



NOTICE OF MEETING

CITY OF PACIFIC GROVE

CITY COUNCIL

REGULAR MEETING AGENDA

Wednesday, February 21, 2024, 6:00 P.M.

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

Appearing Telephonically Pursuant to Government Code 54953:

Councilmember Poduri

999 N. 2nd Street

St. Louis, MO 63102

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 AND VIRTUALLY.

PLEASE NOTE THE MEETING WILL PROCEED AS NORMAL EVEN IF THERE ARE TECHNICAL DIFFICULTIES ACCESSING ZOOM.

THE CITY WILL DO ITS BEST TO RESOLVE ANY TECHNICAL ISSUES AS QUICKLY AS POSSIBLE.

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

JOIN THE ZOOM WEBINAR TO PARTICIPATE LIVE AT:

https://www.cityofpacificgrove.org/Zoom_CC

[Please click here for directions to dial into the meeting audio.](#)

AGENDA

CALL TO ORDER

PLEDGE OF ALLEGIANCE: Councilmember McDonnell

1. **APPROVAL OF AGENDA**

2. **PRESENTATIONS**

A. Mayor's Proclamation: Black History Month **PG 7**

Reference: Bill Peake, Mayor

Recommended Action: Receive proclamation.

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

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

A. Report on Closed Session 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

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.

Core Revenue Report for January **PG 9**

Reference: Lori Frati, Finance Manager

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

B.

January 2024 Check Register **PG 12**

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

C.

Second Quarter FY 23/24 Capital Project Report & Update

Reference: James Minshew, Management Analyst **PG 55**

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.

Monterey-Salinas Transit Minutes: December 11, 2023 and January 8, 2024 **PG 62**

Reference: Joe Amelio, Councilmember

Recommended Action: Monterey-Salinas Transmit Minutes:

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

9.

REPORTS – REQUIRING ACTION

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

A.

Contract Amendment with Alvarez Technology Group for Information Technology Services **PG 78**

Reference: Mohammed Khasimi, Chief Information Officer

Recommended Action:

1. Approve an amendment to the contract with Alvarez Technology Group in amount not to exceed \$139,900.
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. Diversity, Equity and Inclusion Task Force Minutes of January 1, 2024 **PG 114**

Reference: Sandra Kandell

Recommended Action: Receive minutes.

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

REGULAR AGENDA

11. **PUBLIC HEARINGS**

For public hearings involving a quasi-judicial determination by the Council, the proponent of an item may be given 10 minutes to speak and others in support of the proponent’s position may be given three minutes each. A designated spokesperson for opposition to the item may be given 10 minutes to speak and all others in opposition may be given three minutes each. Very brief rebuttal and surrebuttal may be allowed in the sole discretion of the Council. In public hearings not involving a quasi-judicial determination by the Council, all persons may be given three minutes to speak on the matter.

- A. Fiscal Year 2023-24 Mid-Year Budget Modifications and First Reading of an Ordinance Amending the Fiscal Year 2023-24 Budget **PG 119**

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

Recommended Action: Hold a first reading of an ordinance to amend the Fiscal Year 2023-24 Budget, authorize publication of a summary of the measure as approved by the City Attorney

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

- B. Consider an Appeal of Architectural Permit (AP), Use Permit (UP) and Variance (VAR) 22-0284, 773-775 Ocean View Blvd, Pacific Grove (APN 006-071-007); continued from the City Council Regular Meeting on November 1, 2023 **PG 132**

Reference: Joseph Sidor, Contract Planner

Recommended Action: Continue consideration of the appeal and project (Application No. 22-0284) to March 6, 2024.

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

- C. Introduction of an Ordinance Amending Section 23.76.021 (a) of the Pacific Grove Municipal Code Relating the Membership of the Historic Resource Committee

Reference: Brian Pierik, City Attorney **PG 133**

Recommended Action:

1. Request the City Attorney read the title of the ordinance;
2. Motion to waive further reading of the ordinance and introduce an Ordinance Amending Section 23.76.021 (a) of the Pacific Grove Municipal Code Relating the Membership of the Historic Resource Committee;
3. Direct 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. Housing Element Sites- Voter Approval Requirements **PG 138**

Reference: Robert Perrault, Interim City Manager

Recommended Action: Receive report and if desired provide direction to staff to return at a future Council meeting for additional discussion and direction.

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

- B. Recommendations from Parklet Subcommittee ***This item continued from 2/14/2024.***

Reference: Councilmembers Luke Coletti, Lori McDonnell: Daniel Gho PW Director, Deputy CM **PG 143**

Recommended Action:

1. Receive Report describing the design of the proposed curb extension and expanded sidewalk dining project prepared by the Parklet Subcommittee and City staff, and
2. Direct staff to complete the remaining items necessary to finalize the project and bring back a final package to the City Council for approval prior to release of a Request for Proposals, and
3. Direct staff to prepare a Parklet and Sidewalk Dining Program Manual, to be adopted by Council Resolution, that thoroughly describes the program, including but not limited to, permitting, types of use, design standards, safety standards, amenities, and compliance and enforcement measures.
4. Alternatively, discuss and take other action related to this item.

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

- C. Skatepark Project – City Hall Parking Lot ***This item continued from 2/14/2024.*** **PG 154**

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**

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: Bill Peake, Mayor
MEETING DATE: February 21, 2024
SUBJECT: Mayor's Proclamation: Black History Month
CEQA: Does not constitute a "Project" per California Environmental Quality Act Guidelines Section 15378

RECOMMENDATION

Receive proclamation.

Attachments

Proclamation



Mayor's Proclamation Recognizing Black History Month

WHEREAS, Black History Month is dedicated to honoring the contributions of all generations of African Americans to the history and culture of the United States; and

WHEREAS, the commemoration was launched in 1925 as Negro History Week by Harvard historian Dr. Carter G. Woodson and the Association for the Study of Negro Life and History; and

WHEREAS, in 1976 the celebration was expanded to a month by President Gerald R. Ford stating "We can seize the opportunity to honor the too-often neglected accomplishments of Black Americans in every area of endeavor throughout our history"; and

WHEREAS, we recognize achievements of local black organizations and leaders, including: Pacific Grove's First Baptist Church as the first Black church on the Central Coast; the all-Black First Battalion of the 54th Coast Artillery Regiment bivouacked at Point Pinos defending the Central Coast from WWII enemy attack; and, Benjamin Todd Jealous, a Rhodes Scholar who was the youngest President and CEO of the National Association for the Advancement of Colored People; and

NOW THEREFORE, I, Bill Peake, by virtue of the authority vested in me as Mayor of the City of Pacific Grove do hereby recognize February as Black History Month as a time to honor the contributions and legacy of African Americans in Pacific Grove and across U.S. history and society.

Bill Peake, Mayor City of Pacific Grove



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

AGENDA REPORT

TO: Honorable Mayor and Members of the City Council
FROM: Lori Frati, Finance Manager
MEETING DATE: February 21, 2024
SUBJECT: Core Revenue Report for January
CEQA: Does not constitute a “Project” per California Environmental Quality Act Guidelines Section 15378

RECOMMENDATION

Receive the report. 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 courses were estimated to generate \$22 million dollars. These revenues account for approximately 70% of the General Fund's ongoing revenues. Details on the budgeted amounts and revenues to date are included in Attachments 1.

OPTIONS

N/A - This is information only.

FINANCIAL IMPACT:

There is no fiscal impact associated with receiving this report.

FOCUSED PRIORITY AREA: Not Applicable.

Attachments

Core Revenue Report

Core Revenue Report

Fiscal Year 2023/24 – January 2024

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. 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	5,521,808	57.5%

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	3,742,009	58%

The City receives transient occupancy tax in the month following the stay. The revenues received in January are for the December 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	640,567	50,853
November	431,862	411,136	433,937	22,801
December	378,655	371,160	366,055	5,102
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	3,742,009	123,867

January revenues are expected to be received in late February 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 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	2,510,146	42%

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	690,001	214,728
October Advance	311,118	411,967	411,284	(683)
November Advance	324,181	424,467	499,859	75,392
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	2,510,146	502,674
<i>December 2023 payments are anticipated to be received in late February 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: James Minshew, Management Analyst
MEETING DATE: February 21, 2024
SUBJECT: January 2024 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 January 2024. 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

January 2024 Check Register

SUPERION
DATE: 02/09/2024
TIME: 19:38:02

CITY OF PACIFIC GROVE
CHECK REGISTER - BY FUND

PAGE NUMBER: 1
ACCTPA21

SELECTION CRITERIA: transact.yr='24' and transact.trans_date between '20240101 00:00:00.000' and '20240131 00:00:00.000'
ACCOUNTING PERIOD: 8/24

FUND - 01 - GENERAL FUND

CASH	ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
101		108063	01/04/24	438	CALIFORNIA AMERICAN	131	5222	300 FOREST FIRE-50%	0.00	23.70
101		108063	01/04/24	438	CALIFORNIA AMERICAN	201	5222	300 FOREST FIRE-50%	0.00	23.70
101		108063	01/04/24	438	CALIFORNIA AMERICAN	501	5222	MECH 5%	0.00	26.02
101		108063	01/04/24	438	CALIFORNIA AMERICAN	351	5222	643 HYDRANTS HYDT	0.00	36.47
101		108063	01/04/24	438	CALIFORNIA AMERICAN	503	5222	748 LIGHTHSE IRRG	0.00	40.82
101		108063	01/04/24	438	CALIFORNIA AMERICAN	503	5222	765 LIGHTHSE IRRIG	0.00	40.82
101		108063	01/04/24	438	CALIFORNIA AMERICAN	131	5222	300 FOREST IRRIG	0.00	40.82
101		108063	01/04/24	438	CALIFORNIA AMERICAN	131	5222	308 16TH ST.	0.00	40.82
101		108063	01/04/24	438	CALIFORNIA AMERICAN	503	5222	800 LIGHTHSE PLANTE	0.00	40.82
101		108063	01/04/24	438	CALIFORNIA AMERICAN	503	5222	792 LIGHTHSE IRRIG	0.00	40.82
101		108063	01/04/24	438	CALIFORNIA AMERICAN	503	5222	582 LIGHTHSE IRRIG	0.00	40.82
101		108063	01/04/24	438	CALIFORNIA AMERICAN	503	5222	2100 SUNSET DRIVE	0.00	40.82
101		108063	01/04/24	438	CALIFORNIA AMERICAN	503	5222	840 LIGHTHSE PLANTE	0.00	40.82
101		108063	01/04/24	438	CALIFORNIA AMERICAN	503	5222	850 LIGHTHSE PLANTE	0.00	40.82
101		108063	01/04/24	438	CALIFORNIA AMERICAN	503	5222	882 LIGHTHSE PLANTE	0.00	40.82
101		108063	01/04/24	438	CALIFORNIA AMERICAN	503	5222	106 7TH ST PARK	0.00	40.82
101		108063	01/04/24	438	CALIFORNIA AMERICAN	411	5222	165 FOREST AVE FIRE	0.00	47.40
101		108063	01/04/24	438	CALIFORNIA AMERICAN	351	5222	600 PINE AVE FIRE	0.00	47.40
101		108063	01/04/24	438	CALIFORNIA AMERICAN	421	5222	CENTRAL 4 IN FIRE	0.00	47.40
101		108063	01/04/24	438	CALIFORNIA AMERICAN	421	5222	139 GRAND AVE	0.00	67.34
101		108063	01/04/24	438	CALIFORNIA AMERICAN	503	5222	B & G 15%	0.00	78.03
101		108063	01/04/24	438	CALIFORNIA AMERICAN	503	5222	165 FOREST-MUSEUM	0.00	266.57
101		108063	01/04/24	438	CALIFORNIA AMERICAN	351	5222	600 PINE	0.00	301.04
101		108063	01/04/24	438	CALIFORNIA AMERICAN	503	5222	1051 OCEANVIEW IRRG	0.00	314.57
101		108063	01/04/24	438	CALIFORNIA AMERICAN	503	5222	707 OCEANVIEW-NAIAD	0.00	314.57
101		108063	01/04/24	438	CALIFORNIA AMERICAN	201	5222	304 16TH ST BDOM-FR	0.00	338.43
101		108063	01/04/24	438	CALIFORNIA AMERICAN	301	5222	580 PINE	0.00	353.28
101		108063	01/04/24	438	CALIFORNIA AMERICAN	421	5222	515 JUNIPERO	0.00	356.83
101		108063	01/04/24	438	CALIFORNIA AMERICAN	503	5222	711 OCEANVIEW IRRG	0.00	387.67
101		108063	01/04/24	438	CALIFORNIA AMERICAN	131	5222	300 FOREST	0.00	410.01
101		108063	01/04/24	438	CALIFORNIA AMERICAN	421	5222	616 OCEANVIEW IRRG	0.00	539.21
101		108063	01/04/24	438	CALIFORNIA AMERICAN	421	5222	230 17-MILE DRIVE	0.00	577.62
101		108063	01/04/24	438	CALIFORNIA AMERICAN	503	5222	930 SINEX	0.00	608.89
101		108063	01/04/24	438	CALIFORNIA AMERICAN	421	5222	114 CALEDONIA PK	0.00	729.62
101		108063	01/04/24	438	CALIFORNIA AMERICAN	401	5222	550 CENTRAL	0.00	899.02
101		108063	01/04/24	438	CALIFORNIA AMERICAN	503	5222	863 OCEANVIEW IRRG	0.00	940.09
101		108063	01/04/24	438	CALIFORNIA AMERICAN	421	5222	616 OCEANVW-SWIM PL	0.00	1,172.62
101		108063	01/04/24	438	CALIFORNIA AMERICAN	421	5222	150 FOREST-JEWELL P	0.00	1,249.93
101		108063	01/04/24	438	CALIFORNIA AMERICAN	503	5222	620 OCEANVIEW/BATH	0.00	1,399.12
101		108063	01/04/24	438	CALIFORNIA AMERICAN	503	5222	263 GROVE ACRES	0.00	1,471.43
101		108063	01/04/24	438	CALIFORNIA AMERICAN	503	5222	610 OCEANVW IRRIGPK	0.00	1,552.82
101		108063	01/04/24	438	CALIFORNIA AMERICAN	201	5222	304 16TH ST FIRE	0.00	79.53
101		108063	01/04/24	438	CALIFORNIA AMERICAN	501	5222	SUNSET-CORPYARD18%	0.00	93.64
101		108063	01/04/24	438	CALIFORNIA AMERICAN	503	5222	585 LAUREL	0.00	99.49
101		108063	01/04/24	438	CALIFORNIA AMERICAN	503	5222	1025 MORSE-PLATT PK	0.00	99.49
101		108063	01/04/24	438	CALIFORNIA AMERICAN	503	5222	130 LIGHTHOUSE IRRIG	0.00	99.49
101		108063	01/04/24	438	CALIFORNIA AMERICAN	421	5222	611 CENTRAL AVE	0.00	117.11
101		108063	01/04/24	438	CALIFORNIA AMERICAN	503	5222	100 OCEANVW IRRIG	0.00	197.25
101		108063	01/04/24	438	CALIFORNIA AMERICAN	503	5222	196 OCEANVW IRRIG	0.00	197.25
101		108063	01/04/24	438	CALIFORNIA AMERICAN	503	5222	429 LIGHTHOUSE IRRG	0.00	197.25
101		108063	01/04/24	438	CALIFORNIA AMERICAN	503	5222	619 OCEANVIEW IRRIG	0.00	197.25
101		108063	01/04/24	438	CALIFORNIA AMERICAN	131	5222	300 FOREST AVE	0.00	197.25

SUPERION
DATE: 02/09/2024
TIME: 19:38:02

CITY OF PACIFIC GROVE
CHECK REGISTER - BY FUND

PAGE NUMBER: 2
ACCTPA21

SELECTION CRITERIA: transact.yr='24' and transact.trans_date between '20240101 00:00:00.000' and '20240131 00:00:00.000'
ACCOUNTING PERIOD: 8/24

FUND - 01 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	-----DESCRIPTION-----	SALES TAX	AMOUNT
101	108063	01/04/24	438	CALIFORNIA AMERICAN	421	5222	980 PIEDMONT BALL P	0.00	250.65
101	108063	01/04/24	438	CALIFORNIA AMERICAN	503	5222	391 OCEANVW-BERWICK	0.00	2,397.05
TOTAL CHECK								0.00	19,293.34
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	503	5222	ON 17 MILE DR	0.00	0.03
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	421	5222	CALEDONIA ST	0.00	0.43
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	421	5222	168 16TH ST	0.00	1.42
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	421	5222	FOREST CENTRL SPR	0.00	3.54
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	421	5222	117 RECREATION RM	0.00	5.64
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	503	5222	LOVERS POINT	0.00	5.67
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	421	5222	17 MI DR BALLPARK	0.00	8.38
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	503	5222	PLATT PK SPRNKL	0.00	9.45
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	503	5222	ON 17 MILE DR	0.00	10.75
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	421	5222	CALEDONIA PK LIGHTS	0.00	11.19
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	421	5222	OCEANVIEW & 17TH	0.00	11.50
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	503	5222	COR MELROSE	0.00	12.69
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	421	5222	168 16TH ST	0.00	13.37
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	503	5222	PARKING LOT LIGHT	0.00	16.26
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	421	5222	FOREST CENTRL SPR	0.00	16.31
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	503	5222	BERWICK PARK AT	0.00	16.45
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	501	5222	CORP YARD DM & 5TH	0.00	19.71
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	421	5222	PDMNT & MORELAND	0.00	21.43
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	503	5222	LOVERS POINT	0.00	21.53
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	131	5222	101 CIY HLL/FIN-50%	0.00	22.43
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	201	5222	101 CTY HLL/CEDD-50	0.00	22.44
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	501	5222	1307 FORST SINEX SI	0.00	23.51
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	421	5222	GRAND AV & PK PL	0.00	24.44
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	501	5222	1307 FORST PINE SIG	0.00	25.45
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	501	5222	CORP YARD SUNSET DR	0.00	25.77
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	503	5222	PLATT PK SPRNKL	0.00	28.56
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	421	5222	620 OCEAN VIEW POOL	0.00	33.08
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	421	5222	BEACH BOAT STORAGE	0.00	35.43
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	503	5222	COR MELROSE	0.00	36.29
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	501	5222	1307 FORST SINEX SI	0.00	51.08
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	421	5222	300 16TH ST.	0.00	116.40
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	421	5222	117 COMMUNITY CTR	0.00	112.06
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	421	5222	CHAUTAUQUA HALL	0.00	106.06
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	421	5222	117 RECREATION RM	0.00	20.70
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	421	5222	17TH ST & LAUREL	0.00	90.75
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	421	5222	162 16TH STREET	0.00	74.18
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	501	5222	1307 FORST PINE SIG	0.00	53.96
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	421	5222	CONCESSION STAND	0.00	53.11
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	503	5222	PHN BOOTH-BERWICK	0.00	41.39
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	421	5222	RECREATION - 3%	0.00	62.99
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	101	5222	CITY COUNCIL - 3%	0.00	62.99
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	351	5222	FIRE DEPT	0.00	363.83
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	401	5222	PUBLIC LIBRARY	0.00	414.63
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	131	5222	300 FOREST AVE	0.00	434.18
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	421	5222	17TH ST & LAUREL	0.00	436.11
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	351	5222	FD - 24%	0.00	503.92
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	501	5222	FOREST 40 FT E/O LH	0.00	545.28
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	401	5222	550 CENTRAL AVE	0.00	646.76

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FUND - 01 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	421	5222	117 COMMUNITY CTR	0.00	702.43
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	301	5222	POLICE DEPT	0.00	889.10
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	301	5222	PD - 43%	0.00	902.85
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	421	5802	14TH&JNPRO-LN	0.00	294.94
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	503	5802	SUNSET SR. - LOAN	0.00	338.26
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	301	5802	580 PINE AVE - LN	0.00	1,046.81
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	401	5222	PUBLIC LIBRARY	0.00	1,224.05
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	301	5222	580 PINE AVE	0.00	1,470.32
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	421	5222	17 MILE DRIVE	0.00	189.02
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	201	5222	CEDD - 9.5%	0.00	199.47
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	121	5222	CITY MANAGER - 9.5%	0.00	199.47
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	421	5222	117 COMMUNITY CTR	0.00	246.22
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	411	5222	165 FOREST AVE	0.00	255.51
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	411	5222	FOREST & CENTRAL DR	0.00	261.06
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	421	5222	17 MI DR BALLPARK	0.00	276.67
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	501	5222	FOREST 40 FT E/O LH	0.00	280.72
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	131	5222	FINANCE - 7%	0.00	146.98
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	421	5222	CHAUTAUQUA HALL	0.00	156.87
TOTAL CHECK								0.00	13,754.28
101	108065	01/04/24	4965	ALVAREZ TECHNOLOGY	133	5201	AFTER HOURS SUPPORT	0.00	1,320.00
101	108065	01/04/24	4965	ALVAREZ TECHNOLOGY	133	5201	AFTER HOURS SUPPORT	0.00	3,836.25
TOTAL CHECK								0.00	5,156.25
101	108066	01/04/24	5363	AT&T CALNET 3	133	5212	CH GNRTR ALARM	0.00	29.76
101	108067	01/04/24	5378	CA BUILDING STANDAR	01	231	CBSC OCT-DEC 2023	0.00	353.38
101	108068	01/04/24	395	CA DEPT OF CONSERVA	01	219	SMIP OCT-DEC 2023	0.00	887.99
101	108069	01/04/24	2993	CENTRALSQUARE TECHN	131	5201	ADMIN TRAINING	0.00	360.00
101	108070	01/04/24	5171	COMCAST	133	5206	REC 4972	0.00	93.75
101	108072	01/04/24	1802	CITY OF MONTEREY	351	5201	FY24 FIRE SERVICES	0.00	248,244.60
101	108073	01/04/24	1958	ODP BUSINESS SOLUTI	131	5301	CREDIT MEMO	0.00	-65.80
101	108073	01/04/24	1958	ODP BUSINESS SOLUTI	131	5301	OFFICES SUPPLIES	0.00	29.61
101	108073	01/04/24	1958	ODP BUSINESS SOLUTI	131	5301	OFFICES SUPPLIES	0.00	143.74
101	108073	01/04/24	1958	ODP BUSINESS SOLUTI	131	5301	OFFICES SUPPLIES	0.00	281.31
TOTAL CHECK								0.00	388.86
101	108075	01/04/24	2800	ROXANE J VIRAY	301	5123	MOU RTRMNTBNFTS DEC	0.00	150.00
101	108076	01/04/24	8136	WELLS FARGO VENDOR	501	5225	FY 23/24 KONICA LEA	0.00	180.28
101	108076	01/04/24	8136	WELLS FARGO VENDOR	401	5225	FY 23/24 KONICA LEA	0.00	201.58
101	108076	01/04/24	8136	WELLS FARGO VENDOR	301	5225	FY 23/24 KONICA LEA	0.00	212.52
101	108076	01/04/24	8136	WELLS FARGO VENDOR	131	5225	FY 23/24 KONICA LEA	0.00	212.52
101	108076	01/04/24	8136	WELLS FARGO VENDOR	121	5225	FY 23/24 KONICA LEA	0.00	213.74
101	108076	01/04/24	8136	WELLS FARGO VENDOR	201	5225	FY 23/24 KONICA LEA	0.00	248.43
TOTAL CHECK								0.00	1,269.07

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FUND - 01 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	-----DESCRIPTION-----	SALES TAX	AMOUNT
101	108077	01/04/24	8890	4LEAF	201	5201	BUILDING DEPARTMENT	0.00	9,334.62
101	108079	01/04/24	3905	AMERICAN LOCK & KEY	421	5223	STAFF KEYS COMM CTR	0.00	42.62
101	108079	01/04/24	3905	AMERICAN LOCK & KEY	351	5223	FIX ENTRY DOOR PRBL	0.00	197.50
TOTAL CHECK								0.00	240.12
101	108080	01/04/24	9430	ARAMARK UNIFORM & C	301	5201	DEPARTMENT LINEN SE	0.00	145.12
101	108081	01/04/24	8476	AT&T MOBILITY	301	5206	DEPARTMENT CELLPHON	0.00	1,832.94
101	108083	01/04/24	10187	BRIAN DILL	01	4463	RFND SYLVIE WNTR CM	0.00	87.00
101	108084	01/04/24	6329	BURKE, WILLIAMS & S	111	5203	CITY ATTORNEY SERVI	0.00	52,785.50
101	108085	01/04/24	5303	VERIZON BUSINESS	301	5206	PORT ACCESS	0.00	601.58
101	108086	01/04/24	402	CA DEPT OF JUSTICE	301	5201	LIVESCAN	0.00	64.00
101	108088	01/04/24	10092	CHALLENGER TEAMWEAR	01	220	9.25%CASALESTX-\$32.	0.00	3.00
101	108088	01/04/24	10092	CHALLENGER TEAMWEAR	01	220	9.25%CASALESTX-\$86.	0.00	8.00
101	108088	01/04/24	10092	CHALLENGER TEAMWEAR	421	5361	JERSEYS LATE REGIST	0.00	111.54
101	108088	01/04/24	10092	CHALLENGER TEAMWEAR	421	5361	JERSEY-LATE REGISTE	0.00	48.84
TOTAL CHECK								0.00	171.38
101	108089	01/04/24	622	CHOMP	301	5201	RQ121564 11/09/23	0.00	27.00
101	108089	01/04/24	622	CHOMP	301	5201	RQ121804 11/14/23	0.00	27.00
TOTAL CHECK								0.00	54.00
101	108090	01/04/24	669	CPOA	301	5261	DEPARTMENT MBRSHP	0.00	750.00
101	108090	01/04/24	669	CPOA	301	5261	PROFESSIONAL MBRSHP	0.00	100.00
TOTAL CHECK								0.00	850.00
101	108092	01/04/24	6631	DARREL VARNI ELECTR	505	5201	DOWNTOWN LIGHTS	0.00	1,014.25
101	108093	01/04/24	9652	ELISABETH CAUSOR	421	5217	PARKING-CPRS TRAINI	0.00	12.00
101	108095	01/04/24	5094	COASTAL FABRICATION	503	5227	UNIT 58	0.00	135.45
101	108097	01/04/24	9817	GEMMA PETERSON	421	5208	YOGA CLASSES	0.00	851.20
101	108098	01/04/24	9860	GOOD CITY COMPANY	225	5209	420 LA CALLE CORTE	0.00	536.25
101	108100	01/04/24	8707	WILEY JAMES GRIFFIN	301	5215	MILEAGE INTRVW VICT	0.00	178.16
101	108101	01/04/24	10070	HEIHACHIRO TAKARABE	421	5208	TAI CHI CLASS	0.00	28.00
101	108102	01/04/24	8392	HOME DEPOT USA INC.	503	5223	BATTERY	0.00	304.81
101	108102	01/04/24	8392	HOME DEPOT USA INC.	503	5322	DRAIN AUGER	0.00	293.88
101	108102	01/04/24	8392	HOME DEPOT USA INC.	503	5322	DRAIN AUGER	0.00	-293.88
101	108102	01/04/24	8392	HOME DEPOT USA INC.	503	5223	BATTERY	0.00	-304.81
TOTAL CHECK								0.00	0.00

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FUND - 01 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	-----DESCRIPTION-----	SALES TAX	AMOUNT
101	108103	01/04/24	8391	HOMETEK	503	5223	INSCRIPTIONS MEM BN	0.00	330.00
101	108104	01/04/24	1266	HOWARD'S UPHOLSTERY	505	5227	STREETS UNIT 86	0.00	315.00
101	108105	01/04/24	1416	KIDWELL'S INC.	503	5223	STAIN FOR BENCHES	0.00	89.19
101	108105	01/04/24	1416	KIDWELL'S INC.	503	5223	STAIN FOR BENCHES	0.00	188.26
TOTAL CHECK								0.00	277.45
101	108106	01/04/24	3521	KIMBALL MIDWEST	502	5309	MECH STOCK	0.00	59.55
101	108106	01/04/24	3521	KIMBALL MIDWEST	502	5309	MECH STOCK	0.00	296.95
101	108106	01/04/24	3521	KIMBALL MIDWEST	502	5309	MECH STOCK	0.00	463.71
TOTAL CHECK								0.00	820.21
101	108107	01/04/24	8647	MAIN STREET SIGNS	505	5309	STREET SIGNS	0.00	322.85
101	108108	01/04/24	1612	MATTESON & BEERS TO	301	5201	TOWING SERVICE	0.00	240.00
101	108110	01/04/24	3443	MONTEREY BAY PEST C	503	5201	ANNUAL PEST CONTROL	0.00	135.00
101	108110	01/04/24	3443	MONTEREY BAY PEST C	503	5201	ANNUAL PEST CONTROL	0.00	135.00
TOTAL CHECK								0.00	270.00
101	108111	01/04/24	6216	MONTEREY BAY TREEWO	513	5201	FY23/24 ARBORIST SE	0.00	3,600.00
101	108112	01/04/24	1756	MONTEREY COUNTY HEA	503	5201	HAZARDOUS WASTE REG	0.00	1,122.00
101	108112	01/04/24	1756	MONTEREY COUNTY HEA	505	5201	HAZARDOUS WASTE REG	0.00	1,122.00
TOTAL CHECK								0.00	2,244.00
101	108113	01/04/24	3807	MONTEREY COUNTY WEE	121	5221	2ND RD SALARY SCHDL	0.00	101.25
101	108113	01/04/24	3807	MONTEREY COUNTY WEE	121	5221	ADOPTION CLASS SCHD	0.00	101.25
101	108113	01/04/24	3807	MONTEREY COUNTY WEE	201	5221	ADOPTION CNBIS ZONI	0.00	101.25
101	108113	01/04/24	3807	MONTEREY COUNTY WEE	201	5221	ADOPTN CNBIS LIC OR	0.00	101.25
101	108113	01/04/24	3807	MONTEREY COUNTY WEE	131	5221	ADOPTN CPTL IMPR OR	0.00	101.25
101	108113	01/04/24	3807	MONTEREY COUNTY WEE	201	5221	2ND RD CANNABIS ORD	0.00	121.50
101	108113	01/04/24	3807	MONTEREY COUNTY WEE	101	5221	ANNUAL BCC NOTICE	0.00	162.00
TOTAL CHECK								0.00	789.75
101	108114	01/04/24	1775	MONTEREY FIRE EXTIN	503	5201	CHAUTAUQUA HALL SVS	0.00	65.00
101	108114	01/04/24	1775	MONTEREY FIRE EXTIN	503	5201	YOUTH CENTER SVS	0.00	65.00
101	108114	01/04/24	1775	MONTEREY FIRE EXTIN	503	5201	CH SERVICE	0.00	104.00
101	108114	01/04/24	1775	MONTEREY FIRE EXTIN	503	5201	COMM CENTER SERVICE	0.00	104.00
TOTAL CHECK								0.00	338.00
101	108115	01/04/24	7417	MP EXPRESS	301	5301	NOTICE TO APPEAR	0.00	1,104.09
101	108116	01/04/24	4299	NOLAND, HAMERLY, ET	111	5205	ENAYATI CASES #21CV	0.00	651.87
101	108116	01/04/24	4299	NOLAND, HAMERLY, ET	111	5205	ENAYATI CASES #21CV	0.00	2,439.90
101	108116	01/04/24	4299	NOLAND, HAMERLY, ET	111	5205	ENAYATI CASES #21CV	0.00	4,400.65
TOTAL CHECK								0.00	7,492.42
101	108117	01/04/24	1958	ODP BUSINESS SOLUTI	201	5301	OFFICE SUPPLIES	0.00	13.70
101	108117	01/04/24	1958	ODP BUSINESS SOLUTI	201	5301	OFFICE SUPPLIES	0.00	19.65
101	108117	01/04/24	1958	ODP BUSINESS SOLUTI	121	5301	OFFICE SUPPLIES	0.00	67.29

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101	108117	01/04/24	1958	ODP BUSINESS SOLUTI	201	5301	OFFICE SUPPLIES	0.00	87.82
101	108117	01/04/24	1958	ODP BUSINESS SOLUTI	121	5301	OFFICE SUPPLIES	0.00	122.45
TOTAL CHECK									310.91
101	108118	01/04/24	9576	O'REILLY AUTO ENTER	503	5227	BG UNIT 58	0.00	90.50
101	108118	01/04/24	9576	O'REILLY AUTO ENTER	502	5309	MECH STOCK	0.00	17.70
101	108118	01/04/24	9576	O'REILLY AUTO ENTER	502	5309	MECH STOCK	0.00	30.56
101	108118	01/04/24	9576	O'REILLY AUTO ENTER	501	5227	PWA 3	0.00	409.58
101	108118	01/04/24	9576	O'REILLY AUTO ENTER	503	5305	BG UNIT 58	0.00	861.20
101	108118	01/04/24	9576	O'REILLY AUTO ENTER	502	5309	MECH STOCK	0.00	200.78
TOTAL CHECK									1,610.32
101	108119	01/04/24	2024	PACIFIC GAS & ELECT	421	5222	REC 4030-4	0.00	619.58
101	108120	01/04/24	2034	PACIFIC GROVE HARDW	301	5291	LIGHTBULB	0.00	13.10
101	108120	01/04/24	2034	PACIFIC GROVE HARDW	421	5361	PRESCHOOL THRMOMETE	0.00	30.57
TOTAL CHECK									43.67
101	108121	01/04/24	2038	PACIFIC GROVE LIBRA	421	5361	PAYMENT FOR LOST BO	0.00	24.95
101	108122	01/04/24	4468	RENTAL DEPOT MONTER	503	5223	RENTAL EQUIPMENT	0.00	600.00
101	108123	01/04/24	3828	SAME DAY SHRED	301	5291	SHREDDING SVS	0.00	45.00
101	108124	01/04/24	2541	SPCA OF MONTEREY CO	301	5201	COUNTY ANIMAL SHEL	0.00	920.00
101	108125	01/04/24	1768	STURDY OIL COMPANY	01	111	01-111	0.00	4,239.34
101	108125	01/04/24	1768	STURDY OIL COMPANY	01	111	01-111	0.00	5,109.05
101	108125	01/04/24	1768	STURDY OIL COMPANY	505	5311	STRT	0.00	1,323.39
101	108125	01/04/24	1768	STURDY OIL COMPANY	301	5311	PD	0.00	1,629.95
101	108125	01/04/24	1768	STURDY OIL COMPANY	503	5311	B&G	0.00	2,646.79
101	108125	01/04/24	1768	STURDY OIL COMPANY	301	5311	PD	0.00	4,499.85
101	108125	01/04/24	1768	STURDY OIL COMPANY	421	5311	REC	0.00	221.22
101	108125	01/04/24	1768	STURDY OIL COMPANY	505	5311	STRT	0.00	527.26
101	108125	01/04/24	1768	STURDY OIL COMPANY	503	5311	B&G	0.00	1,054.51
TOTAL CHECK									21,251.36
101	108127	01/04/24	2786	VERIZON WIRELESS	501	5212	PW	0.00	740.71
101	108127	01/04/24	2786	VERIZON WIRELESS	401	5212	LIB	0.00	76.02
101	108127	01/04/24	2786	VERIZON WIRELESS	501	5212	PW	0.00	92.87
101	108127	01/04/24	2786	VERIZON WIRELESS	301	5212	PD	0.00	103.69
101	108127	01/04/24	2786	VERIZON WIRELESS	121	5212	CM	0.00	27.07
101	108127	01/04/24	2786	VERIZON WIRELESS	133	5212	ADMIN	0.00	38.01
101	108127	01/04/24	2786	VERIZON WIRELESS	201	5212	CDD	0.00	41.87
101	108127	01/04/24	2786	VERIZON WIRELESS	133	5212	ADMIN	0.00	51.63
101	108127	01/04/24	2786	VERIZON WIRELESS	351	5212	FIRE	0.00	64.76
TOTAL CHECK									1,236.63
101	108129	01/04/24	9303	WATSONVILLE CHRYSL	301	5227	PD UNIT 7	0.00	42.58
101	108130	01/04/24	9305	WATSONVILLE FORD	505	5227	CM STREETS UNIT 16	0.00	-73.42
101	108130	01/04/24	9305	WATSONVILLE FORD	505	5227	STREETS UNIT 16	0.00	73.42

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FUND - 01 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	-----DESCRIPTION-----	SALES TAX	AMOUNT
101	108130	01/04/24	9305	WATSONVILLE FORD	505	5227	STREETS UNIT 86	0.00	335.66
101	108130	01/04/24	9305	WATSONVILLE FORD	301	5227	PD UNIT 2	0.00	68.02
101	108130	01/04/24	9305	WATSONVILLE FORD	505	5227	STREETS UNIT 16	0.00	293.69
TOTAL CHECK								0.00	697.37
101	108131	01/04/24	9824	WHITE CAP SUPPLY HO	505	5331	STREET RAMPS	0.00	1,494.50
101	108132	01/04/24	9716	BRIAN WHITSON	503	5201	FY23/24 SUPPLEMENTA	0.00	345.00
101	108133	01/04/24	2894	WILSON'S PLUMBING &	503	5223	GOLF LINKS CLEAN OU	0.00	359.74
101	108133	01/04/24	2894	WILSON'S PLUMBING &	411	5223	GAS FITTING RPLCMNT	0.00	599.12
101	108133	01/04/24	2894	WILSON'S PLUMBING &	503	5223	GOLF LINKS CLEAN OU	0.00	719.48
101	108133	01/04/24	2894	WILSON'S PLUMBING &	503	5223	COMM CENTER TOILET	0.00	750.00
101	108133	01/04/24	2894	WILSON'S PLUMBING &	503	5223	GOLF LINKS TOILET	0.00	1,742.62
101	108133	01/04/24	2894	WILSON'S PLUMBING &	503	5223	PILOT IGNITION CNTR	0.00	177.35
101	108133	01/04/24	2894	WILSON'S PLUMBING &	301	5227	PD TOILET SERVICE	0.00	136.44
101	108133	01/04/24	2894	WILSON'S PLUMBING &	301	5227	PD URINAL REPAIR	0.00	3,089.87
TOTAL CHECK								0.00	7,574.62
101	108135	01/12/24	2952	AFLAC	01	202	DED:5201 AFLAC P/T	0.00	1,855.72
101	108135	01/12/24	2952	AFLAC	01	202	DED:5200 AFLAC PREM	0.00	788.59
TOTAL CHECK								0.00	2,644.31
101	108136	01/12/24	2935	CALIF LAW ENFORCMEN	01	202	DED:3200 LTD PD	0.00	567.00
101	108137	01/12/24	1	CALPERS HEALTH	01	202	DED:108 HEALTH	0.00	1,560.16
101	108137	01/12/24	1	CALPERS HEALTH	01	202	DED:4301 HEALTH	0.00	564.42
101	108137	01/12/24	1	CALPERS HEALTH	01	202	DED:103 HEALTH	0.00	2,287.05
101	108137	01/12/24	1	CALPERS HEALTH	01	202	DED:124 HEALTH	0.00	2,311.24
101	108137	01/12/24	1	CALPERS HEALTH	01	202	DED:125 HEALTH	0.00	2,461.78
101	108137	01/12/24	1	CALPERS HEALTH	01	202	DED:104 HEALTH	0.00	2,476.83
101	108137	01/12/24	1	CALPERS HEALTH	01	202	DED:2072 HEALTH	0.00	2,812.50
101	108137	01/12/24	1	CALPERS HEALTH	01	202	DED:2071 HEALTH	0.00	2,887.50
101	108137	01/12/24	1	CALPERS HEALTH	01	202	DED:2073 HEALTH FAM	0.00	5,750.00
101	108137	01/12/24	1	CALPERS HEALTH	01	202	DED:122 HEALTH	0.00	6,154.46
101	108137	01/12/24	1	CALPERS HEALTH	01	202	DED:105 HEALTH	0.00	3,335.87
101	108137	01/12/24	1	CALPERS HEALTH	01	202	DED:533 HEALTH	0.00	3,567.81
101	108137	01/12/24	1	CALPERS HEALTH	01	202	DED:123 HEALTH	0.00	4,618.40
101	108137	01/12/24	1	CALPERS HEALTH	01	202	DED:106 HEALTH	0.00	5,257.12
101	108137	01/12/24	1	CALPERS HEALTH	01	202	DED:2783 HEALTH	0.00	1,314.27
101	108137	01/12/24	1	CALPERS HEALTH	01	202	DED:116 HEALTH	0.00	914.82
101	108137	01/12/24	1	CALPERS HEALTH	01	202	DED:121 HEALTH	0.00	946.84
101	108137	01/12/24	1	CALPERS HEALTH	01	202	DED:110 HEALTH	0.00	1,138.86
101	108137	01/12/24	1	CALPERS HEALTH	01	202	DED:107 HEALTH	0.00	1,200.12
TOTAL CHECK								0.00	51,560.05
101	108138	01/12/24	3134	CITY OF PACIFIC GRO	01	202	DED:3301 AFLAC MED	0.00	2,410.87
101	108139	01/12/24	3393	EFT	01	202	DED:*FM MEDICARE	0.00	12,727.60
101	108139	01/12/24	3393	EFT	01	202	DED:*SCA STATE TAX	0.00	19,931.97
101	108139	01/12/24	3393	EFT	01	202	DED:*MM ADD MED	0.00	85.66
101	108139	01/12/24	3393	EFT	01	202	DED:*FT FEDERAL TX	0.00	52,298.69

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CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	-----DESCRIPTION-----	SALES TAX	AMOUNT
TOTAL CHECK								0.00	85,043.92
101	108140	01/12/24	2946	PACIFIC GROVE CITY	01	202	DED:7000 ASSOC DUES	0.00	746.36
101	108141	01/12/24	2938	MASS MUTUAL (457 PL	01	202	DED:3999 ROTH IRA	0.00	225.00
101	108141	01/12/24	2938	MASS MUTUAL (457 PL	01	202	DED:4000 DEF COMP	0.00	24,938.52
TOTAL CHECK								0.00	25,163.52
101	108142	01/12/24	2936	MTRY COUNTY DEPT OF	01	202	DED:0023 GARNISH	0.00	138.46
101	108143	01/12/24	2949	PACIFIC GROVE MANAG	01	202	DED:7203 ASSOC DUES	0.00	40.00
101	108144	01/12/24	2051	CITY OF PACIFIC GRO	01	202	DED:1009 WORK COMP	0.00	135.77
101	108144	01/12/24	2051	CITY OF PACIFIC GRO	01	202	DED:1003 WORK COMP	0.00	8,421.32
101	108144	01/12/24	2051	CITY OF PACIFIC GRO	01	202	DED:1006 WORK COMP	0.00	39.69
101	108144	01/12/24	2051	CITY OF PACIFIC GRO	01	202	DED:1010 WORK COMP	0.00	3,176.49
101	108144	01/12/24	2051	CITY OF PACIFIC GRO	01	202	DED:1005 WORK COMP	0.00	1,345.22
TOTAL CHECK								0.00	13,118.49
101	108145	01/12/24	2052	CITY OF PACIFIC GRO	01	202	DED:7510 PERS REIMB	0.00	29.42
101	108146	01/12/24	2053	CITY OF PACIFIC GRO	01	202	DED:2101 DENTAL	0.00	246.35
101	108146	01/12/24	2053	CITY OF PACIFIC GRO	01	202	DED:200 DENTAL	0.00	473.75
101	108146	01/12/24	2053	CITY OF PACIFIC GRO	01	202	DED:2102 DENTAL	0.00	536.08
101	108146	01/12/24	2053	CITY OF PACIFIC GRO	01	202	DED:201 DENTAL	0.00	37.59
101	108146	01/12/24	2053	CITY OF PACIFIC GRO	01	202	DED:2103 DENTAL FAM	0.00	853.38
TOTAL CHECK								0.00	2,147.15
101	108147	01/12/24	2054	CITY OF PACIFIC GRO	01	202	DED:0005 SUTA	0.00	146.23
101	108148	01/12/24	2133	PERS	01	202	DED:0004 SURV BEN	0.00	87.42
101	108148	01/12/24	2133	PERS	01	202	DED:0017 PERS RG SF	0.00	8,631.91
101	108148	01/12/24	2133	PERS	01	202	DED:01 PERS	0.00	8,635.61
101	108148	01/12/24	2133	PERS	01	202	DED:0011 PERS ER SF	0.00	9,716.44
101	108148	01/12/24	2133	PERS	01	202	DED:0021 PERS REG M	0.00	10,989.93
101	108148	01/12/24	2133	PERS	01	202	DED:0020 PERS ER M3	0.00	11,144.85
101	108148	01/12/24	2133	PERS	01	202	DED:0006 PERS CITY	0.00	12,551.73
101	108148	01/12/24	2133	PERS	01	202	DED:07 PERS CITY	0.00	5,587.66
101	108148	01/12/24	2133	PERS	01	202	DED:0002 PERS	0.00	5,001.75
101	108148	01/12/24	2133	PERS	01	202	DED:08 PERS OTHER	0.00	334.54
101	108148	01/12/24	2133	PERS	01	202	DED:0022 PERS SP MS	0.00	345.34
101	108148	01/12/24	2133	PERS	01	202	DED:0027 PERS REG	0.00	-3,350.83
101	108148	01/12/24	2133	PERS	01	202	DED:0025 PERS RT MS	0.00	-88.80
101	108148	01/12/24	2133	PERS	01	202	DED:0019 PERS RT SF	0.00	-3.44
101	108148	01/12/24	2133	PERS	01	202	DED:0016 PERS-RETRO	0.00	0.41
101	108148	01/12/24	2133	PERS	01	202	DED:15 PERS-RETRO	0.00	6.00
101	108148	01/12/24	2133	PERS	01	202	DED:0000 PERS	0.00	1,474.97
101	108148	01/12/24	2133	PERS	01	202	DED:0018 PERS SP SF	0.00	1,238.66
101	108148	01/12/24	2133	PERS	01	202	DED:0009 PERS OTHER	0.00	1,245.09
TOTAL CHECK								0.00	73,549.24
101	108149	01/12/24	2943	POLICE OFFICERS ASS	01	202	DED:7205 ASSOC DUES	0.00	969.21

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CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	-----DESCRIPTION----	SALES TAX	AMOUNT
101	108149	01/12/24	2943	POLICE OFFICERS ASS	01	202	DED:7204 ASSOC DUES	0.00	8.00
TOTAL CHECK									977.21
101	108150	01/12/24	2940	LEGAL SHIELD	01	202	DED:6100 LEGAL SVC	0.00	46.70
101	108151	01/12/24	8211	STANDARD INSURANCE	01	202	DED:3500 LIFE INS	0.00	1,417.50
101	108152	01/12/24	8352	TRANSAMERICA EMPLOY	01	202	DED:5202 TRANSAMERI	0.00	600.12
101	108153	01/12/24	4177	UNION BANK OF CALIF	01	202	DED:4005 PARS-457	0.00	769.75
101	108154	01/12/24	632	VISION SERVICE PLAN	01	202	DED:301 VISION	0.00	30.00
101	108154	01/12/24	632	VISION SERVICE PLAN	01	202	DED:302 VISION	0.00	15.00
101	108154	01/12/24	632	VISION SERVICE PLAN	01	202	DED:2503 VISION FAM	0.00	420.00
101	108154	01/12/24	632	VISION SERVICE PLAN	01	202	DED:2502 VISION	0.00	69.80
101	108154	01/12/24	632	VISION SERVICE PLAN	01	202	DED:300 VISION	0.00	174.50
TOTAL CHECK									709.30
101	108155	01/12/24	7956	STATE DISABILITY TA	01	202	DED:0026 SDI	0.00	4,757.17
101	108158	01/12/24	10092	CHALLENGER TEAMWEAR	421	5361	SOCCER JERSEYS	0.00	2,164.09
101	108159	01/12/24	804	DISCOUNT SCHOOL SUP	421	5361	PRESCHOOL PRGRM SPP	0.00	1,092.06
101	108161	01/12/24	9867	SUNNA DESIGN INC	01	220	CASALESTX9.25%*\$3,8	0.00	357.42
101	108163	01/15/24	4943	US BANK	421	5217	CLARK	0.00	121.00
101	108163	01/15/24	4943	US BANK	121	5217	LIVIAN	0.00	150.65
101	108163	01/15/24	4943	US BANK	131	5215	HANNAH	0.00	150.00
101	108163	01/15/24	4943	US BANK	301	5215	LIVIAN	0.00	358.39
101	108163	01/15/24	4943	US BANK	101	5215	LIVIAN	0.00	508.24
101	108163	01/15/24	4943	US BANK	121	5215	KANDELL	0.00	879.30
101	108163	01/15/24	4943	US BANK	301	5215	PD TRAVEL CARD	0.00	915.80
101	108163	01/15/24	4943	US BANK	301	5215	MADALONE	0.00	1,002.81
101	108163	01/15/24	4943	US BANK	133	5212	KHASIMI	0.00	672.75
101	108163	01/15/24	4943	US BANK	301	5215	ANDERSON	0.00	-24.33
101	108163	01/15/24	4943	US BANK	121	5215	LIVIAN	0.00	4.70
101	108163	01/15/24	4943	US BANK	133	5206	KHASIMI	0.00	61.97
101	108163	01/15/24	4943	US BANK	201	5211	KROEGER	0.00	17.10
101	108163	01/15/24	4943	US BANK	401	5215	LIVIAN	0.00	76.77
101	108163	01/15/24	4943	US BANK	201	5215	LIVIAN	0.00	84.74
101	108163	01/15/24	4943	US BANK	101	5216	LIVIAN	0.00	65.00
101	108163	01/15/24	4943	US BANK	133	5229	KHASIMI	0.00	5.14
101	108163	01/15/24	4943	US BANK	301	5291	PD TRAVEL CARD	0.00	15.28
101	108163	01/15/24	4943	US BANK	401	5301	GODWIN	0.00	-49.15
101	108163	01/15/24	4943	US BANK	101	5301	LIVIAN	0.00	8.73
101	108163	01/15/24	4943	US BANK	501	5309	GHO	0.00	206.70
101	108163	01/15/24	4943	US BANK	121	5236	KROEGER	0.00	99.00
101	108163	01/15/24	4943	US BANK	121	5236	GODWIN	0.00	174.54
101	108163	01/15/24	4943	US BANK	133	5224	KHASIMI	0.00	208.22
101	108163	01/15/24	4943	US BANK	301	5291	ANDERSON	0.00	106.97
101	108163	01/15/24	4943	US BANK	301	5291	HOFFMAN	0.00	360.62

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CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	-----DESCRIPTION----	SALES TAX	AMOUNT
101	108163	01/15/24	4943	US BANK	131	5261	FRATI	0.00	135.00
101	108163	01/15/24	4943	US BANK	401	5301	GODWIN	0.00	42.69
101	108163	01/15/24	4943	US BANK	421	5301	CLARK	0.00	130.65
101	108163	01/15/24	4943	US BANK	401	5303	COYLE	0.00	398.00
101	108163	01/15/24	4943	US BANK	421	5361	CLARK	0.00	173.70
101	108163	01/15/24	4943	US BANK	201	5306	KROEGER	0.00	406.27
101	108163	01/15/24	4943	US BANK	133	5307	KHASIMI	0.00	499.96
101	108163	01/15/24	4943	US BANK	201	5303	KROEGER	0.00	1,780.26
101	108163	01/15/24	4943	US BANK	301	5301	HOFFMAN	0.00	1,187.43
101	108163	01/15/24	4943	US BANK	301	5261	MADALONE	0.00	850.00
101	108163	01/15/24	4943	US BANK	503	5223	GHO	0.00	1,911.01
101	108163	01/15/24	4943	US BANK	501	5301	LIVIAN	0.00	54.63
101	108163	01/15/24	4943	US BANK	501	5261	GHO	0.00	83.75
101	108163	01/15/24	4943	US BANK	131	5291	LATE FEE	0.00	28.14
101	108163	01/15/24	4943	US BANK	121	5236	LIVIAN	0.00	46.31
101	108163	01/15/24	4943	US BANK	502	5309	GHO	0.00	31.48
TOTAL CHECK								0.00	13,940.22
101	108165	01/17/24	2935	CALIF LAW ENFORCMEN	01	202	DED:3200 LTD PD	0.00	105.00
101	108167	01/18/24	1772	MONTEREY COUNTY TAX	503	5222	IRRIGATION/PARK	0.00	109.22
101	108167	01/18/24	1772	MONTEREY COUNTY TAX	421	5222	FOREST HILL PLAYGRN	0.00	120.51
101	108167	01/18/24	1772	MONTEREY COUNTY TAX	421	5222	PG BALL PARK	0.00	125.59
101	108167	01/18/24	1772	MONTEREY COUNTY TAX	421	5222	CALEDONIA PARK	0.00	135.62
101	108167	01/18/24	1772	MONTEREY COUNTY TAX	503	5222	BUTTERFLY SANCTUARY	0.00	139.09
101	108167	01/18/24	1772	MONTEREY COUNTY TAX	401	5222	LIBRARY	0.00	162.02
101	108167	01/18/24	1772	MONTEREY COUNTY TAX	503	5222	IRRIGATION/PARK	0.00	163.51
101	108167	01/18/24	1772	MONTEREY COUNTY TAX	503	5222	GEORGE WASHINGTON P	0.00	169.47
101	108167	01/18/24	1772	MONTEREY COUNTY TAX	351	5222	FIRE DEPT	0.00	310.74
101	108167	01/18/24	1772	MONTEREY COUNTY TAX	503	5222	FIRE DEPT	0.00	416.13
101	108167	01/18/24	1772	MONTEREY COUNTY TAX	503	5222	CHAUTAUQUA HALL	0.00	54.61
101	108167	01/18/24	1772	MONTEREY COUNTY TAX	421	5222	SALLY GRIFFITH CENT	0.00	54.61
101	108167	01/18/24	1772	MONTEREY COUNTY TAX	131	5222	IRRIGATION/PARK	0.00	54.61
101	108167	01/18/24	1772	MONTEREY COUNTY TAX	503	5222	IRRIGATION/PARK	0.00	64.09
101	108167	01/18/24	1772	MONTEREY COUNTY TAX	503	5222	LIBRARY IRRIGATION	0.00	64.09
101	108167	01/18/24	1772	MONTEREY COUNTY TAX	101	5222	CHAMBER OF COMMERCE	0.00	90.49
101	108167	01/18/24	1772	MONTEREY COUNTY TAX	131	5222	CIVIC CENTER	0.00	101.98
101	108167	01/18/24	1772	MONTEREY COUNTY TAX	201	5222	CIVIC CENTER	0.00	101.99
TOTAL CHECK								0.00	2,438.37
101	108168	01/19/24	5621	ACCENT CLEAN & SWEE	504	5201	FY23/24 STREET SWEE	0.00	17,100.00
101	108169	01/19/24	3970	ALHAMBRA & SIERRA S	351	5291	WATER SERVICE	0.00	398.08
101	108170	01/19/24	4965	ALVAREZ TECHNOLOGY	133	5201	AFTER HOURS SUPPORT	0.00	5,940.00
101	108170	01/19/24	4965	ALVAREZ TECHNOLOGY	133	5201	AFTER HOURS SUPPORT	0.00	1,980.00
101	108170	01/19/24	4965	ALVAREZ TECHNOLOGY	133	5201	AFTER HOURS SUPPORT	0.00	450.00
TOTAL CHECK								0.00	8,370.00
101	108171	01/19/24	8330	AMAZON CAPITAL SERV	201	5301	OFFICE SUPPLIES	0.00	42.55
101	108171	01/19/24	8330	AMAZON CAPITAL SERV	502	5309	MECH AIR COMPRESSOR	0.00	23.03
101	108171	01/19/24	8330	AMAZON CAPITAL SERV	501	5301	OFFICE SUPPLIES	0.00	17.46

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101	108171	01/19/24	8330	AMAZON CAPITAL SERV	201	5301	OFFICE SUPPLIES	0.00	24.01
TOTAL CHECK									107.05
101	108172	01/19/24	106	AMERICAN SUPPLY COM	503	5305	CLEANING SUPPLIES	0.00	175.73
101	108172	01/19/24	106	AMERICAN SUPPLY COM	503	5305	CLEANING SUPPLIES	0.00	12.89
101	108172	01/19/24	106	AMERICAN SUPPLY COM	503	5305	CLEANING SUPPLIES	0.00	1,449.31
101	108172	01/19/24	106	AMERICAN SUPPLY COM	503	5305	CLEANING SUPPLIES	0.00	2,511.49
101	108172	01/19/24	106	AMERICAN SUPPLY COM	503	5305	CLEANING SUPPLIES	0.00	3,181.36
101	108172	01/19/24	106	AMERICAN SUPPLY COM	503	5305	CLEANING SUPPLIES	0.00	50.80
101	108172	01/19/24	106	AMERICAN SUPPLY COM	503	5305	CLEANING SUPPLIES	0.00	110.02
TOTAL CHECK									7,491.60
101	108174	01/19/24	6154	AT&T	133	5212	ADMIN 2539	0.00	31.57
101	108174	01/19/24	6154	AT&T	421	5212	REC 0960	0.00	31.57
TOTAL CHECK									63.14
101	108175	01/19/24	5363	AT&T CALNET 3	133	5212	ADMIN 3342	0.00	29.25
101	108175	01/19/24	5363	AT&T CALNET 3	133	5206	LIB INTRNT	0.00	228.36
TOTAL CHECK									257.61
101	108176	01/19/24	8476	AT&T MOBILITY	133	5206	CEM INTRNT 31990	0.00	66.91
101	108177	01/19/24	213	BAKER & TAYLOR COMP	401	5301	CREDIT MEMO	0.00	-9.40
101	108177	01/19/24	213	BAKER & TAYLOR COMP	401	5301	LIBRARY SUPPLIES	0.00	56.60
101	108177	01/19/24	213	BAKER & TAYLOR COMP	401	5301	LIBRARY SUPPLIES	0.00	137.10
101	108177	01/19/24	213	BAKER & TAYLOR COMP	401	5301	LIBRARY SUPPLIES	0.00	225.26
TOTAL CHECK									409.56
101	108178	01/19/24	7687	BOB MURRAY & ASSOCI	121	5237	CM EXECUTIVE RECRUI	0.00	4,150.00
101	108180	01/19/24	2993	CENTRALSQUARE TECHN	131	5201	ADMIN PM SERVICES	0.00	36.00
101	108181	01/19/24	575	CLEAR INC	301	5261	MBRSHD DUES-HOFFMAN	0.00	75.00
101	108182	01/19/24	5171	COMCAST	133	5206	PW INTRNT 194117	0.00	238.86
101	108182	01/19/24	5171	COMCAST	133	5206	PW INTRNT 9527	0.00	217.21
101	108182	01/19/24	5171	COMCAST	133	5206	PD INTRNT 387836	0.00	155.98
TOTAL CHECK									612.05
101	108184	01/19/24	9395	DLT SOLUTIONS LLC	133	5229	SYSTEMS MGMT SOFTWA	0.00	305.70
101	108185	01/19/24	920	ESRI, INC.	133	5239	ESRI GIS LICENSING	0.00	9,240.00
101	108186	01/19/24	926	EWING IRRIGATION PR	503	5223	CH LANDSCAPING	0.00	345.30
101	108186	01/19/24	926	EWING IRRIGATION PR	503	5223	CH LANDSCAPING	0.00	363.14
101	108186	01/19/24	926	EWING IRRIGATION PR	503	5223	CREDIT MEMO	0.00	-554.78
101	108186	01/19/24	926	EWING IRRIGATION PR	503	5223	CREDIT MEMO	0.00	-15.45
TOTAL CHECK									138.21
101	108187	01/19/24	960	FERGUSON ENTERPRISE	505	5331	SUPPLIES	0.00	411.30
101	108187	01/19/24	960	FERGUSON ENTERPRISE	503	5223	CRESPI POND	0.00	145.74
101	108187	01/19/24	960	FERGUSON ENTERPRISE	503	5223	CRESPI POND	0.00	633.16

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101	108187	01/19/24	960	FERGUSON ENTERPRISE	503	5223	CHAUTAUQUA HALL	0.00	882.30
TOTAL CHECK								0.00	2,072.50
101	108188	01/19/24	592	FOREST HILL ACE HAR	503	5227	UNIT 51	0.00	109.24
101	108189	01/19/24	7127	GACHINA LANDSCAPE M	503	5201	GOPHER & MOLE CONTR	0.00	631.00
101	108190	01/19/24	7884	GARDAWORLD	131	5202	JAN 2024	0.00	88.03
101	108191	01/19/24	9860	GOOD CITY COMPANY	201	5202	PLANNING SERVICES	0.00	4,570.00
101	108191	01/19/24	9860	GOOD CITY COMPANY	201	5202	PLANNING SERVICES	0.00	4,597.50
101	108191	01/19/24	9860	GOOD CITY COMPANY	121	5202	CITY-WIDE WILDLIFE	0.00	2,242.50
101	108191	01/19/24	9860	GOOD CITY COMPANY	121	5202	CITY-WIDE WILDLIFE	0.00	2,778.75
TOTAL CHECK								0.00	14,188.75
101	108192	01/19/24	1105	GRANITE ROCK COMPAN	503	5223	VOLLEYBALL COURTS	0.00	1,356.61
101	108194	01/19/24	1138	GROVE MARKET	421	5361	PROGRAM SUPPLIES	0.00	118.56
101	108195	01/19/24	1199	HAYWARD LUMBER COMP	503	5223	MEMORIAL BENCHES	0.00	200.44
101	108195	01/19/24	1199	HAYWARD LUMBER COMP	503	5223	MUNI BALLPARK	0.00	281.53
101	108195	01/19/24	1199	HAYWARD LUMBER COMP	503	5223	MONARCH SANCTUARY	0.00	441.02
101	108195	01/19/24	1199	HAYWARD LUMBER COMP	503	5223	MEMORIAL BENCHES	0.00	501.09
101	108195	01/19/24	1199	HAYWARD LUMBER COMP	503	5223	MUNI BALLPARK	0.00	63.71
101	108195	01/19/24	1199	HAYWARD LUMBER COMP	505	5309	BIKE TRAIL	0.00	60.03
101	108195	01/19/24	1199	HAYWARD LUMBER COMP	503	5223	BIKE TRAIL	0.00	84.53
101	108195	01/19/24	1199	HAYWARD LUMBER COMP	503	5223	MONARCH SANCTUARY	0.00	95.02
101	108195	01/19/24	1199	HAYWARD LUMBER COMP	503	5223	MEMORIAL BENCH	0.00	100.21
101	108195	01/19/24	1199	HAYWARD LUMBER COMP	503	5223	BALL FIELD	0.00	2,280.76
101	108195	01/19/24	1199	HAYWARD LUMBER COMP	503	5223	MONARCH SANCTUARY	0.00	17.47
101	108195	01/19/24	1199	HAYWARD LUMBER COMP	505	5309	BIKE RACK	0.00	180.09
101	108195	01/19/24	1199	HAYWARD LUMBER COMP	505	5309	BIKE PATH	0.00	182.67
101	108195	01/19/24	1199	HAYWARD LUMBER COMP	503	5223	STAKES	0.00	154.72
101	108195	01/19/24	1199	HAYWARD LUMBER COMP	503	5223	SPECIAL EVENT	0.00	159.47
TOTAL CHECK								0.00	4,802.76
101	108196	01/19/24	9556	HDL ECONSOLUTIONS	121	5201	JAN - MAR 2023	0.00	4,380.00
101	108197	01/19/24	8066	HINDERLITER, DE LLA	131	5201	SLS TX, BIZLIC, AUD	0.00	171.62
101	108197	01/19/24	8066	HINDERLITER, DE LLA	131	5201	SALES TAX, BIZ LIC	0.00	285.67
101	108197	01/19/24	8066	HINDERLITER, DE LLA	131	5201	SALES TAX, BIZ LIC	0.00	600.00
101	108197	01/19/24	8066	HINDERLITER, DE LLA	131	5201	SALES TAX, BIZ LIC	0.00	600.00
101	108197	01/19/24	8066	HINDERLITER, DE LLA	131	5201	SALES TAX, BIZ LIC	0.00	1,196.85
101	108197	01/19/24	8066	HINDERLITER, DE LLA	131	5201	SALES TAX,BZLIC,AUD	0.00	1,622.60
TOTAL CHECK								0.00	4,476.74
101	108198	01/19/24	8993	HR & ASSOCIATES	225	5201	ATC PLANNING SERVIC	0.00	175.00
101	108199	01/19/24	9848	INTEGRAL CONSULTING	201	5209	ANALY12/15/22-6/30/	0.00	5,523.75
101	108200	01/19/24	10192	J C MACIAS INC	503	5223	CITY HALL	0.00	900.00

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CASH	ACCT	CHECK	NO	ISSUE	DT	VENDOR	NAME	DIVISION	ACCNT	----DESCRIPTION----	SALES	TAX	AMOUNT
101		108202		01/19/24	9739		JUSTIN SUE	301	5291	REIMB DMGD CARGOPAN		0.00	201.58
101		108203		01/19/24	3521		KIMBALL MIDWEST	503	5227	LED HEADLAMP UNIT 2		0.00	217.41
101		108203		01/19/24	3521		KIMBALL MIDWEST	505	5227	LED HEADLAMP UNIT 2		0.00	217.41
101		108203		01/19/24	3521		KIMBALL MIDWEST	502	5309	MECH STOCK		0.00	19.05
TOTAL CHECK												0.00	453.87
101		108204		01/19/24	10191		LETICIA LIVIAN	121	5236	REFRESHMENT INTERVI		0.00	68.09
101		108204		01/19/24	10191		LETICIA LIVIAN	121	5236	REFRESHMENTS INTERN		0.00	27.95
101		108204		01/19/24	10191		LETICIA LIVIAN	121	5236	EMPLY RECNGTN AWARD		0.00	95.94
TOTAL CHECK												0.00	191.98
101		108207		01/19/24	1693		MISSION LINEN SUPPL	351	5291	FD LINEN CLEANING F		0.00	16.00
101		108207		01/19/24	1693		MISSION LINEN SUPPL	351	5291	FD LINEN CLEANING F		0.00	77.33
101		108207		01/19/24	1693		MISSION LINEN SUPPL	351	5291	FD LINEN CLEANING F		0.00	77.33
101		108207		01/19/24	1693		MISSION LINEN SUPPL	351	5291	FD LINEN CLEANING F		0.00	77.33
101		108207		01/19/24	1693		MISSION LINEN SUPPL	351	5291	FD LINEN CLEANING F		0.00	77.33
101		108207		01/19/24	1693		MISSION LINEN SUPPL	351	5291	FD LINEN CLEANING F		0.00	16.00
TOTAL CHECK												0.00	341.32
101		108210		01/19/24	1694		MISSION UNIFORM SER	505	5309	LINEN & UNIFORM CLE		0.00	4.00
101		108210		01/19/24	1694		MISSION UNIFORM SER	502	5309	LINEN & UNIFORM CLE		0.00	4.40
101		108210		01/19/24	1694		MISSION UNIFORM SER	503	5309	LINEN & UNIFORM CLE		0.00	4.40
101		108210		01/19/24	1694		MISSION UNIFORM SER	505	5309	LINEN & UNIFORM CLE		0.00	4.40
101		108210		01/19/24	1694		MISSION UNIFORM SER	503	5309	LINEN & UNIFORM CLE		0.00	14.49
101		108210		01/19/24	1694		MISSION UNIFORM SER	505	5309	LINEN & UNIFORM CLE		0.00	14.49
101		108210		01/19/24	1694		MISSION UNIFORM SER	505	5309	LINEN & UNIFORM CLE		0.00	14.50
101		108210		01/19/24	1694		MISSION UNIFORM SER	502	5309	LINEN & UNIFORM CLE		0.00	14.50
101		108210		01/19/24	1694		MISSION UNIFORM SER	503	5309	LINEN & UNIFORM CLE		0.00	14.50
101		108210		01/19/24	1694		MISSION UNIFORM SER	505	5309	LINEN & UNIFORM CLE		0.00	14.50
101		108210		01/19/24	1694		MISSION UNIFORM SER	502	5309	LINEN & UNIFORM CLE		0.00	14.50
101		108210		01/19/24	1694		MISSION UNIFORM SER	503	5309	LINEN & UNIFORM CLE		0.00	14.50
101		108210		01/19/24	1694		MISSION UNIFORM SER	502	5309	LINEN & UNIFORM CLE		0.00	14.50
101		108210		01/19/24	1694		MISSION UNIFORM SER	502	5309	LINEN & UNIFORM CLE		0.00	17.60
101		108210		01/19/24	1694		MISSION UNIFORM SER	503	5309	LINEN & UNIFORM CLE		0.00	17.60
101		108210		01/19/24	1694		MISSION UNIFORM SER	505	5309	LINEN & UNIFORM CLE		0.00	17.60
101		108210		01/19/24	1694		MISSION UNIFORM SER	502	5309	LINEN & UNIFORM CLE		0.00	14.50
101		108210		01/19/24	1694		MISSION UNIFORM SER	503	5309	LINEN & UNIFORM CLE		0.00	14.50
101		108210		01/19/24	1694		MISSION UNIFORM SER	505	5309	LINEN & UNIFORM CLE		0.00	14.50
101		108210		01/19/24	1694		MISSION UNIFORM SER	502	5309	LINEN & UNIFORM CLE		0.00	79.50
101		108210		01/19/24	1694		MISSION UNIFORM SER	503	5309	LINEN & UNIFORM CLE		0.00	79.50
101		108210		01/19/24	1694		MISSION UNIFORM SER	505	5309	LINEN & UNIFORM CLE		0.00	79.50
101		108210		01/19/24	1694		MISSION UNIFORM SER	502	5309	LINEN & UNIFORM CLE		0.00	79.93
101		108210		01/19/24	1694		MISSION UNIFORM SER	503	5309	LINEN & UNIFORM CLE		0.00	79.94
101		108210		01/19/24	1694		MISSION UNIFORM SER	505	5309	LINEN & UNIFORM CLE		0.00	79.94
101		108210		01/19/24	1694		MISSION UNIFORM SER	502	5309	LINEN & UNIFORM CLE		0.00	81.94
101		108210		01/19/24	1694		MISSION UNIFORM SER	503	5309	LINEN & UNIFORM CLE		0.00	81.94
101		108210		01/19/24	1694		MISSION UNIFORM SER	505	5309	LINEN & UNIFORM CLE		0.00	81.94
101		108210		01/19/24	1694		MISSION UNIFORM SER	502	5309	LINEN & UNIFORM CLE		0.00	4.00
101		108210		01/19/24	1694		MISSION UNIFORM SER	503	5309	LINEN & UNIFORM CLE		0.00	4.00
101		108210		01/19/24	1694		MISSION UNIFORM SER	502	5309	LINEN & UNIFORM CLE		0.00	99.94
101		108210		01/19/24	1694		MISSION UNIFORM SER	503	5309	LINEN & UNIFORM CLE		0.00	99.94

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101	108210	01/19/24	1694	MISSION UNIFORM SER	505	5309	LINEN & UNIFORM CLE	0.00	99.94
101	108210	01/19/24	1694	MISSION UNIFORM SER	421	5201	LINEN & UNIFORM CLE	0.00	98.75
101	108210	01/19/24	1694	MISSION UNIFORM SER	421	5201	LINEN & UNIFORM CLE	0.00	98.75
101	108210	01/19/24	1694	MISSION UNIFORM SER	421	5201	LINEN & UNIFORM CLE	0.00	58.67
101	108210	01/19/24	1694	MISSION UNIFORM SER	421	5201	LINEN & UNIFORM CLE	0.00	58.67
TOTAL CHECK								0.00	1,590.77
101	108211	01/19/24	9959	MK SOLUTIONS, INC.	133	6001	LIBRARY SELF CHECKO	0.00	476.63
101	108212	01/19/24	3443	MONTEREY BAY PEST C	503	5201	ANNUAL PEST CONTROL	0.00	135.00
101	108212	01/19/24	3443	MONTEREY BAY PEST C	503	5201	ANNUAL PEST CONTROL	0.00	135.00
101	108212	01/19/24	3443	MONTEREY BAY PEST C	503	5201	ANNUAL PEST CONTROL	0.00	175.00
101	108212	01/19/24	3443	MONTEREY BAY PEST C	503	5201	ANNUAL PEST CONTROL	0.00	180.00
101	108212	01/19/24	3443	MONTEREY BAY PEST C	503	5201	ANNUAL PEST CONTROL	0.00	490.00
TOTAL CHECK								0.00	1,115.00
101	108213	01/19/24	6216	MONTEREY BAY TREEWO	513	5201	FY23/24 ARBORIST SE	0.00	2,600.00
101	108213	01/19/24	6216	MONTEREY BAY TREEWO	513	5201	FY23/24 ARBORIST SE	0.00	2,600.00
101	108213	01/19/24	6216	MONTEREY BAY TREEWO	513	5201	FY23/24 ARBORIST SE	0.00	4,300.00
TOTAL CHECK								0.00	9,500.00
101	108214	01/19/24	3807	MONTEREY COUNTY WEE	121	5221	SALARY SCH. 2ND REA	0.00	101.25
101	108214	01/19/24	3807	MONTEREY COUNTY WEE	121	5221	SALARY SCH. 2ND REA	0.00	101.25
101	108214	01/19/24	3807	MONTEREY COUNTY WEE	201	5221	PUBLIC HEARING NOTI	0.00	243.00
101	108214	01/19/24	3807	MONTEREY COUNTY WEE	121	5221	FY ORDINANCE 2ND RE	0.00	101.25
TOTAL CHECK								0.00	546.75
101	108217	01/19/24	1802	CITY OF MONTEREY	351	5227	REPAIRS UNIT 6414	0.00	220.94
101	108219	01/19/24	6431	QUADIENT FINANCE US	131	5211	POSTAGE	0.00	1,000.00
101	108220	01/19/24	9741	NIELSEN MERKSAMER	111	5205	CONSULTING LEGAL SE	0.00	4,210.00
101	108220	01/19/24	9741	NIELSEN MERKSAMER	111	5205	CONSULTING LEGAL SE	0.00	5,112.00
TOTAL CHECK								0.00	9,322.00
101	108221	01/19/24	1958	ODP BUSINESS SOLUTI	201	5301	OFFICE SUPPLIES	0.00	64.34
101	108221	01/19/24	1958	ODP BUSINESS SOLUTI	131	5301	OFFICE SUPPLIES	0.00	364.78
101	108221	01/19/24	1958	ODP BUSINESS SOLUTI	131	5301	OFFICE SUPPLIES	0.00	13.69
TOTAL CHECK								0.00	442.81
101	108222	01/19/24	9576	O'REILLY AUTO ENTER	502	5309	MECH STOCK	0.00	28.71
101	108222	01/19/24	9576	O'REILLY AUTO ENTER	502	5309	MECH STOCK	0.00	95.46
TOTAL CHECK								0.00	124.17
101	108223	01/19/24	2024	PACIFIC GAS & ELECT	505	5222	GOLF STREETS	0.00	63.82
101	108223	01/19/24	2024	PACIFIC GAS & ELECT	411	5802	MUSEUM 4440-1	0.00	270.25
101	108223	01/19/24	2024	PACIFIC GAS & ELECT	501	5222	PW 212-9	0.00	2,758.01
101	108223	01/19/24	2024	PACIFIC GAS & ELECT	421	5222	REC 956-9	0.00	5,176.20
TOTAL CHECK								0.00	8,268.28
101	108226	01/19/24	2034	PACIFIC GROVE HARDW	401	5223	LIBRARY	0.00	19.21
101	108226	01/19/24	2034	PACIFIC GROVE HARDW	503	5223	B&G	0.00	19.21

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101	108226	01/19/24	2034	PACIFIC GROVE	HARDW 401	5223	LIBRARY	0.00	19.64
101	108226	01/19/24	2034	PACIFIC GROVE	HARDW 505	5309	STREETS	0.00	11.18
101	108226	01/19/24	2034	PACIFIC GROVE	HARDW 505	5309	STREETS	0.00	24.65
101	108226	01/19/24	2034	PACIFIC GROVE	HARDW 301	5223	PD B&G	0.00	28.80
101	108226	01/19/24	2034	PACIFIC GROVE	HARDW 411	5223	MUSEUM	0.00	30.58
101	108226	01/19/24	2034	PACIFIC GROVE	HARDW 503	5223	B&G	0.00	19.86
101	108226	01/19/24	2034	PACIFIC GROVE	HARDW 401	5223	LIBRARY	0.00	20.51
101	108226	01/19/24	2034	PACIFIC GROVE	HARDW 503	5223	B&G	0.00	21.84
101	108226	01/19/24	2034	PACIFIC GROVE	HARDW 301	5223	PD B&G	0.00	26.18
101	108226	01/19/24	2034	PACIFIC GROVE	HARDW 503	5223	B&G	0.00	27.30
101	108226	01/19/24	2034	PACIFIC GROVE	HARDW 503	5227	B&G VEHICLE	0.00	25.11
101	108226	01/19/24	2034	PACIFIC GROVE	HARDW 503	5223	B&G	0.00	193.31
101	108226	01/19/24	2034	PACIFIC GROVE	HARDW 505	5309	STREETS	0.00	131.07
101	108226	01/19/24	2034	PACIFIC GROVE	HARDW 505	5309	STREETS	0.00	30.58
101	108226	01/19/24	2034	PACIFIC GROVE	HARDW 505	5309	STREETS	0.00	41.49
101	108226	01/19/24	2034	PACIFIC GROVE	HARDW 503	5223	B&G	0.00	44.32
101	108226	01/19/24	2034	PACIFIC GROVE	HARDW 505	5309	STREETS	0.00	43.69
101	108226	01/19/24	2034	PACIFIC GROVE	HARDW 503	5223	B&G	0.00	134.34
101	108226	01/19/24	2034	PACIFIC GROVE	HARDW 503	5227	B&G VEH	0.00	4.36
101	108226	01/19/24	2034	PACIFIC GROVE	HARDW 503	5223	B&G	0.00	2.83
101	108226	01/19/24	2034	PACIFIC GROVE	HARDW 401	5223	LIBRARY	0.00	4.36
101	108226	01/19/24	2034	PACIFIC GROVE	HARDW 503	5223	B&G	0.00	5.45
101	108226	01/19/24	2034	PACIFIC GROVE	HARDW 503	5227	B&G VEH	0.00	9.82
101	108226	01/19/24	2034	PACIFIC GROVE	HARDW 503	5227	B&G VEHICLE	0.00	13.10
101	108226	01/19/24	2034	PACIFIC GROVE	HARDW 503	5223	B&G	0.00	6.54
101	108226	01/19/24	2034	PACIFIC GROVE	HARDW 301	5223	PD B&G	0.00	7.64
101	108226	01/19/24	2034	PACIFIC GROVE	HARDW 401	5223	LIBRARY	0.00	9.59
101	108226	01/19/24	2034	PACIFIC GROVE	HARDW 503	5223	B&G	0.00	10.90
101	108226	01/19/24	2034	PACIFIC GROVE	HARDW 503	5223	B&G	0.00	10.91
101	108226	01/19/24	2034	PACIFIC GROVE	HARDW 401	5223	LIBRARY	0.00	13.09
101	108226	01/19/24	2034	PACIFIC GROVE	HARDW 301	5223	PD B&G	0.00	15.26
101	108226	01/19/24	2034	PACIFIC GROVE	HARDW 503	5223	B&G	0.00	17.22
101	108226	01/19/24	2034	PACIFIC GROVE	HARDW 503	5223	CREDIT MEMO	0.00	-124.40
101	108226	01/19/24	2034	PACIFIC GROVE	HARDW 503	5223	CREDIT MEMO	0.00	-21.94
101	108226	01/19/24	2034	PACIFIC GROVE	HARDW 505	5309	STREETS	0.00	26.18
101	108226	01/19/24	2034	PACIFIC GROVE	HARDW 421	5291	REC	0.00	30.09
TOTAL CHECK								0.00	953.87
101	108227	01/19/24	2059	PACIFIC SMOG	503	5227	SMOG TEST UNIT 52	0.00	41.75
101	108227	01/19/24	2059	PACIFIC SMOG	505	5227	SMOG TEST UNIT 17	0.00	41.75
101	108227	01/19/24	2059	PACIFIC SMOG	301	5227	SMOG TEST PD 44 ACU	0.00	41.75
TOTAL CHECK								0.00	125.25
101	108228	01/19/24	2062	PACIFIC WEST WATER	131	5301	DRINKING WATER	0.00	42.85
101	108228	01/19/24	2062	PACIFIC WEST WATER	201	5301	DRINKING WATER	0.00	42.85
101	108228	01/19/24	2062	PACIFIC WEST WATER	131	5301	DRINKING WATER	0.00	42.85
101	108228	01/19/24	2062	PACIFIC WEST WATER	201	5301	DRINKING WATER	0.00	42.85
TOTAL CHECK								0.00	171.40
101	108232	01/19/24	10162	POWER OF PREVENTION	301	5215	DARE OFFICER TRAINI	0.00	500.00
101	108234	01/19/24	2219	PURE WATER	501	5309	BOTTLED WATER	0.00	24.75

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101	108234	01/19/24	2219	PURE WATER	502	5309	BOTTLED WATER	0.00	24.75
101	108234	01/19/24	2219	PURE WATER	503	5309	BOTTLED WATER	0.00	24.75
101	108234	01/19/24	2219	PURE WATER	505	5309	BOTTLED WATER	0.00	24.75
101	108234	01/19/24	2219	PURE WATER	501	5309	BOTTLED WATER	0.00	25.80
101	108234	01/19/24	2219	PURE WATER	502	5309	BOTTLED WATER	0.00	25.80
101	108234	01/19/24	2219	PURE WATER	503	5309	BOTTLED WATER	0.00	25.80
101	108234	01/19/24	2219	PURE WATER	505	5309	BOTTLED WATER	0.00	25.80
TOTAL	CHECK							0.00	202.20
101	108235	01/19/24	2236	QUINN COMPANY	503	5223	CIVIC GNRTR REPAIR	0.00	1,229.69
101	108236	01/19/24	7621	READY REFRESH	301	5291	WATER SERVICE	0.00	219.46
101	108237	01/19/24	2360	RYDIN DECAL	301	5291	RES. PRKNG PRMTS 20	0.00	418.18
101	108238	01/19/24	2371	SAFETY-KLEEN SYSTEM	502	5309	USED OIL COLLECTION	0.00	1,133.71
101	108239	01/19/24	2448	SENTRY ALARM SYSTEM	351	5223	FD SMOKE DETECTOR	0.00	290.64
101	108239	01/19/24	2448	SENTRY ALARM SYSTEM	503	5223	CH ALARM TESTING	0.00	400.00
TOTAL	CHECK							0.00	690.64
101	108240	01/19/24	7891	SIR SPEEDY	401	5301	BUSINESS CARDS - LI	0.00	96.11
101	108241	01/19/24	9336	STAPHANY ARRIOLA	421	5361	PROGRAM SUPPLIES	0.00	31.77
101	108242	01/19/24	1768	STURDY OIL COMPANY	01	111	01-111	0.00	3,318.15
101	108242	01/19/24	1768	STURDY OIL COMPANY	301	5311	PD	0.00	1,414.71
101	108242	01/19/24	1768	STURDY OIL COMPANY	503	5311	B&G	0.00	872.31
101	108242	01/19/24	1768	STURDY OIL COMPANY	505	5311	STRT	0.00	436.15
TOTAL	CHECK							0.00	6,041.32
101	108243	01/19/24	2680	TOPE'S TREE SERVICE	513	5201	FY23/24 TREE SERVIC	0.00	316.25
101	108243	01/19/24	2680	TOPE'S TREE SERVICE	513	5201	FY23/24 TREE SERVIC	0.00	5,490.00
TOTAL	CHECK							0.00	5,806.25
101	108244	01/19/24	4650	TORO PETROLEUM CORP	351	5311	FD 600 PINE	0.00	1,306.10
101	108245	01/19/24	8379	TRANSUNION RISK AND	301	5201	4170041/TLO	0.00	75.00
101	108246	01/19/24	2786	VERIZON WIRELESS	301	5206	WIRELESS MOBILE CON	0.00	498.02
101	108247	01/19/24	10190	VERONICA LOPEZ	01	214	RFND DEPOSIT LVRS P	0.00	206.00
101	108248	01/19/24	8989	WEX BANK	301	5311	FUEL	0.00	69.53
101	108249	01/19/24	9716	BRIAN WHITSON	503	5201	FY23/24 SUPPLEMENTA	0.00	345.00
101	108249	01/19/24	9716	BRIAN WHITSON	503	5201	FY23/24 JANITORIAL	0.00	2,100.00
TOTAL	CHECK							0.00	2,445.00
101	108250	01/19/24	6098	LEAGUE OF CALIFORNI	101	5215	BCFS PUB AFFAIRS MT	0.00	150.00
101	108251	01/22/24	6098	LEAGUE OF CALIFORNI	101	5215	BCFS PUB AFFAIRS	0.00	50.00

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CASH	ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	-----DESCRIPTION-----	SALES TAX	AMOUNT
101		108253	01/26/24	3501	CALTRONICS BUSINESS	501	5225	COPIES FROM THE KON	0.00	54.26
101		108253	01/26/24	3501	CALTRONICS BUSINESS	401	5225	COPIES FROM THE KON	0.00	70.98
101		108253	01/26/24	3501	CALTRONICS BUSINESS	501	5225	COPIES FROM THE KON	0.00	73.11
101		108253	01/26/24	3501	CALTRONICS BUSINESS	501	5225	COPIES FROM THE KON	0.00	74.16
101		108253	01/26/24	3501	CALTRONICS BUSINESS	301	5225	COPIES FROM THE KON	0.00	77.66
101		108253	01/26/24	3501	CALTRONICS BUSINESS	501	5225	COPIES FROM THE KON	0.00	85.15
101		108253	01/26/24	3501	CALTRONICS BUSINESS	401	5225	COPIES FROM THE KON	0.00	94.31
101		108253	01/26/24	3501	CALTRONICS BUSINESS	501	5225	COPIES FROM THE KON	0.00	96.30
101		108253	01/26/24	3501	CALTRONICS BUSINESS	401	5225	COPIES FROM THE KON	0.00	97.51
101		108253	01/26/24	3501	CALTRONICS BUSINESS	301	5225	COPIES FROM THE KON	0.00	97.78
101		108253	01/26/24	3501	CALTRONICS BUSINESS	401	5225	COPIES FROM THE KON	0.00	98.43
101		108253	01/26/24	3501	CALTRONICS BUSINESS	301	5225	COPIES FROM THE KON	0.00	103.89
101		108253	01/26/24	3501	CALTRONICS BUSINESS	301	5225	COPIES FROM THE KON	0.00	106.37
101		108253	01/26/24	3501	CALTRONICS BUSINESS	401	5225	COPIES FROM THE KON	0.00	108.34
101		108253	01/26/24	3501	CALTRONICS BUSINESS	121	5225	COPIES FROM THE KON	0.00	108.82
101		108253	01/26/24	3501	CALTRONICS BUSINESS	301	5225	COPIES FROM THE KON	0.00	126.56
101		108253	01/26/24	3501	CALTRONICS BUSINESS	121	5225	COPIES FROM THE KON	0.00	132.12
101		108253	01/26/24	3501	CALTRONICS BUSINESS	121	5225	COPIES FROM THE KON	0.00	134.10
101		108253	01/26/24	3501	CALTRONICS BUSINESS	121	5225	COPIES FROM THE KON	0.00	156.33
101		108253	01/26/24	3501	CALTRONICS BUSINESS	131	5225	COPIES FROM THE KON	0.00	160.23
101		108253	01/26/24	3501	CALTRONICS BUSINESS	131	5225	COPIES FROM THE KON	0.00	164.48
101		108253	01/26/24	3501	CALTRONICS BUSINESS	121	5225	COPIES FROM THE KON	0.00	176.68
101		108253	01/26/24	3501	CALTRONICS BUSINESS	131	5225	COPIES FROM THE KON	0.00	273.99
101		108253	01/26/24	3501	CALTRONICS BUSINESS	131	5225	COPIES FROM THE KON	0.00	315.74
101		108253	01/26/24	3501	CALTRONICS BUSINESS	131	5225	COPIES FROM THE KON	0.00	363.55
101		108253	01/26/24	3501	CALTRONICS BUSINESS	201	5225	COPIES FROM THE KON	0.00	418.45
101		108253	01/26/24	3501	CALTRONICS BUSINESS	201	5225	COPIES FROM THE KON	0.00	433.05
101		108253	01/26/24	3501	CALTRONICS BUSINESS	201	5225	COPIES FROM THE KON	0.00	440.07
101		108253	01/26/24	3501	CALTRONICS BUSINESS	201	5225	COPIES FROM THE KON	0.00	458.37
101		108253	01/26/24	3501	CALTRONICS BUSINESS	201	5225	COPIES FROM THE KON	0.00	776.11
TOTAL CHECK									0.00	5,876.90
101		108255	01/26/24	438	CALIFORNIA AMERICAN	503	5222	765 LIGHTHSE IRRIG	0.00	41.63
101		108255	01/26/24	438	CALIFORNIA AMERICAN	131	5222	300 FOREST IRRIG	0.00	41.63
101		108255	01/26/24	438	CALIFORNIA AMERICAN	131	5222	308 16TH ST.	0.00	41.63
101		108255	01/26/24	438	CALIFORNIA AMERICAN	503	5222	748 LIGHTHSE IRRG	0.00	41.63
101		108255	01/26/24	438	CALIFORNIA AMERICAN	503	5222	800 LIGHTHSE PLANTE	0.00	41.71
101		108255	01/26/24	438	CALIFORNIA AMERICAN	503	5222	792 LIGHTHSE IRRIG	0.00	41.71
101		108255	01/26/24	438	CALIFORNIA AMERICAN	503	5222	840 LIGHTHSE PLANTE	0.00	41.71
101		108255	01/26/24	438	CALIFORNIA AMERICAN	503	5222	850 LIGHTHSE PLANTE	0.00	41.71
101		108255	01/26/24	438	CALIFORNIA AMERICAN	503	5222	882 LIGHTHSE PLANTE	0.00	41.71
101		108255	01/26/24	438	CALIFORNIA AMERICAN	503	5222	2100 SUNSET DRIVE	0.00	41.91
101		108255	01/26/24	438	CALIFORNIA AMERICAN	503	5222	582 LIGHTHSE IRRIG	0.00	41.91
101		108255	01/26/24	438	CALIFORNIA AMERICAN	421	5222	CENTRAL 4 IN FIRE	0.00	47.58
101		108255	01/26/24	438	CALIFORNIA AMERICAN	351	5222	600 PINE AVE FIRE	0.00	47.58
101		108255	01/26/24	438	CALIFORNIA AMERICAN	411	5222	165 FOREST AVE FIRE	0.00	47.58
101		108255	01/26/24	438	CALIFORNIA AMERICAN	421	5222	139 GRAND AVE	0.00	55.50
101		108255	01/26/24	438	CALIFORNIA AMERICAN	131	5222	300 FOREST FIRE-50%	0.00	23.79
101		108255	01/26/24	438	CALIFORNIA AMERICAN	201	5222	300 FOREST FIRE-50%	0.00	23.79
101		108255	01/26/24	438	CALIFORNIA AMERICAN	501	5222	MECH 5%	0.00	24.68
101		108255	01/26/24	438	CALIFORNIA AMERICAN	351	5222	643 HYDRANTS HYDT	0.00	36.61

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101	108255	01/26/24	438	CALIFORNIA AMERICAN	503	5222	106 7TH ST PARK	0.00	41.56
101	108255	01/26/24	438	CALIFORNIA AMERICAN	503	5222	B & G 15%	0.00	74.02
101	108255	01/26/24	438	CALIFORNIA AMERICAN	503	5222	130 LIGHTHOUSE IRRIG	0.00	101.24
101	108255	01/26/24	438	CALIFORNIA AMERICAN	503	5222	1025 MORSE-PLATT PK	0.00	101.43
101	108255	01/26/24	438	CALIFORNIA AMERICAN	503	5222	585 LAUREL	0.00	102.07
101	108255	01/26/24	438	CALIFORNIA AMERICAN	421	5222	611 CENTRAL AVE	0.00	177.09
101	108255	01/26/24	438	CALIFORNIA AMERICAN	421	5222	980 PIEDMONT BALL P	0.00	200.69
101	108255	01/26/24	438	CALIFORNIA AMERICAN	503	5222	100 OCEANVW IRRIG	0.00	200.69
101	108255	01/26/24	438	CALIFORNIA AMERICAN	503	5222	196 OCEANVW IRRIG	0.00	200.69
101	108255	01/26/24	438	CALIFORNIA AMERICAN	503	5222	429 LIGHTHOUSE IRRG	0.00	201.05
101	108255	01/26/24	438	CALIFORNIA AMERICAN	503	5222	711 OCEANVIEW IRRG	0.00	201.41
101	108255	01/26/24	438	CALIFORNIA AMERICAN	503	5222	619 OCEANVIEW IRRIG	0.00	201.41
101	108255	01/26/24	438	CALIFORNIA AMERICAN	131	5222	300 FOREST AVE	0.00	202.34
101	108255	01/26/24	438	CALIFORNIA AMERICAN	421	5222	616 OCEANVIEW IRRG	0.00	206.33
101	108255	01/26/24	438	CALIFORNIA AMERICAN	421	5222	150 FOREST-JEWELL P	0.00	208.93
101	108255	01/26/24	438	CALIFORNIA AMERICAN	421	5222	230 17-MILE DRIVE	0.00	214.40
101	108255	01/26/24	438	CALIFORNIA AMERICAN	503	5222	165 FOREST-MUSEUM	0.00	267.85
101	108255	01/26/24	438	CALIFORNIA AMERICAN	421	5222	515 JUNIPERO	0.00	307.76
101	108255	01/26/24	438	CALIFORNIA AMERICAN	503	5222	707 OCEANVIEW-NAIAD	0.00	320.98
101	108255	01/26/24	438	CALIFORNIA AMERICAN	503	5222	863 OCEANVIEW IRRG	0.00	321.19
101	108255	01/26/24	438	CALIFORNIA AMERICAN	503	5222	1051 OCEANVIEW IRRG	0.00	321.19
101	108255	01/26/24	438	CALIFORNIA AMERICAN	301	5222	580 PINE	0.00	336.77
101	108255	01/26/24	438	CALIFORNIA AMERICAN	201	5222	304 16TH ST BDOM-FR	0.00	347.12
101	108255	01/26/24	438	CALIFORNIA AMERICAN	421	5222	114 CALEDONIA PK	0.00	351.78
101	108255	01/26/24	438	CALIFORNIA AMERICAN	503	5222	263 GROVE ACRES	0.00	353.00
101	108255	01/26/24	438	CALIFORNIA AMERICAN	351	5222	600 PINE	0.00	387.50
101	108255	01/26/24	438	CALIFORNIA AMERICAN	131	5222	300 FOREST	0.00	394.94
101	108255	01/26/24	438	CALIFORNIA AMERICAN	503	5222	930 SINEX	0.00	408.03
101	108255	01/26/24	438	CALIFORNIA AMERICAN	503	5222	391 OCEANVW-BERWICK	0.00	415.08
101	108255	01/26/24	438	CALIFORNIA AMERICAN	401	5222	550 CENTRAL	0.00	838.44
101	108255	01/26/24	438	CALIFORNIA AMERICAN	201	5222	304 16TH ST FIRE	0.00	79.83
101	108255	01/26/24	438	CALIFORNIA AMERICAN	501	5222	SUNSET-CORPYARD18%	0.00	88.83
101	108255	01/26/24	438	CALIFORNIA AMERICAN	503	5222	610 OCEANVW IRRIGPK	0.00	1,151.78
101	108255	01/26/24	438	CALIFORNIA AMERICAN	421	5222	616 OCEANVW-SWIM PL	0.00	1,172.84
101	108255	01/26/24	438	CALIFORNIA AMERICAN	503	5222	620 OCEANVIEW/BATH	0.00	1,238.30
TOTAL CHECK								0.00	12,504.56
101	108256	01/26/24	2024	PACIFIC GAS & ELECT	503	5222	ON 17 MILE DR	0.00	0.04
101	108256	01/26/24	2024	PACIFIC GAS & ELECT	421	5222	168 16TH ST	0.00	0.71
101	108256	01/26/24	2024	PACIFIC GAS & ELECT	421	5222	117 RECREATION RM	0.00	3.40
101	108256	01/26/24	2024	PACIFIC GAS & ELECT	503	5222	LOVERS POINT	0.00	5.99
101	108256	01/26/24	2024	PACIFIC GAS & ELECT	421	5222	FOREST CENTRL SPR	0.00	6.75
101	108256	01/26/24	2024	PACIFIC GAS & ELECT	421	5222	17 MI DR BALLPARK	0.00	8.65
101	108256	01/26/24	2024	PACIFIC GAS & ELECT	421	5222	CALEDONIA PK LIGHTS	0.00	10.19
101	108256	01/26/24	2024	PACIFIC GAS & ELECT	503	5222	ON 17 MILE DR	0.00	10.75
101	108256	01/26/24	2024	PACIFIC GAS & ELECT	421	5222	168 16TH ST	0.00	12.09
101	108256	01/26/24	2024	PACIFIC GAS & ELECT	503	5222	COR MELROSE	0.00	12.85
101	108256	01/26/24	2024	PACIFIC GAS & ELECT	503	5222	PARKING LOT LIGHT	0.00	14.29
101	108256	01/26/24	2024	PACIFIC GAS & ELECT	501	5222	CORP YARD DM & 5TH	0.00	15.87
101	108256	01/26/24	2024	PACIFIC GAS & ELECT	421	5222	117 RECREATION RM	0.00	16.33
101	108256	01/26/24	2024	PACIFIC GAS & ELECT	503	5222	BERWICK PARK AT	0.00	17.59
101	108256	01/26/24	2024	PACIFIC GAS & ELECT	421	5222	PDMNT & MORELAND	0.00	19.31

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101		108256	01/26/24	2024	PACIFIC GAS & ELECT	501	5222	1307 FORST SINEX SI	0.00	20.36
101		108256	01/26/24	2024	PACIFIC GAS & ELECT	421	5222	FOREST CENTRL SPR	0.00	21.46
101		108256	01/26/24	2024	PACIFIC GAS & ELECT	501	5222	1307 FORST PINE SIG	0.00	22.20
101		108256	01/26/24	2024	PACIFIC GAS & ELECT	503	5222	LOVERS POINT	0.00	22.70
101		108256	01/26/24	2024	PACIFIC GAS & ELECT	421	5222	GRAND AV & PK PL	0.00	22.99
101		108256	01/26/24	2024	PACIFIC GAS & ELECT	421	5222	OCEANVIEW & 17TH	0.00	27.69
101		108256	01/26/24	2024	PACIFIC GAS & ELECT	421	5222	620 OCEAN VIEW POOL	0.00	29.08
101		108256	01/26/24	2024	PACIFIC GAS & ELECT	201	5222	101 CTY HLL/CEDD-50	0.00	30.23
101		108256	01/26/24	2024	PACIFIC GAS & ELECT	131	5222	101 CIY HLL/FIN-50%	0.00	30.24
101		108256	01/26/24	2024	PACIFIC GAS & ELECT	503	5222	COR MELROSE	0.00	37.61
101		108256	01/26/24	2024	PACIFIC GAS & ELECT	501	5222	1307 FORST SINEX SI	0.00	44.45
101		108256	01/26/24	2024	PACIFIC GAS & ELECT	503	5222	PHN BOOTH-BERWICK	0.00	45.08
101		108256	01/26/24	2024	PACIFIC GAS & ELECT	501	5222	1307 FORST PINE SIG	0.00	47.18
101		108256	01/26/24	2024	PACIFIC GAS & ELECT	131	5222	FINANCE - 7%	0.00	163.05
101		108256	01/26/24	2024	PACIFIC GAS & ELECT	421	5222	CHAUTAUQUA HALL	0.00	180.57
101		108256	01/26/24	2024	PACIFIC GAS & ELECT	201	5222	CEDD - 9.5%	0.00	221.29
101		108256	01/26/24	2024	PACIFIC GAS & ELECT	121	5222	CITY MANAGER - 9.5%	0.00	221.29
101		108256	01/26/24	2024	PACIFIC GAS & ELECT	421	5222	17 MI DR BALLPARK	0.00	223.10
101		108256	01/26/24	2024	PACIFIC GAS & ELECT	421	5222	300 16TH ST.	0.00	233.65
101		108256	01/26/24	2024	PACIFIC GAS & ELECT	421	5222	117 COMMUNITY CTR	0.00	272.70
101		108256	01/26/24	2024	PACIFIC GAS & ELECT	501	5222	FOREST 40 FT E/O LH	0.00	303.93
101		108256	01/26/24	2024	PACIFIC GAS & ELECT	411	5222	165 FOREST AVE	0.00	485.84
101		108256	01/26/24	2024	PACIFIC GAS & ELECT	411	5222	FOREST & CENTRAL DR	0.00	487.70
101		108256	01/26/24	2024	PACIFIC GAS & ELECT	351	5222	FIRE DEPT	0.00	489.27
101		108256	01/26/24	2024	PACIFIC GAS & ELECT	401	5222	PUBLIC LIBRARY	0.00	512.38
101		108256	01/26/24	2024	PACIFIC GAS & ELECT	131	5222	300 FOREST AVE	0.00	516.97
101		108256	01/26/24	2024	PACIFIC GAS & ELECT	421	5222	17TH ST & LAUREL	0.00	523.66
101		108256	01/26/24	2024	PACIFIC GAS & ELECT	351	5222	FD - 24%	0.00	559.00
101		108256	01/26/24	2024	PACIFIC GAS & ELECT	501	5222	FOREST 40 FT E/O LH	0.00	613.23
101		108256	01/26/24	2024	PACIFIC GAS & ELECT	421	5802	14TH&JNPRO-LN	0.00	294.94
101		108256	01/26/24	2024	PACIFIC GAS & ELECT	301	5802	580 PINE AVE - LN	0.00	1,046.81
101		108256	01/26/24	2024	PACIFIC GAS & ELECT	401	5222	550 CENTRAL AVE	0.00	678.26
101		108256	01/26/24	2024	PACIFIC GAS & ELECT	301	5222	POLICE DEPT	0.00	798.45
101		108256	01/26/24	2024	PACIFIC GAS & ELECT	301	5222	PD - 43%	0.00	1,001.60
101		108256	01/26/24	2024	PACIFIC GAS & ELECT	421	5222	117 COMMUNITY CTR	0.00	1,007.09
101		108256	01/26/24	2024	PACIFIC GAS & ELECT	401	5222	PUBLIC LIBRARY	0.00	1,350.86
101		108256	01/26/24	2024	PACIFIC GAS & ELECT	301	5222	580 PINE AVE	0.00	1,618.51
101		108256	01/26/24	2024	PACIFIC GAS & ELECT	421	5222	CHAUTAUQUA HALL	0.00	144.60
101		108256	01/26/24	2024	PACIFIC GAS & ELECT	421	5222	17 MILE DRIVE	0.00	142.43
101		108256	01/26/24	2024	PACIFIC GAS & ELECT	421	5222	117 COMMUNITY CTR	0.00	121.67
101		108256	01/26/24	2024	PACIFIC GAS & ELECT	411	5222	FOREST CENTRL SPR	0.00	120.90
101		108256	01/26/24	2024	PACIFIC GAS & ELECT	501	5222	CORP YARD SUNSET DR	0.00	116.64
101		108256	01/26/24	2024	PACIFIC GAS & ELECT	421	5222	17TH ST & LAUREL	0.00	110.92
101		108256	01/26/24	2024	PACIFIC GAS & ELECT	503	5222	PLATT PK SPRNKL	0.00	93.82
101		108256	01/26/24	2024	PACIFIC GAS & ELECT	421	5222	162 16TH STREET	0.00	82.78
101		108256	01/26/24	2024	PACIFIC GAS & ELECT	421	5222	BEACH BOAT STORAGE	0.00	70.59
101		108256	01/26/24	2024	PACIFIC GAS & ELECT	421	5222	RECREATION - 3%	0.00	69.88
101		108256	01/26/24	2024	PACIFIC GAS & ELECT	101	5222	CITY COUNCIL - 3%	0.00	69.88
101		108256	01/26/24	2024	PACIFIC GAS & ELECT	503	5222	PLATT PK SPRNKL	0.00	55.13
101		108256	01/26/24	2024	PACIFIC GAS & ELECT	421	5222	CONCESSION STAND	0.00	50.31
TOTAL CHECK									0.00	15,609.78

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FUND - 01 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	-----DESCRIPTION-----	SALES TAX	AMOUNT
101	108257	01/26/24	2952	AFLAC	01	202	DED:5200 AFLAC PREM	0.00	760.95
101	108257	01/26/24	2952	AFLAC	01	202	DED:5201 AFLAC P/T	0.00	1,658.73
TOTAL CHECK									2,419.68
101	108258	01/26/24	1	CALPERS HEALTH	01	202	DED:108 HEALTH	0.00	1,560.16
101	108258	01/26/24	1	CALPERS HEALTH	01	202	DED:2783 HEALTH	0.00	1,314.27
101	108258	01/26/24	1	CALPERS HEALTH	01	202	DED:116 HEALTH	0.00	914.82
101	108258	01/26/24	1	CALPERS HEALTH	01	202	DED:121 HEALTH	0.00	946.84
101	108258	01/26/24	1	CALPERS HEALTH	01	202	DED:124 HEALTH	0.00	1,155.62
101	108258	01/26/24	1	CALPERS HEALTH	01	202	DED:4301 HEALTH	0.00	564.42
101	108258	01/26/24	1	CALPERS HEALTH	01	202	DED:104 HEALTH	0.00	2,476.83
101	108258	01/26/24	1	CALPERS HEALTH	01	202	DED:2072 HEALTH	0.00	2,812.50
101	108258	01/26/24	1	CALPERS HEALTH	01	202	DED:2071 HEALTH	0.00	2,887.50
101	108258	01/26/24	1	CALPERS HEALTH	01	202	DED:105 HEALTH	0.00	3,335.87
101	108258	01/26/24	1	CALPERS HEALTH	01	202	DED:533 HEALTH	0.00	3,567.81
101	108258	01/26/24	1	CALPERS HEALTH	01	202	DED:123 HEALTH	0.00	3,729.46
101	108258	01/26/24	1	CALPERS HEALTH	01	202	DED:106 HEALTH	0.00	5,257.12
101	108258	01/26/24	1	CALPERS HEALTH	01	202	DED:122 HEALTH	0.00	6,154.46
101	108258	01/26/24	1	CALPERS HEALTH	01	202	DED:2073 HEALTH FAM	0.00	5,750.00
101	108258	01/26/24	1	CALPERS HEALTH	01	202	DED:103 HEALTH	0.00	2,287.05
101	108258	01/26/24	1	CALPERS HEALTH	01	202	DED:125 HEALTH	0.00	2,461.78
TOTAL CHECK									47,176.51
101	108259	01/26/24	3134	CITY OF PACIFIC GRO	01	202	DED:3301 AFLAC MED	0.00	2,227.03
101	108260	01/26/24	3393	EFT	01	202	DED:*FM MEDICARE	0.00	10,504.88
101	108260	01/26/24	3393	EFT	01	202	DED:*SCA STATE TAX	0.00	14,536.88
101	108260	01/26/24	3393	EFT	01	202	DED:*FT FEDERAL TX	0.00	37,182.69
TOTAL CHECK									62,224.45
101	108261	01/26/24	2946	PACIFIC GROVE CITY	01	202	DED:7000 ASSOC DUES	0.00	723.05
101	108262	01/26/24	2938	MASS MUTUAL (457 PL	01	202	DED:3999 ROTH IRA	0.00	300.00
101	108262	01/26/24	2938	MASS MUTUAL (457 PL	01	202	DED:4000 DEF COMP	0.00	11,231.72
TOTAL CHECK									11,531.72
101	108263	01/26/24	2936	MTRY COUNTY DEPT OF	01	202	DED:0023 GARNISH	0.00	138.46
101	108264	01/26/24	2949	PACIFIC GROVE MANAG	01	202	DED:7203 ASSOC DUES	0.00	40.00
101	108265	01/26/24	2051	CITY OF PACIFIC GRO	01	202	DED:1009 WORK COMP	0.00	155.52
101	108265	01/26/24	2051	CITY OF PACIFIC GRO	01	202	DED:1010 WORK COMP	0.00	2,973.16
101	108265	01/26/24	2051	CITY OF PACIFIC GRO	01	202	DED:1003 WORK COMP	0.00	6,024.14
101	108265	01/26/24	2051	CITY OF PACIFIC GRO	01	202	DED:1006 WORK COMP	0.00	36.96
101	108265	01/26/24	2051	CITY OF PACIFIC GRO	01	202	DED:1005 WORK COMP	0.00	1,243.14
TOTAL CHECK									10,432.92
101	108266	01/26/24	2052	CITY OF PACIFIC GRO	01	202	DED:7510 PERS REIMB	0.00	29.42
101	108267	01/26/24	2053	CITY OF PACIFIC GRO	01	202	DED:2101 DENTAL	0.00	246.35
101	108267	01/26/24	2053	CITY OF PACIFIC GRO	01	202	DED:201 DENTAL	0.00	37.59
101	108267	01/26/24	2053	CITY OF PACIFIC GRO	01	202	DED:2103 DENTAL FAM	0.00	758.56

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FUND - 01 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
101	108267	01/26/24	2053	CITY OF PACIFIC GRO	01	202	DED:2102 DENTAL	0.00	460.90
101	108267	01/26/24	2053	CITY OF PACIFIC GRO	01	202	DED:200 DENTAL	0.00	473.75
TOTAL CHECK									1,977.15
101	108268	01/26/24	2054	CITY OF PACIFIC GRO	01	202	DED:0005 SUTA	0.00	123.95
101	108269	01/26/24	2133	PERS	01	202	DED:0004 SURV BEN	0.00	85.56
101	108269	01/26/24	2133	PERS	01	202	DED:0022 PERS SP MS	0.00	113.54
101	108269	01/26/24	2133	PERS	01	202	DED:08 PERS OTHER	0.00	266.63
101	108269	01/26/24	2133	PERS	01	202	DED:0027 PERS REG	0.00	-3,350.83
101	108269	01/26/24	2133	PERS	01	202	DED:0019 PERS RT SF	0.00	-3.44
101	108269	01/26/24	2133	PERS	01	202	DED:0006 PERS CITY	0.00	10,754.63
101	108269	01/26/24	2133	PERS	01	202	DED:01 PERS	0.00	8,431.68
101	108269	01/26/24	2133	PERS	01	202	DED:0017 PERS RG SF	0.00	8,631.91
101	108269	01/26/24	2133	PERS	01	202	DED:0011 PERS ER SF	0.00	9,346.63
101	108269	01/26/24	2133	PERS	01	202	DED:07 PERS CITY	0.00	5,414.70
101	108269	01/26/24	2133	PERS	01	202	DED:0002 PERS	0.00	4,556.97
101	108269	01/26/24	2133	PERS	01	202	DED:0020 PERS ER M3	0.00	11,452.92
101	108269	01/26/24	2133	PERS	01	202	DED:0021 PERS REG M	0.00	10,845.62
101	108269	01/26/24	2133	PERS	01	202	DED:0025 PERS RT MS	0.00	598.17
101	108269	01/26/24	2133	PERS	01	202	DED:0009 PERS OTHER	0.00	795.81
101	108269	01/26/24	2133	PERS	01	202	DED:0018 PERS SP SF	0.00	863.11
101	108269	01/26/24	2133	PERS	01	202	DED:0000 PERS	0.00	1,474.97
TOTAL CHECK									70,278.58
101	108270	01/26/24	2943	POLICE OFFICERS ASS	01	202	DED:7205 ASSOC DUES	0.00	910.38
101	108271	01/26/24	8352	TRANSAMERICA EMPLOY	01	202	DED:5202 TRANSAMERI	0.00	426.14
101	108272	01/26/24	4177	UNION BANK OF CALIF	01	202	DED:4005 PARS-457	0.00	487.76
101	108273	01/26/24	632	VISION SERVICE PLAN	01	202	DED:301 VISION	0.00	30.00
101	108273	01/26/24	632	VISION SERVICE PLAN	01	202	DED:2503 VISION FAM	0.00	375.00
101	108273	01/26/24	632	VISION SERVICE PLAN	01	202	DED:302 VISION	0.00	15.00
101	108273	01/26/24	632	VISION SERVICE PLAN	01	202	DED:2502 VISION	0.00	62.82
101	108273	01/26/24	632	VISION SERVICE PLAN	01	202	DED:300 VISION	0.00	174.50
TOTAL CHECK									657.32
101	108274	01/26/24	7956	STATE DISABILITY TA	01	202	DED:0026 SDI	0.00	4,033.33
101	108275	01/26/24	2133	PERS	513	5145	JAN 2024 UAL	0.00	250.00
101	108275	01/26/24	2133	PERS	101	5145	JAN 2024 UAL	0.00	500.00
101	108275	01/26/24	2133	PERS	133	5145	JAN 2024 UAL	0.00	2,583.33
101	108275	01/26/24	2133	PERS	502	5145	JAN 2024 UAL	0.00	2,916.67
101	108275	01/26/24	2133	PERS	501	5145	JAN 2024 UAL	0.00	3,500.00
101	108275	01/26/24	2133	PERS	421	5145	JAN 2024 UAL	0.00	5,333.33
101	108275	01/26/24	2133	PERS	131	5145	JAN 2024 UAL	0.00	11,333.33
101	108275	01/26/24	2133	PERS	401	5145	JAN 2024 UAL	0.00	11,416.67
101	108275	01/26/24	2133	PERS	201	5145	JAN 2024 UAL	0.00	13,666.67
101	108275	01/26/24	2133	PERS	505	5145	JAN 2024 UAL	0.00	18,333.33
101	108275	01/26/24	2133	PERS	351	5145	JAN 2024 UAL	0.00	98,333.33
101	108275	01/26/24	2133	PERS	301	5145	JAN 2024 UAL	0.00	116,870.26

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101	108275	01/26/24	2133	PERS	121	5145	JAN 2024 UAL	0.00	9,833.33
101	108275	01/26/24	2133	PERS	503	5145	JAN 2024 UAL	0.00	10,166.67
TOTAL CHECK								0.00	305,036.92
101	V10424	01/04/24	8974	ALENA RACHELLE WAGR	421	5208	BALLET & TAP COURSE	0.00	1,061.20
101	V10425	01/04/24	3835	REPUBLIC ELEVATOR,	411	5223	CLBACKCVRG RPR STUC	0.00	2,212.63
101	V1192024	01/19/24	3835	REPUBLIC ELEVATOR,	503	5223	INSTLL CH WHLCHR LI	0.00	2,775.00
101	V1192024	01/19/24	3835	REPUBLIC ELEVATOR,	503	5201	ELEVATOR INSPECTION	0.00	2,047.08
TOTAL CHECK								0.00	4,822.08
TOTAL CASH ACCOUNT								0.00	1,407,364.41
TOTAL FUND								0.00	1,407,364.41

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FUND - 04 - HYPERBARIC CHAMBER										
CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT	
101	108230	01/19/24	2118	PENINSULA WELDING &	352	5224	OXYGEN NON-LIQUID C	0.00	358.47	
TOTAL CASH ACCOUNT								0.00	358.47	
TOTAL FUND								0.00	358.47	

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FUND - 11 - LIBRARY BOOK FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	-----DESCRIPTION-----	SALES TAX	AMOUNT
101	108087	01/04/24	1040	CENGAGE LEARNING/GA	403	5303	BOOKS & MATERIALS	0.00	34.08
101	108087	01/04/24	1040	CENGAGE LEARNING/GA	403	5303	BOOKS & MATERIALS	0.00	34.95
101	108087	01/04/24	1040	CENGAGE LEARNING/GA	403	5303	BOOKS & MATERIALS	0.00	58.54
TOTAL CHECK								0.00	127.57
101	108109	01/04/24	3304	MIDWEST TAPE	403	5303	BOOKS & MATERIALS	0.00	131.07
101	108109	01/04/24	3304	MIDWEST TAPE	403	5303	BOOKS & MATERIALS	0.00	70.99
TOTAL CHECK								0.00	202.06
101	108163	01/15/24	4943	US BANK	403	5303	COYLE	0.00	425.81
101	108177	01/19/24	213	BAKER & TAYLOR COMP	403	5303	BOOKS & MATERIALS	0.00	125.59
101	108177	01/19/24	213	BAKER & TAYLOR COMP	403	5303	BOOKS & MATERIALS	0.00	592.95
101	108177	01/19/24	213	BAKER & TAYLOR COMP	403	5303	BOOKS & MATERIALS	0.00	1,171.38
101	108177	01/19/24	213	BAKER & TAYLOR COMP	403	5303	BOOKS & MATERIALS	0.00	1,376.19
TOTAL CHECK								0.00	3,266.11
101	108179	01/19/24	1040	CENGAGE LEARNING/GA	403	5303	BOOKS & MATERIALS	0.00	96.98
101	108179	01/19/24	1040	CENGAGE LEARNING/GA	403	5303	BOOKS & MATERIALS	0.00	27.97
101	108179	01/19/24	1040	CENGAGE LEARNING/GA	403	5303	BOOKS & MATERIALS	0.00	26.22
101	108179	01/19/24	1040	CENGAGE LEARNING/GA	403	5303	BOOKS & MATERIALS	0.00	26.22
TOTAL CHECK								0.00	177.39
101	108206	01/19/24	3304	MIDWEST TAPE	403	5303	BOOKS & MATERIALS	0.00	43.69
101	108229	01/19/24	3042	PEAK ENTERPRISES	403	5303	BOOKS & MATERIALS	0.00	1,382.40
TOTAL CASH ACCOUNT								0.00	5,625.03
TOTAL FUND								0.00	5,625.03

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FUND - 15 - HOUSING FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	-----DESCRIPTION-----	SALES TAX	AMOUNT
101	108275	01/26/24	2133	PERS	204	5145	JAN 2024 UAL	0.00	916.67
TOTAL CASH ACCOUNT								0.00	916.67
TOTAL FUND								0.00	916.67

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FUND - 18 - GAS TAX FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	-----DESCRIPTION-----	SALES TAX	AMOUNT
101	108063	01/04/24	438	CALIFORNIA AMERICAN	508	5222	ST FUND 50%	0.00	260.11
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	508	5222	FOREST AVE & SUNSET	0.00	19.59
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	508	5222	FOREST AVE & SUNSET	0.00	39.90
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	508	5222	FOREST AV & SUNSET	0.00	23.23
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	508	5222	19TH & SUNSET DR.	0.00	17.07
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	508	5222	FOREST AV & SUNSET	0.00	54.98
TOTAL CHECK								0.00	154.77
101	108077	01/04/24	8890	4LEAF	508	5201	FY23/24 ON-CALL TRA	0.00	522.00
101	108096	01/04/24	8719	FLUIDSECURE	508	5276	ANNUAL RENEWAL	0.00	1,481.43
101	108119	01/04/24	2024	PACIFIC GAS & ELECT	508	5222	PW 4482-4	0.00	7,721.02
101	108125	01/04/24	1768	STURDY OIL COMPANY	508	5311	STRT TYMCO BOOM	0.00	1,323.39
101	108125	01/04/24	1768	STURDY OIL COMPANY	508	5311	STRT TYMCO BOOM	0.00	527.26
TOTAL CHECK								0.00	1,850.65
101	108161	01/12/24	9867	SUNNA DESIGN INC	508	5331	STREET LAMP BATTERI	0.00	4,644.22
101	108242	01/19/24	1768	STURDY OIL COMPANY	508	5311	STRT TYMCO BOOM	0.00	436.15
101	108255	01/26/24	438	CALIFORNIA AMERICAN	508	5222	ST FUND 50%	0.00	246.72
101	108256	01/26/24	2024	PACIFIC GAS & ELECT	508	5222	FOREST AV & SUNSET	0.00	25.02
101	108256	01/26/24	2024	PACIFIC GAS & ELECT	508	5222	FOREST AVE & SUNSET	0.00	36.84
101	108256	01/26/24	2024	PACIFIC GAS & ELECT	508	5222	FOREST AVE & SUNSET	0.00	17.77
101	108256	01/26/24	2024	PACIFIC GAS & ELECT	508	5222	19TH & SUNSET DR.	0.00	15.53
101	108256	01/26/24	2024	PACIFIC GAS & ELECT	508	5222	FOREST AV & SUNSET	0.00	60.64
TOTAL CHECK								0.00	155.80
101	108275	01/26/24	2133	PERS	508	5145	JAN 2024 UAL	0.00	1,833.33
TOTAL CASH ACCOUNT								0.00	19,306.20
TOTAL FUND								0.00	19,306.20

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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	108187	01/19/24	960	FERGUSON ENTERPRISE	425	5309	SEWAGE PUMP	0.00	463.77
TOTAL CASH ACCOUNT								0.00	463.77
TOTAL FUND								0.00	463.77

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FUND - 27 - LIGHTHOUSE MAINT.& IMPV.

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	-----DESCRIPTION-----	SALES TAX	AMOUNT
101	108063	01/04/24	438	CALIFORNIA AMERICAN	413	5222	90 ASILOMAR	0.00	109.75
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	413	5222	ASILOMAR BLVD PG LH	0.00	3.54
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	413	5222	ASILOMAR BLVD PG LH	0.00	18.06
TOTAL CHECK								0.00	21.60
101	108066	01/04/24	5363	AT&T CALNET 3	413	5212	LH	0.00	29.25
101	108078	01/04/24	8330	AMAZON CAPITAL SERV	413	5223	GOGGLES 2 REPAIR PO	0.00	36.01
101	108094	01/04/24	8581	ESCARRAGA'S LUXURY	413	5223	CLEANING	0.00	480.00
101	108126	01/04/24	8973	LIFE AT SEA	413	5501	LH GIFTSHOP	0.00	350.00
101	108167	01/18/24	1772	MONTEREY COUNTY TAX	413	5222	LIGHTHOUSE	0.00	75.32
101	108195	01/19/24	1199	HAYWARD LUMBER COMP	413	5223	LIGHTHOUSE	0.00	186.57
101	108215	01/19/24	1775	MONTEREY FIRE EXTIN	413	5223	FIRE EXTINGUISHER S	0.00	63.00
101	108226	01/19/24	2034	PACIFIC GROVE HARDW	413	5223	LIGHTHOUSE	0.00	32.76
101	108226	01/19/24	2034	PACIFIC GROVE HARDW	413	5223	LIGHTHOUSE	0.00	18.56
TOTAL CHECK								0.00	51.32
101	108255	01/26/24	438	CALIFORNIA AMERICAN	413	5222	90 ASILOMAR	0.00	87.69
101	108256	01/26/24	2024	PACIFIC GAS & ELECT	413	5222	ASILOMAR BLVD PG LH	0.00	18.70
101	108256	01/26/24	2024	PACIFIC GAS & ELECT	413	5222	ASILOMAR BLVD PG LH	0.00	3.68
TOTAL CHECK								0.00	22.38
TOTAL CASH ACCOUNT								0.00	1,512.89
TOTAL FUND								0.00	1,512.89

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FUND - 40 - POETRY PROMOTION FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	-----DESCRIPTION-----	SALES TAX	AMOUNT
101	108167	01/18/24	1772	MONTEREY COUNTY TAX	405	5222	POET HOUSING	0.00	27.22
TOTAL CASH ACCOUNT								0.00	27.22
TOTAL FUND								0.00	27.22

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FUND - 43 - SLESF FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	-----DESCRIPTION-----	SALES TAX	AMOUNT
101	V11224	01/12/24	9033	ENTERPRISE FM TRUST	304	5225	P.D. LEASED VEHICLE	0.00	2,135.37
101	V11224	01/12/24	9033	ENTERPRISE FM TRUST	304	5225	P.D. LEASED VEHICLE	0.00	2,135.37
TOTAL CHECK								0.00	4,270.74
TOTAL CASH ACCOUNT								0.00	4,270.74
TOTAL FUND								0.00	4,270.74

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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	108095	01/04/24	5094	COASTAL FABRICATION	631	6021	POINT PINOS CIP 18-	0.00	534.75
101	108157	01/12/24	9209	NINA KHASHCHINA	631	6021	PNT PNS INTRPRTVSIG	0.00	4,800.00
101	108203	01/19/24	3521	KIMBALL MIDWEST	631	6021	PT PNS TRAIL CIP18-	0.00	70.19
TOTAL CASH ACCOUNT								0.00	5,404.94
TOTAL FUND								0.00	5,404.94

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FUND - 70 - EMP BENEFIT FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	-----DESCRIPTION-----	SALES TAX	AMOUNT
101	108074	01/04/24	4279	PARS	703	5141	OCT 2023	0.00	329.93
101	108156	01/12/24	1	CALPERS HEALTH	703	5123	RET & CHANGES JAN24	0.00	9,713.28
101	108164	01/15/24	8211	STANDARD INSURANCE	703	5123	JAN 2024 PREMIUMS	0.00	2,535.55
101	108164	01/15/24	8211	STANDARD INSURANCE	703	5123	DEC 2023 PREMIUMS	0.00	3,690.01
TOTAL CHECK								0.00	6,225.56
TOTAL CASH ACCOUNT								0.00	16,268.77
TOTAL FUND								0.00	16,268.77

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FUND - 71 - WORKERS COMP FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	-----DESCRIPTION-----	SALES TAX	AMOUNT
101	108254	01/26/24	2445	CA DEPT OF INDUSTRI	701	5231	FY 23/24	0.00	15,609.61
101	108275	01/26/24	2133	PERS	701	5145	JAN 2024 UAL	0.00	666.67
TOTAL CASH ACCOUNT								0.00	16,276.28
TOTAL FUND								0.00	16,276.28

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FUND - 72 - LIABILITY INS FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	-----DESCRIPTION-----	SALES TAX	AMOUNT
101	108082	01/04/24	7708	BENJAMIN JENNINGS H	702	5291	3RD INSTLMNT SEPARA	0.00	215,999.94
101	108275	01/26/24	2133	PERS	702	5145	JAN 2024 UAL	0.00	500.00
TOTAL CASH ACCOUNT								0.00	216,499.94
TOTAL FUND								0.00	216,499.94

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FUND - 74 - LOCAL WATER PROJECT

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	-----DESCRIPTION-----	SALES TAX	AMOUNT
101	108063	01/04/24	438	CALIFORNIA AMERICAN	741	5222	1313 OCEAN VIEW BLV	0.00	4,420.91
101	108183	01/19/24	5959	STATE WATER RESOURC	741	5201	WASTE DSCHRG REQRMN	0.00	8,431.00
101	108218	01/19/24	9294	MOTOR CONTROLS INC.	741	5201	MODEM SVS CONTRACT	0.00	650.00
101	108223	01/19/24	2024	PACIFIC GAS & ELECT	741	5222	LWP 792-1	0.00	9,604.65
101	108231	01/19/24	7716	PERC WATER CORPORAT	741	5201	FY23/24 LWP O&M	0.00	33,337.29
101	108239	01/19/24	2448	SENTRY ALARM SYSTEM	741	5201	FIRE ALARM INSPECTI	0.00	493.77
101	108255	01/26/24	438	CALIFORNIA AMERICAN	741	5222	1313 OCEAN VIEW BLV	0.00	999.95
TOTAL CASH ACCOUNT								0.00	57,937.57
TOTAL FUND								0.00	57,937.57

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FUND - 75 - CEMETERY FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	-----DESCRIPTION-----	SALES TAX	AMOUNT
101	108063	01/04/24	438	CALIFORNIA AMERICAN	601	5222	CEM 4%	0.00	20.81
101	108063	01/04/24	438	CALIFORNIA AMERICAN	601	5222	1254 DELMONTECEM70%	0.00	231.08
TOTAL CHECK									251.89
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	601	5222	CEMETERY - 1%	0.00	21.00
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	601	5222	CREST & RIPPLE	0.00	21.18
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	601	5222	CEMETERY	0.00	55.61
TOTAL CHECK									97.79
101	108125	01/04/24	1768	STURDY OIL COMPANY	601	5311	CEM	0.00	420.48
101	108125	01/04/24	1768	STURDY OIL COMPANY	601	5311	CEM	0.00	215.30
TOTAL CHECK									635.78
101	108173	01/19/24	156	ASCO PACIFIC SUPPLY	601	5502	VASE & CASING	0.00	613.57
101	108195	01/19/24	1199	HAYWARD LUMBER COMP	601	5309	CEMETERY	0.00	65.02
101	108195	01/19/24	1199	HAYWARD LUMBER COMP	601	5309	CEMETERY	0.00	43.35
TOTAL CHECK									108.37
101	108201	01/19/24	9835	JENSEN ENTERPRISES	601	5309	BURIAL VAULT ASSEMB	0.00	6,915.53
101	108210	01/19/24	1694	MISSION UNIFORM SER	601	5309	LINEN & UNIFORM CLE	0.00	79.94
101	108210	01/19/24	1694	MISSION UNIFORM SER	601	5309	LINEN & UNIFORM CLE	0.00	79.50
101	108210	01/19/24	1694	MISSION UNIFORM SER	601	5309	LINEN & UNIFORM CLE	0.00	81.93
101	108210	01/19/24	1694	MISSION UNIFORM SER	601	5309	LINEN & UNIFORM CLE	0.00	99.94
101	108210	01/19/24	1694	MISSION UNIFORM SER	601	5309	LINEN & UNIFORM CLE	0.00	4.00
101	108210	01/19/24	1694	MISSION UNIFORM SER	601	5309	LINEN & UNIFORM CLE	0.00	14.50
101	108210	01/19/24	1694	MISSION UNIFORM SER	601	5309	LINEN & UNIFORM CLE	0.00	4.40
101	108210	01/19/24	1694	MISSION UNIFORM SER	601	5309	LINEN & UNIFORM CLE	0.00	17.60
101	108210	01/19/24	1694	MISSION UNIFORM SER	601	5309	LINEN & UNIFORM CLE	0.00	14.50
101	108210	01/19/24	1694	MISSION UNIFORM SER	601	5309	LINEN & UNIFORM CLE	0.00	14.50
101	108210	01/19/24	1694	MISSION UNIFORM SER	601	5309	LINEN & UNIFORM CLE	0.00	14.49
TOTAL CHECK									425.30
101	108221	01/19/24	1958	ODP BUSINESS SOLUTI	601	5301	OFFICE SUPPLIES	0.00	4.86
101	108221	01/19/24	1958	ODP BUSINESS SOLUTI	601	5301	OFFICE SUPPLIES	0.00	14.85
TOTAL CHECK									19.71
101	108226	01/19/24	2034	PACIFIC GROVE HARDW	601	5309	CEMETERY	0.00	150.71
101	108226	01/19/24	2034	PACIFIC GROVE HARDW	601	5309	CEMETERY	0.00	12.01
TOTAL CHECK									162.72
101	108242	01/19/24	1768	STURDY OIL COMPANY	601	5311	CEM	0.00	198.36
101	108255	01/26/24	438	CALIFORNIA AMERICAN	601	5222	1254 DELMONTECEM70%	0.00	230.41
101	108255	01/26/24	438	CALIFORNIA AMERICAN	601	5222	CEM 4%	0.00	19.74
TOTAL CHECK									250.15
101	108256	01/26/24	2024	PACIFIC GAS & ELECT	601	5222	CREST & RIPPLE	0.00	21.68
101	108256	01/26/24	2024	PACIFIC GAS & ELECT	601	5222	CEMETERY - 1%	0.00	23.30
101	108256	01/26/24	2024	PACIFIC GAS & ELECT	601	5222	CEMETERY	0.00	56.61
TOTAL CHECK									101.59

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FUND - 75 - CEMETERY FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	-----DESCRIPTION-----	SALES TAX	AMOUNT
101	108275	01/26/24	2133	PERS	601	5145	JAN 2024 UAL	0.00	1,333.32
TOTAL CASH ACCOUNT								0.00	11,114.08
TOTAL FUND								0.00	11,114.08

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FUND - 76 - SEWER FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	-----DESCRIPTION-----	SALES TAX	AMOUNT
101	108063	01/04/24	438	CALIFORNIA AMERICAN	611	5222	100 OCEANVW IRRIG	0.00	40.82
101	108063	01/04/24	438	CALIFORNIA AMERICAN	611	5222	1273 CRESPI POND 50	0.00	57.68
101	108063	01/04/24	438	CALIFORNIA AMERICAN	611	5222	SEWER 8%	0.00	41.62
TOTAL CHECK									140.12
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	611	5222	17TH & OCNVW	0.00	58.62
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	611	5222	EARDLEY PUMP #1	0.00	57.82
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	611	5222	471 OCEAN VIEW BL.	0.00	56.45
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	611	5222	520 OCEAN VIEW BLVD	0.00	64.83
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	611	5222	OCN VW BLVD & 8TH	0.00	4.69
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	611	5222	1996 SUNSET DR.	0.00	8.93
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	611	5222	PUMP RUSSELL SVC CT	0.00	9.12
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	611	5222	PUMP SUNSET ARENA	0.00	16.90
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	611	5222	EARDLEY PUMP #1	0.00	141.26
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	611	5222	PUMP SUNSET ARENA	0.00	127.99
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	611	5222	1996 SUNSET DR.	0.00	43.59
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	611	5222	PUMP RUSSELL SVC CT	0.00	44.15
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	611	5222	PUMP STATION	0.00	19.74
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	611	5222	471 OCEAN VIEW BL.	0.00	23.33
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	611	5222	520 OCEAN VIEW BLVD	0.00	27.14
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	611	5222	PUMP 17TH & OCNVW	0.00	154.53
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	611	5222	PUMP SUNSET ARENA	0.00	282.77
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	611	5222	O V 9TH PUMP #2	0.00	346.96
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	611	5222	360 OCEAN VIEW BLVD	0.00	162.94
TOTAL CHECK									1,651.76
101	108071	01/04/24	5959	STATE WATER RESOURC	611	5291	ANNUAL STATE PERMIT	0.00	9,669.00
101	108078	01/04/24	8330	AMAZON CAPITAL SERV	611	5227	SEWER TRUCK PARTS	0.00	60.06
101	108091	01/04/24	696	CSC OF SALINAS	611	5227	SEWER UNIT 47	0.00	99.13
101	108099	01/04/24	1102	GRAINGER	611	5227	BALL VALVE	0.00	132.01
101	108104	01/04/24	1266	HOWARD'S UPHOLSTERY	611	5227	UNIT 45	0.00	315.00
101	108118	01/04/24	9576	O'REILLY AUTO ENTER	611	5227	SEWER UNIT 44	0.00	30.58
101	108125	01/04/24	1768	STURDY OIL COMPANY	611	5311	SEWER	0.00	601.00
101	108125	01/04/24	1768	STURDY OIL COMPANY	611	5311	SEWER	0.00	1,559.82
TOTAL CHECK									2,160.82
101	108128	01/04/24	6777	WALLACE GROUP	611	5201	SSMP UPDATE	0.00	87.50
101	108130	01/04/24	9305	WATSONVILLE FORD	611	5227	SEWER UNIT 45	0.00	387.33
101	108160	01/12/24	960	FERGUSON ENTERPRISE	611	5309	SEWER PIPE	0.00	2,344.29
101	108174	01/19/24	6154	AT&T	611	5212	PW SWR 2931	0.00	31.57
101	108174	01/19/24	6154	AT&T	611	5212	PW SEWER 1395	0.00	31.57
101	108174	01/19/24	6154	AT&T	611	5212	PW SEWER 121-1	0.00	31.57
101	108174	01/19/24	6154	AT&T	611	5212	PW SEWER 0576	0.00	31.57

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FUND - 76 - SEWER FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	-----DESCRIPTION-----	SALES TAX	AMOUNT
TOTAL CHECK								0.00	126.28
101	108193	01/19/24	3378	DON CHAPIN CO., INC	611	5207	FY23/24 SEWER LINE	0.00	1,169.51
101	108193	01/19/24	3378	DON CHAPIN CO., INC	611	5207	FY23/24 SEWER LINE	0.00	1,785.83
101	108193	01/19/24	3378	DON CHAPIN CO., INC	611	5207	FY23/24 SEWER LINE	0.00	2,214.90
101	108193	01/19/24	3378	DON CHAPIN CO., INC	611	5207	FY23/24 SEWER LINE	0.00	2,229.38
101	108193	01/19/24	3378	DON CHAPIN CO., INC	611	5207	FY23/24 SEWER LINE	0.00	2,624.71
101	108193	01/19/24	3378	DON CHAPIN CO., INC	611	5207	FY23/24 SEWER LINE	0.00	2,800.00
101	108193	01/19/24	3378	DON CHAPIN CO., INC	611	5207	FY23/24 SEWER LINE	0.00	2,889.00
101	108193	01/19/24	3378	DON CHAPIN CO., INC	611	5207	FY23/24 SEWER LINE	0.00	3,107.28
101	108193	01/19/24	3378	DON CHAPIN CO., INC	611	5207	FY23/24 SEWER LINE	0.00	3,268.85
101	108193	01/19/24	3378	DON CHAPIN CO., INC	611	5207	FY23/24 SEWER LINE	0.00	3,306.50
101	108193	01/19/24	3378	DON CHAPIN CO., INC	611	5207	FY23/24 SEWER LINE	0.00	3,761.05
TOTAL CHECK								0.00	29,157.01
101	108195	01/19/24	1199	HAYWARD LUMBER COMP	611	5309	SUPPLIES	0.00	43.69
101	108205	01/19/24	1725	CALIFORNIA MARINE S	611	5201	ANNUAL WATER QUALIT	0.00	6,700.04
101	108210	01/19/24	1694	MISSION UNIFORM SER	611	5309	LINEN & UNIFORM CLE	0.00	79.50
101	108210	01/19/24	1694	MISSION UNIFORM SER	611	5309	LINEN & UNIFORM CLE	0.00	14.50
101	108210	01/19/24	1694	MISSION UNIFORM SER	611	5309	LINEN & UNIFORM CLE	0.00	79.94
101	108210	01/19/24	1694	MISSION UNIFORM SER	611	5309	LINEN & UNIFORM CLE	0.00	99.93
101	108210	01/19/24	1694	MISSION UNIFORM SER	611	5309	LINEN & UNIFORM CLE	0.00	14.49
101	108210	01/19/24	1694	MISSION UNIFORM SER	611	5309	LINEN & UNIFORM CLE	0.00	14.50
101	108210	01/19/24	1694	MISSION UNIFORM SER	611	5309	LINEN & UNIFORM CLE	0.00	17.60
101	108210	01/19/24	1694	MISSION UNIFORM SER	611	5309	LINEN & UNIFORM CLE	0.00	4.40
101	108210	01/19/24	1694	MISSION UNIFORM SER	611	5309	LINEN & UNIFORM CLE	0.00	14.50
101	108210	01/19/24	1694	MISSION UNIFORM SER	611	5309	LINEN & UNIFORM CLE	0.00	4.00
101	108210	01/19/24	1694	MISSION UNIFORM SER	611	5309	LINEN & UNIFORM CLE	0.00	81.94
TOTAL CHECK								0.00	425.30
101	108216	01/19/24	9292	MONTEREY ONE WATER	611	5221	LIFT STATION MAINTEN	0.00	60,319.45
101	108223	01/19/24	2024	PACIFIC GAS & ELECT	611	5222	PW 4175-4	0.00	73.90
101	108223	01/19/24	2024	PACIFIC GAS & ELECT	611	5222	PW 5126-5	0.00	973.48
TOTAL CHECK								0.00	1,047.38
101	108226	01/19/24	2034	PACIFIC GROVE HARDW	611	5309	SEWER	0.00	96.10
101	108226	01/19/24	2034	PACIFIC GROVE HARDW	611	5309	SEWER	0.00	71.01
101	108226	01/19/24	2034	PACIFIC GROVE HARDW	611	5309	SEWER	0.00	62.87
101	108226	01/19/24	2034	PACIFIC GROVE HARDW	611	5309	SEWER	0.00	43.69
TOTAL CHECK								0.00	273.67
101	108234	01/19/24	2219	PURE WATER	611	5309	BOTTLED WATER	0.00	24.75
101	108234	01/19/24	2219	PURE WATER	611	5309	BOTTLED WATER	0.00	25.80
TOTAL CHECK								0.00	50.55
101	108242	01/19/24	1768	STURDY OIL COMPANY	611	5311	SEWER	0.00	502.46
101	108255	01/26/24	438	CALIFORNIA AMERICAN	611	5222	1273 CRESPI POND 50	0.00	64.32
101	108255	01/26/24	438	CALIFORNIA AMERICAN	611	5222	SEWER 8%	0.00	39.48

SUPERION
DATE: 02/09/2024
TIME: 19:38:02

CITY OF PACIFIC GROVE
CHECK REGISTER - BY FUND

PAGE NUMBER: 40
ACCTPA21

SELECTION CRITERIA: transact.yr='24' and transact.trans_date between '20240101 00:00:00.000' and '20240131 00:00:00.000'
ACCOUNTING PERIOD: 8/24

FUND - 76 - SEWER FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	-----DESCRIPTION-----	SALES TAX	AMOUNT
101	108255	01/26/24	438	CALIFORNIA AMERICAN	611	5222	100 OCEANVW IRRIG	0.00	41.56
TOTAL CHECK								0.00	145.36
101	108256	01/26/24	2024	PACIFIC GAS & ELECT	611	5222	PUMP RUSSELL SVC CT	0.00	47.38
101	108256	01/26/24	2024	PACIFIC GAS & ELECT	611	5222	EARDLEY PUMP #1	0.00	162.82
101	108256	01/26/24	2024	PACIFIC GAS & ELECT	611	5222	1996 SUNSET DR.	0.00	46.40
101	108256	01/26/24	2024	PACIFIC GAS & ELECT	611	5222	PUMP STATION	0.00	23.21
101	108256	01/26/24	2024	PACIFIC GAS & ELECT	611	5222	O V 9TH PUMP #2	0.00	939.06
101	108256	01/26/24	2024	PACIFIC GAS & ELECT	611	5222	PUMP SUNSET ARENA	0.00	333.51
101	108256	01/26/24	2024	PACIFIC GAS & ELECT	611	5222	360 OCEAN VIEW BLVD	0.00	437.96
101	108256	01/26/24	2024	PACIFIC GAS & ELECT	611	5222	PUMP SUNSET ARENA	0.00	19.56
101	108256	01/26/24	2024	PACIFIC GAS & ELECT	611	5222	PUMP RUSSELL SVC CT	0.00	10.35
101	108256	01/26/24	2024	PACIFIC GAS & ELECT	611	5222	1996 SUNSET DR.	0.00	9.99
101	108256	01/26/24	2024	PACIFIC GAS & ELECT	611	5222	17TH & OCNVW	0.00	55.14
101	108256	01/26/24	2024	PACIFIC GAS & ELECT	611	5222	471 OCEAN VIEW BL.	0.00	69.20
101	108256	01/26/24	2024	PACIFIC GAS & ELECT	611	5222	520 OCEAN VIEW BLVD	0.00	67.73
101	108256	01/26/24	2024	PACIFIC GAS & ELECT	611	5222	EARDLEY PUMP #1	0.00	65.79
101	108256	01/26/24	2024	PACIFIC GAS & ELECT	611	5222	471 OCEAN VIEW BL.	0.00	157.37
101	108256	01/26/24	2024	PACIFIC GAS & ELECT	611	5222	520 OCEAN VIEW BLVD	0.00	152.97
101	108256	01/26/24	2024	PACIFIC GAS & ELECT	611	5222	PUMP SUNSET ARENA	0.00	146.46
101	108256	01/26/24	2024	PACIFIC GAS & ELECT	611	5222	PUMP 17TH & OCNVW	0.00	145.49
101	108256	01/26/24	2024	PACIFIC GAS & ELECT	611	5222	OCN VW BLVD & 8TH	0.00	6.10
TOTAL CHECK								0.00	2,896.49
101	108275	01/26/24	2133	PERS	611	5145	JAN 2024 UAL	0.00	10,250.00
TOTAL CASH ACCOUNT								0.00	129,015.28
TOTAL FUND								0.00	129,015.28

SUPERION
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CITY OF PACIFIC GROVE
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SELECTION CRITERIA: transact.yr='24' and transact.trans_date between '20240101 00:00:00.000' and '20240131 00:00:00.000'
ACCOUNTING PERIOD: 8/24

FUND - 77 - GOLF FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	-----DESCRIPTION-----	SALES TAX	AMOUNT
101	108063	01/04/24	438	CALIFORNIA AMERICAN	621	5222	1273 CRESPI POND 50	0.00	57.69
101	108063	01/04/24	438	CALIFORNIA AMERICAN	621	5222	77 ASILOMAR FIRE SV	0.00	79.53
101	108063	01/04/24	438	CALIFORNIA AMERICAN	625	5222	77 ASILOMAR GOLF HS	0.00	1,821.59
101	108063	01/04/24	438	CALIFORNIA AMERICAN	621	5222	1254 DELMONTGOLF30	0.00	99.03
TOTAL CHECK								0.00	2,057.84
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	621	5222	1313 OCEAN VIEW BLV	0.00	45.47
101	108064	01/04/24	2024	PACIFIC GAS & ELECT	621	5222	1313 OCEAN VIEW BLV	0.00	102.88
TOTAL CHECK								0.00	148.35
101	108167	01/18/24	1772	MONTEREY COUNTY TAX	625	5222	GC CLUB HOUSE	0.00	620.14
101	108167	01/18/24	1772	MONTEREY COUNTY TAX	621	5222	GOLF COURSE	0.00	816.27
101	108167	01/18/24	1772	MONTEREY COUNTY TAX	621	5222	GOLF COURSE	0.00	1,924.71
TOTAL CHECK								0.00	3,361.12
101	108233	01/19/24	9894	PRO FORMA ADVISORS	621	5202	GOLF LINKS ECON. EV	0.00	21,929.00
101	108255	01/26/24	438	CALIFORNIA AMERICAN	621	5222	77 ASILOMAR FIRE SV	0.00	79.83
101	108255	01/26/24	438	CALIFORNIA AMERICAN	621	5222	1254 DELMONTGOLF30	0.00	98.74
101	108255	01/26/24	438	CALIFORNIA AMERICAN	625	5222	77 ASILOMAR GOLF HS	0.00	1,591.17
101	108255	01/26/24	438	CALIFORNIA AMERICAN	621	5222	1273 CRESPI POND 50	0.00	64.33
TOTAL CHECK								0.00	1,834.07
101	108256	01/26/24	2024	PACIFIC GAS & ELECT	621	5222	1313 OCEAN VIEW BLV	0.00	90.47
101	108256	01/26/24	2024	PACIFIC GAS & ELECT	621	5222	1313 OCEAN VIEW BLV	0.00	37.99
TOTAL CHECK								0.00	128.46
TOTAL CASH ACCOUNT								0.00	29,458.84
TOTAL FUND								0.00	29,458.84

SUPERION
DATE: 02/09/2024
TIME: 19:38:02

CITY OF PACIFIC GROVE
CHECK REGISTER - BY FUND

PAGE NUMBER: 42
ACCTPA21

SELECTION CRITERIA: transact.yr='24' and transact.trans_date between '20240101 00:00:00.000' and '20240131 00:00:00.000'
ACCOUNTING PERIOD: 8/24

FUND - 84 - AMERICAN RESCUE PLAN-ARPA

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DIVISION	ACCNT	-----DESCRIPTION-----	SALES TAX	AMOUNT
101	108134	01/04/24	10011	WISS, JANNEY, ELSTN	841	6021	CIP23-17 CHAUTAUQUA	0.00	9,601.50
TOTAL CASH ACCOUNT								0.00	9,601.50
TOTAL FUND								0.00	9,601.50
TOTAL REPORT								0.00	1,931,422.60



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: February 21, 2024
SUBJECT: Second 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. The new Status column references the current phase of the project, as of December 31, 2023.

As of December 31, 2023, approximately 13.9% 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 23% complete through the end of the Second 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

Second Quarter FY 23/24 CIP Budget Report

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

<u>Project</u>	<u>Fund Name</u>	<u>Fund</u>	<u>Account</u>	<u>Project Name</u>	<u>Status</u>	<u>Adopted Budget</u>	<u>Amended Budget</u>	<u>Expenditures as of 12/31/23</u>
CIP18-46	Capital Improvement	63	6031	Tide Pool & Point Pinos	Substantially Complete	\$ -	\$ 35,902	\$ 31,097
CIP18-46 Total						\$ -	\$ 35,902	\$ 31,097
CIP20-13	Sewer	76	6051	Main Sewer Line Imp (Ovb W/ Phase 4 Urban Diversion)	Complete	\$ -	\$ 19,807	\$ -
CIP20-13 Total						\$ -	\$ 19,807	\$ -
CIP21-05	Strong Disbursement	46	6021	ADA Compliance Assessment & Transition Plan	Complete	\$ -	\$ 26,550	\$ 25,500
CIP21-05 Total						\$ -	\$ 26,550	\$ 25,500
CIP22-03	Sewer	76	6051	Phase 9 Sewer Improvements	Contract	\$ -	\$ 997,388	\$ 2,965
CIP22-03 Total						\$ -	\$ 997,388	\$ 2,965
CIP22-10	Koo Estate Donation	93	6031	Lovers' Point Pier Repair	FY23/24 Scope of Work Complete	\$ -	\$ 9,099	\$ 1,196
CIP22-10 Total						\$ -	\$ 9,099	\$ 1,196
CIP22-13	McIndoo Donation	92	6031	Backstop Replacement Municipal Ball Park	Construction/Work In Progress	\$ -	\$ 17,387	\$ 50
CIP22-13	Koo Estate Donation	93	6031	Backstop Replacement Municipal Ball Park	Construction/Work In Progress	\$ -	\$ 7,000	\$ -
CIP22-13	ARPA	84	6041	Backstop Replacement Municipal Ball Park	Construction/Work In Progress	\$ -	\$ 25,736	\$ -
CIP22-13	Capital Improvement	63	6031	Backstop Replacement Municipal Ball Park	Construction/Work In Progress	\$ -	\$ 96,000	\$ -
CIP22-13 Total						\$ -	\$ 146,123	\$ 50
CIP22-21	ARPA	84	6031	GW Park & ADA Compliant Playground	RFP/Bid	\$ -	\$ 25,000	\$ -
CIP22-21 Total						\$ -	\$ 25,000	\$ -
CIP23-01	Local Streets and Roads	17	6041	FY 22/23 Street Rehabilitation Project	Complete	\$ -	\$ 815,350	\$ 744,284
CIP23-01	RMRA SB1	47	6041	FY 22/23 Street Rehabilitation Project	Complete	\$ -	\$ 132,238	\$ 74,923
CIP23-01	Sewer	76	6051	FY 22/23 Street Rehabilitation Project	Complete	\$ -	\$ 106,529	\$ 107,197
CIP23-01 Total						\$ -	\$ 1,054,117	\$ 926,404
CIP23-02	RMRA SB1	17	6041	FY 22/23 Crack & Slurry Seal	Complete	\$ -	\$ 127,767	\$ 39,330
CIP23-02	RMRA SB1	47	6041	FY 22/23 Crack & Slurry Seal	Complete	\$ -	\$ 65,000	\$ 28,519
CIP23-02 Total						\$ -	\$ 192,767	\$ 67,849
CIP23-03	RSTP (TAMC)	20	6041	Cedar, Sunset, & Congress Intersection	Project Development	\$ -	\$ 1,000,000	\$ 38,992
CIP23-03 Total						\$ -	\$ 1,000,000	\$ 38,992
CIP23-04	Local Streets and Roads	17	6041	David Ave Street Rehabilitation	Project Development	\$ -	\$ 266,157	\$ 2,966
CIP23-04 Total						\$ -	\$ 266,157	\$ 2,966

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

<u>Project</u>	<u>Fund Name</u>	<u>Fund</u>	<u>Account</u>	<u>Project Name</u>	<u>Status</u>	<u>Adopted Budget</u>	<u>Amended Budget</u>	<u>Expenditures as of 12/31/23</u>
CIP23-05	Lighthouse	27	6021	Point Pinos Lighthouse Roof Repair	Project Development	\$ -	\$ 57,950	\$ -
CIP23-05 Total						\$ -	\$ 57,950	\$ -
CIP23-06	Sewer	76	6051	Pump Station Replacement	Project Development	\$ -	\$ 109,837	\$ 56,202
CIP23-06 Total						\$ -	\$ 109,837	\$ 56,202
CIP23-07	Museum Improvement	08	6021	Museum Mezzanine Upgrades	RFP/Bid	\$ -	\$ 75,000	\$ -
CIP23-07 Total						\$ -	\$ 75,000	\$ -
CIP23-08	Museum Improvement	08	6021	Museum Basement Moisture Control	RFP/Bid	\$ -	\$ 38,800	\$ -
CIP23-08 Total						\$ -	\$ 38,800	\$ -
CIP 23-09	Gas Tax	18	6041	Street Sign Upgrades	Complete	\$ -	\$ -	\$ 799
CIP23-09 Total						\$ -	\$ -	\$ 799
CIP23-10	ARPA	84	6021	Fire Station Roof Repair	Construction/Work in Progress	\$ -	\$ 26,200	\$ -
CIP23-10 Total						\$ -	\$ 26,200	\$ -
CIP23-12	ARPA	84	6021	Fire Dept. Bathroom & Shower Remodel	RFP/Bid	\$ -	\$ 44,907	\$ 635
CIP23-12 Total						\$ -	\$ 44,907	\$ 635
CIP23-13	ARPA	84	6021	Chautauqua Hall Bathroom Repairs	Complete	\$ -	\$ 27,000	\$ 24,072
CIP23-13 Total						\$ -	\$ 27,000	\$ 24,072
CIP23-15	ARPA	84	6021	Crespi Pond Bathroom Remodel/Repairs	Project Development	\$ -	\$ 50,000	\$ 4,451
CIP23-15 Total						\$ -	\$ 50,000	\$ 4,451
CIP23-16	ARPA	84	6041	Safety Lighting at Robert Down Elementary	RFP/Bid	\$ -	\$ 20,000	\$ 4,710
CIP23-16 Total						\$ -	\$ 20,000	\$ 4,710
CIP23-17	ARPA	84	6021	Chautauqua Hall Preservation Plan	Complete	\$ -	\$ 13,000	\$ 20,334
CIP23-17 Total						\$ -	\$ 13,000	\$ 20,334
CIP23-18	ARPA	84	6021	City Hall Roof Repair	Complete	\$ -	\$ 80,000	\$ 31,612
CIP23-18 Total						\$ -	\$ 80,000	\$ 31,612
CIP23-21	ARPA	84	6041	David Ave Sidewalk	Project Development	\$ -	\$ 625,080	\$ -
CIP23-21 Total						\$ -	\$ 625,080	\$ -
CIP23-22	ARPA	84	6031	Recreation Board's Park Inventory	Project Development	\$ -	\$ 44,888	\$ -
CIP23-22 Total						\$ -	\$ 44,888	\$ -

Capital Improvement Project Budget Report Second Quarter - Fiscal Year 23/24								
<u>Project</u>	<u>Fund Name</u>	<u>Fund</u>	<u>Account</u>	<u>Project Name</u>	<u>Status</u>	<u>Adopted Budget</u>	<u>Amended Budget</u>	<u>Expenditures as of 12/31/23</u>
CIP23-23	RSTP (TAMC)	20	6041	Flashing Beacon 19th & Sunset	Complete	\$ -	\$ 42,480	\$ 29,500
CIP23-23 TOTAL						\$ -	\$ 42,480	\$ 29,500
CIP24-01	Capital Improvement	63	6041	FY23/24 Street Rehabilitation Project	Project Development	\$ 300,000	\$ 300,000	\$ 22,278
CIP24-01	Local Streets and Roads	17	6041	FY23/24 Street Rehabilitation Project	Project Development	\$ 536,088	\$ 536,088	\$ -
CIP24-01	RMRA SB1	47	6041	FY23/24 Street Rehabilitation Project	Project Development	\$ 505,049	\$ 505,049	\$ -
CIP24-01	Sewer	76	6051	FY23/24 Street Rehabilitation Project	Project Development	\$ 300,000	\$ 300,000	\$ 8,400
CIP24-01 TOTAL						\$ 1,641,137	\$ 1,641,137	\$ 30,678
CIP24-02	Capital Improvement	63	6041	FY23/24 Crack & Slurry Seal Project	RFP/Bid	\$ 200,000	\$ 200,000	\$ 1,584
CIP24-02	Local Streets and Roads	17	6041	FY23/24 Crack & Slurry Seal Project	RFP/Bid	\$ 150,000	\$ 150,000	\$ -
CIP24-02 TOTAL						\$ 350,000	\$ 350,000	\$ 1,584
CIP24-03	Capital Improvement	63	6054	Priority Stormwater Repair Project on Syida Dr	Project Development	\$ 100,000	\$ 100,000	\$ 1,598
CIP24-03 TOTAL						\$ 100,000	\$ 100,000	\$ 1,598
CIP24-04	Sewer	76	6051	Sewer Collection System Master Plan Projects 1,6 & 9	Project Development	\$ 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	Project Development	\$ 50,000	\$ 131,952	\$ 9,860
CIP24-05 TOTAL						\$ 50,000	\$ 131,952	\$ 9,860
CIP24-06	Capital Improvement	63	6041	Design of Sidewalk Extension for Outside Dining Uses	Construction/Work in Progress	\$ 50,000	\$ 50,000	\$ 13,329
CIP24-06 TOTAL						\$ 50,000	\$ 50,000	\$ 13,329
TRC21-02	Capital Improvement	63	6021	PW Fire and Reconstruction	Substantially Complete	\$ -	\$ 471,652	\$ -
TRC21-02 Total						\$ -	\$ 471,652	\$ -
Grand Total						\$ 3,991,137	\$ 9,572,793	\$ 1,326,383
Percentage Expended - Projects from Prior Year							23%	
Combined Percentage Expended								13.9%

FY23/24 Q2 Capital Improvement Project (CIP) Update

This report provides an update on the City's 33 CIP projects.

PROJECT PHASE*	Q2 Status
Project Development	10
RFP/Bids	5
Contract	2
Construction/Work in Progress	3
Complete	13

*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 Q2 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:

- SR68 Congress/Cedar/Sunset Intersection Improvements - 3 opportunities for public feedback
 - Community Meeting at Chataqua Hall
 - Community Meeting at PGHS Library
 - Traffic Safety Commission Meeting
- Engineering for FY23/24 Crack and Slurry Seal Project complete
- Engineering for FY23/24 Street Rehab continued
- Engineering for David Avenue Street Rehabilitation project continued
- Traffic Engineering completed for Safety Lights at Robert Down Elementary School 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:

- Phase 9 Bid Process Complete
- RFP released for rebid of Playground Equipment at George Washington Park
- RFP for Crack and Slurry Seal released

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*:

- Phase 9 Award of Contract being brought forth to the Council in March 2024

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:

- Design of the Outdoor Dining Sidewalk Extension Project complete; being brought forth to the City Council in March 2024
- Progress on unfunded Skatepark project continues at the direction of City Council; temporary skatepark information being brought forth to the City Council in March 2024
- Public Works Fire Repair Project Complete
 - Electrical repairs completed in January 2024; project pending final walkthrough.
 - Warehouse and admin office repairs complete
- Engineering for Pump Station 15.5 Project complete; staff to submit CDP application in the near future
 - Please note FY23/24 Project Funding is for design/environmental.
- Chataqua Hall Preservation plan is complete
 - Document can be accessed at:
https://www.cityofpacificgrove.org/our_city/departments/public_works/city_owned_infrastructure/buildings_grounds/index.php

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: Joe Amelio, Councilmember
MEETING DATE: February 21, 2024
SUBJECT: Monterey-Salinas Transit Minutes: December 11, 2023 and January 8, 2024
CEQA: Does not constitute a “Project” per California Environmental Quality Act Guidelines Section 15378

RECOMMENDATION

Receive minutes.

Attachments

MST Minutes December

MST Minutes January

MEETING OF THE MST BOARD OF DIRECTORS

**MEETING MINUTES
December 11, 2023
10:00 am (Pacific)**

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

Kevin Allshouse
Marzette Henderson
Matthew Deal
Paul Lopez
Scott Taylor
Sherman Upshaw
Steven Bruno
Ventnor Kubulan

Contract Services Manager
Transportation Manager
Grants Analyst
Facilities Manager
IT Manager
Facilities Technician
Purchasing Agent
Facilities Technician

Public:	John McPherson Matt Robinson Michael Pimentel Don Gilchrest Frederick Venter Vibeke Norgaard Michael Groves Mayor Mike LeBarre	Executive Director, Alliance on Aging SYSAL SYSAL Thomas Walters & Associates Kimley-Horn City Manager, Sand City EMC Planning Group City of King
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1. CALL TO ORDER

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

1-2. Pledge of Allegiance.

Vice Chair Carbone called the meeting to order at 10:00 a.m. Roll call was taken and a quorum was established. Director Pacheco led the pledge of allegiance.

Director Alejo arrived at 10:04 a.m.

1-3. Review Highlights of the agenda. (Carl Sedoryk)

Carl Sedoryk, General Manager/CEO, reviewed the highlights of the agenda.

2. PUBLIC COMMENTS ON MATTERS NOT ON THE AGENDA

John McPherson, Executive Director of Alliance on Aging, commented on a gap in senior services that recently developed related to funding received from TAMC through Measure X for free day passes for seniors in Monterey County. The free day passes for seniors significantly dropped from 400 per month to 50 per month in the current fiscal year due to Measure X funds expiring. Mr. McPherson asked the Board to give consideration for incorporating the Alliance on Aging senior bus pass program into Measure Q funding and provide direction on how to proceed with the program.

Director Alejo asked if this matter would be discussed at a future meeting. Mr. Sedoryk responded that staff is in regular contact with Alliance on Aging and

holds regular Mobility Advisory Committee meetings. Staff will come back to the Board as the budget is adopted for the coming year.

Director Barrera asked if MST staff was aware of the matter and once an agreement is made to let the Board know. Mr. Sedoryk responded that dropping the Measure X funding was a recommendation made by the TAMC Measure X committee to the TAMC board. MST staff will keep the Board informed about the budget discussion.

3. CONSENT AGENDA

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

- 3-1. Adopt Resolution 2024-11 Recognizing Vantor Kubulan, Facilities Technician as Employee of the Month for December 2023. (Paul Lopez)
- 3-2. Approve Minutes of the MST Board Meeting on November 13, 2023. (Jeanette Alegar-Rocha)
- 3-3. Receive Draft Minutes of the MST Board Operations Performance Committee Meeting on November 13, 2023. (Jeanette Alegar-Rocha)
- 3-4. Receive Report on Lost and Found Items Left on MST Property for the Month of July 2023. (Beronica Carriedo)
- 3-5. Financial Reports – October 2023. (Lori Lee) (Page 23)
 - a) Accept Report of October 2023 Cash Flow Presented in Attachment #1
 - b) Approve October 2023 Disbursements Listed in Attachment #2
 - c) Accept report of October 2023 Treasury Transactions Listed in Attachment #3
- 3-6. Receive the 2024 Board Meeting Calendar, Committee Meeting Schedule, and Conference Dates. (Jeanette Alegar-Rocha)
- 3-7. Approve Update to MST Procurement Policy in Accordance with SB 304 and Effective January 1, 2024. (Lisa Rheinheimer)
- 3-8. Approve Site Selection Goals for the Proposed Salinas Operations and Maintenance Facility to Fulfill Federal Transit Administration (FTA) Title VI Requirements. (Michelle Overmeyer)

End of Consent Agenda.

Director Alejo asked about consent Item 3-5, Treasury Report, and when staff would start the mid-year forecast process and present it the Board. Mr. Sedoryk responded that this could be added as an item to the January 8, 2024 workshop agenda.

On a motion by Director Alejo, seconded by Director Smith and carried by the following vote, the Board approved all items on the consent agenda:

AYES:	9	Alejo, Baron, Barrera, Carbone, Pacheco, Shirley, Smith, and
NOES:	0	
ABSENT:	4	Amelio, LeBarre, Rodriguez, and Velazquez
ABSTAIN:		
RECUSE	0	

Chair Velazquez arrived at 10:17 a.m.

4. RECOGNITIONS AND SPECIAL PRESENTATIONS

4-1. Joe Amelio – 5 Years of Service on the MST Board.

Chair Velazquez, the Board, and staff recognized Joe Amelio for 5 years of service on the MST Board.

4-2. Jeff Baron – 5 Years of Service on the MST Board.

Chair Velazquez, the Board, and staff recognized Jeff Baron for 5 years of service on the MST Board. Staff thanked Director Baron and the City Council for approving two bus stops and four bus spaces in Carmel-by-the-Sea.

4-3. December 2023 Employee of the Month – Vantor Kubulan, Facilities Technician (Paul Lopez)

The MST Board recognized Vantor Kubulan, Facilities Technician, as the December 2023 Employee of the Month for his outstanding contribution to MST and the entire community.

4-4. Receive Update on MST's Diversity, Equity, and Inclusion Program and DEI Unite! Web Portal. (Deanna Smith)

The MST Board received an update on MST's diversity, equity, and inclusion program and the DEI Unite! Web Portal.

5. PUBLIC HEARINGS

None.

6. ACTION ITEMS

- 6-1. Consider Sand City's Request to Construct a Roundabout at Playa and California Instead of a Traffic Signal as Part of the SURF! Project (Lisa Rheinheimer)

Vibeke Norgaard, City Manager of Sand City thanked the Board and MST staff for the technical details, simulations, and for analyzing the impact of Sand City's request for a roundabout.

Michael Groves, from EMC Group, also thanked the Board and MST staff for the analysis and stated that the Sand City Council will continue to look into options for the roundabout.

On a motion by Director Barrera, seconded by Director Worthy and carried by the following vote, the Board rejected Sand City's request for a roundabout at Playa and California and approved to move forward with the project as planned.

AYES:	9	Alejo, Baron, Barrera, Pacheco, Shirley, Smith, and Velazquez
NOES:	0	
ABSENT:	3	Amelio, LeBarre, and Rodriguez
ABSTAIN:	1	Carbone,
RECUSE	0	

- 6-2. Authorize General Manager/CEO to Negotiate and Award a Contract to Comtech International Group for SURF! Busway and Bus Rapid Transit Project Construction Management Services in an Amount Not to Exceed \$5,685,600 Pending Approval of a Letter of No Prejudice from the Federal Transit Administration. (Lisa Rheinheimer) (Page 101).

There were no public comments on item #6-2.

On a motion by Director Alejo, seconded by Director Pacheco and carried by the following vote, the Board approved item #6-2.

AYES:	10	Alejo, Baron, Barrera, Carbone, Pacheco, Shirley, Smith, and Velazquez
NOES:	0	
ABSENT:	3	Amelio, LeBarre, and Rodriguez
ABSTAIN:		
RECUSE	0	

- 6-3. Authorize General Manager/CEO to Purchase Twelve (12) Battery Electric Heavy-Duty Coaches from Gillig, LLC of California in an Amount not to Exceed \$15,606,064. (Norman Tuitavuki) (Page 107)

There were no public comments on item 6-3.

On a motion by Director Carbone, seconded by Director Smith and carried by the following vote, the Board approved item #6-3:

AYES:	10	Alejo, Baron, Barrera, Carbone, Pacheco, Shirley, Smith, and Velazquez
NOES:	0	
ABSENT:	3	Amelio, LeBarre, and Rodriguez
ABSTAIN:		
RECUSE	0	

6-4. Approve 2024 State Legislative Program. (Michelle Overmeyer/Michael Pimentel/Matt Robinson)

There were no public comments on item 6-4.

On a motion by Director Barrera, seconded by Director Pacheco and carried by the following vote, the Board approved item #6-4:

AYES:	10	Alejo, Baron, Barrera, Carbone, Pacheco, Shirley, Smith, and Velazquez
NOES:	0	
ABSENT:	3	Amelio, LeBarre, and Rodriguez
ABSTAIN:		
RECUSE	0	

6-5. Approve 2024 Federal Legislative Program. (Carl Sedoryk/Don Gilcrest)

There were no public comments on item 6-5.

On a motion by Director Barrera, seconded by Director Pacheco and carried by the following vote, the Board approved item #6-5:

AYES:	10	Alejo, Baron, Barrera, Carbone, Pacheco, Shirley, Smith, and Velazquez
NOES:	0	
ABSENT:	3	Amelio, LeBarre, and Rodriguez
ABSTAIN:		
RECUSE	0	

6-6. Receive Update on SB 125 Funding Request to the Transportation Agency for Monterey County (TAMC). (Lisa Rheinheimer)

There were no public comments on item 6-6.

The MST Board received an update on SB 125 Funding Request to the Transportation Agency for Monterey County. The Board and staff held a general

discussion. This matter will be brought back for review at the January 2024 Board meeting.

7. REPORTS & INFORMATION ITEMS

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

- 7-1. General Manager/CEO Monthly Report. – October 2023
- 7-2. Federal Legislative Advocacy Report.
- 7-3. State Legislative Advocacy Update.
- 7-4. Staff Trip Reports.
- 7-5. Correspondence.

8. BOARD REPORTS, COMMENTS, AND REFERRALS

- 8-1. Reports on Meetings Attended by Board Members at MST Expense. (AB 1234)
- 8-2. Board Member Comments and Announcements.

Director Barrera asked about the public comment letter received from Lorna Moffat. Mr. Sedoryk responded that Ms. Moffat provided her comments at the Board Operations Performance Committee meeting.

Chair Velazquez and Mr. Sedoryk reminded Board members of the agenda item deadline of December 20, 2023 for the January 8, 2024 meeting and Board strategy workshop.

Vice Chair Carbone asked if Board alternates should be invited to participate or be included as members of the public at the January 8, 2024 Board strategy workshop. Chair Velazquez stated that Board alternates could be invited and participate as members of the public.

Director Smith asked for clarification about the start time of the January 8th Board strategy workshop. Mr. Sedoryk confirmed the start time of 9:00 a.m. (Pacific). There is no committee meeting scheduled.

- 8-3. Board Member Referrals for Future Agendas.

9. ATTACHMENTS

- 9-1. The MST Monthly Report for September 2023 can be viewed online at <http://mst.org/about-mst/board-of-directors/board-meetings/>

10. CLOSED SESSION

Members of the public may address the Board on any matter related to Closed Session. There is a time limit of not more than three minutes for each speaker. The Board will not take action or respond immediately to any public comments presented, but may choose to follow-up at a later time individually, through staff, or on a subsequent agenda. (Please refer to page 1 of the agenda for instructions)

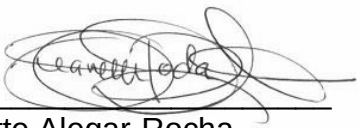
As permitted by Government Code §64956 et seq. of the State of California, the Board of Directors may adjourn to Closed Session to consider specific matters dealing with personnel and/or pending possible litigation and/or conferring with the Board's Meyers-Milias-Brown Act representative.

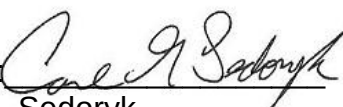
- 10-1. Conference with Legal Counsel – Threatened Litigation (Gov. Code §54956.9(d)(2)). Jason Gamotan v. Monterey-Salinas Transit (Case Number pending). (Michael Laredo)

Michael Laredo, MST General Counsel, reported that the Board met and discussed closed session item 10-1. The Board provided general direction with no reportable action.

11. ADJOURN

With no further business to discuss, Chair Velazquez adjourned the meeting at 12:30 p.m. (Pacific).

Prepared by: 
Jeanette Alegar-Rocha
Deputy Secretary/Clerk to the Board

Reviewed by: 
Carl G. Sedoryk
General Manager/CEO

MEETING OF THE MST BOARD OF DIRECTORS

**MEETING MINUTES
January 8, 2024
10:00 am (Pacific)**

Present:	Anna Velazquez, Chair	City of Soledad
	Mary Ann Carbone, Vice Chair	City of Sand City
	Jeff Baron	City of Carmel-by-the-Sea
	Kim Shirley	City of Del Rey Oaks
	Lorraine Worthy	City of Gonzales
	Mike LeBarre	City of King
	Liesbeth Visscher	City of Marina
	Joe Amelio	City of Pacific Grove
	Tony Barrera	City of Salinas
	Dave Pacheco	City of Seaside
	Luis Alejo	County of Monterey
Absent:	Ariana Rodriguez	City of Greenfield
	Ed Smith	City of Monterey
Counsel:	Michael D. Laredo	De Lay & Laredo
	David C. Laredo	De Lay & Laredo
Staff:	Carl Sedoryk	General Manager/CEO
	Lisa Rheinheimer	Assistant General Manager
	Norman Tuitavuki	Chief Operating Officer
	Michael Kohlman	Chief Information Officer
	Kelly Halcon	Director of HR & Risk Management
	Michelle Overmeyer	Director of Planning and Innovation
	Jeanette Alegar-Rocha	Deputy Secretary/Clerk to the Board
	Andrea Williams	Finance Manager
	Beronica Carriedo	C/S & Community Outreach Supervisor
	Deanna Smith	Civil Rights Officer
	Emma Patel	Planning Manager
	Ezequiel Rebollar	IT System Engineer
	Jacob Huggins	IT Specialist
	Jacob Newman	Communications Specialist
	Jacqueline Munoz	C/S Representative
	Jaime Molina	Communications Specialist
	Lisa Cox	Risk & Safety Manager
	Marzette Henderson	Transportation Manager
	Natalie Flores	Associate Planner

Omarr Wilson
Scott Taylor
Sonjé Dayries
Vince Dang

Coach Operator
IT Manager
Compliance Analyst
Project Management Coordinator

Public: Chris Duymich

AMBAG

1. CALL TO ORDER

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

1-2. Pledge of Allegiance.

Chair Velazquez called the meeting to order at 9:01 a.m. Roll call was taken and a quorum was established. Director Pacheco led the pledge of allegiance.

1-3. Review Highlights of the agenda. (Carl Sedoryk)

Carl Sedoryk, General Manager/CEO, reviewed the highlights of the agenda.

2. PUBLIC COMMENTS ON MATTERS NOT ON THE AGENDA

3. CONSENT AGENDA

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

3-1. Adopt Resolution 2024-12 Recognizing Frederick Campa, Coach Operator as Employee of the Month for January 2024. (Marzette Henderson) (Page 7)

3-2. a & b Approve Resolution 2024-13 Recognizing Jacob Newman, Communications Specialist and Resolution 2024-14 Recognizing Omarr Wilson, Coach Operator as Employees of the Year for 2023. (Carl Sedoryk/ Norman Tuitavuki) (Pages 9 and 11)

3-3. Receive MST's Audited FY 2022 Annual Comprehensive Financial Report. (Lisa Rheinheimer) (Page 13)

3-4. Reappoint Jessica McKillip as a Member of the Mobility Advisory Committee. (Cristy Sugabo) (Page 19)

3-5. Reject Claim by the Claimant Cari McCormack and Future Class Action Plaintiffs. Lisa Cox (Page 21)

End of Consent Agenda.

Director Alejo arrived at 9:12 a.m.

Director Barrera pulled consent Item 3-4 to inquire about the current six vacancies on the Mobility Advisory Committee (MAC) and how Board members could assist with filling those vacancies. Mr. Sedoryk informed the Board that MST's mobility manager will provide a report at the next Board meeting and Board members were encouraged to seek volunteers within the communities of their jurisdiction.

On a motion by Director Barrera, seconded by Director Amelio and carried by the following vote, the Board approved all items on the consent agenda:

AYES:	11	Alejo, Amelio, Baron, Barrera, Carbone, LeBarre, Pacheco, Shirley, Smith, Worthy, and Velazquez
NOES:	0	
ABSENT:	2	Rodriguez and Smith
ABSTAIN:		
RECUSE	0	

4. RECOGNITIONS AND SPECIAL PRESENTATIONS

- 4-1. January 2024 Employee of the Month – Frederick Campa, Coach Operator. (Marzette Henderson)

The MST Board recognized Frederick Campa, Coach Operator, as the January 2024 Employee of the Month for his outstanding contribution to MST and the entire community.

- 4-2. 2023 Employee of the Year Presentation – Jacob Newman, Communications Specialist. (Carl Sedoryk / Norman Tuitavuki)

The MST Board recognized Jacob Newman, Communications Specialist, as the 2023 Employee of the Year for his outstanding contribution to MST and the entire community.

- 4-3. 2023 Employee of the Year Presentation – Omarr Wilson, Coach Operator. (Carl Sedoryk / Norman Tuitavuki)

The MST Board recognized Omarr Wilson, Coach Operator, as the 2023 Employee of the Year for his outstanding contribution to MST and the entire community.

- 4-4. 2023 Management Excellence Award – Marzette Henderson, Transportation Manager. (Carl Sedoryk)

The MST Board recognized Marzette Henderson, Transportation Manager, as the recipient of the 2023 Manager Excellence Award for his outstanding contribution to MST and the entire community.

Chair Velazquez presented Director Amelio with an MST commemorative pin recognizing his 5 years of service on the MST Board.

5. PUBLIC HEARINGS

None.

6. ACTION ITEMS

6-1. Conduct Strategic Planning Workshop:

A. Strategic Progress to Date and Emerging Issues

1. FY 2023-2025 Strategic Plan and 2-Year Action Plan Status Update. (Carl Sedoryk) (Page 25)

Board members had questions related to the difference between budgeted operating deficits versus actual results. Staff stated that the budgeted deficits were based on full employment of coach operators and full implementation of the Board-adopted Better Bus Network. Failing to hire all budgeted positions needed to implement the Better Bus Network has resulted in lower than budgeted year-to-date expenses and with revenues coming in higher than budget, MST has a surplus to budget as of November 2023.

Board members commented on their high level of satisfaction with MST marketing and social media communications.

- i. Planning and Innovation Update and Emerging Items. (Michelle Overmeyer) (Page 35)

There were no public or board comments.

- ii. Administration and Capital Projects Update and Emerging Issues. (Lisa Rheinheimer) (Page 39)

Comments were made that it was critical that we start planning for future ballot measures to extend Measure Q and consider funds for fixed route programs and capital projects. Staff indicated that quotations for opinion research services were due within the week, and that staff would report results later.

Board members asked staff to review MST's Investment Policy and to bring suggested changes to a future agenda for consideration.

- iii. Human Resources Department Update and Emerging Issues. (Kelly Halcon) (Page 41)

Board members commented on the need to focus recruitment efforts on hiring more drivers. Staff reported that streamlined interviews, drug testing, and instant contingent offers would begin the following day. The Board was interested in hearing future updates.

Board members were interested in MST offering Narcan to offset fentanyl overdoses. Staff reported that MST is working with Cal-TIP, the insurance and indemnification pool, to determine next steps.

A Board member was interested in finalizing an apprenticeship program opportunity with California Transit Works and Hartnell College.

- iv. Zero Emissions Transition Update. (Norman Tuitavuki) (Page 43)

The Board was concerned about projected state budget deficits and its impact on MST being able to meet the Innovative Clean Transit Rule targets. Board members asked if it was possible for MST, or the State, to pause the requirements until the State provides more funding to meet the required mandates.

- v. Operations and Maintenance Department Update and Emerging Issues. (Norman Tuitavuki) (Page 47)

No Board comments.

- vi. Information Technology and Cybersecurity Update and Emerging Issues. (Michael Kohlman) (Page 53)

No Board comments.

- 2. MST Year-to-Date Financial Update. (Carl Sedoryk) (Page 57)

No Board comments.

B. Board Performance Items

- 1. MST Board Meeting Productivity. (Page 63)

The Board Chair, working with the General Manager/CEO, will decide each month for the appropriate placement of Closed Session items at either the beginning or ending of the meeting and depending on the issues at hand.

Public Matters not on the Agenda will appear on the agenda before Consent and Action Items. Presentations and Recognitions will appear after Consent and Action Items.

The public will continue to be allowed to make public comments via

video conference technology as long as it is not disruptive or creates a hostile environment for MST employees present.

2. Communications from the Board Chair. (Page 65)

Some Board members stated that it would be better if the Board chair would discern if they were speaking on behalf of MST, or on behalf of the MST Board of Directors. Their comments were noted.

3. Paperless MST Board Meeting Agenda. (Page 67)

Several Board members expressed interest in receiving an electronic agenda. Several Board members desired to continue receiving paper agenda packets.

C. Conclude Workshop

The MST Board conducted its annual strategic planning workshop; reviewed strategic progress to date and emerging issues; received the FY2023-2025 Strategic Plan and 2-year action plan update from staff; and received the MST year-to-date financial update.

The Board and staff also reviewed and discussed three Board Performance items: 1) MST Board meeting productivity; 2) Communications from the Board Chair; and 3) Paperless MST Board Meeting Agenda.

7. REPORTS & INFORMATION ITEMS

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

- 7-1. General Manager/CEO Monthly Report – November 2023 (Page 69)
- 7-2. Federal Legislative Advocacy Report
- 7-3. State Legislative Advocacy Update
- 7-4. Staff Trip Reports – None
- 7-5. Correspondence – (Page 71)

8. BOARD REPORTS, COMMENTS, AND REFERRALS

- 8-1. Reports on Meetings Attended by Board Members at MST Expense. (AB 1234)
- 8-2. Board Member Comments and Announcements.

8-3. Board Member Referrals for Future Agendas.

9. ATTACHMENTS

9-1. The Monthly Report for November 2023 can be viewed online:
<http://mst.org/about-mst/board-of-directors/board-meetings/>

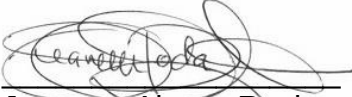
10. CLOSED SESSION

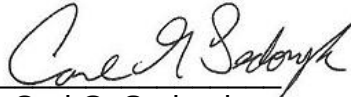
Members of the public may address the Board on any matter related to Closed Session. There is a time limit of not more than three minutes for each speaker. The Board will not take action or respond immediately to any public comments presented, but may choose to follow-up at a later time individually, through staff, or on a subsequent agenda. (Please refer to page 1 of the agenda for instructions)

As permitted by Government Code §64956 et seq. of the State of California, the Board of Directors may adjourn to Closed Session to consider specific matters dealing with personnel and/or pending possible litigation and/or conferring with the Board's Meyers-Milius-Brown Act representative.

11. ADJOURN

With no further business to discuss, Chair Velazquez adjourned the meeting at 11:24 a.m. (Pacific).

Prepared by: 
Jeanette Alegar-Rocha
Deputy Secretary/Clerk to the Board

Reviewed by: 
Carl G. Sedoryk
General Manager/CEO



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

AGENDA REPORT

TO: Honorable Mayor and Members of the City Council
FROM: Mohammed Khasimi, Chief Information Officer
MEETING DATE: February 21, 2024
SUBJECT: Contract Amendment with Alvarez Technology Group for Information Technology Services
CEQA: Does not constitute a “Project” per California Environmental Quality Act Guidelines Section 15378

RECOMMENDATION

1. Approve an amendment to the contract with Alvarez Technology Group in amount not to exceed \$139,900.
2. Alternatively, discuss and take other action related to this item.

DISCUSSION

The City contracts with Alvarez Technology Group on an annual basis, which includes on-site and after-hours support services. The term of the annual contract coincides with the City’s fiscal year. A new contract was initiated in the current fiscal year at \$39,900 in July 2023, under the City Manager’s spending authority. The contract was amended in October 2023 for an additional \$60,000 for 1/2-time on-site IT support assistance due to staffing shortage caused by a position vacancy in the Information Technology department. While the staff successfully recruited and filled the initial vacancy, it was filled by an incumbent in the Information Technology department, and so, it created a second vacancy.

The staff is striving to fill this second vacancy for the IT Support Specialist position, however, some additional time is needed to fill the vacancy. Due to continued staffing shortages and the need for Information Technology services, the staff is requesting Council approval to increase the current year’s contract amount by \$40,000, bringing the total contract amount to \$139,900. This amount represents the \$7,000 in after-hours retention fees and \$132,900 for temporary 1/2-time on-site IT support services. The additional funds of \$40,000 will allow the staff to continue 1/2-time on-site IT support services until the vacancy is filled.

OPTIONS

Approve the amendment to the contract or provide an alternate direction.

FINANCIAL IMPACT:

There is no fiscal impact associated with this action. The funds to support the contract amendment will be compensated from staff vacancies in Fiscal Year 23/24 in the Information Technology Budget.

FOCUSED PRIORITY AREA: Not Applicable.

Attachments

Alvarez Contract - 2023-24 - Amendment 1 - signed

Alvarez Contract - 2023-24 - Amendment 2 - draft

AMENDMENT # 1
AGREEMENT FOR PROFESSIONAL SERVICES WITH Alvarez Technology Group Inc.

WHEREAS, the City of Pacific Grove ("City") and Alvarez Technology Group Inc. ("Contractor") entered into a Professional Services Agreement ("Agreement") dated July 1, 2023 through June 30, 2024; and

WHEREAS, the City and Contractor desire to amend certain terms of the Agreement;
NOW, THEREFORE, the parties agree as follows:

A. The Agreement is amended as follows:

- The Alvarez Technology Group Inc. contract will increase from \$39,900 to \$99,900 for the period through June 30, 2024 (Fiscal Year 23/24), to allow for on-site IT support services to assist with position vacancies.

B. All other terms of the Agreement remain the same.

Dated: Oct 19, 2023


Luis Alvarez (Oct 19, 2023 17:54 PDT)

Luis M. Alvarez, President & CEO, Alvarez
Technology Group, Inc.

Dated: Oct 19, 2023


Tori Hannah (Oct 19, 2023 13:40 PDT)
Tori Hannah, Administrative Services Director /
City Manager Pro Tempore

Dated: Oct 20, 2023


Brian Pierik (Oct 20, 2023 13:40 PDT)
Brian Pierik, City Attorney

Dated: Oct 20, 2023


Bill Peake (Oct 20, 2023 13:49 PDT)
Bill Peake, Mayor

CITY OF PACIFIC GROVE PROFESSIONAL SERVICES AGREEMENT

This PROFESSIONAL SERVICE AGREEMENT ("PSA") FOR NON-CONSTRUCTION PROJECTS ("Agreement"), is made and effective as of **July 1st, 2023**, between the City of Pacific Grove ("City"), a municipal corporation and **ALVAREZ TECHNOLOGY GROUP, INC.** ("CONSULTANT"). In consideration of the mutual covenants and conditions set forth herein, the parties agree as follows:

1. TERM

This Agreement shall commence on **July 1st, 2023** and shall remain and continue in effect until the tasks described herein are completed, but in no event later than **June 30th, 2024**, unless sooner terminated pursuant to the provisions of this Agreement.

2. SCOPE OF WORK

CONSULTANT shall perform the tasks and services ("Services") described and set forth in **Exhibit A**, Scope of Services, attached hereto and incorporated herein as though set forth in full. CONSULTANT shall complete the tasks according to the schedule of performance which is also set forth in Exhibit A. To the extent that Exhibit A is a proposal from CONSULTANT, such proposal is incorporated only for the description of the Scope of Services and no other terms and conditions from any such proposal shall apply to this Agreement unless specifically agreed to in writing.

3. PERFORMANCE

CONSULTANT shall at all times faithfully, competently and to the best of their ability, experience, and talent, perform all Services described herein. CONSULTANT shall employ, at a minimum, generally accepted standards and practices utilized by persons engaged in providing similar services as are required of CONSULTANT hereunder in meeting their obligations under this Agreement.

4. CITY MANAGEMENT

The City Manager, or their designee, shall represent City in all matters pertaining to the administration of this Agreement, review and approval of all products submitted by CONSULTANT, but not including the authority to enlarge the Scope of Work or change the compensation due to CONSULTANT. The City Manager shall be authorized to act on City's behalf and to execute all necessary documents that enlarge the Scope of Work or change CONSULTANT's compensation, subject to Section 6 hereof.

5. PAYMENT

- a. The City agrees to pay CONSULTANT monthly, in accordance with the payment rates and terms and the Payment Schedule as set forth in **Exhibit A**, attached hereto and incorporated herein by this reference as though set forth in full, based upon actual time spent on the above

tasks. This amount shall not exceed **\$39,900** for the total term of the Agreement unless additional payment is approved as provided in this Agreement.

- b. The City Manager's contract authority is limited to \$39,999.99, which includes all costs. Contracts, including any contract amendments that exceed the total threshold, require City Council approval. Any contracts, including contract amendments that exceed the total threshold, which do not have City Council approval, shall be void.
- c. CONSULTANT shall not be compensated for any Services rendered in connection with its performance of this Agreement that are in addition to those set forth herein, unless such additional services are authorized in advance and in writing by the City Manager or the City Council. CONSULTANT shall be compensated for any additional services in the amounts and in the manner as agreed to by City Manager and CONSULTANT at the time City's written authorization is given to CONSULTANT for the performance of said services.
- d. CONSULTANT shall submit invoices monthly for actual Services performed. Invoices shall be submitted on or about the first business day of each month, or as soon thereafter as practical, for Services provided in the previous month. Payment shall be made within thirty (30) days of receipt of each invoice as to all non-disputed fees. If the City disputes any of CONSULTANT's fees it shall give written notice to CONSULTANT within thirty (30) days of receipt of an invoice of any disputed fees set forth on the invoice. Any final payment under this Agreement shall be made within forty-five (45) days of receipt of an invoice therefore.

6. INSPECTION

City shall at all times have the right to inspect the work and materials. CONSULTANT shall furnish all reasonable aid and assistance required by City for the proper examination of the work and all parts thereof. Such inspection shall not relieve CONSULTANT from any obligation to perform said work strictly in accordance with the specifications or any modifications thereof and in compliance with the law.

7. SUSPENSION OR TERMINATION OF AGREEMENT WITHOUT CAUSE

- a. The City may at any time, for any reason, without cause, suspend or terminate this Agreement, or any portion hereof, by serving upon CONSULTANT at least thirty (30) days prior written notice. Upon receipt of said notice, CONSULTANT shall immediately cease all Services under this Agreement, unless the notice provides otherwise. If the City suspends or terminates a portion of this Agreement such suspension or termination shall not make void or invalidate the remainder of this Agreement.
- b. In the event this Agreement is terminated pursuant to this Section, the City shall pay to CONSULTANT the actual value of the Services performed up to the time of termination, provided that the Services performed are of value to the City. Upon termination of the Agreement pursuant to this Section, CONSULTANT will submit an invoice to the City pursuant to Section 6.

8. DEFAULT OF CONSULTANT

- a. CONSULTANT's failure to comply with the provisions of this Agreement shall constitute a default. In the event that CONSULTANT is in default for cause under the terms of this Agreement, City shall have no obligation or duty to continue compensating CONSULTANT for any Services performed after the date of default and can terminate this Agreement immediately by written notice to the CONSULTANT. If such failure by the CONSULTANT to make progress in the performance of Services hereunder arises out causes beyond the CONSULTANT's control, and without fault or negligence of the CONSULTANT, it shall not be considered a default.
- b. If the City Manager or designee determines CONSULTANT is in default in the performance of any of the terms or conditions of this Agreement, they shall cause to be served upon CONSULTANT a written notice of the default. The CONSULTANT shall have ten (10) days after service upon it of said notice in which to cure the default by rendering a satisfactory performance. In the event CONSULTANT fails to cure its default within such period of time or fails to present City with a written plan for the cure of the default, City shall have the right, notwithstanding any other provision of this Agreement, to terminate this Agreement without further notice and without prejudice to any other remedy to which it may be entitled at law, in equity or under this Agreement.

9. OWNERSHIP OF DOCUMENTS

- a. CONSULTANT shall maintain complete and accurate records with respect to sales, costs, expenses, receipts, and other such information required by City that relate to the performance of Services under this Agreement. CONSULTANT shall maintain adequate records of Services provided in sufficient detail to permit an evaluation of Services. All such records shall be maintained in accordance with generally accepted accounting principles and shall be clearly identified and readily accessible. CONSULTANT shall provide free access to the representatives of City or its designees at reasonable times to such books and records; shall give City the right to examine and audit said books and records; shall permit City to make transcripts or copies therefrom as necessary; and shall allow inspection of all work, data, documents, proceedings, and activities related to this Agreement. If there is a substantial billing deviation adverse to City, then the cost of an audit shall be borne by CONSULTANT. Such records, together with supporting documents, shall be maintained for a period of five (5) years after receipt of final payment.
- b. Upon completion of, or in the event of termination or suspension of this Agreement, all original documents, designs, drawings, maps, models, computer files, surveys, notes, and other documents prepared in the course of providing the Services to be performed pursuant to this Agreement shall become the sole property of City and may be used, reused, or otherwise disposed of by City without the permission of CONSULTANT. With respect to computer files, CONSULTANT shall make available to City, at CONSULTANT's office and upon reasonable written request by City, the necessary computer software and hardware for purposes of accessing, compiling, transferring, copying and/or printing computer files. CONSULTANT hereby grants to City all right, title, and interest, including any copyright, in and to the documents, designs, drawings, maps, models, computer files, surveys, notes,

and other documents prepared by CONSULTANT in the course of providing the Services under this Agreement.

10. RECORD AUDIT

In accordance with Government Code, Section 8546.7, for expenditures of greater than \$10,000, records of both City and CONSULTANT shall be subject to examination and audit by the Auditor General for a period of three (3) years after final payment.

11. INDEMNIFICATION AND DEFENSE

Indemnity

To the fullest extent permitted by law, CONSULTANT shall indemnify and hold harmless City and any and all of its officers, employees and agents ("Indemnified Parties") from and against any and all losses, liabilities, damages, costs and expenses, including legal counsel's fees and costs, caused in whole or in part by the negligent or wrongful act, error or omission of CONSULTANT, its officers, agents, employees or subconsultants (or any City or individual that CONSULTANT shall bear the legal liability thereof) in the performance of Services under this Agreement. CONSULTANT's duty to indemnify and hold harmless City shall not extend to the City's sole or active negligence.

Duty to defend

In the event City, its officers, employees, agents and/or volunteers are made a party to any action, lawsuit, or other adversarial proceeding arising from the performance of the Services encompassed by this Agreement, and upon demand by City, CONSULTANT shall defend City at CONSULTANT's cost or at City's option, to reimburse City for its costs of defense, including reasonable attorney's fees and costs incurred in the defense of such matters to the extent the matters arise from, relate to or are caused by CONSULTANT's negligent acts, errors or omissions. Payment by City is not a condition precedent to enforcement of this indemnity. In the event of any dispute between CONSULTANT and City, as to whether liability arises from the sole or active negligence of the City or its officers, employees, or agents, CONSULTANT will be obligated to pay for City's defense until such time as a final judgment has been entered adjudicating the City as solely or actively negligent. CONSULTANT will not be entitled in the absence of such a determination to any reimbursement of defense costs including but not limited to attorney's fees, expert fees and costs of litigation.

12. INSURANCE

CONSULTANT shall maintain prior to the beginning of and for the duration of this Agreement insurance coverage as specified in **Exhibit B** attached to and part of this Agreement.

Consultant/Contractor shall procure and maintain Cyber Security and Privacy Liability insurance with limits of \$1,000,000 per occurrence/loss which shall include the following coverage:

Liability arising from the theft, dissemination and/or use of confidential or personally identifiable information; including credit monitoring and regulatory fines arising from such theft, dissemination or use of the confidential information.

Network security liability arising from the unauthorized use of, access to, or tampering with computer systems.

Liability arising from the failure of technology products (software) required under the contract for Consultant to properly perform the services intended.

Electronic Media Liability arising from personal injury, plagiarism or misappropriation of ideas, domain name infringement or improper deep-linking or framing, and infringement or violation of intellectual property rights.

Liability arising from the failure to render professional services.

Cyber Technology Errors and Omissions. Consultant shall procure and maintain insurance with limits of \$1,000,000 per occurrence/loss, \$2,000,000 general aggregate, which shall include the following coverage:

Liability arising from the unauthorized release of information for which an entity has the legal obligation to keep private, such as personally identifiable information (PII) and protected health information (PHI).

Network security liability arising from the unauthorized use of, access to, or tampering with computer systems, including hacker or denial of service attacks.

Liability arising from the failure of technology products (software and hardware) required under the contract for Consultant to properly perform the intended services.

Claims alleging the failure of computer security that result in the transmission of malicious code, deletion, destruction or alteration of data, or the denial of service.

Electronic Media Liability arising from personal injury, plagiarism or misappropriation of ideas, domain name infringement or improper deep-linking or framing, and infringement or violation of intellectual property rights.

Liability arising from the rendering, or failure to render, professional services.

Defense costs in regulatory proceedings (state and federal) involving a violation of privacy laws or intellectual property rights.

Crisis management and other expert services.

If coverage is maintained on a claims-made basis, the Consultant shall maintain such coverage for an additional three (3) years following termination of the contract.

13. INDEPENDENT CONSULTANT

- a. CONSULTANT is and shall at all times remain as to City a wholly independent consultant and/or independent contractor. The personnel performing the Services under this Agreement on behalf of CONSULTANT shall at all times be under CONSULTANT's exclusive direction and control. Neither City nor any of its officers, employees, or agents shall have control over the conduct of CONSULTANT or any of CONSULTANT's officers, employees, or agents, except as set forth in this Agreement. CONSULTANT shall not at any time or in any manner represent that it or any of its officers, employees, or agents are in any manner officers, employees, or agents of City.

CONSULTANT shall not incur or have the power to incur any debt, obligation, or liability whatever against City, or bind City in any manner.

- b. No employee benefits shall be available to CONSULTANT in connection with the performance of this Agreement. Except for the fees paid to CONSULTANT as provided in the Agreement, City shall not pay salaries, wages, or other compensation to CONSULTANT for performing Services hereunder for City. City shall not be liable for compensation or indemnification to CONSULTANT for injury or sickness arising out of performing Services hereunder.

14. LEGAL RESPONSIBILITIES

CONSULTANT shall keep itself informed of State and Federal laws and regulations that in any manner affect those employed by it or in any way affect the performance of its Services pursuant to this Agreement. CONSULTANT shall at all times observe and comply with all such laws and regulations. City, and its officers, employees, and agents shall not be liable at law or in equity occasioned by failure of the CONSULTANT to comply with this Section.

15. UNDUE INFLUENCE

CONSULTANT declares and warrants that no undue influence or pressure was used against or in concert with any officer, employee or agent of City in connection with the award, terms or implementation of this Agreement, including any method of coercion, confidential financial arrangement, or financial inducement. No officer, employee or agent of City has or will receive compensation, directly or indirectly, from CONSULTANT, or from any officer, employee or agent of CONSULTANT, in connection with the award of this Agreement or any Services to be performed as a result of this Agreement. Violation of this Section shall be a material breach of this Agreement entitling City to any and all remedies at law or in equity.

16. NO BENEFIT TO ARISE TO CITY OFFICERS AND EMPLOYEES

No officer, employee of City, or their designees or agents, and no public official who exercises authority over or responsibilities with respect to the Services performed under the Agreement during their tenure or for one year thereafter, shall have any interest, direct or indirect, in any agreement or sub-agreement, or the proceeds thereof, for work to be performed in connection with the Services performed under this Agreement.

17. RELEASE OF INFORMATION/CONFLICTS OF INTEREST

- a. All information gained by CONSULTANT in performance of this Agreement shall be considered confidential and shall not be released by CONSULTANT without City's prior written authorization. CONSULTANT, its officers, employees, agents, or subconsultants, shall not without written authorization from the City Manager or unless requested by the City Attorney, voluntarily provide declarations, letters of support, testimony at depositions, response to interrogatories, or other information concerning the work performed under this Agreement or relating to any project or property located within the City. Response to a subpoena or court order shall not be considered

“voluntary” provided CONSULTANT gives City notice of such court order or subpoena.

- b. CONSULTANT shall promptly notify CITY should CONSULTANT, its officers, employees, agents, or subconsultants be served with any summons, complaint, subpoena, notice of deposition, request for documents, interrogatories, request for admissions, or other discovery request (“Discovery”), court order, or subpoena from any person or party regarding this Agreement and the work performed there under or with respect to any project or property located within the City, unless City is a party to any lawsuit, arbitration, or administrative proceeding connected to such Discovery, or unless CONSULTANT is prohibited by law from informing City of such Discovery. City retains the right, but has no obligation, to represent CONSULTANT and/or be present at any deposition, hearing, or similar proceeding as allowed by law. Unless City is a party to the lawsuit, arbitration, or administrative proceeding and is adverse to CONSULTANT in such proceeding, CONSULTANT agrees to cooperate fully with City and to provide the opportunity to review any response to discovery requests provided by CONSULTANT. However, City’s right to review any such response does not imply or mean the right by City to control, direct, or rewrite said response.
- c. If City determines CONTRACTOR comes within the definition of Contractor under the Political Reform Act (Government Code §87100 et seq.), CONTRACTOR shall complete and file and shall require any other person doing Work under this Agreement to complete and file a “Statement of Economic Interest” with CITY disclosing CONTRACTOR’s and/or such other person’s financial interests.

18. DISCRIMINATION

CONSULTANT agrees that in the performance of this Agreement, neither CONSULTANT nor any person acting on CONSULTANT’s behalf shall discriminate against any person on the basis of race, religious creed, color, national origin, ancestry, disability, medical condition, genetic information, marital status, sexual orientation, sex, gender identity, gender expression, military or veteran status or age.

19. NOTICES

Any notices which either party may desire to give to the other party under this Agreement must be in writing and may be given either by (i) personal service, (ii) delivery by a reputable document delivery service, such as but not limited to, Federal Express, which provides a receipt showing date and time of delivery, or (iii) mailing in the United States Mail, by first class mail, addressed to the address of the party as set forth below or at any other address as that party may later designate by notice:

To City:

City of Pacific Grove
300 Forest Avenue
Pacific Grove, CA 93950
Attention: City Clerk

To CONSULTANT: Alvarez Technology Group, Inc.
209 Pajaro Street, Suite A
Salinas, CA 93901
Attention: President & CEO

Notice is effective on the date of personal service, or 5 days following deposit in a United States mailbox, or date of postmark. The parties may agree to service by email.

20. THIRD PARTY BENEFICIARIES

Nothing contained in this Agreement shall be construed to create, and the parties do not intend to create, any rights in third parties.

21. ASSIGNMENT

CONSULTANT shall not assign the performance of this Agreement, nor any part thereof, nor any monies due hereunder, without prior written consent of CITY. Because of the personal nature of the Services to be rendered pursuant to this Agreement, only CONSULTANT shall perform the Services described in this Agreement. CONSULTANT may use assistants, under their direct supervision, to perform some of the Services under this Agreement.

CONSULTANT shall provide City fourteen (14) days' notice prior to the departure of **Sean Farah** from CONSULTANT's employ. Should **Sean Farah** leave CONSULTANT's employ, City shall have the option to immediately terminate this Agreement, within three (3) days of the close of said notice period. Upon termination of this Agreement, CONSULTANT's sole compensation shall be payment for actual Services performed up to, and including, the date of termination or as may be otherwise agreed to in writing between City and the CONSULTANT. Before retaining or contracting with any sub-consultant for any Services under this Agreement, CONSULTANT shall provide City with the identity of the proposed sub-consultant, a copy of the proposed written contract between CONSULTANT and such sub-consultant, which shall include and indemnity provision similar to the one provided herein and identifying City as an indemnified party, or an incorporation of the indemnity provision provided herein, and proof that such proposed sub-consultant carries insurance at least equal to that required by this Agreement or obtain a written waiver from City for such insurance.

22. LICENSES

At all times during the term of this Agreement, CONSULTANT shall have in full force and effect, all licenses required of it by law for the performance of the Services described in this Agreement. CONSULTANT shall obtain a valid City Business License and shall maintain said Business License for the term of this Agreement and any extensions.

23. GOVERNING LAW

City and CONSULTANT understand and agree that the laws of the State of California shall govern the rights, obligations, duties, and liabilities of the parties to this Agreement and also govern the interpretation of this Agreement. Any litigation concerning this Agreement

shall take place in Monterey County, or federal district court with jurisdiction over City. CONSULTANT agrees not to commence or prosecute any dispute arising out of or in connection with this Agreement other than in the aforementioned courts and irrevocably consents to the exclusive personal jurisdiction and venue of the aforementioned courts.

24. ENTIRE AGREEMENT

This Agreement contains the entire understanding between the parties relating to their obligations described in this Agreement. All prior or contemporaneous agreements, understandings, representations, and statements, oral or written and pertaining to the subject of this Agreement or with respect to the terms and conditions of this Agreement, are merged into this Agreement and shall be of no further force or effect. Each party is entering into this Agreement based solely upon the representations set forth herein and upon each party's own independent investigation of any and all facts such party deems material. No amendment shall be valid unless in writing, executed by both parties.

25. DISPUTE RESOLUTION; ATTORNEY'S FEES

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

26. WORK SCHEDULED/TIME OF COMPLETION

City and CONSULTANT agree that time is of the essence in this Agreement.

27. AUTHORITY TO EXECUTE THIS AGREEMENT

The person or persons executing this Agreement on behalf of CONSULTANT warrants and represents that they have the authority to execute this Agreement on behalf of the CONSULTANT and have the authority to bind CONSULTANT to the performance of its obligations hereunder.

28. INTERPRETATION OF CONFLICTING PROVISIONS

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

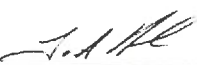
29. SEVERABILITY

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

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed the day and year first above written.

CITY OF PACIFIC GROVE

CONSULTANT

By: 
Department Director

By: 
Luis Alvarez (Jul 24, 2023 15:56 PDT)
Consultant

Date: Jul 24, 2023

Date: Jul 24, 2023

By: 
Ben Harvey (Jul 24, 2023 20:06 PDT)
City Manager or Mayor

By: 
City Administrative Services Department

Date: Jul 24, 2023

Date: Jul 24, 2023

Approved As To Form:

Brian Pierik
Brian Pierik (Jul 24, 2023 19:49 PDT)

City Attorney

Jul 24, 2023

Date

Attachments:

Exhibit A
Exhibit B

Scope of Services & Payment Schedule
Insurance Requirements

EXHIBIT A

SCOPE OF SERVICES & PAYMENT SCHEDULE

EXHIBIT A

SCOPE OF SERVICES

Between Alvarez Technology Group (ATG) and City of Pacific Grove (PG)

- ATG will provide PG with access to IT support resources on as needed basis, as determined by designated PG approvers including:
 - Day to day support
 - Escalation point for advanced troubleshooting
 - After-hours, weekend, and holiday support
 - Special Projects
- PG will pay ATG a monthly fee of \$450 to be available to provide these services and will be recognized as a contract client subject to ATG's Service Level Agreements.
- ATG will bill PG for time spent at a rate of \$165 /hr during regular business hours and \$225 /hr for after hours support. Regular business hours for remote support are Monday through Friday, 6AM – 6PM for remote support and 8AM – 5PM for on-site support excluding published holidays. There is a 30-minute minimum on all after hour calls for service.
- PG will be able to submit support requests to ATG via phone, e-mail to help@alvareztg.com or through the ConnectWise Management Portal.
- ATG will maintain Remote Monitoring and Management tools on end user workstations (excluding the Police Department) to facilitate remote access most efficiently to workstations to provide support. (ConnectWise Automate)
- ATG will not be proactively monitoring any systems at PG, although ATG does offer this service and PG may elect to request ATG to provide those services for an additional fee.
- For tickets opened with ATG, reporting on support requests activities and tickets is available on-demand through an online portal, ConnectWise Manage. The City may elect, for an additional fee, to request that ATG configure the ConnectWise Manage system for ticket and incident management for the use of City IT personnel.
- Approval of any billable time may be requested only by approved personnel.

EXHIBIT B

INSURANCE REQUIREMENTS

Without limiting CONSULTANT's indemnification of City, and prior to commencement of Work, CONSULTANT shall obtain, provide and maintain at its own expense during the term of this Agreement, policies of insurance of the type and amounts described below and in a form satisfactory to City.

General liability insurance. CONSULTANT shall maintain commercial general liability insurance with coverage at least as broad as Insurance Services Office form CG 00 01, in an amount not less than \$1,000,000 per occurrence, \$2,000,000 general aggregate, for bodily injury, personal injury, and property damage. The policy must include contractual liability that has not been amended. Any endorsement restricting standard ISO "insured contract" language will not be accepted.

Automobile liability insurance. CONSULTANT shall maintain automobile insurance at least as broad as Insurance Services Office form CA 00 01 covering bodily injury and property damage for all activities of the Consultant arising out of or in connection with Work to be performed under this Agreement, including coverage for any owned, hired, non-owned or rented vehicles, in an amount not less than \$1,000,000 combined single limit for each accident.

Professional liability (errors & omissions) insurance. CONSULTANT shall maintain professional liability insurance that covers the Services to be performed in connection with this Agreement, in the minimum amount of \$1,000,000 per claim and in the aggregate. Any policy inception date, continuity date, or retroactive date must be before the effective date of this Agreement and CONSULTANT agrees to maintain continuous coverage through a period no less than three (3) years after completion of the Services required by this Agreement.

Workers' compensation insurance. CONSULTANT shall maintain Workers' Compensation Insurance (Statutory Limits) and Employer's Liability Insurance (with limits of at least \$1,000,000).

CONSULTANT shall submit to CITY, along with the certificate of insurance, a Waiver of Subrogation endorsement in favor of CITY, its officers, agents, employees and volunteers.

Umbrella or excess liability insurance. CONSULTANT shall obtain and maintain an umbrella or excess liability insurance policy with limits that will provide bodily injury, personal injury and property damage liability coverage at least as broad as the primary coverages set forth above, including commercial general liability, automobile liability, and employer's liability. Such policy or policies shall include the following terms and conditions:

- A drop down feature requiring the policy to respond if any primary insurance that would otherwise have applied proves to be uncollectible in whole or in part for any reason;
- Pay on behalf of wording as opposed to reimbursement;
- Concurrency of effective dates with primary policies;
- Policies shall "follow form" to the underlying primary policies; and

- Insureds under primary policies shall also be insureds under the umbrella or excess policies.

Other provisions or requirements

Proof of insurance. CONSULTANT shall provide certificates of insurance to City as evidence of the insurance coverage required herein, along with a waiver of subrogation endorsement for workers' compensation. Insurance certificates and endorsements must be approved by City's Risk Manager prior to commencement of performance. Current certification of insurance shall be kept on file with City at all times during the term of this contract. City reserves the right to require complete, certified copies of all required insurance policies, at any time.

Duration of coverage. CONSULTANT shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property, which may arise from or in connection with the performance of the Work hereunder by CONSULTANT, his agents, representatives, employees or subconsultants.

Primary/noncontributing. Coverage provided by CONSULTANT shall be primary and any insurance or self-insurance procured or maintained by City shall not be required to contribute with it. The limits of insurance required herein may be satisfied by a combination of primary and umbrella or excess insurance. Any umbrella or excess insurance shall contain or be endorsed to contain a provision that such coverage shall also apply on a primary and non-contributory basis for the benefit of City before the City's own insurance or self-insurance shall be called upon to protect it as a named insured.

City's rights of enforcement. In the event any policy of insurance required under this Agreement does not comply with these specifications or is canceled and not replaced, City has the right but not the duty to obtain the insurance it deems necessary and any premium paid by City will be promptly reimbursed by CONSULTANT or City will withhold amounts sufficient to pay premium from CONSULTANT payments. In the alternative, City may cancel this Agreement.

Acceptable insurers. All insurance policies shall be issued by an insurance company currently authorized by the Insurance Commissioner to transact business of insurance or is on the List of Approved Surplus Line Insurers in the State of California, with an assigned policyholders' Rating of A- (or higher) and Financial Size Category Class VI (or larger) in accordance with the latest edition of Best's Key Rating Guide, unless otherwise approved by the City's Risk Manager.

Waiver of subrogation. All insurance coverage maintained or procured pursuant to this agreement shall be endorsed to waive subrogation against CITY, its elected or appointed officers, agents, employees and volunteers or shall specifically allow CONSULTANT or others providing insurance evidence in compliance with these specifications to waive their right of recovery prior to a loss. CONSULTANT hereby waives its own right of recovery against City, and shall require similar written express waivers and insurance clauses from each of its subconsultants.

Enforcement of contract provisions (non estoppel). CONSULTANT acknowledges and agrees that any actual or alleged failure on the part of the City to inform CONSULTANT of non-compliance with any requirement imposes no additional obligations on the City nor does it waive any rights hereunder.

Requirements not limiting. Requirements of specific coverage features or limits contained in this Section are not intended as a limitation on coverage, limits or other requirements, or a waiver of any coverage normally provided by any insurance. Specific reference to a given coverage feature is for purposes of clarification only as it pertains to a given issue and is not intended by any party or insured to be all inclusive, or to the exclusion of other coverage, or a waiver of any type. If the Consultant maintains higher limits than the minimums shown above, the City requires and shall be entitled to coverage for the higher limits maintained by the Consultant. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City.

Notice of cancellation. Consultant agrees to oblige its insurance agent or broker and insurers to provide to CITY with a thirty (30) day notice of cancellation (except for nonpayment for which a ten (10) day notice is required) or nonrenewal of coverage for each required coverage.

Additional insured status. General liability policies shall provide or be endorsed to provide that City and its officers, employees, agents, and volunteers shall be additional insureds under such policies. This provision shall also apply to any excess/umbrella liability policies.

Prohibition of undisclosed coverage limitations. None of the coverages required herein will be in compliance with these requirements if they include any limiting endorsement of any kind that has not been first submitted to City and approved of in writing.

Separation of insureds. A severability of interests provision must apply for all additional insureds ensuring that Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the insurer's limits of liability. The policy(ies) shall not contain any cross-liability exclusions.

Pass through clause. CONSULTANT agrees to ensure that its subconsultants, subcontractors, and any other party involved with the project who is brought onto or involved in the project by CONSULTANT, provide the same minimum insurance coverage and endorsements required of CONSULTANT. CONSULTANT agrees to monitor and review all such coverage and assumes all responsibility for ensuring that such coverage is provided in conformity with the requirements of this section. CONSULTANT agrees that upon request, all agreements with consultants, subcontractors, and others engaged in the project will be submitted to City for review.

City's right to revise specifications. The City reserves the right at any time during the term of the contract to change the amounts and types of insurance required by giving the CONSULTANT ninety (90) days advance written notice of such change. If such change results in substantial additional cost to the CONSULTANT, the City and CONSULTANT may renegotiate CONSULTANT's compensation.

Self-insured retentions. Any self-insured retentions must be declared to and approved by City. City reserves the right to require that self-insured retentions be eliminated, lowered, or replaced by a deductible. Self-insurance will not be considered to comply with these specifications unless approved by City.

Timely notice of claims. CONSULTANT shall give City prompt and timely notice of claims made or suits instituted that arise out of or result from CONSULTANT's performance under this Agreement, and that involve or may involve coverage under any of the required liability policies.

Additional insurance. CONSULTANT shall also procure and maintain, at its own cost and expense, any additional kinds of insurance, which in its own judgment may be necessary for its proper protection and prosecution of the work.

Cyber Technology Errors and Omissions. VENDOR shall procure and maintain insurance with limits in an amount not less than \$1,000,000 per occurrence/loss, \$2,000,000 general aggregate, which shall include the following coverage:

- Liability arising from the unauthorized release of information for which an entity has the legal obligation to keep private, such as personally identifiable information (PII) and protected health information (PHI).
- Network security liability arising from the unauthorized use of, access to, or tampering with computer systems, including hacker or denial of service attacks.
- Liability arising from the failure of technology products (software and hardware) required under the contract for VENDOR to properly perform the intended services.
- Claims alleging the failure of computer security that result in the transmission of malicious code, deletion, destruction or alteration of data, or the denial of service.
- Electronic Media Liability arising from personal injury, plagiarism or misappropriation of ideas, domain name infringement or improper deep-linking or framing, and infringement or violation of intellectual property rights.
- Liability arising from the rendering, or failure to render, professional services.
- Defense costs in regulatory proceedings (state and federal) involving a violation of privacy laws or intellectual property rights.
- Crisis management and other expert services.

If coverage is maintained on a claims-made basis, the VENDOR shall maintain such coverage for an additional three (3) years following termination of the contract.

Cyber liability insurance. VENDOR shall procure and maintain Cyber Security and Privacy Liability insurance in an amount of no less than \$1,000,000 per occurrence/loss which shall include the following coverage:

- Liability arising from the theft, dissemination and/or use of confidential or personally identifiable information; including credit monitoring and regulatory fines arising from such theft, dissemination or use of the confidential information.
- Network security liability arising from the unauthorized use of, access to, or tampering with computer systems.
- Liability arising from the failure of technology products (software) required under the contract for VENDOR to properly perform the services intended.
- Electronic Media Liability arising from personal injury, plagiarism or misappropriation of ideas, domain name infringement or improper deep-linking or framing, and infringement or violation of intellectual property rights.
- Liability arising from the failure to render professional services.

If coverage is maintained on a claims-made basis, VENDOR shall maintain such coverage for an additional period of three (3) years following termination of the contract.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

6/29/2023

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

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

PRODUCER HUB International Insurance Services Inc 401 Fremont Street, Suite 100 Monterey CA 93940	CONTACT NAME: Corena Serrano-Navarro PHONE (A/C, No, Ext): 831-642-4007 FAX (A/C, No): 831-920-0108 E-MAIL ADDRESS: Corena.Serrano@hubinternational.com
INSURED Alvarez Technology Group, Inc. PO Box 965 Salinas CA 93902	INSURER(S) AFFORDING COVERAGE INSURER A: Sentinel Insurance Company, Ltd. INSURER B: Philadelphia Indemnity Insurance Company INSURER C: Allmerica Financial Benefit Insurance Company INSURER D: INSURER E: INSURER F:
License#: 0757776 ALVATEC-01	NAIC # 11000 18058 41840

COVERAGES**CERTIFICATE NUMBER:** 535679687**REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☐ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☐ LOC OTHER:	Y		57SBABG6366	7/1/2023	7/1/2024	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000 \$
A	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ NON-OWNED AUTOS ONLY			57SBABG6366	7/1/2023	7/1/2024	COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	UMBRELLA LIAB ☐ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DED ☐ RETENTION \$			57SBABG6366	7/1/2023	7/1/2024	EACH OCCURRENCE \$ AGGREGATE \$ \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y/N Y N/A		N/A	W2FD073221	12/1/2022	12/1/2023	X PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
B	Cyber/Privacy/Network Liability			PHSD1802595	7/1/2023	7/1/2024	Limits of Liability 1,000,000
B	Professional Liability			BINDERPHSD1715330	7/1/2023	7/1/2024	Limits of Liability 1,000,000
A	Employee Dishonesty (Crime)			57SBABG6366	7/1/2023	7/1/2024	Limit 100,000

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

RE: Work Performed by the named insured as required by written contract

Additional Insured: City of Pacific Grove as required by written contract

Forms: SS 00 08 04 05

CERTIFICATE HOLDER**CANCELLATION**City of Pacific Grove
300 Forest Avenue
Pacific Grove CA 93950

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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2. Applicable To Medical Expenses Coverage

We will not pay expenses for "bodily injury":

a. Any Insured

To any insured, except "volunteer workers".

b. Hired Person

To a person hired to do work for or on behalf of any insured or a tenant of any insured.

c. Injury On Normally Occupied Premises

To a person injured on that part of premises you own or rent that the person normally occupies.

d. Workers' Compensation And Similar Laws

To a person, whether or not an "employee" of any insured, if benefits for the "bodily injury" are payable or must be provided under a workers' compensation or disability benefits law or a similar law.

e. Athletics Activities

To a person injured while practicing, instructing or participating in any physical exercises or games, sports or athletic contests.

f. Products-Completed Operations Hazard

Included with the "products-completed operations hazard".

g. Business Liability Exclusions

Excluded under Business Liability Coverage.

C. WHO IS AN INSURED**1. If you are designated in the Declarations as:**

- a.** An individual, you and your spouse are insureds, but only with respect to the conduct of a business of which you are the sole owner.
- b.** A partnership or joint venture, you are an insured. Your members, your partners, and their spouses are also insureds, but only with respect to the conduct of your business.
- c.** A limited liability company, you are an insured. Your members are also insureds, but only with respect to the conduct of your business. Your managers are insureds, but only with respect to their duties as your managers.
- d.** An organization other than a partnership, joint venture or limited liability company, you are an insured. Your "executive officers" and directors are insureds, but only with respect to their duties as your officers or directors. Your stockholders are also insureds, but only with respect to their liability as stockholders.

- e.** A trust, you are an insured. Your trustees are also insureds, but only with respect to their duties as trustees.

2. Each of the following is also an insured:**a. Employees And Volunteer Workers**

Your "volunteer workers" only while performing duties related to the conduct of your business, or your "employees", other than either your "executive officers" (if you are an organization other than a partnership, joint venture or limited liability company) or your managers (if you are a limited liability company), but only for acts within the scope of their employment by you or while performing duties related to the conduct of your business.

However, none of these "employees" or "volunteer workers" are insureds for:

(1) "Bodily injury" or "personal and advertising injury":

- (a)** To you, to your partners or members (if you are a partnership or joint venture), to your members (if you are a limited liability company), or to a co-"employee" while in the course of his or her employment or performing duties related to the conduct of your business, or to your other "volunteer workers" while performing duties related to the conduct of your business;

- (b)** To the spouse, child, parent, brother or sister of that co-"employee" or that "volunteer worker" as a consequence of Paragraph **(1)(a)** above;

- (c)** For which there is any obligation to share damages with or repay someone else who must pay damages because of the injury described in Paragraphs **(1)(a)** or **(b)** above; or

- (d)** Arising out of his or her providing or failing to provide professional health care services.

If you are not in the business of providing professional health care services, Paragraph **(d)** does not apply to any nurse, emergency medical technician or paramedic employed by you to provide such services.

(2) "Property damage" to property:

- (a)** Owned, occupied or used by,

- (b) Rented to, in the care, custody or control of, or over which physical control is being exercised for any purpose by you, any of your "employees", "volunteer workers", any partner or member (if you are a partnership or joint venture), or any member (if you are a limited liability company).

b. Real Estate Manager

Any person (other than your "employee" or "volunteer worker"), or any organization while acting as your real estate manager.

c. Temporary Custodians Of Your Property

Any person or organization having proper temporary custody of your property if you die, but only:

- (1) With respect to liability arising out of the maintenance or use of that property; and
- (2) Until your legal representative has been appointed.

d. Legal Representative If You Die

Your legal representative if you die, but only with respect to duties as such. That representative will have all your rights and duties under this insurance.

e. Unnamed Subsidiary

Any subsidiary and subsidiary thereof, of yours which is a legally incorporated entity of which you own a financial interest of more than 50% of the voting stock on the effective date of this Coverage Part.

The insurance afforded herein for any subsidiary not shown in the Declarations as a named insured does not apply to injury or damage with respect to which an insured under this insurance is also an insured under another policy or would be an insured under such policy but for its termination or upon the exhaustion of its limits of insurance.

3. Newly Acquired Or Formed Organization

Any organization you newly acquire or form, other than a partnership, joint venture or limited liability company, and over which you maintain financial interest of more than 50% of the voting stock, will qualify as a Named Insured if there is no other similar insurance available to that organization. However:

- a. Coverage under this provision is afforded only until the 180th day after you acquire or form the organization or the end of the policy period, whichever is earlier; and

- b. Coverage under this provision does not apply to:

- (1) "Bodily injury" or "property damage" that occurred; or
- (2) "Personal and advertising injury" arising out of an offense committed before you acquired or formed the organization.

4. Operator Of Mobile Equipment

With respect to "mobile equipment" registered in your name under any motor vehicle registration law, any person is an insured while driving such equipment along a public highway with your permission. Any other person or organization responsible for the conduct of such person is also an insured, but only with respect to liability arising out of the operation of the equipment, and only if no other insurance of any kind is available to that person or organization for this liability. However, no person or organization is an insured with respect to:

- a. "Bodily injury" to a co-"employee" of the person driving the equipment; or
- b. "Property damage" to property owned by, rented to, in the charge of or occupied by you or the employer of any person who is an insured under this provision.

5. Operator of Nonowned Watercraft

With respect to watercraft you do not own that is less than 51 feet long and is not being used to carry persons for a charge, any person is an insured while operating such watercraft with your permission. Any other person or organization responsible for the conduct of such person is also an insured, but only with respect to liability arising out of the operation of the watercraft, and only if no other insurance of any kind is available to that person or organization for this liability.

However, no person or organization is an insured with respect to:

- a. "Bodily injury" to a co-"employee" of the person operating the watercraft; or
- b. "Property damage" to property owned by, rented to, in the charge of or occupied by you or the employer of any person who is an insured under this provision.

6. Additional Insureds When Required By Written Contract, Written Agreement Or Permit

The person(s) or organization(s) identified in Paragraphs a. through f. below are additional insureds when you have agreed, in a written

BUSINESS LIABILITY COVERAGE FORM

contract, written agreement or because of a permit issued by a state or political subdivision, that such person or organization be added as an additional insured on your policy, provided the injury or damage occurs subsequent to the execution of the contract or agreement, or the issuance of the permit.

A person or organization is an additional insured under this provision only for that period of time required by the contract, agreement or permit.

However, no such person or organization is an additional insured under this provision if such person or organization is included as an additional insured by an endorsement issued by us and made a part of this Coverage Part, including all persons or organizations added as additional insureds under the specific additional insured coverage grants in Section F. – Optional Additional Insured Coverages.

a. Vendors

Any person(s) or organization(s) (referred to below as vendor), but only with respect to "bodily injury" or "property damage" arising out of "your products" which are distributed or sold in the regular course of the vendor's business and only if this Coverage Part provides coverage for "bodily injury" or "property damage" included within the "products-completed operations hazard".

- (1) The insurance afforded to the vendor is subject to the following additional exclusions:

This insurance does not apply to:

- (a) "Bodily injury" or "property damage" for which the vendor is obligated to pay damages by reason of the assumption of liability in a contract or agreement. This exclusion does not apply to liability for damages that the vendor would have in the absence of the contract or agreement;
- (b) Any express warranty unauthorized by you;
- (c) Any physical or chemical change in the product made intentionally by the vendor;
- (d) Repackaging, except when unpacked solely for the purpose of inspection, demonstration, testing, or the substitution of parts under instructions from the manufacturer, and then repackaged in the original container;

- (e) Any failure to make such inspections, adjustments, tests or servicing as the vendor has agreed to make or normally undertakes to make in the usual course of business, in connection with the distribution or sale of the products;

- (f) Demonstration, installation, servicing or repair operations, except such operations performed at the vendor's premises in connection with the sale of the product;

- (g) Products which, after distribution or sale by you, have been labeled or relabeled or used as a container, part or ingredient of any other thing or substance by or for the vendor; or

- (h) "Bodily injury" or "property damage" arising out of the sole negligence of the vendor for its own acts or omissions or those of its employees or anyone else acting on its behalf. However, this exclusion does not apply to:

- (i) The exceptions contained in Subparagraphs (d) or (f); or

- (ii) Such inspections, adjustments, tests or servicing as the vendor has agreed to make or normally undertakes to make in the usual course of business, in connection with the distribution or sale of the products.

- (2) This insurance does not apply to any insured person or organization from whom you have acquired such products, or any ingredient, part or container, entering into, accompanying or containing such products.

b. Lessors Of Equipment

- (1) Any person or organization from whom you lease equipment; but only with respect to their liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your maintenance, operation or use of equipment leased to you by such person or organization.

- (2) With respect to the insurance afforded to these additional insureds, this insurance does not apply to any "occurrence" which takes place after you cease to lease that equipment.

c. Lessors Of Land Or Premises

- (1) Any person or organization from whom you lease land or premises, but only with respect to liability arising out of the ownership, maintenance or use of that part of the land or premises leased to you.
- (2) With respect to the insurance afforded to these additional insureds, this insurance does not apply to:
 - (a) Any "occurrence" which takes place after you cease to lease that land or be a tenant in that premises; or
 - (b) Structural alterations, new construction or demolition operations performed by or on behalf of such person or organization.

d. Architects, Engineers Or Surveyors

- (1) Any architect, engineer, or surveyor, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:
 - (a) In connection with your premises; or
 - (b) In the performance of your ongoing operations performed by you or on your behalf.
- (2) With respect to the insurance afforded to these additional insureds, the following additional exclusion applies:
 This insurance does not apply to "bodily injury", "property damage" or "personal and advertising injury" arising out of the rendering of or the failure to render any professional services by or for you, including:
 - (a) The preparing, approving, or failure to prepare or approve, maps, shop drawings, opinions, reports, surveys, field orders, change orders, designs or drawings and specifications; or
 - (b) Supervisory, inspection, architectural or engineering activities.

e. Permits Issued By State Or Political Subdivisions

- (1) Any state or political subdivision, but only with respect to operations performed by you or on your behalf for which the state or political subdivision has issued a permit.
- (2) With respect to the insurance afforded to these additional insureds, this insurance does not apply to:
 - (a) "Bodily injury", "property damage" or "personal and advertising injury" arising out of operations performed for the state or municipality; or
 - (b) "Bodily injury" or "property damage" included within the "products-completed operations hazard".

f. Any Other Party

- (1) Any other person or organization who is not an insured under Paragraphs a. through e. above, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:
 - (a) In the performance of your ongoing operations;
 - (b) In connection with your premises owned by or rented to you; or
 - (c) In connection with "your work" and included within the "products-completed operations hazard", but only if
 - (i) The written contract or written agreement requires you to provide such coverage to such additional insured; and
 - (ii) This Coverage Part provides coverage for "bodily injury" or "property damage" included within the "products-completed operations hazard".
- (2) With respect to the insurance afforded to these additional insureds, this insurance does not apply to:
 "Bodily injury", "property damage" or "personal and advertising injury" arising out of the rendering of, or the failure to render, any professional architectural, engineering or surveying services, including:

BUSINESS LIABILITY COVERAGE FORM

- (a) The preparing, approving, or failure to prepare or approve, maps, shop drawings, opinions, reports, surveys, field orders, change orders, designs or drawings and specifications; or
- (b) Supervisory, inspection, architectural or engineering activities.

The limits of insurance that apply to additional insureds are described in Section **D. – Limits Of Insurance**.

How this insurance applies when other insurance is available to an additional insured is described in the Other Insurance Condition in Section **E. – Liability And Medical Expenses General Conditions**.

No person or organization is an insured with respect to the conduct of any current or past partnership, joint venture or limited liability company that is not shown as a Named Insured in the Declarations.

D. LIABILITY AND MEDICAL EXPENSES LIMITS OF INSURANCE

1. The Most We Will Pay

The Limits of Insurance shown in the Declarations and the rules below fix the most we will pay regardless of the number of:

- a. Insureds;
- b. Claims made or "suits" brought; or
- c. Persons or organizations making claims or bringing "suits".

2. Aggregate Limits

The most we will pay for:

- a. Damages because of "bodily injury" and "property damage" included in the "products-completed operations hazard" is the Products-Completed Operations Aggregate Limit shown in the Declarations.
- b. Damages because of all other "bodily injury", "property damage" or "personal and advertising injury", including medical expenses, is the General Aggregate Limit shown in the Declarations.

This General Aggregate Limit applies separately to each of your "locations" owned by or rented to you.

"Location" means premises involving the same or connecting lots, or premises whose connection is interrupted only by a street, roadway or right-of-way of a railroad.

This General Aggregate limit does not apply to "property damage" to premises while rented to you or temporarily occupied by you with permission of the owner, arising out of fire, lightning or explosion.

3. Each Occurrence Limit

Subject to **2.a.** or **2.b.** above, whichever applies, the most we will pay for the sum of all damages because of all "bodily injury", "property damage" and medical expenses arising out of any one "occurrence" is the Liability and Medical Expenses Limit shown in the Declarations.

The most we will pay for all medical expenses because of "bodily injury" sustained by any one person is the Medical Expenses Limit shown in the Declarations.

4. Personal And Advertising Injury Limit

Subject to **2.b.** above, the most we will pay for the sum of all damages because of all "personal and advertising injury" sustained by any one person or organization is the Personal and Advertising Injury Limit shown in the Declarations.

5. Damage To Premises Rented To You Limit

The Damage To Premises Rented To You Limit is the most we will pay under Business Liability Coverage for damages because of "property damage" to any one premises, while rented to you, or in the case of damage by fire, lightning or explosion, while rented to you or temporarily occupied by you with permission of the owner.

In the case of damage by fire, lightning or explosion, the Damage to Premises Rented To You Limit applies to all damage proximately caused by the same event, whether such damage results from fire, lightning or explosion or any combination of these.

6. How Limits Apply To Additional Insureds

The most we will pay on behalf of a person or organization who is an additional insured under this Coverage Part is the lesser of:

- a. The limits of insurance specified in a written contract, written agreement or permit issued by a state or political subdivision; or
- b. The Limits of Insurance shown in the Declarations.

Such amount shall be a part of and not in addition to the Limits of Insurance shown in the Declarations and described in this Section.

If more than one limit of insurance under this policy and any endorsements attached thereto applies to any claim or "suit", the most we will pay under this policy and the endorsements is the single highest limit of liability of all coverages applicable to such claim or "suit". However, this paragraph does not apply to the Medical Expenses limit set forth in Paragraph 3. above.

The Limits of Insurance of this Coverage Part apply separately to each consecutive annual period and to any remaining period of less than 12 months, starting with the beginning of the policy period shown in the Declarations, unless the policy period is extended after issuance for an additional period of less than 12 months. In that case, the additional period will be deemed part of the last preceding period for purposes of determining the Limits of Insurance.

E. LIABILITY AND MEDICAL EXPENSES GENERAL CONDITIONS

1. Bankruptcy

Bankruptcy or insolvency of the insured or of the insured's estate will not relieve us of our obligations under this Coverage Part.

2. Duties In The Event Of Occurrence, Offense, Claim Or Suit

a. Notice Of Occurrence Or Offense

You or any additional insured must see to it that we are notified as soon as practicable of an "occurrence" or an offense which may result in a claim. To the extent possible, notice should include:

- (1) How, when and where the "occurrence" or offense took place;
- (2) The names and addresses of any injured persons and witnesses; and
- (3) The nature and location of any injury or damage arising out of the "occurrence" or offense.

b. Notice Of Claim

If a claim is made or "suit" is brought against any insured, you or any additional insured must:

- (1) Immediately record the specifics of the claim or "suit" and the date received; and
- (2) Notify us as soon as practicable.

You or any additional insured must see to it that we receive a written notice of the claim or "suit" as soon as practicable.

c. Assistance And Cooperation Of The Insured

You and any other involved insured must:

- (1) Immediately send us copies of any demands, notices, summonses or legal papers received in connection with the claim or "suit";
- (2) Authorize us to obtain records and other information;
- (3) Cooperate with us in the investigation, settlement of the claim or defense against the "suit"; and
- (4) Assist us, upon our request, in the enforcement of any right against any person or organization that may be liable to the insured because of injury or damage to which this insurance may also apply.

d. Obligations At The Insured's Own Cost

No insured will, except at that insured's own cost, voluntarily make a payment, assume any obligation, or incur any expense, other than for first aid, without our consent.

e. Additional Insured's Other Insurance

If we cover a claim or "suit" under this Coverage Part that may also be covered by other insurance available to an additional insured, such additional insured must submit such claim or "suit" to the other insurer for defense and indemnity.

However, this provision does not apply to the extent that you have agreed in a written contract, written agreement or permit that this insurance is primary and non-contributory with the additional insured's own insurance.

f. Knowledge Of An Occurrence, Offense, Claim Or Suit

Paragraphs a. and b. apply to you or to any additional insured only when such "occurrence", offense, claim or "suit" is known to:

- (1) You or any additional insured that is an individual;
- (2) Any partner, if you or an additional insured is a partnership;
- (3) Any manager, if you or an additional insured is a limited liability company;
- (4) Any "executive officer" or insurance manager, if you or an additional insured is a corporation;
- (5) Any trustee, if you or an additional insured is a trust; or
- (6) Any elected or appointed official, if you or an additional insured is a political subdivision or public entity.

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This Paragraph f. applies separately to you and any additional insured.

3. Financial Responsibility Laws

- a. When this policy is certified as proof of financial responsibility for the future under the provisions of any motor vehicle financial responsibility law, the insurance provided by the policy for "bodily injury" liability and "property damage" liability will comply with the provisions of the law to the extent of the coverage and limits of insurance required by that law.
- b. With respect to "mobile equipment" to which this insurance applies, we will provide any liability, uninsured motorists, underinsured motorists, no-fault or other coverage required by any motor vehicle law. We will provide the required limits for those coverages.

4. Legal Action Against Us

No person or organization has a right under this Coverage Form:

- a. To join us as a party or otherwise bring us into a "suit" asking for damages from an insured; or
- b. To sue us on this Coverage Form unless all of its terms have been fully complied with.

A person or organization may sue us to recover on an agreed settlement or on a final judgment against an insured; but we will not be liable for damages that are not payable under the terms of this insurance or that are in excess of the applicable limit of insurance. An agreed settlement means a settlement and release of liability signed by us, the insured and the claimant or the claimant's legal representative.

5. Separation Of Insureds

Except with respect to the Limits of Insurance, and any rights or duties specifically assigned in this policy to the first Named Insured, this insurance applies:

- a. As if each Named Insured were the only Named Insured; and
- b. Separately to each insured against whom a claim is made or "suit" is brought.

6. Representations

a. When You Accept This Policy

By accepting this policy, you agree:

- (1) The statements in the Declarations are accurate and complete;
- (2) Those statements are based upon representations you made to us; and

- (3) We have issued this policy in reliance upon your representations.

b. Unintentional Failure To Disclose Hazards

If unintentionally you should fail to disclose all hazards relating to the conduct of your business at the inception date of this Coverage Part, we shall not deny any coverage under this Coverage Part because of such failure.

7. Other Insurance

If other valid and collectible insurance is available for a loss we cover under this Coverage Part, our obligations are limited as follows:

a. Primary Insurance

This insurance is primary except when b. below applies. If other insurance is also primary, we will share with all that other insurance by the method described in c. below.

b. Excess Insurance

This insurance is excess over any of the other insurance, whether primary, excess, contingent or on any other basis:

(1) Your Work

That is Fire, Extended Coverage, Builder's Risk, Installation Risk or similar coverage for "your work";

(2) Premises Rented To You

That is fire, lightning or explosion insurance for premises rented to you or temporarily occupied by you with permission of the owner;

(3) Tenant Liability

That is insurance purchased by you to cover your liability as a tenant for "property damage" to premises rented to you or temporarily occupied by you with permission of the owner;

(4) Aircraft, Auto Or Watercraft

If the loss arises out of the maintenance or use of aircraft, "autos" or watercraft to the extent not subject to Exclusion g. of Section A. – Coverages.

(5) Property Damage To Borrowed Equipment Or Use Of Elevators

If the loss arises out of "property damage" to borrowed equipment or the use of elevators to the extent not subject to Exclusion k. of Section A. – Coverages.

(6) When You Are Added As An Additional Insured To Other Insurance

That is other insurance available to you covering liability for damages arising out of the premises or operations, or products and completed operations, for which you have been added as an additional insured by that insurance; or

(7) When You Add Others As An Additional Insured To This Insurance

That is other insurance available to an additional insured.

However, the following provisions apply to other insurance available to any person or organization who is an additional insured under this Coverage Part:

(a) Primary Insurance When Required By Contract

This insurance is primary if you have agreed in a written contract, written agreement or permit that this insurance be primary. If other insurance is also primary, we will share with all that other insurance by the method described in c. below.

(b) Primary And Non-Contributory To Other Insurance When Required By Contract

If you have agreed in a written contract, written agreement or permit that this insurance is primary and non-contributory with the additional insured's own insurance, this insurance is primary and we will not seek contribution from that other insurance.

Paragraphs (a) and (b) do not apply to other insurance to which the additional insured has been added as an additional insured.

When this insurance is excess, we will have no duty under this Coverage Part to defend the insured against any "suit" if any other insurer has a duty to defend the insured against that "suit". If no other insurer defends, we will undertake to do so, but we will be entitled to the insured's rights against all those other insurers.

When this insurance is excess over other insurance, we will pay only our share of the amount of the loss, if any, that exceeds the sum of:

- (1) The total amount that all such other insurance would pay for the loss in the absence of this insurance; and
- (2) The total of all deductible and self-insured amounts under all that other insurance.

We will share the remaining loss, if any, with any other insurance that is not described in this Excess Insurance provision and was not bought specifically to apply in excess of the Limits of Insurance shown in the Declarations of this Coverage Part.

c. Method Of Sharing

If all the other insurance permits contribution by equal shares, we will follow this method also. Under this approach, each insurer contributes equal amounts until it has paid its applicable limit of insurance or none of the loss remains, whichever comes first.

If any of the other insurance does not permit contribution by equal shares, we will contribute by limits. Under this method, each insurer's share is based on the ratio of its applicable limit of insurance to the total applicable limits of insurance of all insurers.

8. Transfer Of Rights Of Recovery Against Others To Us

a. Transfer Of Rights Of Recovery

If the insured has rights to recover all or part of any payment, including Supplementary Payments, we have made under this Coverage Part, those rights are transferred to us. The insured must do nothing after loss to impair them. At our request, the insured will bring "suit" or transfer those rights to us and help us enforce them. This condition does not apply to Medical Expenses Coverage.

b. Waiver Of Rights Of Recovery (Waiver Of Subrogation)

If the insured has waived any rights of recovery against any person or organization for all or part of any payment, including Supplementary Payments, we have made under this Coverage Part, we also waive that right, provided the insured waived their rights of recovery against such person or organization in a contract, agreement or permit that was executed prior to the injury or damage.

F. OPTIONAL ADDITIONAL INSURED COVERAGES

If listed or shown as applicable in the Declarations, one or more of the following Optional Additional Insured Coverages also apply. When any of these Optional Additional Insured Coverages apply, Paragraph 6. (Additional Insureds When Required by Written Contract, Written Agreement or Permit) of Section C., Who Is An Insured, does not apply to the person or organization shown in the Declarations. These coverages are subject to the terms and conditions applicable to Business Liability Coverage in this policy, except as provided below:

1. Additional Insured - Designated Person Or Organization

WHO IS AN INSURED under Section C. is amended to include as an additional insured the person(s) or organization(s) shown in the Declarations, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

- a. In the performance of your ongoing operations; or
- b. In connection with your premises owned by or rented to you.

2. Additional Insured - Managers Or Lessors Of Premises

- a. WHO IS AN INSURED under Section C. is amended to include as an additional insured the person(s) or organization(s) shown in the Declarations as an Additional Insured - Designated Person Or Organization; but only with respect to liability arising out of the ownership, maintenance or use of that part of the premises leased to you and shown in the Declarations.

- b. With respect to the insurance afforded to these additional insureds, the following additional exclusions apply:

This insurance does not apply to:

- (1) Any "occurrence" which takes place after you cease to be a tenant in that premises; or
- (2) Structural alterations, new construction or demolition operations performed by or on behalf of such person or organization.

3. Additional Insured - Grantor Of Franchise

WHO IS AN INSURED under Section C. is amended to include as an additional insured the person(s) or organization(s) shown in the Declarations as an Additional Insured - Grantor Of Franchise, but only with respect to their liability as grantor of franchise to you.

4. Additional Insured - Lessor Of Leased Equipment

- a. WHO IS AN INSURED under Section C. is amended to include as an additional insured the person(s) or organization(s) shown in the Declarations as an Additional Insured - Lessor of Leased Equipment, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your maintenance, operation or use of equipment leased to you by such person(s) or organization(s).

- b. With respect to the insurance afforded to these additional insureds, this insurance does not apply to any "occurrence" which takes place after you cease to lease that equipment.

5. Additional Insured - Owners Or Other Interests From Whom Land Has Been Leased

- a. WHO IS AN INSURED under Section C. is amended to include as an additional insured the person(s) or organization(s) shown in the Declarations as an Additional Insured - Owners Or Other Interests From Whom Land Has Been Leased, but only with respect to liability arising out of the ownership, maintenance or use of that part of the land leased to you and shown in the Declarations.

- b. With respect to the insurance afforded to these additional insureds, the following additional exclusions apply:

This insurance does not apply to:

- (1) Any "occurrence" that takes place after you cease to lease that land; or
- (2) Structural alterations, new construction or demolition operations performed by or on behalf of such person or organization.

6. Additional Insured - State Or Political Subdivision - Permits

- a. WHO IS AN INSURED under Section C. is amended to include as an additional insured the state or political subdivision shown in the Declarations as an Additional

Insured – State Or Political Subdivision - Permits, but only with respect to operations performed by you or on your behalf for which the state or political subdivision has issued a permit.

- b. With respect to the insurance afforded to these additional insureds, the following additional exclusions apply:

This insurance does not apply to:

- (1) "Bodily injury", "property damage" or "personal and advertising injury" arising out of operations performed for the state or municipality; or
- (2) "Bodily injury" or "property damage" included in the "product-completed operations" hazard.

7. Additional Insured – Vendors

- a. WHO IS AN INSURED under Section C. is amended to include as an additional insured the person(s) or organization(s) (referred to below as vendor) shown in the Declarations as an Additional Insured - Vendor, but only with respect to "bodily injury" or "property damage" arising out of "your products" which are distributed or sold in the regular course of the vendor's business and only if this Coverage Part provides coverage for "bodily injury" or "property damage" included within the "products-completed operations hazard".

- b. The insurance afforded to the vendor is subject to the following additional exclusions:

- (1) This insurance does not apply to:
 - (a) "Bodily injury" or "property damage" for which the vendor is obligated to pay damages by reason of the assumption of liability in a contract or agreement. This exclusion does not apply to liability for damages that the vendor would have in the absence of the contract or agreement;
 - (b) Any express warranty unauthorized by you;
 - (c) Any physical or chemical change in the product made intentionally by the vendor;
 - (d) Repackaging, unless unpacked solely for the purpose of inspection, demonstration, testing, or the substitution of parts under instructions from the manufacturer, and then repackaged in the original container;

- (e) Any failure to make such inspections, adjustments, tests or servicing as the vendor has agreed to make or normally undertakes to make in the usual course of business, in connection with the distribution or sale of the products;

- (f) Demonstration, installation, servicing or repair operations, except such operations performed at the vendor's premises in connection with the sale of the product;

- (g) Products which, after distribution or sale by you, have been labeled or relabeled or used as a container, part or ingredient of any other thing or substance by or for the vendor; or

- (h) "Bodily injury" or "property damage" arising out of the sole negligence of the vendor for its own acts or omissions or those of its employees or anyone else acting on its behalf. However, this exclusion does not apply to:

- (i) The exceptions contained in Subparagraphs (d) or (f); or
- (ii) Such inspections, adjustments, tests or servicing as the vendor has agreed to make or normally undertakes to make in the usual course of business, in connection with the distribution or sale of the products.

- (2) This insurance does not apply to any insured person or organization from whom you have acquired such products, or any ingredient, part or container, entering into, accompanying or containing such products.

8. Additional Insured – Controlling Interest

WHO IS AN INSURED under Section C. is amended to include as an additional insured the person(s) or organization(s) shown in the Declarations as an Additional Insured – Controlling Interest, but only with respect to their liability arising out of:

- a. Their financial control of you; or
- b. Premises they own, maintain or control while you lease or occupy these premises.

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This insurance does not apply to structural alterations, new construction and demolition operations performed by or for that person or organization.

9. Additional Insured – Owners, Lessees Or Contractors – Scheduled Person Or Organization

a. WHO IS AN INSURED under Section C. is amended to include as an additional insured the person(s) or organization(s) shown in the Declarations as an Additional Insured – Owner, Lessees Or Contractors, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

(1) In the performance of your ongoing operations for the additional insured(s); or

(2) In connection with "your work" performed for that additional insured and included within the "products-completed operations hazard", but only if this Coverage Part provides coverage for "bodily injury" or "property damage" included within the "products-completed operations hazard".

b. With respect to the insurance afforded to these additional insureds, this insurance does not apply to "bodily injury", "property damage" or "personal an advertising injury" arising out of the rendering of, or the failure to render, any professional architectural, engineering or surveying services, including:

(1) The preparing, approving, or failure to prepare or approve, maps, shop drawings, opinions, reports, surveys, field orders, change orders, designs or drawings and specifications; or

(2) Supervisory, inspection, architectural or engineering activities.

10. Additional Insured – Co-Owner Of Insured Premises

WHO IS AN INSURED under Section C. is amended to include as an additional insured the person(s) or Organization(s) shown in the Declarations as an Additional Insured – Co-Owner Of Insured Premises, but only with respect to their liability as co-owner of the premises shown in the Declarations.

The limits of insurance that apply to additional insureds are described in Section D. – Limits Of Insurance.

How this insurance applies when other insurance is available to an additional insured is described in the Other Insurance Condition in Section E. – Liability And Medical Expenses General Conditions.

G. LIABILITY AND MEDICAL EXPENSES DEFINITIONS

1. "Advertisement" means the widespread public dissemination of information or images that has the purpose of inducing the sale of goods, products or services through:

- a. (1) Radio;
- (2) Television;
- (3) Billboard;
- (4) Magazine;
- (5) Newspaper;

b. The Internet, but only that part of a web site that is about goods, products or services for the purposes of inducing the sale of goods, products or services; or

c. Any other publication that is given widespread public distribution.

However, "advertisement" does not include:

a. The design, printed material, information or images contained in, on or upon the packaging or labeling of any goods or products; or

b. An interactive conversation between or among persons through a computer network.

2. "Advertising idea" means any idea for an "advertisement".

3. "Asbestos hazard" means an exposure or threat of exposure to the actual or alleged properties of asbestos and includes the mere presence of asbestos in any form.

4. "Auto" means a land motor vehicle, trailer or semi-trailer designed for travel on public roads, including any attached machinery or equipment. But "auto" does not include "mobile equipment".

5. "Bodily injury" means physical:

- a. Injury;
- b. Sickness; or
- c. Disease

sustained by a person and, if arising out of the above, mental anguish or death at any time.

6. "Coverage territory" means:

- a. The United States of America (including its territories and possessions), Puerto Rico and Canada;
- b. International waters or airspace, but only if the injury or damage occurs in the course of travel or transportation between any places included in a. above;
- c. All other parts of the world if the injury or damage arises out of:
 - (1) Goods or products made or sold by you in the territory described in a. above;
 - (2) The activities of a person whose home is in the territory described in a. above, but is away for a short time on your business; or
 - (3) "Personal and advertising injury" offenses that take place through the Internet or similar electronic means of communication

provided the insured's responsibility to pay damages is determined in the United States of America (including its territories and possessions), Puerto Rico or Canada, in a "suit" on the merits according to the substantive law in such territory, or in a settlement we agree to.

- 7. "Electronic data" means information, facts or programs:
 - a. Stored as or on;
 - b. Created or used on; or
 - c. Transmitted to or from computer software, including systems and applications software, hard or floppy disks, CD-ROMS, tapes, drives, cells, data processing devices or any other media which are used with electronically controlled equipment.
- 8. "Employee" includes a "leased worker". "Employee" does not include a "temporary worker".
- 9. "Executive officer" means a person holding any of the officer positions created by your charter, constitution, by-laws or any other similar governing document.
- 10. "Hostile fire" means one which becomes uncontrollable or breaks out from where it was intended to be.
- 11. "Impaired property" means tangible property, other than "your product" or "your work", that cannot be used or is less useful because:
 - a. It incorporates "your product" or "your work" that is known or thought to be defective, deficient, inadequate or dangerous; or

- b. You have failed to fulfill the terms of a contract or agreement;
- if such property can be restored to use by:

- a. The repair, replacement, adjustment or removal of "your product" or "your work"; or
- b. Your fulfilling the terms of the contract or agreement.

12. "Insured contract" means:

- a. A contract for a lease of premises. However, that portion of the contract for a lease of premises that indemnifies any person or organization for damage by fire, lightning or explosion to premises while rented to you or temporarily occupied by you with permission of the owner is subject to the Damage To Premises Rented To You limit described in Section D. – Liability and Medical Expenses Limits of Insurance.
- b. A sidetrack agreement;
- c. Any easement or license agreement, including an easement or license agreement in connection with construction or demolition operations on or within 50 feet of a railroad;
- d. Any obligation, as required by ordinance, to indemnify a municipality, except in connection with work for a municipality;
- e. An elevator maintenance agreement; or
- f. That part of any other contract or agreement pertaining to your business (including an indemnification of a municipality in connection with work performed for a municipality) under which you assume the tort liability of another party to pay for "bodily injury" or "property damage" to a third person or organization, provided the "bodily injury" or "property damage" is caused, in whole or in part, by you or by those acting on your behalf. Tort liability means a liability that would be imposed by law in the absence of any contract or agreement.

Paragraph f. includes that part of any contract or agreement that indemnifies a railroad for "bodily injury" or "property damage" arising out of construction or demolition operations within 50 feet of any railroad property and affecting any railroad bridge or trestle, tracks, road-beds, tunnel, underpass or crossing.

However, Paragraph f. does not include that part of any contract or agreement:

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- (1) That indemnifies an architect, engineer or surveyor for injury or damage arising out of:
 - (a) Preparing, approving or failing to prepare or approve maps, shop drawings, opinions, reports, surveys, field orders, change orders, designs or drawings and specifications; or
 - (b) Giving directions or instructions, or failing to give them, if that is the primary cause of the injury or damage; or
 - (2) Under which the insured, if an architect, engineer or surveyor, assumes liability for an injury or damage arising out of the insured's rendering or failure to render professional services, including those listed in (1) above and supervisory, inspection, architectural or engineering activities.
13. "Leased worker" means a person leased to you by a labor leasing firm under an agreement between you and the labor leasing firm, to perform duties related to the conduct of your business. "Leased worker" does not include a "temporary worker".
14. "Loading or unloading" means the handling of property:
- a. After it is moved from the place where it is accepted for movement into or onto an aircraft, watercraft or "auto";
 - b. While it is in or on an aircraft, watercraft or "auto"; or
 - c. While it is being moved from an aircraft, watercraft or "auto" to the place where it is finally delivered;
- but "loading or unloading" does not include the movement of property by means of a mechanical device, other than a hand truck, that is not attached to the aircraft, watercraft or "auto".
15. "Mobile equipment" means any of the following types of land vehicles, including any attached machinery or equipment:
- a. Bulldozers, farm machinery, forklifts and other vehicles designed for use principally off public roads;
 - b. Vehicles maintained for use solely on or next to premises you own or rent;
 - c. Vehicles that travel on crawler treads;
 - d. Vehicles, whether self-propelled or not, on which are permanently mounted:
 - (1) Power cranes, shovels, loaders, diggers or drills; or
 - (2) Road construction or resurfacing equipment such as graders, scrapers or rollers;
- e. Vehicles not described in a., b., c., or d. above that are not self-propelled and are maintained primarily to provide mobility to permanently attached equipment of the following types:
- (1) Air compressors, pumps and generators, including spraying, welding, building cleaning, geophysical exploration, lighting and well servicing equipment; or
 - (2) Cherry pickers and similar devices used to raise or lower workers;
- f. Vehicles not described in a., b., c., or d. above maintained primarily for purposes other than the transportation of persons or cargo.
- However, self-propelled vehicles with the following types of permanently attached equipment are not "mobile equipment" but will be considered "autos":
- (1) Equipment, of at least 1,000 pounds gross vehicle weight, designed primarily for:
 - (a) Snow removal;
 - (b) Road maintenance, but not construction or resurfacing; or
 - (c) Street cleaning;
 - (2) Cherry pickers and similar devices mounted on automobile or truck chassis and used to raise or lower workers; and
 - (3) Air compressors, pumps and generators, including spraying, welding, building cleaning, geophysical exploration, lighting and well servicing equipment.
16. "Occurrence" means an accident, including continuous or repeated exposure to substantially the same general harmful conditions.
17. "Personal and advertising injury" means injury, including consequential "bodily injury", arising out of one or more of the following offenses:
- a. False arrest, detention or imprisonment;
 - b. Malicious prosecution;

- c. The wrongful eviction from, wrongful entry into, or invasion of the right of private occupancy of a room, dwelling or premises that the person occupies, committed by or on behalf of its owner, landlord or lessor;
 - d. Oral, written or electronic publication of material that slanders or libels a person or organization or disparages a person's or organization's goods, products or services;
 - e. Oral, written or electronic publication of material that violates a person's right of privacy;
 - f. Copying, in your "advertisement", a person's or organization's "advertising idea" or style of "advertisement";
 - g. Infringement of copyright, slogan, or title of any literary or artistic work, in your "advertisement"; or
 - h. Discrimination or humiliation that results in injury to the feelings or reputation of a natural person.
18. "Pollutants" means any solid, liquid, gaseous or thermal irritant or contaminant, including smoke, vapor, soot, fumes, acids, alkalis, chemicals and waste. Waste includes materials to be recycled, reconditioned or reclaimed.
19. "Products-completed operations hazard";
- a. Includes all "bodily injury" and "property damage" occurring away from premises you own or rent and arising out of "your product" or "your work" except:
 - (1) Products that are still in your physical possession; or
 - (2) Work that has not yet been completed or abandoned. However, "your work" will be deemed to be completed at the earliest of the following times:
 - (a) When all of the work called for in your contract has been completed.
 - (b) When all of the work to be done at the job site has been completed if your contract calls for work at more than one job site.
 - (c) When that part of the work done at a job site has been put to its intended use by any person or organization other than another contractor or subcontractor working on the same project.
- Work that may need service, maintenance, correction, repair or replacement, but which is otherwise complete, will be treated as completed.
- The "bodily injury" or "property damage" must occur away from premises you own or rent, unless your business includes the selling, handling or distribution of "your product" for consumption on premises you own or rent.
- b. Does not include "bodily injury" or "property damage" arising out of:
 - (1) The transportation of property, unless the injury or damage arises out of a condition in or on a vehicle not owned or operated by you, and that condition was created by the "loading or unloading" of that vehicle by any insured; or
 - (2) The existence of tools, uninstalled equipment or abandoned or unused materials.
20. "Property damage" means:
- a. Physical injury to tangible property, including all resulting loss of use of that property. All such loss of use shall be deemed to occur at the time of the physical injury that caused it; or
 - b. Loss of use of tangible property that is not physically injured. All such loss of use shall be deemed to occur at the time of "occurrence" that caused it.
- As used in this definition, "electronic data" is not tangible property.
21. "Suit" means a civil proceeding in which damages because of "bodily injury", "property damage" or "personal and advertising injury" to which this insurance applies are alleged. "Suit" includes:
- a. An arbitration proceeding in which such damages are claimed and to which the insured must submit or does submit with our consent; or
 - b. Any other alternative dispute resolution proceeding in which such damages are claimed and to which the insured submits with our consent.
22. "Temporary worker" means a person who is furnished to you to substitute for a permanent "employee" on leave or to meet seasonal or short-term workload conditions.
23. "Volunteer worker" means a person who:
- a. Is not your "employee";

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- b. Donates his or her work;
- c. Acts at the direction of and within the scope of duties determined by you; and
- d. Is not paid a fee, salary or other compensation by you or anyone else for their work performed for you.

24. "Your product":

a. Means:

- (1) Any goods or products, other than real property, manufactured, sold, handled, distributed or disposed of by:
 - (a) You;
 - (b) Others trading under your name; or
 - (c) A person or organization whose business or assets you have acquired; and
- (2) Containers (other than vehicles), materials, parts or equipment furnished in connection with such goods or products.

b. Includes:

- (1) Warranties or representations made at any time with respect to the fitness, quality, durability, performance or use of "your product"; and

- (2) The providing of or failure to provide warnings or instructions.

- c. Does not include vending machines or other property rented to or located for the use of others but not sold.

25. "Your work":

a. Means:

- (1) Work or operations performed by you or on your behalf; and
- (2) Materials, parts or equipment furnished in connection with such work or operations.

b. Includes:

- (1) Warranties or representations made at any time with respect to the fitness, quality, durability, performance or use of "your work"; and
- (2) The providing of or failure to provide warnings or instructions.

AMENDMENT # 2
AGREEMENT FOR PROFESSIONAL SERVICES WITH Alvarez Technology Group Inc.

WHEREAS, the City of Pacific Grove (“City”) and Alvarez Technology Group Inc. (“Contractor”) entered into a Professional Services Agreement (“Agreement”) dated July 1, 2023 through June 30, 2024; and

WHEREAS, the City and Contractor desire to amend certain terms of the Agreement;
NOW, THEREFORE, the parties agree as follows:

- A. The Agreement is amended as follows:
- The Alvarez Technology Group Inc. contract will increase from \$99,900 to \$139,900 for the period through June 30, 2024 (Fiscal Year 23/24), to allow for on-site IT support services to assist with position vacancy.
- B. All other terms of the Agreement remain the same.

Dated: _____

Luis M. Alvarez, President & CEO, Alvarez
Technology Group, Inc.

Dated: _____

Tori Hannah, Administrative Services Director /
City Manager Pro Tempore

Dated: _____

Brian Pierik, City Attorney

Dated: _____

Bill Peake, Mayor



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

AGENDA REPORT

TO: Honorable Mayor and Members of the City Council
FROM: Sandra Kandell, City Clerk/DEI Coordinator
MEETING DATE: February 21, 2024
SUBJECT: Diversity, Equity and Inclusion Task Force Minutes of January 1, 2024
CEQA: Does not constitute a “Project” per California Environmental Quality Act Guidelines Section 15378

RECOMMENDATION

Receive minutes.

Attachments

DEI Minutes



MEETING MINUTES

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

REGULAR MEETING AGENDA

Monday, January 8, 2024, 6:00 P.M.

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

PACIFIC GROVE MEETINGS ARE CONDUCTED IN PERSON AT CITY HALL COUNCIL CHAMBER AND VIRTUALLY.

JOIN THE ZOOM WEBINAR TO PARTICIPATE LIVE AT:

<https://us02web.zoom.us/j/89179208141>

1. **CALL TO ORDER / ROLL CALL**

Chair Kim Bui called the meeting to order at 6:00 pm. City Clerk/DEI Coordinator Kandell conducted roll call with the following Task Force members present: Chair Bui, Vice Chair Mark, Member Fryberger, and Secretary Hoops.

2. **APPROVAL OF AGENDA**

Action: Staff requested Regular Agenda item 8C be tabled.

Action: Upon motion by Chair Bui and seconded by Secretary Hoops the Task Force voted to approve the agenda as modified tabling Regular Agenda 8C.

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

AYES: Chair Bui, Vice-Chair Mark, Member Fryberger, and Member Hoops.

NOES: None.

ABSENT: None.

3. **PRESENTATIONS**

4. **TASK FORCE AND STAFF ANNOUNCEMENTS (City-Related Items Only)**

5. **COUNCIL LIAISON ANNOUNCEMENTS**

6. **GENERAL PUBLIC COMMENT**

General public comment received from Carol Marquart, Mike Gibbs, Bruce Doneux, Adam de Boor, Lisa Ciani, and Mari Adams.

A. Written General Public Comment

7. **CONSENT AGENDA**

Action: Upon motion by Secretary Hoops and seconded by Member Fryberger, the Task Force voted to approve the Consent Agenda.

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

AYES: Chair Bui, Vice-Chair Mark, Member Fryberger, and Members Hoops.
NOES: None.
ABSENT: None.

- A. Minutes of the DEI Task Force September 11, 2023, meeting
Action: Approved Minutes.
CEQA: Does not constitute a “Project” per California Environmental Quality Act Guidelines Section 15378
- B. Minutes of the DEI Task Force October 9, 2023, meeting
Action: Approved minutes.
CEQA: Does not constitute a “Project” per California Environmental Quality Act Guidelines Section 15378
- C. Minutes of the DEI Task Force November 13th and December 11, 2023, Cancelled Meetings
Action: Approved minutes.
CEQA: Does not constitute a “Project” per California Environmental Quality Act Guidelines Section 15378

8. **REGULAR AGENDA**

- A. DEI Resources Webpage ***This item was continued from the November 13, 2023, adjourned meeting.***
Public comment received from Lisa Ciani, Mike Gibbs, Adam de Boor, Bruce Doneux, and Beth Walker.

Action: Upon motion by Chair Bui and seconded by Vice-Chair Mark, the DEI Task Force voted to receive a report from the DEI Resources Webpage Subcommittee, discussed recommendations for website language and to move this forward to city staff for next steps.

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

AYES: Chair Bui, Vice-Chair Mark, Member Fryberger, and Members Hoops.
NOES: None.
ABSENT: None.

- B. Appointment of Work Plan Subcommittees ***This item was continued from the November 13, 2023, adjourned meeting.***
No public comment received.

Action: Upon motion by Member Fryberger and seconded by Secretary Hoops, the Task Force voted to appoint Diversity, Equity and Inclusion (DEI) Work Plan Subcommittees as outlined below:

- Diversity and Equity Value Statements Subcommittee comprised of Secretary Hoops

and Member Fryberger

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

AYES: Chair Bui, Vice-Chair Mark, Member Fryberger, and Members Hoops.
NOES: None.
ABSENT: None.

- C. Boards and Commissions Joint Working Group ***This item was continued from the November 13, 2023, adjourned meeting. During the Approval of the Agenda, this item was tabled.***
Reference: Cathy Madalone, Chief of Police
Recommended Action: Recommend one Commissioner to voluntarily join a Boards and Commissions Joint Working Group.
- D. Underrepresented Groups and Communities Subcommittee Recommendations
Public comment received from Mike Gibbs, Adam de Boor, Inge Lorentzen Daumer, Lisa Ciani and Mari Adams.

Action: Upon motion by Secretary Hoops and seconded by Vice-Chair Mark, the Task Force voted to

1. Consider including the following groups in the Task Force Purpose definition of “underrepresented” people and communities:
 - a. Youth 17 and under
 - b. Low-income individuals (including unhoused and underhoused)
2. Receive information on the City of Pacific Grove’s Americans with Disabilities (ADA) Act Transition Plan and district-based elections.
3. Recommend the City collect volunteer demographic information.
4. That the City continue annual meaningful recognition of underrepresented groups and communities, including Black History Month in February, Asian American and Pacific Islander Month in May, Pride Month in June, Disability Pride Month in July, Latino Heritage Month September 15-October 15, Native American Month in November.

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

AYES: Chair Bui, Vice-Chair Mark, Member Fryberger, and Members Hoops.
NOES: None.
ABSENT: None.

9. **NEXT MEETING: February 12, 2024, at 6:00 p.m.**

10.

ADJOURNMENT

Chair Bui adjourned the meeting at 7:40 p.m.

Respectfully Submitted,

Sandra Kandell
City Clerk/DEI Coordinator

Approved by Chair: _____ Date _____



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

AGENDA REPORT

TO: Honorable Mayor and Members of the City Council
FROM: Tori Hannah, Administrative Services Director/Assistant City Manager
MEETING DATE: February 21, 2024
SUBJECT: Fiscal Year 2023-24 Mid-Year Budget Modifications and First Reading of an Ordinance Amending the Fiscal Year 2023-24 Budget
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 first reading of an ordinance amending the Fiscal Year 2023-24 Operating and Capital Improvement Budget; and
4. Direct that publication of the ordinance will be satisfied by publication of a summary approved by the City Attorney.

DISCUSSION

The City Council approved the Fiscal Year 2023-24 Budget on June 21, 2023. It is customary at this time of the fiscal year to amend the current budget to reflect any updates to revenues and expenditures.

The City Council’s approval is needed to amend the budget. An ordinance reflecting those changes, as well as an overview of significant changes are included with this agenda report. Supplementary information related to the General Fund, as well as to other funds are included in Attachments 1-3. Additional details will also be provided during the presentation.

GENERAL FUND

The Fiscal Year 2023-24 Budget was developed with conservative optimism. The revenue assumptions incorporated into the budget reflected continued strong growth in the property taxes, a full-year of Measure A sales tax revenues, a partial year of cannabis tax; and slower, but stable growth in most other categories. Expenditures were anticipated to align with the increase in revenues; and the use of the *unassigned* fund was appropriated only to support one-time expenditures. Fiscal Year 2023-24 also marks the first full year since the pandemic, that the City has not included supplementary revenues, such as ARPA funds, in the General Fund operating budget.

At the time the Fiscal Year 2023-24 Budget was adopted, there was a planned \$841,086 use of the *unassigned* fund balance for one-time expenditures and a projected \$11.3 million ending fund balance. This included just over \$1 million for capital outlays and capital project transfers; and a \$500,000

placeholder for the General Plan. When this net difference is applied to the updated Fiscal Year 2023-24 beginning *unassigned* fund balance, the estimated year-end balance is approximately \$13.9 million. The budget was adjusted for key unexpended contracts and purchases that were carried forward into Fiscal Year 2023-24; and later updated to support the final contract costs for the Housing Element/General Plan, as well as miscellaneous adjustments. It is anticipated that the Fiscal Year 2023-24 General Fund *unassigned* ending fund balance will be approximately \$13.3 million. This is approximately \$2.6 million above the reserve level requirements. These unprogrammed funds are primarily the result of budgetary savings, increased revenues in the prior fiscal year that contributed to a greater than anticipated beginning fund balance; and increased revenue performance in the current year.

An overview of the previous and proposed budgetary projections is presented in the subsequent table, with detailed information on mid-year updates provided in Attachment 1.

General Fund Balance Projections			
	FY 23/24 Adopted	FY 23/24 Amended	FY 23/24 Mid-Year Est.
Preliminary Beginning Fund Balance	\$ 14,815,979	\$ 14,815,979	\$ 14,815,979
Estimated Revenues	31,263,187	31,263,187	32,092,000
Estimated Expenses	32,104,273	34,117,976	33,593,659
Net Operating Difference	(\$841,086)	(2,854,789)	(\$1,501,659)
Estimated Ending Fund Balance	\$ 13,974,893	\$ 11,961,190	\$ 13,314,320

Revenues

The mid-year projections include an estimated increase in revenues of approximately \$829,000 when compared to the Amended Budget. This includes approximately \$505,000 in greater than anticipated tax receipts, \$187,000 in grant reimbursements for the prior year storms and the Recreation Department's Expanded Learning Opportunity Program; and an estimated increase of \$441,000 in the Licenses, Permits, and Impact Fees (LPIF) category. The revised tax estimates build upon the final Fiscal Year 2022-23 revenues, while also incorporating current trends. The increase in LPIF primarily reflects the receipt of a single construction permit of \$277,882 related to a major hotel project. This growth is projected to be partially offset by a \$437,687 reduction in promissory note proceeds for water entitlements, net of other adjustments. The promissory note proceeds were initially estimated at \$625,187; however \$62,500 was received in the prior year and \$187,500 are projected to be received in this fiscal year.

Expenditures

Expenses are initially projected to be approximately \$524,000 less than anticipated. This includes an \$87,000 reduction in net operating costs and a \$437,687 decrease in interfund transfers. The net reduction in operating costs is largely due to a \$232,000 decrease in Police Department salaries and benefits, resulting from position vacancies; a \$159,000 reduction in the Community Development Department budget, which includes allocating \$97,000 in Housing Element/General Plan costs to the Operating Grant and General Plan Maintenance Fee Funds; and \$25,000 in various adjustments. These operational savings were offset by a proposed increase of \$194,000 in the Recreation Department, and a \$135,000 increase in internal service fund (ISF) charges to assist in meeting ISF fund balance requirements. The request for a budgetary increase in the Recreation Department primarily reflects \$136,000 in additional seasonal salaries to assist with summer programs and the externally funded

Expanded Learning Opportunity Program (ELOP), along with increased utility costs. Additional information regarding recreation programming will be presented as part of the mid-year budget, with updated goal information provided during the Budget Workshop.

As part of the mid-year budget, staff is also requesting to increase a 3/4 time Librarian position to full-time position. The estimated annual cost associated with this transition is approximately \$25,000. The funding to support this change would come from the on-call salary budget of approximately \$54,000. The remaining \$29,000 would be made available for on-call staff. It is anticipated that this cost-neutral change will assist with employee retention.

Fund Balance

The City's new audit firm is in the process of producing the financial sections of the Annual Comprehensive Financial Statements (ACFR). In Fiscal Year 2022-23, the City updated and implemented the following new Government Accounting Standards Board (GASB) pronouncements: *GASB 87 - Leases*; and *GASB 96 - Subscription Based Information Technology Arrangements*. The City confirmed with the Independent Auditors that the calculation of the preliminary beginning General Fund balance was consistent with the new pronouncements and the draft financial statements. It is anticipated that the ACFR, along with the Independent Auditor Report will be presented to the City Council in early March.

OTHER FUNDS

Listings of all projected changes to revenues and expenditures within Other Funds are included in Attachments 2 and 3. To facilitate stronger budgetary management, staff would like to amend the budget to reflect the identified changes. None of the changes resulted in a negative *available* fund balance, with the exception of a deficit of \$15,000 in the Local Water Project (LWP) Fund. Staff is recommending making an adjustment to the LWP fund as it gets closer to year-end. This will provide staff with a better opportunity to assess the impact of the rate change on Local Water Project revenues, as well as the rainy season.

OPTIONS

1. Make no adjustments
2. Provide alternate direction to staff

FINANCIAL IMPACT:

The modifications to the General Fund are anticipated to result in a drawdown of *unassigned* fund balance in the amount of \$1.5 million. This is primarily related to the use of fund balance to support the amended Housing Element contract and capital improvements. This is projected to result in an estimated ending *unassigned* General Fund balance of approximately \$13.3 million. This places the estimated ending fund balance \$2.6 million above the City's updated reserve threshold of \$10.7 million.

The combined net change to all other funds is approximately \$644,000. The updated estimated ending fund balances can be found within the Ordinance.

FOCUSED PRIORITY AREA: Not Applicable.

Attachments

Attachment 1_General Fund Overview

Attachment 2_Other Funds Revenue Summary
Attachment 3_Other Funds Expenditure Summary
Attachment 4_Budget Ordinance

General Fund Overview

	FY 23/24 Adopted		FY 23/24 Amended		FY 23/24 Mid-Year Estimate	Amended Budget to Mid-Year Difference
Beginning Fund Balance ⁽¹⁾	\$	14,815,979	\$	14,815,979	\$	14,815,979
Revenues						
Property Taxes	\$	9,609,000	\$	9,609,000	\$	9,806,000 ⁽²⁾
TOT and Licenses		6,562,000		6,562,000		6,840,000 ⁽³⁾
Sales and Use Tax		5,957,000		5,957,000		6,039,000 ⁽⁴⁾
Franchise and Utility User Taxes		3,590,000		3,590,000		3,628,000
Business Licenses		370,000		370,000		385,000
Cannabis Tax		100,000		100,000		- ⁽⁵⁾
Other Taxes		176,000		176,000		171,000
License, permits, and impact fees		838,000		838,000		1,279,000 ⁽⁶⁾
Intergovernmental Revenues		58,000		58,000		245,000 ⁽⁷⁾
Charges for Services		2,072,000		2,072,000		2,141,000
Fines and Forfeitures		125,000		125,000		34,000 ⁽⁸⁾
Interest, rents, and concessions		435,000		435,000		501,000
Other revenues		1,371,187		1,371,187		1,023,000 ⁽⁹⁾
	\$	31,263,187	\$	31,263,187	\$	32,092,000
Expenditures						
Departments						
City Council	\$	310,998	\$	318,600	\$	262,449 ⁽¹⁰⁾
City Manager		1,225,545		1,455,696		1,443,706
Economic Development		369,025		369,815		383,826
City Attorney		996,100		1,144,480		1,144,480
Finance		1,374,546		1,450,956		1,475,034
Information Systems		935,429		1,034,941		1,019,239
Community Development		3,022,491		4,049,815		3,891,205 ⁽¹¹⁾
Police		8,336,438		8,347,338		8,115,564 ⁽¹²⁾
Fire		4,403,000		4,403,000		4,498,600 ⁽¹³⁾
Public Works		5,011,544		5,044,698		5,098,853
Library		1,159,335		1,167,695		1,172,182
Recreation		1,189,769		1,194,749		1,388,405 ⁽¹⁴⁾
Museum		337,400		337,400		338,400
Capital Outlay		215,000		365,140		365,800
Capital Project Transfers		850,000		850,000		850,000
Debt Service		1,428,466		1,428,466		1,428,416
Interfund Transfers		939,187		1,155,187		717,500 ⁽¹⁵⁾
Total	\$	32,104,273	\$	34,117,976	\$	33,593,659
Net Difference	\$	(841,086)	\$	(2,854,789)	\$	(1,501,659)
Estimated Ending Fund Balance	\$	13,974,893	\$	11,961,190	\$	13,314,320
Reserve Calculation						
Expenditures applicable to policy ⁽¹⁶⁾		\$	30,794,941	\$	30,707,651	
Policy percentage - 35%		\$	10,778,229	\$	10,747,678	
Difference from policy		\$	1,182,961	\$	2,566,643	

Notes:

(1) The beginning fund balance represents the preliminary audited financial statements of \$14.8 million.

(2) Adjusted based on prior and current year performance; and additional information from the County of Monterey.

- (3) Increased estimate to reflect 3.1% over the prior year based on year to date performance.*
- (4) Adjusted based on performance and alignment with City and HdL estimates.*
- (5) It is not anticipated that there will be sufficient time to prepare the regulatory framework; and permit a storefront with commenced operations.*
- (6) The increase is primarily related to a single receipt of \$277,882 for a major hotel project, as well as increased construction permitting.*
- (7) Primarily reflects \$153,000 in reimbursements for prior year storm costs and funding to support the Recreation Extended Learning Opportunity Programs of \$55,000, net of other grant adjustments.*
- (8) This revenue category can vary year over year. The current year estimate was adjusted based on potential code enforcement revenues.*
- (9) The net reduction is primarily related to estimated water entitlement revenues related to a Developer Promissory Note.*
- (10) Reduction based on updated contract estimates, and the use of a grant to support the annual Community Health and Human Service allocation.*
- (11) Primarily reflects approximately \$97,000 in Housing Element costs moved to the Operating Grant and General Plan Maintenance Fee Fund.*
- (12) The projected difference is primarily related to position vacancies and the corresponding salary savings within the department.*
- (13) Reflects cost associated with true-up of fire contract services and approximately \$33,000 for a wildfire protection study.*
- (14) Additional funds requested for temporary services and supplies to continue the ramp-up recreation programs, as well as rising utilities.*
- (15) Primarily reflects a reduction in the transfer to the Local Water Project to be consistent with estimated Promissory Note proceeds.*
- (16) Adjusted calculation to exclude costs associated with updated Housing Element contract.*

OTHER FUNDS - REVENUE ADJUSTMENT SUMMARY

FUND	CURRENT YEAR BUDGET	MID-YEAR ESTIMATE	DIFFERENCE	NOTES
04 - Hyperbaric Chamber	10,200	11,100	900	Update for estimated interest earnings
06 - State Franchise PEG	52,500	49,000	(3,500)	General revenue update
07 - Library Building and Equip. Fund	3,570	3,000	(570)	General revenue update
10 - Hospitality Improvement District	589,400	663,900	74,500	Increase in the MCTID pass-through tax rate
11 - Library Book Fund	40,500	54,492	13,992	Increase for anticipated donations and used book sales
12 - Fire Emergency Equipment Fund	21,900	23,403	1,503	General revenue update
15 - Housing Fund	5,000	93,995	88,995	Estimated loan repayment receipts
17 - Local Streets and Roads	760,678	835,500	74,822	Adjustment based on estimated Measure X tax performance
20 - RSTP-(TAMC)	1,124,738	1,082,602	(42,136)	Reflects updates in reimbursements to align with project estimates, and funding for a project completed in prior year
27 - Lighthouse Fund	97,000	87,000	(10,000)	Updated based on current estimate
28 - Senior Housing Fund	100	500	400	Update for estimated interest earnings
30 - Operating Grants	591,906	509,637	(82,269)	Reduced based on grant funding received and billed in the prior year
31 - Operating Donations	1,250	1,700	450	Update for estimated interest earnings
34 - CDBG Grant Fund	7,500	75,000	67,500	Estimated loan repayment receipts
36 - Calhome Reuse	2,000	28,000	26,000	Update based on anticipated program revenues
43 - SLESF Fund	247,750	248,318	568	Update for estimated interest earnings
55 - General Plan Maint. Fee Fund	10,000	10,600	600	Update for estimated interest earnings
70 - Employee Benefit Fund	359,950	350,000	(9,950)	Updated based on current program participation
71 - Workers Comp. Fund	730,000	543,000	(187,000)	Adjustment for reimbursement billings booked as a revenue and receivable in prior year
72 - Liability Insurance Fund	722,500	1,087,000	364,500	Increase related to a transfer for the second half of separation agreement, and additional internal service charges
74 - Local Water Project	1,576,187	1,141,500	(434,687)	Primarily related to reduction for transfers-in for promissory note proceeds
75 - Cemetery	656,500	654,265	(2,235)	Increased interest earnings, net of reduced sale estimates
76 - Sewer Fund	4,436,000	4,040,500	(395,500)	Primarily related to reduction of the transfers-in to repay the Sewer Fund/LWP Interfund Loan. This transfer aligns with the receipt of promissory note proceeds.
77 - Golf Fund	731,500	759,000	27,500	Projected lease revenue performance
78 - Sewer Lateral Loans	10,000	3,000	(7,000)	Based on anticipated loan repayments and interest earnings
84 - American Rescue Plan Act -ARPA	3,000	15,000	12,000	Update for estimated interest earnings
85 - Library Trust Fund	10,000	11,000	1,000	Update for estimated interest earnings
86 - Cemetery Endowment Fund	110,000	111,900	1,900	Update for estimated interest earnings
90 - Yount Nonexpendable Fund	15,000	3,000	(12,000)	Update for estimated interest earnings
93 - Koo Estate Donation	-	457	457	Update for estimated interest earnings
Grand Total	12,926,629	12,497,369	(429,260)	

OTHER FUNDS - EXPENDITURE ADJUSTMENT SUMMARY

FUND	AMENDED BUDGET	MID-YEAR EST.	DIFFERENCE	NOTES
04 - Hyperbaric Chamber	\$ 22,400	\$ 22,932	\$ 532	Update to align with proposed expenditures
07 - Library Building and Equip. Fund	81,208	101,208	20,000	To support additional book shelves and art displays
10 - Hospitality Improvement District	488,000	662,000	174,000	Increase in MCTID pass-through revenues, along with performance
11 - Library Book Fund	40,000	44,492	4,492	Update to align with proposed expenditures
15 - Housing Fund	204,776	208,054	3,278	Update to align with proposed expenditures
18 - Gas Tax Fund	439,543	441,032	1,489	Update to align with proposed expenditures
20 - RSTP-(TAMC)	1,124,738	1,042,480	(82,258)	Decrease to reflect project completed in prior year and carry-forward adjustments
27 - Lighthouse Fund	186,414	167,673	(18,741)	Salary adjustments for first half of year
30 - Operating Grants	591,896	509,638	(82,258)	Grant funds expended in prior year; and update for remaining grants
40 - Poetry Promotion Fund	14,700	19,700	5,000	Update to align with proposed expenditures
43 - SLESF Fund	278,720	273,756	(4,964)	Update to align with proposed expenditures
70 - Employee Benefit Fund	359,600	330,000	(29,600)	Adjustment based on current expenditures and plan participation
71 - Workers Compensation Fund	730,992	769,566	38,574	Projected claims, net of a \$100,000 Closed Session Compromise and Release Agreement
72 - Liability Insurance Fund	690,375	830,500	140,125	Reduction in routine claims, offset by transfer-in for the final payment associated with the Separation Agreement
74 - Local Water Project (LWP) Fund	1,636,449	1,159,949	(476,500)	Budget included \$625,187 in transfers for the Sewer/LWP Interfund Loan. Adjustment based on estimated promissory note receipts and reduced utility expenses
75 - Cemetery Fund	684,119	704,746	20,627	Adjustment primarily relates to estimated increase in utility costs
76 - Sewer Fund	5,771,105	6,262,165	491,060	Increase of \$456,000 related to the sewer-related portion of the David Ave. and FY 23/24 Street Rehab. Projects., along with misc. adjustments
77 - Golf Fund	695,598	705,098	9,500	Estimated increase in capital trust contributions, which are based on a percentage of lease revenues
Grand Total	\$ 14,040,633	\$ 14,254,989	\$ 214,356	

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.

REVENUE ADJUSTMENTS

FUND	ADJUSTMENT
01 - General Fund	828,813
04 - Hyperbaric Chamber	900
06 - State Franchise PEG	(3,500)
07 - Library Building and Equip. Fund	(570)
10 - Hospitality Improvement District	74,500
11 - Library Book Fund	13,992
12 - Fire Emergency Equipment Fund	1,503
15 - Housing Fund	88,995
17 - Local Streets and Roads	74,822
20 - RSTP-(TAMC)	(42,136)
27 - Lighthouse Fund	(10,000)
28 - Senior Housing Fund	400
30 - Operating Grants	(82,269)
31 - Operating Donations	450
34 - CDBG Grant Fund	67,500
36 - Calhome Reuse	26,000
43 - SLESF Fund	568
55 - General Plan Maint. Fee Fund	600
70 - Employee Benefit Fund	(9,950)
71 - Workers Comp. Fund	(187,000)
72 - Liability Insurance Fund	364,500
74 - Local Water Project	(434,687)
75 - Cemetery	(2,235)
76 - Sewer Fund	(395,500)
77 - Golf Fund	27,500
78 - Sewer Lateral Loans	(7,000)
84 - American Rescue Plan Act -ARPA	12,000
85 - Library Trust Fund	1,000
86 - Cemetery Endowment Fund	1,900
90 - Yount Nonexpendable Fund	(12,000)
93 - Koo Estate Donation	457

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.

EXPENDITURE ADJUSTMENTS

FUND	DIFFERENCE
01 - General Fund	(524,317)
04 - Hyperbaric Chamber	\$ 532
07 - Library Building and Equip. Fund	20,000
10 - Hospitality Improvement District	174,000
11 - Library Book Fund	4,492
15 - Housing Fund	3,278
18 - Gas Tax Fund	1,489
20 - RSTP-(TAMC)	(82,258)
27 - Lighthouse Fund	(18,741)
30 - Operating Grants	(82,258)
40 - Poetry Promotion Fund	5,000
43 - SLESF Fund	(4,964)
70 - Employee Benefit Fund	(29,600)
71 - Workers Compensation Fund	38,574
72 - Liability Insurance Fund	140,125
74 - Local Water Project (LWP) Fund	(476,500)
75 - Cemetery Fund	20,627
76 - Sewer Fund	491,060
77 - Golf Fund	9,500

SECTION 4. The Fiscal Year 2023/24 preliminary estimated fund balances based on this adjustment, are referenced herein ⁽¹⁾:

FUND	PRELIMINARY			EST. ENDING FUND
	BEGINNING FUND BALANCE	REVENUES	EXPENDITURES	BALANCE
01 - General Fund	14,815,979	\$ 32,092,000	\$ 33,593,659	\$ 13,314,320
04 - Hyperbaric Chamber	31,469	11,100	22,932	19,637
06 - State Franchise PEG	91,066	49,000	81,000	59,066
07 - Library Building and Equipment	136,233	3,000	101,208	38,025
10 - Hospitality Improvement District	8,927	663,900	662,000	10,827
11 - Library Book Fund	33,376	54,492	44,492	43,376
12 - Fire Emergency Equipment Fund	171,430	23,403	22,000	172,833
15 - Housing Fund	373,039	93,995	208,054	258,980
17 - Local Streets and Roads	1,154,757	835,500	1,895,361	94,896
18 - Gas Tax Fund	180,685	416,317	441,032	155,970
20 - RSTP-(TAMC)	(40,122)	1,082,602	1,042,480	0
27 - Lighthouse Fund	195,031	87,000	167,673	114,358
28 - Senior Housing Fund	10,339	500	-	10,839
30 - Operating Grants	683	509,637	509,638	682
31 - Operating Donations	64,475	1,700	-	66,175
34 - CDBG Grant Fund	490,203	75,000	520,000	45,203
36 - Calhome Reuse Fund	172,196	28,000	24,000	176,196
40 - Poetry Promotion	119,714	35,620	19,700	135,634
43 - SLESF Fund	98,236	248,318	273,756	72,798
55 - General Plan Maintenance Fee	32,550	10,600	-	43,150
70 - Employee Benefit Fund	93,657	350,000	330,000	113,657
71 - Workers Compensation Fund	286,266	543,000	769,566	59,700
72 - Liability Insurance Fund	(250,965)	1,087,000	830,500	5,535
74 - Local Water PProject	1,109,022	1,141,500	1,159,949	1,090,573
75 - Cemetery Fund	984,482	654,265	704,746	934,001
76 - Sewer Fund	22,925,363	4,040,500	6,262,165	20,703,698
77 - Golf Fund	3,684,291	759,000	705,098	3,738,193
78 - Sewer Lateral Loans	199,240	3,000	-	202,240
84 - American Rescue Plan Act-ARPA	1,074,164	15,000	1,063,136	26,028
85 - Library Trust Fund	522,441	11,000	-	533,441
86 - Cemetery Endowment Fund	1,967,327	111,900	-	2,079,227
90 - Yount Nonexpendable Fund	772,697	3,000	15,000	760,697
93 - Koo Estate Donation	15,642	457	16,099	(0)

(1) The estimated ending “available” fund balance for the enterprise funds, are as follows: Local Water Project at (\$14,513); Cemetery Fund at \$857,908; Sewer Fund at \$5,608,548; and the Golf Fund at \$610,735.

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 March, 2024, 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: Joseph Sidor, Contract Planner
MEETING DATE: February 21, 2024
SUBJECT: Consider an Appeal of Architectural Permit (AP), Use Permit (UP) and Variance (VAR) 22-0284, 773-775 Ocean View Blvd, Pacific Grove (APN 006-071-007); continued from the City Council Regular Meeting on November 1, 2023.
CEQA: Categorical Exemption, CEQA Guidelines Section 15301, Class I, Existing Facilities

RECOMMENDATION

Continue consideration of the appeal and project (Application No. 22-0284) to March 6, 2024.

DISCUSSION

The City Council considered an appeal of the proposed project at a noticed public hearing on November 1, 2023. At this hearing, the Council directed the applicant to revise the proposed project with a height limit not to exceed 25 feet and continued the item to a date uncertain. Per the Council's direction, the applicant revised the project plans and City staff re-noticed the project before the Council at its regular meeting on February 21, 2024. On February 7, 2024, the applicant requested a continuance from February 21, 2024, to the Council's regular meeting on March 6, 2024, to allow the owner to be present during the Council's consideration of the appeal and project.

OPTIONS

1. Approve the requested continuance to a date certain on March 6, 2024;
2. Continue the item to another date; or
3. Discuss and take other action related to this item.

FINANCIAL IMPACT:

The proposed project continuance would have no impact on the City's fiscal operations.

FOCUSED PRIORITY AREA: Not Applicable.



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: February 21, 2024
SUBJECT: Introduction of an Ordinance Amending Section 23.76.021 (a) of the Pacific Grove Municipal Code Relating the Membership of the Historic Resource Committee
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 and introduce an Ordinance Amending Section 23.76.021 (a) of the Pacific Grove Municipal Code Relating the Membership of the Historic Resource Committee;
 3. Direct a summary of a proposed ordinance be published as approved by the City Attorney;
- In the alternative, take other action related to this item.

DISCUSSION

On December 20, 2023, the City Council directed the City Attorney to return to the City Council with an Ordinance for first reading to amend Municipal Code Section 23.76.021 including a reduction in the number of members of the Historic Resource Committee from seven members to five members because the specificity of Historic Resource Committee (HRC) member qualifications makes it difficult to recruit and appoint members to fill the committee. Reducing the number of members from seven to five will have no effect on the current HRC as there are two vacancies.

Current Version of Municipal Code Section 23.76.021 (a)

(a) The historic resources committee shall consist of seven members having a demonstrated interest in and knowledge of historic preservation and the cultural resources of Pacific Grove. One of the members shall be a licensed architect with preservation experience, landscape architect, engineer, or architectural historian, one shall be a licensed general contractor with preservation experience, and one shall be a representative of the heritage society.

Proposed Amendment to Municipal Code Section 23.76.021 (a)

Proposed amendments are shown below by deletion of all text shown in ~~strikeout text~~ and the addition of all text shown in underscored text:

Chapter 23.76.021 Historic resources committee.

(a) The historic resources committee shall consist of ~~seven~~ five members having a demonstrated interest in and knowledge of historic preservation and the cultural resources of Pacific Grove. At least four members shall be residents registered to vote in the City of Pacific Grove. One of the members shall be a licensed architect with preservation experience, landscape architect, engineer, or architectural historian, ~~one shall or~~ be a licensed general contractor with preservation experience, and one shall be a representative of the heritage society. A member not registered to vote in the City of Pacific Grove shall have demonstrated architectural or general contractor experience in the city of Pacific Grove.

Summary of Reasons for Proposed Ordinance Based on December 20, 2023 Agenda Report by Mayor Peake.

The Proposed Ordinance includes a reduction in the number of members of the Historic Resource Committee from seven members to five members because the specificity of Historic Resource Committee (HRC) member qualifications makes it difficult to recruit and appoint members to fill the committee. Reducing the number of members from seven to five will have no effect on the current HRC as there are two vacancies.

Amending member qualifications will provide the flexibility to consider a wider range of applicants and have minimal impact on quality of HRC decisions.

Allowing a non-Pacific Grove resident with demonstrated architectural or general contractor experience in our city will facilitate knowledgeable professionals to serve on the HRC. Several local architects routinely work in Pacific Grove but are not residents and could fill this role.

Proposed amendments will align HRC size and qualifications with that of the Architectural review board which has similar permitting responsibilities.

OPTIONS

Discuss and take other action related to this item.

FINANCIAL IMPACT:

There is no fiscal impact related to this item.

FOCUSED PRIORITY AREA: Not Applicable.

Attachments

Proposed Ord Amd PGMC Section 23.76.021(a) Relating to HRC Membership

Attachment 1
Historic Resources Committee Membership

ORDINANCE NO. 24-XXX

**ORDINANCE OF THE CITY COUNCIL OF THE CITY OF PACIFIC GROVE
AMENDING SECTION 23.76.021 OF THE PACIFIC GROVE MUNICIPAL CODE
REGARDING MEMBERSHIP ON THE HISTORIC RESOURCES COMMITTEE**

FACTS

1. Pacific Grove Municipal Code Section 23.76.021 currently provides for a Historic Resources Committee with seven members.
2. The Proposed Ordinance includes a reduction in the number of members of the Historic Resource Committee from seven members to five members because the specificity of Historic Resource Committee (HRC) member qualifications makes it difficult to recruit and appoint members to fill the committee.
3. Proposed amendments to Section 23.76.021 are shown below by deletion of all text shown in strikeout text (~~strikeout text~~) and the addition of all text shown in underscored text:

Chapter 23.76.021 Historic resources committee.

(a) The historic resources committee shall consist of ~~seven~~ five members having a demonstrated interest in and knowledge of historic preservation and the cultural resources of Pacific Grove. At least four members shall be residents registered to vote in the City of Pacific Grove. One of the members shall be a licensed architect with preservation experience, landscape architect, engineer, or architectural historian, ~~one shall or~~ be a licensed general contractor with preservation experience, and one shall be a representative of the heritage society. A member not registered to vote in the City of Pacific Grove shall have demonstrated architectural or general contractor experience in the city of Pacific Grove.
4. Reducing the number of members from seven to five will have no effect on the current HRC as there are two vacancies.
5. Amending member qualifications will provide the flexibility to consider a wider range of applicants and have minimal impact on quality of HRC decisions.
6. Allowing a non-City of Pacific Grove resident with demonstrated architectural or general contractor experience in the City will facilitate knowledgeable professionals to serve on the HRC. Several local architects routinely work in Pacific Grove but are not residents and could fill this role.
7. Proposed amendments will align HRC size and qualifications with that of the Architectural review board which has similar permitting responsibilities.
8. 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.

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

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

SECTION 2. Section 23.76.021 is hereby amended to read as follows:

Chapter 23.76.021 Historic resources committee.

(a) The historic resources committee shall consist of five members having a demonstrated interest in and knowledge of historic preservation and the cultural resources of Pacific Grove. At least four members shall be residents registered to vote in the City of Pacific Grove. One of the members shall be a licensed architect with preservation experience, landscape architect, engineer, or architectural historian, or be a licensed general contractor with preservation experience, and one shall be a representative of the heritage society. A member not registered to vote in the City of Pacific Grove shall have demonstrated architectural or general contractor experience in the city of Pacific Grove.

SECTION 3. The City Manager is directed to execute all documents and to perform all other necessary City acts to implement this Ordinance.

SECTION 4. Severability. If any provision, section, paragraph, sentence, clause or phrase of this ordinance, or any part thereof, or the application thereof to any person or circumstance is for any reason held to be invalid or unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance, or any part thereof, or its application to other persons or circumstances. The City Council hereby declares that it would have passed and adopted each provision, section, paragraph, subparagraph, sentence, clause or phrase thereof, irrespective of the fact that any one or more sections, paragraphs, subparagraphs, sentences, clauses or phrases, or the application thereof to any person or circumstance, be declared invalid or unconstitutional.

SECTION 5. In accordance with Article 15 of the City Charter, this Ordinance shall become effective on the thirtieth (30th) day following its passage and adoption.

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

AYES:

NOES:

ABSENT:

APPROVED:

BILL PEAKE, Mayor

ATTEST:

DATED: _____

SANDRA KANDELL, City Clerk

APPROVED AS TO FORM:

BRIAN A. PIERIK, City Attorney



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

AGENDA REPORT

TO: Honorable Mayor and Members of the City Council
FROM: Robert Perrault, Interim City Manager
MEETING DATE: February 21, 2024
SUBJECT: Housing Element Sites- Voter Approval Requirements
CEQA: Does not constitute a “Project” per California Environmental Quality Act Guidelines Section 15378

RECOMMENDATION

Receive report and if desired provide direction to staff to return at a future Council meeting for additional discussion and direction.

DISCUSSION

The City of Pacific Grove submitted the draft 2023-2031 Housing Element Update to the California State Department of Housing and Community Development (HCD) on November 2, 2023, following the statutorily required 30 day public comment period. During the public comment period hearings were held by the Planning Commission and City Council to receive public input and provide direction to staff on the draft Housing Element^[1]

The City received informal feedback from HCD on the draft Housing Element in mid-January 2024. In response to that feedback revisions were made to the draft Housing Element. Those changes were posted for a 7-day public comment period and then submitted to HCD. On January 31, 2024, the City received HCD’s formal comments on the draft Housing Element following the initial 90 day review period.^[2]

Sites Subject to Voter Initiative

As indicated in the draft Housing Element three of the sites included in the proposed sites inventory are zoned Unclassified, or “U”, and require voter approval to change the zoning.^[3]

As set forth in Pacific Grove Municipal Code Section (PGMC) 23.44.040:

“[a]ll property within the city zoned U as of July 14, 1986, shall remain zoned U until such time that an ordinance to change the zoning is approved by the voters.”

The voter initiative creating this requirement is described in the Land Use Element of the City’s General Plan as follows:

“Another initiative measure passed in 1986 requires that all property within the city zoned “O” or “U” as of July 14, 1986, must retain such zoning until an ordinance to change the zoning is approved by the

voters. The parcels affected include parks and recreation areas, Pacific Grove Unified School District properties, and municipal properties.”

These U zoned sites are identified in the Housing Element as Sites 48, 52, and 56. The sites are large, publicly owned lots ranging from 6.17 to 15.73 acres. The uses in the U zone, with a use permit, are public parks, playgrounds, schools, recreation areas, and public or civic buildings. PGMC Section 23.44.020. In order to provide capacity to meet the City’s Regional Housing Needs Allocation (RHNA) these sites would require a zone change to medium (R-2) and high density residential (R-4), which allow densities of 17.4 to 29 units per acre. To develop housing, these sites would require a referendum for a zone change approved by voters. The Housing Element contains Program 5 to facilitate zoning changes for these sites.

The following is a brief description of the U zoned sites:

Site 48

Site 48 is a 9.00-acre site zoned U, on the eastern border of Pacific Grove, adjacent to the city of Monterey. Site 48 is owned by the California-American Water Company and is largely vacant with several small structures and parking areas. In the Balancing Act Tool outreach, a majority of participants supported rezoning the site for housing. Site 48 would be rezoned from U to R-4, which has a maximum allowed density of 29 units per acre.

Site 52

Site 52 is a 15.73-acre site owned by the Pacific Grove Unified School District. The site is developed with the Monterey Bay Charter School. A majority of participants of the Balancing Act Tool expressed interest in developing housing on a portion of the Charter School site. Site 52 would be rezoned from U to R-2, which has a maximum allowed density of 17.4 units per acre.

Site 56

Site 56 is a 6.17-acre site owned by the Pacific Grove Unified School District. The site is developed with the Pacific Grove Adult Education Center with two large parking lots and large vacant areas. A majority of participants of the Balancing Act Tool expressed interest in redeveloping the Adult Education Center site with housing. Site 56 would be rezoned from U to R-4, which has a maximum allowed density of 29 units per acre.

The following units were attributed to these sites in the draft Housing Element towards meeting the City’s RHNA:

Site/Address	Very Low-Income (31-50% AMI)	Low-Income (51-80% AMI)	Moderate Income (81-120% AMI)	Above Moderate Income (above 120% AMI)
48/417 Hillcrest Avenue	61	61	60	0
52/1004 David Avenue	0	0	0	191
56/1025 Lighthouse Avenue	51	51	22	0
Total	112	112	82	191

The total number of units attributed to all 3 U zoned sites is 497. The City's total RHNA allocation is 1,125. HCD recommends that the Housing Element include a buffer of between 15-30%. The draft Housing Element includes a 20% buffer which brings the total number of units being planned for in the 2023-2031 6th Cycle to 1,272.

During the 7 day public comment period the City received comments related to the U zoned sites, particularly Site 52, which is owned by the School District[\[4\]](#)

In addition, HCD's January 31, 2024 letter includes the following comment related to the U zoned sites:

"Other Locally Adopted Ordinances: Upon receipt of public comments, it appears that sites located within the O District (Open Space) and the U District (Unclassified) are subject to voter approval if they are to be rezoned, creating a potential constraint for the availability of these sites for the planning period. While the element includes Program 5 (Adequate Sites for RHNA and Monitoring of No Net Loss) to rezone these sites, the element does not analyze the voter approval requirement for rezoning as a constraint. The element must provide this analysis and add or modify programs to address the identified constraint such as a schedule of actions for receiving necessary approvals, as necessary."

Rezoning – Vote Requirement

The statutory deadline for the City to adopt the 6th Cycle, 2023-2031, Housing Element was December 15, 2023. Government Code § 65588. There is a so called 120 day "grace period" after the adoption deadline to obtain HCD certification of the adopted Housing Element in order to have 3 years to complete any rezonings necessary to provide capacity to meet the City's RHNA otherwise, the required rezonings have to be completed within one year of the statutory adoption deadline, that is, by December 15, 2024. Government Code § 65583(c).

In order to meet the statutory deadline and complete rezoning of the U zoned sites prior to the December 15, 2024 deadline the question of rezoning would need to be submitted to the voters of Pacific Grove at the November 5, 2024 General Election. One way that can occur is for the City itself to place a measure on the ballot. The measure would have to be approved by the City Council and submitted to the Monterey County Elections office 188 days prior to the election, that is, by August 9, 2024. It is important to note, however, that the City's action to place such a measure on the ballot is considered to be a "project" under the California Environmental Quality Act (CEQA) and the appropriate level of CEQA documentation would need to be prepared and adopted prior to taking that action. *Friends of Sierra Madre v City of Sierra Madre* (2001) 25 C4th 165. The City is in the process of preparing an Environmental Impact Report (EIR) for the Housing Element Update that includes evaluation of the necessary rezonings. However, that document will not be complete in time for the Council to take action to place a measure on the November 5th ballot and it is highly unlikely that any other CEQA documentation could be completed in time to meet this deadline.

Another way for a measure to be placed on the November 5th ballot is by a citizen sponsored initiative. In contrast to a City sponsored initiative, legislation proposed through a citizen's initiative is not a project subject to CEQA whether the measure is placed on the ballot and approved by the voters or is adopted by the City Council as authorized by the initiative procedures set forth in the Elections Code which are discussed below. *Tuolumne Jobs & Small Bus. Alliance v Superior Court* (2014) 59 C4th 1029 (agency action on voter-sponsored measure); *DeVita v County of Napa* (1995) 9 C4th 763, 794 (adoption by electorate); *Stein v City of Santa Monica* (1980) 110 CA3d 458 (adoption by electorate).

Article 16 of the City's charter provides that:

“The right of initiative and referendum is hereby preserved to the citizens of the City to be exercised in accordance with the procedures prescribed by the Constitution and General Laws of this State.”

The following bullet points outline the steps related to citizen sponsored initiatives:

- Proponents of the measure draft the text of the measure and file it with the City Clerk along with the notice of intent to circulate petition and a request that a ballot title and summary be prepared. The notice of intent may include a statement of the purpose of the measure, not to exceed 500 words. (Cal. Elec. Code §§ 9202 and 9203.)
- The city attorney must provide a title for the measure and an impartial summary, in fewer than 500 words, within 15 days of the filing of the notice of intent. (Cal. Elec. Code § 9203.)
- The notice of intention filed with the City Clerk and the title and summary prepared by the City Attorney must be published or posted by the proponents. (Cal. Elec. Code § 9205.)
- After publication or posting, the proponents prepare and circulate the petition for signature. (Cal. Elec. Code § 9207.)
- Signatures and sections must be filed with the City Clerk within 180 days of the receipt of the title and summary. (Cal. Elec. Code § 9208.) All sections of the petition must be filed at the same time by one or more of the official proponents or persons authorized in writing by the proponents. (Cal. Elec. Code § 9210.)
- If the City Clerk determines, after a prima facie examination, that the petition does not have sufficient signatures no further action is taken. If the petition appears have sufficient signatures, the petition is accepted and the City Clerk conducts signature verification to determine if the measure qualified. (Cal. Elec. Code § 9210.)
- To qualify an initiative, the petition must be signed by not less than 10% of the registered voters of the City. (Cal. Elec. Code § 9215.)

If the City receives an initiative petition signed by not less than 10% of the registered voters the City Council is required to take one of the following actions:

- Adopt the ordinance, without alteration, at the regular meeting at which the certification of the petition is presented, or within 10 days after it is presented.
- Submit the ordinance, without alteration, to the voters.
- Order a report pursuant to Elections Code Section 9212 at the regular meeting at which the certification of the petition is presented. When the report is presented to the City Council, the Council has to take action to either adopt the ordinance within 10 days or order an election.

(Cal. Elec. Code § 9215.)

As with a City sponsored initiative, in order to be placed on the November 5th ballot a qualifying citizens' initiative would have to be presented to the City Council for action prior to the August 9th deadline.

A measure to rezone the U zoned sites could be placed on a later election in 2025. Because these rezonings are necessary to provide capacity to meet the City's RHNA if they do not occur by the December 15, 2024 deadline HCD will not certify the City's Housing Element until the rezonings are completed. Government Code §§ 65588(e)(4)(iii), 65583(c)(1)(A), 65583.2(c). If the Housing Element was certified prior to December 15, 2024, the certification could be revoked. Government Code §§ 65588(e)(4)(ii) and 65585(i).

Alternative Sites

During the October public hearings on the draft Housing Element held by the Planning Commission and the City Council additional sites were discussed for inclusion in the sites inventory. These sites include:

- Mission Linen, 801 Sunset Drive, C-1 zone
- County Club Gateway Center, 120 Country Club Gate, C-FH zone.
- Andronicos (only a portion of the site is within the City's jurisdiction), 900 Lighthouse, C-CEC zone.
- Safeway, 1212 Forest Avenue, C-FH zone.

The Council decided not to include these sites in the draft Housing Element prior to submittal to HCD. If the Council would like to consider including any of these sites, additional analysis would be required to determine the potential capacity for housing units on one or more of these sites. Staff initial determination, however, is that these sites alone do not have sufficient capacity to provide for all of the housing units currently attributed to the U zoned sites. Thus, additional housing capacity would need to be identified, either on specific sites or via upzoning of certain neighborhoods.

Next Steps

Barring the emergence of a citizen sponsored ballot initiative, the City needs to determine whether to proceed with the inclusion of the three identified Unclassified "U" sites as part of the Housing Element Update or identify other sites/methods to accommodate the 497 unit capacity elsewhere in the City. By continuing forward with the three "U" sites, the City could achieve an adopted Housing Element by Q1 2025, but it would likely not be certified by HCD until the voter initiative rezoning occurs. This would leave the City without a certified Housing Element for a portion of 2025.

[1] The Planning Commission held public hearings on the draft Housing Element on October 5, 2023 and October 12, 2023: [Public Hearings](#)

The City Council held a public hearing on the draft Housing Element on October 18, 2023: [Public Hearing Packet](#)

[2] HCD's January 31st letter can be found here: [Letter](#)

[3] Two sites, 1346, 1352 Lighthouse and 515 Junipero Avenue, in the Open Space or "O" district were included in the initial draft of the Housing Element but they were removed on the recommendation of the Planning Commission and direction from the City Council before the draft Housing Element was transmitted to HCD for review.

[4] Public comments received during the 7-day public comment period can be found here: [Comment Period](#)

OPTIONS

1. Take no action. Staff will proceed with the inclusion of the three "U" sites.
2. Direct staff to return at a future Council meeting for further discussion.

FINANCIAL IMPACT:

There are no costs associated with this agenda item. There is a cost associated with placing a measure on the ballot for voter approval. Election costs can vary widely depending on the number of agencies participating in the election. Costs associated with an election are generally in the range of \$6-\$8/registered voter plus all other costs associated with the election that are divided between the participating agencies.

FOCUSED PRIORITY AREA: Affordable Housing



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

AGENDA REPORT

TO: Honorable Mayor and Members of the City Council
FROM: Councilmembers Luke Coletti, Lori McDonnell: Daniel Gho PW Director,
Deputy CM
MEETING DATE: February 21, 2024
SUBJECT: Recommendations from Parklet Subcommittee *This item continued from
2/14/2024.*
CEQA: Does not constitute a “Project” per California Environmental Quality Act
Guidelines Section 15378

RECOMMENDATION

1. Receive Report describing the design of the proposed curb extension and expanded sidewalk dining project prepared by the Parklet Subcommittee and City staff, and
2. Direct staff to complete the remaining items necessary to finalize the project and bring back a final package to the City Council for approval prior to release of a Request for Proposals, and
3. Direct staff to prepare a Parklet and Sidewalk Dining Program Manual, to be adopted by Council Resolution, that thoroughly describes the program, including but not limited to, permitting, types of use, design standards, safety standards, amenities, and compliance and enforcement measures.
4. Alternatively, discuss and take other action related to this item.

DISCUSSION

In June of 2020, the City Council ratified emergency measures taken by the City Manager to streamline the processes through which businesses could offer outside dining. By August 1, 2020, approximately 11 restaurants were operating parklets on city property under the temporary rules established by the local emergency. In 2021 and 2022, the City Council adopted an ordinance with one-year sunset provisions that clarified the scope and effect of the temporary Parklet Program and Outside Dining rules.

At its [March 22, 2023](#), meeting the City Council adopted [Ord. 23-004](#), which expands the encroachment permit process to allow parklets in the public right-of-way. Ord. 23-004 includes the following definition:

15.01.010 (h) “Parklet” means the conversion of one or more parking spaces, that may vary according to the site, context, and desired character of the installation, and are subject to the review and approval of the City Public Works Director or designee under the Parklet Program adopted by City Council Resolution.

With the adoption of Ord. 23-004 parklets are now authorized through an annual temporary encroachment permit and are subject to the provisions of the City’s Parklet Program. Issuing an annual

encroachment permit allows the parklets to remain temporary and revocable if the Parklet Guidelines conditions are not met. When adopting Ord. 23-004 Council also formed a subcommittee consisting of Councilmembers Beck, Coletti and McDonnell. Councilmember Beck has recently recused herself.

At its [June 21, 2023](#), meeting the City Council discussed the Subcommittee's status report and proposal to address the numerous inquiries and concerns related to the three parklets at Lighthouse Ave. and Fountain. With increased visibility and safety in mind, the subcommittee recommends extending the sidewalk where parklets currently exist. Curb extensions provide pedestrians with greater visibility and also shorten crossing distances, further enhancing safety. The City Council voted to approve the subcommittee recommendations:

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

Since then the subcommittee has worked with Staff to prepare a rendering, site plan, and analysis of the expanded sidewalk dining areas that will replace the current parklets (Attachment 1). The rendering and site plan shows the new curb extension along with the three proposed expanded sidewalk dining areas. An analysis of the current and proposed conditions provides the net change in area for each business.

Due to building width, and required access to second-floor apartments, the available square footage will vary. However, the depth of the enclosed sidewalk dining areas is uniform at 18 feet. The total sidewalk depth will be 26 feet from the face of the building to the face of the extended curb, with 18 feet of space reserved for outdoor dining and 8 feet for pedestrian travel. The dining space will be enclosed by fencing of matching style where the restaurateur can determine the configuration of their tables.

In addition to the rendering and site plan, City staff has been actively working on engineered plans. There are two viable options the City can take:

1. Preferred Configuration (Attachment 2)
2. Alternative Configuration (Attachment 3)

Preferred Configuration:

The preferred configuration of the engineered plans for the sidewalk extension is included as Attachment 2. This option allows proper alignment with the crosswalks along with vehicle and pedestrian movements, a bulb out will also have to be created on the Southeast side of Lighthouse and Fountain Avenue. This would include the reconstruction of the Fountain Avenue intersection to ensure proper drainage and slope.

Alternative Configuration:

There is an alternative option, that still creates a bulb out on the Southeast side of Lighthouse and Fountain Avenue, but this option will not reconfigure the Fountain Ave Intersection, which will keep the stormwater infrastructure in its current location. Unfortunately, this option will affect stormwater flows due to improper slopes. This alternative is not as safe for pedestrians but is included for reference

as Attachment 3.

New “Daylighting” Law:

Recent [State law \(AB-413\)](#) prohibits cars and trucks from stopping, standing, or parking within 20 feet of the approach side of crosswalks. By definition, parklets occupy parking spaces. Therefore, any parklet within this 20-foot area would have to be removed. This includes the Victorian Corner parklet.

Stakeholder Feedback:

The subcommittee met twice with the affected business and property owners (stakeholders). The stakeholder group consists of three restaurant operators and two property owners. Only one member of the group, a restaurant operator and tenant, had strong objections. Their objection is primarily focused on the net loss of 76 sq-ft (see Attachment 1). However, it should be noted that 72 sq-ft (95%) of this net loss is due to the required access path to the second-floor apartment. It might be possible to gain a few extra square feet of dining space by reducing the sidewalk width from 8 feet to 7 feet at the transition point of the curb extension. All remaining members of the stakeholder group support the expanded sidewalk dining concept and removal of the existing parklets. The consensus of the stakeholder group is to "just build it." There was also general agreement that construction should occur in the month of June (2024), but no later.

Next Steps:

If the City Council decides to move forward with the proposed project, Council will need to provide direction on the following items in order for staff to finalize a bid package:

- 1. Removal of existing parklets: The subcommittee is recommending that the removal of the existing parklets be included in the construction contract.
- 2. Installation of new fencing: The subcommittee is recommending that fencing be included in the construction contract. Details need to be obtained for inclusion into the bid package.

Staff will continue issuing annual permits for the existing parklets. It is anticipated that Staff will also permit new parklets through the encroachment permit process as specified in Title 15 of the City’s Municipal Code. Staff has received a request for a new parklet at the corner of Lighthouse Ave and 15th. This highlights the need to prepare and adopt a Parklet and Sidewalk Dining Program Manual that thoroughly describes the “Parklet Program” (see Recommendation #3).

OPTIONS

Provide alternate direction.

FINANCIAL IMPACT:

As part of the FY23/24 Capital Improvement Plan (CIP), the City Council has allocated \$50,000 for the design and engineering of the sidewalk extension. At the time of this writing, \$13,329 has been expended, but there are a few pending invoices to account for engineering time and development of the parklet rendering. As part of the engineering of the sidewalk extension, a construction estimate has been developed and is as follows.

Preferred Configuration: Sidewalk extension with proper drainage and configuration (Attachment 2)	\$251,250
Alternative Configuration (Attachment 3)	\$158,100

These estimates are for the sidewalk extension, drainage, and intersection construction. These estimates do not include any of the outstanding items noted in this report that need to be determined prior to solicitation of bids. Additionally, these estimates do not include tree material, lighting, and other decorative features.

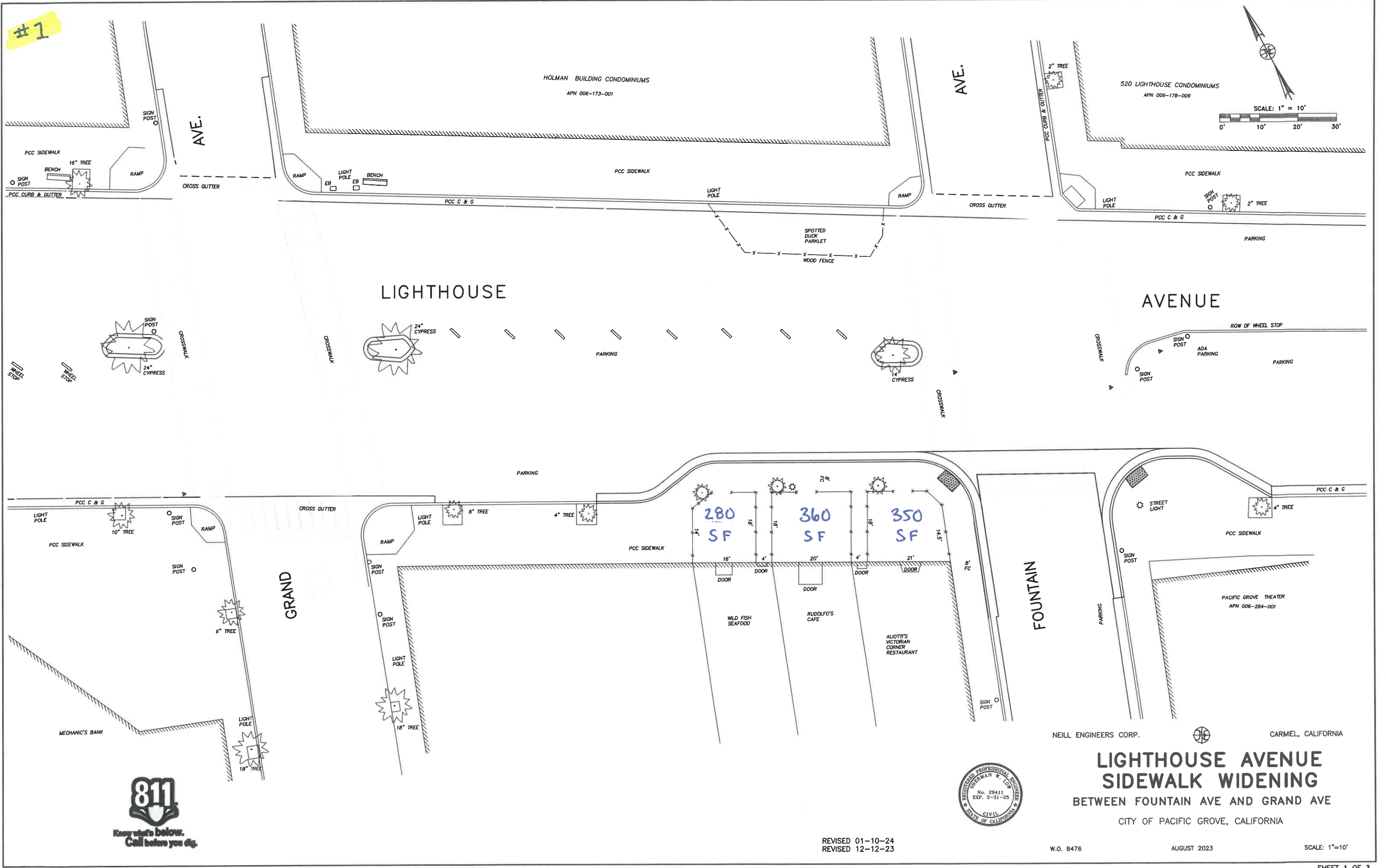
The Council would also need to approve additional funding (via a budget amendment or through the FY24/25 CIP process) to allow the project to proceed.

FOCUSED PRIORITY AREA: Infrastructure

Attachments

1. Rendering, site plan, and analysis of the expanded sidewalk dining areas
2. Engineered plans - Preferred Configuration
3. Engineered plans - Alternative Configuration





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NEILL ENGINEERS CORP. CARMEL, CALIFORNIA

**LIGHTHOUSE AVENUE
SIDEWALK WIDENING**
BETWEEN FOUNTAIN AVE AND GRAND AVE
CITY OF PACIFIC GROVE, CALIFORNIA

REVISED 01-10-24
REVISED 12-12-23

W.O. 8476 AUGUST 2023 SCALE: 1"=10'

Current and Proposed Areas with Net Change		
Parklet Area	Outside Dining Area	Total Area
Wildfish		
241 ft ²	115 ft ²	356 ft ²
0 ft ²	280 ft ²	280 ft ²
		-76 ft ²
Rudolfo's		
221 ft ²	148 ft ²	369 ft ²
0 ft ²	360 ft ²	360 ft ²
		-9 ft ²
Victorian Corner		
240 ft ²	100 ft ²	340 ft ²
0 ft ²	350 ft ²	350 ft ²
		+10 ft ²

12/12/2023

CITY OF PACIFIC GROVE
LIGHTHOUSE WIDENING
LIGHTHOUSE & FOUNTAIN
COST OPTION B

#	Description	Quantity	Units	Price	Amount
1	RemoveConstruct Curb Ramp	2	EA	\$15,000.00	\$30,000.00
2	Reconstruct Curb and Gutter	210	LF	\$165.00	\$34,650.00
3	Reconstruct PCC Sidewalk	2,210	SF	\$40.00	\$88,400.00
4	Reconstruct AC Pavement	1,100	SF	\$25.00	\$27,500.00
5	Construct Cross Gutter	330	SF	\$90.00	\$29,700.00
6	Markings	1	LS	\$8,000.00	\$8,000.00
	15% Misc				\$33,000.00
WO 8476				Total	\$251,250.00

NEILL ENGINEERS
DEC 12 2023
CARMEL, CA

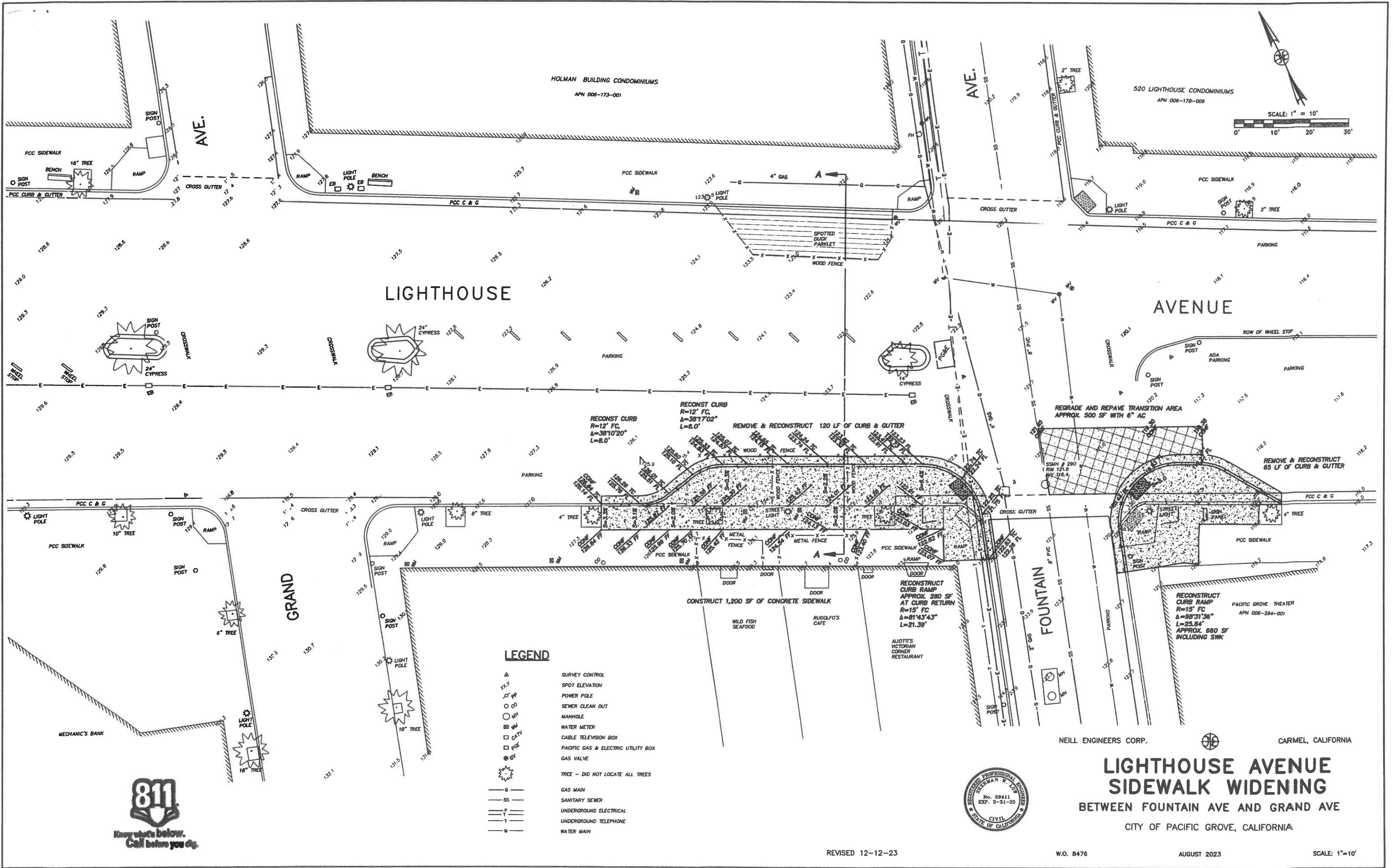


12/12/2023

CITY OF PACIFIC GROVE
LIGHTHOUSE WIDENING
LIGHTHOUSE & FOUNTAIN
COST OPTION A

#	Description	Quantity	Units	Price	Amount
1	RemoveConstruct Curb Ramp	2	EA	\$15,000.00	\$30,000.00
2	Reconstruct Curb and Gutter	190	LF	\$165.00	\$31,350.00
3	Reconstruct PCC Sidewalk	1,700	SF	\$35.00	\$59,500.00
4	Reconstruct AC Pavement	550	SF	\$15.00	\$8,250.00
5	Markings	1	LS	\$8,000.00	\$8,000.00
6	15% Misc				\$21,000.00
WO 8476				Total	\$158,100.00

NEILL ENGINEERS
DEC 12 2023
CARMEL, CA





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: February 21, 2024
SUBJECT: Skatepark Project – City Hall Parking Lot *This item continued from 2/14/2024.*
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

During the Council meeting held on November 15, 2023, the Council received a status report and recommendation from Staff. Additionally, the Council received communication from the Recreation Board. The Recreation Board urged the Council to move forward with the location of a Skatepark on a trial basis at one of two locations: (1) City Hall Employee Parking lot or (2) Northwest corner of the Public Works Corporation Yard. Alternative locations for the Skatepark have been the subject of previous reports and information, linked [here](#). In the past the evaluation of alternative sites did not meet with success. The Recreation Board felt that the construction of the Skatepark for a trial period at one of the sites recommended by the Board would result in a consensus as to where the Skatepark should be ultimately located.

Following the Council’s discussion on the matter The Council directed staff to further evaluate the location of skatepark in the Employee Parking lot adjacent to the Youth Center. Specifically, the Council directed staff to complete the following tasks:

1. Discuss a temporary skatepark with the City’s insurance representatives: California Joint Powers Authority.
2. Evaluate the Surface for the location of a skatepark.
3. Develop potential project costs.
4. Evaluate Displacement of Employee Parking
5. Prepare a Project description to include:
 - a. Days and hours of operations
 - b. Opening and closing
 - c. Users
 - d. Signage
 - e. Measurement of success

6. Reach out to neighbors and perform public outreach.

The purpose of this staff report is to update the Council on the completed tasks and to seek additional direction from the Council.

Discuss a temp skatepark with California Joint Powers Insurance Authority (CJPIA):

City staff has discussed the concept of a temporary skatepark on City property with the CJPIA. The City cannot purchase equipment and install it. The CJPIA supports the project in concept, but the materials, purchase, and installation must be performed by a company that specializes in temporary skateparks or above ground parks. The company must provide the appropriate equipment based on an approved design and then install the equipment to specifications. Once installed the equipment remains in place throughout the duration of the trail period.

Evaluate the surface:

The city reached out to American Ramp Company to seek their advice and expertise on the purchase and installation of a temporary skate park. Public Works discussed the location and sent them pictures of the space, the surface and square footage (4,300 sq ft) available for a park. Upon receipt of the pictures, it was determined that the surface is not suitable for skateboards, primarily due to the slope and coarseness of the asphalt. Since the asphalt is not suitable resurfacing would be recommended. It is anticipated that resurfacing would cost approximately \$45,000 - \$50,000.

City Hall Employee Park Lot

The City Hall Employee lot is heavily used, 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 only from 1th Street.

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 on the road in spots currently used for residents and patrons of local businesses.

Project Costs:

American Ramp Company recommends installation of mini ramps, a grind bar and a grind box. Attachment 1 shows renderings of the equipment along with a quote for the purchase and set up of the equipment. For the 3 pieces of equipment the quote is \$55,127.

The resurfacing of the lot and the purchase of the equipment would be subject to formal contractual procedures Per Article III. Purchases in Amounts over the Purchasing Agent's Authorization. This would require a Request for Proposal (RFP) to be prepared and issued for the equipment and also an RFP for the resurfacing would need to be issued. The City Engineer would need to prepare engineered plans and specifications for the resurfacing.

Estimated Budget:

a. Resurfacing-	\$50,000
b. Equipment-	\$55,127
c. Design-	\$15,769
d. Contingency	\$12,000
Total	\$132, 896

Next steps in the process will be to perform public outreach and prepare a project description if the City Council opts to continue with the process. The following items will need to be identified within a project description:

- a. Days and hours of operations
- b. Opening and closing
- c. Users: Multi Wheel
- d. Signage
- e. Security: Fencing & lighting
- f. Measurement of success for 90 trial period

OPTIONS

- 1. Direct Staff to continue with the project planning.
- 2. Or Provide staff with additional direction.

FINANCIAL IMPACT:

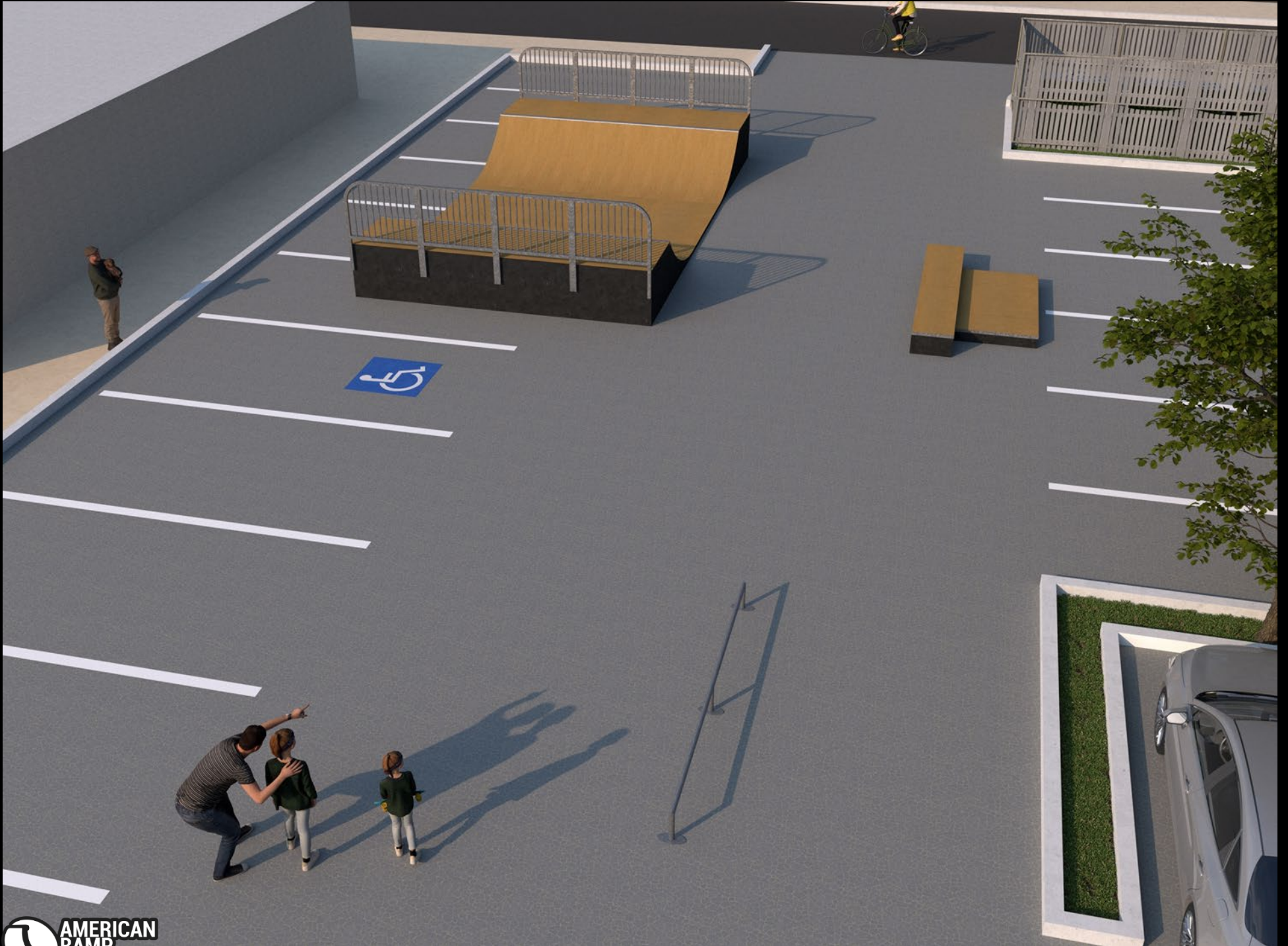
Originally, the Skatepark project was to be funded with ARPA funds in the amount of \$158,000 and was to be a multi-year project. The ARPA funding was removed and applied to the David Avenue Sidewalk Project which is expected to be under construction later this fiscal year. Should the Council want to move forward with the Skatepark, funding would need to be considered as a new CIP project in FY 24-25.

FOCUSED PRIORITY AREA: Recreation Services

Attachments

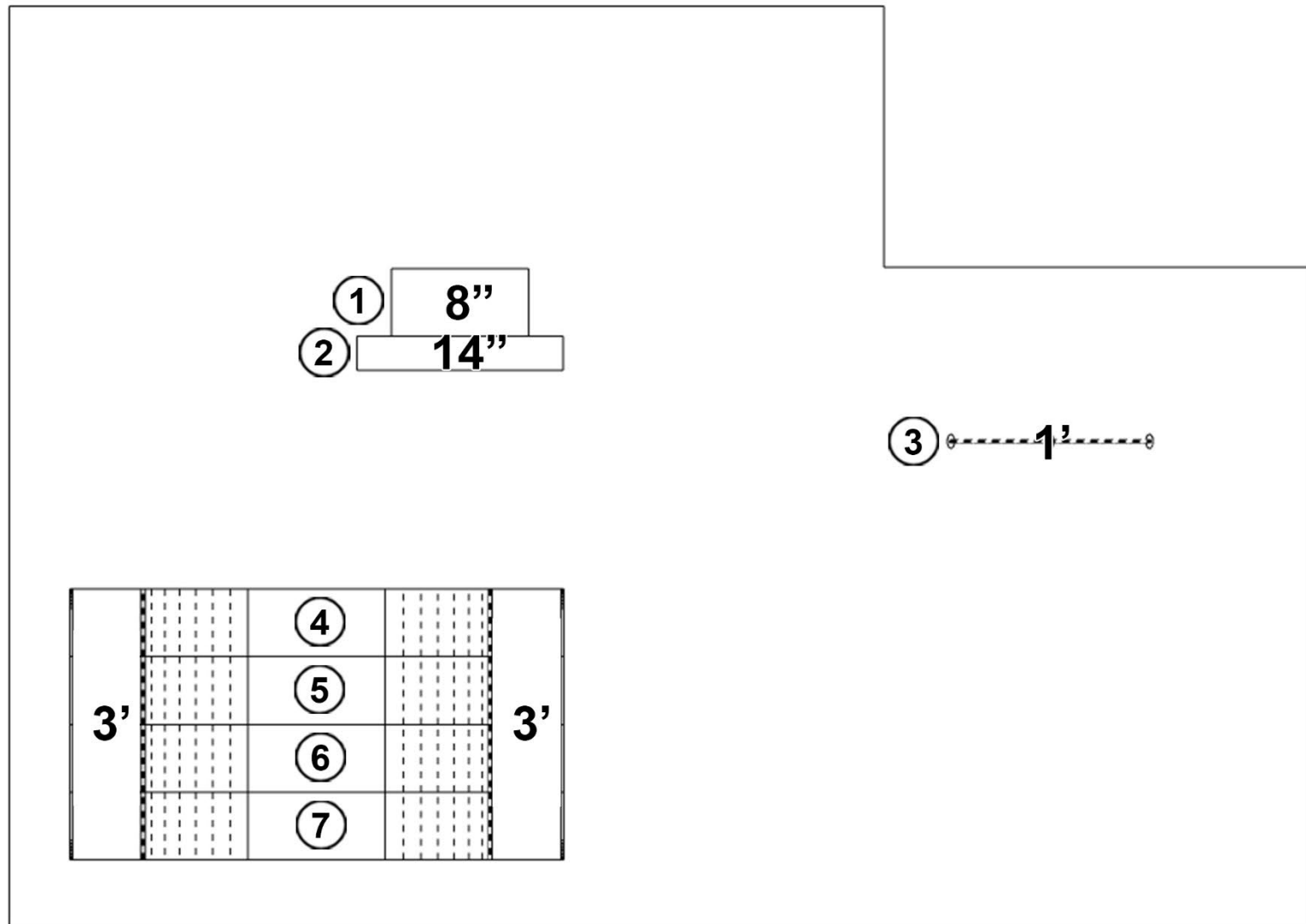
Skatepark Quotes and Rendering











601 S. McKinley Ave
 Joplin, MO 64801
 Toll-free: 800-RAMP-778
 Local: 417-206-6816
 Fax: 417-206-6888
 sales@americanrampcompany.com



Quote #	Design #	Customer	Date	Designer
Q28202.0	8650	City of Pacific Grove	01-08-24	Julia Brueckler

Item	Obstacle	Height	Width	Length	Pro Series
1	Grindbox	8"	4.0'	8.0'	
2	Grindbox (2' Wide)	14"	2.0'	12.0'	
3	Grind Rail (Round)	1.0'	2"	12.0'	
4	Half Pipe	3.0'	4.0'	28.0'	
5	Half Pipe	3.0'	4.0'	28.0'	
6	Half Pipe	3.0'	4.0'	28.0'	
7	Half Pipe	3.0'	4.0'	28.0'	

TOTAL

\$55,127.27

Notes:

- This turnkey quote includes Equipment, Shipping, and Installation.
- This quote includes prevailing wage. If not applicable, call for revised quote.
- This quote does not include sales tax. If applicable, call for revised quote.
- Quote is good for 30 days.

Purchase through our competitively bid government Sourcwell contract.

