programs that share the same objectives as REAP 2.0. The Grantee should also identify any measurement challenges that persist and highlight any administrative barriers that prevent it from obtaining the information it needs to perform better analysis of progress made achieving REAP 2.0 Objectives and make adjustments to the extent possible in subsequent reporting years.

C. Upon completion of all deliverables within the Agreement, the Grantee shall submit a close out report in a manner and form prescribed by AMBAG.

6. **Indemnification**

Neither AMBAG nor any officer, employee or designee thereof is responsible for any injury, damage or liability occurring by reason of anything done or omitted by the Grantee, its officers,

employees, agents, its contractors, its sub-recipients or its subcontractors under or in connection with any work, authority or jurisdiction conferred upon the Grantee under this Agreement, Guidelines or Statute. It is understood and agreed that the Grantee shall fully defend, indemnify and save harmless AMBAG and all of AMBAG's staff from all claims, suits or actions of every name, kind and description brought forth under, including, but not limited to, tortious, contractual, inverse condemnation or other theories or assertions of liability occurring by reason of anything done or omitted to be done by the Grantee, its officers, employees, agents, contractors, sub-recipients, or subcontractors under this Agreement, Guidelines or Statute.

7. **Waivers**

No waiver of any breach of this Agreement shall be held to be a waiver of any prior or subsequent breach. The failure of AMBAG to enforce at any time the provisions of this Agreement, or to require at any time, performance by the Grantee of these provisions, shall in no way be construed to be a waiver of such provisions nor to affect the validity of this Agreement or the right of AMBAG to enforce these provisions.

8. **Relationship of Parties**

It is expressly understood that this Agreement is an agreement executed by and between two independent governmental entities and is not intended to, and shall not be construed to, create the relationship of agent, servant, employee, partnership, joint venture or association, or any other relationship whatsoever other than that of an independent party.

9. **Third Party Contracts**

- A. All REAP 2.0 related funded procurements must be conducted using a fair and competitive procurement process. The Grantee may use its own procurement procedures as long as the procedures comply with all City/County laws, rules and ordinances governing procurement, and all applicable provisions of California state law.
- B. Any contract entered into as a result of this Agreement shall contain all the provisions stipulated in this Agreement and shall be applicable to the Grantee's sub-recipients, contractors, and subcontractors. Copies of all agreements with sub-recipients, contractors, and subcontractors shall be submitted to AMBAG's program manager.
- C. AMBAG does not have a contractual relationship with the Grantee's sub-recipients, contractors, or subcontractors, and the Grantee shall be fully

responsible for monitoring and enforcement of those agreements and all work performed thereunder.

10. **Compliance with State and Federal Laws, Rules, Guidelines and Regulations**

- A. The Grantee agrees to comply with all state and federal laws, rules and regulations that pertain to construction, health and safety, labor, fair employment practices, equal opportunity, and all other matters applicable to the grant, the Grantee, its contractors or subcontractors, and any other grant activity.
- B. During the performance of this Agreement, the Grantee assures that no otherwise qualified person shall be excluded from participation or employment, denied program benefits, or be subjected to discrimination based on race, color, ancestry, national origin, sex, gender, gender identity, gender expression, genetic information, age, disability, handicap, familial status, religion, or belief, under any program or activity funded by this contract, as required by Title VI of the Civil Rights Act of 1964, the Fair Housing Act (42 USC 3601-20) and all implementing regulations, and the Age Discrimination Act of 1975 and all implementing regulations.
- C. The Grantee shall include the nondiscrimination and compliance provisions of this clause in all agreements with its sub-recipients, contractors, and subcontractors, and shall include a requirement in all agreements that each of them in turn include the nondiscrimination and compliance provisions of this clause in all contracts and subcontracts they enter into to perform work under the REAP 2.0 Program.
- D. The Grantee shall, in the course of performing project work, fully comply with the applicable provisions of the Americans with Disabilities Act (ADA) of 1990, which prohibits discrimination on the basis of disability, as well as all applicable regulations and guidelines issued pursuant to the ADA. (42 U.S.C. 12101 et seq.)
- E. The Grantee shall adopt and implement affirmative processes and procedures that provide information, outreach and promotion of opportunities in the REAP project to encourage participation of all persons regardless of race, color, national origin, sex, religion, familial status, or disability. This includes, but is not limited to, a minority outreach program to ensure the inclusion, to the maximum extent possible, of minorities and women, and entities owned by minorities and women, as required by 24 CFR 92.351.

11. **Litigation**

- A. If any provision of this Agreement, or an underlying obligation, is held invalid by a

court of competent jurisdiction, such invalidity, at the sole discretion of AMBAG, shall not affect any other provisions of this Agreement and the remainder of this Agreement shall remain in full force and effect. Therefore, the provisions of this Agreement are, and shall be, deemed severable.

- B. The Grantee shall notify AMBAG immediately of any claim or legal action undertaken by or against it, which affects or may affect this Agreement or AMBAG, and shall take such action with respect to the claim or legal action consistent with the terms of this Agreement and the interests of AMBAG.

12. **Changes in Terms/Amendments**

- A. The Grantee may be subject to amendments to this section as a result of subsequent applications and awards.
- B. This Agreement may only be amended or modified by mutual written agreement of both parties.

13. **State-Owned Data**

A. Definitions

1. Work:

The work to be directly or indirectly produced by the Grantee, its employees, or by and of the Grantee's contractor's, subcontractor's and/or sub-recipient's employees under this Agreement.

2. Work Product:

All deliverables created or produced from Work under this Agreement including, but not limited to, all Work and deliverables conceived or made or, hereafter conceived or made, either solely or jointly with others during the term of this Agreement and during a period of six months after the termination thereof, which relates to the Work commissioned or performed under this Agreement, are considered Work Product. Work Product includes all deliverables, inventions, innovations, improvements, or other works of authorship Grantee and/or Grantee's contractor subcontractor and/or sub-recipient may conceive of or develop in the course of this Agreement, whether or not they are eligible for patent, copyright, trademark, trade secret or other legal protection.

B. Sharing of Work Product and Rights

All Work Product shall be shared with AMBAG and its partners for various purposes, including education, outreach, transparency, and future learning.

14. **Special Conditions**

AMBAG reserves the right to add any special conditions to this Agreement it deems necessary to assure that the policy and goals of the Program are achieved.

15. **Term**

This Memorandum of Understanding shall end on March 31, 2027.

Date: _____

Maura F. Twomey
Executive Director

Date: _____

Robert Perrault
Interim City Manager
City of Pacific Grove



Regional Early Action Planning Grants of 2021 (REAP 2.0) LOCAL SUBALLOCATION GRANT PROGRAM (LSGP) APPLICATION

Application for Jurisdictions

Deadline: August 15, 2023

This application to the Association of Monterey Bay Area Governments (AMBAG) is for **the Local Suballocation Grant Program**, a grant authorized under the Regional Early Action Planning Grants (REAP 2.0) provisions. The REAP 2.0 program was established through AB 140 (July 2021) for transformative and innovative projects that implement a region's Sustainable Communities Strategy (SCS) and help achieve the objectives of more housing and transportation options that reduce reliance on cars. REAP 2.0 builds on actions completed through the REAP 1 grant program but expands the focus by integrating housing and vehicle miles travelled (VMT) reduction, and by allowing for broader planning and implementation investments, including infrastructure investments supporting housing development. This includes accelerating housing production and facilitating compliance with the 6th Cycle of the housing element.

REAP 2.0 is specifically designed to provide Eligible Entities with tools and resources to help implement and advance plans, primarily including Sustainable Communities Strategies (SCS) as part of Regional Transportation Plans to pursue greenhouse gas emission reduction targets through land use and transportation changes.

The REAP 2.0 Program Framework includes three core components:

1. Regional Competitive Grant Program
2. Local Suballocation Grant Program
3. AMBAG SCS Implementation, Technical Assistance, REAP 2.0 Program Development and Administration

This is the application for the REAP 2.0 Local Suballocation Grant Program. The Local Suballocation Grant Program sets aside \$2,625,000 for jurisdictions throughout the region for eligible projects which meet all REAP 2.0 goals and objectives. The goal of this suballocation program is to provide all cities and counties with an opportunity to propose REAP 2.0 eligible projects while allowing for both implementation and planning uses. All projects or programs must achieve all REAP 2.0 goals, objectives, and pass thresholding criteria. Full guidance and requirements for this grant program can be found in the AMBAG REAP 2.0: Local Suballocation Grant Program Final Guidelines.

**Regional Early Action Planning Grants 2021 (REAP 2.0)
LOCAL SUBALLOCATION GRANT PROGRAM APPLICATION**

REAP 2.0 Program Goals:

Invest in housing, planning, and Infill Housing-supportive infrastructure across the entire state in a manner that reduces VMT, increases Housing affordability, and advances equity, consistent with all of the following:

- Advances the State Planning Priorities, as described in Section 65041.1 of the Government Code;
- Affirmatively Furthering Fair Housing;
- Facilitating Housing Element compliance and progress for the sixth cycle RHNA;
- Advancing and implementing the region's SCS.

REAP 2.0 Program Objectives:

- Accelerating Infill Development that Facilitates Housing Supply, Choice, and Affordability
- Affirmatively Furthering Fair Housing (AFFH)
- Reducing Vehicle Miles Traveled (VMT)

To apply for project funding, eligible applicants must submit a REAP 2.0 LSGP Application. All sections of this application, including Attachment 1, must be complete and accurate. A jurisdiction may submit multiple applications through the final due date for eligible projects and activities until it has reached its funding maximum.

Timeline:

Below is a tentative schedule and is subject to change in the final guidelines.

- April 2023: Released draft LSGP Guidelines for public review
- June 2023: AMBAG adopts final LSGP Program guidelines.
- August 15, 2023: Final application from eligible applicants due to AMBAG.
- September 2023: Grant applications are reviewed and evaluated
- October/November: AMBAG approves applications and awards REAP 2.0
- December 2023 – February 2024: Execute grant agreements with REAP 2.0 awardees
- June 30, 2024: Deadline to encumber REAP 2.0 funds
- March 31, 2026: All REAP projects and activities must be completed; final activity reports due to AMBAG; final project invoices due to AMBAG

All applicants must submit the following to AMBAG by August 15, 2023 to be considered for the award:

1. A completed REAP 2.0 LSGP application along with all required supporting documents within the application period.
2. A fully executed Government Agency Taxpayer ID Form (see Attachment 1).

All applications must be submitted electronically to AMBAG by email to phierling@ambag.org. No hard copies will be accepted.

Regional Early Action Planning Grants 2021 (REAP 2.0)
LOCAL SUBALLOCATION GRANT PROGRAM APPLICATION

Contact:

If you have questions regarding this application or the REAP 2.0 program, contact Paul Hierling at phierling@ambag.org or 831-264-5092.

Regional Early Action Planning Grants 2021 (REAP 2.0)
LOCAL SUBALLOCATION GRANT PROGRAM APPLICATION

A. Applicant Information

Complete the following Applicant information			
Agency Name		City of Pacific Grove	
Agency Type		Jurisdiction	
Applicant's Mailing Address*		300 Forest Avenue	
City		Pacific Grove	
State	California	Zip Code	93950
County		Monterey	
Website		https://www.cityofpacificgrove.org/	
Authorized Representative Name		Tori Hannah	
Authorized Representative Title		City Manager Pro Tempore	
Phone	831-648-3103	Fax	831-648-3184
Email	thannah@cityofpacificgrove.org		
Contact Person Name		Alyssa Kroeger	
Contact Person Title		Housing Program Manager	
Phone	831-648-3127	Fax	831-648-3184
Email	akroeger@cityofpacificgrove.org		
Grant Amount (See program guidelines, Section 2a for amount which your jurisdiction is eligible to apply)		\$	\$128,750

*Ensure the Government Agency Taxpayer ID Form matches the Applicants Mailing Address listed above exactly. (See Attachment 1, "Government Agency Taxpayer ID Form")

B. Threshold Requirements

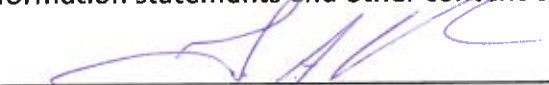
Project elements will be rated on a pass or fail basis. Any project that fails one or more of the REAP 2.0 objectives or primary factors will be rejected. Projects that meet all REAP 2.0 objectives and goals will be considered for approval as eligible projects. In the box below, indicate whether your project meets each thresholding criteria.

Regional Early Action Planning Grants 2021 (REAP 2.0)
LOCAL SUBALLOCATION GRANT PROGRAM APPLICATION

Thresholding Criteria		
REAP 2.0 Objectives – Does the project:	Yes	No
1. Accelerate Infill Development? (see Section D [1] for more detail)	x	
2. Affirmatively Further Fair Housing? (see Section D [2] for more detail)	x	
3. Reduce VMT?	x	
Primary Factors – Does the project:		
1. Advance Housing Element Compliance?	x	
2. Result in Transformative Planning and Implementation Activities? (see Section D [5] for more detail)	x	
3. Benefit to Disadvantaged and Historically Underserved Populations? (See section D [6] for more detail)	x	
4. Have Significant Beneficial Impacts? (See section D [7] for more detail)	x	
5. Advance California Planning Priorities per Government Code 65041.1?	x	

As the official designated by the governing body, I hereby certify that the proposed project is consistent with the AMBAG REAP 2.0 Local Suballocation Final Program Guidelines and meets all program requirements.

I further certify that, if approved by AMBAG for a suballocation of funding through the REAP 2.0 program, the **City of Pacific Grove** assumes the responsibilities specified in this application and certifies that the information statements and other content contained in this application are true and correct.

Signature:  Name: Tori Hannah

Date: 8/11/23 Title: City Manager Pro Tempore

Regional Early Action Planning Grants 2021 (REAP 2.0)
LOCAL SUBALLOCATION GRANT PROGRAM APPLICATION

C. Eligible Activities Categories Checklist

REAP 2.0 funds are focused on implementation of policies, programs, and projects, rather than only the planning processes that were the focus of REAP 1.0. Eligible LSGP projects must accelerate infill development, affirmatively further fair housing, reduce vehicles miles traveled, support housing element implementation and creates expanded opportunities for local efforts to align with AMBAG's regional plans, implement the infill and VMT reduction goals of the AMBAG 2045 MTP/SCS, and support state planning goals.

Check one or more eligible activity category that will be implemented by the project. Proposed projects falling under these general project categories below must be shown to meet all criteria in Section B through the project narrative section of this application to be approved for funding. If project doesn't fall into these main categories, check the "other" option at the end of this list:

	Projects or programs leading to or supporting affordable housing development programs or unit production or preservation;
x	Planning activities that lead to increased residential and/or mixed-use zoned capacity in areas identified as infill (see Section D [1] for infill definition), or land use planning, related studies and/or programs that result in implementable/adoptable programs and policies (meaning subject to adoption or approval of the legislative body) required to meet the programs, projects, and commitments in draft, adopted and/or compliant 6 th Cycle Housing Elements;
	Program-level environmental clearance for infill projects (see Section D [1] for infill definition) with AFFH component (See Section D [2] for more detail on AFFH) s;
	Upgrading infrastructure for sewer, water, and dry utility systems that may serve affordable infill housing;
	Housing mobility strategies that serve affordable housing;
	Housing mobility strategies that serve affordable housing;
	Reductions to barriers to higher density Housing, buildings with four or more units, and accessibility;
	Outreach strategies to address local opposition to Proposed Use;
	Anti-displacement protections;
	Expanded Housing options;
	Housing-supportive infrastructure;
	Activities that develop, support, or implement land use planning, policies, or investment strategies that result in substantial changes to travel behavior from increasing population and employment densities, land use mix, street network connectivity, linkages and pathways with active transportation infrastructure, accessibility between destinations, and/or contiguousness of land uses and transportation networks; Activities, subject to applicable program funding requirements, that would develop, support, or implement transportation planning, policies, and investment strategies that support infill development that facilitates housing supply, choice, and affordability such as n. Increasing transit services and access;

Regional Early Action Planning Grants 2021 (REAP 2.0)
LOCAL SUBALLOCATION GRANT PROGRAM APPLICATION

	Building at walkable community scales;
	Enhancing pedestrian and bicycling safety measures;
	Protecting pedestrian and bicycling amenities;
	Multimodal infrastructure connections with multimodal-mobility transportation systems.
	Other Eligible Activity consistent the program guidelines. (Rezoning)

Regional Early Action Planning Grants 2021 (REAP 2.0)
LOCAL SUBALLOCATION GRANT PROGRAM APPLICATION

D. Project Description and Narrative

Provide a description of the project including a description of the project's impact on accelerating housing production, affirmatively furthering fair housing, and reducing vehicle miles traveled. Describe how your project implements the eligible activities indicated in section C. Eligible Activities Checklist. Indicate how your project addresses regional housing issues that affect the Central Coast. Include whether plans will be adopted. If consultants are used, identify what tasks they will be responsible for. This box will overflow to add additional pages if additional space is needed.

The City of Pacific Grove Zoning Update project is designed to have a transformative impact on affordable housing production acceleration, fair housing promotion, and reduction of vehicle miles traveled. It aligns with the objectives outlined in the Eligible Activities Checklist, focusing on infill development, density increase, and enhanced affordable housing supply. By addressing regional housing issues impacting the Central Coast, the project actively supports the housing element to accommodate the City's rezoning requirement to "accelerate infill development" to implement, fulfill, and meet the RHNA requirement for the City's Housing Element. The project will accelerate affordable infill housing by accommodating the required number of affordable housing units at various income categories.

Robust in-person and online public outreach to local employers, workforce, public and private entities, regional partners and stakeholders, residents, schools, senior and community groups, media outfits and community fairs and events, is central to our community-driven approach. This ensures that the project aligns with local needs, and particularly benefits disadvantaged and historically underserved communities. Through strategic rezoning to accelerate infill development, our plan targets the 6th Cycle Pacific Grove Housing Element's core objectives and REAP 2.0 thresholding criteria and primary factors: increased infill housing supply across income levels and unit types, Affirmatively Furthering Fair Housing, and reducing vehicle miles traveled. The project will include upzoning and increased density near the downtown Pacific Grove area adjacent to a major regional tourist job center. Placing affordable housing near this key regional job center, and closer to employment resources, will Affirmatively Further Fair Housing by giving lower income residents throughout the region better access to these critical high paying jobs.

The project brings significant beneficial impacts, promoting increased density, fulfilling RHNA numbers, optimizing infrastructure capacity, enhancing public spaces, and aligning with the Metropolitan Transportation Plan/Sustainable Communities Strategy (MTP/SCS) and actively addresses California planning priorities, fostering sustainable land use and reduced vehicle miles traveled.

The proposed Zoning Ordinance Amendments accelerate infill development per Housing Element recommendations. This includes adjustments to parameters like use, height, setbacks, lot sizes, density bonus and parking. Additionally, administrative provisions will be revised to streamline residential permitting processes, thus facilitating streamlined housing development.

To realize these goals, Rincon's consultant expertise will be harnessed alongside staff efforts for tasks like community engagement facilitation as needed, data collection and analysis, and text and map amendments.

Regional Early Action Planning Grants 2021 (REAP 2.0)
LOCAL SUBALLOCATION GRANT PROGRAM APPLICATION

Please respond to the following questions demonstrating how your project is located in a valid infill area and accelerates infill development (600-word limit):

- (A) Explain how the project accelerates infill development near jobs and other key destinations to support housing choice and affordability that effectively reduces VMT and greenhouse gas emissions. “Accelerating Infill Housing Production” or “Accelerating Infill Development, Including Housing” means planning, infrastructure, and other investment and actions that improve the affordability, timing, cost, feasibility, approval, and amount of Housing development. “Infill”, for the purposes of the REAP 2.0 Program, is defined as the following: *Projects within Cities:*

Projects comply with REAP 2.0 Program goals and objectives and are in areas within an Existing/Planned Opportunity Area or Potential Opportunity Area as defined by the AMBAG 2045 MTP/SCS (Moving Forward Monterey Bay 2045) AND comply with the State infill definition in the REAP 2.0 Guidelines as detailed below.

Projects within Counties:

Projects comply with REAP 2.0 Program goals and objectives and are within an Existing/Planned Opportunity Area or Potential Opportunity Area as defined by the AMBAG 2045 MTP/SCS (Moving Forward Monterey Bay 2045) AND comply with the State infill definition in the REAP 2.0 Guidelines as detailed below. For more about these areas, see: AMBAG 2045 MTP/SCS.

All Projects:

In addition to the above, all projects must meet the State REAP 2.0 infill definition. The State REAP 2.0 infill definition pursuant to State guidelines provides that:

“Infill”, for the purposes of the REAP 2.0 Program, means areas where all the following apply: (1) the area consists of unused or underutilized lands (2) within existing development patterns (3) that is or will be accessible to destinations and daily services by transit, walking, or bicycling and located in either:

- a. An urban center, urban corridor, or area with transit-supportive densities, or*
- b. An established community that meets all the following criteria:*
 - i. The area consists or previously consisted of qualified urban uses*
 - ii. The area is predominantly surrounded (approximately 75 percent of the perimeter) by parcels that are developed or previously developed with qualified urban uses. In counting this, perimeters bordering navigable bodies of water and improved parks shall not be included, and (AKA cannot be fronted on two sides or more by currently zoned single family only)*
 - iii. No parcel within or adjoining the area is classified as agricultural or natural and working lands.*
- c. Under unique circumstances, applicants may propose an alternative definition of “Infill” subject to approval by the Department and State Collaborative Partners.*

Regional Early Action Planning Grants 2021 (REAP 2.0)
LOCAL SUBALLOCATION GRANT PROGRAM APPLICATION

(B) Also explain how the project will further the SCS in focusing future development within transit corridors (within ½ mile of transit), actionize the Infill Housing Toolkit for SCS implementation with densities beyond single family housing preferred, and support other SCS investments.

Include the address(es) of the project area(s), satellite map (Google Maps or similar) of the project site(s) including surrounding parcels so AMBAG can verify that the project is not adjacent to natural or agricultural lands, and is in an appropriate infill site. If a zoning map is available to show the project location and associated land use designation, that will help assist in confirming the project is in an eligible infill area.

(A) The Zoning Update project entails updates to implement the Housing and Safety Elements, adjusting Land Use zoning in the 1994 General Plan, advancing State planning priorities, and implementing the City's 6th Cycle RHNA. Pacific Grove's downtown commercial zone/ SCS opportunity area necessitates targeted rezoning for transit-supportive densities to expedite compliance and strategically promote diverse housing development across income levels and unit types. The Zoning Updates are anticipated to include the following:

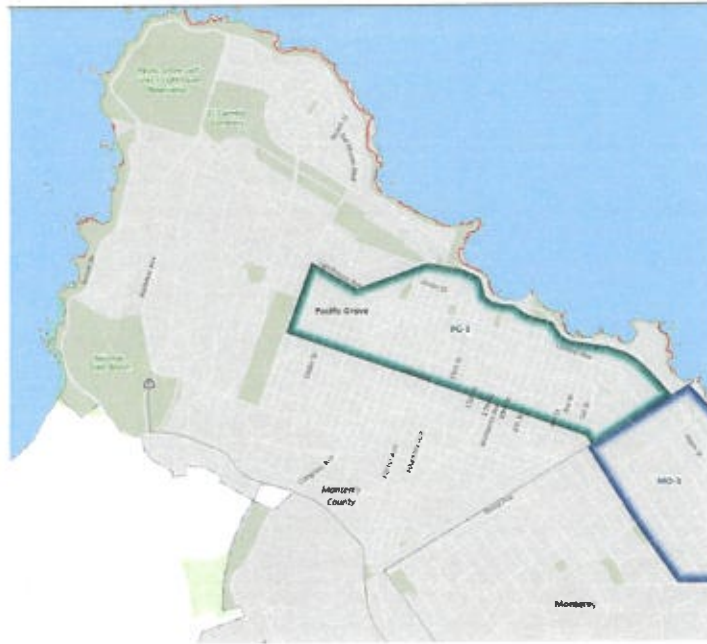
- Residential and Mixed-Use rezoning – amendments to the residential zones and mixed use zones to address the increased density requirements and associated development standards to implement the Housing Element program recommendations. These changes may include modifications to standards such as use, height, setbacks, lots sizes, and parking.
- Administrative provisions – amendments to permitting requirements to support residential streamlining requirements which will help accelerate affordable infill housing.

This approach reduces VMT by incentivizing pedestrian, bike, and transit-friendly options near resources and transit stops within a half mile of the surrounding opportunity area, aligning with the "Accelerating Infill Housing Production" infill definition and VMT reduction objectives. Currently many employees commute into the city and this project will reduce commuting by placing more housing near regional job hubs, allowing workers to eliminate their daily commute.

(B) The project will focus on Pacific Grove's designated 1.3-mile-long opportunity area, incorporating 2 main transit stops and pedestrian/bike trails. It strategically adjusts zoning for Live/Work infill housing to encourages diverse and affordable options and reducing VMT through pedestrian, bike, and transit-friendly choices, in line with "Accelerating Infill Housing Production" and State infill criteria.

The project aligns closely with the Sustainable Communities Strategy (SCS), prioritizing transit corridors within ½ mile of transit access and key resources like schools, grocery stores, pharmacies, parks, restaurants, hotels, and other businesses. It enhances the Infill Housing Toolkit for adaptable higher-density options beyond single-family housing. The project benefits will enhance existing urban areas, surrounded by urban uses. This comprehensive strategy bolsters SCS investments, optimizing the designated opportunity area for sustainable and transit-oriented growth, ensuring housing affordability, and enhancing accessibility.

**Regional Early Action Planning Grants 2021 (REAP 2.0)
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Please respond to the following questions demonstrating how your projects fulfill each REAP 2.0 objective (200-word limit per response):

1. Explain how the project affirmatively furthers fair housing. “Affirmatively Furthering Fair Housing”, pursuant to Government Code section 8899.50 means taking meaningful actions, in addition to combating discrimination, that overcome patterns of segregation and foster inclusive communities free from barriers that restrict access to opportunity based on protected characteristics. Specifically, Affirmatively Furthering Fair Housing means taking meaningful actions that, taken together, address significant disparities in Housing needs and in access to opportunity, replacing segregated living patterns with truly integrated and balanced living patterns, transforming racially and ethnically concentrated areas of poverty into areas of opportunity, and fostering and maintaining compliance with Civil Rights and Fair Housing Laws. HCD provides an AFFH Data Viewer which may assist the applicant in identifying the project’s AFFH impacts.

Rezoning for infill development presents a chance to address entrenched housing disparities rooted in historical discriminatory practices and policies. By removing barriers related to various protected categories, such policy adjustments can counter the impacts of past and present biases in developmental practices often connected to overly restrictive single-family zoning. By promoting fair and balanced development, we can foster welcoming communities, combat regional concentrated areas of affluence and poverty, provide capacity for affordable housing near high paying jobs, and improve access to opportunities, all in line with AFFH principles.

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2. Explain how the project reduces Vehicle Miles Travelled (VMT) and is consistent with the AMBAG 2045 MTP/SCS strategies.

The project's focus is supporting expedited rezoning requirements to accommodate 6th Cycle RHNA and zoning updates which will drive infill development, making housing more accessible by existing transportation systems that service the City's downtown opportunity area and flow in and out of neighboring Monterey City and the region's primary Metropolitan Statistical Area (MST), reducing Vehicle Miles Traveled (VMT). This effort also expands travel options for homes, jobs, and services, lessening reliance on single-occupancy vehicles and bolstering multimodal transport within the transportation and multi-modal corridor (coastal bike trail). This approach tackles housing needs while promoting sustainable transportation, ultimately lowering VMT and aligning with AMBAG's goals.

3. Explain how the project advances compliance with your jurisdiction's draft 6th Cycle Housing Element.

The zoning updates play a crucial role in advancing compliance with the City's 6th Cycle Housing Element goals and policies. Our Focused General Plan Update has been strategically designed to holistically respond to the City's unprecedented 878% increase in Regional Housing Needs Allocation (RHNA) targets to accommodate 1,125 new residential units across income levels and unit types by 2031, reflecting a 14% increase in new households.

To align with our objectives and meet State planning priorities, we are focusing on updating our land use, safety, and transportation elements to be compliant with updated zoning, alongside a Climate Actions and Adaptation Plan. This will help ensure that our community's resources, services, and infrastructure are equipped to handle the impacts of this substantial growth and transformation. Through the zoning amendments responsive to increased densities, changes in use, and streamlined development standards, the City can implement a framework that facilitates not only compliance with State housing, climate, and transportation laws, but also promotes the reduction of greenhouse gas emissions and the creation of resilient communities, particularly with regard to the City's core downtown commercial zone located in the Opportunity Areas.

4. Explain how the project will result in Transformative Planning and Implementation Activities.
"Transformative planning and implementation activities" means housing, planning, infrastructure investments supporting infill housing, and other actions that enable meeting housing goals that also result in per capita vehicle miles traveled reductions, including accelerating infill development, supporting residents through realizing Multimodal Communities, shifting travel behavior through reducing driving, and increasing transit ridership.

In the updated Housing Element, the City will trigger a zoning amendment to its text and maps to include increasing the density of the commercial downtown opportunity area and encourage the development of a variety of housing types for all income levels, including multi-family rental housing, factory-built housing, mobile homes, emergency shelters, transitional housing, mixed-use developments, and ADU's. Mixed-use and infill developments, especially in the City's downtown commercial Zone and core opportunity area can provide new employment and housing opportunities for community members who live, work, study, and play in the City which can result in a reduction of vehicle miles traveled as well as enhanced economic vitality, further promoting multimodal transit opportunities by locating residents closer to key resources and multimodal infrastructure and reducing dependence on Single Occupancy Vehicle (SOV) transportation.

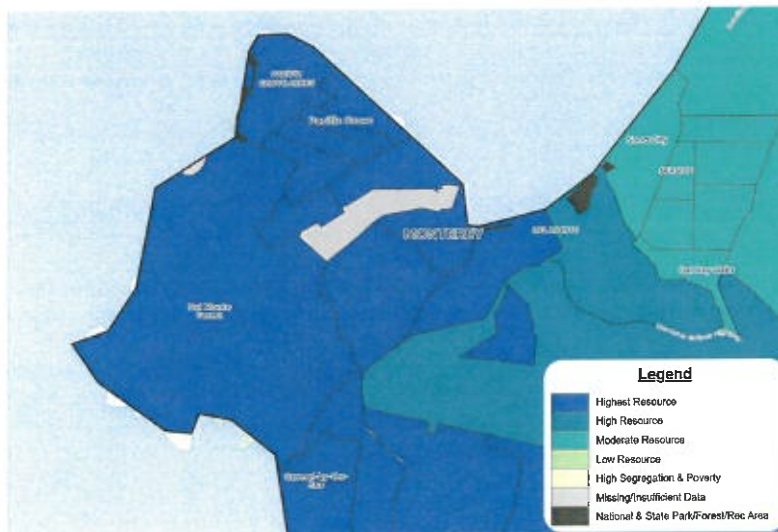
Regional Early Action Planning Grants 2021 (REAP 2.0)
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5. Explain how the project has a Benefit to Disadvantaged and Historically Underserved Communities. “Disadvantaged and Historically Underserved Communities” includes concentrated areas of poverty; Areas of High Segregation and Poverty and areas of low to moderate access to opportunity (TCAC/HCD Opportunity Area Maps); Communities of Concern, Disadvantaged Communities (SB 535 Disadvantaged Communities Map), and Low-Income Communities pursuant to Senate Bill 535 (De León, Chapter 830, Statutes of 2012) and Assembly Bill 1550 (Gomez, Chapter 369, Statutes of 2016); areas of high Housing cost burdens; areas with high vulnerability of displacement; areas related to Tribal Entities; and other areas experiencing disproportionate impacts of California’s Housing and climate crisis.

All housing opportunity sites are in highest-resource areas and 45% of planned units are lower-income. Planning capacity for affordable housing in these high resource areas will benefit disadvantaged and historically underserved communities by providing opportunities to live in affordable housing in high resource areas, close to good jobs, schools, shops, and multimodal communities. Overall housing development during the planning period will not increase patterns of segregation and will increase integration by household income.

The project targets Pacific Grove's SCS Opportunity Area, seeking to address housing inequalities rooted in historically discriminatory practices like overly restrictive zoning. By rezoning for accelerated infill development across income levels and fostering community engagement, it drives balanced growth, mitigates concentrated areas of affluence, and improves resource access in line with AFFH principles, facilitating the abilities for community members to live where they work, play, study, and to age-in-place. Outreach indicates that much of the workforce commutes and may come from disadvantaged communities such as Marina and Salinas areas.

HCD/TCAC 2023 Opportunity Maps

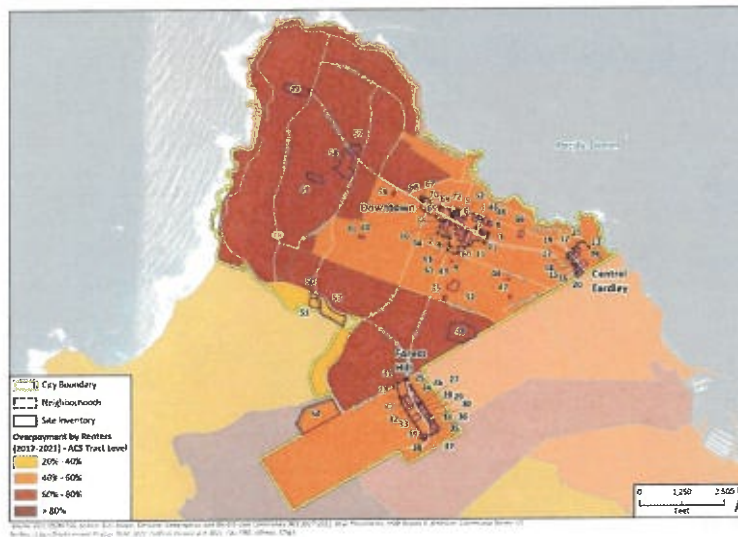


Regional Early Action Planning Grants 2021 (REAP 2.0) **LOCAL SUBALLOCATION GRANT PROGRAM APPLICATION**

Draft Housing Element AFFH Chapter: Figure 41 Housing Opportunity Sites by TCAC Resource Area

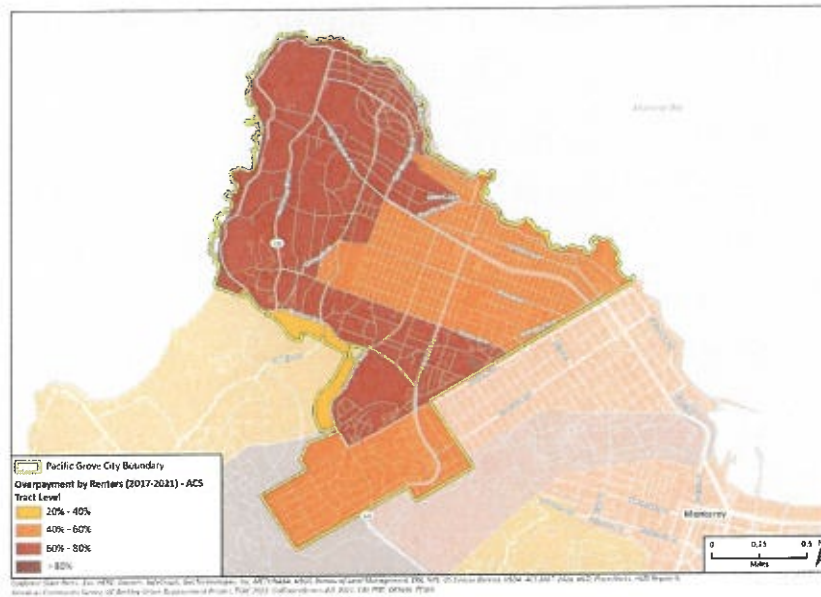


Draft Housing Element AFFH Chapter: Figure 44 Housing Opportunity Sites by Cost Burden Among Renters



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Draft Housing Element AFFH Chapter: Figure 35 Overpayment by Renters (Pacific Grove)



6. Explain how your project has Significant Beneficial Impacts? Significant beneficial impacts must lead to **substantial changes in land use patterns and travel behaviors**. In demonstrating significant beneficial impacts, applicants may consider rates of change (e.g., percent increase over a baseline), the magnitude of impact relative to variables or targets, the proportion of need achieved, and the impact relative to past trends, policies, and practices. Variables or targets may include but are not limited to benefitting households by income group; Regional Housing Needs Assessment; Housing units (new construction, preservation/conservation, and rehabilitation); density; infrastructure; infrastructure capacity and accessibility; public space; community amenities; investments; Vehicle Miles Traveled reduction goals or targets; regional or local equity policies and programs included in an adopted RTP/SCS; and GHG reduction goals or targets.

The rezoning generates significant beneficial impacts by driving substantial shifts in land use patterns and travel behaviors. It is informed by the 6th Cycle Housing Element identifying strategic goals and policies including, but not limited to the following:

- Increased base-density to match or exceed HCD “default” density standards;
- 20% RHNA buffer targets;
- Zoning to accommodate Multi-family, mixed-use, supportive and emergency shelter housing;
- Repurposing parking lots, schools, churches, and vacant lots;
- Reducing parking requirements; and
- Employee Housing Act alignment.

During community engagement process, local workforce input highlighted the challenge of finding and obtaining housing within the City, resulting in much of the workforce living outside of the City, traveling predominantly in single-owner vehicles (SOV) making on average a 20.3-minute commute one-way. Testimonials, including one notable central valley commuter employed by the local tourism industry,

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underscored the deep, urgent need for affordable housing allowing individuals to live where they work, study, and play and reducing dependence on SOVs. Rezoning the transit-supported opportunity area would actively reduce VMT by at least 30% per Resolution NO. 21-026 and further incentivizes multimodal transit, allowing these commuters to relocate to planned affordable housing capacity areas that will be designated by the zoning update process.

- 7. Explain how your project Advances California Planning Priorities per Government Code 65041.1. This project advances California Planning priorities per Government Code 65041.1 by improving existing infrastructure**

The project is closely attuned to California's planning priorities, which encompass equity, economic vitality, environmental conservation, and public well-being. It actively advances infill development by revitalizing existing infrastructure for underutilized land, encouraging accessible development inclusive to the needs of disadvantaged and historically underserved communities, and preserving cultural and historical assets. It also contributes to safeguarding crucial environmental and agricultural resources, including natural and recreational landscapes. By fostering efficient development patterns, the initiative ensures new infrastructure supports land use efficiency, planned growth, and minimized costs while adhering to transportation and utility needs. The project's focus on rezoning within the downtown opportunity area underscores its alignment with these priorities, promoting equitable urban renewal while respecting coastal, historical, and aviation-related factors. Development would also adhere to wastewater and stormwater management plans, the local coastal program, the local water project, and the Historic Resources Committee (HRC).

- 8. Explain how the project supports promotion of infill development and equity by rehabilitating, maintains, and improves existing infrastructure that supports infill development and appropriate reuse and redevelopment of previously developed, underutilized land that is presently served by transit, streets, water, sewer, and other essential services, particularly in underserved areas, and to preserve cultural and historic resources.**

The project strongly aligns with the goal of promoting infill development and equity through a comprehensive approach. It focuses on revitalizing, maintaining, and enhancing existing infrastructure to facilitate the appropriate reuse and redevelopment of previously underutilized land. This emphasis extends to areas well-served by essential services, transportation networks, particularly targeting low-income individuals and underserved areas in the region. By preserving cultural and historic resources, especially through the HRC, the project embraces the rich heritage of the community while ensuring responsible growth.

Central to this effort is the strategic intention to implement rezoning measures that incentivize adaptive reuse, mixed-use, and affordable infill projects. This approach seeks to transform existing spaces into vibrant hubs of diverse activity interconnected to regional infrastructure and plans like HWY 1 and 68, MST routes, the Monterey Bay Coastal Bike Trail, and the Monterey Bay Sanctuary Scenic Trail Network, fostering economic vitality and accommodating various housing needs. By reimagining these spaces and revitalizing aging infrastructure, the project contributes to sustainable growth while promoting equitable access to opportunity. Overall, the project's multifaceted strategy embodies the state's priorities,

Regional Early Action Planning Grants 2021 (REAP 2.0)
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simultaneously fostering infill development, enhancing quality of life, and incentivizing inclusive communities.

9. Explain how the project supports protection of environmental and agricultural resources by protecting, preserving, and enhancing the state's most valuable natural resources, including working landscapes such as farm, range, and forest lands, natural lands such as wetlands, watersheds, wildlife habitats, and other wildlands, recreation lands such as parks, trails, greenbelts, and other open space, and landscapes with locally unique features and areas identified by the state as deserving special protection.

The City of Pacific Grove's zoning ordinance amendment project aligns with the focused general plan update, covering Land Use, Safety, and Transportation elements, in addition to a recommended Climate Action and Adaptation Plan (CAAP). By strategically and holistically updating zoning regulations, the project facilitates infill development and diverse housing options near multi-modal transit, jobs, and key resources, mitigating effects of urban sprawl that may encroach on valuable environmentally sensitive habitat area (ESHA) and open lands. This approach safeguards significant natural assets like wetlands, wildlife habitats, and open spaces, while promoting the preservation of working landscapes and recreational areas.

The project is driven by recent, relevant state planning priorities including, but not limited to

- SB 1035
- SB 379
- SB 99
- AB 747
- SB 743
- AB 1358
- SB 32
- SB 1020

The project is also subject to the Local Coastal Program, and sewer and storm water management plans and contributes to the protection, enhancement, and responsible, efficient use of these resources, in line with the City's commitment to Council goals such as affordable housing and environmental Stewardship.

10. Explain how the project encourages efficient development patterns by ensuring that any infrastructure associated with development does all of the following (150-word limit per question/sub-question):

- a. Uses land efficiently; and

The project encourages efficient development patterns by ensuring that new infrastructure associated with development utilizes land efficiently via carefully planning the placement of infrastructure and developments, the project aims to maximize land use while minimizing sprawl through infill, mixed-use developments especially through the Live/Work Infill Housing Type. This approach supports the creation of compact, well-connected communities that make optimal use of available space, reducing urban sprawl and associated negative environmental impacts.

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- b. Is built adjacent to existing developed areas; and

The project will focus on existing developed areas.

- c. Explain how the project is located in an area appropriately planned for growth; and

The project will emphasize density increases in and around the downtown area, and other urban areas appropriately planned and zoned for growth.

- d. How the project location is served by adequate transportation and other essential utilities and services; and

The project is served by adequate transportation and essential utilities, and additional infrastructure does not need to be added to successfully realized increased density which can catalyze affordable infill housing. Rezoning the area promotes efficient growth patterns. The project location supports significant transportation options, including at least 2 primary MST bus stops within the area, hosting at least 13 bus stops along the 1.3 mile stretch of Lighthouse Avenue alone, and links to the Monterey Transit Plaza and Monterey Opportunity Area. There are also direct connections to the coastal bike trail and landmark sites like Lover's Point Beach. The area supports at least 6 hotels, 25 restaurants, 4 parks, 1 EV charging station, 2 grocery stores, and 1 pharmacy, along with an elementary and preschool, coffee shops, the Historic Chataqua Hall and Public Library, City facilities, theater, and the Museum of Natural History.

- e. Explain how the project minimizes ongoing costs to taxpayers?

Rezoning for infill, mixed-use development in the opportunity area promotes efficient development by developing infrastructure that minimizes taxpayer burdens. This strategy also funnels more consumers towards local businesses, leading to revenue growth. This approach utilizes existing resources and services, reducing the need for costly expansions. In sum, this approach aligns growth with existing infrastructure, optimizes public funds, and bolsters local businesses through strategic land use decisions.

E. Project Schedule and Budget

All tasks, budget amounts, dates and deliverables should be included under one line item. Do not add additional rows to the table below. Indicate what tasks will be completed by the consultant and include dates for draft and final deliverables if applicable. Budget must account for the full amount the jurisdiction is eligible to apply for. Include project location(s). All tasks and spending must be completed by March 31, 2026.

Regional Early Action Planning Grants 2021 (REAP 2.0)
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Project Title:

Tasks	Budget	Start Date	End Date	Description and Deliverables
Zoning Text Amendment, Zoning Map Amendments, Developing Outreach Materials, Conducting Outreach, Analyzing Outreach Materials, Research	128,750	1/1/2024	3/31/2026	These funds are gap funds to accommodate the City's rezoning requirement to "accelerate infill development" to implement, fulfill, and meet the RHNA requirement for the City's Housing Element.
Total:	128,750			

Attachment 1: Government Agency Taxpayer ID Form

Financial Information System for California (FI\$Cal)

GOVERNMENT AGENCY TAXPAYER ID FORM

2000 Evergreen Street, Suite 215

Sacramento, CA 95815

www.fiscal.ca.gov

1-855-347-2250



The principal purpose of the information provided is to establish the unique identification of the government entity.

Instructions: You may submit one form for the principal government agency and all subsidiaries sharing the same TIN. Subsidiaries with a different TIN must submit a separate form. Fields bordered in red are required. Hover over fields to view help information. Please print the form to sign prior to submittal. You may email the form to: vendors@fiscal.ca.gov, or fax it to (916) 576-5200, or mail it to the address above.

Principal
Government
Agency Name

City of Pacific Grove

Remit-To
Address (Street
or PO Box)

300 Forest Avenue

City

Pacific Grove

State

CA

Zip Code+4

93950

Government Type:

☒ City

☐ County

☐ Special District

☐ Federal

☐ Other (Specify)

Federal
Employer
Identification
Number
(FEIN)

94-6000388

List other subsidiary Departments, Divisions or Units under your principal agency's jurisdiction who share the same FEIN and receives payment from the State of California.

Dept/Division/Unit
Name

Complete
Address

Dept/Division/Unit
Name

Complete
Address

Dept/Division/Unit
Name

Complete
Address

Dept/Division/Unit
Name

Complete
Address

Contact Person

Tori Hannah

Title

City Manager Pro Tempore

Phone number

831-648-3103

Email Address

thannah@cityofpacificgrove.org

Signature

Date

8/11/23



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

AGENDA REPORT

TO: Honorable Mayor and Members of the City Council
FROM: Jazelle Johnson, Accountant
MEETING DATE: November 15, 2023
SUBJECT: First Quarter Treasurer's 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

Article 19, Section (K) of the City Charter requires that a quarterly statement of all funds in the treasury be submitted to the Council. The Treasurer's report allows the Council and public to verify that the City's funds are invested in a safe and prudent manner, and that such investments comply with City policy and state law. The Treasurer's Report is different from a budget report, as its purpose is to report on cash balances.

This report reflects the City's balances as of September 30, 2023, and shows that cash and investments were held citywide, with a market value of \$30,813,918. All investments are in government securities, certificates of deposit (CD), or other approved investment vehicles. The maturity dates are laddered, to ensure liquidity. All bank balances are insured. The City does not actively trade either certificates of deposits or federal agency securities but holds investments in the portfolio for maturity. Please note that minor fiscal year-end adjustments may be pending.

*There were no Purchases or Maturities that took place in the first quarter.

Investment Notes:

The average yield on the City's portfolio for the quarter is 3.07%. This represents a yield rate that is 0.02% greater than the prior quarter and 1.37% greater than the same quarter in the prior year.

OPTIONS

N/A -- This is an informational report.

FINANCIAL IMPACT:

There is no fiscal impact. This is informational only.

FOCUSED PRIORITY AREA: Not Applicable.

Attachments

Q1 Treasurer's Report

**City of Pacific Grove
Treasurers' Report
As of September 30, 2023**

DEPOSITORY	ACCOUNT	DESCRIPTION OF SECURITY	MATURITY DATE	INTEREST RATE/YIELD	DOLLAR/PAR AMOUNT	MARKET VALUE
State of California	Local Agency Investment Fund (LAIF)		Immediate	3.53%	8,631,137.80	8,631,137.80
					8,631,137.80	8,631,137.80
Bank of America	Checking	Pooled Cash	Immediate	0.00%	1,736,270.51	1,736,270.51
					1,736,270.51	1,736,270.51
N/A	Petty Cash	General	Immediate	0.00%	685.00	685.00
					685.00	685.00
Concourse Financial Group	Cash	Dreyfus Govt Cash Mngt		4.96%	3,190,352.47	3,190,352.47
Concourse TVI	Certificate of Deposit	Alabama Cr Un Tuscaloosa Ala Sh Ctf	11/22/2024	4.90%	248,000.00	245,849.84
Concourse TVI	Certificate of Deposit	All In Fed Cr Un Daleville AL Sh Ctf	12/20/2027	4.40%	249,000.00	240,892.56
Concourse TVI	Certificate of Deposit	Alliant Cr Un Chicago Ill Sh Ctf	12/30/2027	4.85%	249,000.00	245,093.19
Concourse TVI	Certificate of Deposit	Ally Bk Sandy Utah	6/9/2026	3.00%	246,000.00	231,062.88
Concourse TVI	Certificate of Deposit	Amerant Bk Natl Assn Coral Gables FL	12/3/2025	0.45%	249,000.00	223,024.32
Concourse TVI	Certificate of Deposit	American Express Natl Bk	7/13/2027	3.25%	246,000.00	229,016.16
Concourse TVI	Certificate of Deposit	Austin Telco Fed Cr Un Tex Sh CTF	12/16/2026	4.95%	249,000.00	245,987.10
Concourse TVI	Certificate of Deposit	BMW Bk North Amer Salt Lake City Utah	11/20/2025	0.50%	249,000.00	223,888.35
Concourse TVI	Certificate of Deposit	BMO Harris Bk Natl Assn Chicago Ill	6/10/2024	2.80%	246,000.00	241,365.36
Concourse TVI	Certificate of Deposit	Bank Baroda New York Brh	7/22/2025	0.65%	249,000.00	227,944.56
Concourse TVI	Certificate of Deposit	Baxter Cr Un Vernon Hills Ill Sh CTF	11/30/2026	5.00%	248,000.00	245,351.36
Concourse TVI	Certificate of Deposit	Baycoast Bnk Swansea Mass CTF	1/24/2025	1.70%	247,000.00	234,669.76
Concourse TVI	Certificate of Deposit	Bridgewater Bk St Louis Pk, MN	11/28/2025	0.45%	249,000.00	223,168.74
Concourse TVI	Certificate of Deposit	Capital One Natl Assn McLean VA CTF	8/7/2024	2.25%	247,000.00	240,017.31
Concourse TVI	Certificate of Deposit	Capital One Natl Assn Glen Allen VA CTF	6/9/2025	3.00%	246,000.00	235,702.44
Concourse TVI	Certificate of Deposit	Celtic Bk Salt Lake City Utah	3/17/2027	4.70%	249,000.00	244,077.27
Concourse TVI	Certificate of Deposit	Comerica BK Dallas TX	5/3/2024	5.05%	238,000.00	237,202.70
Concourse TVI	Certificate of Deposit	Direct Fed Cr Un Needham Mass SH CTF	11/9/2026	4.75%	249,000.00	244,550.37
Concourse TVI	Certificate of Deposit	Discover BknGreenwood Del	6/7/2027	3.15%	246,000.00	228,509.40
Concourse TVI	Certificate of Deposit	Dort Finl CR Grand Blanc MI	1/12/2026	4.50%	247,000.00	241,595.64
Concourse TVI	Certificate of Deposit	1ST Finl Bk Dakota Dunes SD	7/11/2024	2.90%	249,000.00	243,828.27
Concourse TVI	Certificate of Deposit	First Natl Bk Middle TENN	5/19/2027	4.45%	244,000.00	237,187.52
Concourse TVI	Certificate of Deposit	First Technology FED CR Mtn View CA	2/18/2025	4.85%	249,000.00	246,338.19
Concourse TVI	Certificate of Deposit	Flagstar BK Hicksville New York	4/24/2025	5.25%	243,000.00	241,634.34
Concourse TVI	Certificate of Deposit	Greenwood Cr Un Warwick RI SH CTF	5/28/2024	4.95%	248,000.00	247,027.84
Concourse TVI	Certificate of Deposit	Honolulu Fire Dept Fed CR UN	6/22/2027	4.65%	249,000.00	243,629.07
Concourse TVI	Certificate of Deposit	Ideal Cr Un Woodbury MN SH CTF	12/29/2027	4.50%	249,000.00	241,783.98
Concourse TVI	Certificate of Deposit	Industrial & Coml Bk China USA Natl Assn NY CTF	2/11/2026	0.45%	249,000.00	221,306.22
Concourse TVI	Certificate of Deposit	JPMorgan Chase BK NA Columbus OH CTF Dep	12/15/2025	0.50%	248,000.00	222,289.84
Concourse TVI	Certificate of Deposit	Latino Cmnty Cr Un Durham NC SH CTF	12/21/2027	4.50%	249,000.00	241,826.31
Concourse TVI	Certificate of Deposit	Liberty Fed Cr Un Evansville IN SH CTF	12/9/2024	4.90%	249,000.00	246,771.45
Concourse TVI	Certificate of Deposit	Liberty First Cr Un Lincoln Neb	1/20/2026	4.55%	249,000.00	243,768.51
Concourse TVI	Certificate of Deposit	Live Oak Bkg Co Wilmington NC CTF Dep	11/27/2024	1.85%	249,000.00	238,307.94
Concourse TVI	Certificate of Deposit	Lyons Natl BK NY	3/16/2026	4.75%	244,000.00	239,859.32
Concourse TVI	Certificate of Deposit	Manufacturers & Traders Buffalo NY	1/31/2025	4.50%	244,000.00	240,369.28
Concourse TVI	Certificate of Deposit	Medallion Bk Salt Lake City UTAH	6/16/2027	4.50%	249,000.00	242,376.60
Concourse TVI	Certificate of Deposit	Merrick Bk South Jordan Utah	1/31/2025	1.80%	249,000.00	236,662.05
Concourse TVI	Certificate of Deposit	Minnwest Bk Redwood Falls Minn Ctf Dep	7/15/2025	0.50%	249,000.00	227,346.96
Concourse TVI	Certificate of Deposit	Morgan Stanley Bk N A Salt Lake City Ut CTF	3/23/2028	4.90%	244,000.00	240,391.24
Concourse TVI	Certificate of Deposit	Morgan Stanley Private Bk Natl Assn Pur N Y	12/6/2023	3.55%	245,000.00	244,108.20
Concourse TVI	Certificate of Deposit	Mountain Amer Fed Cr Un West Jordan UT SH CTF	5/28/2024	5.00%	248,000.00	247,109.68
Concourse TVI	Certificate of Deposit	New York Cmnty Bk Westbury N Y	7/1/2026	0.70%	249,000.00	219,154.86
Concourse TVI	Certificate of Deposit	Preferred Bk Los Angeles Calif Ctf Dep	8/16/2024	2.00%	249,000.00	241,203.81
Concourse TVI	Certificate of Deposit	Raymond James Bk Natl Assn St Petersburg FL CTF Dep	11/8/2023	1.75%	247,000.00	245,997.18
Concourse TVI	Certificate of Deposit	Signature FED Cr Un Alexandria VA	1/31/2028	4.40%	249,000.00	240,648.54
Concourse TVI	Certificate of Deposit	Southern Bk Poplar Bluff MO CTF DEP	11/8/2024	4.70%	249,000.00	246,365.58
Concourse TVI	Certificate of Deposit	Synchrony Bk Retail CTF Dep Citigroup Instl CTF Dep	12/10/2026	1.25%	248,000.00	218,656.64
Concourse TVI	Certificate of Deposit	Technology CR UN San Jose CA	1/21/2025	5.00%	248,000.00	245,926.72
Concourse TVI	Certificate of Deposit	Texas Exchange Bk SSB Crowley Ctf Dep	11/25/2025	0.60%	249,000.00	223,248.42
Concourse TVI	Certificate of Deposit	Truiliant FED Cr Un Winston Salem NC	3/27/2026	5.00%	247,000.00	244,211.37
Concourse TVI	Certificate of Deposit	UBS Bk USA Salt Lake City Ut	6/23/2026	0.75%	249,000.00	219,391.41
Concourse TVI	Certificate of Deposit	US Alliance FCU Rye New York SH CTF	9/30/2027	4.00%	249,000.00	237,785.04
Concourse TVI	Certificate of Deposit	University Bk Ann Arbor MICH CTF DEP	11/30/2027	4.20%	249,000.00	239,152.05
Concourse TVI	Certificate of Deposit	Univest Natl Bk TR Souderton PA	5/5/2028	4.10%	249,000.00	237,023.10
Concourse TVI	Certificate of Deposit	Wells Fargo Bk N A Sioux Falls S D	5/1/2024	5.05%	238,000.00	237,212.22
Concourse TVI	U.S. Treasury Securities	United Sts Treas NTS	9/30/2025	0.60%	250,000.00	227,510.00
Concourse TVI	U.S. Treasury Securities	United Sts Treas NTS	5/31/2026	0.70%	250,000.00	224,532.50

**City of Pacific Grove
Treasurers' Report
As of September 30, 2023**

DEPOSITORY	ACCOUNT	DESCRIPTION OF SECURITY	MATURITY DATE	INTEREST RATE/YIELD	DOLLAR/PAR AMOUNT	MARKET VALUE
Concourse TVI	U.S. Treasury Securities	United Sts Treas NTS	4/15/2025	3.35%	500,000.00	480,900.00
Concourse TVI	U.S. Government Bonds	Federal Farm Cr Bks	1/11/2027	1.470%	530,000.00	472,039.20
Total Concourse - General					18,331,352.47	17,654,203.23
TOTAL GENERAL INVESTMENTS					28,699,445.78	28,022,296.54
Concourse TVI Yount	Cash	Sweep Money Market Fund		4.96%	757.61	757.61
Concourse TVI Yount	Fixed Income	Bank Hapoalim B M New York BRH Ctf Dep	12/15/2025	0.50%	205,000.00	183,745.60
Concourse TVI Yount	U.S.Treasury Securities	United Sts Treas NTS	4/30/2024	2.50%	180,000.00	176,941.80
Concourse TVI Yount	U.S. Government Bonds	Federal Farm Cr Bks Cons Systemwide BDS	9/16/2025	0.55%	96,000.00	87,676.80
Concourse TVI Yount	U.S. Government Bonds	Federal Farm Cr Bks Cons Systemwide	5/13/2026	0.88%	170,000.00	152,371.00
Concourse TVI Yount	U.S. Government Bonds	Federal Farm Cr Bks Cons Systemwide BDS	1/11/2027	1.47%	97,000.00	86,392.08
Concourse TVI Yount	U.S. Government Bonds	Federal Agric Mtg Corp Medium Terms Nts Fed	1/15/2026	0.48%	95,000.00	86,122.25
Total Concourse - Endowments					843,757.61	774,007.14
TOTAL INVESTMENTS HELD FOR ENDOWMENTS					843,757.61	774,007.14
Umpqua Bank	Money Market			0.01%	2,017,614.32	2,017,614.32
Total Umpqua Bank					2,017,614.32	2,017,614.32
TOTAL RESERVE INVESTMENT					2,017,614.32	2,017,614.32
GRAND TOTAL					31,560,817.71	30,813,918.00



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, Deputy Director Finance
MEETING DATE: November 15, 2023
SUBJECT: October 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 23/24 Approved Budget, these three revenue sources were estimated to generate \$22 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 Attachment 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

October Core Revenue Report

Core Revenue Report

Fiscal Year 2023/24 – October 2023

The following tables include the FY23/24 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 2023/24 budget, and revenues received to date.

Property Tax	Amended Budget	YTD Receipts	% of Amended Budget
FY23/24	9,609,000	0	0%

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. The following table presents Fiscal Year 2023/24 budget and revenues received to date.

Transient Occupancy Tax	Amended Budget	YTD Receipts	% of Amended Budget
FY23/24	6,463,000	2,301,450	35.6%

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

The following table shows a monthly breakdown of TOT revenues when compared to the same month last year.

Lodging Period	2021/22	2022/23	2023/24	Net Difference
July	673,475	797,756	834,401	36,645
August	730,578	818,939	795,551	(23,388)
September	578,129	639,644	671,498	31,854
October	475,290	589,714	-	-
November	431,862	411,136	-	-
December	378,655	371,160	-	-
January	314,248	370,713	-	-
February	412,711	336,276	-	-
March	476,041	446,634	-	-
April	568,275	574,513	-	-
May	612,496	623,891	-	-
June	621,212	573,141	-	-
Total	6,272,972	6,553,517	2,301,450	45,111

October revenues are expected to be received in late November as the State pays the City one month in arrears.

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 23/24 Adopted Budget reflects the addition of Measure A revenues, a 0.50% Transactions and Use Tax. This tax became effective on October 1, 2022. Measure A funds have been included in FY 23/24 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 23/24 budget and revenues received to date.

Sales and Use Tax	Amended Budget	YTD Receipts	% of Amended Budget
FY23/24	5,957,000	909,002	15.3%

The following table presents Fiscal Year 2023/24 revenues received to date.

Remittance Period	2021/22	2022/23	2023/24	Net Difference
July Advance	303,144	350,801	464,029	133,228
August Advance	507,200	364,694	444,973	80,009
September True-up	287,224	475,273	-	-
October Advance	311,118	411,967	-	-
November Advance	324,181	424,467	-	-
December True-up	479,810	658,665	-	-
January Advance	260,937	368,119	-	-
February Advance	316,738	384,955	-	-
March True-up	471,617	621,062	-	-
April Advance	329,326	468,572	-	-
May Advance	436,035	498,977	-	-
June True-Up	513,452	556,703	-	-
Total	4,540,782	5,584,256	909,002	213,237
<i>September 2023 payments are anticipated to be received in late November as the State pays the City two months in arrears</i>				



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, Deputy Director Finance
MEETING DATE: November 15, 2023
SUBJECT: First Quarter FY 23/24 Capital Project Report & Update
CEQA: Does not constitute a “Project” per California Environmental Quality Act Guidelines Section 15378

RECOMMENDATION

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

DISCUSSION

The attached files provide information on the Adopted and Amended Budgets for each capital improvement project, as well as expenditures. The Amended Budget column references projects that were approved in the last fiscal year but were not completed by June 30, 2023, as well as project budget adjustments that have been approved by the City Council.

As of September 30, 2023, approximately 12.2% of the funds included in the Fiscal Year 23/24 Amended Budget have been expended. The CIP Update report has more details on project phases, the number of projects in each phase, and notable accomplishments achieved during the quarter.

It should be noted that projects that were included in the FY 22/23 Carry Forwards are 22% complete through the end of the First Quarter FY 23/24. Future project update reports will also include a status column in relation to each Capital Improvement Project.

OPTIONS

N/A - This is informational only.

FINANCIAL IMPACT:

There is no financial impact associated with receiving this report.

FOCUSED PRIORITY AREA: Not Applicable.

Attachments

First Quarter FY 23/24 Budget Report
First Quarter FY 23/24 CIP Update Report

Capital Improvement Project Budget Report
First Quarter - Fiscal Year 23/24

<u>Project</u>	<u>Fund Name</u>	<u>Fund</u>	<u>Account</u>	<u>Project Name</u>	<u>Adopted Budget</u>	<u>Amended Budget</u>	<u>Expenditures as of</u> <u>09/30/23</u>
CIP18-46	Capital Improvement	63	6031	Tide Pool & Point Pinos	\$ -	\$ 35,902	\$ 35,902
CIP18-46 Total					\$ -	\$ 35,902	\$ 35,902
CIP20-13	Sewer	76	6051	Main Sewer Line Imp (Ovb W/ Phase 4 Urban Diversion)	\$ -	\$ 19,807	
CIP20-13 Total					\$ -	\$ 19,807	\$ -
CIP21-05	Strong Disbursement	46	6021	ADA Compliance Assessment & Transition Plan	\$ -	\$ 26,550	\$ -
CIP21-05 Total					\$ -	\$ 26,550	\$ -
CIP22-03	Sewer	76	6051	Phase 9 Sewer Improvements	\$ -	\$ 997,388	\$ 2,814
CIP22-03 Total					\$ -	\$ 997,388	\$ 2,814
CIP22-10	Koo Estate Donation	93	6031	Lovers' Point Pier Repair	\$ -	\$ 9,099	\$ 309
CIP22-10 Total					\$ -	\$ 9,099	\$ 309
CIP22-13	McIndoo Donation	92	6031	Backstop Replacement Municipal Ball Park	\$ -	\$ 17,387	\$ 50
CIP22-13	Koo Estate Donation	93	6031	Backstop Replacement Municipal Ball Park	\$ -	\$ 7,000	\$ -
CIP22-13 Total					\$ -	\$ 24,387	\$ 50
CIP22-21	ARPA	84	6031	GW Park Playground & ADA Compliant Playground	\$ -	\$ 25,000	\$ -
CIP22-21 Total					\$ -	\$ 25,000	\$ -
CIP23-01	Local Streets and Roads	17	6041	FY 22/23 Street Rehabilitation Project	\$ -	\$ 815,350	\$ 564,061
CIP23-01	RMRA SB1	47	6041	FY 22/23 Street Rehabilitation Project	\$ -	\$ 132,238	\$ -
CIP23-01	Sewer	76	6051	FY 22/23 Street Rehabilitation Project	\$ -	\$ 106,529	\$ 10,744
CIP23-01 Total					\$ -	\$ 1,054,117	\$ 574,804
CIP23-02	RMRA SB1	17	6041	FY 22/23 Crack & Slurry Seal	\$ -	\$ 27,767	\$ 190,102
CIP23-02	RMRA SB1	47	6041	FY 22/23 Crack & Slurry Seal	\$ -	\$ 65,000	\$ 103,442
CIP23-02 Total					\$ -	\$ 92,767	\$ 293,543
CIP23-03	RSTP (TAMC)	20	6041	Cedar, Sunset, & Congress Intersection	\$ -	\$ 332,258	\$ -
CIP23-03 Total					\$ -	\$ 332,258	\$ -
CIP23-04	Local Streets and Roads	17	6041	David Ave Street Rehabilitation	\$ -	\$ 266,157	\$ 1,180
CIP23-04 Total					\$ -	\$ 266,157	\$ 1,180
CIP23-05	Lighthouse	27	6021	Point Pinos Lighthouse Roof Repair	\$ -	\$ 57,950	\$ -
CIP23-05 Total					\$ -	\$ 57,950	\$ -
CIP23-06	Sewer	76	6051	Pump Station Replacement	\$ -	\$ 109,837	\$ 42,858
CIP23-06 Total					\$ -	\$ 109,837	\$ 42,858
CIP23-07	Museum Improvement	08	6021	Museum Mezzanine Upgrades	\$ -	\$ 75,000	\$ -
CIP23-07 Total					\$ -	\$ 75,000	\$ -
CIP23-08	Museum Improvement	08	6021	Museum Basement Moisture Control	\$ -	\$ 38,800	\$ -
CIP23-08 Total					\$ -	\$ 38,800	\$ -
CIP23-10	ARPA	84	6021	Fire Station Roof Repair	\$ -	\$ 26,200	\$ -
CIP23-10 Total					\$ -	\$ 26,200	\$ -
CIP23-12	ARPA	84	6021	Fire Dept. Bathroom & Shower Remodel	\$ -	\$ 44,907	\$ 635
CIP23-12 Total					\$ -	\$ 44,907	\$ 635

Capital Improvement Project Budget Report First Quarter - Fiscal Year 23/24									
CIP23-13	ARPA	84	6021	Chautauqua Hall Bathroom Repairs	\$	-	\$	27,000	\$ 24,072
CIP23-13 Total					\$	-	\$	27,000	\$ 24,072
CIP23-15	ARPA	84	6021	Crespi Pond Bathroom Remodel/Repairs	\$	-	\$	50,000	\$ 4,451
CIP23-15 Total					\$	-	\$	50,000	\$ 4,451
CIP23-16	ARPA	84	6041	Safety Lighting at Robert Down Elementary	\$	-	\$	20,000	\$ 4,710
CIP23-16 Total					\$	-	\$	20,000	\$ 4,710
CIP23-17	ARPA	84	6021	Chautauqua Hall Preservation Plan	\$	-	\$	13,000	\$ 13,002
CIP23-17 Total					\$	-	\$	13,000	\$ 13,002
CIP23-18	ARPA	84	6021	City Hall Roof Repair	\$	-	\$	80,000	\$ -
CIP23-18 Total					\$	-	\$	80,000	\$ -
CIP23-21	ARPA	84	6041	David Ave Sidewalk	\$	-	\$	625,080	\$ -
CIP23-21 Total					\$	-	\$	625,080	\$ -
CIP23-22	ARPA	84	6031	Recreation Board's Park Inventory	\$	-	\$	44,888	\$ -
CIP23-22 Total					\$	-	\$	44,888	\$ -
CIP23-23	RSTP (TAMC)	20	6041	Flashing Beacon 19th & Sunset	\$	-	\$	42,480	\$ 29,500
CIP23-23 TOTAL					\$	-	\$	42,480	\$ 29,500
CIP24-01	Capital Improvement	63	6041	FY23/24 Street Rehabilitation Project	\$	300,000	\$	300,000	\$ 9,800
CIP24-01	Local Streets and Roads	17	6041	FY23/24 Street Rehabilitation Project	\$	536,088	\$	536,088	\$ -
CIP24-01	RMRA SB1	47	6041	FY23/24 Street Rehabilitation Project	\$	505,049	\$	505,049	\$ -
CIP24-01	Sewer	76	6051	FY23/24 Street Rehabilitation Project	\$	300,000	\$	300,000	\$ -
CIP24-01 TOTAL					\$	1,641,137	\$	1,641,137	\$ 9,800
CIP24-02	Capital Improvement	63	6041	FY23/24 Crack & Slurry Seal Project	\$	200,000	\$	200,000	\$ -
CIP24-02	Local Streets and Roads	17	6041	FY23/24 Crack & Slurry Seal Project	\$	150,000	\$	150,000	\$ -
CIP24-02 TOTAL					\$	350,000	\$	350,000	\$ -
CIP24-03	Capital Improvement	63	6054	Priority Stormwater Repair Project on Syida Dr	\$	100,000	\$	100,000	\$ -
CIP24-03 TOTAL					\$	100,000	\$	100,000	\$ -
CIP24-04	Sewer	76	6051	Sewer Collection System Master Plan Projects 1,6 & 9	\$	1,800,000	\$	1,800,000	\$ -
CIP24-04 TOTAL					\$	1,800,000	\$	1,800,000	\$ -
CIP24-05	Capital Improvement	63	6031	George Washington Park (GWP) Enhancement Project	\$	50,000	\$	50,000	\$ -
CIP24-05 TOTAL					\$	50,000	\$	50,000	\$ -
CIP24-06	Capital Improvement	63	6041	Design of Sidewalk Extension for Outside Dining Uses	\$	50,000	\$	50,000	\$ 12,485
CIP24-06 TOTAL					\$	50,000	\$	50,000	\$ 12,485
TRC21-02	Capital Improvement	63	6021	PW Fire and Reconstruction	\$	-	\$	471,652	\$ -
TRC21-02 Total					\$	-	\$	471,652	\$ -
Grand Total					\$	3,991,137	\$	8,601,363	\$ 1,050,116
Percentage Expended - Projects from Prior Year								22%	
Combined Percentage Expended								12.2%	

FY23/24 Q1 Capital Improvement Project (CIP) Update

This report provides an update on the City's 32 CIP projects.

PROJECT PHASE*	Q1 Status
Project Development	12
RFP/Bids	5
Contract	1
Construction/Work in Progress	7
Complete	7

*Definitions of project phases can be found below.

Throughout the fiscal year, staff works diligently on executing the CIP. Successfully completing a project generally requires progression through the following project phases. Below is an update on notable project accomplishments for the current quarter.

Notable Q1 Accomplishment

Project Development Phase

The project development phase is the starting phase for each project. It requires determination of vital project details in anticipation of the RFP/bid phase. This often requires engineering, development of specifications and/or construction drawings and plans.

Notable Quarterly Accomplishments for the Project Development Phase:

- Phase 9 Sewer Improvements
 - Appeal hearing for the California Coastal Commission was scheduled for November 15, 2023
- Preliminary concept options for David Avenue Sidewalk Project have been developed which are forthcoming to Council soon for direction.
- Engineering commenced for the FY23/24 Crack and Slurry Seal Project
- Engineering commenced for the FY23/24 Street Rehabilitation Project
- Engineering commenced for Sydia Storm Drain Improvements Project
- Engineering continued for the David Avenue Street Rehabilitation Project

RFP/Bid Phase.

This phase requires solicitation and review of proposals/bids, as well as a selection of a consultant or contractor to provide the specific commodity or service within the parameters outlined in the Pacific Grove Municipal Code.

Notable Quarterly Accomplishments for the Bids/RPS Phase:

- Fire Station Bathroom Remodel was value engineered and rebid

Contract Phase

The contract phase ensures the City has legally binding agreements with the entities performing work. This phase also requires City Council authorization of agreements over \$40,000.

Notable Quarterly Accomplishments for projects in the Contract Phase*:

- Contract approved for the backstop replacement at PG Muni Ballpark

**All these projects subsequently moved into the Construction/Work in Progress Phase in Q4.*

Construction/Work in Progress.

This phase of the project often includes street closures and ground disturbance to install new infrastructure and/or repair existing infrastructure. CIP projects are not solely limited to traditional construction projects, the City has several essential projects that are more inconspicuous. Examples include interior improvements to city facilities and preparation of environmental documents or plan sets for multiyear infrastructure projects. In the latter scenario, the first year of funding is often designated solely for design or environmental document preparation, and subsequent years for construction.

Notable Quarterly Accomplishments for projects in the Bids/RPS Phase:

- Completion of the \$1.7M FY22/23 Street Rehabilitation Project
- Completion of the FY22/23 Crack and Slurry Seal Project
- Completion of Flashing Beacon at 19th & Sunset Safety Improvement Project
- Progress on Design of the Outdoor Dining Sidewalk Extension Project
 - Subcommittee meetings held with businesses directly impacted.
 - City has developed construction package; construction package to come before City Council soon
- Construction progress of the Public Works Fire Repair Project continued.
 - Nearing completion of permanent electrical infrastructure
 - Warehouse and admin office repairs complete
- Progress made on the multi-year, multi-million-dollar Cedar, Sunset, Congress Intersection Safety Improvements Project
 - Update to be provided to Council on progress/next steps in early 2024

Other Relevant CIP Updates

This section provides relevant updates on CIP projects and administration.

- Update of the capital projects module in the City's new Transparency Software with new quarterly information is underway
 - Information can be found at www.cityofpg.org/finance



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

AGENDA REPORT

TO: Honorable Mayor and Members of the City Council
FROM: James Minshew, Management Analyst
MEETING DATE: November 15, 2023
SUBJECT: First Quarter FY 23/24 Purchase Order Report
CEQA: Does not constitute a “Project” per California Environmental Quality Act Guidelines Section 15378

RECOMMENDATION

1. Receive the FY 23/24 First Quarter Purchase Order Report.
2. Alternatively, discuss and take other action related to this item.

DISCUSSION

The First Quarter Purchase Order Report includes information on purchase orders that were issued under \$40,000. This report is intended to be consistent with the reporting requirement in Section 2.16.160 of the City's Purchasing Systems and Procedures.

Purchase orders are required for purchases of supplies, services, materials, equipment, and contractual services over \$5,000.

The Purchase Order Report includes:

- Vendor name
- Date the purchase order was issued
- Description of the encumbered funds
- Purchase order amount
- Year-to-date expenses through the First Quarter

This report was previously a part of the Quarterly Budget Report, but based on the recommendation from the Finance Subcommittee, it is now presented independently.

OPTIONS

N/A - This is informational only

FINANCIAL IMPACT:

There is no financial impact associated with receiving this report.

FOCUSED PRIORITY AREA: Not Applicable.

Attachments

Fiscal Year 23/24 First Quarter Purchase Order Report

Purchase Orders - Less Than \$40,000
First Quarter FY 23/24

PO	DEPARTMENT	DIVISION	PROJECT	VENDOR NAME	DATE	DESCRIPTION	PURCHASE ORDER AMOUNT	YEAR TO DATE EXPENSES	STATUS
24000001	PUBLIC WORKS	101		SENTRY ALARM SYSTEMS INC.	7/6/23	FY 23/24 ALARM SERVICES	19,674.00	19,674.00	CLOSED
24000002	CITY MANAGER	121		WELLS FARGO VENDOR FINANCE SERV	7/6/23	FY 23/24 KONICA LEASE	15,550.00	3,903.32	OPEN
24000003	INFORMATION TECHNOLOGY	133		JCG TECHNOLOGIES INC	7/6/23	AGENDAQUICK & PUBLIC RECORDS & SUITEVIEW	13,751.00	13,751.00	CLOSED
24000004	INFORMATION TECHNOLOGY	133		SHI INTERNATIONAL CORP	7/19/23	HPE SUPPORT RENEWALS	7,782.06	7,782.06	CLOSED
24000005	INFORMATION TECHNOLOGY	133		QUEST SOFTWARE INC	7/19/23	KACE PRODUCTS REMOTE CONSULTING	3,916.20	3,916.20	CLOSED
24000006	CITY MANAGER	121		BRYCE CONSULTING INC.	7/19/23	COMPENSATION STUDY	8,151.00	7,885.00	OPEN
24000008	PUBLIC WORKS	111		MISSION UNIFORM SERVICE INC.	7/24/23	LINEN & UNIFORM CLEANING CITYWIDE FY24	20,000.00	7,019.64	OPEN
24000009	LIBRARY	401		BAKER & TAYLOR COMPANIES	7/25/23	BOOKS & MATERIALS	23,500.00	13,961.26	OPEN
24000010	LIBRARY	401		PACIFIC LIBRARY PARTNERSHIP	7/25/23	PLP MEMBERSHIP FEES	8,641.00	8,641.00	CLOSED
24000011	LIBRARY	401		BYWATER SOLUTIONS, LLC	7/25/23	KOHA HOSTING AND SUPPORT	8,166.00	8,166.00	CLOSED
24000012	LIBRARY	401		CALIFA GROUP	7/25/23	EBSCO DATABASE PACKAGE	9,183.16	9,183.16	CLOSED
24000013	LIBRARY	401		OVERDRIVE, INC.	7/25/23	DIGITAL BOOKS & MATERIALS	6,800.00	3,500.00	OPEN
24000014	LIBRARY	401		CASEWERKS, LLC	7/25/23	CUSTOM LOCAL HISTORY DISPLAY CASE	14,070.00	14,070.00	CLOSED
24000015	LIBRARY	401		CHRISTINE LEONORA CROZIER	7/25/23	ART CURATION & INSTALLATION	7,750.00	1,470.00	OPEN
24000016	LIBRARY	401		VANESSA K SONNICHSEN	7/25/23	MOBILE OUTREACH VEHICLE METAL	9,165.50	9,165.50	CLOSED
24000017	PUBLIC WORKS	121		MISSION LINEN SUPPLY INC.	7/26/23	FD LINEN CLEANING FY24	4,000.00	775.97	OPEN
24000018	INFORMATION TECHNOLOGY	133		GEOGRAPHIC TECHNOLOGIES GROUP INC.	7/26/23	GIS IMPLEMENTATION PHASE 2	26,350.00	2,857.50	OPEN
24000019	COMMUNITY DEVELOPMENT	201		GOOD CITY COMPANY	7/26/23	420 LA CALLE CORTE	17,130.00	13,118.75	OPEN
24000022 ⁽¹⁾	COMMUNITY DEVELOPMENT	225		HR & ASSOCIATES	7/28/23	ATC PLANNING SERVICES FY24	9,112.50	3,675.00	OPEN
24000026	POLICE DEPARTMENT	304		ENTERPRISE FM TRUST	8/2/23	P.D. LEASED VEHICLES (4)	25,624.44	6,406.11	OPEN
24000030	PUBLIC WORKS	131		BEAR ELECTRICAL SOLUTIONS	8/3/23	19TH & SUNSET CROSSWALK SAFETY	29,500.00	29,500.00	CLOSED
24000034	LIBRARY	401		OVERDRIVE, INC.	8/16/23	DIGITAL BOOKS & MATERIALS	3,300.00	14.95	OPEN
24000035	PUBLIC WORKS	131		HECTOR VARELAS	8/21/23	BATHROOM REPAIRS AT CHATAUQUA HALLL	20,394.00	20,394.00	CLOSED
24000038	PUBLIC WORKS	131		BRIAN WHITSON	8/31/23	FY23/24 JANITORIAL SERVICE - PG MUSEUM	23,100.00	6,645.00	OPEN
24000042	PUBLIC WORKS	131		TOM'S SITE SERVICES	9/11/23	FY 23/24 PORTAPOTTY RENTALS - PUBLIC	4,569.51	4,569.51	CLOSED
24000043	CITY MANAGER	121		CUSTOM INK	9/13/23	80 FLEECE VESTS WITH CITY LOGO	5,373.79	5,373.79	CLOSED

Purchase Orders - Less Than \$40,000
First Quarter FY 23/24

PO	DEPARTMENT	DIVISION	PROJECT	VENDOR NAME	DATE	DESCRIPTION	PURCHASE ORDER AMOUNT	YEAR TO DATE EXPENSES	STATUS
24000044	INFORMATION TECHNOLOGY	133		CITIES DIGITAL, INC	9/15/23	FY24 LASERFICHE CLOUD DOC MANAGEMENT	25,750.00	25,750.00	CLOSED
24000045	INFORMATION TECHNOLOGY	133		MK SOLUTIONS, INC.	9/15/23	LIBRARY SELF CHECKOUT KIOSK	9,372.50	4,182.56	OPEN
24000046	CITY MANAGER	121		OPPENHEIMER INVESTIGATIONS GRP LLC	9/15/23	CONFIDENTIAL INVESTIGATION	25,000.00	5,076.50	OPEN
24000047	CITY COUNCIL	101		RENNE PUBLIC MANAGEMENT GROUP	9/26/23	CARRY FORWARD PO 23000158	7,601.68	4,620.00	OPEN
24000048	CITY ATTORNEY	111		ATKINSON, ANDELSON, LOYA, RUUD ROMO	9/27/23	FY24 LEGAL SERVICES	39,999.00	38,726.12	OPEN
24000049	PUBLIC WORKS	133		MY PRO DRY LLC	9/27/23	FIRE DEPT DUCT CLEANING FY24	6,000.00	-	OPEN
24000050	PUBLIC WORKS	133		WISS, JANNEY, ELSTNER ASSOC., INC.	9/27/23	CIP23-17 CHAUTAUQUA HALL PRESERVATION	37,250.00	13,001.88	OPEN
24000053	PUBLIC WORKS	133		GHD INC	9/28/23	GHD LOVERS POINT PIER - CARRY FORWARD PO	8,789.56	309.03	OPEN
24000054	PUBLIC WORKS	133		GACHINA LANDSCAPE MANAGEMENT	9/28/23	FY23/24 PARK MOWING SERVICES	15,351.00	6,396.00	OPEN
24000056	PUBLIC WORKS	133		BEAR ELECTRICAL SOLUTIONS	9/29/23	FY24 TRAFFIC SIGNAL MAINTENANCE	7,000.00	3,220.00	OPEN
24000059	PUBLIC WORKS	133		INTERSTATE TRAFFIC CNTL PROD	9/29/23	STREET PAINT FY23/24	12,000.00	11,603.21	OPEN

(1) Contract is reimbursable through a developer deposit



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

AGENDA REPORT

TO: Honorable Mayor and Members of the City Council
FROM: James Minshew, Management Analyst
MEETING DATE: November 15, 2023
SUBJECT: October 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 October 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

October 2023 Check Register

SUPERION
DATE: 11/08/2023
TIME: 15:13:45

CITY OF PACIFIC GROVE
CHECK REGISTER - BY FUND

PAGE NUMBER: 1
ACCTPA21

SELECTION CRITERIA: transact.ck_date between '20231001 00:00:00.000' and '20231031 00:00:00.000'
ACCOUNTING PERIOD: 5/24

FUND - 01 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	-----DESCRIPTION-----	SALES TAX	AMOUNT
101	107281	10/06/23	5931	ALLSTAR PAINTING &	503	5201	ANIMAL KENNEL REPAI	0.00	2,500.00
101	107281	10/06/23	5931	ALLSTAR PAINTING &	503	5201	REC BLDG REPAIR - T	0.00	2,500.00
101	107281	10/06/23	5931	ALLSTAR PAINTING &	503	5201	BDACTUL13800MINUS25	0.00	11,300.00
TOTAL CHECK									16,300.00
101	107282	10/06/23	5363	AT&T CALNET 3	133	5212	LIB	0.00	1,887.01
101	107283	10/06/23	8476	AT&T MOBILITY	133	5206	CEM INTRNT	0.00	523.12
101	107286	10/06/23	5198	CODE PUBLISHING, IN	101	5261	NEW PAGES	0.00	441.00
101	107287	10/06/23	7889	FASTRAK	351	5291	FIRE VHCE BEN PIERC	0.00	7.00
101	107288	10/06/23	4934	FOSTER & FOSTER, IN	131	5202	GASBS68 & CALPERS P	0.00	1,850.00
101	107289	10/06/23	7127	GACHINA LANDSCAPE M	503	5201	FY23/24 PARK MOWING	0.00	1,599.00
101	107289	10/06/23	7127	GACHINA LANDSCAPE M	503	5201	FY23/24 PARK MOWING	0.00	1,599.00
TOTAL CHECK									3,198.00
101	107292	10/06/23	4123	INTERSTATE TRAFFIC	505	5331	STREET PAINT FY23/2	0.00	4,562.10
101	107294	10/06/23	4299	NOLAND, HAMERLY, ET	111	5205	ENAYATI CASES #21CV	0.00	5,092.35
101	107296	10/06/23	2612	SUNSET LEATHER CO.	503	5201	DOGACTUL9250MINUS25	0.00	6,750.00
101	107296	10/06/23	2612	SUNSET LEATHER CO.	503	5201	DOGACTUL9250MINUS25	0.00	-6,750.00
TOTAL CHECK									0.00
101	107298	10/06/23	2952	AFLAC	01	202	DED:5201 AFLAC P/T	0.00	1,662.25
101	107298	10/06/23	2952	AFLAC	01	202	DED:5200 AFLAC PREM	0.00	724.97
TOTAL CHECK									2,387.22
101	107299	10/06/23	2935	CALIF LAW ENFORCMEN	01	202	DED:3200 LTD PD	0.00	594.00
101	107300	10/06/23	1	CALPERS HEALTH	01	202	DED:4301 HEALTH	0.00	564.42
101	107300	10/06/23	1	CALPERS HEALTH	01	202	DED:116 HEALTH	0.00	825.62
101	107300	10/06/23	1	CALPERS HEALTH	01	202	DED:121 HEALTH	0.00	888.94
101	107300	10/06/23	1	CALPERS HEALTH	01	202	DED:110 HEALTH	0.00	1,128.83
101	107300	10/06/23	1	CALPERS HEALTH	01	202	DED:103 HEALTH	0.00	2,064.05
101	107300	10/06/23	1	CALPERS HEALTH	01	202	DED:105 HEALTH	0.00	2,146.60
101	107300	10/06/23	1	CALPERS HEALTH	01	202	DED:124 HEALTH	0.00	2,311.24
101	107300	10/06/23	1	CALPERS HEALTH	01	202	DED:107 HEALTH	0.00	2,400.24
101	107300	10/06/23	1	CALPERS HEALTH	01	202	DED:104 HEALTH	0.00	2,476.83
101	107300	10/06/23	1	CALPERS HEALTH	01	202	DED:2072 HEALTH	0.00	2,812.50
101	107300	10/06/23	1	CALPERS HEALTH	01	202	DED:2071 HEALTH	0.00	2,887.50
101	107300	10/06/23	1	CALPERS HEALTH	01	202	DED:125 HEALTH	0.00	1,155.62
101	107300	10/06/23	1	CALPERS HEALTH	01	202	DED:123 HEALTH	0.00	3,555.76
101	107300	10/06/23	1	CALPERS HEALTH	01	202	DED:533 HEALTH	0.00	4,293.20
101	107300	10/06/23	1	CALPERS HEALTH	01	202	DED:122 HEALTH	0.00	5,333.64
101	107300	10/06/23	1	CALPERS HEALTH	01	202	DED:106 HEALTH	0.00	5,689.42
101	107300	10/06/23	1	CALPERS HEALTH	01	202	DED:2073 HEALTH FAM	0.00	5,750.00
101	107300	10/06/23	1	CALPERS HEALTH	01	202	DED:108 HEALTH	0.00	1,560.16
TOTAL CHECK									47,844.57

SUPERION
DATE: 11/08/2023
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CITY OF PACIFIC GROVE
CHECK REGISTER - BY FUND

PAGE NUMBER: 2
ACCTPA21

SELECTION CRITERIA: transact.ck_date between '20231001 00:00:00.000' and '20231031 00:00:00.000'
ACCOUNTING PERIOD: 5/24

FUND - 01 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	-----DESCRIPTION-----	SALES TAX	AMOUNT
101	107301	10/06/23	3134	CITY OF PACIFIC GRO	01	202	DED:3301 AFLAC MED	0.00	2,026.18
101	107301	10/06/23	3134	CITY OF PACIFIC GRO	01	202	DED:3300 AFLAC DEP	0.00	100.00
TOTAL CHECK									2,126.18
101	107302	10/06/23	3393	EFT	01	202	DED:*FM MEDICARE	0.00	10,268.62
101	107302	10/06/23	3393	EFT	01	202	DED:*SCA STATE TAX	0.00	13,569.47
101	107302	10/06/23	3393	EFT	01	202	DED:*FT FEDERAL TX	0.00	35,723.47
TOTAL CHECK									59,561.56
101	107303	10/06/23	2946	PACIFIC GROVE CITY	01	202	DED:7000 ASSOC DUES	0.00	741.50
101	107304	10/06/23	2938	MASS MUTUAL (457 PL	01	202	DED:4000 DEF COMP	0.00	12,311.44
101	107304	10/06/23	2938	MASS MUTUAL (457 PL	01	202	DED:3999 ROTH IRA	0.00	315.00
TOTAL CHECK									12,626.44
101	107305	10/06/23	2936	MTRY COUNTY DEPT OF	01	202	DED:0023 GARNISH	0.00	138.46
101	107306	10/06/23	2949	PACIFIC GROVE MANAG	01	202	DED:7203 ASSOC DUES	0.00	40.00
101	107307	10/06/23	2051	CITY OF PACIFIC GRO	01	202	DED:1009 WORK COMP	0.00	96.24
101	107307	10/06/23	2051	CITY OF PACIFIC GRO	01	202	DED:1006 WORK COMP	0.00	27.63
101	107307	10/06/23	2051	CITY OF PACIFIC GRO	01	202	DED:1003 WORK COMP	0.00	6,638.73
101	107307	10/06/23	2051	CITY OF PACIFIC GRO	01	202	DED:1005 WORK COMP	0.00	1,150.88
101	107307	10/06/23	2051	CITY OF PACIFIC GRO	01	202	DED:1010 WORK COMP	0.00	3,022.53
TOTAL CHECK									10,936.01
101	107308	10/06/23	2052	CITY OF PACIFIC GRO	01	202	DED:7510 PERS REIMB	0.00	29.42
101	107309	10/06/23	2053	CITY OF PACIFIC GRO	01	202	DED:201 DENTAL	0.00	37.59
101	107309	10/06/23	2053	CITY OF PACIFIC GRO	01	202	DED:2101 DENTAL	0.00	265.30
101	107309	10/06/23	2053	CITY OF PACIFIC GRO	01	202	DED:2103 DENTAL FAM	0.00	805.97
101	107309	10/06/23	2053	CITY OF PACIFIC GRO	01	202	DED:200 DENTAL	0.00	454.80
101	107309	10/06/23	2053	CITY OF PACIFIC GRO	01	202	DED:2102 DENTAL	0.00	536.08
TOTAL CHECK									2,099.74
101	107310	10/06/23	2054	CITY OF PACIFIC GRO	01	202	DED:0005 SUTA	0.00	121.56
101	107311	10/06/23	2133	PERS	01	202	DED:0022 PERS SP MS	0.00	116.85
101	107311	10/06/23	2133	PERS	01	202	DED:0004 SURV BEN	0.00	87.42
101	107311	10/06/23	2133	PERS	01	202	DED:08 PERS OTHER	0.00	339.47
101	107311	10/06/23	2133	PERS	01	202	DED:0018 PERS SP SF	0.00	632.78
101	107311	10/06/23	2133	PERS	01	202	DED:0009 PERS OTHER	0.00	878.15
101	107311	10/06/23	2133	PERS	01	202	DED:01 PERS	0.00	9,122.21
101	107311	10/06/23	2133	PERS	01	202	DED:0017 PERS RG SF	0.00	9,237.42
101	107311	10/06/23	2133	PERS	01	202	DED:0011 PERS ER SF	0.00	9,716.06
101	107311	10/06/23	2133	PERS	01	202	DED:0006 PERS CITY	0.00	13,385.98
101	107311	10/06/23	2133	PERS	01	202	DED:0021 PERS REG M	0.00	10,589.39
101	107311	10/06/23	2133	PERS	01	202	DED:0020 PERS ER M3	0.00	10,609.56
101	107311	10/06/23	2133	PERS	01	202	DED:0002 PERS	0.00	5,784.30
101	107311	10/06/23	2133	PERS	01	202	DED:07 PERS CITY	0.00	5,889.91
101	107311	10/06/23	2133	PERS	01	202	DED:0019 PERS RT SF	0.00	-3.44

SUPERION
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CITY OF PACIFIC GROVE
CHECK REGISTER - BY FUND

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SELECTION CRITERIA: transact.ck_date between '20231001 00:00:00.000' and '20231031 00:00:00.000'
ACCOUNTING PERIOD: 5/24

FUND - 01 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	-----DESCRIPTION-----	SALES TAX	AMOUNT
TOTAL CHECK								0.00	76,386.06
101	107312	10/06/23	2943	POLICE OFFICERS ASS	01	202	DED:7204 ASSOC DUES	0.00	8.00
101	107312	10/06/23	2943	POLICE OFFICERS ASS	01	202	DED:7205 ASSOC DUES	0.00	1,012.65
TOTAL CHECK								0.00	1,020.65
101	107313	10/06/23	2940	LEGAL SHIELD	01	202	DED:6100 LEGAL SVC	0.00	14.95
101	107314	10/06/23	8211	STANDARD INSURANCE	01	202	DED:3500 LIFE INS	0.00	1,417.50
101	107315	10/06/23	8352	TRANSAMERICA EMPLOY	01	202	DED:5202 TRANSAMERI	0.00	600.12
101	107316	10/06/23	4177	UNION BANK OF CALIF	01	202	DED:4005 PARS-457	0.00	383.82
101	107317	10/06/23	632	VISION SERVICE PLAN	01	202	DED:2503 VISION FAM	0.00	420.00
101	107317	10/06/23	632	VISION SERVICE PLAN	01	202	DED:2502 VISION	0.00	76.78
101	107317	10/06/23	632	VISION SERVICE PLAN	01	202	DED:301 VISION	0.00	30.00
101	107317	10/06/23	632	VISION SERVICE PLAN	01	202	DED:300 VISION	0.00	167.52
101	107317	10/06/23	632	VISION SERVICE PLAN	01	202	DED:302 VISION	0.00	15.00
TOTAL CHECK								0.00	709.30
101	107318	10/06/23	7956	STATE DISABILITY TA	01	202	DED:0026 SDI	0.00	3,226.20
101	107319	10/06/23	5931	ALLSTAR PAINTING &	503	5201	DOGACTUL9250MINUS25	0.00	6,750.00
101	107324	10/12/23	2133	PERS	133	5145	SEPT 2023 UAL	0.00	2,583.33
101	107324	10/12/23	2133	PERS	502	5145	SEPT 2023 UAL	0.00	2,916.67
101	107324	10/12/23	2133	PERS	501	5145	SEPT 2023 UAL	0.00	3,500.00
101	107324	10/12/23	2133	PERS	421	5145	SEPT 2023 UAL	0.00	5,333.33
101	107324	10/12/23	2133	PERS	121	5145	SEPT 2023 UAL	0.00	9,833.33
101	107324	10/12/23	2133	PERS	503	5145	SEPT 2023 UAL	0.00	10,166.67
101	107324	10/12/23	2133	PERS	131	5145	SEPT 2023 UAL	0.00	11,333.33
101	107324	10/12/23	2133	PERS	401	5145	SEPT 2023 UAL	0.00	11,416.67
101	107324	10/12/23	2133	PERS	201	5145	SEPT 2023 UAL	0.00	13,666.67
101	107324	10/12/23	2133	PERS	505	5145	SEPT 2023 UAL	0.00	18,333.33
101	107324	10/12/23	2133	PERS	351	5145	SEPT 2023 UAL	0.00	98,333.33
101	107324	10/12/23	2133	PERS	301	5145	SEPT 2023 UAL	0.00	116,870.26
101	107324	10/12/23	2133	PERS	513	5145	SEPT 2023 UAL	0.00	250.00
101	107324	10/12/23	2133	PERS	101	5145	SEPT 2023 UAL	0.00	500.00
TOTAL CHECK								0.00	305,036.92
101	107325	10/16/23	9632	ABBIE FERRERA	01	4469	RFND JAZZ - ESTELLE	0.00	10.00
101	107326	10/16/23	10100	AMY DENNEY	01	214	RFND DEPOSIT JWL PR	0.00	206.00
101	107326	10/16/23	10100	AMY DENNEY	01	214	RFND DEPOSIT JWL PR	0.00	-206.00
TOTAL CHECK								0.00	0.00
101	107327	10/16/23	10097	ANDREW LIPSIG	421	5215	PARKING FOR TRAININ	0.00	5.00
101	107328	10/16/23	10105	ANNIE DEIS	01	4469	RFND JAZZ - DELANEY	0.00	10.00
101	107329	10/16/23	9995	ARIANNE RETTINGER	01	4469	RFND AFROLATIN-ELOR	0.00	12.50

SUPERION
DATE: 11/08/2023
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CITY OF PACIFIC GROVE
CHECK REGISTER - BY FUND

PAGE NUMBER: 4
ACCTPA21

SELECTION CRITERIA: transact.ck_date between '20231001 00:00:00.000' and '20231031 00:00:00.000'
ACCOUNTING PERIOD: 5/24

FUND - 01 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	-----DESCRIPTION-----	SALES TAX	AMOUNT
101	107330	10/16/23	10099	DIANE KLEINDIENST	01	214	RFND DPST PNT PNS L	0.00	196.00
101	107331	10/16/23	9890	ERIKA LEDIN	01	4469	RFND AFROLATIN-ERIK	0.00	12.50
101	107332	10/16/23	9425	ERIN BOYDSTON	01	4469	RFND JAZZ - DIANA	0.00	10.00
101	107333	10/16/23	9817	GEMMA PETERSON	421	5208	YOGA/MIND FOR YTH *	0.00	134.40
101	107333	10/16/23	9817	GEMMA PETERSON	421	5208	YOGA FOR ADULTS *.7	0.00	179.20
101	107333	10/16/23	9817	GEMMA PETERSON	421	5208	YOGA FOR KIDS *.7	0.00	179.20
TOTAL CHECK								0.00	492.80
101	107334	10/16/23	10107	HEATHER LAZARE	01	4469	RFND JAZZ - ELODIE	0.00	10.00
101	107335	10/16/23	10070	HEIHACHIRO TAKARABE	421	5208	TAI CHI *.7	0.00	63.00
101	107336	10/16/23	10102	JENNY ALBERTS	01	214	RFND DEPOSIT BRWK P	0.00	196.00
101	107336	10/16/23	10102	JENNY ALBERTS	01	214	RFND DEPOSIT BRWK P	0.00	-196.00
TOTAL CHECK								0.00	0.00
101	107337	10/16/23	10104	JILLIAN ANDRADE	01	4469	RFND JAZZ - LENNOX	0.00	10.00
101	107338	10/16/23	9695	JODY GARRY	01	4469	RFND AFROLATIN - AD	0.00	12.50
101	107339	10/16/23	10108	JULIA TRIPLETT	01	4469	RFND JAZZ - ROMY	0.00	10.00
101	107340	10/16/23	10039	KRISTEN PACE	01	4463	RFNDFALLCAMP-TALLUL	0.00	147.75
101	107341	10/16/23	9996	KRISTIN ROSENOW	01	4469	RFNDAFROLATIN-LUCIA	0.00	12.50
101	107342	10/16/23	9758	LANA WILLSON	01	4469	RFND AFROLATIN - RO	0.00	12.50
101	107343	10/16/23	10106	PEGGY SAMUELS	01	4469	RFNDAFROLATINLAURET	0.00	12.50
101	107344	10/16/23	9951	SANDRA JONES	01	4469	RFND JAZZ - AUTUMN	0.00	10.00
101	107345	10/16/23	10103	SHALYNNA CRANDALL	01	4469	RFNDBALLET&TAP-JULI	0.00	69.17
101	107346	10/16/23	10098	SOPHIA VILLANUEVA	01	214	RFND DEPOSIT LVRS P	0.00	196.00
101	107347	10/16/23	8890	4LEAF	201	5201	BUILDING DEPARTMENT	0.00	1,424.25
101	107348	10/16/23	3970	ALHAMBRA & SIERRA S	351	5291	WATER SERVICE	0.00	179.85
101	107349	10/16/23	8330	AMAZON CAPITAL SERV	502	6001	BEAD BLASTER	0.00	307.64
101	107350	10/16/23	3905	AMERICAN LOCK & KEY	503	5223	BALL FIELD	0.00	235.98
101	107350	10/16/23	3905	AMERICAN LOCK & KEY	411	5223	MUSEUM	0.00	81.94
101	107350	10/16/23	3905	AMERICAN LOCK & KEY	503	5223	ENTRY CLUCHED CMM C	0.00	92.86
TOTAL CHECK								0.00	410.78
101	107351	10/16/23	106	AMERICAN SUPPLY COM	503	5305	JANITORIAL SUPPLIES	0.00	131.21

SUPERION
DATE: 11/08/2023
TIME: 15:13:45

CITY OF PACIFIC GROVE
CHECK REGISTER - BY FUND

PAGE NUMBER: 5
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SELECTION CRITERIA: transact.ck_date between '20231001 00:00:00.000' and '20231031 00:00:00.000'
ACCOUNTING PERIOD: 5/24

FUND - 01 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	-----DESCRIPTION-----	SALES TAX	AMOUNT
101	107351	10/16/23	106	AMERICAN SUPPLY COM	503	5305	JANITORIAL SUPPLIES	0.00	52.40
101	107351	10/16/23	106	AMERICAN SUPPLY COM	503	5305	JANITORIAL SUPPLIES	0.00	219.59
101	107351	10/16/23	106	AMERICAN SUPPLY COM	503	5305	JANITORIAL SUPPLIES	0.00	480.21
101	107351	10/16/23	106	AMERICAN SUPPLY COM	503	5305	JANITORIAL SUPPLIES	0.00	994.99
101	107351	10/16/23	106	AMERICAN SUPPLY COM	503	5305	JANITORIAL SUPPLIES	0.00	2,191.66
TOTAL CHECK								0.00	4,070.06
101	107352	10/16/23	3565	APPLIED CONCEPTS, I	301	5275	SPEED SIGN	0.00	4,536.54
101	107353	10/16/23	9648	VANESSA K SONNICHSE	401	6001	MOBILE OUTREACH VEH	0.00	9,165.50
101	107354	10/16/23	5363	AT&T CALNET 3	133	5212	ADMIN	0.00	24.67
101	107354	10/16/23	5363	AT&T CALNET 3	133	5212	CH GNRTR ALARM LINE	0.00	25.19
TOTAL CHECK								0.00	49.86
101	107355	10/16/23	3801	AXON ENTERPRISE, IN	301	5275	TASER CARTRDG & BTR	0.00	3,557.40
101	107356	10/16/23	213	BAKER & TAYLOR COMP	401	5303	BOOKS & MATERIALS	0.00	295.04
101	107356	10/16/23	213	BAKER & TAYLOR COMP	401	5303	BOOKS & MATERIALS	0.00	463.94
101	107356	10/16/23	213	BAKER & TAYLOR COMP	401	5303	BOOKS & MATERIALS	0.00	1,158.75
101	107356	10/16/23	213	BAKER & TAYLOR COMP	401	5303	BOOKS & MATERIALS	0.00	2,167.44
101	107356	10/16/23	213	BAKER & TAYLOR COMP	401	5301	LIBRARY SUPPLIES	0.00	-2.16
101	107356	10/16/23	213	BAKER & TAYLOR COMP	401	5301	LIBRARY SUPPLIES	0.00	29.89
101	107356	10/16/23	213	BAKER & TAYLOR COMP	401	5301	LIBRARY SUPPLIES	0.00	66.81
101	107356	10/16/23	213	BAKER & TAYLOR COMP	401	5301	LIBRARY SUPPLIES	0.00	95.06
101	107356	10/16/23	213	BAKER & TAYLOR COMP	401	5301	LIBRARY SUPPLIES	0.00	234.78
TOTAL CHECK								0.00	4,509.55
101	107357	10/16/23	5378	CA BUILDING STANDAR	01	231	CBSC JULY-SEPT 2023	0.00	1,545.80
101	107358	10/16/23	395	CA DEPT OF CONSERVA	01	219	SMIP JULY-SEPT 2023	0.00	9,234.13
101	107359	10/16/23	399	CA DEPT OF INDUSTRI	503	5223	CONVEYANCE #124060	0.00	225.00
101	107359	10/16/23	399	CA DEPT OF INDUSTRI	503	5223	CONVEYANCE #129030	0.00	125.00
TOTAL CHECK								0.00	350.00
101	107361	10/16/23	5171	COMCAST	133	5206	PD INTRNT	0.00	151.23
101	107361	10/16/23	5171	COMCAST	133	5206	PW INTRNT	0.00	106.23
101	107361	10/16/23	5171	COMCAST	133	5206	PW INTRNT	0.00	110.98
101	107361	10/16/23	5171	COMCAST	133	5206	PW INTRNT	0.00	228.89
TOTAL CHECK								0.00	597.33
101	107362	10/16/23	9742	CUSTOM INK	121	5236	80 FLEECE VESTS WIT	0.00	5,373.79
101	107363	10/16/23	769	COAST COUNTIES GLAS	503	5223	PG GOLF LINKS	0.00	574.00
101	107363	10/16/23	769	COAST COUNTIES GLAS	503	5223	FIRE STATION	0.00	320.00
101	107363	10/16/23	769	COAST COUNTIES GLAS	503	5223	CH MEN'S BATHROOM	0.00	3,640.00
TOTAL CHECK								0.00	4,534.00
101	107364	10/16/23	8751	EAN SERVICES, LLC	301	5215	OTTO - TRNG RNTL	0.00	274.56
101	107364	10/16/23	8751	EAN SERVICES, LLC	301	5215	HILL - DARE TRNG RN	0.00	541.74
TOTAL CHECK								0.00	816.30

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FUND - 01 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	-----DESCRIPTION-----	SALES TAX	AMOUNT
101	107365	10/16/23	9652	ELISABETH CAUSOR	421	5215	TRAVEL REIMB FOR TR	0.00	39.32
101	107366	10/16/23	904	ENGINEERED FIRE SYS	351	5201	SEPT PLAN REVIEW	0.00	562.50
101	107368	10/16/23	926	EWING IRRIGATION PR	503	5223	MUNI BALLPARK	0.00	357.98
101	107369	10/16/23	5094	COASTAL FABRICATION	503	5223	MUNI BALL PARK	0.00	47.27
101	107370	10/16/23	952	FEDERAL EXPRESS COR	301	5211	SHIPPING TO CDOJ	0.00	43.99
101	107371	10/16/23	592	FOREST HILL ACE HAR	505	5309	PIPE	0.00	17.47
101	107372	10/16/23	7127	GACHINA LANDSCAPE M	503	5201	AUG GPHR & MOLE CNT	0.00	631.00
101	107372	10/16/23	7127	GACHINA LANDSCAPE M	503	5201	SEPT GPHR&MOLE CNTR	0.00	631.00
101	107372	10/16/23	7127	GACHINA LANDSCAPE M	503	5201	FY23/24 PARK MOWING	0.00	1,599.00
101	107372	10/16/23	7127	GACHINA LANDSCAPE M	503	5201	FY23/24 PARK MOWING	0.00	1,599.00
TOTAL CHECK								0.00	4,460.00
101	107373	10/16/23	7884	GARDAWORLD	131	5202	OCT 2023	0.00	89.41
101	107374	10/16/23	9275	GEOGRAPHIC TECHNOLO	133	5201	GIS IMPLEMENTATION	0.00	1,540.00
101	107376	10/16/23	9860	GOOD CITY COMPANY	225	5209	420 LA CALLE CORTE	0.00	292.50
101	107377	10/16/23	1104	GRANITE CONSTRUCTIO	505	5331	HOT MIX	0.00	690.57
101	107378	10/16/23	10095	GREGORY FORD	01	4123	RFND-TRNSNT USE LIC	0.00	356.52
101	107379	10/16/23	1138	GROVE MARKET	421	5361	PROGRAM SUPPLIES	0.00	68.83
101	107380	10/16/23	6743	HANA GARDENS SEASID	503	5309	SAW REPLACEMENT	0.00	57.01
101	107380	10/16/23	6743	HANA GARDENS SEASID	503	5309	POLE SAW BLADE	0.00	19.67
TOTAL CHECK								0.00	76.68
101	107382	10/16/23	8993	HR & ASSOCIATES	225	5201	ATC PLANNING SERVIC	0.00	1,050.00
101	107385	10/16/23	3521	KIMBALL MIDWEST	502	5309	MECH STOCK	0.00	110.12
101	107385	10/16/23	3521	KIMBALL MIDWEST	502	5309	MECH STOCK	0.00	53.22
101	107385	10/16/23	3521	KIMBALL MIDWEST	502	5309	MECH STOCK	0.00	294.86
101	107385	10/16/23	3521	KIMBALL MIDWEST	502	5309	MECH STOCK	0.00	183.67
101	107385	10/16/23	3521	KIMBALL MIDWEST	502	5309	MECH STOCK	0.00	13.91
101	107385	10/16/23	3521	KIMBALL MIDWEST	502	5309	CREDIT MEMO 1012650	0.00	-11.98
TOTAL CHECK								0.00	643.80
101	107386	10/16/23	8647	MAIN STREET SIGNS	503	5223	EMPLOYEE PRKNG SIGN	0.00	83.20
101	107387	10/16/23	3304	MIDWEST TAPE	401	5303	BOOKS & MATERIALS	0.00	117.96
101	107390	10/16/23	1694	MISSION UNIFORM SER	502	5291	LATE CHARGE	0.00	8.02
101	107390	10/16/23	1694	MISSION UNIFORM SER	503	5291	LATE CHARGE	0.00	8.02
101	107390	10/16/23	1694	MISSION UNIFORM SER	505	5291	LATE CHARGE	0.00	8.02

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FUND - 01 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
101	107390	10/16/23	1694	MISSION UNIFORM	SER 502	5309	LINEN & UNIFORM CLE	0.00	4.40
101	107390	10/16/23	1694	MISSION UNIFORM	SER 503	5309	LINEN & UNIFORM CLE	0.00	4.40
101	107390	10/16/23	1694	MISSION UNIFORM	SER 505	5309	LINEN & UNIFORM CLE	0.00	4.40
101	107390	10/16/23	1694	MISSION UNIFORM	SER 505	5309	LINEN & UNIFORM CLE	0.00	14.49
101	107390	10/16/23	1694	MISSION UNIFORM	SER 502	5309	LINEN & UNIFORM CLE	0.00	14.49
101	107390	10/16/23	1694	MISSION UNIFORM	SER 503	5309	LINEN & UNIFORM CLE	0.00	14.49
101	107390	10/16/23	1694	MISSION UNIFORM	SER 505	5309	LINEN & UNIFORM CLE	0.00	14.50
101	107390	10/16/23	1694	MISSION UNIFORM	SER 503	5309	LINEN & UNIFORM CLE	0.00	14.50
101	107390	10/16/23	1694	MISSION UNIFORM	SER 505	5309	LINEN & UNIFORM CLE	0.00	14.50
101	107390	10/16/23	1694	MISSION UNIFORM	SER 502	5309	LINEN & UNIFORM CLE	0.00	14.50
101	107390	10/16/23	1694	MISSION UNIFORM	SER 503	5309	LINEN & UNIFORM CLE	0.00	14.50
101	107390	10/16/23	1694	MISSION UNIFORM	SER 505	5309	LINEN & UNIFORM CLE	0.00	14.50
101	107390	10/16/23	1694	MISSION UNIFORM	SER 502	5309	LINEN & UNIFORM CLE	0.00	14.50
101	107390	10/16/23	1694	MISSION UNIFORM	SER 503	5309	LINEN & UNIFORM CLE	0.00	14.50
101	107390	10/16/23	1694	MISSION UNIFORM	SER 502	5309	LINEN & UNIFORM CLE	0.00	14.50
101	107390	10/16/23	1694	MISSION UNIFORM	SER 421	5201	LINEN & UNIFORM CLE	0.00	58.67
101	107390	10/16/23	1694	MISSION UNIFORM	SER 421	5201	LINEN & UNIFORM CLE	0.00	58.67
101	107390	10/16/23	1694	MISSION UNIFORM	SER 502	5309	LINEN & UNIFORM CLE	0.00	78.97
101	107390	10/16/23	1694	MISSION UNIFORM	SER 503	5309	LINEN & UNIFORM CLE	0.00	78.97
101	107390	10/16/23	1694	MISSION UNIFORM	SER 505	5309	LINEN & UNIFORM CLE	0.00	78.97
101	107390	10/16/23	1694	MISSION UNIFORM	SER 502	5309	LINEN & UNIFORM CLE	0.00	78.97
101	107390	10/16/23	1694	MISSION UNIFORM	SER 503	5309	LINEN & UNIFORM CLE	0.00	78.97
101	107390	10/16/23	1694	MISSION UNIFORM	SER 505	5309	LINEN & UNIFORM CLE	0.00	78.97
101	107390	10/16/23	1694	MISSION UNIFORM	SER 502	5309	LINEN & UNIFORM CLE	0.00	78.97
101	107390	10/16/23	1694	MISSION UNIFORM	SER 503	5309	LINEN & UNIFORM CLE	0.00	78.97
101	107390	10/16/23	1694	MISSION UNIFORM	SER 505	5309	LINEN & UNIFORM CLE	0.00	78.97
101	107390	10/16/23	1694	MISSION UNIFORM	SER 421	5201	LINEN & UNIFORM CLE	0.00	98.75
101	107390	10/16/23	1694	MISSION UNIFORM	SER 421	5201	LINEN & UNIFORM CLE	0.00	98.75
101	107390	10/16/23	1694	MISSION UNIFORM	SER 502	5309	LINEN & UNIFORM CLE	0.00	78.97
101	107390	10/16/23	1694	MISSION UNIFORM	SER 503	5309	LINEN & UNIFORM CLE	0.00	78.97
101	107390	10/16/23	1694	MISSION UNIFORM	SER 505	5309	LINEN & UNIFORM CLE	0.00	78.97
TOTAL CHECK								0.00	1,473.71
101	107391	10/16/23	6216	MONTEREY BAY TREEWO	513	5201	FY23/24 ARBORIST SE	0.00	4,300.00
101	107393	10/16/23	1802	CITY OF MONTEREY	351	5201	FY24 FIRE SVS OCT '	0.00	248,244.60
101	107396	10/16/23	1958	ODP BUSINESS SOLUTI	131	5301	OFFICE SUPPLIES	0.00	57.05
101	107396	10/16/23	1958	ODP BUSINESS SOLUTI	131	5301	OFFICE SUPPLIES	0.00	58.25
101	107396	10/16/23	1958	ODP BUSINESS SOLUTI	131	5301	OFFICE SUPPLIES	0.00	56.26
101	107396	10/16/23	1958	ODP BUSINESS SOLUTI	131	5301	OFFICE SUPPLIES	0.00	68.60
101	107396	10/16/23	1958	ODP BUSINESS SOLUTI	201	5301	OFFICE SUPPLIES	0.00	88.42
101	107396	10/16/23	1958	ODP BUSINESS SOLUTI	201	5301	OFFICE SUPPLIES	0.00	72.11
TOTAL CHECK								0.00	400.69
101	107397	10/16/23	9576	O'REILLY AUTO ENTER	503	5227	BG UNIT 58	0.00	86.36
101	107397	10/16/23	9576	O'REILLY AUTO ENTER	503	5227	BG UNIT 54	0.00	96.02
101	107397	10/16/23	9576	O'REILLY AUTO ENTER	503	5227	BG UNIT 50	0.00	104.81
101	107397	10/16/23	9576	O'REILLY AUTO ENTER	503	5227	BG UNIT 58	0.00	43.10
101	107397	10/16/23	9576	O'REILLY AUTO ENTER	503	5227	BG UNIT 58	0.00	43.25
101	107397	10/16/23	9576	O'REILLY AUTO ENTER	503	5227	BG UNIT 54	0.00	47.72
101	107397	10/16/23	9576	O'REILLY AUTO ENTER	502	5309	MECH STOCK	0.00	51.11

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CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	-----DESCRIPTION-----	SALES TAX	AMOUNT
101	107397	10/16/23	9576	O'REILLY AUTO ENTER	503	5227	BG UNIT 58	0.00	69.88
101	107397	10/16/23	9576	O'REILLY AUTO ENTER	503	5227	BG UNIT 54	0.00	30.71
101	107397	10/16/23	9576	O'REILLY AUTO ENTER	503	5227	BG UNIT 58	0.00	24.37
101	107397	10/16/23	9576	O'REILLY AUTO ENTER	503	5227	BG UNIT 54	0.00	8.67
101	107397	10/16/23	9576	O'REILLY AUTO ENTER	502	5309	MECH STOCK	0.00	135.56
101	107397	10/16/23	9576	O'REILLY AUTO ENTER	503	5227	BG UNIT 54	0.00	420.59
101	107397	10/16/23	9576	O'REILLY AUTO ENTER	503	5227	BG UNIT 58	0.00	13.14
101	107397	10/16/23	9576	O'REILLY AUTO ENTER	301	5227	PD UNIT 6	0.00	14.14
101	107397	10/16/23	9576	O'REILLY AUTO ENTER	503	5227	CM TO B&G UNIT 58	0.00	-34.85
101	107397	10/16/23	9576	O'REILLY AUTO ENTER	503	5227	CM B&G UNIT 58	0.00	-24.02
TOTAL CHECK								0.00	1,130.56
101	107398	10/16/23	2012	P.G. MUSEUM OF NATU	411	5201	Q2 FY24 CITY CNTRBT	0.00	77,225.00
101	107399	10/16/23	2024	PACIFIC GAS & ELECT	421	5222	REC 0956-9	0.00	2,103.64
101	107399	10/16/23	2024	PACIFIC GAS & ELECT	501	5222	PW 1212-9	0.00	699.74
101	107399	10/16/23	2024	PACIFIC GAS & ELECT	421	5222	REC 4030-4	0.00	334.98
101	107399	10/16/23	2024	PACIFIC GAS & ELECT	505	5222	GOLF STREETS 3438-9	0.00	29.76
TOTAL CHECK								0.00	3,168.12
101	107402	10/16/23	2034	PACIFIC GROVE HARDW	503	5223	B&G	0.00	104.83
101	107402	10/16/23	2034	PACIFIC GROVE HARDW	301	5223	PD B&G	0.00	98.27
101	107402	10/16/23	2034	PACIFIC GROVE HARDW	505	5309	STREETS	0.00	115.76
101	107402	10/16/23	2034	PACIFIC GROVE HARDW	505	5309	STREETS	0.00	76.46
101	107402	10/16/23	2034	PACIFIC GROVE HARDW	503	5223	B&G	0.00	80.80
101	107402	10/16/23	2034	PACIFIC GROVE HARDW	503	5223	B&G	0.00	21.84
101	107402	10/16/23	2034	PACIFIC GROVE HARDW	503	5223	B&G	0.00	23.38
101	107402	10/16/23	2034	PACIFIC GROVE HARDW	503	5223	B&G	0.00	26.21
101	107402	10/16/23	2034	PACIFIC GROVE HARDW	503	5223	B&G	0.00	8.29
101	107402	10/16/23	2034	PACIFIC GROVE HARDW	503	5223	B&G	0.00	27.00
101	107402	10/16/23	2034	PACIFIC GROVE HARDW	505	5309	STREETS	0.00	24.65
101	107402	10/16/23	2034	PACIFIC GROVE HARDW	503	5223	B&G	0.00	18.75
101	107402	10/16/23	2034	PACIFIC GROVE HARDW	503	5223	B&G	0.00	19.65
101	107402	10/16/23	2034	PACIFIC GROVE HARDW	503	5223	B&G	0.00	25.07
101	107402	10/16/23	2034	PACIFIC GROVE HARDW	401	5223	LIBRARY	0.00	25.11
101	107402	10/16/23	2034	PACIFIC GROVE HARDW	503	5223	B&G	0.00	31.67
101	107402	10/16/23	2034	PACIFIC GROVE HARDW	503	5223	B&G	0.00	32.76
101	107402	10/16/23	2034	PACIFIC GROVE HARDW	503	5223	B&G	0.00	34.94
101	107402	10/16/23	2034	PACIFIC GROVE HARDW	503	5223	B&G	0.00	69.90
101	107402	10/16/23	2034	PACIFIC GROVE HARDW	421	5291	REC	0.00	71.18
101	107402	10/16/23	2034	PACIFIC GROVE HARDW	503	5223	B&G	0.00	40.26
101	107402	10/16/23	2034	PACIFIC GROVE HARDW	503	5223	B&G	0.00	288.29
101	107402	10/16/23	2034	PACIFIC GROVE HARDW	502	5309	MECH	0.00	14.41
101	107402	10/16/23	2034	PACIFIC GROVE HARDW	503	5223	B&G	0.00	15.28
101	107402	10/16/23	2034	PACIFIC GROVE HARDW	421	5291	REC	0.00	15.28
101	107402	10/16/23	2034	PACIFIC GROVE HARDW	503	5223	B&G	0.00	6.69
101	107402	10/16/23	2034	PACIFIC GROVE HARDW	411	5223	MUSEUM	0.00	7.64
101	107402	10/16/23	2034	PACIFIC GROVE HARDW	503	5227	B&G TRK 51	0.00	7.64
101	107402	10/16/23	2034	PACIFIC GROVE HARDW	503	5227	B&G TRK 51	0.00	7.64
101	107402	10/16/23	2034	PACIFIC GROVE HARDW	503	5223	B&G	0.00	7.84
101	107402	10/16/23	2034	PACIFIC GROVE HARDW	503	5227	B&G TRK 51	0.00	20.75
101	107402	10/16/23	2034	PACIFIC GROVE HARDW	503	5223	B&G	0.00	20.75

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FUND - 01 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	-----DESCRIPTION-----	SALES TAX	AMOUNT
101	107402	10/16/23	2034	PACIFIC GROVE HARDW	503	5227	B&G TRK 51	0.00	20.95
101	107402	10/16/23	2034	PACIFIC GROVE HARDW	503	5223	B&G	0.00	13.71
101	107402	10/16/23	2034	PACIFIC GROVE HARDW	301	5223	PD B&G	0.00	0.44
101	107402	10/16/23	2034	PACIFIC GROVE HARDW	503	5223	B&G	0.00	1.73
101	107402	10/16/23	2034	PACIFIC GROVE HARDW	503	5223	B&G	0.00	3.70
101	107402	10/16/23	2034	PACIFIC GROVE HARDW	503	5223	B&G	0.00	3.82
101	107402	10/16/23	2034	PACIFIC GROVE HARDW	503	5223	B&G	0.00	4.36
101	107402	10/16/23	2034	PACIFIC GROVE HARDW	503	5223	B&G	0.00	4.39
101	107402	10/16/23	2034	PACIFIC GROVE HARDW	351	5223	FD B&G	0.00	5.01
101	107402	10/16/23	2034	PACIFIC GROVE HARDW	503	5223	B&G	0.00	5.45
101	107402	10/16/23	2034	PACIFIC GROVE HARDW	503	5223	B&G	0.00	10.48
101	107402	10/16/23	2034	PACIFIC GROVE HARDW	201	5291	CDD	0.00	10.91
101	107402	10/16/23	2034	PACIFIC GROVE HARDW	401	5223	LIBRARY	0.00	10.91
101	107402	10/16/23	2034	PACIFIC GROVE HARDW	503	5223	B&G	0.00	11.56
101	107402	10/16/23	2034	PACIFIC GROVE HARDW	503	5223	B&G	0.00	13.09
101	107402	10/16/23	2034	PACIFIC GROVE HARDW	503	5223	B&G	0.00	13.11
TOTAL CHECK								0.00	1,522.61
101	107403	10/16/23	2139	P.F. PETTIBONE & CO	101	5301	MINUTES BINDER	0.00	106.95
101	107404	10/16/23	8430	PREMO ROOFING	01	4203	RFND 80% PRMT#23065	0.00	336.00
101	107405	10/16/23	2219	PURE WATER	501	5309	WTR, BTTLs, DSPNSR	0.00	21.60
101	107405	10/16/23	2219	PURE WATER	502	5309	WTR, BTTLs, DSPNSR	0.00	21.60
101	107405	10/16/23	2219	PURE WATER	503	5309	WTR, BTTLs, DSPNSR	0.00	21.60
101	107405	10/16/23	2219	PURE WATER	505	5309	WTR, BTTLs, DSPNSR	0.00	21.60
TOTAL CHECK								0.00	86.40
101	107406	10/16/23	7621	READY REFRESH	301	5291	WATER SERVICE	0.00	279.40
101	107407	10/16/23	2276	BECKS SHOES AND REP	501	5275	MIKE ALIOTTI BOOTS	0.00	250.00
101	107408	10/16/23	10017	RESTORATION FAMILY	301	5201	EAP SEPT 2023	0.00	600.00
101	107409	10/16/23	9802	ROBERT HALF INTERNA	131	5201	TEMP EMPLY	0.00	9,061.30
101	107409	10/16/23	9802	ROBERT HALF INTERNA	121	5201	TEMP EMPLY	0.00	5,377.68
TOTAL CHECK								0.00	14,438.98
101	107410	10/16/23	4887	ROOTER KING	01	4203	RFND PART PRMT#2309	0.00	271.44
101	107411	10/16/23	7891	SIR SPEEDY	131	5301	BUSINESS CARDS	0.00	172.73
101	107412	10/16/23	2567	STAPLES CREDIT PLAN	301	5301	OFFICE SUPPLIES	0.00	190.93
101	107412	10/16/23	2567	STAPLES CREDIT PLAN	301	5301	OFFICE SUPPLIES	0.00	32.75
101	107412	10/16/23	2567	STAPLES CREDIT PLAN	301	5301	OFFICE SUPPLIES	0.00	60.16
101	107412	10/16/23	2567	STAPLES CREDIT PLAN	301	5301	OFFICE SUPPLIES	0.00	23.75
TOTAL CHECK								0.00	307.59
101	107413	10/16/23	2606	SUMMIT UNIFORMS	301	5275	UNIFORM-ANDERSON	0.00	799.53
101	107414	10/16/23	2635	TAMC	01	212	FEESJULY1-SEPT30,20	0.00	265,579.57

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FUND - 01 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
101	107416	10/16/23	3851	THE UPS STORE	501	5211	GRND SHIPPING - PW	0.00	17.06
101	107417	10/16/23	4650	TORO PETROLEUM CORP	351	5311	FIRE DEPT 600 PINE	0.00	1,597.31
101	107418	10/16/23	2684	TRACNET CORPORATION	301	5201	TRACNET SERVER	0.00	3,434.79
101	107419	10/16/23	8379	TRANSUNION RISK AND	301	5201	4170441/TLO	0.00	75.00
101	107421	10/16/23	2772	VALLEY SAW & GARDEN	503	5309	5 GALLON VP MIX	0.00	152.94
101	107422	10/16/23	2796	VICTORY TOYOTA	301	5227	PD STOCK	0.00	349.56
101	107423	10/16/23	2800	ROXANE J VIRAY	301	5123	RTRMNT MED BNFTS	0.00	150.00
101	107424	10/16/23	9305	WATSONVILLE FORD	503	5227	BG UNIT 54	0.00	150.68
101	107424	10/16/23	9305	WATSONVILLE FORD	501	5227	CM - UNIT REC 1	0.00	-50.44
101	107424	10/16/23	9305	WATSONVILLE FORD	503	5227	PD UNIT 6	0.00	64.80
101	107424	10/16/23	9305	WATSONVILLE FORD	503	5227	BG UNIT 54	0.00	293.08
101	107424	10/16/23	9305	WATSONVILLE FORD	502	5309	CM PW STEAM	0.00	-9.88
101	107424	10/16/23	9305	WATSONVILLE FORD	503	5227	CM	0.00	-17.56
TOTAL CHECK								0.00	430.68
101	107425	10/16/23	9716	BRIAN WHITSON	503	5201	FY23/24 JANITORIAL	0.00	2,100.00
101	107426	10/16/23	2887	WILLIAMS ROOFING CO	01	4203	RFND 90% PRMT#23059	0.00	612.09
101	107427	10/16/23	10100	AMY DENNEY	01	214	RFND DEPOSIT JWL PR	0.00	206.00
101	107428	10/16/23	10102	JENNY ALBERTS	01	214	RFND DEPOSIT BRWK P	0.00	196.00
101	107430	10/16/23	4943	US BANK	121	5215	KANDELL	0.00	-549.30
101	107430	10/16/23	4943	US BANK	133	5229	KHASIMI	0.00	5.14
101	107430	10/16/23	4943	US BANK	121	5261	LIVIAN	0.00	14.00
101	107430	10/16/23	4943	US BANK	133	5301	KHASIMI	0.00	57.39
101	107430	10/16/23	4943	US BANK	121	5217	KANDELL	0.00	58.10
101	107430	10/16/23	4943	US BANK	501	5309	GHO	0.00	63.52
101	107430	10/16/23	4943	US BANK	401	5303	GOODWIN	0.00	85.00
101	107430	10/16/23	4943	US BANK	301	5301	HOFFMAN	0.00	114.84
101	107430	10/16/23	4943	US BANK	121	5216	KANDELL	0.00	115.00
101	107430	10/16/23	4943	US BANK	121	5236	LIVIAN	0.00	125.65
101	107430	10/16/23	4943	US BANK	502	5309	GHO	0.00	152.94
101	107430	10/16/23	4943	US BANK	421	5301	CLARK	0.00	159.18
101	107430	10/16/23	4943	US BANK	301	5201	PD TRAVEL CARD	0.00	396.81
101	107430	10/16/23	4943	US BANK	301	5291	PD TRAVEL CARD	0.00	437.13
101	107430	10/16/23	4943	US BANK	501	5261	GHO	0.00	605.39
101	107430	10/16/23	4943	US BANK	133	5224	KHASIMI	0.00	613.11
101	107430	10/16/23	4943	US BANK	301	5201	MADALONE	0.00	660.00
101	107430	10/16/23	4943	US BANK	133	5306	CRAY	0.00	662.27
101	107430	10/16/23	4943	US BANK	133	5212	KHASIMI	0.00	687.74
101	107430	10/16/23	4943	US BANK	503	5223	GHO	0.00	712.94
101	107430	10/16/23	4943	US BANK	201	5261	WYATT	0.00	801.00
101	107430	10/16/23	4943	US BANK	101	5291	LIVIAN	0.00	911.55

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CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	-----DESCRIPTION-----	SALES TAX	AMOUNT
101	107430	10/16/23	4943	US BANK	401	5303	COYLE	0.00	969.23
101	107430	10/16/23	4943	US BANK	201	5215	WYATT	0.00	1,007.24
101	107430	10/16/23	4943	US BANK	301	5215	HOFFMAN	0.00	1,009.90
101	107430	10/16/23	4943	US BANK	301	5215	SANTOS	0.00	1,493.78
101	107430	10/16/23	4943	US BANK	133	5307	KHASIMI	0.00	2,031.18
101	107430	10/16/23	4943	US BANK	301	5215	PD TRAVEL CARD	0.00	3,135.84
101	107430	10/16/23	4943	US BANK	401	5301	GOODWIN	0.00	221.39
101	107430	10/16/23	4943	US BANK	501	5215	GHO	0.00	225.00
101	107430	10/16/23	4943	US BANK	301	5275	HOFFMAN	0.00	235.00
101	107430	10/16/23	4943	US BANK	401	5303	COYLE GRT-19-02	0.00	268.06
TOTAL CHECK								0.00	17,486.02
101	107431	10/17/23	1798	MONTEREY ONE WATER	421	5222	04-006109	0.00	107.90
101	107431	10/17/23	1798	MONTEREY ONE WATER	501	5222	04-005282	0.00	107.90
101	107431	10/17/23	1798	MONTEREY ONE WATER	503	5222	04-004146	0.00	107.90
101	107431	10/17/23	1798	MONTEREY ONE WATER	421	5222	04-003977	0.00	107.90
101	107431	10/17/23	1798	MONTEREY ONE WATER	411	5222	04-001126	0.00	215.80
101	107431	10/17/23	1798	MONTEREY ONE WATER	351	5207	04-002363 *FIX*	0.00	431.60
101	107431	10/17/23	1798	MONTEREY ONE WATER	131	5222	04-002241 *FIX*	0.00	755.30
101	107431	10/17/23	1798	MONTEREY ONE WATER	503	5222	04-000931	0.00	3,661.58
101	107431	10/17/23	1798	MONTEREY ONE WATER	421	5222	04-001125	0.00	107.90
101	107431	10/17/23	1798	MONTEREY ONE WATER	401	5222	04-001124	0.00	107.90
101	107431	10/17/23	1798	MONTEREY ONE WATER	421	5222	04-001082	0.00	107.90
101	107431	10/17/23	1798	MONTEREY ONE WATER	421	5222	04-002833	0.00	107.90
101	107431	10/17/23	1798	MONTEREY ONE WATER	421	5222	04-000839	0.00	107.90
TOTAL CHECK								0.00	6,035.38
101	107432	10/17/23	5987	CREEKSIDE CENTER FO	513	5201	ANNUAL MONARCH SANC	0.00	7,050.00
101	107435	10/20/23	2952	AFLAC	01	202	DED:5200 AFLAC PREM	0.00	788.85
101	107435	10/20/23	2952	AFLAC	01	202	DED:5201 AFLAC P/T	0.00	1,742.31
TOTAL CHECK								0.00	2,531.16
101	107436	10/20/23	1	CALPERS HEALTH	01	202	DED:108 HEALTH	0.00	1,560.16
101	107436	10/20/23	1	CALPERS HEALTH	01	202	DED:4301 HEALTH	0.00	564.42
101	107436	10/20/23	1	CALPERS HEALTH	01	202	DED:116 HEALTH	0.00	825.62
101	107436	10/20/23	1	CALPERS HEALTH	01	202	DED:121 HEALTH	0.00	888.94
101	107436	10/20/23	1	CALPERS HEALTH	01	202	DED:110 HEALTH	0.00	1,128.83
101	107436	10/20/23	1	CALPERS HEALTH	01	202	DED:125 HEALTH	0.00	1,155.62
101	107436	10/20/23	1	CALPERS HEALTH	01	202	DED:103 HEALTH	0.00	2,064.05
101	107436	10/20/23	1	CALPERS HEALTH	01	202	DED:105 HEALTH	0.00	2,146.60
101	107436	10/20/23	1	CALPERS HEALTH	01	202	DED:124 HEALTH	0.00	2,311.24
101	107436	10/20/23	1	CALPERS HEALTH	01	202	DED:107 HEALTH	0.00	2,400.24
101	107436	10/20/23	1	CALPERS HEALTH	01	202	DED:104 HEALTH	0.00	2,476.83
101	107436	10/20/23	1	CALPERS HEALTH	01	202	DED:2072 HEALTH	0.00	2,812.50
101	107436	10/20/23	1	CALPERS HEALTH	01	202	DED:2071 HEALTH	0.00	2,887.50
101	107436	10/20/23	1	CALPERS HEALTH	01	202	DED:123 HEALTH	0.00	3,555.76
101	107436	10/20/23	1	CALPERS HEALTH	01	202	DED:533 HEALTH	0.00	4,293.20
101	107436	10/20/23	1	CALPERS HEALTH	01	202	DED:122 HEALTH	0.00	5,333.64
101	107436	10/20/23	1	CALPERS HEALTH	01	202	DED:106 HEALTH	0.00	5,689.42
101	107436	10/20/23	1	CALPERS HEALTH	01	202	DED:2073 HEALTH FAM	0.00	5,750.00
TOTAL CHECK								0.00	47,844.57

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FUND - 01 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	-----DESCRIPTION-----	SALES TAX	AMOUNT
101	107437	10/20/23	3134	CITY OF PACIFIC GRO	01	202	DED:3300 AFLAC DEP	0.00	100.00
101	107437	10/20/23	3134	CITY OF PACIFIC GRO	01	202	DED:3301 AFLAC MED	0.00	2,026.18
TOTAL CHECK									2,126.18
101	107438	10/20/23	3393	EFT	01	202	DED:*FM MEDICARE	0.00	11,515.70
101	107438	10/20/23	3393	EFT	01	202	DED:*SCA STATE TAX	0.00	17,286.36
101	107438	10/20/23	3393	EFT	01	202	DED:*FT FEDERAL TX	0.00	47,967.49
TOTAL CHECK									76,769.55
101	107439	10/20/23	2946	PACIFIC GROVE CITY	01	202	DED:7000 ASSOC DUES	0.00	741.50
101	107440	10/20/23	2938	MASS MUTUAL (457 PL	01	202	DED:3999 ROTH IRA	0.00	315.00
101	107440	10/20/23	2938	MASS MUTUAL (457 PL	01	202	DED:4000 DEF COMP	0.00	11,816.44
TOTAL CHECK									12,131.44
101	107441	10/20/23	2936	MTRY COUNTY DEPT OF	01	202	DED:0023 GARNISH	0.00	138.46
101	107442	10/20/23	2949	PACIFIC GROVE MANAG	01	202	DED:7203 ASSOC DUES	0.00	40.00
101	107443	10/20/23	2051	CITY OF PACIFIC GRO	01	202	DED:1006 WORK COMP	0.00	28.83
101	107443	10/20/23	2051	CITY OF PACIFIC GRO	01	202	DED:1009 WORK COMP	0.00	95.33
101	107443	10/20/23	2051	CITY OF PACIFIC GRO	01	202	DED:1005 WORK COMP	0.00	1,433.70
101	107443	10/20/23	2051	CITY OF PACIFIC GRO	01	202	DED:1003 WORK COMP	0.00	6,968.37
101	107443	10/20/23	2051	CITY OF PACIFIC GRO	01	202	DED:1010 WORK COMP	0.00	3,102.77
TOTAL CHECK									11,629.00
101	107444	10/20/23	2052	CITY OF PACIFIC GRO	01	202	DED:7510 PERS REIMB	0.00	29.42
101	107445	10/20/23	2053	CITY OF PACIFIC GRO	01	202	DED:2103 DENTAL FAM	0.00	805.97
101	107445	10/20/23	2053	CITY OF PACIFIC GRO	01	202	DED:201 DENTAL	0.00	37.59
101	107445	10/20/23	2053	CITY OF PACIFIC GRO	01	202	DED:200 DENTAL	0.00	454.80
101	107445	10/20/23	2053	CITY OF PACIFIC GRO	01	202	DED:2101 DENTAL	0.00	265.30
101	107445	10/20/23	2053	CITY OF PACIFIC GRO	01	202	DED:2102 DENTAL	0.00	536.08
TOTAL CHECK									2,099.74
101	107446	10/20/23	2054	CITY OF PACIFIC GRO	01	202	DED:0005 SUTA	0.00	135.63
101	107447	10/20/23	2133	PERS	01	202	DED:0004 SURV BEN	0.00	87.42
101	107447	10/20/23	2133	PERS	01	202	DED:0022 PERS SP MS	0.00	115.37
101	107447	10/20/23	2133	PERS	01	202	DED:08 PERS OTHER	0.00	339.47
101	107447	10/20/23	2133	PERS	01	202	DED:0000 PERS	0.00	407.97
101	107447	10/20/23	2133	PERS	01	202	DED:0018 PERS SP SF	0.00	869.54
101	107447	10/20/23	2133	PERS	01	202	DED:0009 PERS OTHER	0.00	1,072.97
101	107447	10/20/23	2133	PERS	01	202	DED:0019 PERS RT SF	0.00	-3.44
101	107447	10/20/23	2133	PERS	01	202	DED:01 PERS	0.00	9,092.23
101	107447	10/20/23	2133	PERS	01	202	DED:0017 PERS RG SF	0.00	9,237.42
101	107447	10/20/23	2133	PERS	01	202	DED:0011 PERS ER SF	0.00	9,949.19
101	107447	10/20/23	2133	PERS	01	202	DED:0021 PERS REG M	0.00	10,665.59
101	107447	10/20/23	2133	PERS	01	202	DED:0020 PERS ER M3	0.00	10,683.62
101	107447	10/20/23	2133	PERS	01	202	DED:0002 PERS	0.00	5,784.30
101	107447	10/20/23	2133	PERS	01	202	DED:07 PERS CITY	0.00	5,871.25

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FUND - 01 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
101	107447	10/20/23	2133	PERS	01	202	DED:0006 PERS CITY	0.00	13,777.40
TOTAL CHECK									77,950.30
101	107448	10/20/23	2943	POLICE OFFICERS ASS	01	202	DED:7205 ASSOC DUES	0.00	1,012.65
101	107449	10/20/23	7956	STATE DISABILITY TA	01	202	DED:0026 SDI	0.00	3,536.30
101	107450	10/20/23	8352	TRANSAMERICA EMPLOY	01	202	DED:5202 TRANSAMERI	0.00	600.12
101	107451	10/20/23	4177	UNION BANK OF CALIF	01	202	DED:4005 PARS-457	0.00	458.00
101	107452	10/20/23	632	VISION SERVICE PLAN	01	202	DED:2503 VISION FAM	0.00	420.00
101	107452	10/20/23	632	VISION SERVICE PLAN	01	202	DED:300 VISION	0.00	167.52
101	107452	10/20/23	632	VISION SERVICE PLAN	01	202	DED:302 VISION	0.00	15.00
101	107452	10/20/23	632	VISION SERVICE PLAN	01	202	DED:301 VISION	0.00	30.00
101	107452	10/20/23	632	VISION SERVICE PLAN	01	202	DED:2502 VISION	0.00	76.78
TOTAL CHECK									709.30
101	107453	10/19/23	10110	M8 WELLNESS	130	5471	WOMEN & MINORITY BU	0.00	10,000.00
101	107456	10/24/23	9839	LUCY'S ON LIGHTHOUS	130	5471	WOMEN & MINORITY BU	0.00	10,000.00
101	107458	10/25/23	8476	AT&T MOBILITY	301	5206	DEPARTMENT CELLPHON	0.00	1,786.62
101	107459	10/25/23	8476	AT&T MOBILITY	301	5206	DEPARTMENT CELLPHON	0.00	2,026.91
101	107460	10/25/23	8476	AT&T MOBILITY	301	5206	DEPARTMENT CELLPHON	0.00	1,832.94
101	107461	10/26/23	2133	PERS	513	5145	OCT 2023 UAL	0.00	250.00
101	107461	10/26/23	2133	PERS	101	5145	OCT 2023 UAL	0.00	500.00
101	107461	10/26/23	2133	PERS	133	5145	OCT 2023 UAL	0.00	2,583.33
101	107461	10/26/23	2133	PERS	502	5145	OCT 2023 UAL	0.00	2,916.67
101	107461	10/26/23	2133	PERS	501	5145	OCT 2023 UAL	0.00	3,500.00
101	107461	10/26/23	2133	PERS	421	5145	OCT 2023 UAL	0.00	5,333.33
101	107461	10/26/23	2133	PERS	121	5145	OCT 2023 UAL	0.00	9,833.33
101	107461	10/26/23	2133	PERS	503	5145	OCT 2023 UAL	0.00	10,166.67
101	107461	10/26/23	2133	PERS	131	5145	OCT 2023 UAL	0.00	11,333.33
101	107461	10/26/23	2133	PERS	401	5145	OCT 2023 UAL	0.00	11,416.67
101	107461	10/26/23	2133	PERS	201	5145	OCT 2023 UAL	0.00	13,666.67
101	107461	10/26/23	2133	PERS	505	5145	OCT 2023 UAL	0.00	18,333.33
101	107461	10/26/23	2133	PERS	351	5145	OCT 2023 UAL	0.00	98,333.33
101	107461	10/26/23	2133	PERS	301	5145	OCT 2023 UAL	0.00	116,870.26
TOTAL CHECK									305,036.92
101	107462	10/26/23	8890	4LEAF	201	5201	BUILDING DEPARTMENT	0.00	9,612.76
101	107462	10/26/23	8890	4LEAF	201	5201	BUILDING DEPARTMENT	0.00	59,505.24
TOTAL CHECK									69,118.00
101	107463	10/26/23	5621	ACCENT CLEAN & SWEE	504	5201	FY23/24 STREET SWEE	0.00	17,100.00
101	107465	10/26/23	67	ALERT-ALL CORPORATI	351	5291	FIRE SAFETY SUPPLIE	0.00	162.24

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FUND - 01 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	-----DESCRIPTION-----	SALES TAX	AMOUNT
101	107466	10/26/23	3970	ALHAMBRA & SIERRA S	421	5201	BOTTLED WATER SERVI	0.00	67.37
101	107466	10/26/23	3970	ALHAMBRA & SIERRA S	421	5201	BOTTLED WATER SERVI	0.00	43.99
TOTAL CHECK									111.36
101	107467	10/26/23	8330	AMAZON CAPITAL SERV	501	5301	OFFICE SUPPLIES	0.00	46.37
101	107467	10/26/23	8330	AMAZON CAPITAL SERV	505	5309	HOSE REELS	0.00	37.28
101	107467	10/26/23	8330	AMAZON CAPITAL SERV	502	5309	MECH STOCK	0.00	97.35
101	107467	10/26/23	8330	AMAZON CAPITAL SERV	505	5309	HOSE REELS	0.00	535.30
TOTAL CHECK									716.30
101	107468	10/26/23	9685	ANASTACIA WYATT	201	5215	APA CONF TRAVEL REI	0.00	417.96
101	107469	10/26/23	6154	AT&T	421	5212	REC 0960	0.00	31.43
101	107469	10/26/23	6154	AT&T	133	5212	ADMIN 2539	0.00	31.43
TOTAL CHECK									62.86
101	107470	10/26/23	5363	AT&T CALNET 3	133	5212	LIBRARY	0.00	191.78
101	107470	10/26/23	5363	AT&T CALNET 3	133	5212	ADMIN	0.00	1,926.77
TOTAL CHECK									2,118.55
101	107472	10/26/23	213	BAKER & TAYLOR COMP	401	5303	BOOKS & MATERIALS	0.00	141.52
101	107472	10/26/23	213	BAKER & TAYLOR COMP	401	5303	BOOKS & MATERIALS	0.00	274.67
101	107472	10/26/23	213	BAKER & TAYLOR COMP	401	5301	LIBRARY SUPPLIES	0.00	-15.17
101	107472	10/26/23	213	BAKER & TAYLOR COMP	401	5301	LIBRARY SUPPLIES	0.00	14.99
101	107472	10/26/23	213	BAKER & TAYLOR COMP	401	5301	LIBRARY SUPPLIES	0.00	28.74
101	107472	10/26/23	213	BAKER & TAYLOR COMP	401	5301	LIBRARY SUPPLIES	0.00	67.95
101	107472	10/26/23	213	BAKER & TAYLOR COMP	401	5301	LIBRARY SUPPLIES	0.00	187.40
TOTAL CHECK									700.10
101	107476	10/26/23	10008	BRIAN ANDERSON	301	5215	TRNG - MNGRS COURSE	0.00	259.00
101	107476	10/26/23	10008	BRIAN ANDERSON	301	5215	TRNG - MNGRS COURSE	0.00	-259.00
TOTAL CHECK									0.00
101	107477	10/26/23	4061	GREG PATTERSON	503	5223	YARD GATE	0.00	180.00
101	107478	10/26/23	8793	CAPE ROMAIN Solutio	133	5307	WATCHGUARD WIFI	0.00	489.38
101	107479	10/26/23	10119	CELINA GOMEZ	01	214	RND DEP - BRWCK PAR	0.00	196.00
101	107480	10/26/23	1040	CENGAGE LEARNING/GA	401	5303	BOOKS & MATERIALS	0.00	26.21
101	107481	10/26/23	5171	COMCAST	133	5206	CH TV 39031	0.00	14.10
101	107481	10/26/23	5171	COMCAST	133	5206	CH INT 85844	0.00	153.23
TOTAL CHECK									167.33
101	107482	10/26/23	779	DEMCO	401	5301	LIBRARY SUPPLIES	0.00	95.30
101	107484	10/26/23	7889	FASTRAK	351	5291	FIRE VHC BEN MRTNZ	0.00	7.00
101	107485	10/26/23	4934	FOSTER & FOSTER, IN	131	5201	GASBS 68 CALPERS	0.00	1,950.00
101	107486	10/26/23	4934	FOSTER & FOSTER, IN	131	5201	GASBS 75 ACCOUNTING	0.00	2,300.00

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FUND - 01 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	-----DESCRIPTION-----	SALES TAX	AMOUNT
101	107487	10/26/23	9817	GEMMA PETERSON	421	5208	YOGA FOR BABY&ME 70	0.00	604.80
101	107488	10/26/23	9860	GOOD CITY COMPANY	225	5209	420 LA CALLE CORTE	0.00	3,611.25
101	107489	10/26/23	9222	GOVERNMENT TAX SEMI	131	5215	TRAINING-S. MATTHEW	0.00	575.00
101	107491	10/26/23	4123	INTERSTATE TRAFFIC	505	5331	STREET PAINT FY23/2	0.00	1,442.10
101	107491	10/26/23	4123	INTERSTATE TRAFFIC	505	5331	STREET PAINT FY23/2	0.00	5,599.01
TOTAL CHECK								0.00	7,041.11
101	107492	10/26/23	10074	JENNIFER KASAL	01	4462	RFDMLTYDSCNT-THEODO	0.00	18.00
101	107494	10/26/23	3521	KIMBALL MIDWEST	502	5309	MECH STOCK	0.00	60.35
101	107494	10/26/23	3521	KIMBALL MIDWEST	502	5309	MECH STOCK	0.00	186.83
101	107494	10/26/23	3521	KIMBALL MIDWEST	502	5309	MECH STOCK	0.00	497.75
101	107494	10/26/23	3521	KIMBALL MIDWEST	502	5309	MECH STOCK	0.00	354.98
TOTAL CHECK								0.00	1,099.91
101	107495	10/26/23	9486	KRISTEN DEMPSEY	421	4469	RFND JAZZ - MAEVE	0.00	10.00
101	107496	10/26/23	10122	KYLSIE HERMOSILLO	01	214	RFND DEPOSIT-LVRS P	0.00	206.00
101	107497	10/26/23	7086	LIBRARY IDEAS, LLC	401	5301	BOOKS & MATERIALS	0.00	1.50
101	107499	10/26/23	4534	HOMETEK	503	5223	MEMORIAL BENCH PRGR	0.00	165.00
101	107500	10/26/23	9610	MAX MURRAY	301	5215	BASIC CRISIS NEGOTI	0.00	407.00
101	107501	10/26/23	1788	MONTEREY COUNTY CON	101	5261	Q2 10/1-12/31/23 TO	0.00	37,973.00
101	107502	10/26/23	9510	MICHAEL ISEKICHI MI	301	5215	ADVNCN SWAT COURSE	0.00	259.00
101	107503	10/26/23	10117	MICHEL DAVENAS	501	5291	BAGPIPES-VETERANS D	0.00	300.00
101	107504	10/26/23	3304	MIDWEST TAPE	401	5301	BOOKS & MATERIALS	0.00	43.69
101	107505	10/26/23	6216	MONTEREY BAY TREEWO	513	5201	FY23/24 ARBORIST SE	0.00	3,800.00
101	107506	10/26/23	1756	MONTEREY COUNTY HEA	505	5291	HZRDS WASTE RGSTRN	0.00	663.12
101	107506	10/26/23	1756	MONTEREY COUNTY HEA	503	5291	HZRDS WASTE RGSTRN	0.00	663.13
TOTAL CHECK								0.00	1,326.25
101	107507	10/26/23	3807	MONTEREY COUNTY WEE	201	5221	PH-773/775OCEANVIEW	0.00	283.50
101	107509	10/26/23	1958	ODP BUSINESS SOLUTI	131	5301	OFFICE SUPPLIES	0.00	255.63
101	107509	10/26/23	1958	ODP BUSINESS SOLUTI	201	5301	OFFICE SUPPLIES	0.00	64.82
101	107509	10/26/23	1958	ODP BUSINESS SOLUTI	201	5301	OFFICE SUPPLIES	0.00	22.93
101	107509	10/26/23	1958	ODP BUSINESS SOLUTI	131	5301	OFFICE SUPPLIES	0.00	129.96
101	107509	10/26/23	1958	ODP BUSINESS SOLUTI	131	5301	OFFICE SUPPLIES	0.00	75.98
101	107509	10/26/23	1958	ODP BUSINESS SOLUTI	131	5301	OFFICE SUPPLIES	0.00	78.28
TOTAL CHECK								0.00	627.60

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FUND - 01 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	-----DESCRIPTION-----	SALES TAX	AMOUNT
101	107510	10/26/23	9576	O'REILLY AUTO ENTER	503	5227	BG UNIT 58	0.00	25.12
101	107510	10/26/23	9576	O'REILLY AUTO ENTER	503	5227	BG UNIT 58	0.00	30.57
101	107510	10/26/23	9576	O'REILLY AUTO ENTER	301	5227	PD UNIT 3	0.00	48.24
101	107510	10/26/23	9576	O'REILLY AUTO ENTER	503	5305	CM - BG UNIT 54	0.00	-16.08
101	107510	10/26/23	9576	O'REILLY AUTO ENTER	503	5227	CM - BG UNIT 54	0.00	-2.72
TOTAL CHECK									85.13
101	107511	10/26/23	7054	ORLANDO PEREZ	301	5215	LEFTA SYSTMSUSER CO	0.00	185.00
101	107512	10/26/23	2024	PACIFIC GAS & ELECT	411	5802	MUSEUM 4440-1	0.00	270.67
101	107513	10/26/23	4386	PACIFIC PRODUCTS &	505	5309	SIGNS	0.00	526.30
101	107514	10/26/23	2106	PEBBLE BEACH COMPAN	513	5309	TREES FOR GWP	0.00	450.00
101	107516	10/26/23	8394	RAYMOND M GORDANO	301	5215	ICI BURGLARY INVSTG	0.00	407.00
101	107517	10/26/23	2276	BECKS SHOES AND REP	503	5275	BOOTS - DAVID MOYA	0.00	176.43
101	107517	10/26/23	2276	BECKS SHOES AND REP	503	5275	BOOTS - JOHN GOSS	0.00	204.30
101	107517	10/26/23	2276	BECKS SHOES AND REP	503	5275	BOOTS-PHILLIP DASIL	0.00	204.30
101	107517	10/26/23	2276	BECKS SHOES AND REP	503	5275	BOOTS - ART NAVARRO	0.00	204.32
TOTAL CHECK									789.35
101	107518	10/26/23	10121	SCOTT GUENTHER	01	214	REFND DEP - LVRS PN	0.00	196.00
101	107519	10/26/23	9336	STAPHANY ARRIOLA	421	5361	PROGRAM SUPPLIES	0.00	167.63
101	107520	10/26/23	1768	STURDY OIL COMPANY	421	5311	REC	0.00	59.13
101	107520	10/26/23	1768	STURDY OIL COMPANY	505	5311	STRT	0.00	1,353.45
101	107520	10/26/23	1768	STURDY OIL COMPANY	503	5311	B&G	0.00	2,706.89
101	107520	10/26/23	1768	STURDY OIL COMPANY	301	5311	PD	0.00	5,279.02
101	107520	10/26/23	1768	STURDY OIL COMPANY	01	111	01-111	0.00	5,797.03
TOTAL CHECK									15,195.52
101	107524	10/27/23	1105	GRANITE ROCK COMPAN	505	5331	MORTAR	0.00	487.20
101	107524	10/27/23	1105	GRANITE ROCK COMPAN	505	5331	CONCRETE	0.00	551.28
TOTAL CHECK									1,038.48
101	107525	10/27/23	438	CALIFORNIA AMERICAN	351	5222	600 PINE	0.00	287.78
101	107525	10/27/23	438	CALIFORNIA AMERICAN	131	5222	300 FOREST FIRE-50%	0.00	23.70
101	107525	10/27/23	438	CALIFORNIA AMERICAN	201	5222	300 FOREST FIRE-50%	0.00	23.70
101	107525	10/27/23	438	CALIFORNIA AMERICAN	501	5222	MECH 5%	0.00	29.74
101	107525	10/27/23	438	CALIFORNIA AMERICAN	351	5222	643 HYDRANTS HYDT	0.00	36.47
101	107525	10/27/23	438	CALIFORNIA AMERICAN	131	5222	300 FOREST IRRIG	0.00	40.82
101	107525	10/27/23	438	CALIFORNIA AMERICAN	131	5222	308 16TH ST.	0.00	40.82
101	107525	10/27/23	438	CALIFORNIA AMERICAN	503	5222	748 LIGHTHSE IRRG	0.00	40.82
101	107525	10/27/23	438	CALIFORNIA AMERICAN	503	5222	765 LIGHTHSE IRRIG	0.00	40.82
101	107525	10/27/23	438	CALIFORNIA AMERICAN	503	5222	800 LIGHTHSE PLANTE	0.00	40.82
101	107525	10/27/23	438	CALIFORNIA AMERICAN	503	5222	792 LIGHTHSE IRRIG	0.00	40.82
101	107525	10/27/23	438	CALIFORNIA AMERICAN	503	5222	582 LIGHTHSE IRRIG	0.00	40.82
101	107525	10/27/23	438	CALIFORNIA AMERICAN	503	5222	2100 SUNSET DRIVE	0.00	40.82

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FUND - 01 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
101	107525	10/27/23	438	CALIFORNIA AMERICAN	503	5222	840 LH PLNTR	0.00	40.82
101	107525	10/27/23	438	CALIFORNIA AMERICAN	503	5222	840 LH PLNTR	0.00	40.82
101	107525	10/27/23	438	CALIFORNIA AMERICAN	503	5222	840 LH PLNTR	0.00	40.82
101	107525	10/27/23	438	CALIFORNIA AMERICAN	503	5222	106 7TH ST PK	0.00	40.82
101	107525	10/27/23	438	CALIFORNIA AMERICAN	411	5222	165 FOREST AVE FIRE	0.00	47.40
101	107525	10/27/23	438	CALIFORNIA AMERICAN	351	5222	600 PINE AVE FIRE	0.00	47.40
101	107525	10/27/23	438	CALIFORNIA AMERICAN	421	5222	CENTRAL 4 IN FIRE	0.00	47.40
101	107525	10/27/23	438	CALIFORNIA AMERICAN	201	5222	304 16TH ST FIRE	0.00	79.53
101	107525	10/27/23	438	CALIFORNIA AMERICAN	503	5222	B & G 15%	0.00	89.20
101	107525	10/27/23	438	CALIFORNIA AMERICAN	503	5222	130 LIGHTHOUSE IRRIG	0.00	99.49
101	107525	10/27/23	438	CALIFORNIA AMERICAN	503	5222	585 LAUREL	0.00	99.49
101	107525	10/27/23	438	CALIFORNIA AMERICAN	421	5222	139 GRAND AVE	0.00	72.64
101	107525	10/27/23	438	CALIFORNIA AMERICAN	421	5222	611 CENTRAL AVE	0.00	101.86
101	107525	10/27/23	438	CALIFORNIA AMERICAN	501	5222	SUNSET-CORPYARD18%	0.00	107.04
101	107525	10/27/23	438	CALIFORNIA AMERICAN	503	5222	1051 OCEANVIEW IRRG	0.00	314.57
101	107525	10/27/23	438	CALIFORNIA AMERICAN	503	5222	707 OCEANVIEW-NAIAD	0.00	314.57
101	107525	10/27/23	438	CALIFORNIA AMERICAN	201	5222	304 16TH ST BDOM-FR	0.00	335.77
101	107525	10/27/23	438	CALIFORNIA AMERICAN	421	5222	515 JUNIPERO	0.00	339.09
101	107525	10/27/23	438	CALIFORNIA AMERICAN	301	5222	580 PINE	0.00	356.83
101	107525	10/27/23	438	CALIFORNIA AMERICAN	503	5222	711 OCEANVIEW IRRG	0.00	387.67
101	107525	10/27/23	438	CALIFORNIA AMERICAN	131	5222	300 FOREST	0.00	399.35
101	107525	10/27/23	438	CALIFORNIA AMERICAN	503	5222	863 OCEANVIEW IRRG	0.00	810.41
101	107525	10/27/23	438	CALIFORNIA AMERICAN	503	5222	263 GROVE ACRES	0.00	884.30
101	107525	10/27/23	438	CALIFORNIA AMERICAN	401	5222	550 CENTRAL	0.00	982.95
101	107525	10/27/23	438	CALIFORNIA AMERICAN	503	5222	1025 MORSE-PLATT PK	0.00	1,038.34
101	107525	10/27/23	438	CALIFORNIA AMERICAN	503	5222	930 SINEX	0.00	1,084.03
101	107525	10/27/23	438	CALIFORNIA AMERICAN	503	5222	610 OCEANVW IRRIGPK	0.00	1,398.76
101	107525	10/27/23	438	CALIFORNIA AMERICAN	503	5222	620 OCEANVIEW/BATH	0.00	1,454.80
101	107525	10/27/23	438	CALIFORNIA AMERICAN	421	5222	114 CALEDONIA PK	0.00	1,464.07
101	107525	10/27/23	438	CALIFORNIA AMERICAN	421	5222	616 OCEANVW-SWIM PL	0.00	1,728.33
101	107525	10/27/23	438	CALIFORNIA AMERICAN	503	5222	429 LIGHTHOUSE IRRG	0.00	197.25
101	107525	10/27/23	438	CALIFORNIA AMERICAN	503	5222	619 OCEANVIEW IRRIG	0.00	197.25
101	107525	10/27/23	438	CALIFORNIA AMERICAN	131	5222	300 FOREST AVE	0.00	197.25
101	107525	10/27/23	438	CALIFORNIA AMERICAN	503	5222	100 OCEANVW IRRIG	0.00	197.25
101	107525	10/27/23	438	CALIFORNIA AMERICAN	503	5222	196 OCEANVW IRRIG	0.00	197.25
101	107525	10/27/23	438	CALIFORNIA AMERICAN	503	5222	165 FOREST-MUSEUM	0.00	232.09
101	107525	10/27/23	438	CALIFORNIA AMERICAN	421	5222	230 17-MILE DRIVE	0.00	2,323.05
101	107525	10/27/23	438	CALIFORNIA AMERICAN	421	5222	616 OCEANVIEW IRRG	0.00	2,365.60
101	107525	10/27/23	438	CALIFORNIA AMERICAN	421	5222	980 PIEDMONT BLL PK	0.00	2,394.13
101	107525	10/27/23	438	CALIFORNIA AMERICAN	421	5222	150 FOREST-JEWELL P	0.00	4,758.86
101	107525	10/27/23	438	CALIFORNIA AMERICAN	503	5222	391 OCEANVW-BERWICK	0.00	8,728.36
TOTAL CHECK								0.00	36,764.86
101	107526	10/27/23	2024	PACIFIC GAS & ELECT	503	5222	LOVERS POINT	0.00	-38.39
101	107526	10/27/23	2024	PACIFIC GAS & ELECT	421	5222	17TH ST & LAUREL	0.00	-38.39
101	107526	10/27/23	2024	PACIFIC GAS & ELECT	421	5222	117 COMMUNITY CTR	0.00	102.17
101	107526	10/27/23	2024	PACIFIC GAS & ELECT	351	5222	FIRE DEPT	0.00	112.00
101	107526	10/27/23	2024	PACIFIC GAS & ELECT	421	5222	17 MILE DRIVE	0.00	140.77
101	107526	10/27/23	2024	PACIFIC GAS & ELECT	503	5802	SUNSET SR. - LOAN	0.00	338.81
101	107526	10/27/23	2024	PACIFIC GAS & ELECT	501	5222	FOREST 40 FT E/O LH	0.00	-38.39
101	107526	10/27/23	2024	PACIFIC GAS & ELECT	503	5222	PHN BOOTH-BERWICK	0.00	-38.39
101	107526	10/27/23	2024	PACIFIC GAS & ELECT	421	5222	CALEDONIA PK LIGHTS	0.00	-38.39

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FUND - 01 - GENERAL FUND

CASH	ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
101		107526	10/27/23	2024	PACIFIC GAS & ELECT	421	5222	117 COMMUNITY CTR	0.00	-38.39
101		107526	10/27/23	2024	PACIFIC GAS & ELECT	421	5222	117 RECREATION RM	0.00	-38.39
101		107526	10/27/23	2024	PACIFIC GAS & ELECT	421	5222	FOREST CENTRL SPR	0.00	-38.39
101		107526	10/27/23	2024	PACIFIC GAS & ELECT	411	5222	FOREST & CENTRAL DR	0.00	-38.39
101		107526	10/27/23	2024	PACIFIC GAS & ELECT	421	5222	BEACH BOAT STORAGE	0.00	-38.39
101		107526	10/27/23	2024	PACIFIC GAS & ELECT	421	5222	CONCESSION STAND	0.00	-38.39
101		107526	10/27/23	2024	PACIFIC GAS & ELECT	503	5222	PLATT PK SPRNKL	0.00	-38.39
101		107526	10/27/23	2024	PACIFIC GAS & ELECT	421	5222	168 16TH ST	0.00	-38.39
101		107526	10/27/23	2024	PACIFIC GAS & ELECT	421	5222	CHAUTAUQUA HALL	0.00	-38.39
101		107526	10/27/23	2024	PACIFIC GAS & ELECT	401	5222	PUBLIC LIBRARY	0.00	-38.39
101		107526	10/27/23	2024	PACIFIC GAS & ELECT	421	5222	CALEDONIA ST	0.00	0.01
101		107526	10/27/23	2024	PACIFIC GAS & ELECT	503	5222	ON 17 MILE DR	0.00	0.06
101		107526	10/27/23	2024	PACIFIC GAS & ELECT	421	5222	FOREST CENTRL SPR	0.00	1.17
101		107526	10/27/23	2024	PACIFIC GAS & ELECT	421	5222	168 16TH ST	0.00	2.15
101		107526	10/27/23	2024	PACIFIC GAS & ELECT	201	5222	101 CTY HLL/CEDD-50	0.00	4.05
101		107526	10/27/23	2024	PACIFIC GAS & ELECT	131	5222	101 CTY HLL/FIN-50%	0.00	4.06
101		107526	10/27/23	2024	PACIFIC GAS & ELECT	503	5222	LOVERS POINT	0.00	4.16
101		107526	10/27/23	2024	PACIFIC GAS & ELECT	503	5222	PLATT PK SPRNKL	0.00	6.02
101		107526	10/27/23	2024	PACIFIC GAS & ELECT	421	5222	OCEANVIEW & 17TH	0.00	6.05
101		107526	10/27/23	2024	PACIFIC GAS & ELECT	421	5222	CALEDONIA PK LIGHTS	0.00	10.54
101		107526	10/27/23	2024	PACIFIC GAS & ELECT	503	5222	ON 17 MILE DR	0.00	11.19
101		107526	10/27/23	2024	PACIFIC GAS & ELECT	503	5222	BERWICK PARK AT	0.00	12.77
101		107526	10/27/23	2024	PACIFIC GAS & ELECT	501	5222	CORP YARD DM & 5TH	0.00	12.87
101		107526	10/27/23	2024	PACIFIC GAS & ELECT	421	5222	FOREST CENTRL SPR	0.00	12.99
101		107526	10/27/23	2024	PACIFIC GAS & ELECT	503	5222	COR MELROSE	0.00	15.36
101		107526	10/27/23	2024	PACIFIC GAS & ELECT	421	5222	117 RECREATION RM	0.00	15.47
101		107526	10/27/23	2024	PACIFIC GAS & ELECT	503	5222	PARKING LOT LIGHT	0.00	15.77
101		107526	10/27/23	2024	PACIFIC GAS & ELECT	421	5222	168 16TH ST	0.00	16.16
101		107526	10/27/23	2024	PACIFIC GAS & ELECT	421	5222	17 MI DR BALLPARK	0.00	8.11
101		107526	10/27/23	2024	PACIFIC GAS & ELECT	501	5222	1307 FORST SINEX SI	0.00	18.27
101		107526	10/27/23	2024	PACIFIC GAS & ELECT	411	5222	165 FOREST AVE	0.00	18.99
101		107526	10/27/23	2024	PACIFIC GAS & ELECT	421	5222	GRAND AV & PK PL	0.00	19.38
101		107526	10/27/23	2024	PACIFIC GAS & ELECT	501	5222	1307 FORST PINE SIG	0.00	19.85
101		107526	10/27/23	2024	PACIFIC GAS & ELECT	503	5222	LOVERS POINT	0.00	20.99
101		107526	10/27/23	2024	PACIFIC GAS & ELECT	421	5222	BEACH BOAT STORAGE	0.00	24.36
101		107526	10/27/23	2024	PACIFIC GAS & ELECT	503	5222	PLATT PK SPRNKL	0.00	24.91
101		107526	10/27/23	2024	PACIFIC GAS & ELECT	421	5222	PDMNT & MORELAND	0.00	25.06
101		107526	10/27/23	2024	PACIFIC GAS & ELECT	421	5222	300 16TH ST.	0.00	22.36
101		107526	10/27/23	2024	PACIFIC GAS & ELECT	501	5222	CORP YARD SUNSET DR	0.00	22.58
101		107526	10/27/23	2024	PACIFIC GAS & ELECT	421	5222	620 OCEAN VIEW POOL	0.00	32.09
101		107526	10/27/23	2024	PACIFIC GAS & ELECT	401	5222	PUBLIC LIBRARY	0.00	34.78
101		107526	10/27/23	2024	PACIFIC GAS & ELECT	503	5222	PHN BOOTH-BERWICK	0.00	40.86
101		107526	10/27/23	2024	PACIFIC GAS & ELECT	421	5222	117 RECREATION RM	0.00	43.00
101		107526	10/27/23	2024	PACIFIC GAS & ELECT	503	5222	COR MELROSE	0.00	46.43
101		107526	10/27/23	2024	PACIFIC GAS & ELECT	501	5222	1307 FORST SINEX SI	0.00	46.44
101		107526	10/27/23	2024	PACIFIC GAS & ELECT	131	5222	300 FOREST AVE	0.00	48.01
101		107526	10/27/23	2024	PACIFIC GAS & ELECT	501	5222	1307 FORST PINE SIG	0.00	49.15
101		107526	10/27/23	2024	PACIFIC GAS & ELECT	421	5222	CONCESSION STAND	0.00	67.31
101		107526	10/27/23	2024	PACIFIC GAS & ELECT	101	5222	CITY COUNCIL - 3%	0.00	69.58
101		107526	10/27/23	2024	PACIFIC GAS & ELECT	421	5222	RECREATION - 3%	0.00	69.58
101		107526	10/27/23	2024	PACIFIC GAS & ELECT	421	5222	117 COMMUNITY CTR	0.00	78.33
101		107526	10/27/23	2024	PACIFIC GAS & ELECT	421	5222	CHAUTAUQUA HALL	0.00	81.99

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CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
101	107526	10/27/23	2024	PACIFIC GAS & ELECT	421	5222	17TH ST & LAUREL	0.00	85.68
101	107526	10/27/23	2024	PACIFIC GAS & ELECT	421	5222	162 16TH STREET	0.00	86.10
101	107526	10/27/23	2024	PACIFIC GAS & ELECT	131	5222	FINANCE - 7%	0.00	162.35
101	107526	10/27/23	2024	PACIFIC GAS & ELECT	301	5222	POLICE DEPT	0.00	191.88
101	107526	10/27/23	2024	PACIFIC GAS & ELECT	421	5222	CHAUTAUQUA HALL	0.00	207.18
101	107526	10/27/23	2024	PACIFIC GAS & ELECT	501	5222	FOREST 40 FT E/O LH	0.00	207.64
101	107526	10/27/23	2024	PACIFIC GAS & ELECT	421	5222	117 COMMUNITY CTR	0.00	216.68
101	107526	10/27/23	2024	PACIFIC GAS & ELECT	201	5222	CEDD - 9.5%	0.00	220.33
101	107526	10/27/23	2024	PACIFIC GAS & ELECT	121	5222	CITY MANAGER - 9.5%	0.00	220.33
101	107526	10/27/23	2024	PACIFIC GAS & ELECT	421	5222	17 MI DR BALLPARK	0.00	245.24
101	107526	10/27/23	2024	PACIFIC GAS & ELECT	411	5222	FOREST & CENTRAL DR	0.00	269.48
101	107526	10/27/23	2024	PACIFIC GAS & ELECT	421	5802	14TH&JNPRO-LN	0.00	294.94
101	107526	10/27/23	2024	PACIFIC GAS & ELECT	421	5222	17TH ST & LAUREL	0.00	460.44
101	107526	10/27/23	2024	PACIFIC GAS & ELECT	501	5222	FOREST 40 FT E/O LH	0.00	502.24
101	107526	10/27/23	2024	PACIFIC GAS & ELECT	351	5222	FD - 24%	0.00	556.62
101	107526	10/27/23	2024	PACIFIC GAS & ELECT	401	5222	550 CENTRAL AVE	0.00	605.46
101	107526	10/27/23	2024	PACIFIC GAS & ELECT	301	5222	PD - 43%	0.00	997.29
101	107526	10/27/23	2024	PACIFIC GAS & ELECT	301	5802	580 PINE AVE - LN	0.00	1,046.81
101	107526	10/27/23	2024	PACIFIC GAS & ELECT	301	5222	580 PINE AVE	0.00	1,279.22
101	107526	10/27/23	2024	PACIFIC GAS & ELECT	401	5222	PUBLIC LIBRARY	0.00	1,411.16
TOTAL CHECK								0.00	10,468.23
101	107527	10/31/23	4965	ALVAREZ TECHNOLOGY	133	5201	AFTER HOURS SUPPORT	0.00	450.00
101	107527	10/31/23	4965	ALVAREZ TECHNOLOGY	133	5201	AFTER HOURS SUPPORT	0.00	3,300.00
101	107527	10/31/23	4965	ALVAREZ TECHNOLOGY	133	5201	AFTER HOURS SUPPORT	0.00	3,300.00
101	107527	10/31/23	4965	ALVAREZ TECHNOLOGY	133	5201	AFTER HOURS SUPPORT	0.00	3,300.00
101	107527	10/31/23	4965	ALVAREZ TECHNOLOGY	133	5201	AFTER HOURS SUPPORT	0.00	3,300.00
101	107527	10/31/23	4965	ALVAREZ TECHNOLOGY	133	5201	AFTER HOURS SUPPORT	0.00	3,300.00
101	107527	10/31/23	4965	ALVAREZ TECHNOLOGY	133	5201	AFTER HOURS SUPPORT	0.00	3,300.00
TOTAL CHECK								0.00	20,250.00
101	107528	10/31/23	9430	ARAMARK UNIFORM & C	301	5201	DEPARTMENT LINEN SE	0.00	150.87
101	107528	10/31/23	9430	ARAMARK UNIFORM & C	301	5201	DEPARTMENT LINEN SE	0.00	162.37
101	107528	10/31/23	9430	ARAMARK UNIFORM & C	301	5201	DEPARTMENT LINEN SE	0.00	162.37
101	107528	10/31/23	9430	ARAMARK UNIFORM & C	301	5201	DEPARTMENT LINEN SE	0.00	145.12
101	107528	10/31/23	9430	ARAMARK UNIFORM & C	301	5201	DEPARTMENT LINEN SE	0.00	145.12
101	107528	10/31/23	9430	ARAMARK UNIFORM & C	301	5201	DEPARTMENT LINEN SE	0.00	145.12
101	107528	10/31/23	9430	ARAMARK UNIFORM & C	301	5201	DEPARTMENT LINEN SE	0.00	145.12
101	107528	10/31/23	9430	ARAMARK UNIFORM & C	301	5201	DEPARTMENT LINEN SE	0.00	145.12
101	107528	10/31/23	9430	ARAMARK UNIFORM & C	301	5201	DEPARTMENT LINEN SE	0.00	145.12
101	107528	10/31/23	9430	ARAMARK UNIFORM & C	301	5201	DEPARTMENT LINEN SE	0.00	145.12
101	107528	10/31/23	9430	ARAMARK UNIFORM & C	301	5201	DEPARTMENT LINEN SE	0.00	145.12
101	107528	10/31/23	9430	ARAMARK UNIFORM & C	301	5201	DEPARTMENT LINEN SE	0.00	145.12
101	107528	10/31/23	9430	ARAMARK UNIFORM & C	301	5201	DEPARTMENT LINEN SE	0.00	145.12
101	107528	10/31/23	9430	ARAMARK UNIFORM & C	301	5201	DEPARTMENT LINEN SE	0.00	145.12
101	107528	10/31/23	9430	ARAMARK UNIFORM & C	301	5201	DEPARTMENT LINEN SE	0.00	145.12
TOTAL CHECK								0.00	2,217.05
101	107529	10/31/23	5303	VERIZON BUSINESS	301	5206	PORT ACCESS	0.00	405.52
101	107529	10/31/23	5303	VERIZON BUSINESS	301	5206	PORT ACCESS	0.00	584.12
101	107529	10/31/23	5303	VERIZON BUSINESS	301	5206	PORT ACCESS	0.00	584.16
101	107529	10/31/23	5303	VERIZON BUSINESS	301	5206	PORT ACCESS	0.00	592.86

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FUND - 01 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	-----DESCRIPTION-----	SALES TAX	AMOUNT
TOTAL CHECK								0.00	2,166.66
101	107530	10/31/23	2993	CENTRALSQUARE	TECHN 131	5201	FINANCE SOFTWARE	0.00	4,296.90
101	107530	10/31/23	2993	CENTRALSQUARE	TECHN 131	5201	UPGRADE PROJECT	0.00	180.00
101	107530	10/31/23	2993	CENTRALSQUARE	TECHN 131	5201	UPGRADE PROJECT	0.00	360.00
101	107530	10/31/23	2993	CENTRALSQUARE	TECHN 131	5201	UPGRADE PROJECT	0.00	990.00
101	107530	10/31/23	2993	CENTRALSQUARE	TECHN 131	5201	FINANCE SOFTWARE	0.00	4,726.62
101	107530	10/31/23	2993	CENTRALSQUARE	TECHN 131	5201	FINANCE SOFTWARE	0.00	4,726.62
101	107530	10/31/23	2993	CENTRALSQUARE	TECHN 131	5201	FINANCE SOFTWARE	0.00	4,726.62
TOTAL CHECK								0.00	20,006.76
101	107531	10/31/23	10126	DICK ROBINS	501	5291	TRUMPET VETERANS DA	0.00	75.00
101	107532	10/31/23	6253	GREEN VALLEY LANDSC	503	5201	CMNTY CNTR LANDSCAP	0.00	3,456.00
101	107533	10/31/23	1788	MONTEREY COUNTY CON	130	5261	JURISDICTION IMPROV	0.00	37,973.00
101	107534	10/31/23	1802	CITY OF MONTEREY	351	5227	AUGUST 23 UNIT 6414	0.00	5,105.12
101	107535	10/31/23	6935	MPRSRU	301	5201	REGIONAL RESPONSE T	0.00	5,000.00
101	107538	10/31/23	4468	RENTAL DEPOT MONTER	503	5223	RENTAL EQUIPMENT	0.00	4,525.01
101	107539	10/31/23	6520	RINCON CONSULTANTS,	201	5202	RINCON - HOUSING EL	0.00	12,523.50
101	107539	10/31/23	6520	RINCON CONSULTANTS,	201	5202	RINCON - HOUSING EL	0.00	16,768.63
101	107539	10/31/23	6520	RINCON CONSULTANTS,	201	5202	RINCON - HOUSING EL	0.00	29,877.00
TOTAL CHECK								0.00	59,169.13
101	107541	10/31/23	2541	SPCA OF MONTEREY CO	301	5201	COUNTY ANIMAL SHELT	0.00	920.00
101	107541	10/31/23	2541	SPCA OF MONTEREY CO	301	5201	COUNTY ANIMAL SHELT	0.00	2,024.00
101	107541	10/31/23	2541	SPCA OF MONTEREY CO	301	5201	COUNTY ANIMAL SHELT	0.00	2,392.00
TOTAL CHECK								0.00	5,336.00
101	107542	10/31/23	10078	THE PUN GROUP, LLP	131	5201	AUDIT, ACFR, & GANN	0.00	6,000.00
101	107542	10/31/23	10078	THE PUN GROUP, LLP	131	5201	AUDIT, ACFR, & GANN	0.00	20,000.00
TOTAL CHECK								0.00	26,000.00
101	107543	10/31/23	6970	TOPE'S SUSTAINABLE	513	5309	TREES	0.00	479.88
101	107544	10/31/23	2680	TOPE'S TREE SERVICE	513	5201	FY23/24 TREE SERVIC	0.00	18,250.00
101	107546	10/31/23	2786	VERIZON WIRELESS	301	5206	WIRELESS MOBILE CON	0.00	492.12
101	107546	10/31/23	2786	VERIZON WIRELESS	301	5206	WIRELESS MOBILE CON	0.00	492.12
101	107546	10/31/23	2786	VERIZON WIRELESS	301	5206	WIRELESS MOBILE CON	0.00	492.12
101	107546	10/31/23	2786	VERIZON WIRELESS	301	5206	WIRELESS MOBILE CON	0.00	498.02
TOTAL CHECK								0.00	1,974.38
101	107547	10/31/23	9716	BRIAN WHITSON	503	5201	CH SUPPLEMENTAL CLN	0.00	345.00
101	107547	10/31/23	9716	BRIAN WHITSON	503	5201	CH SUPPLEMENTAL CLN	0.00	345.00
TOTAL CHECK								0.00	690.00
101	V101623	10/16/23	9196	DIANNE LYLE	421	5208	JAZZAMATAZZ 2 *.7	0.00	224.00

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101	V101623	10/16/23	9196	DIANNE LYLE	421	5208	AFRO-LATIN JAZZ 2 *	0.00	440.30
101	V101623	10/16/23	9196	DIANNE LYLE	421	5208	AFRO-LATIN JAZZ 1 *	0.00	490.00
TOTAL CHECK								0.00	1,154.30
101	V101723	10/16/23	9474	GUIDIGO INC	501	5201	ANNUAL WALKING TOUR	0.00	760.00
101	V101724	10/16/23	2987	HARRIS & ASSOCIATES	201	5208	CONTRACT PLANNING S	0.00	20,940.00
101	V101725	10/16/23	8866	LEGAL NOTIFICATION	301	5201	I-SUB ANNUAL LICENS	0.00	1,319.74
101	V101823	10/16/23	9437	VERITONE INC.	301	5201	RIPA ENTRY SOFTWARE	0.00	4,600.00
101	V103124	10/31/23	2987	HARRIS & ASSOCIATES	201	5208	CONTRACT PLANNING S	0.00	16,520.00
TOTAL CASH ACCOUNT								0.00	2,341,705.08
TOTAL FUND								0.00	2,341,705.08

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FUND - 12 - FIRE EMERG EQUIP FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	-----DESCRIPTION-----	SALES TAX	AMOUNT
101	107522	10/26/23	7563	VIA HEART PROJECT	355	5371	LIFEPACK BATTERY PA	0.00	846.50
TOTAL CASH ACCOUNT								0.00	846.50
TOTAL FUND								0.00	846.50

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FUND - 15 - HOUSING FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	-----DESCRIPTION-----	SALES TAX	AMOUNT
101	107324	10/12/23	2133	PERS	204	5145	SEPT 2023 UAL	0.00	916.67
101	107457	10/24/23	1770	MONTEREY COUNTY REC	202	5421	ROACH-1328 SHAFTER	0.00	50.00
101	107461	10/26/23	2133	PERS	204	5145	OCT 2023 UAL	0.00	916.67
TOTAL CASH ACCOUNT								0.00	1,883.34
TOTAL FUND								0.00	1,883.34

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FUND - 17 - LOCAL STREETS AND ROADS

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	-----DESCRIPTION-----	SALES TAX	AMOUNT
101	107291	10/06/23	5689	GRAHAM CONTRACTORS	522	6041	FY22/23 CRACK AND S	0.00	39,330.43
101	107395	10/16/23	1896	NEILL ENGINEERS COR	522	6041	CP23-01	0.00	15,508.00
101	107508	10/26/23	1896	NEILL ENGINEERS COR	522	6041	CIP 23-04	0.00	1,180.00
101	107508	10/26/23	1896	NEILL ENGINEERS COR	522	6041	CIP 23-01	0.00	3,007.00
TOTAL CHECK								0.00	4,187.00
TOTAL CASH ACCOUNT								0.00	59,025.43
TOTAL FUND								0.00	59,025.43

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FUND - 18 - GAS TAX FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	-----DESCRIPTION----	SALES TAX	AMOUNT
101	107284	10/06/23	8701	BEAR ELECTRICAL SOL	508	5331	FY24 TRAFFIC SIGNAL	0.00	250.00
101	107284	10/06/23	8701	BEAR ELECTRICAL SOL	508	5331	FY24 TRAFFIC SIGNAL	0.00	2,720.00
TOTAL CHECK								0.00	2,970.00
101	107324	10/12/23	2133	PERS	508	5145	SEPT 2023 UAL	0.00	1,833.33
101	107461	10/26/23	2133	PERS	508	5145	OCT 2023 UAL	0.00	1,833.33
101	107473	10/26/23	8701	BEAR ELECTRICAL SOL	508	5331	FY24 TRAFFIC SIGNAL	0.00	250.00
101	107520	10/26/23	1768	STURDY OIL COMPANY	508	5311	STRT	0.00	1,353.45
101	107525	10/27/23	438	CALIFORNIA AMERICAN	508	5222	ST FUND 50%	0.00	297.35
101	107526	10/27/23	2024	PACIFIC GAS & ELECT	508	5222	FOREST AV & SUNSET	0.00	-38.39
101	107526	10/27/23	2024	PACIFIC GAS & ELECT	508	5222	19TH & SUNSET DR.	0.00	0.59
101	107526	10/27/23	2024	PACIFIC GAS & ELECT	508	5222	FOREST AV & SUNSET	0.00	53.54
101	107526	10/27/23	2024	PACIFIC GAS & ELECT	508	5222	FOREST AVE & SUNSET	0.00	39.65
101	107526	10/27/23	2024	PACIFIC GAS & ELECT	508	5222	FOREST AVE & SUNSET	0.00	17.21
101	107526	10/27/23	2024	PACIFIC GAS & ELECT	508	5222	19TH & SUNSET DR.	0.00	17.57
101	107526	10/27/23	2024	PACIFIC GAS & ELECT	508	5222	FOREST AV & SUNSET	0.00	17.73
TOTAL CHECK								0.00	107.90
101	107536	10/31/23	2024	PACIFIC GAS & ELECT	508	5222	PW 4482-4	0.00	7,606.34
TOTAL CASH ACCOUNT								0.00	16,251.70
TOTAL FUND								0.00	16,251.70

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FUND - 24 - STILLWELL CHILDREN'S POOL

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	-----DESCRIPTION-----	SALES TAX	AMOUNT
101	107351	10/16/23	106	AMERICAN SUPPLY COM	425	5309	POOL	0.00	-983.80
TOTAL CASH ACCOUNT								0.00	-983.80
TOTAL FUND								0.00	-983.80

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FUND - 27 - LIGHTHOUSE MAINT.& IMPV.

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	-----DESCRIPTION-----	SALES TAX	AMOUNT
101	107367	10/16/23	8581	ESCARRAGA'S LUXURY	413	5223	LH CLEANING	0.00	480.00
101	107375	10/16/23	8861	GHOST TOWN PUBLICAT	413	5501	GIFT SHOP MERCH	0.00	141.75
101	107381	10/16/23	10093	HAPPY WOMAN JEWELRY	413	5501	LH GIFT SHOP MERCH	0.00	366.00
101	107383	10/16/23	8835	KAY BONNELL	413	5501	LH GIFT SHOP	0.00	766.00
101	107383	10/16/23	8835	KAY BONNELL	413	5501	LH GIFT SHOP	0.00	195.70
TOTAL CHECK								0.00	961.70
101	107384	10/16/23	5698	KEN HINSHAW	413	5223	LH MAINTENANCE	0.00	364.71
101	107402	10/16/23	2034	PACIFIC GROVE HARDW	413	5223	LIGHTHOUSE	0.00	152.94
101	107402	10/16/23	2034	PACIFIC GROVE HARDW	413	5223	LIGHTHOUSE	0.00	43.68
101	107402	10/16/23	2034	PACIFIC GROVE HARDW	413	5223	LIGHTHOUSE	0.00	5.64
101	107402	10/16/23	2034	PACIFIC GROVE HARDW	413	5223	LIGHTHOUSE	0.00	4.36
101	107402	10/16/23	2034	PACIFIC GROVE HARDW	413	5223	LIGHTHOUSE	0.00	42.60
TOTAL CHECK								0.00	249.22
101	107431	10/17/23	1798	MONTEREY ONE WATER	413	5222	04-007041	0.00	107.90
101	107470	10/26/23	5363	AT&T CALNET 3	413	5212	LH	0.00	28.27
101	107474	10/26/23	8863	BELLA TERRA PUBLISH	413	5501	LH MERCHANDISE	0.00	750.16
101	107483	10/26/23	8581	ESCARRAGA'S LUXURY	413	5223	LIGHTHOUSE CLEANING	0.00	480.00
101	107493	10/26/23	8835	KAY BONNELL	413	5501	LH MERCH - DIFFEREN	0.00	21.00
101	107493	10/26/23	8835	KAY BONNELL	413	5501	LH MERCHANDISE	0.00	150.00
TOTAL CHECK								0.00	171.00
101	107525	10/27/23	438	CALIFORNIA AMERICAN	413	5222	90 ASILOMAR	0.00	125.66
101	107526	10/27/23	2024	PACIFIC GAS & ELECT	413	5222	ASILOMAR BLVD PG LH	0.00	21.54
101	107526	10/27/23	2024	PACIFIC GAS & ELECT	413	5222	ASILOMAR BLVD PG LH	0.00	4.59
101	107526	10/27/23	2024	PACIFIC GAS & ELECT	413	5222	ASILOMAR BLVD PG LH	0.00	-38.39
TOTAL CHECK								0.00	-12.26
TOTAL CASH ACCOUNT								0.00	4,214.11
TOTAL FUND								0.00	4,214.11

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FUND - 40 - POETRY PROMOTION FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	-----DESCRIPTION-----	SALES TAX	AMOUNT
101	107360	10/16/23	494	CARMEL PINE CONE	405	5221	POETRY ADVERT	0.00	416.00
101	107430	10/16/23	4943	US BANK	405	5291	GOODWIN	0.00	383.57
101	107431	10/17/23	1798	MONTEREY ONE WATER	405	5291	04-001013	0.00	155.88
101	V103123	10/31/23	9604	DANIEL SUMMERHILL	405	5291	POETRY PROMOTION	0.00	750.00
TOTAL CASH ACCOUNT								0.00	1,705.45
TOTAL FUND								0.00	1,705.45

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FUND - 43 - SLESF FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	-----DESCRIPTION-----	SALES TAX	AMOUNT
101	107430	10/16/23	4943	US BANK	304	5275	PD TRAVEL CARD	0.00	194.27
TOTAL CASH ACCOUNT								0.00	194.27
TOTAL FUND								0.00	194.27

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FUND - 47 - RMRA FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	-----DESCRIPTION-----	SALES TAX	AMOUNT
101	107291	10/06/23	5689	GRAHAM CONTRACTORS	471	6041	FY22/23 CRACK AND S	0.00	28,518.57
TOTAL CASH ACCOUNT								0.00	28,518.57
TOTAL FUND								0.00	28,518.57

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FUND - 63 - CAPITAL IMPROV PROJ FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	-----DESCRIPTION-----	SALES TAX	AMOUNT
101	107347	10/16/23	8890	4LEAF	631	6041	CIP 24-06	0.00	56.25
101	107508	10/26/23	1896	NEILL ENGINEERS COR	631	6041	CIP 24-01	0.00	9,799.50
TOTAL CASH ACCOUNT								0.00	9,855.75
TOTAL FUND								0.00	9,855.75

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FUND - 70 - EMP BENEFIT FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	-----DESCRIPTION-----	SALES TAX	AMOUNT
101	107320	10/10/23	8211	STANDARD INSURANCE	703	5123	OCT 2023 PREMIUMS	0.00	1,824.05
101	107321	10/10/23	9360	STANDARD INSURANCE	703	5234	SEPTEMBER 2023	0.00	5,484.88
101	107322	10/11/23	632	VISION SERVICE PLAN	703	5123	OCTOBER 2023	0.00	228.81
101	107433	10/18/23	9398	EMPOWER TRUST COMPA	703	5123	RETIREMENT PLAN	0.00	300.00
101	107433 v	10/18/23	9398	EMPOWER TRUST COMPA	703	5123	RETIREMENT PLAN	0.00	-300.00
TOTAL CHECK								0.00	0.00
101	107434	10/18/23	9398	EMPOWER TRUST COMPA	703	5123	RETIREMENT PLAN	0.00	300.00
101	107455	10/10/23	1	CALPERS HEALTH	703	5123	RET & CHANGES OCT 2	0.00	19,204.00
101	107537	10/31/23	4279	PARS	703	5141	AUGUST 2023	0.00	334.17
TOTAL CASH ACCOUNT								0.00	27,375.91
TOTAL FUND								0.00	27,375.91

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FUND - 71 - WORKERS COMP FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	-----DESCRIPTION-----	SALES TAX	AMOUNT
101	107324	10/12/23	2133	PERS	701	5145	SEPT 2023 UAL	0.00	666.67
101	107461	10/26/23	2133	PERS	701	5145	OCT 2023 UAL	0.00	666.67
TOTAL CASH ACCOUNT								0.00	1,333.34
TOTAL FUND								0.00	1,333.34

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FUND - 72 - LIABILITY INS FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	-----DESCRIPTION-----	SALES TAX	AMOUNT
101	107324	10/12/23	2133	PERS	702	5145	SEPT 2023 UAL	0.00	500.00
101	107461	10/26/23	2133	PERS	702	5145	OCT 2023 UAL	0.00	500.00
TOTAL CASH ACCOUNT								0.00	1,000.00
TOTAL FUND								0.00	1,000.00

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FUND - 74 - LOCAL WATER PROJECT

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	-----DESCRIPTION-----	SALES TAX	AMOUNT
101	107295	10/06/23	7716	PERC WATER CORPORAT	741	5201	FY23/24 LWP O&M	0.00	31,004.56
101	107295	10/06/23	7716	PERC WATER CORPORAT	741	5201	FY23/24 LWP O&M	0.00	32,848.25
TOTAL CHECK								0.00	63,852.81
101	107399	10/16/23	2024	PACIFIC GAS & ELECT	741	5222	LWP 0792-1	0.00	10,047.09
101	107431	10/17/23	1798	MONTEREY ONE WATER	741	5222	04-007087	0.00	14,604.89
101	107515	10/26/23	7716	PERC WATER CORPORAT	741	5201	FY23/24 LWP O&M	0.00	30,012.87
101	107525	10/27/23	438	CALIFORNIA AMERICAN	741	5222	1313 OCEAN VIEW BLV	0.00	979.42
TOTAL CASH ACCOUNT								0.00	119,497.08
TOTAL FUND								0.00	119,497.08

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FUND - 75 - CEMETERY FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	-----DESCRIPTION-----	SALES TAX	AMOUNT
101	107324	10/12/23	2133	PERS	601	5145	SEPT 2023 UAL	0.00	1,333.32
101	107390	10/16/23	1694	MISSION UNIFORM	SER 601	5291	LATE CHARGE	0.00	8.03
101	107390	10/16/23	1694	MISSION UNIFORM	SER 601	5309	LINEN & UNIFORM CLE	0.00	78.97
101	107390	10/16/23	1694	MISSION UNIFORM	SER 601	5309	LINEN & UNIFORM CLE	0.00	78.97
101	107390	10/16/23	1694	MISSION UNIFORM	SER 601	5309	LINEN & UNIFORM CLE	0.00	78.97
101	107390	10/16/23	1694	MISSION UNIFORM	SER 601	5309	LINEN & UNIFORM CLE	0.00	78.97
101	107390	10/16/23	1694	MISSION UNIFORM	SER 601	5309	LINEN & UNIFORM CLE	0.00	14.50
101	107390	10/16/23	1694	MISSION UNIFORM	SER 601	5309	LINEN & UNIFORM CLE	0.00	14.50
101	107390	10/16/23	1694	MISSION UNIFORM	SER 601	5309	LINEN & UNIFORM CLE	0.00	14.50
101	107390	10/16/23	1694	MISSION UNIFORM	SER 601	5309	LINEN & UNIFORM CLE	0.00	14.50
101	107390	10/16/23	1694	MISSION UNIFORM	SER 601	5309	LINEN & UNIFORM CLE	0.00	4.40
TOTAL CHECK								0.00	386.31
101	107402	10/16/23	2034	PACIFIC GROVE HARDW	601	5309	CEM	0.00	21.84
101	107409	10/16/23	9802	ROBERT HALF INTERNA	601	5201	TEMP EMPLY - PARTIA	0.00	6,311.37
101	107461	10/26/23	2133	PERS	601	5145	OCT 2023 UAL	0.00	1,333.32
101	107498	10/26/23	8118	LLORIN-VELASQUEZ CO	601	5201	FY24 CEMETERY MARKE	0.00	2,650.00
101	107498	10/26/23	8118	LLORIN-VELASQUEZ CO	601	5201	FY24 CEMETERY MARKE	0.00	2,650.00
TOTAL CHECK								0.00	5,300.00
101	107510	10/26/23	9576	O'REILLY AUTO ENTER	601	5227	CEMETERY UNIT 72	0.00	80.03
101	107510	10/26/23	9576	O'REILLY AUTO ENTER	601	5227	CEMETERY UNIT 72	0.00	60.51
101	107510	10/26/23	9576	O'REILLY AUTO ENTER	601	5227	CEMETERY UNIT 22	0.00	21.84
TOTAL CHECK								0.00	162.38
101	107520	10/26/23	1768	STURDY OIL COMPANY	601	5311	CEM	0.00	386.31
101	107525	10/27/23	438	CALIFORNIA AMERICAN	601	5222	CEM 4%	0.00	23.79
101	107525	10/27/23	438	CALIFORNIA AMERICAN	601	5222	1254 DLMONTECEM70%	0.00	233.81
TOTAL CHECK								0.00	257.60
101	107526	10/27/23	2024	PACIFIC GAS & ELECT	601	5222	CEMETERY - 1%	0.00	23.19
101	107526	10/27/23	2024	PACIFIC GAS & ELECT	601	5222	CREST & RIPPLE	0.00	8.27
101	107526	10/27/23	2024	PACIFIC GAS & ELECT	601	5222	CEMETERY	0.00	31.11
101	107526	10/27/23	2024	PACIFIC GAS & ELECT	601	5222	CEMETERY	0.00	-38.39
TOTAL CHECK								0.00	24.18
101	107540	10/31/23	9802	ROBERT HALF INTERNA	601	5201	RMNDR DUE-SMITH, A.	0.00	3,462.14
101	107545	10/31/23	2715	TURF STAR INC.	601	5226	CEMETERY RAC O VAC	0.00	4,035.57
TOTAL CASH ACCOUNT								0.00	23,014.34
TOTAL FUND								0.00	23,014.34

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FUND - 76 - SEWER FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	-----DESCRIPTION-----	SALES TAX	AMOUNT
101	107285	10/06/23	9704	BOWMAN CONSULTING G	612	6051	CIP23-06 PUMP STATI	0.00	12,303.90
101	107285	10/06/23	9704	BOWMAN CONSULTING G	612	6051	CIP23-06 PUMP STATI	0.00	12,425.70
TOTAL CHECK									24,729.60
101	107324	10/12/23	2133	PERS	611	5145	SEPT 2023 UAL	0.00	10,250.00
101	107371	10/16/23	592	FOREST HILL ACE HAR	611	5309	PIPE	0.00	26.74
101	107371	10/16/23	592	FOREST HILL ACE HAR	611	5309	PVC	0.00	8.73
101	107371	10/16/23	592	FOREST HILL ACE HAR	611	5226	GENERATOR	0.00	42.60
TOTAL CHECK									78.07
101	107390	10/16/23	1694	MISSION UNIFORM SER	611	5309	LINEN & UNIFORM CLE	0.00	4.40
101	107390	10/16/23	1694	MISSION UNIFORM SER	611	5309	LINEN & UNIFORM CLE	0.00	14.49
101	107390	10/16/23	1694	MISSION UNIFORM SER	611	5309	LINEN & UNIFORM CLE	0.00	14.50
101	107390	10/16/23	1694	MISSION UNIFORM SER	611	5309	LINEN & UNIFORM CLE	0.00	14.50
101	107390	10/16/23	1694	MISSION UNIFORM SER	611	5309	LINEN & UNIFORM CLE	0.00	14.50
101	107390	10/16/23	1694	MISSION UNIFORM SER	611	5291	LATE CHARGE	0.00	8.03
101	107390	10/16/23	1694	MISSION UNIFORM SER	611	5309	LINEN & UNIFORM CLE	0.00	78.98
101	107390	10/16/23	1694	MISSION UNIFORM SER	611	5309	LINEN & UNIFORM CLE	0.00	78.98
101	107390	10/16/23	1694	MISSION UNIFORM SER	611	5309	LINEN & UNIFORM CLE	0.00	78.98
101	107390	10/16/23	1694	MISSION UNIFORM SER	611	5309	LINEN & UNIFORM CLE	0.00	78.98
TOTAL CHECK									386.34
101	107394	10/16/23	2986	MUNICIPAL MAINTENAN	611	5227	UNIT 44	0.00	558.57
101	107397	10/16/23	9576	O'REILLY AUTO ENTER	611	5227	SEWER UNIT 44	0.00	30.58
101	107399	10/16/23	2024	PACIFIC GAS & ELECT	611	5222	PW 5126-5	0.00	1,009.36
101	107399	10/16/23	2024	PACIFIC GAS & ELECT	611	5222	PW 4175-4	0.00	34.50
TOTAL CHECK									1,043.86
101	107402	10/16/23	2034	PACIFIC GROVE HARDW	611	5309	SEWER	0.00	27.06
101	107402	10/16/23	2034	PACIFIC GROVE HARDW	611	5309	SEWER	0.00	24.02
TOTAL CHECK									51.08
101	107405	10/16/23	2219	PURE WATER	611	5309	WTR, BTTLs, DSPNSR	0.00	21.60
101	107420	10/16/23	2715	TURF STAR INC.	611	5226	CEM RAC O VAC	0.00	248.98
101	107461	10/26/23	2133	PERS	611	5145	OCT 2023 UAL	0.00	10,250.00
101	107464	10/26/23	9948	ALBION ENVIRONNMENT	612	6051	CIP 23-01	0.00	1,801.38
101	107469	10/26/23	6154	AT&T	611	5212	PW SEWER 1395	0.00	31.43
101	107469	10/26/23	6154	AT&T	611	5212	PW SEWER 1261	0.00	31.43
101	107469	10/26/23	6154	AT&T	611	5212	PW SEWER 0576	0.00	31.43
101	107469	10/26/23	6154	AT&T	611	5212	PW SEWER 2931	0.00	31.43
TOTAL CHECK									125.72
101	107475	10/26/23	9704	BOWMAN CONSULTING G	612	6051	CIP23-06 PUMP STATI	0.00	18,128.00
101	107490	10/26/23	3378	DON CHAPIN CO., INC	611	5207	FY23/24 SEWER LINE	0.00	1,607.14

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FUND - 76 - SEWER FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	-----DESCRIPTION-----	SALES TAX	AMOUNT
101	107490	10/26/23	3378	DON CHAPIN CO., INC	611	5207	FY23/24 SEWER LINE	0.00	1,848.96
101	107490	10/26/23	3378	DON CHAPIN CO., INC	611	5207	FY23/24 SEWER LINE	0.00	2,528.41
101	107490	10/26/23	3378	DON CHAPIN CO., INC	611	5207	FY23/24 SEWER LINE	0.00	2,702.82
101	107490	10/26/23	3378	DON CHAPIN CO., INC	611	5207	FY23/24 SEWER LINE	0.00	2,924.31
101	107490	10/26/23	3378	DON CHAPIN CO., INC	611	5207	FY23/24 SEWER LINE	0.00	3,288.11
101	107490	10/26/23	3378	DON CHAPIN CO., INC	611	5207	FY23/24 SEWER LINE	0.00	3,296.67
101	107490	10/26/23	3378	DON CHAPIN CO., INC	611	5207	FY23/24 SEWER LINE	0.00	3,318.07
101	107490	10/26/23	3378	DON CHAPIN CO., INC	611	5207	FY23/24 SEWER LINE	0.00	3,361.94
101	107490	10/26/23	3378	DON CHAPIN CO., INC	611	5207	FY23/24 SEWER LINE	0.00	3,593.95
101	107490	10/26/23	3378	DON CHAPIN CO., INC	611	5207	FY23/24 SEWER LINE	0.00	4,196.54
TOTAL CHECK								0.00	32,666.92
101	107520	10/26/23	1768	STURDY OIL COMPANY	611	5311	SEWER	0.00	1,596.21
101	107521	10/26/23	2715	TURF STAR INC.	611	5226	CEMETERY RAC O VAC	0.00	639.13
101	107525	10/27/23	438	CALIFORNIA AMERICAN	611	5222	100 OCEANVW IRRIG	0.00	40.82
101	107525	10/27/23	438	CALIFORNIA AMERICAN	611	5222	SEWER 8%	0.00	47.58
101	107525	10/27/23	438	CALIFORNIA AMERICAN	611	5222	1273 CRESPI POND 50	0.00	63.00
TOTAL CHECK								0.00	151.40
101	107526	10/27/23	2024	PACIFIC GAS & ELECT	611	5222	520 OCEAN VIEW BLVD	0.00	-38.39
101	107526	10/27/23	2024	PACIFIC GAS & ELECT	611	5222	EARDLEY PUMP #1	0.00	-38.39
101	107526	10/27/23	2024	PACIFIC GAS & ELECT	611	5222	PUMP SUNSET ARENA	0.00	-38.39
101	107526	10/27/23	2024	PACIFIC GAS & ELECT	611	5222	PUMP RUSSELL SVC CT	0.00	-38.39
101	107526	10/27/23	2024	PACIFIC GAS & ELECT	611	5222	O V 9TH PUMP #2	0.00	-38.39
101	107526	10/27/23	2024	PACIFIC GAS & ELECT	611	5222	PUMP STATION	0.00	-38.39
101	107526	10/27/23	2024	PACIFIC GAS & ELECT	611	5222	471 OCEAN VIEW BL.	0.00	-38.39
101	107526	10/27/23	2024	PACIFIC GAS & ELECT	611	5222	PUMP 17TH & OCNVW	0.00	-38.39
101	107526	10/27/23	2024	PACIFIC GAS & ELECT	611	5222	OCN VW BLVD & 8TH	0.00	4.79
101	107526	10/27/23	2024	PACIFIC GAS & ELECT	611	5222	1996 SUNSET DR.	0.00	-38.39
101	107526	10/27/23	2024	PACIFIC GAS & ELECT	611	5222	471 OCEAN VIEW BL.	0.00	13.94
101	107526	10/27/23	2024	PACIFIC GAS & ELECT	611	5222	1996 SUNSET DR.	0.00	6.51
101	107526	10/27/23	2024	PACIFIC GAS & ELECT	611	5222	PUMP RUSSELL SVC CT	0.00	8.04
101	107526	10/27/23	2024	PACIFIC GAS & ELECT	611	5222	PUMP STATION	0.00	21.43
101	107526	10/27/23	2024	PACIFIC GAS & ELECT	611	5222	PUMP SUNSET ARENA	0.00	18.40
101	107526	10/27/23	2024	PACIFIC GAS & ELECT	611	5222	520 OCEAN VIEW BLVD	0.00	18.53
101	107526	10/27/23	2024	PACIFIC GAS & ELECT	611	5222	1996 SUNSET DR.	0.00	41.86
101	107526	10/27/23	2024	PACIFIC GAS & ELECT	611	5222	520 OCEAN VIEW BLVD	0.00	54.71
101	107526	10/27/23	2024	PACIFIC GAS & ELECT	611	5222	17TH & OCNVW	0.00	50.12
101	107526	10/27/23	2024	PACIFIC GAS & ELECT	611	5222	EARDLEY PUMP #1	0.00	46.50
101	107526	10/27/23	2024	PACIFIC GAS & ELECT	611	5222	471 OCEAN VIEW BL.	0.00	44.07
101	107526	10/27/23	2024	PACIFIC GAS & ELECT	611	5222	PUMP RUSSELL SVC CT	0.00	44.94
101	107526	10/27/23	2024	PACIFIC GAS & ELECT	611	5222	O V 9TH PUMP #2	0.00	323.55
101	107526	10/27/23	2024	PACIFIC GAS & ELECT	611	5222	PUMP SUNSET ARENA	0.00	354.77
101	107526	10/27/23	2024	PACIFIC GAS & ELECT	611	5222	PUMP SUNSET ARENA	0.00	142.92
101	107526	10/27/23	2024	PACIFIC GAS & ELECT	611	5222	PUMP 17TH & OCNVW	0.00	144.74
101	107526	10/27/23	2024	PACIFIC GAS & ELECT	611	5222	EARDLEY PUMP #1	0.00	132.05
101	107526	10/27/23	2024	PACIFIC GAS & ELECT	611	5222	360 OCEAN VIEW BLVD	0.00	132.33
TOTAL CHECK								0.00	1,258.69
101	107539	10/31/23	6520	RINCON CONSULTANTS,	611	5201	ARCHEO PROTOCOL - P	0.00	741.25

SUPERION
DATE: 11/08/2023
TIME: 15:13:45

CITY OF PACIFIC GROVE
CHECK REGISTER - BY FUND

PAGE NUMBER: 39
ACCTPA21

SELECTION CRITERIA: transact.ck_date between '20231001 00:00:00.000' and '20231031 00:00:00.000'
ACCOUNTING PERIOD: 5/24

FUND - 76 - SEWER FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	-----DESCRIPTION-----	SALES TAX	AMOUNT
101	107539	10/31/23	6520	RINCON CONSULTANTS,	611	5201	ARCHEO PROTOCOL - P	0.00	1,293.75
TOTAL CHECK								0.00	2,035.00
TOTAL CASH ACCOUNT								0.00	106,051.13
TOTAL FUND								0.00	106,051.13

SUPERION
DATE: 11/08/2023
TIME: 15:13:45

CITY OF PACIFIC GROVE
CHECK REGISTER - BY FUND

PAGE NUMBER: 40
ACCTPA21

SELECTION CRITERIA: transact.ck_date between '20231001 00:00:00.000' and '20231031 00:00:00.000'
ACCOUNTING PERIOD: 5/24

FUND - 77 - GOLF FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	-----DESCRIPTION-----	SALES TAX	AMOUNT
101	107525	10/27/23	438	CALIFORNIA AMERICAN	621	5222	1273 CRESPI POND 50	0.00	63.01
101	107525	10/27/23	438	CALIFORNIA AMERICAN	621	5222	77 ASILOMAR FIRE SV	0.00	79.53
101	107525	10/27/23	438	CALIFORNIA AMERICAN	621	5222	1254 DLMONTEGLF30%	0.00	100.21
101	107525	10/27/23	438	CALIFORNIA AMERICAN	625	5222	77 ASILOMAR GOLF HS	0.00	1,832.22
TOTAL CHECK								0.00	2,074.97
101	107526	10/27/23	2024	PACIFIC GAS & ELECT	621	5222	1313 OCEAN VIEW BLV	0.00	99.75
101	107526	10/27/23	2024	PACIFIC GAS & ELECT	621	5222	1313 OCEAN VIEW BLV	0.00	38.39
101	107526	10/27/23	2024	PACIFIC GAS & ELECT	621	5222	1313 OCEAN VIEW BLV	0.00	-38.39
TOTAL CHECK								0.00	99.75
TOTAL CASH ACCOUNT								0.00	2,174.72
TOTAL FUND								0.00	2,174.72

SUPERION
DATE: 11/08/2023
TIME: 15:13:45

CITY OF PACIFIC GROVE
CHECK REGISTER - BY FUND

PAGE NUMBER: 41
ACCTPA21

SELECTION CRITERIA: transact.ck_date between '20231001 00:00:00.000' and '20231031 00:00:00.000'
ACCOUNTING PERIOD: 5/24

FUND - 84 - AMERICAN RESCUE PLAN-ARPA

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	-----DESCRIPTION-----	SALES TAX	AMOUNT
101	107293	10/06/23	1896	NEILL ENGINEERS COR	841	6041	CIP 23-16	0.00	4,710.00
101	107297	10/06/23	10011	WISS, JANNEY, ELSTN	841	6021	CIP23-17 CHAUTAUQUA	0.00	1,711.00
101	107297	10/06/23	10011	WISS, JANNEY, ELSTN	841	6021	CIP23-17 CHAUTAUQUA	0.00	2,805.50
TOTAL CHECK								0.00	4,516.50
101	107415	10/16/23	1758	THE MONTEREY COUNTY	841	6021	CIP23-12	0.00	132.69
101	107471	10/26/23	9849	AUGUST DESIGN & BUI	841	6021	CIP 23-12	0.00	502.50
101	107508	10/26/23	1896	NEILL ENGINEERS COR	841	6021	CIP 23-15	0.00	3,951.00
101	107523	10/26/23	10011	WISS, JANNEY, ELSTN	841	6021	CIP23-17 CHAUTAUQUA	0.00	8,485.38
TOTAL CASH ACCOUNT								0.00	22,298.07
TOTAL FUND								0.00	22,298.07

SUPERION
DATE: 11/08/2023
TIME: 15:13:45

CITY OF PACIFIC GROVE
CHECK REGISTER - BY FUND

PAGE NUMBER: 42
ACCTPA21

SELECTION CRITERIA: transact.ck_date between '20231001 00:00:00.000' and '20231031 00:00:00.000'
ACCOUNTING PERIOD: 5/24

FUND - 92 - MCINDOO DONATION

CASH ACCT	CHECK NO	ISSUE DT	VENDOR NAME	DIVISION	ACCNT	-----DESCRIPTION-----	SALES TAX	AMOUNT	
101	107392	10/16/23	1742	MONTEREY COUNTY CLE	519	6031	BALL PARK BACKSTOP	0.00	50.00
TOTAL CASH ACCOUNT							0.00	50.00	
TOTAL FUND							0.00	50.00	

SUPERION
DATE: 11/08/2023
TIME: 15:13:45

CITY OF PACIFIC GROVE
CHECK REGISTER - BY FUND

PAGE NUMBER: 43
ACCTPA21

SELECTION CRITERIA: transact.ck_date between '20231001 00:00:00.000' and '20231031 00:00:00.000'
ACCOUNTING PERIOD: 5/24

FUND - 93 - KOO ESTATE DONATION

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	-----DESCRIPTION-----	SALES TAX	AMOUNT
101	107290	10/06/23	9542	GHD INC	931	6031	GHD LOVERS POINT PI	0.00	309.03
TOTAL CASH ACCOUNT								0.00	309.03
TOTAL FUND								0.00	309.03
TOTAL REPORT								0.00	2,766,320.02



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, Deputy Director Finance
MEETING DATE: November 15, 2023
SUBJECT: First Quarter 23/24 Workers' Compensation 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

On November 4, 2015, the Council approved a five-year Workers' Compensation phased refunding plan to bring the designated internal service fund into compliance with the Council's Budget and Financial Management Policy. At that time, Staff recommended that Council receive a quarterly status report on case statistics and Workers' Compensation Fund balances. Case statistics for the quarter ending September 30, 2023 is included in Attachment A.

The City Workers' Compensation program is a type of insurance that provides compensation and medical care for employees who become injured during the course of their employment. The City is now a member of the California Joint Powers Insurance Authority (CJPIA). This Authority provides excess Workers' Compensation liability coverage above the City's self-insured retention amount of \$150,000 per occurrence. Workers' Compensation provides for: Payments in place of wages functioning as a type of disability insurance, compensation for past and future economic loss, reimbursement or payment of medical expenses, and benefits payable to the dependents of workers killed during employment functioning as a form of life insurance.

OPTIONS

N/A - Informational only.

FINANCIAL IMPACT:

There is no financial impact. This is informational only.

FOCUSED PRIORITY AREA: Not Applicable.

Attachments

First Quarter FY 23/24 Workers' Compensation Report



City of Pacific Grove

First Quarter Workers' Compensation Statistics – Fiscal Year 23/24

Projected Fund Balance

The Workers' Compensation Internal Service Fund (ISF) is used to separately budget and account for services provided to General Fund departments, as well as Enterprise Funds. Contributions to the ISF are calculated on a cost recovery basis, with charges apportioned to City departments based on claim trends and number of participants.

The status of the internal service fund for Workers' Compensation is provided in the tables below.

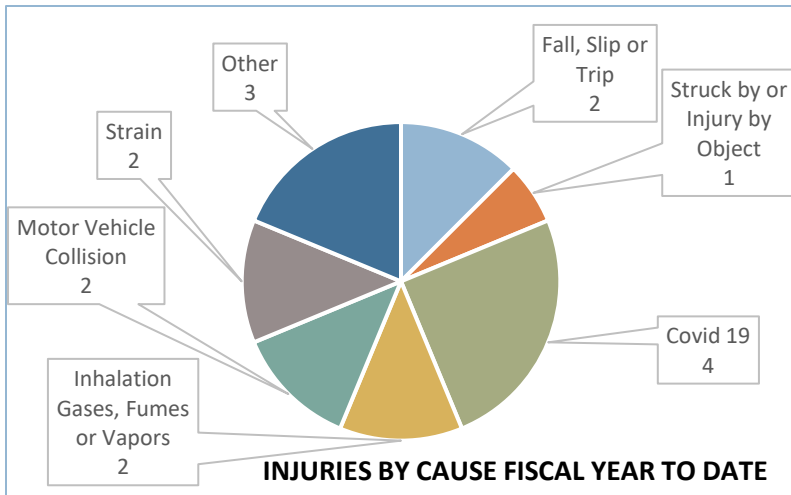
Workers' Compensation Fund (Fund 71)	Amount
Preliminary Fund Balance, July 1 st , 2023	\$ 286,266
Revenues: Through September 30, 2023	\$280,098
Expenditures: Through September 30, 2023	(\$341,197)
Preliminary Estimated Fund Balance, First Quarter	\$225,167

Consistent with Council's direction, the Workers' Compensation fund is anticipated to end Fiscal Year 22/23 with a positive fund balance. The Workers' Compensation expenditures through the first quarter of FY 23/24 represent approximately 47% of the budgeted amount. The high expenditures are related to a one time premium payment due at the beginning of the Fiscal Year. The revenues reported represent 38% of the budgeted amount; and reflect departmental contributions and excess claim refunds. The estimated ending fund balance is anticipated to be positive at the end of Fiscal Year 23/24.

Cumulative Claims Outstanding

The City meets quarterly with the City's third-party administrator to evaluate and proactively manage claims. At the close of the first quarter, the number of outstanding claims increased by seven to 49. This included a decrease of one to the Future Medical category in both Non-Litigated and Litigated, an increase of ten to the Non-Litigated Disability or Lost Time category as well as a decrease of one to the Non-Litigated Medical Only category.

Summary of Open/Reopen Claims as of 9/30/2023			
	Non-Litigated	Litigated	Total
Future Medical	15	15	30
Disability or Lost Time	12	4	16
Medical Only	3	0	3
First Aid	0	0	0
Total Open Claims	30	19	49



New Claims – First Quarter

In the First quarter of the Fiscal Year 23/24, there were eleven new claims from the Police Department, two new claims from Public Works, and three new claims from Recreation. The adjacent chart provides an overview of the claims by cause. Although Covid 19 represents the highest number of claims for the fiscal year to date, many of these incidents are filed for reporting purposes only. Six of these new claims were closed by the end of the first quarter with two additional claims closing by the end of the month.

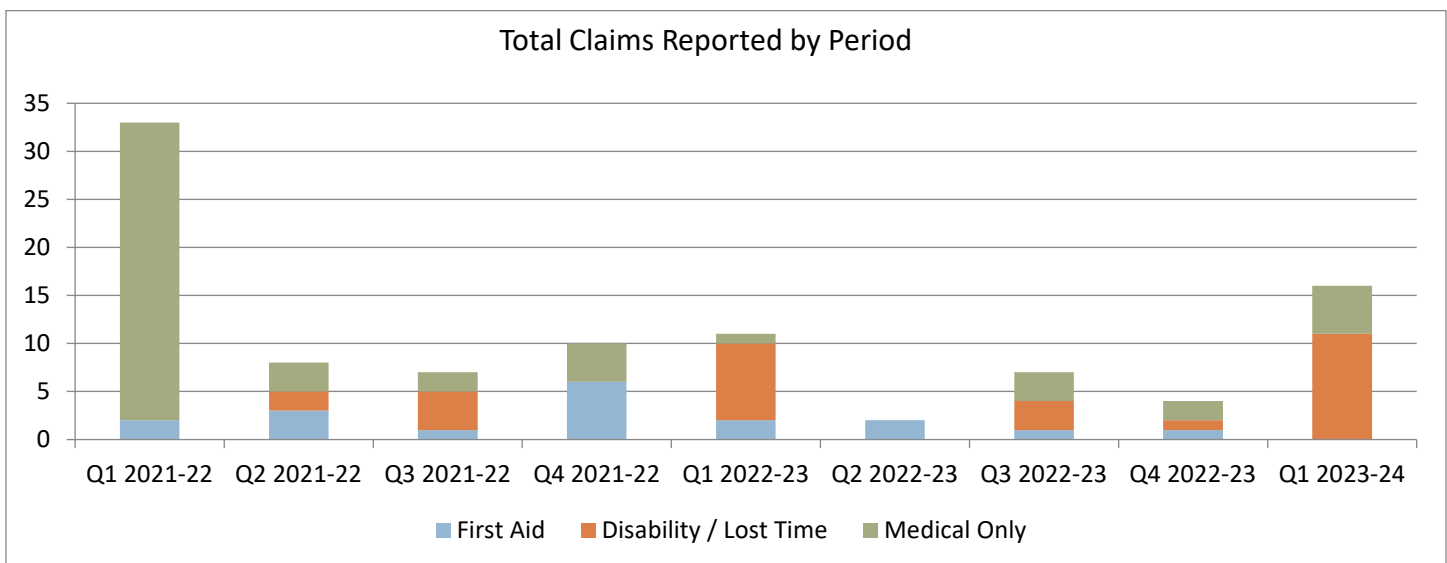
In the first quarter of FY 23/24, several training opportunities have taken place, including but not limited to, ergonomics, driver safety, ladder safety and hot works safety. Staff are working with CJPIA to set up the 2024 Safety Training calendar. Staff continue to work with CJPIA on updating all policies and in the next two quarters, will be looking forward to the 2024 Safety Incentive Calendar and the Annual Safety Program Luncheon.

opportunities have taken place, including but not limited to, ergonomics, driver safety, ladder safety and hot works safety. Staff are working with CJPIA to set up the 2024 Safety Training calendar. Staff continue to work with CJPIA on updating all policies and in the next two quarters, will be looking forward to the 2024 Safety Incentive Calendar and the Annual Safety Program Luncheon.

The table listed below provides a comparison of claims over the last two fiscal years. In Fiscal Year 23/24, there are five more claims when compared to the prior Fiscal Year.

	New Claims by Type			
	Quarter to Date		Year to Date	
	Current Year	Prior Year	Current Year	Prior Year
New Claims Received During the Period				
Disability or Lost Time	11	8	11	8
Medical	5	1	5	1
First Aid	0	2	0	2
Total Claims by Type	16	11	16	11

The following chart provides an overview of quarterly trends.





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: November 15, 2023
SUBJECT: George Washington Park Biological Resources Assessment
CEQA: Does not constitute a “Project” per California Environmental Quality Act Guidelines Section 15378

RECOMMENDATION

1. Authorize an agreement with Denise Duffy and Associates, Inc. for the George Washington Park Biotic Surveys and Biological Resources Report in an amount not to exceed \$31,108 plus a 10% contingency.
2. Alternatively, discuss and take other action related to this item.

DISCUSSION

BACKGROUND

George Washington Park (GWP) is a 20-acre urban park with a Monterey pine–coast live oak forest. GWP is comprised of 17-acres of undeveloped, forested park and 3-acres of developed parkland. The forested area of the Park is unique because it contains relatively natural forest conditions in an urban area and a Monterey pine (*Pinus radiata*)–dominated forest—a forest type with a range limited to the California coastal area. The composition of the forest over story is in the process of transitioning away from Monterey pine dominance to oak dominated because of limited pine reproduction and a dense layer of surface and understory vegetation. The 3-acres of developed parkland house playground equipment, a ball field, a restroom, and picnic grounds, east of 17 Mile Drive in the central limits of the City.

In April 2023, the City Council adopted a set of 4 focused priority areas, each with corresponding goals and milestones to guide the council in developing policy and making key decisions. Within Priority Area #3, Environmental Stewardship, is a goal to review, update and implement the George Washington Park Master Plan. One of the milestones associated with this goal is to conduct a biological assessment of GWP. To begin the process, the Council allocated \$28,000 in the FY23/24 budget for preparation of this assessment.

The purpose of this study is to perform surveys for birds, plants, and rare, threatened and endangered species throughout the full 20 acres of GWP. The resulting report and data will aid in the development of an updated plan, and corresponding CEQA document, that will provide guidance for all future maintenance activities.

The City currently operates under the guidance of the GWP 1999 Master Plan. A 2022 Management Plan was developed but remains a draft. Both plans have tactics that can be harnessed to develop a healthy and

vibrant urban forest while providing a safe environment for users and adjoining properties. Ultimately, it is the intent of the City to develop a new, comprehensive management plan. The new plan will meld attributes of the two existing plans together with the annual biological assessment serving as the backbone of the document.

SCOPE OF WORK:

Denise Duffy and Associates Inc. will perform surveys over a one-year period, evaluating the biological significance during all four seasons (winter, spring, summer, and fall) and will cover the following:

- Vegetation communities, native, non-native, and species of special interest
- Wildlife species, including species of special interest
- Habitat for all wildlife species
- Aquatic resources and wetlands

The surveys will determine the effects that any urban forest maintenance and/or fire safety suppression activities may have on the vegetation and wildlife species, for the present and future.

CONSULTANT SELECTION:

Public Works reached out to Denise Duffy and Associates, a local firm that specializes in comprehensive planning, natural resources, and environmental consulting services. Their local expertise and extensive biological assessment experience makes them a great fit for the project.

Standard bidding procedures were suspended in accordance with Pacific Grove Municipal Code (PGMC) section 2.16.080 “Bidding procedures- Dispensation When” which provides that the purchasing agent, the City Manager, may dispense with bid procedures for the purchase of services when in his sole discretion and judgment it is in the best interest of the City when (d) a service (such as attorney, accountant, architect or specialized consultant) involves specialized knowledge or personal skill.

The City received a quote from Denise Duffy and Associates for a cost not to exceed \$31,108.00, Attachment 1.

If approved, the City’s standard professional service 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.

OPTIONS

1. Do nothing
2. Approve alternative direction

FINANCIAL IMPACT:

Funding for this project has been allocated in the FY23/24 Public Works operation budget in an amount of \$28,000. The delta of \$3,108 plus a 10% contingency can be absorbed through the Public Works Operations budget.

FOCUSED PRIORITY AREA: Environmental Stewardship

Attachments

Denise Duffy Proposal



DENISE DUFFY & ASSOCIATES, INC.

PLANNING AND ENVIRONMENTAL CONSULTING

October 24, 2023

Daniel Gho
Director of Public Works
City of Pacific Grove
300 Forest Avenue
Pacific Grove, CA 93950

**SUBJECT: Proposal for George Washington Park Biotic Surveys and
Biological Resources Report, Pacific Grove, CA**

Dear Mr. Gho,

Denise Duffy & Associates, Inc. (DD&A) is pleased to submit our proposal for professional services to be performed at George Washington Park in Pacific Grove. Per our conversations with you and the Request for Proposal, we have prepared the attached scope of work and budget that includes a series of biological surveys over the course of one year. The purpose of the work will be to inform revisions to the Master Plan for the park and support preparation of a CEQA document associated with vegetation management activities in the park recommended by the 2022 Forest Management Plan. We are grateful for the opportunity and look forward to working together on this important project.

Sincerely,

John Wandke
Senior Environmental Scientist
Denise Duffy & Associates, Inc.
jwandke@ddaplanning.com
(831) 277-7748
-

SCOPE OF WORK

The following work program is based on correspondence with City of Pacific Grove representatives and the Request for Proposal for the project. The biotic survey work includes surveys for birds as well as special-status plants and animals and their habitats, vegetation communities, and potential aquatic resources and wetlands within the approximately 20-acre George Washington Park (GWP) footprint. The results of the surveys will be used to inform an updated Master Plan for the park and support preparation of a CEQA document for necessary vegetation management activities planned for the park. Tasks include 1) Project Initiation; 2) Field Review and Data Collection; and 3) Preparation of a Biological Resources Report

Task 1 – Project Initiation

This task includes initial meetings, correspondence, review of site conditions and document review necessary to refine the project scope and sequence of work.

Task 2 – Field Review and Data Collection

Following a review of existing documentation and other environmental data, including the California Natural Diversity Database, California Native Plant Society records, U.S. Fish & Wildlife, and eBird records, DD&A biologists will visit the site to assess the environmental conditions of the site. A series of four field surveys will be performed over the course of an entire year to capture variability of all four seasons. The focus during each of the four surveys will vary by season, depending upon species-specific survey requirements. The timing of survey efforts will be designed to maximize the likelihood of detection (i.e., surveys for special status plants will target a given species bloom period).

Vegetation communities and habitats for special status and common species across the entire 20-acre site will be mapped by walking a series of transects spaced to provide complete visual coverage. The mapping effort will also characterize and document other flora or fauna of particular interest (i.e., non-native invasive plants, overwintering monarch butterflies). Focused biotic survey work will include performing a series of four avian point count surveys, performing a series of two of night acoustical surveys for bats, surveying for special status plants that are known from GWP or could potentially occur (i.e., Yadon's piperia), and completing a general wetland assessment to determine if any wetland resources are present. Biological resources found during surveys will be mapped using resource-grade GPS equipment.

Assumptions: Protocol wildlife surveys, a formal delineation of wetlands potentially under federal and/or state jurisdiction, and arborist/tree survey services are not included in this scope. DD&A is available to conduct these additional surveys if determined necessary; however, an add-on to the scope would be required.

Task 3 – Preparation of a Biological Resources Report

DD&A will prepare a Biological Resources Report which satisfies the reporting criteria of regulatory agencies and can inform an update of the GWP Master Plan and preparation of a CEQA document. The report will include documentation of the biological resources identified or with the potential to occur within the project site and local vicinity, an assessment of potential impacts of urban forest maintenance and/or fire safety suppression activities associated with the project, and recommendations for associated mitigation, as necessary, to avoid or reduce impacts. The report will be organized as required by the Request for Proposal and will also include graphics that depict the findings. A draft report will be submitted to the City for review. DD&A will then revise the report as necessary based on one round of comments received.

Assumptions: Additional rounds of review and revision will require an add-on to this scope of work.

BUDGET

The project will be billed on a time-and-materials basis by task with a not-to-exceed amount detailed in the attached budget.

ASSUMPTIONS

The budget is based on completing only the tasks identified above and does not include additional biotic surveys, formal wetland delineation, protocol wildlife surveys, arborist/tree survey services, land surveying/engineering, cultural resources surveys, permit application fees, application preparation or acquisition of permits, public outreach, construction monitoring, contractor solicitation, or habitat restoration. DD&A is available to provide these services if necessary and requested; however, an add-on to the scope would be necessary.

SCHEDULE

DD&A is available to perform this work immediately after the attached authorization to proceed is signed by an authorized representative and all project information has been received.

City of Pacific Grove Budget for George Washington Park Biotic Survey and Biological Resources Report							
Task #	Tasks	Senior Project Manager	Senior Environmental Scientist	Associate Environmental Scientist	Administrative	DDA Task Total	Task Grand Total
	Hourly Rate	\$212.00	\$148.00	\$121.00	\$94.00		
Task 1	Project Initiation	2	8		0	\$ 1,608.00	\$ 1,608.00
Task 2	Field Review and Data Collection - 1 Year Duration	20	80	36	2	\$ 20,624.00	\$ 20,624.00
Task 3	Preparation of Biological Resources Report	4	32	24	2	\$ 8,676.00	\$ 8,676.00
	Total Hours by Staff	26	120	60	4	210	
	Subtotal	\$ 5,512.00	\$ 17,760.00	\$ 7,260.00	\$ 376.00	\$ 30,908.00	\$ 30,908.00
TOTAL ESTIMATED COST							
						\$ 31,108.00	

Other Expenses	
Mileage, supplies, GIS	\$ 200.00
Total	\$ 200.00

AUTHORIZATION TO PROCEED



Note: If the scope and fee described in the Denise Duffy & Associates, Inc. attached proposal are acceptable, please sign and return a copy of this authorization form for our files. The signature below also serves as acceptance of Denise Duffy & Associates, Inc. Standard Terms and Conditions, attached. Thank you.

Project Name: George Washington Park Biotic Surveys and Biological Resources Report

Accepted by (signature): _____ **Dated:** _____

Print Name: _____

Title: _____

On Behalf of: _____

Mailing Address: _____

Phone: _____

Fee/Scope Confirmation: Biotic surveys and biological resources report.

Total: \$31,108.00

Existing Contract Date, if applicable: None

If invoice should be sent to a different person or location, please complete below:

Mailing Address: _____

Attention: _____

Return to: Denise Duffy & Associates, Inc.
947 Cass Street, Suite 5
Monterey, CA 93940

Or email: mechevarria@ddaplanning.com

DENISE DUFFY & ASSOCIATES, Inc.

STANDARD TERMS AND CONDITIONS

Invoices	Denise Duffy & Associates, Inc. will submit progress invoices to Client at least as frequently as monthly and a final bill upon completion of services. Each invoice is due on presentation and is past due thirty (30) days from invoice date. Client agrees to pay a finance charge equal to 1.5% on undisputed past-due accounts.								
Workers' Compensation Insurance	Denise Duffy & Associates, Inc is protected by Worker's Compensation Insurance as required by applicable state law. Proof of insurance will be provided to Client upon request.								
General Liability Insurance and Limitation	Denise Duffy & Associates, Inc. is covered by, and agrees to maintain, general liability insurance for bodily injury and property damage arising directly from its negligent acts or omissions, with limits as specified below. Certificates of insurance shall be provided to Client upon request. Denise Duffy & Associates, Inc. shall not be responsible for any loss, damage or liability beyond the amounts, limits and conditions of such insurance as noted below. Denise Duffy & Associates, Inc. shall not be responsible for any loss, damage or liability arising from any act or omission by Client, its agents, staff; other consultants, independent contractors, third parties or others working on the project that have not been hired by Denise Duffy & Associates, Inc. and over which Denise Duffy & Associates, Inc. has no supervision or control. <table> <tr> <th><u>COVERAGES</u></th><th><u>LIMITS OF LIABILITY</u></th></tr> <tr> <td><u>General Liability</u> (Including Bodily Injury, Property Damage and Contractual Liability)</td><td>\$1,000,000 each Occurrence \$2,000,000 Aggregate</td></tr> <tr> <td><u>Automobile Liability</u> (Including Bodily Injury and Property Damage)</td><td>\$1,000,000 each Occurrence</td></tr> <tr> <td><u>Professional Liability</u></td><td>\$1,000,000 each Occurrence \$1,000,000 Aggregate</td></tr> </table>	<u>COVERAGES</u>	<u>LIMITS OF LIABILITY</u>	<u>General Liability</u> (Including Bodily Injury, Property Damage and Contractual Liability)	\$1,000,000 each Occurrence \$2,000,000 Aggregate	<u>Automobile Liability</u> (Including Bodily Injury and Property Damage)	\$1,000,000 each Occurrence	<u>Professional Liability</u>	\$1,000,000 each Occurrence \$1,000,000 Aggregate
<u>COVERAGES</u>	<u>LIMITS OF LIABILITY</u>								
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<u>Professional Liability</u>	\$1,000,000 each Occurrence \$1,000,000 Aggregate								
Termination	This Agreement may be terminated by either party upon seven (7) days written notice in the event of substantial failure of performance by the other party or if the Client suspends the work for more than three months. In the event of termination, Denise Duffy & Associates, Inc. shall be paid for the services performed prior to the termination notice date plus reasonable termination expenses, including the cost of completing analysis, records and reports necessary to document job status at the time of termination.								
Fees	Denise Duffy & Associates, Inc. agrees to provide services covered by this Agreement on a time and material basis. If the project requirements expand beyond the scope of services covered by this Agreement, an additional Service Agreement or a written addendum to this Agreement shall be entered into to cover the revised scope and fee. Should Client authorize a revision in the scope of services without a revision to this								

	agreement, Denise Duffy & Associates, Inc. shall be compensated for the services actually performed.
Notices	Communications from the Client shall be to Denise Duffy & Associates, Inc. designated Project Manager or to the Denise Duffy & Associates, Inc. Principal-in-Charge of the project. Verbal communications shall be confirmed in writing.
Disputes	If a dispute arises regarding the performance of the services covered by this Agreement, and legal or other costs are incurred, it is agreed that the prevailing party shall be entitled to recover all reasonable costs incurred in the defense of the claim, including staff time at current billing rates, court costs, attorney's fees, and other claim-related expenses.
Indemnification	Client and Denise Duffy & Associates, Inc. each agrees to indemnify and hold harmless the other (Indemnitor and Indemnitee), and their respective officers, directors, partners, authorized agents and employees from and against any damages, losses, liabilities, judgments, settlements, expenses, and costs (including reasonable and necessary attorneys' fees, costs and expenses), arising out of the death or bodily injury to any person or destruction or damage to any property, to the extent caused by the Indemnitor's negligent acts, errors or omissions, or willful misconduct in the performance of services under this Agreement and anyone for whom the Indemnitor is legally liable. Indemnitor shall only be required to reimburse Indemnitee for its reasonable defense fees and costs, including reasonable attorney's fees, costs and expenses, in direct proportion to Indemnitor's negligence on a percentage basis as ultimately determined by a court of competent jurisdiction and further, only to the extent such fees and costs were directly attributable to Indemnitee's defense of a suit based on Indemnitor's actual negligence. The Indemnitor is not obligated to indemnify the Indemnitee for the Indemnitee's own negligence or willful misconduct
Entire Agreement	These General Conditions shall be used in combination with a Service Agreement, a proposal, or a contract. These combined documents shall be the entire Agreement and shall supersede any other agreement between Client and Denise Duffy & Associates, Inc. relating to the subject matter. In case of conflict or inconsistency between these General Conditions and any other contract documents, the stricter provisions shall control.



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

AGENDA REPORT

TO: Honorable Mayor and Members of the City Council
FROM: Katie Clark, Recreation Program Manager
MEETING DATE: November 15, 2023
SUBJECT: Recreation Board Meeting Minutes February 23, 2023; March 23, 2023; April 27, 2023; and July 27, 2023
CEQA: Does not constitute a "Project" per California Environmental Quality Act Guidelines Section 15378

RECOMMENDATION

Receive minutes.

Attachments

Recreation Board Meeting Minutes February 23, 2023
Recreation Board Meeting Minutes March 23, 2023
Recreation Board Meeting Minutes April 27, 2023
Recreation Board Meeting Minutes July 27, 2023

Recreation Board Meeting
February 23, 2023

1. CALL TO ORDER – The meeting was called to order at 6:01 pm. on 2/23/2023

ROLL CALL – Charlie Gibson; Colleen Goldsmith; Darryl Smith; Jay Tulley (Chair); Ximena Waissbluth. Also present: Public Works Director: Dan Gho; Recreation Manager: Katie Clark; Deputy Director, Public Works: Joyce Halabi

2. Approval of Agenda: Motion to Approve by Gibson; Second, Goldsmith - passed 5-0-0

3. Board and Staff Announcements: Rec Manager Clark noted active recruitment for Summer rec program staffing

4. Council Liaison Comments: Nick Smith absent.

5. General Public Comments: total of 61 written emails. Skatepark comments: Inge Lorentzen Daumer; Jennifer Gorman; Tomi & John Keiser; James Atherton; Savannah Lunt; Wendi Giles; Masha Sertlunc; Dessy Junsay; Tina Tavares; Carol Silveira; Bob Gorman; Lisa Ciani; Paul Walkingstick; Steve & Mary Albert; Mary Albert; Dorothy Vriend; Lauren Walsh; Christine Walkingstick; Inge Lorentzen Daumer; Rita Carratello; Doug Downs; John Brennan; Melodie Usher; Claudia Verneisel; Claudia Verneisel; Nan Sherburne; Wilson Weed; Donna Foote; Paul Walkingstick; Cathy Wooten; Toula Hubbard; Lucy Moore; Anne & Doug Downs; Anne Downs; Diana Howell; Nan Jorgenson; Paul Walkingstick; Eileen Catbagan; Linda Wilsey; Fred Gorin; Pamela Musgrave; Patrick Brown; Kavitha Venkatesan; Babu Katchapalayam; Jen Fletcher; Robin Aeschliman; Fred Jealous; Karin Locke; Karen Steinberg; Kimberly Brown; Ginny Stebbins. PG Summer Lights: Lisa Ciani; Yun-Ling Beiman; Michael Ipson; Moe Ammar; Colleen Ingram; Lisa Ciani. PG Pony League: Dave Eckstaedt (2); Tina Tavares. PGUSD: Janet Cohen.

Public Comment: none

6. Approval of Minutes: Motion to Approve by Gibson; Second, Smith - passed 5-0-0

7. Regular Agenda:

A. Selection of Officers:

Motion to approve Gibson as Chair, Goldsmith, Vice Chair and Secretary TBD

by Goldsmith: Second, Waissbluth – passed 5-0-0

B. Pacific Grove Summer Lights: see Agenda Report

Rec Manager Clark provided overview and event classification for city sponsored Special Events. Summer Lights was not approved by the Rec Board at the January Rec Board meeting, with request that organizers return in February with additional information regarding this new event, including specifics about timeline of activities, laser show details and scope of required city services. PW met with event organizers regarding details and determined that revised estimate for city service expenses total \$19,951.90. With approval as a city sponsored event, PG would subsidize \$15,151.90 with remaining fees waived per city Special Events Policy 900-1. New fiscal update info provided total \$88,550.47 cost to the city. Request approval of event.

Emily, on behalf of Youth Ambassadors present, stated goal of event is to educate and entertain at the Lovers Point location. The laser show is being replaced by a 3D projection light show and the timeline provides for a starting time on 7/28th at 8:00 am. The event is a cultural fair that includes food vendors, face painting etc, with parental support and volunteers. PW Dan Gho is working with the organization to minimize the impact of the light show.

Public Comment: Wendy Giles: supportive of Youth Ambassadors; Lisa Ciani: insufficient information in agenda report; Michale Ipson: who are multicultural partners; Clarity Coleman: noted similarity to FOL event; Inge Lorentzen Daumer: suggested trial approval for event; Yun-Ling Beiman: Monterey Bay Chinese Assoc. agreed to participate and celebrate event; Carmelita Garcia: event too similar to FOL and would like board member to do presentation; Nancy Parsons: comment about size of event; Christine Gruber: goal is for local talent involvement at event
Commission Comment: Waissbluth inquired about the process for event approval; Dan Gho responded that Community Development has followed the necessary

process and permitting required; Gibson is in support of the revised program and would like the Ambassadors to come back to the Rec Board after the event to comment.

Motion to approve the Summer Lights Event by Smith; Second, Tulley. Motion Passed 5-0-0

C. Proposed Skatepark Project Location: see Agenda Report

Deputy Director Joyce Halabi updated commission that Skatepark Subcommittee assessed various data to formulate a site recommendation for consideration using skate park criteria scoring and community survey. Skatepark Subcommittee has recommended David Avenue HS field as primary location; GWP, secondary location and Forest Lodge Road as a third desired location.

Public Comment: Dorothy Vriend: commented on skatepark location; Jodine Fischer Coletto: GWP; Janet Craig: survey and open space; Maurio Salazar: skatepark location and survey; Lucy Moore: skatepark location; Chris Wooley: GWP; Melissa Wooley: GWP; Dominique Moreno: skatepark location; George Ferrar: survey; Steve O'Bier: skatepark location; Wyatt Hasselbauer: skatepark location; Bob Breiman: parking issue; Kristen: skatepark location; Holly Dahl: supports City skatepark; Kelsey Richmond: pro skatepark; ? Hagerty: skatepark location; John Hasselbauer: skatepark for children; Wendy Giles: skatepark location; Rebecca Lee: skatepark solutions; Vickie Pierce: GWP; Christine Walkingstick: GWP; Inge Lorentzen Daumer: GWP; Anne Downs: GWP; Ginny Stebbins: GWP; Wendy Coran: pro skatepark; Jennifer Gorman: survey and scoring matrix; Patrick Brown: GWP; Lisa Ciani: GWP; Elliot Hazen: encourage public visit skate-parks; Alex White: pro PGUSD site; Michael Wachs: pro PGUSD sites; Nancy Parsons: survey and speeding; Carmelia Garcia: skatepark locations; Justin Noren: pro skatepark; Carol Silveira: GWP; Eileen Catbagan: GWP; Caroline: GWP and safety helmets; Katie Stern: pro skatepark; Jessie Salazar: GWP;

Fischer: GWP; Paul Walkingstick: GWP; Ross Davison: skatepark speeding issues; Richard Paquette: GWP; Emily Hasselbauer: pro skatepark. Tally of comments 27 against skatepark proposed locations with 15 in favor. (Apologies for any misspelled names)

Commission Comments: Goldsmith commented on the addition of the David Avenue Community HS field location; noted that email from Pony League stated baseball field is in use by kids; stated that board members are sensitive to the concerns by residents and that both Public Works and the Commission have failed to communicate adequately the skatepark details; the size of the skatepark proposal may have to be reconsidered due to difficulty of finding suitable location. Smith commented on the concerns about the baseball fields in use. Tulley stated that while he cannot vote on the location and would recuse himself due to conflict of interest, he can comment on the process and thanked the Subcommittee for their work; noted the importance of determining whether PGUSD is supportive of a skatepark; further details of site access control, fencing requirements and rough layout of skatepark needed, particularly at the FL Rd. site. Stated that consideration of site locations of 10,000+ square feet was a misstep and process should be reopened to consideration of smaller skatepark in city. Also noted there were problems with the scoring matrix and more transparency needed. Questioned how David Avenue site was selected and recommended that sites should be considered holistically, where poorest sites are evaluated so that paving and development contribute something good to community. Waissbluth stated she read all the emails of concern over the GWP location; supports the F.L. Rd. location but needs more detail of site. Also noted that there is need to think creatively to solve problem of skatepark location. Smith added comment that F.L. Rd. location includes a gravel portion with a parking lot and that skatepark could be situated away from residential homes. Gibson addressed members of the public to

reassure residents that Subcommittee does not want to overimpact neighborhoods; the challenge is to find a skatepark location of 6,000 to 10,000 square feet and part of that process was to consider amenities such as bathrooms. The David Street location was brought up in discussions between the staff and PGUSD as a possible, viable facility location on the west end. Security and adequate fencing are being considered and as to what the park would look like, that is an unknown as skateparks are individually designed with respect to location. With respect to the F.L. Site, the park would be located 150 feet from residences. Finally, if there are better sites for a skatepark, the Rec Board invites the public to participate in the selection process. Dan Gho clarified that PW would have a dialogues with PGUSD and have information by the next commission meeting.

Motion to remove GWP from consideration as a skatepark location and to continue process with PGUSD as to possibility of either David Avenue or Forest Lodge sites for skatepark location by Goldsmith, Second by Smith. Passed 3-1-1 with Tulley recused, Gibson voting no.

D. AB2449 Teleconference Rules for Attendance at Meetings: see Agenda Report

Rec Manager Katie Clark summarized the discussion at the February 1st City Council Meeting regarding Assembly Bill 2449 which requires the City Council and all City Advisory Boards to resume in-person hybrid meetings starting in March 2023.

Public Comment: none

Commission Comment: none

E. Capital Improvements Program: see Agenda Report

PW Director Dan Gho requested Rec Board to discuss CIPs and select a member for form submission for council consideration.

Public Comment: none

Commission Comment: Tulley inquired about process clarification and date for form submission; noted that one of the CIPs, the open space plan, was submitted last

year but did not get funded. Waissbluth suggested a mini-disc golf course for both adults and children as a recreational activity. Goldsmith requested replacement of gazebo and planter box repair at El Marie Dyke Park. Dan Gho noted that \$12,500 set aside for gazebo, but that is inadequate. Tulley requested that with the grant for the play equipment at GWP, the RFP should be addressed. Dan Gho stated no additional funding is needed for either GWP play equipment or the field backstop and that RFP will go out on February 27th. Tulley added that small soccer fields needed at baseball field as well as storage shed.

CIP projects proposed include: open space plan; El Marie Dyke Park upgrade and Gazebo; storm water drainage at GWP at ballfield; small soccer playing fields and Disc golf course as additional recreational opportunities.

Subcommittee of Tulley and Waissbluth will write and submit the CIP proposals

Next Rec Board Meeting is March 23, 2023 at 6 pm

Meeting adjourned at 9:08 pm

Submitted by: C. Goldsmith

1. CALL TO ORDER – The meeting was called to order at 6:00 pm. on 3/23/2023

ROLL CALL: Chair: Charlie Gibson; Colleen Goldsmith; Darryl Smith; Jay Tulley; Ximena Waissbluth. Also present: Recreation Manager: Katie Clark.

2. Approval of Agenda: Motion to Approve by Smith; Second, Goldsmith passed 5-0-0

3. Board and Staff Announcements: Tulley noted that 4 CIP projects have been submitted for approval and funding; Goldsmith commented on community support of Taste of PG annual fundraiser; Smith expressed thanks to Dan Gho and Katie Clark for assistance at after school programs when electrical power was lost.

Katie Clark noted that Summer Lights event approved by PG City Council; City Manager Report will include a “Summer Preview” and information on web page; Rec Department still needs summer employees and interviews have commenced for Youth Center staffing; also, new Program Supervisor has been hired.

4. Council Liaison Comments: Nick Smith absent

5. General Public Comments: 13 Written Emails: Cathy & Alex Krysna, Irene Krassner, Doreen Graff, Brittney & Cody Vaughn, Paul Walkingstick, Carmelita Garcia: Skatepark; Kelsea Richmond: Forest Management Plan; Steve & Mary Albert: Pickleball noise; Lisa Ciani: picnic table vandalism at Berwick Park; Dan Gho: response to email re picnic table; Michael Ipson: Summer Lights; Douglas Downs: suggestion for student survey; Paul Walkingstick: comment regarding GWP drainage at baseball field.

Public Comment: Lisa Ciani: picnic tables at Berwick Park and coordination with BNRC; Rebecca Lee: reopening Youth Center

6. Approval of Minutes: Motion to Approve by Tulley; Second, Smith passed 5-0-0

7. Regular Agenda:

A. Recreation Board Goals (see Agenda Report)

Chair Gibson presented info that goals for 2019 were last discussed in 2021, noted Rec Board Goals should align with public and city activities to provide an information

network as it relates to community needs and interests. Periodic goals are updated to reflect overall recreation opportunities and programs. The worksheet documents:

- a. Primary and ongoing goals of Rec Board
- b. Tasks to support goal with annual review
- c. Subtasks and discrete actions assigned to specific individuals

Public Comment: Paul Walkingstick: supports GWP goals of bathrooms, drinking fountain, ADA playground; Inge Lorentzen Daumer: unable to hear staff and board members; Rebecca Lee: does not favor fencing around GWP to keep out deer

Commission Comments: Tulley remarked on the framework for main categories in Rec Board goals; Gibson suggested looking at goals globally and the community in wholistic manner; public parks are “public” for everyone in Pacific Grove; park areas may be assessed in terms of utilization and what/how should public space be protected. Gibson noted that review of goals indicates that some of the items for Youth Center have been achieved; the upgrade for Chautauqua Hall might be merged with the improvements to El Marie Dyke Open Space, in collaboration with the Heritage Society (Clark offered to follow up on this item); Goldsmith wondered whether Rec Board can be apprised of the progress and development of the purple pipe expansion to park and recreation areas; Waissbluth inquired about GWP Master Plan; Tulley noted goal to initiate community outreach was July 2019, with subsequent CIP proposal for open space plan. General consensus, with straw vote, to submit following as CIP’s to PG city council: open space plan; GWP master plan; enhanced recreational opportunities for youth and adults/seniors; and storm water improvements. Note: question about drinking fountain available at GWP: unknown. Tulley commented whether city could provide facilities/structure for additional activities, meet-ups, classes and expand partnership with volunteers for cards, chess, book clubs etc.; Waissbluth added idea of community trivia night; Gibson noted that even with facility access, there is need for community interest and organic growth. Tulley commented that review of city calendar required to organize activities and inquired if there was a staff person at Community

Center or Youth Center who could coordinate. Smith thinks parents would volunteer; Subcommittee of Waissbluth and Smith will work with Clark to organize “tasks” on the goals report starting with item “develop partnerships with local businesses, recreation organizers, individual contractors and volunteers to lead classes” followed by items 2,3 5 and 6. Tulley suggested removing item 4 as this is an operational issue; also item 7 to increase participation is the most difficult and requires staff responsibility to identify needs (reviewing 2018 survey done on this subject). Gibson added that subcommittee can assist to identify needs. Clark suggested better use of social media; website; posting of flyers and perhaps a paper catalogue to reach out to residents and students. Tulley will update Rec Board Goals/Tasks and inquired whether staff can share document with public. Clark will follow up with IT.

B. FY 2022-23 Revenue and Expenditures Period 8 (see Agenda Report)

Clark presented both Revenue and Expenditures Period 8 items through February 2023. Gibson noted utilities expenditures and whether bill reflects water usage, and salaries seasonally sensitive with summer staffing; Tulley stated not clear whether utility bill is for entire city; Clark will follow up whether billing is for facilities too.

Next Rec Board Meeting is April 27, 2023.

Meeting adjourned at 8:09 pm

Submitted by: C. Goldsmith

1. CALL TO ORDER – The meeting was called to order at 6:04 pm on April 27, 2023

ROLL CALL –Charles Gibson, Colleen Goldsmith, Jay Tulley, Ximena Waissbluth. Also present:

Recreation Manager: Katie Clark; PW Director: Dan Gho. Absent: Daryl Smith

2. Approval of Agenda: Motion: Tulley; Second: Waissbluth; passed 4-0-1

3. Board and Staff Announcements:

Rec Manager Clark announced successful activities for children at Good Old Days celebration. summer programs begin on June 5th with programs full and children on wait list; info is available on the city website; few positions still open for summer hiring.

PW Director Gho noted that Deputy PW Director Joyce Halibi brought proposed skatepark project to PG City Council on April 5th, with Council direction to have staff look for other possible locations for skatepark. For next city council meeting, Gho and Clark will bring goals of Rec Board to council as well as staffing and program information. Tulley noted “soft opening” for Youth Center which is only part-time. Per Gho, there will be full staffing later this year and the goal is for Youth Center to be open on weekends.

4. Council Liaison Comments: Nick Smith absent

5. General Public Comments:

A. Written Communication: written emails regarding skatepark: Janet Cohen; Kelly Nix; Laurie Bergin; Katie Stern; Sabas Mayorga; Spencer Salazar; Alexis Krysyna; Pam Weaver; Spencer Greene; Emily Haselbauer; Lisa deFaria; Ken Krings; Alex White; Patrick Brown; Jennifer Gorman. Email suggesting volleyball for kids over the next 2 months with snacks, nature walks & poetry, urgent need for single bulletin board by City Hall of YC for “all” city activities and ice cream in Jewell Park: Rebecca Lee; Email re masterplan at GWP: Paul Walkingstick

B. Oral Communication: none

6. Approval of Minutes: Motion: Waissbluth; Second: Tulley; passed 4-0-1

7. Regular Agenda:

A. GWP Playground Equipment Selection: See Agenda Packet

Gho presented report that shows RFP issued on 2/24/23 for playground equipment to supplement existing equipment. One proposal received from Playcore Wisconsin on 3/24/23.

Public Comment: Inge Lorentzen Daumer supports Option 1

Commissioner Comments: Tulley approves of location and color choice for play equipment but noted high costs and would like to see play equipment more suitable for site; Waissbluth would like to keep existing swing; Goldsmith thanked Dan for additional grant monies received and would prefer not to wait if pricing would increase with project delay; Gho stated there will be enough swings for all ages and changes to the project will create schedule delays; Gibson noted proposal fits the city budget and area for playground requires thorough preparation; also equipment is pretty standard for 2-5 year old children; going outside of authorized play equipment manufacturers would delay project; equipment must be ADA compliant with fibar footing for cushioning; Gho noted site does not require drainage. Tulley found another vendor's equipment with a natural appearance. Motion by Tulley with Second by Waissbluth to wait on approval of playground equipment until there are more options available with another landscape developer for better equipment failed to pass with vote 2-2-1 (Goldsmith and Gibson voting no). Gho stated that grant does not support hiring of a professional designer. Waissbluth inquired whether various vendors could provide singular playground elements. Motion by Goldsmith to approve playground equipment as presented with Second by Gibson failed to pass with vote of 2-2-1 (Tulley and Waissbluth voting no) Gibson requested Gho to see if play equipment alternatives exist and bring back to Rec Board in May or June. Per Gho, the grant does not sunset until 2024.

B. Pints on the Peninsula: See Agenda Report

Rec Manager Clark presented request by California Seltzer Company to sponsor an Event for October 7, 2023 from 1pm to 5pm at their location 631 Ocean View Blvd,

extending out to include area between Mermaid Ave and driveway to Borg's Motel as well as triangle parking area next to Lovers Point. Event to be beer sampling with art, music and a VIP wine sampling tent with 30 to 40 vendors and anticipated attendance of two to three thousand people. This proposal is being presented as a Full Cost Recovery Special Event for inclusion in the Special Events Calendar. Veronica Camp, Co-owner of California Seltzer Company presented additional information: she has 10 years of experience in producing similar events with music and craft brewers. Age range of attendees is 27-62 years. Area hotels have been approached about the Event and if individuals spend an average of \$70 pp, about \$210K will be spent in the city. Public Comment: Inge Lorentzen Daumer not in favor of the location along the coast; advised a coastal commission permit will be required; also does not like the conflict with the Butterfly weekend activities

Commissioner Comments: Waissbluth inquired about number of vendors with Veronica stating local vendor and breweries invited number 30-40; Tulley supportive of Event and inquired about street closures; Clark said that there would be multiple closure at Jewell, Sea Palm and Ocean View; Goldsmith inquired about whether location is large enough for expected size of attendees and also coastal commission permit; Gho stated he believes permit is possible to attain; Gibson asked about down time and reopening of area with close down expected at 6 am morning of event and reopening at 7 pm by PW per Gho. Other questions included: tables/chairs – yes; food – from CA Seltzer; Live music – yes; attendees will get a ticket for 3 oz “unlimited” number of beer samples with no readmission if leaving fenced in area. Clark has met with PGPD and there are no outstanding issues from them regarding the event. Motion by Waissbluth with second by Goldsmith to approve the recommendation of PW to approve Pints on the Peninsula as a Full Cost Recovery Special Event in the FY2023-2024 Special Events Calendar. Motion passed 4-0-1.

C. 2023 Recreation Board Goals: See Recreation Board Goals

Chair Gibson presented a draft of goals for upcoming year to be finalized.

Public Comment: none

Commissioner Comment: Tulley stated there are some changes based on the recommendations at the last Rec Board meeting. Per Clark, goals can be made available and published for the public on the website and updated as needed. Goals approved, but sub-tasks have been added, and Tulley suggested moving forward on 5 recommendations. Gibson commented on infrastructure, environmental stewardship, and recreation goals of expanded services at Youth Center (YC), additional after-school recreational sports and evaluation of fees. Gho noted that the GWP Plan presented at the June 2022 BNRC meeting by Dudek Consulting will be presented to City Council in June. Gho will mention idea of a Sports Coordinator to City Council for basketball and soccer opportunities with PGUSD. Discussion regarding residents entrusted to open up and lock up facilities at YC followed, with Clark stating staff person must be present. Gho mentioned that bathrooms serviced 7 days a week; GWP has no bathroom doors, Caledonia doors never locked, Community Center closed each night. Gho believes more hiring will happen soon with 100 applicants for a job posting. Per Clark, Amy Colony is Volunteer Coordinator for volunteers working with youth; next month, PW will propose city increase hours at Community Center and YC. Through the Jt. Use Agreement, PG can schedule use of PGUSD gym for basketball. As follow up to goals, survey for regular resident feedback was suggested. Tulley suggested there be a skatepark sub-committee. Gibson inquired whether PW would welcome input from Rec Board regarding possible skatepark locations. Tulley and Gibson supported survey be included in city council goals for recreation, with last survey done in 2018. Gho will report to Rec Board at next meeting regarding Rec goals from the City Council meeting. Goldsmith suggested that Amy Colony attend Rec Board meeting and provide information regarding “vetted” volunteers and what they can and cannot do; also that this report be scheduled early in the agenda to

take into consideration her family time. Clark reported that she works/checks/meets with PGUSD as needed for increased access to recreational opportunities in a post Covid world, re-establishing communications and good working relations. Per RPMG Consultants, PGUSD not interested in expansion. Gibson suggested that Council Liaison Nick Smith could provide some clarity for RPMG conclusions; also would like Amy Colony to speak at next Rec Board meeting, after Gho makes his presentation to City Council; volunteers are an additional and valuable resource.

Next Meeting is scheduled for May 25,2023

Meeting was adjourned at 9:10 pm.

Submitted by Colleen Goldsmith

REC BOARD MINUTES 07/27/23

1. CALL TO ORDER – The meeting was called to order at 6:00 pm on July 27, 2023

ROLL CALL –Colleen Goldsmith, Jay Tulley, Ximena Waissbluth, Ashley Gamble. Also present: Recreation Manager: Katie Clark; PW Director: Dan Gho; Absent: Daryl Smith

2. APPROVAL OF AGENDA - Motion: Tulley; Second: Waissbluth; passed 4-0-1

3. BOARD AND STAFF ANNOUNCEMENTS: Rec Manager Clark announced successful summer program at pool and youth center. Last day of camp tomorrow, July 28. Thank you to Public Works and to staff for a great summer. Special events – Youth Ambassadors dance July 28, upcoming Car Week.

4. COUNCIL LIAISON ANNOUNCEMENTS: Nick Smith absent

5. GENERAL PUBLIC COMMENTS: A. Oral Communication: Mike Ipsan – history of Chinese Village – proposal with Monterey Bay Chinese Association (MBCA) to build ‘recognition’ pavilion – consider EMD open space – possible future partnership. B. Written Communication: May - Inge Lorentzen Daumer re: Pints on the Peninsula, PG City Council Goals, playground equipment; June – Steven and Mary Albert re: PB noise and location for schools and general public; Rebecca Lee re: City trees – education and initiatives; July – Crystal Mothershead Gaudette re: need for a more active youth center, children and adult sports programs, and longer pool hours; Colleen Ingram re: balloons and confetti in parks in PG; Inge Daumer re: ‘draft’ minutes.

6. APPROVAL OF MINUTES: Motion: Waissbluth; Second: Tulley; passed 4-0-1

7. REGULAR AGENDA

7A. Selection of Chair et al. All passed unanimously - Chair – Goldsmith; Vice Chair – Tulley; Secretary – Waissbluth (alternating in future with Ashley Darryl).

7B. City Council Goals – Katie Clark. See Agenda Report. Youth center will open again on August 14; M-F 3:30-5:30. 30 hr Rec Coordinator position hire in process, will have update at August meeting. 40 hr Sports Coordinator position hire in process, very excited for this position and the many activities/sports it will support, e.g. manage fields, ‘coaches,’ etc., will update at next meeting. A company hired to evaluate fees for community space rentals. No public comments.

Commissioner comments: Goldsmith asked if pool will be open beyond summer, and ‘non-traditional’ lifeguards (e.g. retirees, as H.S. and college students time constrained). Clark and Gho answered – TBD, the new hire will review and assess; yes anybody with proper certification can lifeguard. Waissbluth asked about Youth Center (YC) process. Clark answered it’s on a membership basis; strong relationship with PGUSD- announcements included in the school’s weekly e-mails. Tulley asked about extending the 5:30pm closing time; the YC will in time survey parents needs and thus may re-assess hours at a future date. On Thursdays (short school days) YC will open at 2:30.

7C. Skate Park Update – See Agenda Report. Dan Gho – no alternative suitable location that addresses three major issues: residents, environment, already hardscaped. Only spent \$3,000 of the \$158,000 ARPA fund, the money was reallocated to sidewalk improvements, esp on David Ave.

Public comment: Inge Daumer – agreed that ARPA funds needed to be spent within allotted time frame.

Commissioner comments: Tulley proposed that the city fully assess interest and ‘test the waters’ for a skate park by purchasing a couple of portable ramps and grinder bars, not to exceed \$2,000, and placing them in one of two locations, 1) parking lot across the street from the youth center (lose 12 parking spots), or 2) parking lot on Sunset Ave at the back of the Public Works yard. These lots would need to be cordoned off and temporarily repurposed for this pilot project. He further emphasized that a skate repair/bike repair/surfboard repair type of ‘maker space’ be considered as part of the project. High schoolers would benefit from an informal, social, low cost place to gather, share and tinker. This would also show the many advocates of the skate park that the city is trying to find a solution. Waissbluth and Ashley Darryl supported the concept. Darryl noted that, in determining the noise issue of skate parks, ramps are louder than concrete. Goldsmith asked about other locations for a skate park, Gho said that no other areas are available. Tulley made a motion that the concept and two sites are brought to City Council for review and consideration, with \$2,000 spending limit, and a trial period to be determined (e.g. 6 months). Waissbluth seconded the motion, passed unanimously 4-0-1.

7D. Playground Equipment at George Washington Park. See Agenda Report. Dan Gho. Gho continued to recommend Gametime package; noted that their proposal will expire soon.

Public comment: Inge Daumer – time limit, should move forward.

Commissioner comments: Tulley asked if there were constraints on the grant monies. Gho – grant is for GWP 2-5 yo playground. Goldsmith liked the alternative play equipment from Timberform. Waissbluth asked for a complete Timberform proposal that includes grading, installation, etc. Gho answered that Timberline only sells the equipment, other companies install and this adds to costs. Tulley noted that GWP has other issues – unseemly bathrooms, water fountain needed, more trash receptacles. Gho will ask Timberform for a more complete proposal, including outside company install costs and bring back to Board in September or October.

7E. ARPA Fund Projects, Recreation Parks Needs Assessment. See Agenda Report. Dan Gho. Arnett Park dg and storm drain work very successful. Needs assessment on best use of additional \$20,000 in funding, to Board’s discretion.

Public Comment: Mike Ipsen – good partnership, congruence of interests to properly replace Elmarie Dyke Park decayed gazebo.

Commissioner Comments: Waissbluth asked if this needed to be figured out now. Gho answered that the funding expires December 2024. Commissioners agreed to return to next meeting with a list of potential uses for the monies, which will be prioritized then.

7F. Recreation Facilities Water Payments. See Agenda Report. Dan Gho. Shared with Board mostly as an FYI.

Public Comment: Inge Daumer asked about the Cal Am water costs.

Commissioner Comment: Tulley thanked Gho, will review for next meeting.

Other items to potentially put on agenda for next month: Darryl asked about the formation of a new skatepark subcommittee. Waissbluth asked about the role of Rec Board re confetti and balloons at parks, and to agendaize for next meeting, per Public Comment letter. Gho noted that August 2 City Council will include a presentation update on single use plastics. Gho mentioned the Coastal Conservancy Point Piños Project is almost complete and looks good, includes signage and improved walkways.

Next Meeting is scheduled for August 24

Meeting was adjourned at 7:36pm.

Submitted by Ximena Waissbluth



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

AGENDA REPORT

TO: Honorable Mayor and Members of the City Council
FROM: Diana Godwin, Library Manager
MEETING DATE: November 15, 2023
SUBJECT: Library Board Minutes: September 11, 2023
CEQA: Does not constitute a "Project" per California Environmental Quality Act
Guidelines Section 15378

RECOMMENDATION

Receive the minutes.

Attachments

LAB Minutes September 2023



MEETING MINUTES

CITY OF PACIFIC GROVE

LIBRARY ADVISORY BOARD

MEETING MINUTES

Monday, September 11, 2023, 4:00 P.M.

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

This meeting was held in Council Chambers and via Zoom webinar

MINUTES

CALL TO ORDER/ROLL CALL—4:00 pm. Attending: Library Director, Diana Godwin; Board Chair Tama Olver; Board members, Carla Nielson and Alycia Perez; City Council Liaison Lori McDonnell. Absent: Aparna Screenivasan and Tom Odom, Board members.

1. APPROVAL OF AGENDA Motion to approve agenda. Approved with correction to item 6.D.

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

A. Staff Presentation-Reference: Diana Godwin, Library Director

- Staffing-Great team
- Children's Programs-Library visits from Robert Down, Forest Grove and Monterey Bay Charter schools. Library is working more with home-schoolers. Cloud Dough Market collaboration 9/18. Mary will be out the last part of September with new staff member, Michele Romeu Henkel taking on some of the storytimes as well as Lisa Maddalena.
- Teen programs-Teen Tech has a new volunteer, Claire Qasem. Diana and Mary attended PGUSD's Wellness Fair, Manga meetup 9/4, October brings Spooky Bingo and an Origami meetup.
- Gallery-"Ourselves We Sing" poetry, dance and art events. The juried art show will be mounted on October 1st, opening reception on October 6th, with five events. Closing reception, January 5, 2024.
- Events-On September 8th, Howard Burnham will perform as Andrew Carnegie, Monterey Bay Poetry Consortium on September 9th as well as on the 2nd Saturday of the month through December. October 20th features Daniel Summerhill, with Georgina Marie Guardado on November 3rd.
- Youth Ambassadors-The new YA Library champions: Olivia Englehorn

and Vanessa Riviera will be helping staff Teen Tech and will be promoting Library events, Haunted House and doing basement organization.

- MOVE-There have been delays. GEM should be going to SignWorks on September 12th.
- F&F-Dine out with Friends at Pepper's all day on September 27th and at Il Vecchio, from 5-8pm on October 25th.
- Council-We asked the Mayor for a proclamation regarding Banned Books Week, October 1st-7th.

Staff Presentation-Reference: Angela Canales, Administrative Technician
Angela started in her position in November 2020. She has a wide range of roles. She supports all operations of the Library and works as a liaison with City Hall. She loves wearing many different "hats" in her position. She writes work tickets, updates the website and is involved in most communication tasks, creating promotional materials for outreach. She keeps statistics, aids the director with financing and budgets, as well as analytics. She said she is thoroughly enjoying her position.

3. COUNCIL LIAISON ANNOUNCEMENTS (Reference: Lori McDonnell)

- California Cities Conference will be held 10/4/2023
- Update City Manager job description, salary and classification prior to recruitment efforts to fill position
- Environmental-Received Monarch butterfly report
- George Washington Park-Update Master Plan to conduct biological assessment of the entire park and progress fire hazard reduction. Weed pulling on 9/30, plus the addition of 400 new seedlings.

4. GENERAL PUBLIC COMMENT

Inge Lorentzen Daumer noted the absence of roll-call. She expressed her feeling that printing of the minutes seems very confusing and the link prints pages not requested. Tama will look into this.

5. APPROVAL OF MINUTES FROM JULY 10TH MEETING Alycia motion to approve, Carla seconded, 3/0/0

6. UNFINISHED AND ONGOING BUSINESS

- A. Non-Monetary Donations-Tama and Diana brainstormed ideas for recognition. The committee came to an agreement that an ipad, that would highlight donors backgrounds and give a full picture of their voluntary "gifts" would be an unique way to document their "labor of love" offerings to the Library.
- B. Library Art Collection-Alycia will work with Angela Canales to put flyers in the

Library and make sure the items are also available for viewing on the website.

- C. Goal Alignment-Alycia requests that this item be put on a future agenda. It might be productive to join with the Outreach, Communication and Community Involvement Committee when they have amassed more information towards their goals.
- D. Outreach, Communication and Community Involvement-(Reference Carla) The committee is continuing their efforts to learn more about how the Library communicates to their patrons. Going forward the committee will move more into the community involvement and outreach segments of our plans.

7. NEW BUSINESS-Aparna resigned. Meeting day will change to the 1st Tuesday of every other month.

Meeting adjourned at 4:50 pm. Next meeting on November 7th, 2023.



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

AGENDA REPORT

TO: Honorable Mayor and Members of the City Council
FROM: Brian Pierik, City Attorney
MEETING DATE: November 15, 2023
SUBJECT: Ordinance to Amend the Salary Classification Schedule
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; and approve the amendment; and
4. Direct that a summary of a proposed ordinance be published as approved by the City Attorney

DISCUSSION

The City salary classification schedule identifies the job classifications approved by Council (e.g., Office Assistant) and the hourly rates of pay for each classification at each step authorized by the Personnel Rules. 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.

MEA MOU

On November 1, 2023, City Council approved the Management Employees Association (MEA) Memorandum of Understanding (MOU). Approval of the MOU included a 3% cost of living adjustment (COLA) and salary market adjustments for identified classifications effective August 20, 2023. The market adjustments will be spread out over two years, with 50% of the market adjustment provided in FY 23/24 and 50% of the market adjustment in FY 24/25. The salary schedules are amended by Ordinance, therefore this is the administrative process to make changes to the salary schedule that were approved by Council on 11/1/23.

Nonrepresented Management and Confidential and Department Head Groups

On November 1, 2023, City Council approved the changes to the Benefits and Compensation Plan (Plan) for Nonrepresented Management and Confidential and Department Head Groups. Approval of the MOU included a 3% cost of living adjustment (COLA) and salary market adjustments for identified classifications effective August 20, 2023. The market adjustments will be spread out over two years, with 50% of the market adjustment provided in FY 23/24 and 50% of the market adjustment in FY 24/25. The salary schedules are amended by Ordinance, therefore this is the administrative process to make changes to the salary schedule that were approved by Council on 11/1/23.

After further evaluation, with the Council approval of the Benefits and Compensation plan changes for the Department Head Group, Administrative Services Director/Assistant City Manager and Public Works Director/Deputy City Manager classifications will not receive a market adjustment, instead they will receive the COLA. However, the Finance Director classification has been identified as being under market and will receive a market increase. This classification is not budgeted for headcount or salary, however for internal and external equity, it is recommended this salary be revised.

The requested change to the salary classification schedule will only impact the positions listed in this agenda report. All other classification hourly salary ranges will 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>. To view the revised classification hourly salary ranges for the classifications listed below, please see the related ordinance linked to this agenda report.

	3% COLA or Market Adjustment	
Barg Group/ Align	Classification	Increase Type
MEA	Accountant	COLA
MEA/Align	Accountant, Chief	COLA
MEA/Align	Accountant, Senior	Market Adj.
DH	Administrative Services Director	Market Adj.
DH	Administrative Services Director/ Assistant City Manager	COLA
Nonrep Mgt	Administrative Services Manager	COLA
MEA Align	Assistant Finance Manager	COLA
DH	City Clerk	COLA
DH	City Clerk/DEI Coordinator	COLA
DH	Community Development Director	COLA
MEA	Construction Project Manager	Market Adj.
Nonrep Mgt.	Deputy City Clerk	COLA
Nonrep Mgt.	Deputy City Manager	COLA
DH	Finance Director	Market Adj
MEA	Financial Analyst	COLA
DH	Human Resources Director	Market Adj
Nonrep Mgt.	Human Resources Manager	COLA
MEA	Librarian	COLA
DH	Library Director	COLA
MEA	Management Analyst	Market Adj
MEA	Planner, Principal	Market Adj.
Nonrep Mgt.	Police Adm. Services Manager	COLA
Nonrep Mgt.	Police Adm. Services Manager/ Public Information Officer	COLA

DH	Police Chief	Market Adj
Nonrep Mgt.	Police Commander	COLA
MEA	Program Manager	COLA
Nonrep Mgt.	Program Manager, Senior	COLA
DH	Public Works Director	Market Adj
DH	Public Works Director/ Deputy City Manager	COLA
MEA	Public Works Superintendent	COLA
MEA	Recreation Coordinator, Senior	COLA
MEA	Risk Manager	COLA
MEA	Senior Librarian	COLA

DH - Department Head Group

MEA - Management Employee Group

Nonrep Mgt. – Non-represented Management and Confidential Group

OPTIONS

1. Approve Ordinance
2. Provide alternative direction to staff.

FINANCIAL IMPACT:

The Fiscal Year 23/24 Budget included an estimated 2% COLA for the MEA, Non-Represented Management and Confidential; and the Department Groups. The amounts specifically related to the COLA and market adjustments are listed below:

Group	FY 23/24 Fiscal Impact	Annual Fiscal Impact
MEA	\$ 23,600	\$44,100
Non-Represented Management and Confidential	9,600	34,000
Department Heads	28,900	60,500
Estimated Fiscal Impact	\$ 62,100	\$ 138,600

Additional details regarding the compensation packages and the fiscal impact can be accessed from agenda reports that were presented at the [November 1, 2023 City Council Meeting](#).

FOCUSED PRIORITY AREA: Not Applicable.

Attachments

Salary Schedule Ordinance

ORDINANCE NO. 23-_____

**ORDINANCE OF THE CITY COUNCIL OF THE CITY OF PACIFIC GROVE
AMENDING THE CLASSIFICATION SCHEDULE**

Findings

1. The City of Pacific Grove (City) entered into a new Memorandum of Understanding (MOU) with the Management Employees Association (MEA); and
2. The MOU is effective from July 1, 2023 through June 30, 2026; and
3. Provisions of the MOU provides for a 3% cost of living adjustment (COLA) in the first year of the agreement, 3% COLA in the second year of the agreement, and 3% COLA in the third year of the agreement; and
4. Accountant, Senior, Construction Project Manager, Management Analyst and Planner, Principal classifications have been identified to receive salary market adjustments with 50% in the first year of the agreement and 50% in the second year of the agreement: and
5. Classifications that align with MEA for salary and benefits will also be included for a COLA and market adjustments which include the Non-represented Management and Confidential and Department Head Groups; and
6. Administrative Services Director, Finance Director, Human Resources Director and Public Works Director classifications have been identified to receive salary market adjustments with 50% in FY 23/24 and 50% in FY 24/25: and
7. FY 23/24 3% COLA and salary market adjustments will be effective August 20, 2023.
8. The following Classification salary ranges will be revised to reflect the first year 3% COLA increase, or 50% of the market adjustment for identified classifications:

Accountant

Accountant, Chief

Accountant, Senior

Administrative Services Director

Administrative Services Director/ Assistant City Manager

Administrative Services Manager

Assistant Finance Manager

City Clerk

City Clerk/DEI Coordinator

Community Development Director

Construction Project Manager
 Deputy City Clerk
 Deputy City Manager
 Finance Director
 Financial Analyst
 Human Resources Director
 Human Resources Manager
 Librarian
 Library Director
 Management Analyst
 Planner, Principal
 Police Adm. Services Manager
 Police Adm. Services Manager/ Public Information Officer
 Police Chief
 Police Commander
 Program Manager
 Program Manager, Senior
 Public Works Director
 Public Works Director/ Deputy City Manager
 Public Works Superintendent
 Recreation Coordinator, Senior
 Risk Manager
 Senior Librarian

9. Modifications to the salary classification plan must be amended to revise hourly rates; and
10. 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
11. 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, THE COUNCIL OF THE CITY OF PACIFIC GROVE DOES ORDAIN AS FOLLOWS:

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 MEA, Non-represented Management and Confidential and Department Head Groups classifications and MEA aligned classifications, with the following salary schedule:

Hourly Salary Steps								
Classification	Step 1A	Step 2B	Step 3C	Step 4D	Step 5E	Step 6F	Step 7G	Step 8H
Accountant	33.77	35.46	37.23	39.09	41.05	42.07	43.12	44.20
Accountant, Chief	40.37	42.39	44.51	46.73	49.07	50.91	52.82	
Accountant, Senior	37.77	39.66	41.64	43.73	45.91	47.63	49.42	
Administrative Services Director	67.63	71.01	74.56	78.29	82.20	86.31	90.63	
Administrative Services Director/ Assistant City Manager	76.16	79.97	83.96	88.16	92.57	97.20	102.06	
Administrative Services Manager	54.16	56.87	59.71	62.70	65.83	69.12	72.58	
Assistant Finance Manager	36.88	38.73	40.66	42.69	44.83	46.51	48.25	
City Clerk	55.28	58.04	60.9	63.99	67.19	70.55	74.08	
City Clerk/DEI Coordinator	58.04	60.95	63.99	67.19	70.55	74.08	77.79	
Community Development Director	67.66	71.04	74.59	78.32	82.24	86.35	90.67	
Construction Project Manager	40.90	42.94	45.09	47.34	49.71	51.58	53.51	
Deputy City Clerk	33.28	34.94	36.69	38.53	40.45	42.48	44.60	

Hourly Salary Steps								
Classification	Step 1A	Step 2B	Step 3C	Step 4D	Step 5E	Step 6F	Step 7G	Step 8H
Deputy City Manager	64.64	67.87	71.26	74.82	78.57	82.49	86.62	
Finance Director	66.70	70.04	73.54	77.22	81.08	85.13	89.39	
Financial Analyst	32.03	33.63	35.31	37.07	38.93	40.39	41.90	
Human Resources Director	66.70	70.04	73.54	77.22	81.08	85.13	89.39	
Human Resources Manager	48.44	50.86	53.41	56.08	58.88	61.83	64.92	
Librarian	32.03	33.63	35.31	37.07	38.93	40.39	41.90	
Library Director	65.53	68.81	72.25	75.86	79.65	83.64	87.82	
Management Analyst	37.10	38.95	40.90	42.95	45.09	46.79	48.54	
Planner, Principal	47.51	49.88	52.38	55.00	57.75	59.91	62.16	
Police Adm. Services Manager	54.16	56.87	59.72	62.70	65.84	69.13	72.58	
Police Adm. Services Manager/ Public Information Officer	56.87	59.71	62.70	65.83	69.12	72.58	76.21	
Police Chief	75.58	79.36	83.32	87.49	91.86	96.46	101.28	
Police Commander	60.41	63.43	66.60	69.93	73.43	77.10	80.96	
Program Manager	43.91	46.10	48.41	50.83	53.37	55.37	57.45	
Program Manager, Senior	54.16	56.87	59.71	62.70	65.83	69.12	72.58	

Hourly Salary Steps								
Classification	Step 1A	Step 2B	Step 3C	Step 4D	Step 5E	Step 6F	Step 7G	Step 8H
Public Works Director	67.78	71.17	74.73	78.46	82.39	86.50	90.83	
Public Works Director/ Deputy City Manager	73.12	76.77	80.61	84.64	88.88	93.32	97.98	
Public Works Superintendent	47.73	50.12	52.63	55.26	58.02	60.20	62.46	
Recreation Coordinator, Senior	39.44	41.41	43.48	45.66	47.94	49.74	51.60	
Risk Manager	36.88	38.72	40.66	42.69	44.82	46.51	48.25	
Senior Librarian	37.06	38.92	40.86	42.91	45.05	46.741	48.49	

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 on August 20, 2023.

PASSED AND ADOPTED BY THE COUNCIL OF THE CITY OF PACIFIC GROVE
this ____ day of November 2023, by the following vote:

AYES:

NOES:

ABSENT:

APPROVED:

BILL PEAKE, Mayor

ATTEST:

BONNIE GAWF, Interim 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: Tori Hannah, Administrative Services Director/Assistant City Manager
MEETING DATE: November 15, 2023
SUBJECT: Fiscal Year 22/23 Fourth Quarter Budget Report and an Ordinance to Amend the Fiscal Year 23/24 Operating and Capital Improvement Budget.
CEQA: Does not constitute a "Project" per California Environmental Quality Act Guidelines Section 15378

RECOMMENDATION

1. Receive the report;
2. Request the City Attorney read the title of the ordinance;
3. Motion to waive further reading of the ordinance;
4. Introduce and hold first reading of an ordinance amending the Fiscal Year 23/24 Operating and Capital Improvement Budget;
5. Direct that publication of the ordinance will be satisfied by publication of a summary approved by the City Attorney

DISCUSSION

The Administrative Services Department produces quarterly financial reports to assist in evaluating the City's fiscal condition. The attached report provides details on General Fund revenues and expenditures, as well as a summary related to enterprise funds.

The attached Fourth Quarter Budget Report reflects revenues and expenditures through the end of the fiscal year. The City's annual audit began the week of November 6, 2023. While staff does not anticipate any changes, minor audit adjustments; or updates to the presentation of data may be needed to reflect new accounting pronouncements. This includes Governmental Accounting Standards Board (GASB) 96 - Subscription-Based Information Technology Arrangements; and GASB 94 -Public Private Partnerships. Final numbers will be presented with the Independent Auditors Report in late January or February.

A budget amendment ordinance, along with a description of the proposed changes are included in Attachments 2 and 3. The proposed updates reflect items that were approved by the City Council earlier in this fiscal year, as well as administrative adjustments for projects that were carried forward from the prior fiscal year. The estimated available General Fund balance for Fiscal Year 23/24 is project to be approximately \$11.4 million. This is \$554,000 above the reserve policy levels. The adjustments to the CIP Fund are anticipated to be cost-neutral.

Additional information regarding city finances, can be accessed from the City's [website](#).

OPTIONS

N/A. This is informational only.

FINANCIAL IMPACT:

There is no fiscal impact associated with receiving the report.

The estimated fiscal impact to the General Fund is approximately \$1.78 million, however this is \$554,000 above the reserve policy levels. The adjustments to the CIP Fund are anticipated to be cost-neutral, while the carry-forward adjustments related to the Local Streets and Roads; and the RMRA Funds reflect an administrative adjustment.

The calculation for the estimated ending fund balances for each fund are included within the ordinance.

FOCUSED PRIORITY AREA: Not Applicable.

Attachments

Fiscal Year 22/23 Fourth Quarter Budget Report

Budget Amendment Details

Budget Amendment Ordinance



City of Pacific Grove

Fourth Quarter Budget Report – Fiscal Year 22/23

Preliminary Summaries

The City records revenues and expenditures that are related to Fiscal Year 22/23 through the end of August. The information presented in this report reflects the revenues and expenditures recorded through the City's annual audit which began in November. It should be noted that the amounts listed are preliminary in nature and may be updated based on any final adjustments.

General Fund Overview

At the close of the fiscal year, General Fund revenues exceeded the Amended Budget by approximately \$564,000, while expenditures were below the budgeted amount by \$2.0 million. Revenues were greater than anticipated, due to strong performance in the transient occupancy tax and utility user tax categories; and the receipt of one-time revenues. Budgetary variances in expenditures were primarily related to \$745,541 in commitments that were carried forward into the next fiscal year; and proposed carry-forward amounts of \$128,820 that were omitted during the initial carry-forward process. The remaining \$1.2 million was attributed to position vacancies and the reduced use of contract and professional services. The "carry-forward" amounts represent encumbrances for goods and services that were made in Fiscal Year 22/23; however not received until after June 30.

At the beginning of Fiscal Year 22/23, the City's General Fund unassigned fund balance was \$12.0 million, with a projected year-end surplus of \$181,000. During the year, the budget was amended to increase revenues by approximately \$1.3 million to reflect economic performance and one-time revenues. Expenditures were also increased by \$1.1 million to purchase a fire truck, expand recreation services, and fund additional Council priorities. These updates were incorporated into the Fiscal Year 22/23 Amended Budget. At the close of the fiscal year, the General Fund had a preliminary positive net difference of \$2.8 million. If there are no changes, this would result in an estimated ending fund balance of \$14.8 million

After the carry-forward adjustments are incorporated into the Fiscal Year 23/24 budget, the General Fund is estimated to the end the year with an available fund balance of approximately \$13.2 million. This amount is anticipated to be further reduced based on Council commitments that were approved in the first quarter of Fiscal Year 23/24.

Additional information related to major revenue categories and departmental expenditures are provided within this section.

General Fund Budget	FY 22/23 Amended	FY 22/23 Prelim.	FY 21/22 Actual
Operating Revenues	\$ 30,852,813	\$ 31,415,696	\$27,686,236
Transfers-In	800,000	801,419	1,735,038
Total Revenues	31,652,813	\$32,217,115	29,421,274
Operating Expenditures	30,576,120	28,465,686	25,376,392
Transfers-Out	912,000	974,500	1,476,274
Total Expenditures	31,488,120	29,440,186	26,852,666
Net Difference	\$ 164,693	\$ 2,776,929	\$ 2,568,608

General Fund Revenues

The following chart provides an overview of the General Fund revenues. Any significant variances will be listed below the chart; or will also be presented at the City Council Meeting.

Revenues	Amended Budget	YTD Transactions	% Used / Rec'd	Prior YTD Transactions
Taxes:				
Property Taxes	\$9,252,000	\$9,330,981	101%	\$8,573,967
Transient Occupancy Tax	6,387,000	6,552,858	103%	6,272,972
Transient Use Licenses	95,000	82,830	87%	76,010
Sales and Use Tax	5,564,000	5,614,305	101%	4,540,782
Business License Tax	365,000	384,243	105%	345,965
Franchise Tax	1,555,000	1,570,875	101%	1,430,920
Utility User Tax	1,965,000	2,097,934	107%	1,940,677
Other Tax	176,000	150,278	85%	231,389
Total Taxes	\$25,359,000	\$25,784,304	102%	\$23,412,682
Other:				
Licenses and Permits	987,000	1,047,488	106%	913,160
Intergovernmental	401,000	162,281	40%	150,516
Charges for Services	2,061,000	2,040,121	99%	1,876,745
Fines and Forfeitures	106,000	102,564	97%	37,917
Interest, Rents, Conc.	378,000	341,484	90%	72,514
Other Revenues	1,560,813	1,937,454	124%	1,222,702
Interfund Transfers	800,000	801,419	100%	1,735,038
Totals	\$31,652,813	\$32,217,115	102%	\$29,421,274

Transient Occupancy Tax (TOT)

The Fiscal Year 22/23 TOT revenues were \$165,858 or 2.6% greater than the Amended Budget; and approximately \$280,000 or 4.5% greater than the prior year revenues. The growth in TOT receipts reflect increased performance, as well as variable increases in room rates.

Sales Tax

In April 2023, voters approved Measure A, a 0.50% transactions and use tax. This tax became effective in the second quarter of Fiscal Year 22/23. While the Fiscal Year 22/23 revenues just exceeded budgetary projections, the revenues were \$1,073,523 or 23.6 % greater than the prior year. This difference is largely due to the addition of Measure A.

Utility Users Tax (UUT)

In Fiscal Year 22/23, UUT revenues exceeded the budget by approximately \$133,000 or 6.8%. This is largely due to increased gas and electricity taxes in the last half of the fiscal year. The Fiscal Year 22/23 revenues are also \$157,257 or 8.1% greater than the prior year.

Intergovernmental

Intergovernmental revenues can vary based on the timing of grant reimbursements. The revenues recorded represent grant billings or receipts that were initiated or received within each fiscal year.

Charges for Services

The overall Charges for Services category was \$20,879 or less than 1% below the budgeted amount; however the revenues were \$163,376 or 8.7% greater than the prior year. This annual difference is primarily related to increased plan check fees, which includes a single payment of \$100,000; and greater receipts in various recreation categories.

Fines and Forfeitures

In Fiscal Year 22/23, revenues trended just below the budgeted amount; however the annual receipts were more than double when compared to the prior year. This difference is primarily related to a single payment of \$80,414 for a code enforcement case. Revenues within this category may vary based on enforcement and collection activities.

Interest, Rents, and Concessions

This category primarily consists of interest earnings and rental revenues received from leased City properties. The Fiscal Year 22/23 revenues trended relatively consistent with the budget; however they were \$269,970 greater than the prior year. This was primarily related to interest earned on the City's investment portfolio, as well as an increase to a year-end accounting fair value (FV) adjustment. Prior to any FV adjustments, the interest earnings for the current and prior fiscal year were \$235,918 and \$84,810, respectively. The FV adjustment for Fiscal Year 22/23 and Fiscal Years 21/22 were (\$ 127,078) and (\$ 257,921), respectively.

Other Revenues

The revenues within this category vary each year. In Fiscal Year 22/23, the Other Revenue category was approximately \$377,000 greater than the Amended Budget and \$714,000 more than the prior year. The budgetary difference is primarily the result of greater than anticipated water entitlement sales of \$243,662, which included at \$62,500 payment from a developer promissory note. The proceeds from the promissory note were transferred to the Local Water Project to assist with fiscal sustainability efforts. The remaining budgetary and annual differences can be attributed to a one-time revenue recovery receipt of \$989,000, net of other one-time revenues.

Interfund Transfers

In Fiscal Year 22/23, the amount transferred reflects an \$800,000 operating transfer from the American Rescue Plan Act (ARPA) Fund, along with a minor amount relating to the closure of the Civic Center Site Fund. This can be contrasted with the Fiscal Year 21/22 transfers, which include a \$181,000 transfer from the Operating Donations Fund to assist in supporting Library operations; as well as \$1,554,038 in transfers from the American Rescue Plan Act (ARPA) Fund.

Expenditures

In Fiscal Year 22/23, expenditures were approximately \$2 million below the budgeted amount; however \$2.6 million greater than the prior year. The annual budgetary difference was primarily due to \$1.1 million in unexpended contract services, \$500,000 related to position vacancies, \$242,000 in capital improvements, and variances within other categories. Of this amount approximately \$874,000 is related to goods or services that have been approved or are pending approval for carry-forward into Fiscal Year 23/24. Additional information specific to departments is listed below the table on the subsequent page.

Expenditures	FY 22/23 Amended	YTD Transactions	% of Budget	Prior YTD Transactions
City Council	490,331	477,122	97%	412,406
City Manager	1,223,495	1,105,670	90%	1,167,617
City Attorney	711,100	538,146	76%	647,114
Economic Development	335,177	278,784	83%	-
Finance	1,443,702	1,263,717	88%	1,217,799
Information Services	874,389	761,558	87%	687,829
Police	7,925,586	7,681,726	97%	7,162,570
Fire	4,365,373	4,373,360	100%	3,955,547
Public Works	4,256,703	4,095,917	96%	3,677,218
Community Development	3,094,369	2,403,366	78%	2,273,067
Library	1,116,332	1,095,179	98%	972,907
Recreation	930,065	810,888	87%	722,149
Museum	325,500	336,814	103%	309,764
Subtotal	<u>\$27,092,122</u>	<u>\$25,222,247</u>	93%	<u>\$23,205,987</u>
Capital Outlay	1,244,221	1,001,662	81%	-
Transfers to CIP Fund	575,000	575,000	100%	537,759
Debt Service	2,239,777	2,241,777	100%	2,170,415
Interfund Transfers	<u>337,000</u>	<u>399,500</u>	119%	<u>938,515</u>
Total Expenditures	<u>\$31,488,120</u>	<u>\$29,440,186</u>	93%	<u>\$26,852,666</u>

City Manager

The budgetary difference of approximately \$118,000 is primarily related to salary savings from the vacant Deputy City Clerk position; and unexpended public outreach/communication contracts; and professional and legal services. These factors, along with moving a percentage of the City Manager's salary to the newly formed Economic Development Department contribute to the annual difference.

City Attorney

In Fiscal Year 22/23, legal costs were approximately \$173,000 less than the Amended Budget; and \$109,000 less than the prior year. The budgetary difference is primarily related to specialized legal services agreements that were carried forward into the Fiscal Year 23/24, as well savings within other line items.

Economic Development

Economic Development was added as a cost center in Fiscal Year 22/23. The budget includes expenditures that were previously in the City Manager, Community Development, and City Council budgets. The budgetary difference can be attributed to reduced spending within various line items, including the Economic Development Committee budget.

Finance Development

The Finance Department was approximately \$180,000 below the Amended Budget, however \$46,000 greater than the prior year. The budgetary difference was largely due to \$76,000 in position vacancies; and \$68,000 in funds that were carried forward into Fiscal Year 23/24 for a comprehensive fee study, cost allocation plan, and a development impact fee study.

Information Services

The Information Services expenditures were \$112,000 less than the Amended Budget. The unexpended funds resulted from project deferrals, position vacancies, and contract savings. A budget amendment was initiated to carry-forward \$56,840 for a cybersecurity assessment, an IT Infrastructure High Availability Assessment and components of the Geographic Information Systems (GIS) Master Plan. These projects are anticipated to be completed in Fiscal Year 23/24.

Community Development

The Fiscal Year 22/23 Community Development expenditures were approximately \$691,000 below the Amended Budget and \$130,278 greater than the prior year. The budgetary variance reflects \$115,000 related to position vacancies, \$384,000 in professional services that were carried forward into Fiscal Year 23/24; and unexpended funds within other line items. The carried-forward amounts include funding to support the Housing Element.

Recreation

The Fiscal Year 22/23 Recreation budget was approximately \$119,000 or 12.8% less than the Amended Budget, however \$88,700 greater than the prior year. In Fiscal Year 22/23, the City placed an emphasis on expanding recreational programs and services; and provided additional funding to the Fiscal Year 22/23 Budget. The budgetary difference reflects salary and benefit savings of approximately \$78,000, with the remaining \$41,000 in unexpended funds related to various other categories. This was primarily related to the gradual increase in programming; and the time needed to recruit and hire staff.

Capital Outlay

While there were commitments made for capital outlay items, the majority of the equipment or goods were not received until Fiscal Year 23/24. This includes \$243,000 that was earmarked for chairs in the City Council Chambers, Library datacloset improvements, a patrol vehicle and outfitting; a library self-check system, and a public works generator. The majority of the funds associated with these items have been or are planned to be carried forward into the next fiscal year.

Interfund Transfers/Transfers to the CIP Fund

In Fiscal Year 22/23, the amounts transferred to the CIP Fund reflects allocations for approved street-related projects. The remaining interfund transfers reflect funding to support the 911 Center through the Public Safety Augmentation Fund; and \$62,500 in partial promissory note proceeds to assist with fiscal sustainability efforts in the Local Water Project Fund. The transfers in Fiscal Year 21/2 primarily reflect transfers from the General Fund to the CIP Fund for ARPA related projects. In Fiscal Year 22/23, all ARPA-funded capital expenditures were directly charged to the ARPA Fund.

Other Funds

Local Water Project

The Local Water Project's Fiscal Year 22/23 preliminary revenues were \$237,954 less than expenditures. If the transferred water entitlement revenues are excluded, the Plant would be operating at an annual deficit of \$337,954. The FY 22/23 transfers in and out of the fund represent \$62,500 from the partial proceeds from a promissory note, which was transferred to the Sewer Fund to pay for an interfund loan. The FY 21/22 transfers reflect water entitlement sales that were pledged to assist the Local Water Project with fiscal sustainability efforts. The operating expenditures were \$55,789 below the budget; however \$60,880 greater than the prior year. The annual difference is primarily related to increased contract service costs.

<i>Local Water Project</i>	<i>FY 22/23 Amended</i>	<i>FY 22/23 Prelim.</i>	<i>FY 21/22 Actual ⁽¹⁾</i>
Operating Revenues	\$631,000	\$ 598,793	\$ 596,871
Transfers-In	100,000	162,500	577,840
Total	731,000	761,293	1,174,711
Operating and Capital Expenditures	992,536	936,747	875,687
Transfers-Out	-	62,500	
Total	992,536	999,247	875,687
Net Difference	(\$ 261,536)	(\$ 237,954)	(\$ 299,024)

The Fiscal Year 22/23 preliminary ending fund balance is \$1.2 million, and the preliminary "available" fund balance is \$4,000.

Cemetery

The Cemetery is anticipated to end the year with a positive net operating difference of approximately \$256,000. Strong sales during the last half of the fiscal year, resulted in revenues exceeding budgetary projections by \$107,709 or 16%. The annual receipts were just \$11,300 below the prior year revenues. The Fiscal Year 22/23 expenditures were approximately \$92,316 below the budgeted amount; however they were \$25,308 greater than the prior fiscal year. The budgetary difference primarily related to utility costs and salary savings from a position vacancy.

<i>Cemetery</i>	<i>FY 22/23 Amended</i>	<i>FY 22/23 Prelim.</i>	<i>FY 21/22 Actual ⁽¹⁾</i>
Operating Revenues	\$ 672,800	\$ 780,509	\$ 791,294
Transfers-In	-	-	514
Total Revenues	672,800	780,509	791,808
Operating and Capital Expenditures	605,669	524,138	498,830
Transfers-Out	-	-	-
Total Expenditures	605,669	524,138	498,830
Net Difference	\$ 67,131	\$ 256,371	\$ 292,978

The Fiscal Year 22/23 preliminary ending fund balance is \$984,482, and the preliminary "available" fund balance is \$908,389.

Sewer Fund

The Fiscal Year 22/23 preliminary revenues exceeded expenditures by \$919,000. The Amended expenditure budget included \$1.9 million in Sewer System Improvements that were identified in the Sewer Master Plan. At the close of the fiscal year, approximately \$694,000 was expended on the specified projects. The remaining project funds of approximately \$1.2 million have been carried forward into the next fiscal year.

The annual increase in expenditures of \$426,773 million primarily relates to increased capital spending of \$242,000 when compared to the prior year, and costs associated with full staffing and utilities. Operating revenues reflect planned rate increases, stronger interest earnings, and a transfer from the Local Water Project of \$62,500 to assist in repaying an Interfund Loan.

<i>Sewer</i>	<i>FY 22/23 Amended</i>	<i>FY 22/23 Prelim.</i>	<i>FY 21/22 Actual ⁽¹⁾</i>
Operating Revenues	\$3,716,666	\$3,694,639	\$3,476,324
Transfers-In	-	62,500	-
Total Revenues	3,716,666	3,757,139	3,476,324
Total			
Operating and Capital Expenditures	4,351,871	2,838,530	2,411,757
Transfers-Out	-	-	
Total Expenditures	4,351,871	2,838,530	2,411,757
Net Difference	\$ 635,205	\$ 918,609	\$ 1,064,567

The Fiscal Year 22/23 preliminary ending fund balance is \$22.6 million, and the preliminary “available” fund balance is \$7.3 million.

Golf Course

The preliminary Golf Course revenues exceeded expenditures by \$431,449. The amount of revenues received were approximately \$31,784 or 4% above the budgeted amount. This also represents an increase of approximately \$136,980 or 20% when compared to the prior year. These differences can be primarily attributed to a percentage-based rent payment of approximately \$400,000, which was \$143,000 greater than the prior year. This receipt is in addition to a base monthly rent payment; and is only eligible to be received when golf course revenues exceed a calculated threshold. This is the second year that the City has received a percentage-based rent payment from the current lessee. Additional increases can also be attributed to performance at the golf course restaurant.

The Golf Course expenditures were less than the Amended Budget and the prior year by \$29,665 and \$91,270, respectively. This is primarily the result of a prior year contribution to the Golf Course Capital Improvement Trust. The amount in Fiscal Year 21/22 reflected the current contribution, as well as prior year amounts that were in arrears. All funds within the Trust will be used to support capital improvements at the golf course.

While the Golf Course is anticipated to end the year with a positive “available” fund balance of approximately \$524,000, in Fiscal Year 23/24, the Golf Course Fund will begin paying the Local Water Project for any water costs that are in excess of an agreed upon cap. This anticipated increase was included in the Fiscal Year 23/24 Adopted Budget.

<i>Golf</i>	<i>FY 22/23 Amended</i>	<i>FY 22/23 Prelim.</i>	<i>FY 21/22 ⁽¹⁾</i>
Operating Revenues	\$ 797,500	\$ 829,284	\$ 692,304
Transfers-In	-	-	-
Total Revenue	797,500	829,284	692,304
Operating and Capital Expenditures	427,500	397,835	489,105
Transfers-Out	-	-	-
Total Expenditure	427,500	397,835	489,105
Net Difference	\$370,000	\$ 431,449	\$ 203,199

The Fiscal Year 22/23 preliminary ending fund balance is \$3.4 million, and the preliminary “available” fund balance is \$523,927.

(1) All enterprise fund information is presented on a budgetary, rather than full-accrual basis.

Proposed Budget Amendment Details

General Fund

Estimated ending FY 23/24 fund balance prior to adjustments \$ 13,155,763

Items Approved by Council in FY 22/23

Council Date	Item	
7/5/2023	Professional Planning Services with Good City	\$ 45,000
7/27/2023	Separation Agreement	438,000
8/2/2023	Formal Selection of a Focused General Plan Update Consultant	1,089,891
9/6/2023	GEA Agreement	80,000
	Total Items previously approved	1,652,891

Carryforwards Adjustments

Prior Year	Housing Element	\$ 94,000
Prior Year	Bryce Consulting for City Manager/Human Resources	8,151
Prior Year	Legal costs associated with Nolan, Hamerly	17,297
Prior Year	Library Self-Check Equipment	9,372
	Total carry-forward adjustments	128,820

Combined Proposed Amendment **\$ 1,781,711**

Estimated Ending Fund Balance **\$ 11,374,052**

CIP Fund

Grant Revenues

New Grants

10/4/2023	PG Municipal Ballpark Backstop	\$ 96,000
CIP Process	George Washington Park Young Children's ADA Compliant Playground	81,952

Carryforward Adjustments

Prior Year	CIP 18-46 Tide Pool and Point Pinos Trail	35,902
	<i>(Adjust to add grant revenues to support the annual monitoring)</i>	

CIP Fund Combined Revenue Adjustments **\$ 213,854**

Expenditures

New Grants

10/4/2023	PG Municipal Ballpark Backstop	\$ 96,000
CIP Process	George Washington Park Young Children's ADA Compliant Playground	81,952

Carryforward Adjustments

Prior Year	CIP 18-46 Tide Pool and Point Pinos Trail	(253,965)
	<i>(Reduction to reflect proposed annual spending on monitoring)</i>	
Prior Year	CIP 23-02 FY 22/23 Crack and Slurry Seal	(92,767)
	<i>(Multi-Fund Allocation Adjustment - Should be in Funds 17 and 47)</i>	

CIP Fund Combined Expenditure Adjustments **\$ (168,780)**

Other Funds

Carryforward Expenditure Adjustments

Local Streets and Roads Fund

Prior Year	CIP 23-02 FY 22/23 Crack and Slurry Seal	27,767
	<i>(Multi-Fund Project Allocation Adjustment - From the CIP Fund)</i>	

RMRA Fund

Prior Year	CIP 23-02 FY 22/23 Crack and Slurry Seal	65,000
	<i>(Multi-Fund Project Allocation Adjustment - From the CIP Fund)</i>	

ORDINANCE NO. xx-xxx

**ORDINANCE OF THE CITY COUNCIL OF THE CITY OF PACIFIC GROVE
AMENDING THE OPERATING AND CAPITAL PROJECTS BUDGET FOR THE
FISCAL YEAR (FY) 2023-24**

FACTS

1. The City Council approved the Fiscal Year 2023-24 Budget on June 21, 2023.
2. It is customary to amend the budget to adjust revenues and expenditures to reflect updated information since the adoption of the Fiscal Year 2023-24 Budget.
3. The City Manager is recommending amendments to the Fiscal Year 2023-24 Budget to reflect the City Council goals for the fiscal year budget.
4. The Council has determined it is appropriate to amend the approved budget for FY 2023-24.
5. Pursuant to Charter Article 15, an amendment of the budget must be approved by ordinance.
6. A summary of the Ordinance, approved by the City Attorney, was published on _____.
7. 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.
8. 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 facts are adopted as findings of the City Council as set forth fully within the body of this ordinance.

SECTION 2. The revenue budget for the following funds is amended, as stated herein, which by this reference are incorporated as set forth in its entirety.

Revenues		Increase / Decrease
63	CIP Fund – Grant Revenues	\$213,854

SECTION 3. The expenditure budget for the following funds is amended, as stated herein. Which by reference are incorporated as set forth in its entirety.

Expenditures		Increase / Decrease
01	General Fund	\$1,781,711
63	CIP Fund – Grant Expenditures	168,780
17	Local Streets and Roads	27,767
47	RMRA	65,000

SECTION 4. The Fiscal Year 2023/24 preliminary estimated fund balances based on this adjustment, are referenced herein:

Fund	Unaudited Preliminary Fund Balance	Revenue FY 23/24	Expenditures FY 23/24	Preliminary Estimated Ending Fund Balance
01	\$14,742,390	\$31,263,187	\$34,631,525	\$11,374,052
63	22,626	1,535,506	1,535,506	22,626
17	1,154,757	760,678	1,895,361	20,074
47	341,174	372,339	702,287	11,226

SECTION 5. 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 6th day of December, 2023, by the following vote:

AYES:

NOES:

ABSENT:

APPROVED:

BILL PEAKE, Mayor

ATTEST:

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: Daniel Gho, Public Works Director/Deputy City Manager
MEETING DATE: November 15, 2023
SUBJECT: Skatepark Project; Additional Locations Evaluation
CEQA: Does not constitute a “Project” per California Environmental Quality Act Guidelines Section 15378

RECOMMENDATION

1. Receive report and provide direction
2. Alternative, take other action related to this item

DISCUSSION

Background:

As part of the FY22/23 Capital Improvement Program (CIP), the City Council allocated \$158,000 of American Rescue Plan Act (ARPA) funding for a proposed skatepark project, which has now been defunded. If advanced beyond the exploration phase, the proposal would result in a multi-year project for the construction of an all-ages skatepark suitable for multiple types of users and non-motorized wheeled riding.

Step one of this multi-year, multistep process was to find a suitable location. Staff conducted a robust analysis and public outreach effort to gain feedback on potential locations. A full listing of the length location assessment and public outreach process can be found here.

The effort, which included a public survey and several Recreation Board and Council meetings, culminated in a hearing before the City Council at their April 12, 2023. The intent of the meeting was to gain consensus on a proposed location. Ultimately, after lengthy deliberation and public feedback, a consensus on a location was not reached.

The Council directed staff to:

- Not pursue further discussions with the Pacific Grove Unified School District (PGUSD) pertaining to use of their sites, and
- Return to council with an evaluation of alternative skatepark sites that are smaller, on paved areas and avoid neighborhood and residential impacts

Since this meeting, staff has discussed and explored the possibility of other sites that meet the parameters set forth by Council; no suitable locations have been identified.

At the July 27, 2023, Recreation Board meeting, a Skatepark update was provided. During the discussion,

the Board discussed alternative sites that they felt met the parameters and intent of the City Council direction. Ultimately, the Board approved a motion for staff to bring forward two potential locations for council consideration:

1. City Hall Employee Parking Lot
2. Northwest corner of the Public Works Corporation Yard

Photos of the sites are provided in the Recreation Board recap report, written by Recreation Board Member Jay Tulley, attachment 1.

Neither of the proposed sites were discussed with staff prior to their proposal at the board meeting. Staff does not feel either of these sites are appropriate for skate park development. Concerns that have arisen during the initial surface evaluation of the sites are provided below.

City Hall Employee Park Lot

The City Hall Employee lot is a heavily used lot, that is almost always at full capacity during business hours. This proposal would result in eliminating 12 of the available parking spaces and potentially rendering an additional 4 spots inaccessible. This proposal would also result in the removal of 2 ADA parking spots, half of the ADA parking that services the Youth Center and City Hall facilities. Moreover, the proposal would block a complete exit to the parking lot, causing potential access issues as the lot would only be accessible on 17th Street. Lastly, concerns related to noise have arisen as this proposal places the proposed skate park directly adjacent to offices, workspaces, and living spaces.

Parking is already a present challenge on site for employees as there are not sufficient spaces in the lot as is. Eliminating 12- 16, spots would result in displaced employee parking. Employees would be forced to park in the road on spots currently used for residents and patrons to local businesses.

Public Works Corporation Yard

This proposal would remove access to half of the Public Works Mechanical Division's functionality. This includes the fabrication room and access to the major automobile lift that is used regularly to maintain the City's fleet. The Mechanical Division services all 106 pieces of equipment and machinery that comprise the City's fleet (fire engines, police vehicles, backhoes, mowers, etc). The lifts and fabrication room are heavily used resources that facilitate the work of our mechanics and cannot be limited, relocated, or rendered unusable.

Moreover, this proposal presents additional challenges such as:

- Access; the Public Works Yard is a secured access facility, permitting only authorized personnel. This is in large part a function of safety and security because of the heavy equipment, machinery, and materials on site.
- Lack of public restrooms and
- Other potential impacts for the operations of the Public Works Corporation Yard.

Next Steps

Staff has brought these two items forward per the request of the Recreation Board. However, staff does not feel that these locations meet the intent of the Council as they are unrealistic and present several existing challenges that will impact City operations. Unless directed by City Council, staff will not expend any additional time assessing these two sites for feasibility.

OPTIONS

1. Take no action at this time
2. Have staff evaluate alternative location

FINANCIAL IMPACT:

There is no fiscal impact associated with this report. Please note that this project has been defunded. At the June 21, 2023, meeting, the City Council removed the original ARPA allocation of \$158,000 and transferred the incurred expenditures of approximately \$4,500 to the general fund.

Staff has returned to provide this update to the Council based on the feedback provided by the Recreation Board. As noted above, these additional proposed locations are not realistic, and staff does not propose to move forward.

FOCUSED PRIORITY AREA: Recreation Services

Attachments

Rec Board Skatepark Report



CITY OF PACIFIC GROVE

300 Forest Avenue, Pacific Grove, California 93950

AGENDA REPORT

TO: Honorable Mayor and Members of the City Council
FROM: Jay Tulley, Recreation Board Vice-Chairperson
MEETING DATE: July 27, 2023
SUBJECT: Potential skate mini-park sites and teen center
CEQA: Does not constitute a "Project" under California Environmental Quality Act (CEQA) Guidelines

RECOMMENDATION

Receive report.

DISCUSSION

At the July 27 Rec Board meeting the board approved a motion to bring two potential locations for council's consideration.

We approved a motion for the council to have the city fully assess interest and conduct a small pilot project to test out some practical issues of a skate park by purchasing a couple of portable ramps and grinder bars, not to exceed \$2,000, and temporarily installing them in the parking lot behind the youth center in the area seen in the attached drawing. This site is approximately 4,100 square feet and would result in approximately 12-15 parking places being lost, including 2 ADA spots that would need to be replaced. The proposed time period would be 1-2 months.

The second site was also proposed, though due to its location, a trial would be more challenging. However, the board is still interested in assessing the site. It is in the northwest corner of the PW yard. This site is approximately 4,200 square feet. It would require the relocation of the shop space with the two garage doors that open out onto that parking lot. This is understandably a big task that would require significant work by DPW. But the relocation of the shop space would be connected to a parallel idea that was discussed at the meeting- the concept of a teen center. The idea is that the current shop space could be converted into a teen center where high schoolers could hang out with ping pong, foosball, and a small kitchen space. And have a space for skateboard, bike repair, or other related activities. This spot already fenced on three sides, has city employees close by, is in an industrial area where noise wouldn't be a concern, and is close to the beach which could it a popular hang-out spot.

The idea here is to provide what our board discussed was the primary motivation of the skate park initiative: to provide a space for our teens to get outside, get them off their screens, and connect with their friends and doing things again. The right space is important for that. We have a youth center for middle schoolers but nothing for high schoolers. Marina has a teen center that could be used as a [model](#).

I would be happy to discuss this idea with the council in the near future.



Site 1: Youth Center – pink area is approximately 4,100 SF of parking lot.



Site 2: DPW Yard: blue area is approximately 4,200 SF of parking lot. Pink area is approximately 2,500 SF of shop space.

ATTACHMENT – None

OPTIONS:

N/A - This is informational only.

FINANCIAL IMPACT:

There is no fiscal impact. This is informational only.



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

AGENDA REPORT

TO: Honorable Mayor and Members of the City Council
FROM: Luke Coletti, City Council Member
MEETING DATE: November 15, 2023
SUBJECT: Public Comment at Meetings of Legislative Bodies
CEQA: Does not constitute a “Project” per California Environmental Quality Act Guidelines Section 15378

RECOMMENDATION

1. Direct the city attorney to return within 40 days with a draft resolution and amendment to [Council Policy 000-17](#) allowing public comment from remote participants at meetings of legislative bodies.
2. Discuss and consider “reasonable regulations” associated with receiving public comment, as allowed for under state statute.

DISCUSSION

Background:

The First Amendment prohibits any governmental interference regarding freedoms of religion; speech; the press; peaceful assembly; and ability to petition government. The [right to petition](#) government for redress of grievances is the right to make a complaint to, or seek the assistance of, one's government, without fear of punishment or reprisals.

The [city council meets](#) at least 23 times (6.3%) each year to do the people’s business. City council boards, committees, and commissions meet only 12 times each year. Public comment at these meetings is the only opportunity the people have to petition a fully assembled legislative body. Prohibiting public comment from remote participants at these meetings limits residents’ opportunity to exercise their First Amendment rights to petition their government and to speak on matters vital to them.

Per Pacific Grove Municipal Code Section [2.04.050 \(d\)](#) the city council, and only the city council, can implement policy regarding public comment:

2.04.050 (d) Public Comment.

- (1) The city council may adopt a policy or policies to ensure that the public will be provided an opportunity to address the city council, and other legislative bodies of the city, on matters on the agenda and on matters not on the agenda that are within the subject matter jurisdiction of the legislative body.
- (2) The city council, and other legislative bodies of the city, shall not prohibit public criticism of the policies, procedures, programs, or services of the agency, or of the acts or omissions of the city council and other legislative bodies of the city.

Reasonable Regulations:

The City of Carmel allows public comment from remote participants. The Carmel City Council has not adopted any specific regulations. However, Carmel has recently transitioned from [Zoom Meetings to Zoom Webinars](#) "...to facilitate more efficient and secure management of the hybrid meeting format" (see their [FAQ](#) and [Video Blog](#) starting at 6m17s).

After a [lengthy discussion](#) at their October 11, 2023, [special meeting](#) the Monterey City Council gave direction to implement the following regulations (Governance Policy M):

M. Public Comments for Meetings of the City Council, Boards, Commissions, and Committees. To facilitate free speech and maintain meeting efficiency, the following is intended to establish reasonable regulations to be enforced fairly and without regard to speakers' viewpoints.

1. Public Comments for Items on the Agenda - Public Appearance and Public Hearings:

a. The Mayor or Chair will determine the approximate number of persons wishing to speak at the beginning of each public comment period for Public Appearance and Public Hearing items, and the time estimated to complete the business on the agenda. Based on the number of anticipated speakers in the City Council Chambers and on Zoom, the Mayor or Chair will identify the maximum time allotted for public comment. This will generally be two to three minutes per speaker during a public comment period not to exceed a total of 30 minutes. In circumstances and when necessary to a full for public input, the Mayor or Chair may, with the adjust the of time allowed for public input the time for each The time limits could be or Public speakers who require interpreters shall be given at least twice the time limit for other speakers.

2. Public Comments for All Other Items (including, but not limited to, Consent Items, Closed Session Items, Matters Not on the Agenda, Presentations, Joint Powers Agency Special Meetings, etc.):

a. The same rules outlined in Section M(1)(a), above, apply to public comments offered for all items other than Public Appearance and Public Hearing items, except that the maximum time allotted for public comment on each item is a maximum of 15 minutes.
b. If a meeting has two sessions, public comment on matters not on the agenda will be received in both the afternoon and evening sessions, and individuals may choose to speak once at either session, but not at both sessions.

3. Disruptive Behavior:

a. Disruptive behavior is behavior that actually disrupts, disturbs, impedes, or renders infeasible the orderly conduct of the meeting. (Government Code section 54957.95.) It can include noncompliance with these established rules of decorum, such as exceeding speaker time limits or speaking out of turn, provided the behavior actually disrupts the meeting.
b. As a precondition to removing a disruptive individual, the Mayor or Chair must first warn the individual that their behavior is disruptive and that failure to cease their disruptive behavior could result in removal from the meeting or being muted on Zoom. The individual may then be removed or muted on Zoom if they do not promptly cease their disruptive behavior. A warning is unnecessary if the disruptive individual is using force or makes a true threat of force.
c. The occurrence of disruptive behavior via Zoom remote participation will automatically trigger City staff to agenzize a discussion about whether to continue to allow remote

participation at the next Council meeting.

Conclusion:

Teleconferencing software (Zoom) has transformed public participation in local government, which Pacific Grove residents now rely upon to exercise their First Amendment rights.

Therefore, the Pacific Grove City Council should: a) allow (reinstate) public comment from remote participants at meetings of legislative bodies, and b) discuss and consider “reasonable regulations” associated with receiving public comment, as allowed for under state statute.

OPTIONS

1. Form a council subcommittee to develop additional recommendations.

FINANCIAL IMPACT:

None.

FOCUSED PRIORITY AREA: Not Applicable.

Attachments

Monterey City Council Agenda Report - Public Comments on Zoom

Monterey City Council Governance Policy M

California Government Code Section 54954.3

California Government Code Section 54957.9

California Code Section 54957.95



Council Agenda Report

FROM: Hans Uslar, City Manager
Nat Rojanasathira, Assistant City Manager
Clementine Bonner Klein, City Clerk

SUBJECT: Adopt a City Council Policy on Governance (Not a Project Under CEQA per Article 20, Section 15378 and Under General Rule Article 5, Section 15061) - Tabled from September 27, 2023 meeting.

RECOMMENDATION:

That the City Council review current policies on governance topics, provide direction to staff on any desired revisions, and adopt a resolution approving the Council Policy on Governance.

VALUE DRIVERS:

Foster a local government that is transparent and collaborative; and solicits, welcomes, and appreciates input from all.

POLICY IMPLICATIONS:

It is appropriate for the Council to review its policies regularly to ensure their relevance.

FISCAL IMPLICATIONS:

There is no fiscal impact associated with discussing or providing guidance on Council policies.

ENVIRONMENTAL DETERMINATION:

The City of Monterey determined that the proposed action is not a project as defined by the California Environmental Quality Act (CEQA)(CCR, Title 14, Chapter 3 ("CEQA Guidelines), Article 20, Section 15378). In addition, CEQA Guidelines Section 15061 includes the general rule that CEQA applies only to activities which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. Because the proposed action and this matter have no potential to cause any effect on the environment, or because it falls within a category of activities excluded as projects pursuant to CEQA Guidelines section 15378, this matter is not a project. Because the matter does not cause a direct or any reasonably foreseeable indirect physical change on or in the environment, this matter is not a project. Any subsequent discretionary projects resulting from this action will be assessed for CEQA applicability.

ALTERNATIVES CONSIDERED:

The Council could choose not to discuss governance policies.

DISCUSSION:

Background

City Councils have the authority, within certain parameters, to set processes and procedures on how they would like to conduct business. These processes are commonly known as 'Governance' topics.

Governance policies were agendized and discussed at the August 15, 2023 City Council meeting. Policy direction was given by the Council, and has been incorporated into the attached policy document (Draft Resolution, Exhibit A, with tracked changes), on the following matters:

1. Agendizing of Council Items by Individual Councilmembers
2. Appointing Members to Boards, Commissions, and Committees
3. Councilmember Participation at Conferences, Trainings, and Events
4. Letterhead Use by Councilmembers
5. Strategic Planning and the City Staff Work Program
6. City Manager and City Attorney Annual Performance Evaluation

The remaining matters, listed as follows, were tabled:

7. Reconsideration Policy
8. Councilmember Interactions with Labor Unions When Negotiations are Pending
9. Ex Parte Contacts in Quasi-Judicial Proceedings

The following item has been recently added:

10. Meeting Management: including Public Comments on Zoom, Public Comments for Items Not on the Agenda, City Council Comments

Recommendation

It is recommended that the Council discuss and provide direction, in the following order, to City staff on the following remaining governance policy items, which are broken down into specific potential discussion points with policy/practice details when applicable.

7. Reconsideration Policy

- a. *The City's policy regarding reconsideration of previous decisions, adopted in 2002, reads: "Any Councilmember who voted with the majority may move for reconsideration of any action at the same meeting or at the next regular meeting. Any request for reconsideration at the next meeting must be made in writing, must set forth the reasons for the request, and be received by the City Clerk before the Agenda deadline for the next schedule[d] meeting to ensure Brown Act compliance." Under this process, a motion to reconsider is agendized for the meeting following the meeting in which the decision was made. If the motion for reconsideration is granted, the item returns on a later date after publishing and mailing of notices, as may be applicable.*

- b. *Staff recommends that the City follows Rosenberg's Rules of Order for reconsideration motions, which states that a motion to reconsider requires a majority vote to pass, the motion must be made at the meeting where the item was first voted upon, and a motion may be made only by a member who voted in the majority on the original motion (see Attachment 2, Rosenberg's Rules of Order, pg. 6). This recommendation is based on the interests of finality and conservation of City resources. From a practical standpoint, some decisions cannot be undone if they have already been carried out (e.g., contract execution, completed purchase.)*

8. Councilmember Interactions with Labor Unions When Negotiations are Pending

- a. *For this governance item, staff will facilitate a discussion regarding potential conflicts and issues related to councilmember interactions with labor unions when negotiations are pending.*

Elected officials can choose to meet with unions; however, meeting with represented employees without their union representative can give rise to claims of unlawful "direct dealing," which is an unfair labor practice. The City Council could consider a disclosure requirement where, during closed session meetings, a city council member discloses communications with any union representatives regarding the subject of a pending negotiation.

9. Ex Parte Contacts in Quasi-Judicial Proceedings

- a. *Existing Policy reads: "Councilmembers should avoid taking positions on issues that may come before them in their quasi-judicial capacity, until they have heard all the evidence and arguments at the public hearing on the issue." It is the practice of the City Council to disclose ex parte contacts in quasi-judicial hearings at the start of the public hearing.*
- b. *Staff will facilitate a discussion regarding legal concerns and fair procedures when there may be ex parte communications between councilmembers and certain parties prior to or a hearing or proceeding. Attachment 5, The Limits and Disclosure Requirements of Ex Parte Contacts in the Public Hearing Context, provides background and examples of other cities' policies.*

10. Meeting Management: Public Comments on Zoom

The City Council is being asked to consider whether it intends to continue allowing the public to comment via Zoom and telephone or return to the pre-pandemic practice of only allowing public comment in person.

Hate Speech on Zoom During Public Comment Period

During public comments at the September 19, 2023 City Council meeting, a coordinated verbal attack was conducted via Zoom by individuals who joined the meeting in bad faith and espoused racist and antisemitic views, and used abhorrent hate speech and profanity. City staff believe this was one of dozens of coordinated attacks in recent weeks by

organized hate groups from throughout the country intended to disrupt city government meetings and spread hate messages.

The hate speech was malicious, offensive, profane, and interrupted the regular business of the meeting. The City of Monterey stands firmly against racism, bigotry, and discrimination of any kind.

The hate speech on September 19th included appalling references to gas chambers, slurs towards members of the Jewish faith, racial epithets towards Blacks, attacks on undocumented persons, white supremacy, references to Hitler, and Neo-Nazi groups. Fake names used by individuals logged in to the meeting on Zoom included references to the mass shooter of the deadliest attack on Jews in American history, slurs, names of Nazi and Neo-Nazi leaders, and victims of violent crimes against Jews. In another instance that evening, an individual using a Jewish name joined the meeting using a computer-generated voice with an accent, making derogatory comments against undocumented immigrants. In total that evening, 13 hate-filled callers spoke for over 13 minutes and 17 seconds.

An Increase in Antisemitic Speech

The Anti-Defamation League Center on Extremism (ADL) has been tracking the increase in antisemitic speech throughout California and the United States. The ADL states, “Extremists and bigots are using the public comment portion of these events, especially those with the option to call in virtually, to push antisemitic, white supremacist and anti-LGBTQ+ narratives.”¹ The ADL further states:

While abusing public forms is not a new extremist tactic, [Ryan] Messano’s [a 43-year old Solano County man] now weekly antisemitic comments at the Sacramento City Council meetings have drawn support and inspired individuals associated with the antisemitic Goyim Defense League (GDL), the white supremacist White Lives Matter network and the far-right Proud Boys. In anticipation of Messano’s continued appearance, counter-protesters now attend the meetings, as do extremists who support Messano. The resulting chaos has fueled extremists’ interest in online spaces such as Gab, Telegram and beyond.

During a May 24, 2023 podcast, GDL leader Jon Minadeo played clips from the Sacramento City Council meetings, praised Messano and told his followers, “Find a city council meeting, bring the [GDL] fliers in, talk about Jewish supremacy” adding “if they don’t want you there, then you should be there. This could be the next thing!”

Earlier this year, the cities of Sacramento, Walnut Creek, and the County of Sonoma were hit with antisemitic and other hate speech during public meetings. The Sonoma County Board of Supervisors meeting on September 12, 2023 was hit with disruptive hate speech that prevented their Board from completing its business. As a result, their Board decided to restrict public comments to those attending in person starting at their next meeting. Other agencies, including Monterey, are now faced with a similar dilemma.

¹ <https://www.adl.org/resources/blog/antisemites-racists-and-other-bigots-are-hijacking-public-meetings>

Communities affected by this increase in antisemitic remarks during public meetings include Sacramento, Walnut Creek, Sonoma County, Orlando (Fla.), Wausau (Wisc.), Bethlehem (Penn.), Tulsa (Okla.), Washington, D.C., Ann Arbor (Mich.), Portland (Maine), Watauga (Tex.), and many others. This past week alone in California, the city councils of El Cerrito, Larkspur, Saratoga, San Diego, Atherton, and South San Francisco were attacked with hate speech for the first time.

First Amendment and Free Speech

The City is not required by law to allow public comment via Zoom or virtual methods. However, regardless of the platform utilized (Zoom or in person) the Brown Act requires the City to allow public comments, and the First Amendment protects speech, including speech containing profanities and hate speech unless the speech actually disrupts the meeting, or rises to the level of a crime.

Courts in our nation have ruled that limits on hate speech would conflict with the First Amendment's protection of freedom of expression. Hate speech is indeed protected speech, which is why federal courts protected the free speech rights of Nazis who were denied a permit to march through Skokie, Illinois, where former Holocaust survivors lived. The Supreme Court has stated, "in public debate [we] must tolerate insulting, and even outrageous, speech in order to provide adequate 'breathing space' to the freedoms protected by the First Amendment." *Boos v. Barry*, 485 U. S. 312, 322 (1988)

While the First Amendment constitutionally protects free speech, if it rises to the level of a crime for such things as a criminal threat or inciting violence, the Monterey Police Department, state, and federal law enforcement partners will investigate and seek prosecution.

Benefits of Virtual Public Participation

The City of Monterey is proud to be one of the first public agencies in the region to allow virtual public participation during the start of the COVID-19 pandemic. Public participation on Zoom and by telephone was critical, especially during a time when City buildings were closed, public meetings were held virtually, and the public health emergency was ongoing. Since the public health emergency has ended, the public has continued to enjoy the convenience and ability to raise their hand and provide live audio input to Council and public meetings via telephone and Zoom.

Virtual participation in City meetings has been especially beneficial for those who cannot easily attend meetings in person, including those who have childcare challenges, those with disabilities, and individuals with work commitments. Some residents who take care of their children and/or parents, or have other commitments have been able to fulfill their personal and/or work obligations while being able to join meetings virtually. Many residents have expressed their appreciation for this service.

At its regular meeting on February 7, 2023, staff summarized the City's policy as follows:

City staff finds that providing teleconference participation in public meetings allow for broader access by all, regardless of ability, and can assist in reducing the spread of

COVID-19 and other communicable diseases. As a policy decision, the City plans to continue to provide virtual access to public meetings whenever possible.

Challenges with Hate Speech in Online Zoom Comments

City staff has extensively researched options to restrict or limit the virtual disruption of meetings known as “Zoombombing” which began in the City on September 19, 2023 however it was quite prevalent when the platform was first utilized in connection with the pandemic throughout the State of California. Because the threshold to remove an individual from a meeting is high (it must be disruptive, include a criminal threat, or incite violence), in the case of hate speech, bigotry, antisemitic language, or profanity, the public may be exposed to the comments at most the period of time that is allotted for each member of the public to speak, which is generally up to three minutes.

Once an individual is removed from the meeting, they can rejoin using a fake name and fake e-mail address, which is what occurred last week.

The recent hate speech incident on Zoom has led staff to discover other weak points in the Zoom system. Individuals can log into Zoom using any name they wish and a fake e-mail address, and there are no technologically available solutions in place to prevent that practice. Bad actors can join a Zoom meeting on multiple devices using multiple pseudonyms and fake e-mail addresses. In fact, a recent test of the Zoom system showed that one single user can join a meeting under different names using multiple devices, and impersonate other members of the public by using other peoples’ real names. Individuals often use Virtual Private Network (VPN) services that are untraceable. In extreme scenarios, callers can use free online audio deepfake (voice cloning) software that allows bad actors to impersonate others’ voices and speech patterns through artificial intelligence (AI).

“An alternative model”

Starting with boards, commissions, City Council, and other public meetings on September 25, 2023, the City is experimenting with an alternative model which identifies the number of persons wishing to speak at the beginning of each public comment period, and identifies a maximum time allotted for public comment (except in exceptional circumstances, when the governing board can adjust the amount of time allowed for public input or the time allotted for each speaker). Furthermore, this model does not allow individuals joining virtually to join the online participation queue if they did not raise their hand when the chairperson asked for hands to be raised. While this does not prevent a nefarious individual from joining and providing public comment from multiple devices, it can limit the individual from being called on from that device if they have been removed from the meeting using that device.

Options for the City Council

The City Council is faced with a difficult choice, and must weigh the pros and cons of allowing public comment on Zoom, as well as the pros and cons of providing in-person comment only:

- 1) **Option 1: Place a hiatus on public comments on Zoom for the time being by reverting to the City’s pre-pandemic practice of in-person public comment only, and consider resuming public comments on Zoom at a future date.**

The ability to provide public comments on Zoom was a product of the pandemic, which necessitated the ability to take public comment when meetings were held exclusively virtually. There is no legal requirement to allow the public to comment on Zoom. The negative emotional and physical impacts of having elected officials, commissioners, staff, and the public be subjected to hate speech on September 19 cannot be overstated. Several staff members were personally distraught following the hate speech incident, and we have a responsibility to protect City staff as much as possible. Placing a hiatus on public comments on Zoom would remove one convenient platform for hate speech to spread.

Racist comments and hate speech can still be provided in person during the public comment period. However, removing online participation would reduce an easy-to-access platform for those outside the community to spread hate and provoke fear. As stated earlier, anyone can join meetings on Zoom and claim to be any person under any name. Removing the option to give public comment on Zoom also reduces the ability for the public to use fake names and impersonate others, or use AI technology during public comment, which took place last week. The most significant downside to not allowing public comment virtually is that individuals, particularly those with transportation, childcare, and other obligations at home or work would have fewer ways to participate and would need to find other or methods to providing input, such as submitting comments in writing (which has always been available to the public). Reverting to the City's practice of in-person comment only would eliminate an important communication tool for the public, and disenfranchise individuals who rely on virtual public comment live.

Should the City take a pause on virtual public comments, staff recommends continuing to allow the public to watch meetings on Zoom and YouTube. Furthermore, staff recommends amplifying other methods of submitting public feedback. This includes submitting public comment via e-mail, participating in meetings in person, giving feedback through surveys and online channels, and attending community meetings, workshops, and town hall meetings. Staff will continue to increase in-person public engagement as well, at community events and activities.

- 2) **Option 2: Allow public comment on Zoom so that members of the public who cannot participate in person can join the meeting, and experiment with an alternative model or other methods that facilitate public participation while placing limits on the amount of time provided to each speaker and for the total time for the public to comment on each item.**

As mentioned previously, there are many benefits to allowing public comment on Zoom to continue. The City Council and staff value transparency and expanding ways to increase public participation, not reducing avenues for public comment. Residents have relied on being able to call in on Zoom to provide public comment because of a variety of reasons, including lack of availability to childcare, parental care, transportation challenges, or other personal or work reasons.

One downside to continuing public comment on Zoom does not eliminate the possibility of racial epithets, profanity, and hate speech that occurs in this virtual format. Some residents have expressed that they no longer want to participate in City meetings if they are subjected to hate speech on a regular occurrence. In this case, allowing public comment could do more harm than good for public engagement. However, the City has

only begun to experiment with an alternate model that may reduce the occurrence of hate speech.

It is possible that the hate speech from September 19 was a one-time occurrence, and that there will not be further incidents, and that Monterey will no longer experience hate speech during online public comment.

If the City Council chooses to continue to work under an alternative model or a similar alternative that allows but limits public comment and speaking time, staff recommends providing the City Manager with the authority to temporarily halt public comment on Zoom for up to sixty (60) days if additional incidents occur, and to return to the City Council to formally reevaluate the City Council's position on virtual public comment.

Public Comments for Items Not on the Agenda

The City Council has offered two opportunities for the public to provide public comment for items not on the agenda during regular meetings: during or near the beginning of the afternoon session, and again during or near the beginning of the evening session. The City Council has the option of continuing to allow public comment for items not on the agenda in the afternoon, in the evening, or continue to do both.

Staff Recommendation: Allow public comment for items not on the agenda in the evening only. This would allow one single period for public comment for items not on the agenda, and allow the afternoon session to run more efficiently.

Also consider limiting the overall time allotted for public comment. Consider moving councilmember comments to immediately after public comment so that each council member may rebuff hate speech.

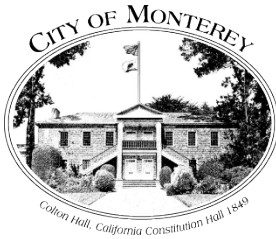
Staff recommends that the City Council discuss each of the items individually and provide clear direction by consensus for each item. The draft resolution (Attachment 1) is attached. Staff will bring a clean version of the policy for adoption on a future consent calendar.

HU/nr/cbk

Attachments:

1. Draft Resolution with Exhibit A, City Council Policy on Governance
2. Rosenberg's Rules of Order, Revised 2011
3. The Limits and Disclosure Requirements of Ex Parte Contacts in the Public Hearing Context, League of California Cities

Writings distributed for discussion or consideration on this matter within 72 hours prior to the meeting, pursuant to Government Code § 54957.5, will be made available at the following link: <https://monterey.org/Submitted-Comments>



City Council Policy: Governance

PURPOSE:

To set forth standards and requirements to ensure that the City Council, staff, and public can easily understand the processes by which the City's business is conducted, to foster a local government that is transparent and collaborative; and solicits, welcomes, and appreciates input from all.

POLICY:

A. Agendizing of City Council Items by Individual Councilmembers.

1. A Councilmember may submit an agenda report to the City Clerk's Office outlining a request to agendize a matter of business on a future agenda. This agenda report should, in 350 words or less, describe what, how, and why the matter of business should be considered by the City Council. The City Clerk's Office will add the item to an upcoming agenda.
2. At the Council Meeting where the request is considered, the Councilmember who submitted the request will deliver a verbal report consistent with the agenda report. This verbal report should not exceed three minutes. The City Council may ask questions pertaining to whether the item should be agendized (e.g., the required amount of staff time, the priority level to be assigned to the item, etc.).
3. Public comment will be received.
4. In deliberating the request, the sole issue to be determined is whether the substantive issue warrants being heard at a future date. A majority vote is not required, instead, the motion will pass with two "yes" votes.

B. Appointing Members to Boards, Commissions, and Committees ("Council-Appointed Bodies")

1. **Maddy Act Report.** Each December, the City Clerk's office will prepare and publish to the City website a Local Appointments List ("Maddy Act report") in compliance with [Government Code section 54972-54973](#).
2. **Appointment Procedures.**
 - a. **Expiring Regular Terms.**
 - i. The City Clerk's office will notify each member of a Council-appointed body prior to the expiration of their term and advise them to submit a new application in order to be considered for a new term.
 - ii. Advisory body liaison staff will provide to the City Clerk's office a factual report on potential re-appointees, which will include attendance records, participation information, and whether special eligibility requirements, if applicable, are met.
 - b. **Outreach for All Vacancies.**
 - i. The City Clerk's Office maintains an email list of residents interested in learning about vacancies on Council-appointed bodies. Residents may subscribe to the list anytime by following the link at <https://monterey.org/subscribe>. Email notifications are sent to this list to solicit applications for every vacancy, whether it is an expiring

regular term or an unscheduled vacancy. The City Clerk's office may advertise more broadly via social media and other avenues to reach more residents.

- ii. The City Clerk's office will post a printed copy of the vacancy notice in the agenda posting case and online at the City website in compliance with [Government Code section 54974](#).

c. **Applications, Interviews, Recommendations, and Appointments.**

- i. Following the noticed application deadline or priority review cutoff date, the Mayor will conduct applicant interviews. The appointed Vice-Mayor will serve as an alternate in the instance of any conflict that does not allow the Mayor to perform the interviews.
- ii. The City Clerk's office will assist the Mayor in arranging and scheduling interviews with the applicants. The Mayor will be provided with all applications and factual reports to assist in evaluation of the applicants.
- iii. The Mayor will interview the applicants and formulate recommendations based on each applicant's interests and skills, Councilmember district representation, and the specific needs of the body at the time of appointment.
- iv. The Mayor's appointment recommendations will be published in the City Council agenda packet, together with all applications and factual reports.
- v. Appointments will be made at the City Council meeting by majority vote of the City Council. The Council is encouraged to consider Councilmember district representation in making the appointment.

C. **Appointments to Outside Agencies and Committees.** Councilmembers serve the City on outside agencies in roles that fall into Voting Member or Liaison/Observer capacities. Annually, the Council reviews and makes appointments to the boards of outside agencies, and to City committees. Throughout the year as they attend these outside board meetings, Councilmembers can report back to the entire Council or staff with a summary or during "Council Comments" on the Council agenda.

D. **City Manager and City Attorney Annual Performance Evaluation.** The evaluation of the City Manager and City Attorney are to be conducted annually, and are facilitated and proctored by a third-party consultant.

E. **Communication with Staff.** Charter section 4.7 requires the Mayor and Councilmembers to deal directly through the City Manager or City Attorney, who will direct questions, requests, issues, and concerns to appropriate staff members. Elected officials cannot commit staff time and resources outside of public meetings without a majority vote.

Elected officials receive personal contacts, communications, and emails from the public, which is a vital role in open government and transparency. In reply to a request or issue, it is recommended that the Councilmember explain that their concerns will be passed on to the City Manager. Through the City Manager, staff keeps the Council and the public informed on progress. This aligns with the City Charter, allows the Council to be responsive to the public, and refers public requests to the appropriate staff.. This form of communication lets the public know that its concerns have been heard, and that the City is responding.

These procedures also apply to Board Members and Commissioners.

F. **Council Comments.** The City Council agenda states:

COUNCIL COMMENTS

Councilmembers may ask a question for clarification, make a brief announcement, or make a brief report on their activities. In addition, Councilmembers or the City Council may provide a referral to staff or other resources for factual information., (G.C. 54954.2(a)(3)).

This is an opportunity, for example, to express appreciation, note upcoming community activities and events, report on meetings of outside agencies, and report on any trainings or conferences attended.

- G. **Council Meetings (Questions for Staff).** Questions for the staff are directed to the City Manager, who will assign a staff member to provide answers.
- H. **Councilmember Interactions with Labor Unions when Negotiations are Pending.** An elected official can choose to meet with union officials, as they can with any group of constituents. If a Councilmember meets with union officials, the Councilmember should be clear that they are not speaking on behalf of the City. Also, during labor negotiations, to avoid any action that makes it appear that the City is interfering in the union's relationship with the employees it represents, Councilmembers should avoid meeting with employees outside of the presence of their union representative. If a Councilmember meets with union representatives, any discussions surrounding the negotiations should be disclosed to the City Council.
- I. **Councilmember Participation at Conferences, Trainings, and Events.** The [Purchasing Manual](#) applies to all employees, the Mayor and Councilmembers, and all Board, Commission, and Committee members. The Purchasing Manual states that "all expenses related to travel should be limited to those deemed "reasonable and necessary." In compliance with Government Code section 53232.3(d), Councilmembers will provide brief reports on meetings and conferences attended at the expense of the City at the next regular meeting after such attendance.
- J. **Ex Parte Communications n Quasi-Judicial Proceedings.** To ensure due process and a fair hearing, Councilmembers should avoid taking positions on issues that may come before them in their quasi-judicial capacity until they have considered all the evidence and arguments at the public hearing. Ex parte communications include oral and written information and visual and audio information (e.g., obtained from a site visit). Ex parte communications must be complete, detailed, and disclosed at the start of the hearing or as early in the process as is reasonable.
- K. **Letterhead Use by Councilmembers.** City Council letterhead should be used for letters representing the position of the full Council, except for social items such as thank you letters which can be sent by individual members. Individual Councilmembers should not use City letterhead to do advocacy work (i.e., advance a position on legislation) or write about policy.
- L. **Reconsideration of Previous Council Decisions.** Any Councilmember who voted with the majority may move for reconsideration of any action at the same meeting or at the next regular meeting. Any request for reconsideration at the next regular meeting must be made in writing, must set forth the reasons for the request, and be received by the City Clerk

before the agenda deadline for the next scheduled regular meeting to ensure Brown Act compliance.

- M. Public Comments for Meetings of the City Council, Boards, Commissions, and Committees.** To facilitate free speech and maintain meeting efficiency, the following is intended to establish reasonable regulations to be enforced fairly and without regard to speakers' viewpoints.
1. Public Comments for Items on the Agenda - Public Appearance and Public Hearings:
 - a. The Mayor or Chair will determine the approximate number of persons wishing to speak at the beginning of each public comment period for Public Appearance and Public Hearing items, and the time estimated to complete the business on the agenda. Based on the number of anticipated speakers in the City Council Chambers and on Zoom, the Mayor or Chair will identify the maximum time allotted for public comment. This will generally be two to three minutes per speaker during a public comment period not to exceed a total of 30 minutes. In exceptional circumstances and when necessary to ensure a full opportunity for public input, the Mayor or Chair may, with the legislative body's consent, adjust the amount of time allowed for public input and/or the time allotted for each speaker. The time limits could be shortened or lengthened. Public speakers who require interpreters shall be given at least twice the time limit for other speakers.
 2. Public Comments for All Other Items (including, but not limited to, Consent Items, Closed Session Items, Matters Not on the Agenda, Presentations, Joint Powers Agency Special Meetings, etc.):
 - a. The same rules outlined in Section M(1)(a), above, apply to public comments offered for all items other than Public Appearance and Public Hearing items, except that the maximum time allotted for public comment on each item is a maximum of 15 minutes.
 - b. If a meeting has two sessions, public comment on matters not on the agenda will be received in both the afternoon and evening sessions, and individuals may choose to speak once at either session, but not at both sessions.
 3. Disruptive Behavior
 - a. Disruptive behavior is behavior that actually disrupts, disturbs, impedes, or renders infeasible the orderly conduct of the meeting. (Government Code section 54957.95.) It can include noncompliance with these established rules of decorum, such as exceeding speaker time limits or speaking out of turn, provided the behavior actually disrupts the meeting.
 - b. As a precondition to removing a disruptive individual, the Mayor or Chair must first warn the individual that their behavior is disruptive and that failure to cease their disruptive behavior could result in removal from the meeting or being muted on Zoom. The individual may then be removed or muted on Zoom if they do not promptly cease their disruptive behavior. A warning is unnecessary if the disruptive individual is using force or makes a true threat of force.
 - c. The occurrence of disruptive behavior via Zoom remote participation will automatically trigger City staff to agendize a discussion about whether to continue to allow remote participation at the next Council meeting.

- N. **Strategic Planning and the City Staff Work Program.** The City Council reviews the Value Drivers and Strategic Priorities every four to five years. The City Staff Work Program, which outlines specific efforts sorted by Value Driver and Strategic Priorities, is presented to the City Council twice a year in January and August.

Adopted by Resolution No.:

Amended by Resolution No.: N/A

Effective Date:

(a) Every agenda for regular meetings shall provide an opportunity for members of the public to directly address the legislative body on any item of interest to the public, before or during the legislative body's consideration of the item, that is within the subject matter jurisdiction of the legislative body, provided that no action shall be taken on any item not appearing on the agenda unless the action is otherwise authorized by [subdivision \(b\) of Section 54954.2](#). However, the agenda need not provide an opportunity for members of the public to address the legislative body on any item that has already been considered by a committee, composed exclusively of members of the legislative body, at a public meeting wherein all interested members of the public were afforded the opportunity to address the committee on the item, before or during the committee's consideration of the item, unless the item has been substantially changed since the committee heard the item, as determined by the legislative body. Every notice for a special meeting shall provide an opportunity for members of the public to directly address the legislative body concerning any item that has been described in the notice for the meeting before or during consideration of that item.

(b)(1) The legislative body of a local agency may adopt reasonable regulations to ensure that the intent of subdivision (a) is carried out, including, but not limited to, regulations limiting the total amount of time allocated for public testimony on particular issues and for each individual speaker.

(2) Notwithstanding paragraph (1), when the legislative body of a local agency limits time for public comment, the legislative body of a local agency shall provide at least twice the allotted time to a member of the public who utilizes a translator to ensure that non-English speakers receive the same opportunity to directly address the legislative body of a local agency.

(3) Paragraph (2) shall not apply if the legislative body of a local agency utilizes simultaneous translation equipment in a manner that allows the legislative body of a local agency to hear the translated public testimony simultaneously.

(c) The legislative body of a local agency shall not prohibit public criticism of the policies, procedures, programs, or services of the agency, or of the acts or omissions of the legislative body. Nothing in this subdivision shall confer any privilege or protection for expression beyond that otherwise provided by law.

In the event that any meeting is willfully interrupted by a group or groups of persons so as to render the orderly conduct of such meeting unfeasible and order cannot be restored by the removal of individuals who are willfully interrupting the meeting, the members of the legislative body conducting the meeting may order the meeting room cleared and continue in session. Only matters appearing on the agenda may be considered in such a session. Representatives of the press or other news media, except those participating in the disturbance, shall be allowed to attend any session held pursuant to this section. Nothing in this section shall prohibit the legislative body from establishing a procedure for readmitting an individual or individuals not responsible for willfully disturbing the orderly conduct of the meeting.

(a)(1) In addition to authority exercised pursuant to [Sections 54954.3](#) and [54957.9](#), the presiding member of the legislative body conducting a meeting or their designee may remove, or cause the removal of, an individual for disrupting the meeting.

(2) Prior to removing an individual, the presiding member or their designee shall warn the individual that their behavior is disrupting the meeting and that their failure to cease their behavior may result in their removal. The presiding member or their designee may then remove the individual if they do not promptly cease their disruptive behavior. This paragraph does not apply to any behavior described in subparagraph (B) of paragraph (1) of subdivision (b).

(b) As used in this section:

(1) “Disrupting” means engaging in behavior during a meeting of a legislative body that actually disrupts, disturbs, impedes, or renders infeasible the orderly conduct of the meeting and includes, but is not limited to, one of the following:

(A) A failure to comply with reasonable and lawful regulations adopted by a legislative body pursuant to [Section 54954.3](#) or any other law.

(B) Engaging in behavior that constitutes use of force or a true threat of force.

(2) “True threat of force” means a threat that has sufficient indicia of intent and seriousness, that a reasonable observer would perceive it to be an actual threat to use force by the person making the threat.