NOTICE OF MEETING

CITY OF PACIFIC GROVE

CITY COUNCIL

AMENDED REGULAR MEETING AGENDA

Wednesday, February 19, 2025, 6:00 P.M.

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

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

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

Under the Brown Act, public comment for matters on the agenda must relate to that agenda item and public comments for matters not on the agenda must relate to the subject matter jurisdiction of this legislative body. This is a warning that if a member of the public attending this meeting remotely or in-person violates the Brown Act by failing to comply with these requirements of the Brown Act, then the Mayor or Chair may request that speaker be muted. If a member of the public attending this meeting in-person engages in disruptive behavior that disturbs the orderly conduct of the meeting, they may be removed from the meeting after a warning, pursuant to Council Policy 000-17.

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.

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AGENDA

CALL TO ORDER

PLEDGE OF ALLEGIANCE: Councilmember Garfield

1. **APPROVAL OF AGENDA**

2. **PRESENTATIONS**

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

A. 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

A. Minutes of the February 5, 2025 Regular Meeting **PG 8**
Reference: Sandra Kandell, City Clerk
Recommended Action: Approve minutes.
CEQA: Does not constitute a Project per California Environmental Quality Act Guidelines Section 15378

6. **RESOLUTIONS**

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

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

A. Second Reading of Ordinance Amending Municipal Code Section 15.16 "Sidewalks" to Allow for Issuance of Sidewalk Dining Permits **PG 12**
Reference: Matthew Mogensen, City Manager
Recommended Action: Hold second reading and adopted an Ordinance Amending Municipal Code Section 15.16 "Sidewalks" to Allow for Issuance of Sidewalk Dining Permits.
CEQA: Does not constitute a Project per California Environmental Quality Act Guidelines Section 15378

8. **REPORTS – INFORMATION ONLY**
Items pulled from this section will be placed under 12. Unfinished and Ongoing Business or 13. New Business

A. Check Register for January 2025 **PG 58**
Reference: Nicholas Cina, Finance 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

B. Second Quarter FY 24/25 Capital Project Report & Update
Reference: Jazelle Johnson, Accountant **PG 67**
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

C. Second Quarter Treasurer's Quarterly Report **PG 72**
Reference: Jazelle Johnson, Accountant
Recommended Action:

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

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

D. Housing Element Monthly Status Update **PG 76**
Reference: Joseph Sidor, Contract Planner

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

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

E. Community Human Services Highlights for January 2025 **PG 78**

Reference: Lori McDonnell, Councilmember

Recommended Action: Receive highlights.

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. PGUSD & City of Pacific Grove ELOP MOU 2025 **PG 82**

Reference: Katie Clark, Recreation Manager

Recommended Action:

1. Approve the City of Pacific Grove to enter a Memorandum of Understanding with Pacific Grove Unified School District allowing Pacific Grove Recreation to operate the Expanded Learning Opportunities (ELOP) Summer Camp Program.
2. Alternatively, discuss and take other action related to this item.

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

B. Appointments to Museum Board **PG 90**

Reference: Nick Smith, Mayor

Recommended Action: Approve appointments to Museum Board listed below.

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

C. Proposed Amended Schedule of City Council Meetings for 2025 and 2026 **PG 101**

Reference: Matthew Mogensen, City Manager

Recommended Action:

1. Motion to Adopt Proposed Amended Schedule of City Council Meetings for 2025 and 2026.
2. In the alternative, approve a different regular City Council meeting schedule.

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

D. Pacific Grove Cares Projects ***Newly added item.*** **PG 107**

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

Recommended Action: Authorize Pacific Grove Cares to commence work on two landscape project sites, Caledonia Park by the Tommy Stillwell sign, and Chase Park West, and authorize staff to assist Pacific Grove Cares with the two projects.

CEQA: Categorical Exemption, CEQA Guidelines Section 15304, Class 4, Minor Alterations to Land

E. Parking Permits for Volunteers for City Events ***Moved from regular agenda.*** **PG 118**

Reference: Joe Amelio, Mayor Pro Tempore

Recommended Action:

1. Approve the recommendation from the Traffic Safety Commission to issue parking permits to volunteers for city events.
2. Direct the City Attorney to return to Council with an ordinance to add PG Municipal Code Section 16.40.605 Parking permits for volunteers on city business.
3. Alternatively, discuss and take other action related to this item.

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

10. **MEETING MINUTES OF COMMISSIONS, BOARDS, AND COMMITTEES** *Items pulled from this section will be placed under 13. New Business*

A. Recreation Board Minutes: November 25, 2024 **PG 121**

Reference: Ashley Gamble, Recreation Board Member

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. First reading of an ordinance to amend the City Salary Classification Schedule

Reference: Leticia Livian, Human Resources Director **PG 125**

Recommended Action:

1. Request the City Attorney read the title of the ordinance.
2. Motion to waive further reading of the ordinance.
3. Introduce and hold first reading of an ordinance to amend the salary classification schedule to establish a salary range for new classifications of Urban Forester and Principal Civil Engineer, and approve the amendment.

4. Direct that publication of the ordinance will be satisfied by publication of a summary approved by the City Attorney.

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

B. Amending the Master Fee Resolution Regarding RZRR & Other Fees ***This item will be continued to the City Council's March 5, 2025 Regular Meeting.***

12. UNFINISHED AND ONGOING BUSINESS

A. Presentation on Fire Preparedness in Pacific Grove
Reference: Andrew Miller, Fire Chief
Recommended Action: Receive report.

B. George Washington Park (GWP) Biological Assessment, Direction to Proceed with Developing an Updated GWP Management Plan & Direction to proceed with short-term Maintenance Activities in GWP ***Moved ahead of Pine Avenue & Fountain agenda item.*** **PG 129**

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

Recommended Action: 1. Receive the George Washington Park (GWP) Biological Resources Report
2. Direct staff to return with an updated long-term GWP Management Plan
3. Direct staff to proceed with short-term fuel reduction tasks in GWP in accordance with the 1999 GWP Master Plan and 2024 Community Wildfire Protection Plan
4. Alternatively, discuss and take other action

CEQA: Categorical Exemption, CEQA Guidelines Section 15304, Class 4, Minor Alterations to Land

C. Pine Ave & Fountain Ave – Traffic Engineering Study & All-Way Stop at Fountain/Pine ***Moved behind George Washington Park agenda item.***

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

Recommended Action: 1. Approve engineered plans for installation of all-way stop control at Fountain and Pine
2. Receive the attached presentation prepared by Kimley Horn **PG 265**
3. Alternatively, discuss and take other action

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

13. NEW BUSINESS

A. Goal Setting Process for the FY 25-26 and the FY 26-27 Budget Years **PG 292**
Reference: Robert Perrault, Consultant
Recommended Action: Review and Approve the Goal Setting Workplan Development Process as this report outlines.

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

14. **FULL PRESENTATIONS**

15. **CLOSED SESSION**

ADJOURNMENT

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

CITY OF PACIFIC GROVE

300 Forest Avenue, Pacific Grove, California 93950

AGENDA REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Sandra Kandell, City Clerk/DEI Coordinator

MEETING DATE: February 19, 2025

SUBJECT: Minutes of the February 5, 2025 Regular Meeting

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

RECOMMENDATION

Approve minutes.

Attachments

Draft Minutes 2-5-25

DRAFT MEETING MINUTES

CITY OF PACIFIC GROVE

CITY COUNCIL

REGULAR MEETING AGENDA

Wednesday, February 5, 2025, 6:00 P.M.
Council Chamber – City Hall – 300 Forest Avenue, Pacific Grove, CA

JOIN THE ZOOM WEBINAR TO PARTICIPATE LIVE AT:
https://www.cityofpacificgrove.org/Zoom_CC

DRAFT

CALL TO ORDER
Mayor Smith called the meeting to order at 6:00 p.m. Present in Chamber: Mayor Smith, Mayor Pro Tem Amelio, Councilmembers Garfield, McDonnell, Poduri, Rau, and Walkingstick.

PLEDGE OF ALLEGIANCE
Councilmember Rau led the pledge of allegiance.

1. **APPROVAL OF AGENDA**
   Action: Upon motion by Mayor Pro Tem Amelio and seconded by Councilmember Poduri, Council voted 7-0, to approve the agenda.

2. **PRESENTATIONS**

3. **COUNCIL AND STAFF ANNOUNCEMENTS (City-Related Items Only)**
   A. Council and staff made general announcements.

4. **GENERAL PUBLIC COMMENT**
   General public comment received from Jane Haines, Mike Gibbs, Lisa Ciani, Inge Lorentzen Daumer, Nina Beety, and Colleen Goldsmith.

   A. Written General Public Comment

CONSENT AGENDA
Action: Upon motion by Councilmember Poduri and seconded by Mayor Pro Tem Amelio, Council voted 7-0, to approve the Consent Agenda (as modified).

5. **APPROVAL OF CITY COUNCIL MEETING MINUTES**
   A. Minutes of the January 15, 2025 Regular Meeting
   Action: Approved minutes.
   CEQA: Does not constitute a Project per California Environmental Quality Act Guidelines Section 15378

6. **RESOLUTIONS**
   A. Temporary Employment of Retired Annuitant

Action: Approved Resolution No. 25-002 appointing Jon Biggs as a Retired Annuitant to temporarily fill the Community Development Director vacancy.
CEQA: Does not constitute a Project per California Environmental Quality Act Guidelines Section 15378

7. **ORDINANCES**

8. **REPORTS – INFORMATION ONLY**

9. **REPORTS – REQUIRING ACTION**

A. Task Force on Diversity, Equity and Inclusion Recommendation to City Council – Value Statements
Action:
1. Approved the Core Value Statements on Diversity and Equity.
2. Directed staff to include them on the Values, Vision, Mission, Focused Priority Areas web page.

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

B. Designation of Council Liaison to Museum Board
Action: Endorsed designation of Councilmember Cynthia Garfield as liaison to Museum Board effective immediately.
CEQA: Does not constitute a Project per California Environmental Quality Act Guidelines Section 15378

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

A. Library Board Minutes: November 5, 2024.
Action: Received the minutes.
CEQA: Does not constitute a Project per California Environmental Quality Act Guidelines Section 15378

REGULAR AGENDA

11. **PUBLIC HEARINGS**

A. Third Public Hearing to Establish District Boundaries to Transition from the City of Pacific Grove City Council At-Large Election System to a District-Based City Council Election System ***This item to commence at 6:15 p.m.***
Public comment received from Don Murphy, Jane Haines, Mike Gibbs, Mirabee, Esther Malkin, Sharon Miller, Inge Lorentzen Daumer, and Lisa Ciani.

Action: Council held a Public Hearing to Receive Input from the Community Regarding the Establishment of District Boundaries to Transition from an At-Large City Council Election System to a District-Based City Council Election System in accordance with California Elections Code §10010.
CEQA: Does not constitute a Project per California Environmental Quality Act Guidelines Section 15378

B. Proposed Ordinance Amending Municipal Code Section 15.16 "Sidewalks" to Allow for Issuance of Sidewalk Dining Permits

DRAFT

No public comment received.

Action: Upon motion by Councilmember Poduri and seconded by Mayor Pro Tem Amelio, Council voted 7-0, to find that adoption of the Proposed Ordinance is not a "project" subject to the California Environmental Quality Act (CEQA) or, assuming that adoption of the Proposed Ordinance is a project subject to CEQA, that the project is categorically exempt from CEQA pursuant to the categorical exemptions found in CEQA Guidelines Sections 15301 (Class 1 re Existing Facilities), 15303 (Class 3 re New Construction or Conversion of Small Structures), 15304 (Class 4 re Minor Alterations to Land) and 15311 (Class 11 re Accessory Structures).

Action: The City Attorney to read the title of the Proposed Ordinance Amending Municipal Code Section 15.16 "Sidewalks" to Allow for Issuance of Sidewalk Dining Permits.

Action: Upon motion by Councilmember McDonnell and seconded by Mayor Pro Tem Amelio, Council voted 7-0, to waive further reading of the ordinance, introduce and hold first reading of the Proposed Ordinance Amending Municipal Code Section 15.16 "Sidewalks" to Allow for Issuance of Sidewalk Dining Permits, direct a summary of a proposed Ordinance be published as approved by the City Attorney, and change the reference of Outdoor Dining Guidelines to Sidewalk Dining Guidelines.

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

12. **UNFINISHED AND ONGOING BUSINESS**

13. **NEW BUSINESS**

14. **FULL PRESENTATIONS**

15. **CLOSED SESSION**

DRAFT

ADJOURNMENT
Council adjourned the regular meeting at 7:56 p.m.

Respectfully Submitted,

Sandra Kandell
City Clerk

Approved by Mayor: _____Date_____

Attest by City Manager: _____Date_____

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

AGENDA REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Matthew Mogensen, City Manager

MEETING DATE: February 19, 2025

SUBJECT: Second Reading of Ordinance Amending Municipal Code Section 15.16 "Sidewalks" to Allow for Issuance of Sidewalk Dining Permits

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

RECOMMENDATION

Hold second reading and adopted an Ordinance Amending Municipal Code Section 15.16 "Sidewalks" to Allow for Issuance of Sidewalk Dining Permits.

DISCUSSION

There were no changes between the first and second readings of this Ordinance. The City Clerk caused a summary of the ordinance to be published on September 13, 2024.

Outdoor Dining Guidelines

On June 19, 2024, the City Council directed the City Manager to retain a consultant to draft Outdoor Dining Guidelines ("Guidelines") that will be used to regulate restaurant outdoor dining use of the sidewalk immediately in front of their business.

The Guidelines initially focused on the southwest corner of Lighthouse Avenue and Fountain Avenue where the City Council approved a sidewalk expansion project that will extend the sidewalk in front of three existing restaurants from approximately 16 feet wide to approximately 25 feet wide. This wider sidewalk configuration is referred to as a bulb out. This sidewalk expansion project was substantially completed on January 10, 2025.

The Guidelines are specific to the bulb out configuration that has been constructed at Lighthouse Avenue and Fountain Avenue. However, the Guidelines will also be used to inform staff in approving current outdoor dining requests by restaurants on existing sidewalks and to act as a template for a larger Outdoor Dining Guidelines that will be created to extend to all future bulb out corners on downtown Lighthouse Avenue.

The goal of the Guidelines will be to lay out standards, criteria and design parameters for businesses to utilize sidewalk areas for outside dining. The design guidelines for Outdoor Dining in bulb out conditions are intended to guide property and dining establishment owners to efficiently develop a plan specific to their own needs, and in keeping with the aesthetic character that the City of Pacific Grove would like to see in such facilities. In addition to the guidelines, all proposed outside dining amenities will be subject to all relevant City, County, State and Federal codes and guidelines.

City Council Action on November 20, 2024

On November 20, 2024, the City Council considered the Outdoor Dining Guidelines ("Guidelines") as discussed in the Agenda Report for that meeting (Attachment 1) and by Motion approved on a 7-0 vote the Guidelines, adding language that allows propane tanks to be used in accordance with fire and safety protocol, and allowing the City Manager discretion with respect to extension times when Outside Dining Areas are not in use pursuant to the required time.

The Guidelines, with the Council revisions on November 20, 2024 are Attachment 2 to this Agenda Report.

Prior to the City Council receiving a presentation of the Draft Outdoor Dining Guidelines at its meeting, staff presented them to the Business Improvement District Board, Economic Development Commission and Planning Commission. Input was provided to the City which was attached to the Agenda Report of November 20, 2024.

As noted in the November 20, 2024 Agenda Report, in order for a clear permitting path to be established within Title 15 for outdoor dining on the sidewalk, staff stated it would return to the City Council with a proposed draft Ordinance that will provide for an Outdoor Sidewalk Dining Permit that will utilize the proposed Outdoor Dining Guidelines to facilitate the permit.

Since the Guidelines are intended to apply to sidewalk dining and not to all outdoor dining, staff is recommending that the City Council approve a name change so instead of Outdoor Dining Guidelines that the Guidelines will be referred to a Sidewalk Dining Guidelines.

At the time of the second reading of the Proposed Ordinance, staff will return to the City Council with a proposed Resolution to adopt the Sidewalk Dining Guidelines consistent with Section 15.16.010 (e) of the Proposed Ordinance which provides: (e) "Sidewalk Dining Guidelines" means the Sidewalk Dining Guidelines approved by Resolution of the City Council.

Permitting Procedures

Restaurants owners wishing to utilize the sidewalk in front of their business for outside dining must apply for and obtain a permit. Currently, Title 15 PGMC discusses the approval of an Encroachment Permit for "Parklet" applications for encroachment into the street.

The Sidewalk Dining Guidelines will be applicable to dining areas that are located on the sidewalk and not be used to approve Parklets, as defined in PCMC 15.01.010 (h).

Applications for Sidewalk Dining Permits will be required to be submitted by the Building Owner in conjunction with the restaurant owner. A site layout plan, details and descriptions of all elements, detailed drawings of proposed structures, electrical plans, and other plans and information deemed necessary by the Building Official will be required with the application. The sidewalk dining permits may be reviewed and renewed annually upon a successful inspection to ensure all standards and conditions of approval continue to be met.

Any building façade improvements or other proposals beyond the request to utilize the sidewalk for outside dining must be reviewed by the Community Development Department to determine whether additional permits may be required per the City's Municipal Code.

CEQA

The first step in the CEQA review process is to assess whether the activity at issue is a project subject to CEQA. If so, the second step is to assess whether the project qualifies for any exemptions. If the activity is either not a project subject to CEQA or exempt from CEQA, the CEQA review process ends and no further review is required. If an activity is a project subject to CEQA and no exemptions apply, the third step is to prepare an Initial Study to help assess the project's potential environmental impacts and determine what level of environmental review documentation is required (e.g., Negative Declaration, Mitigated Negative Declaration, or Environmental Impact Report).

Here, staff has conducted analyses under both the first and second steps and determined that the proposed

Ordinance to amend Chapter 15.16 Sidewalks is not a project subject to CEQA and that even if it was a CEQA project the project is exempt from CEQA as it falls under one or more categorical exemptions.

CEQA defines the term "project" as an activity carried out, supported by, or authorized by a public agency, "which may cause either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment." (Public Resources Code § 21065; CEQA Guidelines § 15378(a).) Adoption of the Proposed Ordinance is not a project because it does not require or authorize anyone to do anything and thus no direct or indirect physical changes in the environment will result from adoption of the adoption of the Proposed Ordinance. Indeed, as noted above, restaurant owners wishing to utilize the sidewalk in front of their business for outside dining must at a minimum apply for and obtain a Sidewalk Dining Permit .If and when an application for a Sidewalk Dining Permit is submitted, then and only then would City staff and decision makers apply the Ordinance and the Guidelines' criteria and standards to ensure any project granted a permit and authorized to use the sidewalk right of way for outside dining is consistent with the aesthetic character of the City.

Alternatively, and assuming arguendo that the Proposed Ordinance does qualify as a project subject to CEQA, the project falls under one or more of the following categorical exemptions and as such no further CEQA review or impact analysis is required:

- Class 1 Categorical Exemption for Existing Facilities (CEQA Guidelines § 15301): City staff believe most if not all applications to use the sidewalk right-of-way for outdoor dining will come from existing/established restaurants and would typically be limited to the construction and use of temporary structures like tables, chairs, benches, umbrellas, waiter stands, barriers, planters, trash receptacles, and other furniture normally associated with dining. The Guidelines make clear that any such structures must be temporary, meaning portable and movable or fixed in place and attached to the building or paving with post-installed bolts that are easily removable. As such, the Guidelines are exempt under this categorical exemption because they would be limited to the minor, temporary exterior alteration of existing sidewalks with structures/furniture to support outside dining that will result in no or negligible expansion of the use of those sidewalks as contemplated in the examples concerning exterior alterations and existing sidewalks in CEQA Guideline Section 15301(a) and (c).

- Class 3 Categorical Exemption for New Construction or Conversion of Small Structures (CEQA Guidelines § 15303): Class 3 exempts projects that consist of the construction and location of limited numbers of new, small facilities or structures. As noted above, the Guidelines would be used to regulate the construction and use of temporary structures like tables, chairs, benches, umbrellas, waiter stands, barriers, planters, trash receptacles, and other furniture normally associated with dining by restaurants who secure permits to allow sidewalk dining adjacent to their establishments. As such, the Guidelines are exempt under this categorical exemption because they are related to the regulation of the construction and use of limited numbers of new small temporary structures as contemplated in the example concerning accessory appurtenant structures including patios in CEQA Guidelines Section 15303(e).

- Class 4 Categorical Exemption for Minor Alterations to Land (CEQA Guidelines § 15304): Class 4 exempts projects that consist of minor public or private alterations in the condition of land which do not involve removal of healthy, mature, scenic trees. As noted above, the Guidelines would be used to regulate the construction and use of temporary structures like tables, chairs, benches, umbrellas, waiter stands, barriers, planters, trash receptacles, and other furniture normally associated with dining by restaurants who secure permits to allow sidewalk dining adjacent to their establishments. Further, nothing in the Guidelines requires let alone authorizes the removal of healthy, mature, scenic trees and in fact the primary goal of the Guidelines is to ensure the development of quality outdoor seating areas, the appropriate use of the public realm for outdoor dining while preserving and enhancing the character and history of Pacific Grove and the Guidelines are replete with graphic examples of compliant sidewalk dining that include the preservation of existing or addition of new trees and other planters and landscaping. Accordingly, the Guidelines are exempt under this categorical exemption as contemplated in the example concerning minor temporary use of land having negligible or no permanent effects on the environment in CEQA Guidelines Section 15304(e).

- Class 11 Categorical Exemption for Accessory Structures (CEQA Guidelines § 15311): Class 11 exempts

projects that consist of construction of minor structures accessory/appurtenant to existing commercial facilities. The Guidelines clearly fall under this categorical exemption as they would be used to regulate the construction and use of temporary structures like tables, chairs, benches, umbrellas, waiter stands, barriers, planters, trash receptacles, and other furniture normally associated with dining by restaurants who secure permits to allow sidewalk dining adjacent to their establishments. Indeed, the Guidelines entail activities as contemplated in the example concerning the placement of seasonal or temporary use items such as lifeguard towers, mobile food units, portable restrooms, or similar items in generally the same locations from time to time in publicly owned parks, stadiums, or other facilities designed for public use in CEQA Guidelines Section 15311(c).

OPTIONS

Direct staff to take alternative action.

FINANCIAL IMPACT:

There is no financial impact resulting as a result of this action.

FOCUSED PRIORITY AREA: Not Applicable.

Attachments

1. Agenda Report for CC Meeting on November 20, 2024
2. Draft Sidewalk Dining Guidelines - CC Approved November 20, 2024
3. Proposed Ordinance

Agenda No. 12 A

CITY OF PACIFIC GROVE

300 Forest Avenue, Pacific Grove, California 93950

AGENDA REPORT

TO:	Honorable Mayor and Members of the City Council
FROM:	Matthew Mogensen, City Manager
MEETING DATE:	November 20, 2024
SUBJECT:	Presentation of Draft Outdoor Dining Guidelines
CEQA:	Does not constitute a Project per California Environmental Quality Act Guidelines Section 15378

RECOMMENDATION

1. Receive a presentation of the Draft Outdoor Dining Guidelines, consider comments from the public, Business Improvement District Board, Economic Development Commission, and Planning Commission, discuss and make final changes to the Draft Outdoor Dining Guidelines.
2. Motion finding that adoption of the Outdoor Dining Guidelines is not a "project" subject to the California Environmental Quality Act (CEQA) or, assuming that the Guidelines are a project subject to CEQA, that the project is categorically exempt from CEQA pursuant to the categorical exemptions found in CEQA Guidelines Sections 15301 (Class 1 re Existing Facilities), 15303 (Class 3 re New Construction or Conversion of Small Structures), 15304 (Class 4 re Minor Alterations to Land) and 15311 (Class 11 re Accessory Structures)
3. Motion to approve Outdoor Dining Guidelines

DISCUSSION

On June 19, 2024, the City Council directed the City Manager to retain a consultant to draft Outdoor Dining Guidelines that will be used to regulate restaurant outdoor dining use of the sidewalk immediately in front of their business. These Guidelines will initially focus on the southwest corner of Lighthouse Avenue and Fountain Avenue where the City Council has approved a sidewalk expansion project that will extend the sidewalk in front of three existing restaurants from approximately 16 feet wide to approximately 25 feet wide. This wider sidewalk configuration is referred to as a bulb out. These Guidelines are specific to the bulb out configuration that is being constructed at Lighthouse Avenue and Fountain Avenue, but will also be used to inform staff in approving current outdoor dining requests by restaurants on existing sidewalks and to act as a template for a larger Outdoor Dining Guidelines that will be created to extend to all future bulb out corners on downtown Lighthouse Avenue.

Outdoor Dining Guidelines

The goal of the Guidelines will be to lay out standards, criteria and design parameters for businesses to utilize sidewalk areas for outside dining. The design guidelines for Outdoor Dining in bulb out conditions are intended to guide property and dining establishment owners to efficiently develop a plan specific to their own needs, and in keeping with the aesthetic character that the City of Pacific Grove would like to see in such facilities. In addition to the guidelines, all proposed outside dining amenities will be subject to all relevant City, County, State and Federal codes and guidelines. Restaurants wanting to expand seating/dining area into the sidewalk will at a minimum need to apply for and secure an encroachment permit and perhaps other permits or

entitlements depending on what is proposed. For example, a restaurant that wants to expand onto a sidewalk and construct new permanent awnings to the front of restaurant building that exceed those allowed currently in the Code, would require an encroachment permit and perhaps an Architectural Review Board approval and building permit.

The draft Outdoor Dining Guidelines for review and comment are included as Attachment No. 1. These guidelines provide the minimum standards for features installed in the approved outdoor dining area for a restaurant, and include:

- Dining Layout
- Outdoor Dining Elements
    - Overhead Structures
    - Umbrellas, awnings, shade structures
    - Windbreak panels
    - Perimeter fencing
    - Planters
    - Heating units
    - Lighting
    - Temporary decorations
    - Signage

In addition to the minimum standards for the installation of outdoor dining elements and features in approved outside dining areas, the guidelines also contain standards for operations and maintenance to ensure the public realm is used in a safe and aesthetically pleasing manner by the business owner at their expense. These operations and maintenance standards include:

- Requirements that dining areas be used continuously or all elements, features and structures must be removed
- Cleanliness requirements
- Plant health
- Replacement of discolored materials and/or rusted, cracked or chipped finishes
- Removal and/or replacement of broken or damaged materials
- Non-business hour storage of furniture, features and elements
- Preparation for unusual weather conditions
- Temporary decoration display durations.

It is important to point out that the Outdoor Dining Guidelines are minimum standards for those businesses that wish to utilize approved outdoor dining areas in front of their business and wish to invest in features for their patrons' dining experience. While minimum standards for dining layout and all City, County, State and Federal codes and guidelines will apply, a restaurant may use an approved outdoor dining area with only tables and chairs if they wish.

Comments and Recommendations from the Public and Boards and Commissions

Prior to the City Council receiving a presentation of the Draft Outdoor Dining Guidelines, staff presented them to the Business Improvement District Board, Economic Development Commission and Planning Commission. A full list of these comments and questions are included as Attachment No. 2. In addition, staff has received a letter from Steven Lilley with comments (see Attachment 3).

Permitting Procedures

Restaurants owners wishing to utilize the sidewalk in front of their business for outside dining must apply for and obtain a permit. Currently, Title 15 PGMC discusses the approval of an Encroachment Permit for "Parklet" applications. The Outdoor Dining Guidelines will be applicable to dining areas that are located on the sidewalk

and not be used to approve Parklets, as defined in PCMC 15.01.010 (h). In order for a clear permitting path to be established within Title 15 for outdoor dining on the sidewalk, staff will be returning as the soonest possible City Council Meeting with a proposed draft Ordinance that will provide for an Outdoor Sidewalk Dining Permit that will utilize the proposed Outdoor Dining Guidelines to facilitate the permit.

Applications for outdoor sidewalk dining will be required to be submitted by the Building Owner in conjunction with the restaurant owner. A site layout plan, details and descriptions of all elements, detailed drawings of proposed structures, electrical plans, and other plans and information deemed necessary by the Building Official will be required with the application. The outdoor sidewalk dining permits may be reviewed and renewed annually upon a successful inspection to ensure all standards and conditions of approval continue to be met.

Any building façade improvements or other proposals beyond the request to utilize the sidewalk for outside dining must be reviewed by the Community Development Department to determine whether additional permits may be required per the City's Municipal Code.

CEQA

The first step in the CEQA review process is to assess whether the activity at issue is a project subject to CEQA. If so, the second step is to assess whether the project qualifies for any exemptions. If the activity is either not a project subject to CEQA or exempt from CEQA, the CEQA review process ends and no further review is required. If an activity is a project subject to CEQA and no exemptions apply, the third step is to prepare an Initial Study to help assess the project's potential environmental impacts and determine what level of environmental review documentation is required (e.g., Negative Declaration, Mitigated Negative Declaration, or Environmental Impact Report).

Here, staff has conducted analyses under both the first and second steps and determined that the activity in question – adoption of the Outside Dining Guidelines – is not a project subject to CEQA and that even if it was a CEQA project the project is exempt from CEQA as it falls under one or more categorical exemptions.

CEQA defines the term "project" as an activity carried out, supported by, or authorized by a public agency, "which may cause either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment." (Public Resources Code § 21065; CEQA Guidelines § 15378(a).) Adoption of the Outdoor Dining Guidelines is not a project because it does not require or authorize anyone to do anything and thus no direct or indirect physical changes in the environment will result from adoption of the Guidelines. Indeed, as noted above, restaurant owners wishing to utilize the sidewalk in front of their business for outside dining must at a minimum apply for and obtain an Encroachment Permit. If and when an application for an Encroachment Permit is submitted, then and only then would City staff and decisionmakers apply the Guidelines and the Guidelines' criteria and standards to ensure any project granted a permit and authorized to use the sidewalk right of way for outside dining is consistent with the aesthetic character of the City. In sum, it is the Encroachment Permit that authorizes physical changes to the sidewalk right-of-way area, not the Outdoor Dining Guidelines, and as such adoption of the Guidelines is not a project that is subject to CEQA.

Alternatively, and assuming arguendo that the Outside Dining Guidelines do qualify as a project subject to CEQA, the project falls under one or more of the following categorical exemptions and as such no further CEQA review or impact analysis is required:

- **Class 1 Categorical Exemption for Existing Facilities (CEQA Guidelines § 15301)**: City staff believe most if not all applications to use the sidewalk right-of-way for outdoor dining will come from existing/established restaurants and would typically be limited to the construction and use of temporary structures like tables, chairs, benches, umbrellas, waiter stands, barriers, planters, trash receptacles, and other furniture normally associated with dining. The Guidelines make clear that any such structures must be temporary, meaning portable and movable or fixed in place and attached to the building or paving with post-installed bolts that are easily removable. As such, the Guidelines are exempt under this categorical

exemption because they would be limited to the minor, temporary exterior alteration of existing sidewalks with structures/furniture to support outside dining that will result in no or negligible expansion of the use of those sidewalks as contemplated in the examples concerning exterior alterations and existing sidewalks in CEQA Guideline Section 15301(a) and (c).

- **Class 3 Categorical Exemption for New Construction or Conversion of Small Structures (CEQA Guidelines § 15303)**: Class 3 exempts projects that consist of the construction and location of limited numbers of new, small facilities or structures. As noted above, the Guidelines would be used to regulate the construction and use of temporary structures like tables, chairs, benches, umbrellas, waiter stands, barriers, planters, trash receptacles, and other furniture normally associated with dining by restaurants who secure permits to allow sidewalk dining adjacent to their establishments. As such, the Guidelines are exempt under this categorical exemption because they are related to the regulation of the construction and use of limited numbers of new small temporary structures as contemplated in the example concerning accessory appurtenant structures including patios in CEQA Guidelines Section 15303(e).
- **Class 4 Categorical Exemption for Minor Alterations to Land (CEQA Guidelines § 15304)**: Class 4 exempts projects that consist of minor public or private alterations in the condition of land which do not involve removal of healthy, mature, scenic trees. As noted above, the Guidelines would be used to regulate the construction and use of temporary structures like tables, chairs, benches, umbrellas, waiter stands, barriers, planters, trash receptacles, and other furniture normally associated with dining by restaurants who secure permits to allow sidewalk dining adjacent to their establishments. Further, nothing in the Guidelines requires let alone authorizes the removal of healthy, mature, scenic trees and in fact the primary goal of the Guidelines is to ensure the development of quality outdoor seating areas, the appropriate use of the public realm for outdoor dining while preserving and enhancing the character and history of Pacific Grove and the Guidelines are replete with graphic examples of compliant sidewalk dining that include the preservation of existing or addition of new trees and other planters and landscaping. Accordingly, the Guidelines are exempt under this categorical exemption as contemplated in the example concerning minor temporary use of land having negligible or no permanent effects on the environment in CEQA Guidelines Section 15304(e).
- **Class 11 Categorical Exemption for Accessory Structures (CEQA Guidelines § 15311)**: Class 11 exempts projects that consist of construction of minor structures accessory/appurtenant to existing commercial facilities. The Guidelines clearly fall under this categorical exemption as they would be used to regulate the construction and use of temporary structures like tables, chairs, benches, umbrellas, waiter stands, barriers, planters, trash receptacles, and other furniture normally associated with dining by restaurants who secure permits to allow sidewalk dining adjacent to their establishments. Indeed, the Guidelines entail activities as contemplated in the example concerning the placement of seasonal or temporary use items such as lifeguard towers, mobile food units, portable restrooms, or similar items in generally the same locations from time to time in publicly owned parks, stadiums, or other facilities designed for public use in CEQA Guidelines Section 15311(c).

OPTIONS

Discuss Draft Outdoor Dining Guidelines and direct staff to take alternative action.

FINANCIAL IMPACT:

There is no financial impact resulting as a result of this action.

FOCUSED PRIORITY AREA: Not Applicable.

Attachments

Written public comment
PPT
Draft Outdoor Dining Guidelines
Comments and Questions from BCCs for City Council Consideration
November 11, 2024 Comment Letter from Steven Lilly

Draft Outdoor Dining Guidelines Presentation

CITY OF PACIFIC GROVE

SIDEWALK DINING GUIDELINES

FINAL DRAFT REPORT

December 2024

BFS Landscape Architects, Monterey CA

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PURPOSE & GOALS

A. Project Description

This document is an overview of the policies, procedures, and design guidelines associated with the creation of sidewalk dining areas within the public right-of-way, specifically in the form of bulb outs for the Lighthouse Avenue Sidewalk Widening project (LASW) within the Lighthouse Business District in the City of Pacific Grove (PG). Refer to plan in Figure 1.1. Overall goals and objective for sidewalk dining guidelines are below.

Goals

1. To ensure the development of quality sidewalk seating areas, the appropriate use of the public realm for sidewalk dining while preserving and enhancing the character and history of Pacific Grove.
2. Increase pedestrian safety.

Objectives

1. Activating the streetscape by maintaining visibility to the sidewalk dining areas.
2. Provide a continuous and unified design aesthetic along the streetscape that is in character with Lighthouse Avenue.
3. Use materials that don't obstruct but preserve the views to the architectural character of the building façade, entry, and storefront.
4. Require commercial grade furnishings and materials for the durability and safety of pedestrians.
5. Adhering to all local regulations and code requirements.
6. Installing clear maintenance guidelines so sidewalk dining spaces remain clean, safe, and functional.

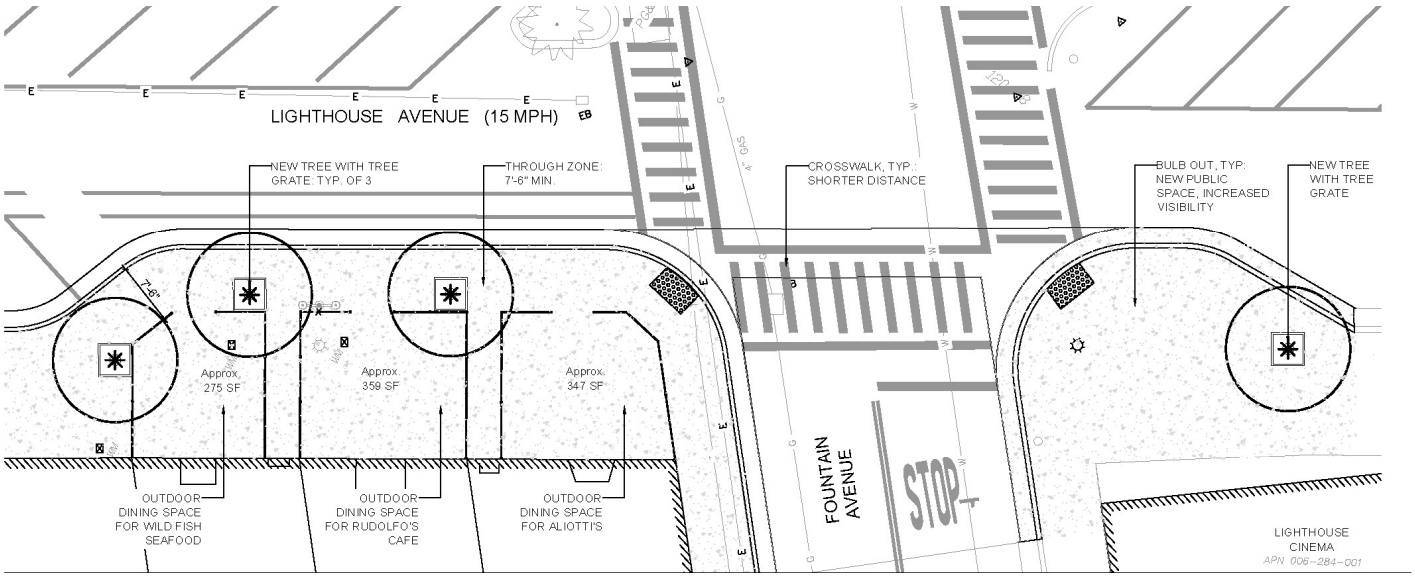
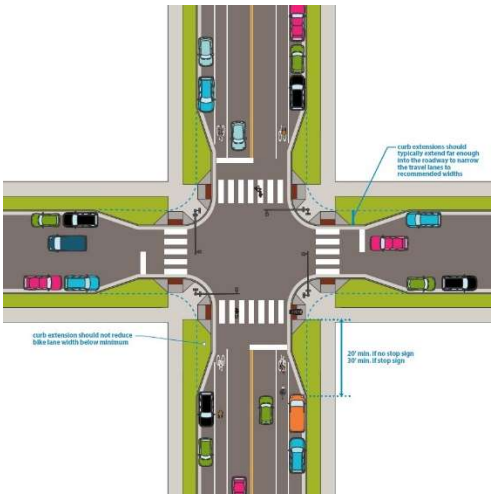
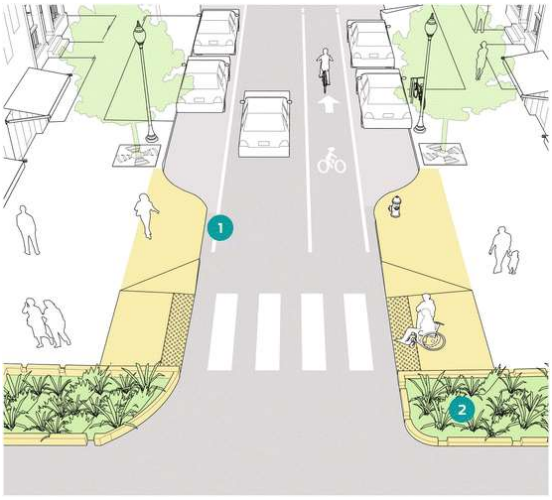


Figure 1.1: Site Plan - LASW project

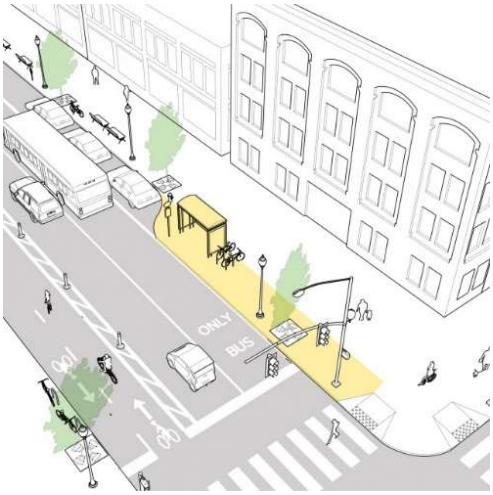
The LASW project includes the removal of three existing parklets: in front of Aliotti's Victorian Corner, Rudolfo's Café and Wild Fish, and redeveloping the intersection with bulb out conditions on the southern side of Lighthouse Ave. The project was activated as Aliotti's Victorian Corner parklet impeded the intersection and the legislation of the Daylighting Bill, State Assembly Bill (AB) 413. The Daylighting Bill is the "practice of removing parking spaces near crosswalks and intersections to improve public safety by increasing the visibility of pedestrians and bicyclists for drivers." The existing parklets are in violation of this new state law.

Bulb outs were the chosen design solution for this intersection for the two-fold purpose of: 1) Giving the restaurant establishments sidewalk dining space that would be missing due to parklet removal; and 2) Increasing pedestrian safety. Bulb outs slow down traffic, provide increased visibility for pedestrians on sidewalks; decrease crossing distances for pedestrians; and provide more public space on corners which can turn into a variety of opportunities for the community. Refer to Figures 1.2 to 1.7.





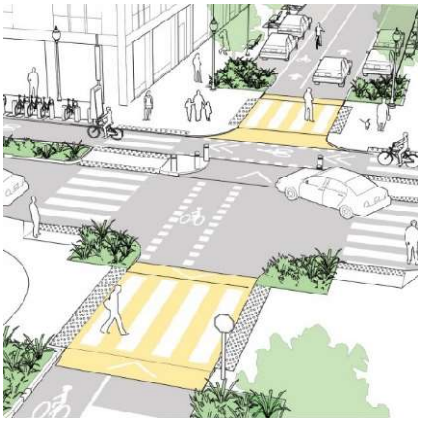
Figures 1.2 & 1.3: Bulb outs create shorter walking distances at intersections.





Figures 1.4 & 1.5: Bulb outs create more public realm space at corners that can be utilized for a variety of purposes, i.e. transit stop, planting, seating areas, street trees.





Figures 1.6 & 1.7: Bulb outs increase visibility for pedestrians and vehicles alike.
**(Diagram by National Association of City Transportation Official (NACTO)*

Applicants and designers in the City of Pacific Grove are strongly encouraged to read these guidelines in their entirety when they are thinking about proposing future sidewalk dining in bulb out areas. Activating exterior spaces within the public right of way falls under a separate approval and permitting process. Any applicant attempting to activate these public areas should first contact the Community Development Department.

Understanding the design guidelines will help the applicant achieve a successful sidewalk dining proposal for bulb out areas. It may reduce the time it takes to receive a permit and will likely result in a superior design that is cohesive for the Lighthouse Business District and other areas of the City of Pacific Grove.

B. Definitions

A. "Outdoor Dining": Dining spaces located outdoors adjacent to the food establishment for the same eating activities that occur within the establishment, weather permitting. The outdoor area may be located on sidewalks, plazas, in parking spaces as temporary "parklets", or other open areas.

B. "Sidewalk Dining": Tables, chairs, benches, umbrellas, waiter stands, barriers, tray stands, planters, trash receptacles, and other furniture normally associated with dining placed temporarily outdoors in a way so as not obstruct the minimum unobstructed "Through Zone" of the sidewalk.

C. "Parklets": Temporary, non-structural platform, constructed for the purpose of "Outdoor Dining", within the traveled portion of right-of-way that replaces one or more parallel, perpendicular, or diagonal parking space(s). A platform may be built to bring the elevation of the sidewalk out into the street. Once the platform is installed, furnishings for "Sidewalk Dining" may be placed on the platform.

D. "Bulb outs": Also known as a curb extension, is a permanent traffic calming measure that extends the sidewalk into the parking lane to create more space for pedestrians and improve visibility. Bulb outs can be placed at corners or midblock and can also be used to create small public spaces, landscaped areas, or transit waiting zones.

E. "Shared Space" means underutilized areas of public streets or areas of the public right-of-way not specific to parking uses or defined as pedestrian or vehicular travel ways.

F. "Through Zone" refers to the unobstructed area of sidewalk where primary pedestrian circulation occurs. The Through Zone shall always remain free and clear of physical obstructions.

G. "Frontage Zone" refers to the sidewalk area between the Through Zone and the front of the adjacent property/building which may accommodate pedestrian oriented activities or "Sidewalk Dining".

H. "Furnishing Zone" refers to the area between the Through Zone and the Curb Zone where streetscape amenities such as planter boxes, streetlights and tree wells are typically located.

I. "Curb Zone" refers to the area located between the Furnishing Zone and the vehicular or bicycle travel lane and defines the boundary between the pedestrian realm and the roadway. The Curb Zone only exists in areas that contain parallel, perpendicular, or diagonal public parking along the curb line.

J. “Public Realm” refers to any publicly owned street, streetscape, pathway, right-of-way, park, publicly accessible open space, and any public and civic building and facilities, freely accessible to everyone regardless of their economic or social conditions. Refer to Figure 1.8 for elements of a public realm.

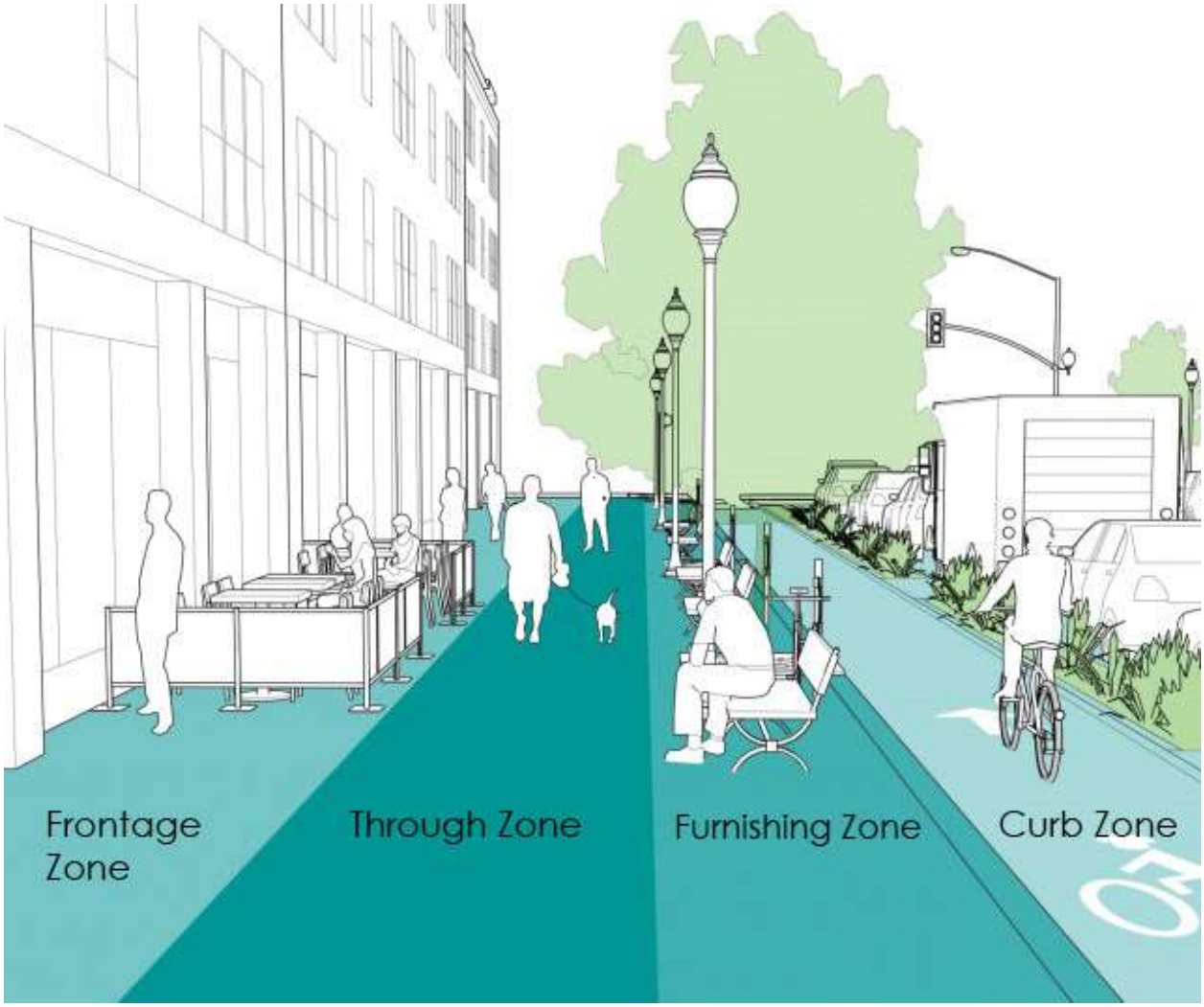


Figure 1.8: Diagram of elements of a Public Realm.
(Diagram by National Association of City Transportation Official (NACTO)

EXISTING CONDITIONS

Pacific Grove is home to an iconic historic downtown on Lighthouse Avenue full of unique personality and vitality with a wide variety of restaurants, shops, and other services focused on serving the local community. Lighthouse Avenue includes historic architectural styles and a wide diversity of building forms. With the rapid rise of the Covid pandemic in 2020 and the resulting push for open air dining, restaurants constructed parklets in an ad hoc manner which reduced the visual impact and importance of the existing historic buildings in this street. The parklets in focus, as part of the LASW project, ended up as heavy structures with dark wood fencing and thick roofs, creating a visual barrier between the street, the public realm, and the buildings behind. Refer to Figure 1.9.

Viewing these parklets from across the street or driving on the street, people are obstructed from seeing building signage, entryways, and storefronts. This creates a visual disconnect between the person and space and detracts from the architectural character and charm of Lighthouse Avenue.

The speed limit along Lighthouse Avenue in the downtown section is currently 15 MPH.



Figure 1.9: Existing Conditions

PROPOSED CONDITIONS

The bulb out reconfiguration, as part of the LASW project, provides a new curb alignment. It extends the sidewalk into the parking lane and removes five parking spaces. This extra space enables the development of new sidewalk dining areas at the face of the buildings for the three restaurants. The sidewalk will move around the area towards the street with a 7.5-foot distance between the sidewalk dining delineation to the back of curb. With the intersection narrowed, the crosswalk length is shortened and there is increased visibility of the pedestrian, creating a safer crossing condition.

The LASW project aims to provide visible sidewalk dining to activate the street. Seeing sidewalk dining on the street creates a feeling of excitement and helps draw visitors to the area, thus benefiting all businesses along Lighthouse Avenue. Seeing people on the street also creates a feeling of safety. There are "eyes on the street" and activity helps to slow traffic. Refer to Figures 1.10 and 1.11.

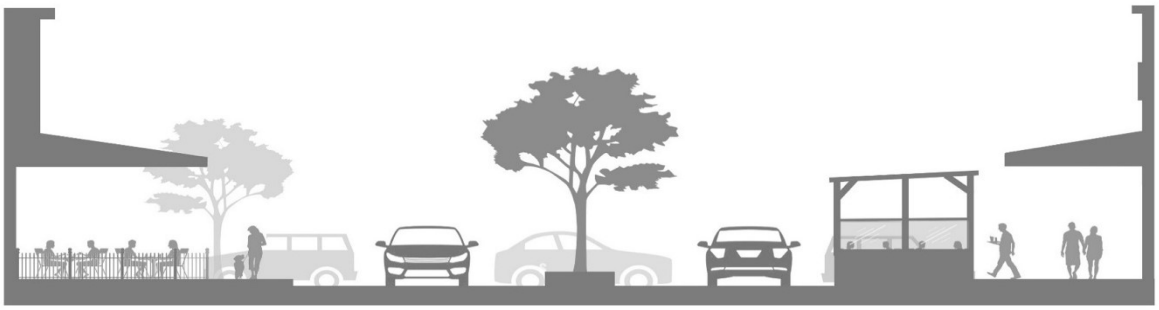


Figure 1.10Section of Lighthouse Avenue demonstrating the new bulb out and sidewalk eating area

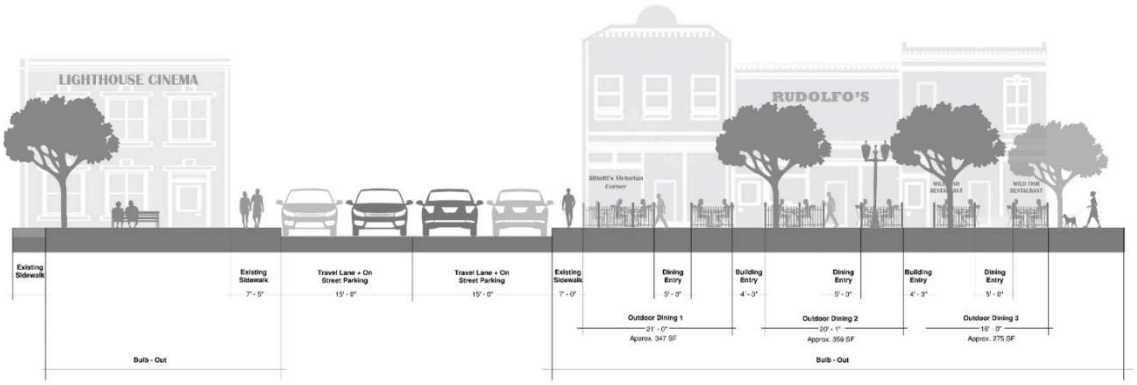


Figure 1.11: Elevation of Fountain Avenue demonstrating the new bulb outs sidewalk seating area.

Sidewalk dining will be treated as a weather-permitting option for restaurants. There are some amenities that can be provided to ease unfavorable weather conditions. The design guidelines in this document will help restaurant establishments understand what design options are available to them for the creation of an sidewalk dining space. The design of the elements is intended to be safe, sensitive to the historic character of Pacific Grove, and variable in material, function, and form to meet the needs of the establishment.

LOCATION AND ELIGIBILITY

A. Sidewalk Bulb-Out Condition

These Sidewalk Dining guidelines were initially created to serve restaurant owners located at The Lighthouse Avenue Sidewalk Widening Project (LASW), within the Lighthouse Business District in the City of Pacific Grove. The LASW is located at the western corner of Lighthouse Avenue and Fountain Avenue.

The LASW location will be the first implemented bulb out project, and project work is limited to one corner of the intersection. Fig 2.1 shows other intersections that are eligible for bulb out improvements along Lighthouse Avenue. There may be other locations/intersections in the city that are suitable, which will be determined at a future date. Applicants are requested to contact the City with suggestions and/or requests about other such locations for consideration as bulb-outs where Sidewalk Dining would be appropriate.

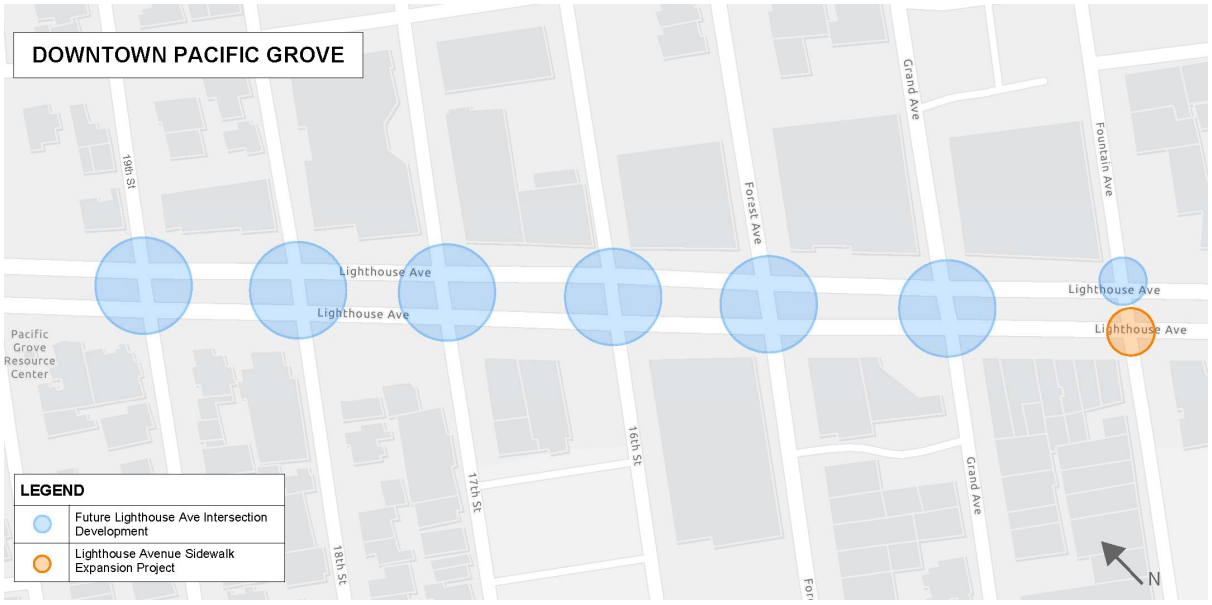


Figure 2.1: Pacific Grove Lighthouse Avenue Development Plan



Figure 2.2: Graphic rendering of proposed layout conditions for the LASW project.

B. Considerations for Bulb-Out Design and Construction

The LASW configuration is specific to that corner of the intersection. Other future bulb-out conditions may be of different configurations than the LASW project based on their site-specific conditions, and the intention of the City for each intersection and future bulb-out. They will offer varying levels of opportunity for Sidewalk Dining. Considerations will include:

- Available space (curbside parking that can be taken up for bulb out)
- Slope considerations
- Public features
- Existing signage
- Stormwater facilities
- Traffic and parking considerations
- Sidewalk treatments
- Intersection treatments
- Crosswalk treatments

The final configuration of other intersections and corners will also be determined by:

- California Department of Transportation Roadway Design Standards
- City of Pacific Grove Standards

- Federal and State Accessibility Codes
- Engineering design of the bulb-outs

C. Wide Sidewalk Condition

- The design guidelines in this document are also broadly applicable to wide-sidewalk conditions, in locations approved by the City.
- A wide-sidewalk is one which provides enough space for the restaurant owner to introduce Sidewalk Dining, while maintaining the Through-Zone as described elsewhere in this document.

CI. Eligibility for Sidewalk Dining Improvements

- The proposed location for Sidewalk Dining will be in an existing bulb-out or wide-sidewalk condition, or a future bulb-out condition proposed by the City.
- Applications for an Encroachment Permit, as provided for in Title 15 PGMC (Pacific Grove Municipal Code), for sidewalk dining use must be approved by the Building Owner in conjunction with the Restaurant owner.

DESIGN GUIDELINES

A. General

Please review the Goals and Objectives for Sidewalk Dining before reviewing these design guidelines, and the section on Operations & Maintenance in conjunction with these design guidelines.

The design guidelines for Sidewalk Dining in bulb out conditions are intended to guide property and dining establishment owners to efficiently develop a plan specific to their own needs, and in keeping with the aesthetic character that the City of Pacific Grove would like to see in such facilities. These guidelines are subject to all relevant City, County, State and Federal codes and guidelines.

- None of the Sidewalk Dining elements noted below are a requirement for the encroachment permit. The restaurant owner may choose to have only tables and chairs as needed.
- All privately owned features and amenities including furniture are to be all contained within the limits of the Sidewalk Dining area.
- All products and materials used are to be commercial grade/outdoor rated.
- All Sidewalk Dining elements must be temporary in nature; permanent structures and/or elements are not permitted. Temporary items include:
    - Portable and movable
    - Fixed in place and attached to the building or paving with post-installed bolts that are removable. Foundations, footings or poured-in-place anchors of any kind are not permitted.
- All Sidewalk Dining elements must be free of product advertisements.
- Any building façade improvements must be reviewed by the Community Development Department to determine whether additional permits may be required per the City's Municipal Code. Elements and materials selected must have non-toxic finishes and present safe corners, edges, and surfaces without risk of entrapment.
- Colors of Sidewalk Dining elements are required to complement the existing or proposed building color are required. Community Development staff will review for color consistency when issuing the Entitlement Permit for the outside dining space.

Preferred materials are indicated for the various elements that make up an Sidewalk Dining area, except for tables and chairs / benches which are left to the proprietor's choice. Flexibility is given to the element design and material, so restaurant establishments can provide individuality to their Sidewalk Dining areas.

- The application process of the encroachment permit will require the proposal to be reviewed by the Community Development Dept., which reserves the right to reject the scheme and/or request modifications if seen as incompatible with the aesthetics of the building.

B. Sidewalk Dining Layout

Limits

- A 5-foot minimum Through Zone with no obstructions on the sidewalk is required. The Public Works Director or Building Official may provide alternative direction on a case-by-case basis.
- The Sidewalk Dining area for a property starts at the face of the building until the edge of the Through Zone as measured perpendicular to the building face and ends at the property lineon either side as measured parallel to the building face, unless otherwise specified by the Public Works Director.

Horizontal Clearances

- Entry point(s) into Sidewalk Dining areas of 4-foot minimum width are to be provided if elements to define the perimeter are installed. Wider entry points are preferred. Gates in any form are not permitted.
- All paths of movement inside the Sidewalk Dining area are to be 4-foot minimum clear width.
- Any additional building entry points, not related to the restaurant entry, are to remain clean and visible for entry with a minimum width of 4-feet.
- Each side of seating at a table is to be accessed by a path of the minimum width noted above.
    - A table located along the edge of an Sidewalk Dining area without a perimeter defining structure must ensure that when patrons are seated, all chairs including wheelchairs do not obstruct the Through Zone or overlap on an adjacent property.
    - A table located along the edge of an Sidewalk Dining area with a perimeter defining structure may have seats placed along the outside edge that are accessed through other seating spaces. For example, the middle chair in a row of three chairs with the outer two at the corners of a table.
    - If a perimeter structure(s) is provided, then adequate clearance is to be provided betweerthe edge of the seating and the edge structure for the seat to be moved back and the patrons to exit the table comfortably.

Accessibility

- Sidewalk Dining areas are to comply with the 2010 ADA Standards for Accessible Design, Department of Justice; Public Accommodations and Commercial Facilities
- Sidewalk Dining areas are to comply with accessibility provisions of the latest edition of the California Building Codes (CBC): Part 2 of California Code Of Regulations, Title 24.
- The California Building Code (CBC) requires that at least 5% of seating spaces of any one type must be accessible. This applies to fixed or built-in seating, and in Sidewalk Dining it is assumed that the restaurant staff will move chairs around to create wheelchair spaces as needed by guests.
- Paths of movement to these spaces from the entrance(s) of the Sidewalk Dining area need to be clear of obstructions and abrupt changes in vertical elevation. Floor cable covers / cable protectors for electrical wires are discussed elsewhere and must comply with this requirement.

C. Sidewalk Dining Elements

Overhead Structures

- Overhead structures such as umbrellas, awnings, shade structures, and trellises may be provided for shade.
- Overhead structures of a size that require roof trusses are not permitted. Overhead roof elements, including trellises and support elements, shall be minimal to obtain the maximum fabric covered structure area.
- Overhead structures, along with rigid side panels that fully enclose the Sidewalk Dining space are not permitted. Windbreak elements shall be used in conformance with the criteria provided below.
- Overhead structures must not obstruct the view of building signage or the building entry. Structural frames and supports should be as slim as possible while keeping all safety considerations in mind.
- Lights, speakers, and heating elements integrated into the overhead structure are preferred. Refer to the requirements for those added features addressed in this section.
- All electrical fittings, conduits and cables will be UL rated. Electrical fittings shall not compromise the safety of the overhead structures in any way. Conduits and cables shall be concealed and internal to any structure to the maximum extent feasible.
- All materials shall be fire rated as required by the Fire Marshal and Building Official.

Umbrellas

General

- Center-post type: An umbrella with a single center post that is free-standing and movable.
  - The umbrella base is to be provided by the manufacturer and the umbrella design including the base counterweight is to be able to withstand wind gusts of up to 25 mph with the canopy open.
  - Center-post type umbrellas do not require building permit review.
- Offset-post type: An umbrella that is cantilevered out from a steel post attached to a steel base that is bolted down to the paving with removable fasteners as recommended by the manufacturer or a licensed structural engineer. These systems are available in modules of two or more umbrellas.
  - The umbrella design is to be able to withstand wind gusts of up to 25 mph with the canopy(s) open.
  - The attachment method of the offset-post type umbrella base to the paving requires building permit review.
- A valance is the loose fabric that hangs down from the sides of the umbrella canopy frame. Valances may be provided at the restaurant owner's discretion.

Sizes and Clearances

- The umbrella should be large enough to cover the table and all the guests in their chairs when pulled up to the table for dining.
- Umbrella canopies or supporting structures shall not project outside the Sidewalk Dining area.
- Height - clearance of 84-inches minimum is required from the lowest edge, 96-inches is preferred. Excludes valances.
- 12-inch minimum distance between umbrellas with the canopies open.

Materials

- The canopy of any umbrella must be made of fabric and be of a folding type
- Fabric on umbrellas is to be taut when opened. No loose fabric is permitted except for valances.

Awnings, Shade Structures, and Trellises

General

- The City Sign Code permits fixed awnings attached to buildings that project between 36-inches to 72-inches from the façade of a building, at a minimum clear height of 84-inches above paving.
  - Awnings may be prefabricated or custom-designed.
  - Awnings are to have non-rigid, fabric coverings on retractable frames if they project more than 72-inches from the façade of the building. These are subject to staff and board approval.
  - Attachment details are to be designed by a licensed structural engineer and require building permit review.
- Shade structures and trellises may be attached to the paving but are required to be removable.
  - Shade structures that stand separately from the building on rigid frames may be prefabricated or custom-designed and are to have non-rigid, fabric coverings with roll-up or folding mechanisms.
  - Shade structures and trellises including their coverings must be located 60-inches away from the building or awning.
  - Shade structures including attachment details are to be designed by a CA licensed structural engineer and require building permit review.
  - Trellis elements spacing shall be a minimum of 24-inches. Construction and attachment details require building permit review.
- A valance is the loose fabric that hangs down from the sides of the awning / shade structure frame. Valances may be provided at the restaurant owner's discretion.

Sizes and Clearances

- Shade structures or trellises including their coverings shall not project outside the Sidewalk Dining area.
- A minimum clearance of 84-inches above the paving is required to the lowest edge of the shade structure or trellis, 96-inches is preferred. Excludes valances.

Materials

- Fabric on awnings and shade structures is to be taut when opened. No loose fabric is permitted except for valances.
    - Fabric on awnings must be rated as specified by the Fire Marshal.

Windbreak Panels

General

- Vertical panels to block the wind may be provided to define the sides of the Sidewalk Dining area and may be combined with fences and/or planters.
- Windbreak panels may be prefabricated or custom designed.
- Windbreak panels shall be of a freestanding rigid type. Flexible roll-down type panels from an overhead frame are not permitted.
    - Freestanding panels shall be movable or bolted down on to the paving.
    - Movable panels shall have bases that provide stability for windspeeds of 25 mph.
    - Fixed panels are required to be attached to the paving with removable fasteners, as recommended by the manufacturer or fabricator. Concrete footings are not permitted. The attachment method of the base to the paving will require building permit review.

Sizes and Clearances

- Windbreak panels including their bases whether movable or fixed, shall not project outside the Sidewalk Dining area.
- The maximum height of a freestanding panel including its frame is 60-inches off the paving.

Materials

- Panel materials must be transparent above the height of a dining table which is approximately 30-inches off the floor, to allow views into and out of the Sidewalk Dining area.
- For the lower portion of the panel the use of smooth / textured metal, wood, or wood composite is suggested. The use of corrugated metal, chain-link, chicken-wire is not permitted.
- The upper portion of the panel shall be constructed of tempered glass or UV-resistant acrylic.
- Panels and/or their frames shall have no sharp corners / edges for safety.

Perimeter Fences

General

- Perimeter fences may be provided to define the Sidewalk Dining area and may be combined with windbreak panels and/or planters.
- Fences may be prefabricated or custom designed.
- Fences are required to be attached to the paving with removable fasteners, as recommended by the manufacturer or fabricator. Concrete footings are not permitted. The attachment method of the base to the paving will require building permit review.

Sizes and Clearances

- Fences including their bases shall not project outside the Sidewalk Dining area.

- The minimum height of a fence is 30-inches, and the maximum height is 36-inches.
- Picket fences are to have picket spacing that prevents entrapment.

Materials

- Fences may have panels, pickets, or a combination of the two.
- For fences with panels, the use of smooth / textured metal, wood, or wood composite is suggested. The use of corrugated metal, chain-link, chicken-wire is not permitted.
- Posts and pickets are to have rounded or smooth tops with no sharp corners for safety. Panels and/or their frames shall have no sharp corners / edges for safety.

Planters

General

- Planters may be provided to define the Sidewalk Dining area and may be combined with windbreak panels and/or fences.
- Pots and planters may be used to define or accent spaces inside the dining area if they do not reduce the specified minimum clear path widths inside the Sidewalk Dining area.
- Pots and planters shall be movable. They are not permitted to be fixed to the paving.
- Flower boxes and window boxes are permitted subject to the same guidelines for pots and planters.

Sizes and Clearances

- Pots and planters including their drain trays and the plants themselves shall not project outside the Sidewalk Dining area.
- Drain trays larger than the size of the pot/planter must not reduce the specified minimum clear path widths inside the Sidewalk Dining area.
- The maximum height of the planter should be the height of a dining table which is approximately 30-inches off the floor. The top of the plants should generally not exceed 60-inches off the floor.

Materials

- Planters shall be constructed of wood, metal, lightweight concrete (GFRC) or fiberglass.
- Plants selected should not have thorns, rigid and/or sharp branches protruding into the specified minimum clear path widths inside the Sidewalk Dining area or have any part that is known to be toxic if ingested.
- Artificial / synthetic plants will not be permitted.
- Pots and planters are to be provided with drain/watering trays so that the pavement remains clean of water draining out the bottom.

Heating Units

General

- Heaters may be provided inside the Sidewalk Dining area for visitor comfort.
- The provision of heaters is subject to Building Permit and Fire Marshall approval.

- Heaters may be attached to the building or structures, or freestanding and movable, or a combination of the two. Tabletop heaters are not permitted.
- Heaters that are attached to the building under an awning, or to the structure of an overhead canopy are preferred as they are the least visually obtrusive.
    - Overhead heaters must be electrically powered, and UL listed.
    - Overhead heaters will require installation by a licensed electrical contractor and will require building permit review.
- Heaters that are freestanding must not block visibility to the front entrance of the restaurant from the sidewalk.
    - One freestanding heater for every 4 tables is suggested.
    - Freestanding heaters with wheels are suggested.
    - Electrically powered freestanding heaters are recommended; wiring to these heaters if located away from the building must utilize floor cable covers / cable protectors to prevent a tripping hazard. Cable covers / protectors must be firmly attached to the paving and be removable.
    - Propane powered freestanding heaters shall be of the Quartz or Glass Tube type, in a pyramid shaped or vertical cylinder-shaped enclosure that hides the propane gas cylinder at the bottom and has a upper mesh that prevents anyone from touching the clear vertical tube with the flame inside it. Mushroom-style patio heaters which radiate heat downwards from an overhead reflector are not permitted for safety reasons.
    - Wood burning units, fireplaces, chimeneas, and fire torches are not permitted.

Sizes and Clearances

- Heaters including their base and reflectors shall not project outside the Sidewalk Dining area.
- Overhead heaters must be installed a minimum of 84-inches above the paving.
- Heaters must have a minimum of 24-inches of clearance or the manufacturers' recommendation, whichever is greater, to any overhead surface.
- Floor standing heaters must have a minimum of 24-inches of clearance or the manufacturers' recommendation, whichever is greater, to any adjacent surface.
- Floor standing heaters must not reduce the specified minimum clear path widths inside the Sidewalk Dining area, as measured at the base of the unit.

Materials

- The same make / model of heater for fixed types and for movable types is required for aesthetic consistency.
- Stainless steel is preferred for durability, specifically for surfaces that get hot. Other surfaces should be powder coated metal.

Lighting

General

- Lighting may be added to the Sidewalk dining area; the intent should be to supplement any building lighting - inside lighting shining through windows, or lighting that is exterior and fixed to the building.
- Lighting in the form of string lights hung securely across the dining area or integrated into overhead canopies or umbrellas or rigid wooden frames is suggested. Directional spot/track lights may be permitted if they are directed downwards and do not shine outside the Sidewalk Dining area or at the structures themselves
    - Hanging sconces and fixtures that detract from the building frontage and complete with the overall lighting of the streetscape are not permitted.
- Wiring to lights if located away from the building may utilize permitted overhead structures or be installed across the floor with floor cable covers / cable protectors to prevent a tripping hazard. Cable covers / protectors must be firmly attached to the paving and be removable.
- String lights placed around the main tree trunk and the first set of main branches of a street tree adjacent to the Sidewalk Dining area may be approved by the City.
    - Wiring to string lights cannot cross the sidewalk, even with cable protectors.
    - All outdoor lighting and wiring must comply with the California Electrical Code and are subject to building permit approval.

Sizes and Clearances

- Overhead lights and their wiring must be a minimum of 84-inches above the paving, 96-inches is preferred.

Materials

- Lighting fixtures must be UL-listed and designed for wet locations.
- Warm white (2700k-3000K) is the recommended color temperature for light fixtures as providing the best ambience for dining. Neutral white (3500K-4100K) may be proposed if integral to the proposed aesthetic scheme. Cool white (5000K-6000K) is not permitted as this provides a cold, unwelcoming light. Fluorescent or neon fixtures are not permitted.

Temporary Decorations

General

- Event, holiday, and/or seasonal decorations may be installed on an as-needed basis. They are required to be firmly attached so as not to fly away or topple over at any wind speed.
    - Holiday decorations are related to a single day public holiday, for example St. Patrick's Day, Easter, Independence Day, etc.
    - Seasonal decorations are related to a multi-day public celebration, for example Thanksgiving, and Christmas.
- Review the section on Operations & Maintenance for guidelines as to when to put up and take down temporary decorations.

Signage

General

- Signs may be installed and movable menu stands located to advertise the restaurant, it's menu, and special events.
- Signs must comply with Title 20 of the City of Pacific Grove Municipal Code.
- A limit of one sign and one movable menu stand per Sidewalk Dining area is required.
- Signs and movable menu stands including their bases must be placed inside the Sidewalk Dining areas.

OPERATIONS AND MAINTENANCE GUIDELINES

A. General

Please review the Goals and Objectives for Sidewalk Dining before reviewing these operations and maintenance (O&M) guidelines, and the section on Design Guidelines in conjunction with these O&M guidelines.

- Outside Dining area structures that are unfurnished with tables and chairs and not used for more that 60-days shall be required to be removed at the expense of the business or property owner unless otherwise approved to remain by the City.
- Failure to maintain an Outside Dining to the standards providing in this section, may result in the loss of encroachment permit and use of the Outside Dining area.
- Violations of this Outside Dining manual standards and guidelines are a violation of the encroachment permit and subject to code enforcement.
- All maintenance of the Sidewalk Dining areas, including repairs and replacement of privately owned items, to be provided at the expense of the restaurant establishment.
- Retractable, removable, and/or foldable overhead structures provided for shade and side structures provided for wind abatement are to be retracted, removed, and/or folded when not in use and during non-business hours of the business
- Cooking is prohibited in the Sidewalk Dining area.

Smoking

- Smoking is not permitted in any public area in the City of Pacific Grove. Refer to Chapter 11.24 of the Municipal Code for further details.

Alcohol

- With a valid Alcoholic Beverage Control (ABC) license, Alcohol is only allowed inside the restaurant and inside Sidewalk Dining area.
- Signage at the entrance(s) to the Sidewalk Dining area to say NO ALCOHOLIC BEVERAGES BEYOND THIS POINT. White text on black background. Minimum 7-inch x 5-inch horizontal or vertical; prefabricated sign plates are available and acceptable.
- Applicants shall comply with all applicable ABC regulations regarding alcohol use for their establishment within the Sidewalk Dining Area. The issuance of an Encroachment Permit for Sidewalk dining use does not constitute any ABC or Zoning approvals for alcohol use by the City. Applicants are separately responsible for securing a valid ABC license to allow/extend business operations within the Sidewalk Dining area. (12.21.22 PG Draft)

Cleanliness

- Sidewalk dining areas are to be always maintained free of litter and debris.
- The paving is to be always kept clean. Food and beverage stains are to be removed immediately.
    - Pressure washing of pavement is not permitted unless the wash water is captured. Notify the City if there is a requirement to pressure wash if normal cleaning methods are not sufficient.

- All materials and items used by the restaurant establishment for Sidewalk Dining are to be kept clean, dusted, polished as needed.
- Any plants incorporated into the Sidewalk Dining area are to be watered and deadheaded as needed. Dead plants to be removed and replaced.

***Repairs* and Maintenance**

- Discoloration of materials due to reasons other than natural weathering must be repaired or replaced.
- Rust, cracks, chipped finishes that compromise the overall finish must be repaired or the item replaced.
- Broken or damaged materials or items to be repaired or replaced.

Non-Dining Hours

- Movable elements of the Sidewalk Dining area shall be left in place. Stacking or grouping with locks of movable elements is not allowed to preserve the aesthetic quality of the streetscape. Items may be placed inside the restaurant during non-business hours as provided in the section.
- Electrical heating units shall be moved indoors.
- All movable elements may be required to be removed from the Sidewalk Dining area for extended periods of non-use defined as two weeks or more, subject to discussions with the City. (2014 PG Draft Standards)
- The city reserves the right to request removal of all movable elements during special events, etc.

***Unusual* Weather**

- During windy and stormy events, movable elements should be stored inside the premises or securely next to the building.
- Most umbrella manufacturers require the owner to fold down the fabric at wind speeds of 25 mph or more to maintain the product warranty.
- The restaurant owner is responsible for damages to public and other private property due to a failure to properly secure movable elements to safe location(s) prior to predicted period(s) of high winds.

Temporary Decorations

- Event, holiday, and seasonal decorations are defined earlier in this section.
- Event decorations shall be installed the night before the event or the day of the event and must be removed the same day after completion of the event, or the next morning.
- Holiday decorations shall be installed during the week of the holiday and must be removed the day after the holiday. Christmas decorations shall be installed in conjunction with the City's decorations and must be removed the week after New Years.
- Seasonal decorations must be removed within one week of the end of the season.

EXAMPLE DIAGRAMS

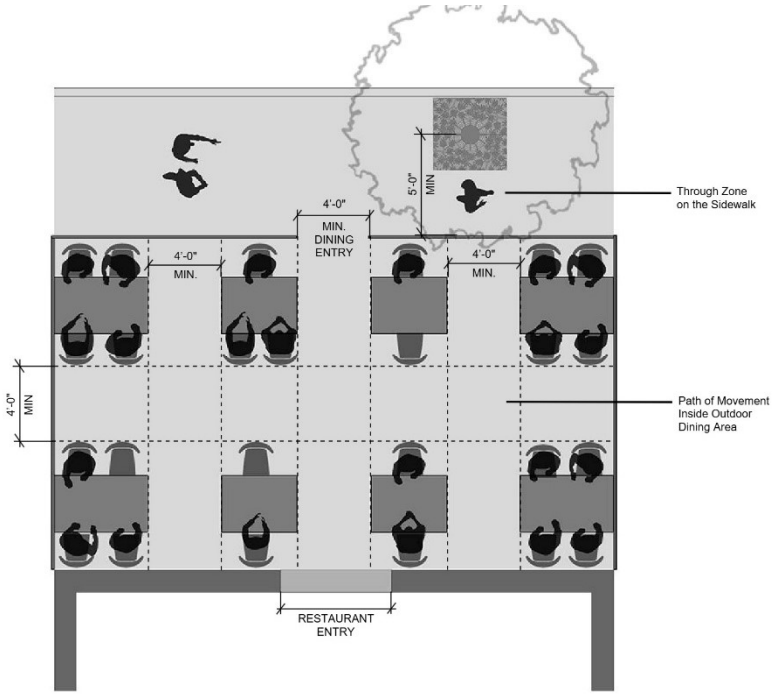


Figure 2.3: Through Zone & Horizontal Clearances – Typical Plan

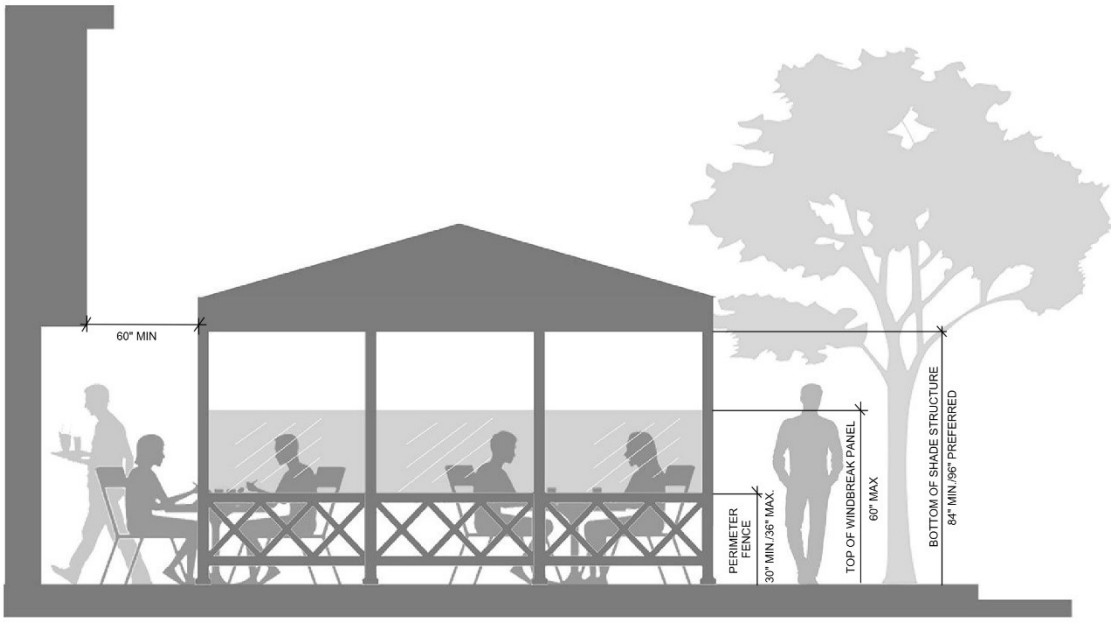


Figure 2.4: Sidewalk Dining - Example Section



Figure 2.5: Sidewalk Dining - Example Section

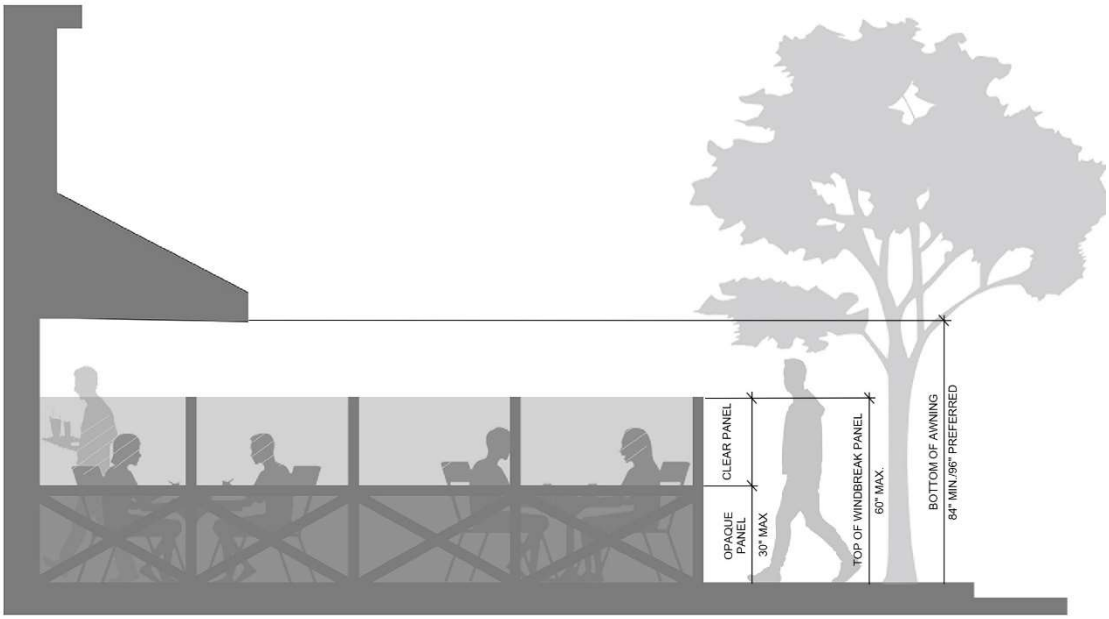


Figure 2.6: Sidewalk Dining – Example Section

ORDINANCE OF THE CITY COUNCIL OF THE CITY OF PACIFIC GROVE AMENDING PACIFIC GROVE MUNICIPAL CODE CHAPTER 15.16 "SIDEWALKS" TO ALLOW FOR ISSUANCE OF SIDEWALK DINING PERMITS

FACTS

1. On November 20, 2024, the City Council considered a draft Outdoor Dining Guidelines ("Guidelines") and by Motion approved on a 7-0 vote the Guidelines, adding language that allows propane tanks to be used in accordance with fire and safety protocol, and allowing the City Manager discretion with respect to extension times when Outside Dining Areas are not in use pursuant to the required time.

2. Chapter 15.16 of the City Municipal Code "Sidewalks" does not currently have provisions allowing for the issuance of a Sidewalk Dining Permit.

3. The proposed Ordinance would amend Chapter 15.16 of the City Municipal Code "Sidewalks" to allow for the issuance of a Sidewalk Dining Permit.

4. Businesses which receive a Sidewalk Dining Permit will be required to comply with the conditions of the Permit and also comply with the Sidewalk Dining Guidelines (formerly known as Outdoor Dining Guidelines).

5. The City has determined that it is appropriate to adopt this Ordinance amending Chapter 15.16 **]** to protect the health, safety and security of the public, and will ensure that all dining establishments operate fairly and safely.

6. Notice of the public hearing was published or posted **[where]** on insert date.

7. This Ordinance is in compliance with the California Environmental Quality Act (CEQA)
f or the following reasons:

Not a Project: Enactment of this ordinance action does not constitute a "project" as defined by California Environmental Quality Act (CEQA) because it will not result in direct or indirect physical changes in the environment.

Even if the adoption of this Ordinance was a CEQA project, the Ordinance is exempt from CEQA as it falls under one or more of the following categorical exemptions:.

(1) Class 1 Categorical Exemption for Existing Facilities (CEQA Guidelines § 15301):

(2) Class 3 Categorical Exemption for New Construction or Conversion of Small Structures (CEQA Guidelines § 15303):

(3) Class 4 Categorical Exemption for Minor Alterations to Land (CEQA Guidelines § 15304):

(4) Class 11 Categorical Exemption for Accessory Structures (CEQA Guidelines § 15311):

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. Existing Municipal Code Chapter 15.16 "Sidewalks" is amended and shall read as shown in Exhibit A attached hereto and is hereby incorporated by reference as though set forth in full here. The added text to Chapter 15.16 is shown in underlining in Exhibit A.

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

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

Section 5. In accord with Article 15 of the City Charter, this ordinance shall become effective on the thirtieth (30th) day following its 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:

_____
NICK SMITH, Mayor

ATTEST:

DATED:_____

_____
SANDRA KANDELL, City Clerk

APPROVED AS TO FORM:

_____
BRIAN A. PIERIK, City Attorney

EXHIBIT A

Chapter 15.16
SIDEWALKS

Sections:

15.16.010 Definitions.
15.16.020 Sidewalk width, curb lines established.
15.16.030 Repair procedure.
15.16.040 Sidewalk encroachment.
15.16.045 *Repealed.*
15.16.050 *Repealed.*
15.16.060 Curbs – Address numbers.
15.16.070 Sidewalk Dining Permit Required for Placement of Sidewalk Dining Furniture
15.16.080 Sidewalk seating and sidewalk dining
15.16.090 Liability and Insurance
15.16.100 Fees
15.16.110 Duration of Encroachment Permits and Sidewalk Dining Permits
15.16.120 Display of Permit
15.16.130 Changes in Permit
15.16.140 Safety Provisions
15.16.150 Appeal of decision on Permit
15.16.160 Findings on Appeal
15.16.170 Suspension or revocation of Permit
15.16.180 Hearing on suspension or revocation of Permit
15.16.190 Administrative Review
15.16.200 Authority of Encroachment Officer
15.16.210 Penalties for Violation
15.16.220 Remedies Cumulative

15.16.010 Definitions.

Except as otherwise provided, the following words shall have the meanings ascribed to them in this section:

(a) "Curb line" means the established line to which the edge of curb nearest the center of the street shall be constructed.

(b) "Encroachment" means any of the following:

(1) Any unmovable object that impedes the free flow of pedestrian traffic, and includes but is not limited to such things as walls, fences, hedges, trees, shrubbery or ground cover.

(2) Gravel, rocks, bark, wood chips or other loosely placed material susceptible to scattering beyond the area of initial placement.

(3) Sidewalk Dining furniture as defined in the Sidewalk Dining Guidelines as approved by the City Council Resolution.

(c) "Encroachment Officer" shall be the person or persons designated by the director of public works to issue permits as provided herein and to enforce the provisions of this Chapter who shall have the same enforcement authority as the enforcement officer referenced in City Municipal Code Section 1.19.020

(d) "Gutters" means the portion of roadway adjacent to the curbs.

(e) "Sidewalk Dining Guidelines" means the Sidewalk Dining Guidelines approved by Resolution of the City Council.

(e) Retaining wall" means any structure placed for the purpose of retaining earth.

(f) "Roadway" means the portion of street between the curb lines.

(g) "Sidewalk" means the graded or paved portion of the sidewalk space, and also includes curbing, retaining walls or other works for the protection of the sidewalk space.

(h) "Sidewalk Dining Furniture" means as defined in the Sidewalk Dining Guidelines.

(i) "Sidewalk Dining Permit" means the permit issued by the Encroachment Officer pursuant to this Chapter to allow for place of Sidewalk Dining Furniture on the Sidewalk.

(h) "Sidewalk space" means the portion of street between the property line and the nearest curb line. [Ord. 23-004 § 2 (Exh. A), 2023; Ord. 1827 N.S. § 1, 1992; Ord. 1697 N.S. § 1, 1989; Ord. 525 N.S., 1965; Ord. 210 N.S. § 5-201, 1952].

15.16.020 Sidewalk width, curb lines established.

The establishment of curb lines and the width of sidewalk space on all public streets shall be fixed by the city through the council. Installation and maintenance of sidewalks shall be in accordance with Council Policy 700-4, "Sidewalk Development." [Ord. 23-004 § 2 (Exh. A), 2023; Ord. 18-007 § 2, 2018; Ord. 210 N.S. § 5-202, 1952].

15.16.030 Repair procedure.

Owners of property abutting sidewalks, or possessors of sidewalks, shall have the duty of maintaining the same and shall be subject to all of the liabilities and procedures prescribed by Chapter 22, Division 7, Part 3, commencing at Section 5600, of the Streets and Highways Code of the state of California. The Streets and Highways Code, Chapter 22, Maintenance of Sidewalks, provides that the owners of lots or portions of lots fronting any portion of the public street are responsible for maintaining sidewalks in a condition which will not interfere with the public convenience in their use. The city shall have all of the rights therein provided, including the right to lien and collection. No person except city employees, or persons under contract with the city, shall install or repair any curb, gutter, corner ramp, or sidewalk within or along any street in the city without having applied for and received an encroachment permit from the city.

Utility encroachments shall also be subject to Chapter 15.30 PGMC. Application for any such permit will be made in writing on a form or forms supplied for that purpose by the city. [Ord. 23-004 § 2 (Exh. A), 2023; Ord. 19-002 § 3, 2019; Ord. 18-007 § 2, 2018; Ord. 877 N.S. § 1, 1975; Ord. 285 N.S., 1956; Ord. 210 N.S. § 5-203, 1952].

15.16.040 Sidewalk encroachment.

It is unlawful to construct, plant, or maintain any encroachment in a sidewalk space, except for city-sponsored amenities and activities, public utilities, mailboxes, bus shelters and benches and except for Sidewalk Dining Furniture as defined in the Sidewalk Dining Guidelines as approved by the City Council Resolution which shall be allowed subject to the issuance of an encroachment permit as provided in this Chapter. The Sidewalk Dining Guidelines are hereby incorporated by reference as if set forth in full here.

15.16.045 Sidewalk seating and sidewalk dining.

Repealed by Ord. 23-004. [Ord. 17-008 § 3, 2017; Ord. 16-004 § 3, 2016; Ord. 13-003 § 7, 2013].

15.16.050 Retaining wall construction.

Repealed by Ord. 23-004. [Ord. 525 N.S. § 3, 1965].

15.16.060 Curbs – Address numbers.

An owner of property may affix the property's address number to an abutting curb. [Ord. 23-004 § 2 (Exh. A), 2023; Ord. 96-17 § 1, 1996].

15.16.070 Permit Required for Sidewalk Dining Furniture

(a) Except as otherwise provided in this chapter, it is unlawful for any person to encroach or to make or to cause to be made any encroachment by placing Sidewalk Dining Furniture on a sidewalk without first having obtained Sidewalk Dining Permit from the director of public works or the building official or their designee.

(b) Sidewalk Dining Permits shall be issued by the Encroachment Officer upon such conditions the Encroachment Officer deems necessary to protect the public interest, health, safety or welfare.

(c) All obligations, responsibilities and other requirements of the permittee as described in this chapter shall be binding on subsequent owners of the encroachment.

(d) Any encroachment, including encroachments based upon placement of Sidewalk Dining Furniture on a sidewalk for which a permit is required and for which no permit has been issued pursuant to this chapter shall be deemed a public nuisance under Chapter 1.16 PGMC. [Ord. 23-004 § 2 (Exh. A), 2023].

(e) A violation of any conditions in an encroachment permit shall be deemed a public nuisance under Chapter 1.16 Pacific Grove Municipal Code

15.16.080 Sidewalk seating and sidewalk dining

The Encroachment Officer shall have the authority to allow, deny, or condition placement of Sidewalk Dining Furniture subject to the compliance by the eating establishment with the Sidewalk Dining Guidelines and following restrictions and conditions:

(a) Eating establishments, and all others, are prohibited from making any modification to the public sidewalk. Minor patching of holes and cracks, and the elimination of trip and fall hazards, are to be referred to the public works department for modification.

(b) Use of sound amplification on the exterior of an eating establishment is prohibited unless a permit therefor has been issued by the City

(c) Sidewalk dining and associated furniture as listed in subsection (a) of this section is prohibited on any public sidewalk that is less than seven feet wide unless the storefront is set back from the back of sidewalk. Further, sidewalk dining and associated furniture shall not occupy more than 45 percent of the gross total width of any public sidewalk.

(d) The eating establishment placing the furniture shall provide proof of public liability insurance, naming the city as an additional insured, in the amount and form as required by Section 15.16.090 (Liability and Insurance) or as otherwise approved by the city attorney.

(e) Businesses placing Sidewalk Dining Furniture shall be responsible for keeping the furniture and immediately surrounding area clean and presentable at all times, and to this end shall promptly clean and remove all litter, spillage, and other materials.

(f) Approved Sidewalk Dining Permits allowing placement of Sidewalk Dining Furniture may be revoked by the Encroachment Officer at any time for violation of any of this provisions of the City Municipal Code, the Sidewalk Dining Guidelines and/or any conditions contained in the Sidewalk Dining Permit.

(g) Sidewalk Dining Permit are interruptible and terminable licenses for use granted by the city. No property interest shall be conveyed to the eating establishment or to any other person. The city shall have the right and power, acting through the Enforcement Officer , to revoke, prohibit, or limit operation and use of a Sidewalk Dining Permit at any time by reason of anticipated, threatened, or actual problems or conflicts in the use for the sidewalk area. Such circumstances may arise from, but are not limited to, changing patterns of sidewalk use, scheduled festivals or similar events, parades or marches, repairs to the street or sidewalk, or for any other reason.

(h) Sidewalk Dining Furniture, equipment, and other amenities must be removed from the public sidewalk dining area for extended periods of eating establishment closure (two weeks or more). The city may require removal of the Sidewalk Dining Furniture during special events or for other reasons as determined appropriate by the Enforcement Officer. The city shall have the right to unilaterally remove unapproved Sidewalk Dining Furniture and/or equipment from the sidewalk dining space, and costs of removal shall be borne by the eating establishment.

(i) Sidewalk Dining furniture shall be constructed in the manner designated in the Sidewalk Dining Guidelines unless an alternative material is approved in advance by the Enforcement Officer.

(j) Each eating establishment may use umbrellas provided each shall maintain the seven-foot minimum sidewalk clearance for the entire height of the umbrella. The base weight of the umbrella

shall be of appropriate size and design to avoid tipping over in the wind. Freestanding gas heaters shall not be utilized where umbrellas are present, for fire safety. Umbrellas shall not bear commercial logos.

(k) Each Sidewalk Dining Permit shall require payment of two fees: (1) the general encroachment permit fee (a one-time fee for placing Sidewalk Dining Furniture on the public sidewalk); and (2) an annual Sidewalk Dining fee associated with continued use of the public sidewalk. The city council shall set both fees by resolution in its master fee schedule.

(l) Applications for each Sidewalk Dining Permit for Sidewalk Dining must include:

(1) Description. A brief written description to include the name and address of the eating establishment, a description of the proposed sidewalk dining space, the number of tables and seats, whether the eating establishments intends to serve alcohol, and whether water credits or water allocations are needed for the proposed permit.

(2) Site Plan. A plan, drawn to scale, showing the proposed sidewalk dining space including all tables, seats, associated furniture, and barrier lines; the plan shall show all sidewalk clearance dimensions and elevations. Specifications shall be provided for any sidewalk heaters.

(3) Photos or Drawings. Color photos, renderings, and/or graphics shall show the setup, type of furniture, and materials to be used for all surfaces, including barrier lines or umbrellas.

(4) A certificate of insurance for the applicant in a form satisfactory to the city confirming the insurance requirements of Section 15.16.090 have been satisfied;

(5) All other complete and descriptive information, including plans, specifications and analyses the city engineer may require describing the work and its effect on the right-of-way, including the mode of operation, maintenance and use;

(6) The written order or consent to work thereunder, where required by law, issued by any other public agency or body having jurisdiction.

(7) The application for a Sidewalk Dining Permit shall refer to, and incorporate by reference, all of the provisions of this chapter.

(8) A Sidewalk Dining Permit shall not be issued unless and until the order or consent required pursuant to this section is first obtained and filed with the Enforcement Officer . The permittee shall be knowledgeable and comply with all applicable federal, state and local laws, regulations and orders which may in any manner affect the permit. The permittee shall insure that its agents, employees and contractors are at all times in compliance with all applicable laws, regulations and orders.

(m) The Encroachment Officer is authorized to place or modify conditions in the Sidewalk Dining Permit to promote public health and/or safety, or to address unique site factors that apply to a specific location.

(n) Sidewalk Dining Permit issued under this Chapter do not afford an exclusive right for use by the eating establishment or its patrons. The general public may make reasonable temporary use of the area and furniture at that location provided this public use does not interfere with the sidewalk dining use.

(o) The eating establishment must comply with all of the provisions of this Chapter and the Sidewalk Dining Guidelines. In the event of conflict between any of the provisions of this Chapter and the Sidewalk Dining Guidelines, the provisions of this Chapter shall control.

15.16.090 Liability and Insurance

(a) The permittee shall be responsible for all liability imposed by law for personal injury or property damage proximately caused by: (1) work done by permittee under the permit, including work beyond the scope of the permit; (2) failure on permittee's part to perform obligations under the permit in respect to maintenance; or (3) the existence of any permitted encroachment. If any claim of such liability is made against the city, its officers or employees, permittee shall defend, indemnify and hold them, and each of them, harmless from such claim and liability insofar as permitted by law.

(b) Before a permit is issued, the applicant shall secure, at its expense, a policy of broad form commercial general liability insurance, on an "occurrence" basis issued by an insurer acceptable to the city. The policy shall by endorsement name the city and its officers, employees and agents as additional insureds and shall protect them from claims for personal injury, death or property damage suffered by third persons and arising out of the work performed pursuant to the permit or the manner of installation or construction. The insurance coverage afforded by this policy shall be primary. The policy shall include a cancellation clause requiring the issuing company or its authorized agent to provide a 30-day written notice of cancellation, suspension or modification, to the named certificate holder.

(c) The amount of liability insurance coverage shall be a minimum of $1,000,000 per occurrence and $2,000,000 aggregate or $1,000,000 aggregate if the policy separately applies to the permitted project.

(d) Workers' compensation shall be maintained to meet minimum state requirements.

(e) The city manager may increase, decrease or waive the insurance limits set forth above in those cases in which he/she determines that special circumstances justify such an increase, decrease or waiver.

15.16.100 Fees

(a) All fees required to be paid under the provisions of this chapter shall be established by resolution of the city council and may be subject to adjustment based on the nature, scope and duration of the proposed encroachment.

(b) In addition to any fees required under this chapter, permittee shall be responsible for payment of any other fees that may be required under this code.

(c) Unless waived in writing by the city council, fees will be required of any public agency which is authorized by law to establish or maintain any works or facilities in, under or over any public street or right-of-way.

15.16..110 Duration of Encroachment Permits and Sidewalk Dining Permits

The issuance of an encroachment permit or a Sidewalk Dining Permit for a continuing encroachment shall, at the discretion of the Encroachment Officer be contingent upon the execution between the city and the permit applicant of an agreement providing for the use,

operation, and maintenance of the encroachment. The agreement shall contain specific conditions for the use, operation and maintenance of the encroachment and/or Sidewalk Dining, insurance, and appropriate indemnification clauses to the benefit of the city. Any encroachment permit or Sidewalk Dining Permit issued in conjunction with an agreement shall be valid only so long as the permittee is in compliance with the terms and conditions of that agreement.

15.16..120 Display of Permit

(a) A copy of any permit issued pursuant to this chapter shall be kept at the site and shall be shown to any authorized representative of the city on demand.

(b) An agreement or permit issued for continued use or maintenance of an encroachment or Sidewalk Dining involving the place of business of the permittee must be kept at the place of business, or otherwise safeguarded during the term of validity, and shall be made available to an authorized representative of the city within a reasonable time after demand therefor is made.

15.16..130 Changes in Permit

No changes may be made in the location, dimension, character or duration of the encroachment or Sidewalk Dining its mode of operation, maintenance, or use as granted by the permit except upon written authorization of the director of public works. All construction and use of materials must adhere to approved plans and specifications. The permittee shall coordinate all construction activities with the director of public works.

15.16..140 Safety Provisions:

Permittee shall at all times obey and enforce all applicable safety orders, rules and recommendations of the State Division of Industrial Safety and shall comply with all applicable state and local laws, ordinances, codes and regulations.

15.16..150 Appeal of decision on Permit

Any person aggrieved by the denial of a permit required by this chapter may appeal to the public works director or designee, by submitting a written appeal within 15 days of the date the application was denied or approved. The public works director or designee shall thereafter give written notice to the applicant and the appellee of a hearing to be held within 30 days of receipt of the appeal. The decision by the public works director or designee on the appeal shall be final.

15.16..160 Findings on appeal

The public works director or designee, or architectural review board where applicable, shall grant or deny the appeal if all of the following findings are made:

(a) Appeal by the Applicant from a denial of an Encroachment Permits or Sidewalk Dining Permits, that:

(1) the applicant has complied with all requirements of this Chapter;

(2) That no other reasonable method of obtaining the desired results is available except as proposed by applicant;

(3) That the granting of the permit will not be materially detrimental to the public interest, safety, health and welfare or injurious to other property;

(4) That the granting of the permit will not adversely affect the safety, capacity, or integrity of the city's right-of-way;

(5) That an additional maintenance cost to the city is not created by the encroachment;

(6) That the granting of the permit will not be materially detrimental to the rights, interests or revenues of the city.

(7) That the environmental effects of granting the permit are not significant;

(b) Appeal by an aggrieved person or business of the approval of an Encroachment Permit or Sidewalk Dining Permit that:

(1) The applicant has not complied with all requirements of this Chapter;

(2) That there is other reasonable method of obtaining the desired results is available except as proposed by applicant;

(3) That the denial of the permit will not be materially detrimental to the public interest, safety, health and welfare or injurious to other property;

(4) That the granting of the permit will adversely affect the safety, capacity, or integrity of the city's right-of-way;

(5) That an additional maintenance cost to the city will be created by the encroachment or Sidewalk Dining;

(6) That the denial of the permit will not be materially detrimental to the rights, interests or revenues of the city.

(7) That the environmental effects of denial of the permit are not significant;

15.16.170 Suspension or revocation of permit

Any permit issued pursuant to this chapter may be suspended or revoked by the Encroachment Officer if any of the following are found to exist:

(a) The permittee has violated any provision of the City Municipal Code or the Sidewalk Dining Guidelines or any permit conditions or of any agreement entered into with the city related to the permit; or

(b) The permittee has failed to pay any required fees, or to post or maintain any bond or insurance required by this chapter; or

(c) The encroachment or Sidewalk Dining for which the permit was granted adversely affects the safety, capacity or integrity of the city's right-of-way; or

(d) The encroachment or Sidewalk Dining is causing the city to incur substantial additional maintenance costs; or

(e) Material misrepresentations were made in the application for the permit. [Ord. 23-004 § 2 (Exh. A), 2023].

15.16.180 Hearing on suspension or revocation of permit

The director of public works shall give the permittee at least 10 days' written notice of a hearing before the director of public works on the suspension or revocation of a permit issued pursuant to this chapter, setting forth the grounds for such action. The hearing shall be held within 30 days after service of written notice of the hearing. The decision of the director of public works shall be final.

15.16.190 Administrative review

In addition to any other remedies provided herein, violation of any provision of the City Municipal Code or the Sidewalk Dining Guidelines or any permit conditions shall be subject to an administrative fine or penalty as provided under Chapter 1.19 PGMC

15.16.200 Authority of encroachment officer

The Encroachment Officer and any inspectors acting on his/her behalf shall have authority to enforce any of the provisions set forth herein. In addition, for purposes of the administrative review of ordinance violations as provided in Chapter 1.16 PGMC, the Encroachment Officer and any inspectors acting on his/her behalf shall be included within the definition of "enforcement officer" in City Municipal Code Section 1.19.020 for purposes of issuing an administrative notice and order.

1516.210 Penalties for violation

Any person violating any provision of this chapter, the City Municipal Code, the Sidewalk Dining Guidelines or any permit issued pursuant to this chapter, shall be guilty of a misdemeanor and upon conviction shall be punishable as set forth in Chapter 1.16 PGMC

15.16.220 Remedies cumulative

The remedies provided for in this chapter shall be cumulative and not exclusive and shall be in addition to any and all other remedies available to the city.

CITY OF PACIFIC GROVE

300 Forest Avenue, Pacific Grove, California 93950

AGENDA REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Nicholas Cina, Finance Management Analyst

MEETING DATE: February 19, 2025

SUBJECT: Check Register for January 2025.

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. 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 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 2025. 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

Check Register Detailed

Check Register by Fund

Check Register Report - Detailed View - January 2025

Fund	Check Date	Name	Description	Amount
01 - General Fund	01/03/25	4Leaf	Building Dept Servi	$ 83,030.14
		Aaron Campbell	A Campbell Ceqa Trn	816.55
		Accent Clean & Swee	Street Sweeping	18,810.00
		Alhambra & Sierra S	Fd Bottled Water Sv	124.79
		Altius Medical	Pd Sharps Pick Up	102.00
		Amazon Capital Serv	Rec Prgrm Supplies	2,543.25
		American Lock & Key	City Hall Door Repa	135.00
		Arianne Rettinger	Rfnd Cancel Class	12.50
		At&T	Rec Phone 0960	63.14
		Bfs Landscape Archi	Outdoor Dining Desi	5,050.00
		Bound Tree Medical,	Fd Medical Supplies	405.27
		Burke, Williams & S	City Attorney Servi	59,685.60
		Caltronics Business	Konica Copies Fy 24	758.75
		Cape Romain Solutio	Watchguard Endpont	10,500.00
		Catacutan Consultin	Interim Admin Servi	2,880.00
		Chicago Title Compa	Reimb Recording Fee	180.20
		Comcast	Pw Internet 4117	436.54
		Commercial Service	Pt Pinos Repair Fri	630.00
		Chomp	Pd Hosp Svc 4022686	54.00
		Creative Product So	Pd Dare Supplies	975.97
		Creekside Center Fo	Fy25 Monarch Habita	1,000.00
		Csc Of Salinas	Pw Repairs Unit 26	46.62
		Daniel Velasquez	Rfnd Cancel Class	10.00
		Coast Counties Glas	Ch Door Repair	996.00
		On Base Leadership	Deis / Hoffman Trai	4,400.00
		Elizabeth Nicknam	Rfnd Req Camp	163.00
		Federal Express Cor	Pd Shipping	12.90
		Ferguson Enterprise	Ch Plumbing	546.18
		Golden State Truck	Repairs For Fire En	38,478.46
		Grand Avenue Floori	Jewell Hse Bathroom	2,780.00
		Hana Gardens Seasid	Street Mulch Suppli	238.71
		Hinderliter, De Lla	Sales Tax, Biz Lic	1,228.80
		Home Depot Credit S	Finance Late Fees	48.48
		Jennifer Lama	Rfnd Request Jazz	20.00
		Jennifer Marler	Rfnd Cancel Class	50.00
		Jenny Jacox	Rfnd Cancel Class	25.00
		Jody Garry	Rfnd Cancel Class	12.50
		John Pope	Reimb Cpr Training	88.00
		Julie Tummonds	Rfnd Cancel Class	12.50
		Kevin Shum	K Shum Per Diem Trn	364.20
		Kimball Midwest	Mech Stock	512.28
		Lana Wilson	Rfnd Cancel Class	12.50
		Main Street Signs	Pw Retrmnt St Sign	46.57
		Mary Odonnell	Rfnd Cancel Class	50.00
		Monterey Bay Pest C	Fy25 Pest Control S	135.00
		County Of Monterey	Cjis Access	20,217.66
		Monterey County Wee	Notice Bcc Vacancie	500.25
		Monterey Regional W	Fy 24/25 Sb 1383 Im	21,179.00
		Monterey Tire Servi	B&G Repairs Unit 58	1,201.62
		City Of Monterey	Fy25 Fire Srvces Ja	272,759.00
		Nielsen Merksamer	Legal Services	2,808.00
		Odp Business Soluti	Cmo Office Supplies	79.21
		O'Reilly Auto Enter	Pd Vehicle Repairs	3,263.95
		Overhead Door Of Sa	Fire Door Repairs	481.39
		Pacific Gas & Elect	Rec Electric 4030-4	413.02

Check Register Report - Detailed View - January 2025

Fund	Check Date	Name	Description	Amount
		Pacific Products &	Paint For Streets	$ 7,403.44
		People Information	Gis Software - Aws	2,140.00
		Petty Cash - Lori F	Petty Cash Increase	360.00
		Ptm Document System	End Of Yr 1095-C Fo	124.82
		R & S Heating And S	B&G Filters	135.00
		Sandra Kandell	Reimb Per Diem Trai	449.34
		Savage Training Gro	Fto Training K Shum	309.00
		Shayla D Hoffman	Hoffman Per Diem	603.00
		Sir Speedy	Cc Office Supplies	249.34
		Allegion Access Tec	Pd Building - Front	7,507.85
		Staphany Arriola	City Council Meals	50.57
		Steve Rodolf	Rfnd Cancel Class	12.50
		Sturdy Oil Company	A/R Fuel Dist Nov	7,210.28
		Sunna Design Inc	Street Light Repair	2,466.43
		Toro Petroleum Corp	Fire Dept Diesel	1,555.35
		Verizon Business	Pw Phones	2,051.03
		Vestis Services, Ll	Linen Services	175.33
		Watsonville Ford	Pd Repairs Unit 2	5,389.77
		Wells Fargo Vendor	Fy 24/25 Konica Lea	1,269.07
		Brian Whitson	Museum Cleaning Fy2	3,240.00
		Roxane J Viray	Retrmnt Benefits De	150.00
	01/09/25	Us Bank	F Marsh Memberships	12,982.28
		Aflac	Ded:5201 Aflac P/T	2,258.75
		Calif Law Enforcmen	Ded:3200 Ltd Pd	608.00
		Calpers Health	Ded:122 Health	57,716.33
		City Of Pacific Gro	Ded:3301 Aflac Med	1,456.86
		Eft	Ded:*Ft Federal Tx	67,183.41
		Pacific Grove City	Ded:7000 Assoc Dues	733.50
		Mass Mutual (457 Pl	Ded:4000 Def Comp	15,151.44
		Mtry County Dept Of	Ded:0023 Garnish	396.92
		Pacific Grove Manag	Ded:7203 Assoc Dues	45.00
		City Of Pacific Gro	Ded:1003 Work Comp	10,716.06
		City Of Pacific Gro	Ded:7510 Pers Reimb	39.23
		City Of Pacific Gro	Ded:2103 Dental Fam	3,249.55
		City Of Pacific Gro	Ded:0005 Suta	134.81
		Pers	Ded:0020 Pers Er M3	78,659.40
		Police Officers Ass	Ded:7205 Assoc Dues	868.23
		Legal Shield	Ded:6100 Legal Svc	31.75
		State Disability Ta	Ded:0026 Sdi	4,759.19
		Standard Insurance	Ded:3500 Life Ins	1,386.00
		Transamerica Employ	Ded:5202 Transameri	311.82
		Union Bank Of Calif	Ded:4005 Pars-457	971.81
		Vision Service Plan	Ded:2502 Vision	650.16
		Calif Law Enforcmen	Jan 2025 Billing	32.00
	01/07/25	Pers	Pers Ppe 12/07/2024	80,874.02
	01/13/25	Pers	Admin Fee	200.00
		Pers	Pers Ppe 12/21/24	74,625.56
	01/18/25	Pers	Adj Reports 12/7/24	451.83
	01/13/25	Eft	Ded:*Fm Medicare	0.78
	01/17/25	California American	620 Oceanview/Bath	11,768.32
		Ca Dept Of Taxes An	Lh Sales Tx Oct-Dec	860.00
		Leps-Pss, Pllc	Pd Backgrounds	900.00
		Advanced Towing	Pd Towing Unit 6	100.00
		Alhambra & Sierra S	Rec Bottled Water	90.89
		Alissa Malakan	Rfnd Cancel Class	180.00

Check Register Report - Detailed View - January 2025

Fund	Check Date	Name	Description	Amount
		Allstar Painting &	Fire Storage Shed	$ 2,175.00
		Amazon Capital Serv	Rec Office Upgrade	2,855.86
		American Supply Com	B&G Janitorial Supp	3,688.49
		Anette Granberg	Rfnd Cancel Class	10.00
		Arcpoint Labs Of Mo	Pre Emplymt Screen	55.00
		At&T	Rec Phone 0960	63.14
		At&T	Lh Internet 1257	112.35
		At&T Calnet 3	Admin Internet 3242	3,528.42
		Blue To Gold, Llc	Pd Training Acevedo	375.00
		Bob Murray & Associ	Prof Recruitment Hr	9,093.75
		Ca Building Standar	Cbsc Fees Oct-Dec 2	217.80
		Ca Dept Of Conserva	Smip Fees Oct-Dec 2	336.17
		Calea	Pd Accreditation	2,612.85
		Caltronics Business	Konica Copies Fy 24	547.38
		Angela Canales	Tuition Reimb Canal	1,000.00
		Cengage Learning/Ga	Lib Books & Materia	381.80
		Centralsquare Techn	Finance Software Fy	4,962.96
		Chandra Weaver	Rfnd Cancel Class	10.00
		Chris Darnell	Rfnd Cancel Class	10.00
		Comcast	Pw Internet 0389527	115.13
		Commercial Service	Refrigerator Repair	415.92
		Corie Beer	Rfnd Cancel Class	10.00
		Daniel M Deis	Pd Training D Deis	361.80
		Defense Technology	Pd Ammunition	1,713.25
		Ekaterina Lozhnikov	Rfnd Cancel Class	10.00
		Engineered Fire Sys	Fd Dec Plan Review	687.50
		Federal Express Cor	Pd Postage	42.17
		At&T Mobility	Pd Cellphones 5185	1,924.10
		Florencia De La Pen	Rfnd Cancel Class	10.00
		Forest Hill Ace Har	Street Storage Tote	52.42
		Gachina Landscape M	Fy25 Park Mowing Se	1,339.00
		Gardaworld	Jan Services	92.99
		Glynis Barrett	Rfnd Cancel Class	10.00
		Golnaz Monazamfar	Rfnd Cancel Class	180.00
		Granite Rock Compan	Street Grout	239.26
		C.C.O.I. Gate & Fen	B&G Yard Gate Repai	180.00
		Hayward Lumber Comp	B&G Repair Supplies	368.26
		James Auburn	Rfnd Permit Fees	977.98
		Kattie Stong	Rfnd Cancel Class	10.00
		Kimball Midwest	Street Repair Unit	131.70
		Laura Ireland	Rfnd Cancel Class	10.00
		Hometek	Memorial Bench Prgm	165.00
		Mcdonald Refrigerat	Deli Case Repair B&	287.50
		Megan Mckenna	Rfnd Cancel Class	10.00
		Midwest Tape	Lib Books & Materia	239.21
		Miranda Kanon	Rfnd Cancel Class	17.00
		Mission Linen Suppl	Fd Linen Cleaning F	818.50
		Mission Uniform Ser	Linen & Uniform Cle	2,139.27
		Mk Solutions, Inc.	Jan-Dec 25 Software	489.00
		Monterey Bay Pest C	Fy25 Pest Control S	135.00
		Monterey Bay Treewo	Arborist Services F	7,000.00
		Monterey Tire Servi	Pd Repairs Unit 5	1,058.34
		Planet Orange Inc	Termite Inspectn Ch	995.00
		Quadient Finance Us	Postage	950.00
		Netta Avineri	Rfnd Cancel Class	10.00

Check Register Report - Detailed View - January 2025

Fund	Check Date	Name	Description	Amount
		Nicole Lucido	Rfnd Cancel Class	$ 10.00
		Noland, Hamerly, Et	Enayati Cases #21Cv	1,040.00
		Odp Business Soluti	Cmo Office Supplies	348.81
		Overdrive, Inc.	Lib Books & Materia	5.98
		Overhead Door Of Sa	Pd Weatherseal Rplc	1,120.67
		P.G. Museum Of Natu	Fy24 Museum Adminis	85,575.00
		Pacific Gas & Elect	Rec 0956-9	6,590.17
		Pacific Grove Hardw	B&G Supplies Repair	2,940.83
		Pacific West Water	Cdd Water System	85.70
		Paul Nagamine	Pd Training Per Die	260.00
		Peak Enterprises	Lib Books & Materia	1,382.40
		Peninsula Welding &	Oxygen Compressed F	186.69
		Pure Water	Pw Bottled Water	128.40
		Quadient Leasing Us	Fy24/25 Mail Machin	464.15
		Ready Refresh	Pd Water Service	436.51
		Restoration First R	Pd Eap Services	4,907.40
		Robb Hill	Lib Tuition Reimbur	1,000.00
		Sirchie Acquisition	Pd Prop/Evidnce Sup	178.75
		Sophie Gates	Rfnd Cancel Class	10.00
		Spca Of Monterey Co	Dec Animal Services	735.00
		Summit Uniforms	Pd Uniforms Vest	1,312.50
		Ca Dept Of Taxes An	Jan-Dec 2024 Sales	4,062.00
		Tina Rau	Ca Cities Training	1,792.13
		Transunion Risk And	4170441 Tlo Svcs	116.60
		Vestis Services, Ll	Pd Linen Services	525.99
		Watsonville Ford	Pd Repairs Unit 5	306.77
		Brian Whitson	Museum Cleaning Fy2	2,860.00
		Swift Car Wash	Pd Feb Car Washes	260.00
		Xiaoyan Deng	Rfnd Cancel Class	10.00
	01/21/25	Pacific Gas & Elect	Public Library	18,557.12
		Baker & Taylor Comp	Books & Materials /	3,761.51
		Cleargov	Digital Budget Book	17,134.13
	01/24/25	Aflac	Ded:5201 Aflac P/T	-
		Calpers Health	Ded:122 Health	61,200.33
		City Of Pacific Gro	Ded:3301 Aflac Med	1,456.86
		Eft	Ded:*Ft Federal Tx	64,291.81
		Pacific Grove City	Ded:7000 Assoc Dues	707.25
		Mass Mutual (457 Pl	Ded:4000 Def Comp	39,951.44
		Mtry County Dept Of	Ded:0023 Garnish	396.92
		Pacific Grove Manag	Ded:7203 Assoc Dues	45.00
		City Of Pacific Gro	Ded:1003 Work Comp	10,498.17
		City Of Pacific Gro	Ded:7510 Pers Reimb	39.23
		City Of Pacific Gro	Ded:2103 Dental Fam	3,371.25
		City Of Pacific Gro	Ded:0005 Suta	138.92
		Pers	Ded:0020 Pers Er M3	74,195.82
		Police Officers Ass	Ded:7205 Assoc Dues	871.04
		State Disability Ta	Ded:0026 Sdi	4,905.10
		Transamerica Employ	Ded:5202 Transameri	311.82
		Union Bank Of Calif	Ded:4005 Pars-457	789.45
		Vision Service Plan	Ded:2503 Vision Fam	672.08
		Eft	Ded:*Fm Medicare	1.34
	01/27/25	Pers	Pers Ppe 1.4.25 Sup	29.20
		Pers	Jan 25 Ual	351,013.58
	01/29/25	Aflac	Jan 2025 Coverage	2,208.83
	01/31/25	4Leaf	Building Dept Servi	69,095.50

Check Register Report - Detailed View - January 2025

Fund	Check Date	Name	Description	Amount
		Accent Clean & Swee	Street Sweeping	$ 18,810.00
		Alhambra & Sierra S	Fd Water Services	302.39
		Amanda Baltierra	Training Baltierra	213.00
		Amazon Capital Serv	Rec Office Upgrade	4,082.34
		Bob Murray & Associ	Hr Prof Services	1,972.30
		Bound Tree Medical,	Pd Ppe / Gloves	1,717.28
		Burke, Williams & S	City Attorney Servi	49,311.60
		Ca Dept Of Justice	Hr Doj Livescans	207.00
		Catalis Public Work	Qalert Software 202	7,950.00
		Cengage Learning/Ga	Library Books & Mat	61.16
		Chicago Title Compa	Reimb Permit Fees	129.00
		Comcast	Rec Internet 021497	226.71
		Craft Electric Comp	Cvc Ctr Generator	165.00
		Audrey C Cray	Asd 11/1/24 - 1/22/	1,247.84
		Cummins-Allison Cor	Coin Machine Suppli	144.10
		Denise Duffy & Asso	Carryfroward From P	25,250.10
		First Alarm Inc.	Alarm Monitoring	149.04
		Howard R Burnham	Local History	150.00
		Gachina Landscape M	Fy25 Park Mowing Se	641.00
		Gardaworld	Dec Excess Fees	32.91
		Grove Market	Rec Prgrm Supplies	39.60
		Harris & Associates	Contract Planning S	18,891.25
		Innovative Interfac	Lib Subscriptn Skyr	2,917.22
		Jd Repairs Inc	Fd Repair Unit 6414	180.00
		Kimball Midwest	Mech Supplies	2,562.07
		League Of Californi	Cty Council Mbrship	6,944.00
		Librarica Llc	Lib Cassie Support	298.50
		Monterey Bay Parent	Rec Preschool Ad	725.00
		City Of Monterey	Fy25 Fire Services	275,999.00
		Municipal Resource	Econ Dev Prof Svcs	2,905.00
		Nielsen Merksamer	City Atty Prof Svcs	5,201.00
		Odp Business Soluti	Asd Office Supplies	372.37
		Pacific Gas & Elect	Pw Admin 5508-4	2,438.66
		Pacific Smog Do Not	Pd Smog Unit 8	-
		Ptm Document System	2024 Eoy Tax Forms	303.10
		Regional Government	Payroll Advisory De	1,636.25
		Rincon Consultants,	Housing Element	126,813.54
		Safety-Kleen System	Street Oil Collecti	581.02
		Sarah Loya	Rfnd Damage Deposit	206.00
		Republic Elevator,	Elevator Inspection	2,118.27
		Sentry Alarm System	Fy 24/25 Alarm Serv	64.25
		Summit Uniforms	Uniforms Rico	1,312.50
		Tom Cohen	Rfnd Damage Deposit	187.00
		All Star Elite Spor	Basketball Jersey R	1,346.55
		Verizon Business	Pw Cell Phones	2,029.84
		Vestis Services, Ll	Linen Services Fy 2	350.66
		Roxane J Viray	Final Payment Jan 2	150.00
		Watsonville Ford	Pd Repairs Unit 1	651.32
		Wells Fargo Vendor	Fy 24/25 Konica Lea	1,269.07
		Pacific Smog	Pd Smog Unit 8	41.75
07 - Library Bldg & Equi	01/03/25	Baker & Taylor Comp	Lib Past Balance	367.52
09 - Downtown Busines	01/31/25	Pacific Grove Chamb	Bid Payout	19,415.08
10 - Hospitality Imprvm	01/17/25	See Monterey	Fy24/25 Q2 Tot Oct-	40,375.00
12 - Fire Emerg Equip Fu	01/31/25	Amazon Capital Serv	Ems Supplies	54.61
15 - Housing Fund	01/27/25	Pers	Jan 25 Ual	1,833.33

Check Register Report - Detailed View - January 2025

Fund	Check Date	Name	Description	Amount
17 - Local Streets And R	01/03/25	Vss International,	Carry Forward From	$ 17,474.11
	01/31/25	Kimley Horn	Pine Ave Traffic St	11,609.67
		Neill Engineers Cor	Fy25 Cip Engineerin	38,070.61
18 - Gas Tax Fund	01/03/25	4Leaf	Fy24/25 On-Call Tra	3,977.00
		Bear Electrical Sol	Trffc Signal Respon	2,710.00
		Pacific Gas & Elect	Pw Electric 4482-4	8,949.99
		Sturdy Oil Company	Gas Tax Fuel Dist N	587.77
	01/17/25	California American	St Fund 50%	249.94
		Bear Electrical Sol	Traffic Signal Main	4,304.00
	01/21/25	Pacific Gas & Elect	Forest Av & Sunset	190.62
		Pacific Gas & Elect	Pw Electric 4482-4	8,930.86
	01/27/25	Pers	Jan 25 Ual	2,333.33
	01/31/25	4Leaf	Fy24/25 On-Call Tra	1,188.00
20 - Rstp-(Tamc)	01/03/25	Ghd Inc.	Cedar, Sunset, Cong	10,175.25
24 - Stillwell Children'S I	01/17/25	American Supply Com	Chlorine Pool Spply	853.46
27 - Lighthouse Maint.&	01/03/25	Amazon Capital Serv	Lighthse Giftshop	69.91
		At&T Calnet 3	Lighthse Phone 3247	32.50
	01/17/25	California American	90 Asilomar	84.08
		Katherine Healey	Lh Gift Shop Merch	-
		Pacific Grove Hardw	Lh Supplies / Repai	279.14
	01/21/25	Pacific Gas & Elect	Asilomar Blvd Pg Lh	227.01
	01/31/25	At&T Calnet 3	Lh Phone 3247	31.53
		Escarraga'S Luxury	Lighthouse Cleaning	480.00
		Katherine Healey	Lighthouse Gift Sho	73.80
40 - Poetry Promotion F	01/31/25	Amazon Capital Serv	Poetry Promotion	65.40
		Elbina Rafizadeh	Poetry Promo Librar	100.00
		Sacred Poets	Poetry Promotion	100.00
43 - Slesf Fund	01/17/25	Enterprise Fm Trust	Pd Leased Vehicles	2,167.39
63 - Capital Improv Proj	01/31/25	Neill Engineers Cor	Fy25 Cip Engineerin	41,584.50
		Silcon Constructors	Sidewalk Extension	214,689.13
70 - Emp Benefit Fund	01/06/25	Calpers Health	Jan 25 Ret & Change	23,799.97
	01/17/25	Pars	Ars Pars Fees Nov 2	706.81
	01/29/25	Standard Insurance	Feb 2025 Premiums	2,635.65
		Standard Insurance	Jan 2025 Dental	6,962.52
71 - Workers Comp Fun	01/17/25	Ca Dept Of Industri	Work Comp Fy 24/25	31,524.50
72 - Liability Ins Fund	01/27/25	Pers	Jan 25 Ual	1,416.67
74 - Local Water Project	01/03/25	Motor Controls Inc.	Lwp Modem For Pumps	650.00
		Perc Water Corporat	Fy 24/25 Lwp O&M	35,551.61
	01/17/25	California American	1313 Ocean View Blv	1,028.90
		Pacific Gas & Elect	Lwp 0792-1	4,182.24
	01/21/25	State Water Resourc	Principal Pmt	206,448.28
	01/31/25	Perc Water Corporat	Fy 24/25 Lwp O&M	35,257.02
75 - Cemetery Fund	01/03/25	Sturdy Oil Company	Cem Fuel Dist Nov	273.78
	01/17/25	California American	1254 Delmontecem70%	276.16
		Forest Hill Ace Har	Cemetery Tools	44.77
		Hayward Lumber Comp	Cemetery Supplies	239.21
		Lina Dasilva	Sell Back Cem Site	3,366.30
		Llorin-Velasquez Co	Fy24/25 Cemetery De	5,300.00
		Mission Uniform Ser	Linen & Uniform Cle	540.33
		Quadient Leasing Us	Fy24/25 Mail Machin	36.00
	01/21/25	Pacific Gas & Elect	Cemetery	137.13
	01/27/25	Pers	Jan 25 Ual	3,750.00
	01/31/25	Ca Association Of P	Annual Conference	1,144.00
		Llorin-Velasquez Co	Fy24/25 Cemetery Ja	2,650.00
		Turf Star Inc.	Cem Repair Unit 71D	251.86

Check Register Report - Detailed View - January 2025

Fund	Check Date	Name	Description		Amount
76 - Sewer Fund	01/03/25	At&T	Pw Sewer Phone 0576	$	126.28
		Kyle Robert Molina	Pw Reimb Dot Phy Ex		150.00
		O'Reilly Auto Enter	Sewer Vehicle Repai		98.53
		Rincon Consultants,	Amendment #3 - Arch		7,526.00
		Sturdy Oil Company	Sewer Fuel Dist Nov		374.42
	01/17/25	California American	1273 Crespi Pond 50		145.79
		At&T	Pw Sewer Phone 2931		126.28
		Forest Hill Ace Har	Sewer Small Hardwar		64.09
		Don Chapin Co., Inc	Sewer Cctv Video		19,119.18
		Mission Uniform Ser	Linen & Uniform Cle		540.33
		Pacific Gas & Elect	Pw Sewer 5126-5		1,300.87
		Pure Water	Sewer Bottled Water		32.10
		Wallace Group	Scsmp 1, 6, 9 Cip24		2,055.00
	01/21/25	Pacific Gas & Elect	O V 9Th Pump #2		2,337.30
	01/27/25	Pers	Jan 25 Ual		11,750.00
	01/31/25	Albion Environnment	Archaeological Moni		1,627.89
		Don Chapin Co., Inc	Sewer Line Maintena		18,307.15
		Neill Engineers Cor	Admin Engineering S		1,972.00
77 - Golf Fund	01/17/25	California American	77 Asilomar Golf Hs		1,951.30
		Umpqua Bank	Principal		136,048.45
	01/21/25	Pacific Gas & Elect	1313 Ocean View Blv		125.41
		Pacific Grove Capit	July-Sep 2024 Cpg		61,968.04
84 - American Rescue Pl	01/03/25	Jms Cement Contract	David Avenue Sidewa		18,680.00
	01/09/25	Shellco General Con	Cip 23-12 Fire Dept		39,424.53
	01/17/25	Neill Engineers Cor	Cip23-21		11,481.00
		Shellco General Con	Cip 23-12 Fire Dept		23,963.32
				$	3,668,549.01

Check Register Report - Summary by Fund - January 2025

Fund	Amount
01 - General Fund Total	$2,505,445.50
07 - Library Bldg & Equip Fund Total	367.52
09 - Downtown Business Distric Total	19,415.08
10 - Hospitality Imprvmt Dist. Total	40,375.00
12 - Fire Emerg Equip Fund Total	54.61
15 - Housing Fund Total	1,833.33
17 - Local Streets And Roads Total	67,154.39
18 - Gas Tax Fund Total	33,421.51
20 - Rstp-(Tamc) Total	10,175.25
24 - Stillwell Children'S Pool Total	853.46
27 - Lighthouse Maint.& Impv. Total	1,277.97
40 - Poetry Promotion Fund Total	265.40
43 - Slesf Fund Total	2,167.39
63 - Capital Improv Proj Fund Total	256,273.63
70 - Emp Benefit Fund Total	34,104.95
71 - Workers Comp Fund Total	32,274.50
72 - Liability Ins Fund Total	666.67
74 - Local Water Project Total	283,118.05
75 - Cemetery Fund Total	18,009.54
76 - Sewer Fund Total	67,653.21
77 - Golf Fund Total	200,093.20
84 - American Rescue Plan-Arpa Total	93,548.85
Grand Total	$3,668,549.01

CITY OF PACIFIC GROVE

300 Forest Avenue, Pacific Grove, California 93950

AGENDA REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Jazelle Johnson, Accountant

MEETING DATE: February 19, 2025

SUBJECT: Second Quarter FY 24/25 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 file provides 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, 2024, as well as project budget adjustments that have been approved by the City Council. The status column references the current phase of the project, as of December 31, 2024.

Out of the 38 Capital Improvement Plan projects, 16 have been successfully completed. An additional 9 projects are currently in the "Construction/Work in Progress Phase" and are showing significant progress.

As of December 31, 2024, approximately 37% of the General CIP Fund Projects are expensed through the end of the Second Quarter FY 24/25.

While the financial report shows that 38% of the total collective CIP budgeted funds have been expended, this figure does not fully reflect the true progress of the CIP program or the individual projects. This expenditure figure is influenced by a few large-scale multi-year projects. Despite significant progress, these multi-year projects are more complex due to their scale, with expenditures expected to ramp up over time as engineering and design phases advance and construction commences.

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

Q2 CIP Report FY24/25

Capital Improvement Project Budget Report

2nd Quarter - Fiscal Year 2024-25

Project	Project Name	Status of Project	Estimated Completion	Fund No.	Fund Name	Amended Budget	YTD Expenses	PO Balances	% of Budget
	Street, Sidewalk Improvements (Object 6041)								
CIP23-03	Cedar, Sunset, & Congress Intersection	Work in Progress	FY 24-25	20	RSTP (TAMC)	$ 1,000,000	$ 416,675	$ 387,082	80%
CIP23-04	David Ave Street Rehabilitation	Project Development	FY 24-25	17	Local Streets and Roads	266,157	14,667	-	6%
				76	Sewer	156,000	-	-	0%
						422,157	14,667	-	3%
CIP23-16	Safety Lighting at Robert Down Elementary	Complete	FY 24-25	84	ARPA	4,710	4,710	-	100%
CIP23-21	David Ave Sidewalk	Complete	FY 24-25	84	ARPA	625,080	590,070	29,357	99%
CIP24-01	FY23/24 Street Rehabilitation Project	Complete	FY 24-25	17	Local Streets and Roads	536,088	469,787	66,301	100%
				47	RMRA SB1	505,049	-	371,761	74%
				63	Capital Improvement	300,000	310,800	-	104%
				76	Sewer	600,000	641,927	176,158	136%
						1,941,137	1,422,514	614,220	105%
CIP24-02	FY23/24 Crack & Slurry Seal Project	Complete	FY 24-25	17	Local Streets and Roads	185,000	145,541	17,747	88%
				63	Capital Improvement	200,000	200,000	-	100%
				84	ARPA	15,290	14,400	-	94%
						400,290	359,941	17,747	94%
CIP24-06	Design of Sidewalk Extension for Outside Dining Uses	Complete	FY 24-25	63	Capital Improvement	50,000	40,392	-	81%
CIP25-01	FY 24/25 Street Rehabilitation Project	Project Development	FY 25-26	63	Capital Improvement	300,000	32,420	-	11%
				17	Local Streets and Roads	730,000	-	-	0%
				47	RMRA SB1	386,065	-	-	0%
				76	Sewer	300,000	-	-	0%
						1,716,065	32,420	-	2%
CIP25-02	FY 24/25 Crack & Slurry Seal Project	Project Development	FY 24-25	17	Local Streets and Roads	200,000	-	-	0%
				63	Capital Improvement	200,000	-	-	0%
						400,000	-	-	0%
CIP25-03	Pedestrian Safety - Central Ave & Fountain Ave	Project Development	FY 24-25	63	Capital Improvement	270,000	-	-	0%
CIP25-14	Sidewalk Ext at Lighthouse & Fountain	Work in Progress	FY 24-25	63	Capital Improvement	340,000	6,529	-	2%
CIP25-15	Sidewalk Projects at Sinex & Sunset	Project Development	FY 24-25	63	Capital Improvement	175,000	-	-	0%
	Total Streets					**$ 7,344,439**	**$ 2,887,919**	**$ 1,048,406**	**54%**

Capital Improvement Project Budget Report

2nd Quarter - Fiscal Year 2024-25

Project	Project Name	Status of Project	Estimated Completion	Fund No.	Fund Name	Amended Budget	YTD Expenses	PO Balances	% of Budget
	Park, Open Space Improvements (Object 6031)								
CIP22-13	Backstop Replacement Municipal Ball Park	Complete	FY 24-25	84	ARPA	25,736	25,736	-	100%
				92	McIndoo Donation	17,387	17,387	-	100%
				93	Koo Estate Donation	7,000	5,973	-	85%
				63	Capital Improvement	96,000	90,254	-	94%
						146,123	139,350	-	95%
CIP22-21	GW Park Playground & ADA Compliant Playground	Complete	FY 24-25	63	Capital Improvement	81,952	81,853	-	100%
				84	ARPA	25,000	25,000	-	100%
						106,952	106,853	-	100%
CIP23-22	Recreation Board's Park Inventory	Work in Progress	FY 24-25	84	ARPA	15,000	-	13,786	92%
CIP24-05	George Washington Park (GWP) Enhancement Project	Work in Progress	FY 24-25	63	Capital Improvement	50,000	11,060	-	22%
CIP25-11	Pico Ave & Crocker Ave Stormwater Improvements	Complete	FY 24-25	46	Strong Disbursement	45,000	41,371	-	92%
CIP25-16	Butterfly Sanctuary Fencing	Project Development	FY 24-25	63	Capital Improvement	75,000	-	-	0%
CIP25-17	GW Park Ball Field Drainage	Work in Progress	FY 24-25	63	Capital Improvement	50,000	-	-	0%
CIP25-18	Pickleball/Tennis Court Resurfacing & Sound Fencing	Work in Progress	FY 24-25	63	Capital Improvement	47,000	24,214	-	52%
CIP25-19	ADA Access at GW Park	Project Development	FY 24-25	63	Capital Improvement	25,000	-	-	0%
	Total Park and Open Space					**$ 560,075**	**$ 322,848**	**$ 13,786**	**60%**
	General Building Improvements (Object 6021)								
CIP18-46	Tide Pool & Point Pinos	Complete	FY 24-25	63	Capital Improvement	$ 35,902	$ 74,366	$ (10,293)	178%
CIP23-05	Point Pinos Lighthouse Roof Repair	Project Development	FY 24-25	27	Lighthouse	60,000	3,525	-	6%
CIP23-07	Museum Mezzanine Upgrades	Complete	FY 24-25	08	Museum Improvement	75,000	33,768	5,065	52%
CIP23-08	Museum Basement Moisture Control	Complete	FY 24-25	08	Museum Improvement	38,800	25,041	-	65%
CIP23-10	Fire Station Roof Repair	Complete	FY 24-25	84	ARPA	44,310	50,676	-	114%
CIP23-12	Fire Dept. Bathroom & Shower Remodel	Complete	FY 24-25	84	ARPA	153,550	76,879	72,201	97%
CIP25-05	PG Museum Flooring Replacement	Project Development	FY 24-25	08	Museum Improvement	35,000	-	-	0%
CIP25-06	Museum Roof Repair - Storage Garage	Project Development	FY 24-25	08	Museum Improvement	17,000	-	-	0%
CIP25-07	Point Pinos Lighthouse Electrical Panel	Complete	FY 24-25	27	Lighthouse	20,000	3,810	-	19%
CIP25-08	Golf Course Water Heater	Complete	FY 24-25	77	Golf	20,000	-		0%
CIP25-09	Library Door Repair	Work in Progress	FY 24-25	84	ARPA	22,000	-	20,672	94%
CIP25-10	Recreation Trail Improvements - Esplanade Park	Work in Progress	FY 25-26	46	Strong Disbursement	20,000	6,812	-	34%
	Total General Building					**$ 541,562**	**$ 274,878**	**$ 87,646**	**67%**

Capital Improvement Project Budget Report

2nd Quarter - Fiscal Year 2024-25

Project	Project Name	Status of Project	Estimated Completion	Fund No.	Fund Name	Amended Budget	YTD Expenses	PO Balances	% of Budget
	Sewer System Improvements (Object 6051)								
CIP22-03	Phase 9 Sewer Improvements	Complete	FY 24-25	76	Sewer	$ 997,387	$ 797,347	$ 14,450	81%
CIP23-06	Pump Station Replacement	Bids/RFP	FY 24-25	76	Sewer	337,095	86,933	-	26%
CIP24-03	Priority Stormwater Repair Project on Syida Dr	Project Development	FY 24-25	63	Capital Improvement	100,000	4,077	-	4%
CIP24-04	Sewer Collection System Master Plan Projects 1,6 & 9	Work in Progress	FY 24-25	76	Sewer	1,800,000	101,879	1,709,614	101%
CIP25-04	Community Center Sewer Repairs	Complete	FY 24-25	76	Sewer	50,000	-	-	0%
	Total Sewer					**3,284,482**	**990,236**	**1,724,064**	**83%**
	Grand Totals					**$ 11,730,558**	**$ 4,475,881**	**$ 2,873,902**	**63%**

Fund No.	Fund Name	% of Budget Spent	Budget	YTD Exps	PO Balance	% Budget
8	Museum Improvement	35%	165,800	58,809	5,065	39%
17	Local Streets and Roads	33%	1,917,245	629,995	84,048	37%
20	RSTP (TAMC)	42%	1,000,000	416,675	387,082	80%
27	Lighthouse	9%	80,000	7,335	-	9%
46	Strong Disbursement	74%	65,000	48,183	-	74%
47	RMRA SB1	0%	891,114	-	371,761	42%
63	Capital Improvement	37%	2,395,854	875,966	(10,293)	36%
76	Sewer	38%	4,240,482	1,628,086	1,900,222	83%
77	Golf	0%	20,000	-	-	0%
84	ARPA	85%	930,676	787,472	136,016	99%
92	McIndoo Donation	100%	17,387	17,387	-	100%
93	Koo Estate Donation	85%	7,000	5,973	-	85%
		38%	**11,730,558**	**4,475,881**	**2,873,902**	**63%**

Project Count	38
% of Projects with a Status of	**% of Total**
Project Development	29%
Complete	45%
Work in Progress	24%
Bids/RFP	3%
Contract	0%
	100%

CITY OF PACIFIC GROVE

300 Forest Avenue, Pacific Grove, California 93950

AGENDA REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Jazelle Johnson, Accountant

MEETING DATE: February 19, 2025

SUBJECT: Second Quarter Treasurer's Quarterly Report

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

RECOMMENDATION

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

DISCUSSION

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

This report reflects the City's balances as of December 31st, 2024 and shows that cash and investments were held citywide, with a market value of $35.9 million. The average yield on the City's portfolio for the quarter is 3.12%. This represents a yield rate that is 0.08% less than the prior quarter and 0.06% less than the same quarter of the prior year. All investments are in government securities, certificates of deposit (CD), or other approved investment vehicles. The maturity dates are laddered, to ensure liquidity. Investments that have matured will be reinvested according to the cities' applicable policies. All bank balances are insured. The City does not actively trade either certificates of deposits or federal agency securities but holds investments in the portfolio for maturity. The table belows shows the activity for the quarter.

Date	Description	Rate	Dollar Amt./ Face Value	Activity
10/17/2024	United Treasury Bills	0%	$500,000	Matured
11/08/2024	Southern Bk Poplar Bluff	4.70%	$249,000	Matured
11/22/2024	Alabama Cr Union	4.90%	$248,000	Matured

11/27/2024	Live Oak Banking	1.85%	$249,000	Matured
12/09/2024	Liberty Fed Cr Union	4.90%	$249,000	Matured

OPTIONS

N/A – This is an informational report.

FINANCIAL IMPACT:

There is no fiscal impact. This is informational only.

FOCUSED PRIORITY AREA: Not Applicable.

Attachments

Q2 Treasurer's Report

City of Pacific Grove
Treasurers' Report
As of December 31, 2024

DEPOSITORY	ACCOUNT	DESCRIPTION OF SECURITY	MATURITY DATE	INTEREST RATE/YIELD	DOLLAR/PAR AMOUNT	MARKET VALUE
State of California	Local Agency Investment Fund (LAIF)		Immediate	4.43%	790,011.25	790,011.25
					790,011.25	790,011.25
Bank of America	Checking	Pooled Cash	Immediate	0.00%	8,194,127.45	8,194,127.45
					8,194,127.45	8,194,127.45
N/A	Petty Cash	General	Immediate	0.00%	685.00	685.00
					685.00	685.00
Concourse Financial Group	Cash	Dreyfus Govt Cash Mngt		4.11%	8,022,541.09	8,022,541.09
Concourse TVI	Certificate of Deposit	All In Fed Cr Un Daleville AL Sh Ctf	12/20/2027	4.40%	249,000.00	251,753.94
Concourse TVI	Certificate of Deposit	Alliant Cr Un Chicago Ill Sh Ctf	12/30/2027	4.85%	249,000.00	254,941.14
Concourse TVI	Certificate of Deposit	Ally Bk Sandy Utah	6/9/2026	3.00%	246,000.00	242,292.78
Concourse TVI	Certificate of Deposit	Amerant Bk Natl Assn Coral Gables FL	12/3/2025	0.45%	249,000.00	240,713.28
Concourse TVI	Certificate of Deposit	American Express Natl Bk	7/13/2027	3.25%	246,000.00	241,466.22
Concourse TVI	Certificate of Deposit	Austin Telco Fed Cr Un Tex Sh CTF	12/16/2026	4.95%	249,000.00	253,352.52
Concourse TVI	Certificate of Deposit	BMW Bk North Amer Salt Lake City Utah	11/20/2025	0.50%	249,000.00	241,198.83
Concourse TVI	Certificate of Deposit	Bank Baroda New York Brh	7/22/2025	0.65%	249,000.00	244,184.34
Concourse TVI	Certificate of Deposit	Baxter Cr Un Vernon Hills Ill Sh CTF	11/30/2026	5.00%	248,000.00	252,464.00
Concourse TVI	Certificate of Deposit	Baycoast Bnk Swansea Mass CTF	1/24/2025	1.70%	247,000.00	246,528.23
Concourse TVI	Certificate of Deposit	Bridgewater Bk St Louis Pk, MN	11/28/2025	0.45%	249,000.00	240,835.29
Concourse TVI	Certificate of Deposit	Capital One Natl Assn Glen Allen VA CTF	6/9/2025	3.00%	246,000.00	244,710.96
Concourse TVI	Certificate of Deposit	Celtic Bk Salt Lake City Utah	3/17/2027	4.70%	249,000.00	252,600.54
Concourse TVI	Certificate of Deposit	Direct Fed Cr Un Needham Mass SH CTF	11/9/2026	4.75%	249,000.00	252,212.10
Concourse TVI	Certificate of Deposit	Discover BknGreenwood Del	6/7/2027	3.15%	246,000.00	241,099.68
Concourse TVI	Certificate of Deposit	Dort Finl CR Grand Blanc MI	1/12/2026	4.50%	247,000.00	247,953.42
Concourse TVI	Certificate of Deposit	First Natl Bk Middle TENN	5/19/2027	4.45%	244,000.00	246,391.20
Concourse TVI	Certificate of Deposit	First Technology FED CR Mtn View CA	2/18/2025	4.85%	249,000.00	249,179.28
Concourse TVI	Certificate of Deposit	Flagstar BK Hicksville New York	4/24/2025	5.25%	243,000.00	243,716.85
Concourse TVI	Certificate of Deposit	Honolulu Fire Dept Fed CR UN	6/22/2027	4.65%	249,000.00	252,739.98
Concourse TVI	Certificate of Deposit	Ideal Cr Un Woodbury MN SH CTF	12/29/2027	4.50%	249,000.00	252,500.94
Concourse TVI	Certificate of Deposit	Industrial & Coml Bk China USA Natl Assn NY CTF	2/11/2026	0.45%	249,000.00	239,149.56
Concourse TVI	Certificate of Deposit	JPMorgan Chase BK NA Columbus OH CTF Dep	12/15/2025	0.50%	248,000.00	239,617.60
Concourse TVI	Certificate of Deposit	Latino Cmnty Cr Un Durham NC SH CTF	12/21/2027	4.50%	249,000.00	252,453.63
Concourse TVI	Certificate of Deposit	Liberty First Cr Un Lincoln Neb	1/20/2026	4.55%	249,000.00	250,110.54
Concourse TVI	Certificate of Deposit	Lyons Natl BK NY	3/16/2026	4.75%	244,000.00	245,847.08
Concourse TVI	Certificate of Deposit	Manufacturers & Traders Buffalo NY	1/31/2025	4.50%	244,000.00	243,912.16
Concourse TVI	Certificate of Deposit	Medallion Bk Salt Lake City UTAH	6/16/2027	4.50%	249,000.00	251,841.09
Concourse TVI	Certificate of Deposit	Merrick Bk South Jordan Utah	1/31/2025	1.70%	249,000.00	248,482.08
Concourse TVI	Certificate of Deposit	Minnwest Bk Redwood Falls Minn Ctf Dep	7/15/2025	0.50%	249,000.00	244,119.60
Concourse TVI	Certificate of Deposit	Morgan Stanley Bk N A Salt Lake City Ut CTF	3/23/2028	4.90%	244,000.00	250,539.20
Concourse TVI	Certificate of Deposit	New York Cmnty Bk Westbury N Y	7/1/2026	0.70%	249,000.00	236,881.17
Concourse TVI	Certificate of Deposit	Signature FED Cr Un Alexandria VA	1/31/2028	4.40%	249,000.00	251,885.91
Concourse TVI	Certificate of Deposit	Synchrony Bk Retail CTF Dep Citigroup Instl CTF Dep	12/10/2026	1.25%	248,000.00	235,438.80
Concourse TVI	Certificate of Deposit	Technology CR UN San Jose CA	1/21/2025	5.00%	248,000.00	248,099.20
Concourse TVI	Certificate of Deposit	Texas Exchange Bk SSB Crowley Ctf Dep	11/25/2025	0.60%	249,000.00	240,890.07
Concourse TVI	Certificate of Deposit	Truliant FED Cr Un Winston Salem NC	3/27/2026	5.00%	247,000.00	249,608.32
Concourse TVI	Certificate of Deposit	UBS Bk USA Salt Lake City Ut	6/23/2026	0.75%	249,000.00	237,142.62
Concourse TVI	Certificate of Deposit	US Alliance FCU Rye New York SH CTF	9/30/2027	4.00%	249,000.00	248,950.20
Concourse TVI	Certificate of Deposit	University Bk Ann Arbor MICH CTF DEP	11/30/2027	4.20%	249,000.00	250,332.15
Concourse TVI	Certificate of Deposit	Univest Natl Bk TR Souderton PA	5/5/2028	4.10%	249,000.00	249,749.49
Concourse TVI	U.S. Treasury Securities	United Sts Treas NTS	9/30/2025	0.60%	250,000.00	242,732.50
Concourse TVI	U.S. Treasury Securities	United Sts Treas NTS	5/31/2026	0.70%	250,000.00	238,095.00
Concourse TVI	U.S. Treasury Securities	United Sts Treas NTS	4/15/2025	3.35%	500,000.00	497,670.00
Concourse TVI	U.S. Government Bonds	Federal Home Ln Bks	9/8/2028	4.770%	250,000.00	253,130.00
Concourse TVI	U.S. Government Bonds	Federal Home Ln Bks	1/17/2029	4.240%	250,000.00	248,362.50
Concourse TVI	U.S. Government Bonds	Federal Farm Cr Bks	1/11/2027	1.470%	530,000.00	500,176.90
Concourse TVI	U.S. Government Bonds	Federal Farm Cr Bks	11/27/2028	4.400%	500,000.00	501,620.00
Concourse TVI	U.S. Government Bonds	Federal Farm Cr Bks	1/18/2029	3.970%	750,000.00	735,075.00
Concourse TVI	U.S. Government Bonds	Federal Farm Cr Bks	4/5/2029	4.650%	500,000.00	503,710.00
Concourse TVI	U.S. Government Bonds	Federal Farm Cr Bks	3/12/2029	4.125%	500,000.00	494,425.00
Concourse TVI	U.S. Government Bonds	Federal Farm Cr Bks*	7/12/2029	4.250%	1,000,000.00	992,750.00
Concourse TVI	U.S. Government Bonds	Federal Farm Cr Bks*	2/20/2029	3.625%	500,000.00	485,105.00

City of Pacific Grove
Treasurers' Report
As of December 31, 2024

DEPOSITORY	ACCOUNT	DESCRIPTION OF SECURITY	MATURITY DATE	INTEREST RATE/YIELD	DOLLAR/PAR AMOUNT	MARKET VALUE
Concourse TVI	U.S. Government Bonds	Federal Agric MTG Corp	10/4/2027	4.500%	334,000.00	329,357.40
Total Concourse - General					24,297,541.09	24,152,636.38
TOTAL GENERAL INVESTMENTS					33,282,364.79	33,137,460.08
Concourse TVI Yount	Cash	Sweep Money Market Fund		4.11%	169.32	169.32
Concourse TVI Yount	Fixed Income	Bank Hapoalim B M New York BRH Ctf Dep	12/15/2025	0.50%	205,000.00	198,079.20
Concourse TVI Yount	U.S. Government Bonds	Federal Farm Cr Bks Cons Systemwide BDS	9/16/2025	0.55%	96,000.00	93,499.20
Concourse TVI Yount	U.S. Government Bonds	Federal Farm Cr Bks Cons Systemwide	5/13/2026	0.88%	170,000.00	162,164.70
Concourse TVI Yount	U.S. Government Bonds	Federal Farm Cr Bks Cons Systemwide BDS	1/11/2027	1.47%	97,000.00	91,541.81
Concourse TVI Yount	U.S. Government Bonds	Federal Farm Cr Bks Cons Systemwide BDS	4/5/2029	4.65%	180,000.00	181,335.60
Concourse TVI Yount	U.S. Government Bonds	Federal Agric Mtg Corp Medium Terms Nts Fed	1/15/2026	0.48%	95,000.00	91,264.60
Total Concourse - Endowments					843,169.32	818,054.43
TOTAL INVESTMENTS HELD FOR ENDOWMENTS					843,169.32	818,054.43
Umpqua Bank	Money Market			0.01%	2,017,816.66	2,017,867.53
Total Umpqua Bank					2,017,816.66	2,017,867.53
TOTAL RESERVE INVESTMENT					2,017,816.66	2,017,867.53
GRAND TOTAL					**36,143,350.77**	**35,973,382.04**

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 19, 2025

SUBJECT: Housing Element Monthly Status 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 other action related to this item.

DISCUSSION

On December 20, 2023, City Council approved the first amendment to the contract with Rincon Consultants, initiating the preparation of the Housing Element Update (HEU), along with related General Plan Amendments, Zoning Amendments, and Environmental Impact Report (EIR). Subsequently, City Staff and Rincon Consultants continued/commenced work and provided the twelfth monthly progress report update to Council on January 15, 2025. Since then, the following tasks have been undertaken:

- **January 9, 2025:** The Housing Element Team met to discuss next steps for the Housing Element Update, including amendments to the Zoning Code, Land Use, and Health and Safety Elements, as well as the Program Environmental Impact Report (EIR).
- **January 10, 2025:** City Staff provided Rincon with consolidated comments on the EIR draft Project Description.
- **January 10, 2025:** Rincon provided a draft Zoning Map and draft Land Use Map to City Staff for review.
- **January 13, 2025:** Rincon provided a draft Land Use Element to City Staff for review.
- **January 16, 2025:** The Housing Element Team met to discuss the EIR draft Project Description.
- **January 23, 2025:** The Housing Element Team met to discuss next steps for the Housing Element Update, including amendments to the Zoning Code, Land Use, and Health and Safety Elements, as well as the Program Environmental Impact Report (EIR).
- **January 29, 2025:** City Staff provided Rincon with consolidated comments on the EIR final Project Description.
- **February 3, 2025:** The Housing Element Team met to discuss the draft Land Use Element.
- **February 7, 2025:** City Staff provided Rincon with consolidated comments on the draft Land Use Element.
- **February 7, 2025:** The Housing Element Team met with HCD to discuss the City's 2nd Draft Housing Element submittal and to receive HCD's preliminary feedback.

- **February 10, 2025:** The Housing Element Team met to discuss revisions based on HCD's preliminary feedback.
- **February 11, 2025:** City Staff updated the Housing Element webpage with new information, including posting of the revisions to the 2nd Draft Housing Element for public review, and concurrently submitted the revisions to the 2nd Draft Housing Element to HCD.

The Housing Element Team includes City Planning, Housing, and City Manager staff, City legal representation, and Rincon/subconsultant staff.

Staff will provide a monthly status update to the Council throughout the process, leading to an adopted and certified Housing Element.

For more information, please visit the Housing Element Webpage: www.cityofpacificgrove.org/HousingElement

OPTIONS

N/A - This is information only.

FINANCIAL IMPACT:

There is no fiscal impact associated with receiving this report.

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: Lori McDonnell, Councilmember

MEETING DATE: February 19, 2025

SUBJECT: Community Human Services Highlights for January 2025

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

RECOMMENDATION

Receive highlights.

Attachments

CHS Highlights

HIGHLIGHTS OF
REGULAR BOARD MEETING
January 16, 2025

1. Mary Ann Carbone, Board Chair, called the meeting to order at 11:15 a.m. at City Hall in Sand City.

2. The Board approved routine consent items, including minutes of the December 19, 2024 Board meeting and disbursements for the period of December 1-31, 2024 in the amount of $1,054,521.19.

3. CEO Robin McCrae and Board Chair Mary Ann Carbone presented a certificate of appreciation to former Board Member Loren Steck for serving 21 years on the CHS Board of Directors representing Monterey Peninsula College.

4. From the CEO report:
    - The MCGives campaign totaled $171,183 from 159 donors, not including the "match." This is significantly higher than last year's total of $56,550 ($66,160 with match).
    - Board giving totaled $1,760 from 11 board members (69%). There's still time for Board Members to make an annual contribution to CHS to help us reach 100% board giving.
    - We continued to secure furnishings from donors (Yellow Brick Road, realtors, estate sales, etc.) for shelter guests moving into permanent housing.
    - Charitable Contributions Summaries will be sent to donors by January 31 for tax-purposes.
    - Bombas donated 2,500 pairs of socks for distribution to Shuman HeartHouse, Casa de Noche Buena, the SHARE Center, Safe Place Youth Shelter, Safe Passage, the Youth Navigation Center and the Street Outreach Teams for our clients experiencing homelessness.
    - Grant applications were submitted to:
        - City of Monterey Community Development Block Grant:
            - $20K Safe Place Youth Shelter
            - $20K Casa De Noche Buena
            - $20K Shuman HeartHouse
        - Rotary Club of Monterey, $5K for Shuman HeartHouse
        - Monterey Peninsula Foundation, $60K for Monterey Peninsula Street Outreach Program and Safe Place Youth Shelter
    - December's "Pick It Up, Pay It Forward" campaign resulted in an $11,000 donation from Coastal Roots (the Tarpy's, Montrio, Rio Grill restaurant group).
    - A fundraising event will take place on Saturday, April 12, at the Sand City Art Park—"Banding Together: A Jamfest to Support Mental Health, Substance Abuse, and Homeless Services"
    - We continue to interview for vacant Senior Program Officer of Mental Health Services and Development Director positions.
    - Our programs celebrated the holidays in style, spreading cheer to all our clients. Here are some photo highlights!





5. From the COO report:
    - There are currently three facilities improvements projects taking place:
        - Genesis House Bathroom Improvement Project, funded by City of Seaside CDBG, Gateway-Beacon Foundation and CHS
        - Safe Passage Bathroom Improvements Project, funded by HUD and CHS
        - Seaside Family Service Center Mainline Plumbing Project, funded by City of Seaside CDBG and CHS
    - Commission for the Accreditation of Rehabilitation Facilities received our Quality Improvement Plan (QIP) for Off Main Clinic, which recently received a three-year accreditation.
    - Monterey County Behavioral Health accepted our Corrective Action Plan (CAP) for the Outpatient Mental Health ACCESS Program at the South County satellite
    - The SHARE Center held a holiday event on December 29, which was well attended by County and City of Salinas elected officials, news outlets, CHS staff, community members, and shelter guests.

6. Finance Committee Chair reported out from the Finance Committee meeting held earlier in the day. The Dashboard looks great. Year-to-date net income is high but will adjust considerably lower once anticipated salary improvements are implemented. The County is staying on top of making payments. FY 2023-24 net income was $123K.

7. The board approved the annual resolution authorizing agency signers for legal agreements.

8. The board approved a resolution designating and authorizing signers at financial institutions.

9. The board approved additional Support Counselor Hours at Genesis House.

10. The board approved the targeted salary improvements for some classifications identified in a recent salary study and a 5% COLA for all employees, retroactive to June 26, 2024, as proposed by the Personnel Committee.

11. The board approved miscellaneous revision to the CHS personnel policies, as proposed by the Personnel Committee.

12. The board approved the PBS “Empowered Program with Meg Ryan” video production project at a projected cost of $32,900.

13. Board Member Jeniffer McNary reported that PGUSD will be having a wellness event on January 25th at Pacific Grove Middle School.

14. Board Member Lori McDonell asked Rosie Angulo Executive Assistant to send out an email with BLAAC Heritage Celebration information.

15. Board Chair Mary Ann Carbone adjourned the meeting at 1:21p.m.

The next regular board meeting is scheduled for Thursday, February 20th from 11:00 a.m. to 1:00 p.m. at the Sand City City Hall, Sand City, CA.

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

AGENDA REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Katie Clark, Recreation Manager

MEETING DATE: February 19, 2025

SUBJECT: PGUSD & City of Pacific Grove ELOP MOU 2025

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

RECOMMENDATION

1. Approve the City of Pacific Grove to enter a Memorandum of Understanding with Pacific Grove Unified School District allowing Pacific Grove Recreation to operate the Expanded Learning Opportunities (ELOP) Summer Camp Program.
2. Alternatively, discuss and take other action related to this item.

DISCUSSION

The City of Pacific Grove partnered with Pacific Grove Unified School District (PGUSD) to offer a free summer camp opportunity in 2023 and 2024 through the District's Expanded Learning Opportunities Program (ELOP) Grant. The Expanded Learning Opportunities Program Grant, awarded by the state of California, provides schools with funding to operate programs outside the instructional school day. PGUSD has approached the City of Pacific Grove to work together for summer 2025 to provide the same free summer camp through their current district awarded ELOP Grant to serve the district's unduplicated pupil population. PGUSD will provide facilities, funding, and guidance on ELOP guidelines to support the ELOP Summer Camp Program. The City of Pacific Grove Recreation Department will provide the programming, staff training and oversight for this program. This camp will be located at Robert H. Down Elementary School and will run up to 8 weeks from June 9-August 1, 2025. PGUSD & the City of Pacific Grove Recreation Department are looking at either a 7- or 8-week program. The final decision will take into account the 2025-2026 PGUSD Academic Calendar, the needs of Robert H Down staff and campus, and the student participants. Camp program hours will be Monday-Friday from 8:00 am-5:00 pm. Each week the program will serve up to 60 students. The final number of students will be dependent on the total number of staff hired for this program. PGUSD is assisting the City of Pacific Grove with recruitment efforts. A Memorandum of Understanding between Pacific Grove Unified School District and the City of Pacific Grove has been drafted. See attachment 1. The attached MOU was received and approved by the PGUSD School Board, as consent agenda item O, at their meeting on February 6, 2025.

OPTIONS

1. Take no action
2. Provide alternate direction

FINANCIAL IMPACT:

The proposed Memorandum of Understanding between PGUSD and the City of Pacific Grove presented in this report outlines the terms of the fiscal arrangement and other types of support to be provided by each entity. A short summary of the fees section has been included here for consideration. The proposed MOU will be effective June 1-August 30, 2025. PGUSD will pay for all students recruited by the district for the Expanded Learning Opportunities (ELOP) Summer Camp at a rate $240.30 per child, per week, for up to 60 students a week, for the duration of the 8-week program. The total payment for all 60 students for 8 weeks of camp program will be $115,344 and will be paid directly to the City of Pacific Grove. The $240.30 per child, per week of camp reflects the City of Pacific Grove fee to cover all staffing costs associated with the program. PGUSD will also be billed for any additional materials and supplies required for the ELOP Summer Camp Program which are currently estimated at $6,000.00.

FOCUSED PRIORITY AREA: Recreation Services

Attachments

PGUSD & City of Pacific Grove ELOP MOU 2025

MEMORANDUM OF UNDERSTANDING

BETWEEN

PACIFIC GROVE UNIFIED SCHOOL DISTRICT AND THE CITY OF PACIFIC GROVE

This Memorandum of Understanding ("Agreement") is entered into between the Pacific Grove Unified School District ("District") and The City of Pacific Grove ("City") for the establishment of an Expanded Learning Opportunities Summer Camp Program located at the Pacific Grove Youth Center, 302 16th Street Pacific Grove, CA 93950 (the "Youth Center"), Robert Down Elementary School, 485 Pine Ave., Pacific Grove, CA 93950 (the "RHD"), and the Pacific Grove Community Center, 515 Junipero Ave, Pacific Grove, CA 93950 (the "Community Center"). Together, the sites listed in will be known as (the "Facilities"). Together, the District and the City are referred to herein as the "Parties."

WHEREAS, the Community Recreation Act (California Education Code sections 10900 through 10914.5) authorizes school districts and cities to organize, promote, and conduct community recreation programs and activities to promote the health and general welfare of the community; and

WHEREAS, the California Civic Center Law (California Education Code sections 38130-38138) establishes a civic center at every school for use by citizens for a variety of purposes, including recreation; and

WHEREAS, the District is the owner of real property, including facilities and Active Use Areas that are capable of being used for community recreational purposes; and

WHEREAS, the City is the owner of real property, including facilities and Active Use Areas that are capable of being used for community recreational purposes; and

WHEREAS, under appropriate circumstances, these publicly held lands and facilities should be used most efficiently to maximize use and increase recreational opportunities for the community; and

WHEREAS, California Education Code section 10905 authorizes the governing bodies of any two or more public authorities may cooperate with each other to enter into agreements to promote the health and general welfare of the community and to enhance the recreational opportunities afforded to the community.

A. Term: The Term of this MOU shall be for the period **June 1, 2025 through August 30, 2025.**

B. Fees: The District shall pay for all District students recruited by the District for the Expanded Learning Opportunities (ELOP) Summer Camp Program. All fees associated with the District's ELOP City program will be paid at the rate of $240.30/child per week for up to 60 students for the 8 week program.

Any additional materials and supplies required to support the District's Expanded Learning Opportunities Summer Camp Program will be billed to the District by its pro rata share of use.

Supplies for the 2025 Summer program are estimated to be $6,000

The District payment per student per week shall constitute reimbursement to the City for the additional cost in overhead associated with the increased capacity of the City's Summer Camp Program to accommodate the District's Expanded Learning Opportunities Summer Camp Program. The District has agreed to recruit additional Pacific Grove High School Students as chaperones, lifeguards, counselors etc. for the City's Summer Camp Program, and the District will work directly with the students to fill out the online application required by the City.

The District will set up payment directly to the City, **not to exceed $121,344 ($115,344 for tuition and $6,000 for supplies)** for the District's Expanded Learning Opportunities 2025 Summer Camp Program.

C. Use: The District shall have joint use of all Facilities associated with the City's Summer Camp Program for the District's expansion of the program known as Expanded Learning Opportunities Summer Camp Program.

The City shall have joint use of all Facilities associated with the District's Expanded Learning Opportunities Summer Camp Program.

The Facilities will be used to conduct both the City's Summer Camp Program and the District's expansion of the program known as Expanded Learning Opportunities Summer Camp Program.

The District will offer their program slots to the unduplicated pupil population in grades TK-6. The District will give the exact number of students enrolled in the program following the District's lottery to be held prior to May 1, 2025.

D. Termination: This Agreement will be in effect for the fiscal year 2024-25 and 2025-26, expiring as specified above. Both Parties have a right to terminate

the Agreement within (30) days written notice to either party without cause or for any reason.

E. Utilities Services: Gas, electricity and water usage will not be assessed by either party associated with this Agreement.

F. Waste: All waste associated with the City's Summer Camp Program and the District's expansion of the program known as Expanded Learning Opportunities Summer Camp Program will be isolated to each of the defined Facilities. The District will provide custodial support staff to dispose of all waste at its real property location (RHD), and the City will provide custodial support staff to dispose of all waste at its real property location(s).

G. Nuisance: The District agrees that, in connection with its use of the Facilities, The District will not commit any public or private nuisance or any other act or thing which might or would reasonably be construed to disturb the quiet enjoyment of nearby property.

The City agrees that, in connection with its use of the Facilities, The City will not commit any public or private nuisance or any other act or thing which might or would reasonably be construed to disturb the quiet enjoyment of nearby property.

H. Fingerprinting/Background Checks: All District staff in direct contact with children will be required to be fingerprinted by the District via livescan at their sole expense. All City staff in direct contact with children will be required to be fingerprinted via livescan by the City at their sole expense.

I. Repairs: Outside of the normal Maintenance Obligations provided by the District, the District agrees to maintain all real property owned Facilities in good condition. All repairs and upgrades to the Facilities are at the expense of the District, unless otherwise agreed upon by both Parties.

Outside of the normal Maintenance Obligations provided by the City, the City agrees to maintain all real property owned Facilities in good condition. All repairs and upgrades to the Facilities are at the expense of the City, unless otherwise agreed upon by both Parties.

J. Insurance: The District and the City shall both carry and maintain, during the entire term hereof, at its own cost and expense, the following types of insurance:

1. Comprehensive General Liability Insurance covering bodily injury and property damage in an amount no less than $2,000,000 per occurrence, $2,000,000 aggregate.

2. Comprehensive general liability insurance policy shall be endorsed with the language that "District, its officers and employees", is named as additional insured for all liability arising out of the operations in the performance of this MOU agreement.

3. Comprehensive general liability insurance policy shall be endorsed with the language that "the City, its officers and employees", is named as additional insured for all liability arising out of the operations in the performance of this MOU agreement.

4. The additional insured endorsement must be noted on a separate form which accompanies the Certificate of Insurance (COI).

K. Hold Harmless: The City shall defend, indemnify, and hold harmless the District and its agents, representatives, officers, the District's, employees, Board of Trustees, members of the Board of Trustees (collectively, the "District Parties"), from and against any and all claims, demands, liabilities, damages, losses, suits and actions, and expenses (including, but not limited to attorney fees and costs including fees of the District) of any kind, nature and description (collectively, the "Claims") directly or indirectly arising out of, connected with, or resulting from any act, error, omission, negligence, or willful misconduct of the City, its agents, subcontractors, employees, material or equipment suppliers, invitees, or licensees (collectively, the "the City Parties") in the performance of or failure to perform the City's or the City Parties' obligations under this Agreement, including, but not limited to the City's or the City Parties' use of District sites, performance of the Services, breach of any of the representations or warranties contained in this Agreement, or for injury to or death of persons or damage to property or delay or damage to the District or the District Parties. Such obligation shall not be construed to negate, abridge, or reduce other rights or obligations of indemnity, which would otherwise exist as to a party, person, or entity described in this paragraph. The indemnification provided for in this Section includes, without limitation to the foregoing, claims that may be made against District by any taxing authority asserting that an employer-employee relationship exists by reason of this Agreement, and any claims made against District alleging civil rights violations by the City or the City Parties under the California Fair Employment and Housing Act ("FEHA").

The District shall defend, indemnify, and hold harmless the City and its agents, representatives, officers, the City's, employees, Mayor, City Council, members of the City Council (collectively, the "City Parties"), from and against any and all claims, demands, liabilities, damages, losses, suits and actions, and expenses (including, but not limited to attorney fees and costs including fees of the City) of any kind, nature and description (collectively, the "Claims") directly or indirectly arising out of, connected with, or resulting from any act, error, omission, negligence, or willful misconduct of the District, its agents, subcontractors, employees, material or equipment suppliers, invitees, or licensees (collectively, the "the District Parties") in the performance of or failure to perform the District's or the District Parties' obligations under this Agreement, including, but not limited to the District's or the District Parties' use of City sites, performance of the Services, breach of any of the representations or warranties contained in this Agreement, or for injury to or death of persons or damage to property or delay or damage to the City or the City Parties. Such obligation shall not be construed to negate, abridge, or reduce other rights or obligations of indemnity, which would otherwise exist as to a party, person, or entity described in this paragraph. The indemnification provided for in this Section includes, without limitation to the foregoing, claims that may be made against City by any taxing authority asserting that an employer-employee relationship exists by reason of this Agreement, and any claims made against City alleging civil rights violations by the District or the District Parties under the California Fair Employment and Housing Act ("FEHA").

L. Parking: the City shall have access to the parking lots located at the real property Facilities owned by the District during the time the City is using the Facilities.

PACIFIC GROVE UNIFIED SCHOOL DISTRICT

By: _____ Date: _____

Title: _____

CITY OF PACIFIC GROVE

By: _____ Date: _____

Title: _____

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

AGENDA REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Nick Smith, Mayor

MEETING DATE: February 19, 2025

SUBJECT: Appointments to Museum Board

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

RECOMMENDATION
Approve appointments to Museum Board listed below.

DISCUSSION
City committees play an important role in our city government. We are fortunate to have many highly qualified residents willing to serve on our committees.

I've used information gleaned from many sources to select these appointments: applications, resumes, personal contacts, observations, and feedback from City staff and residents. I've taken into consideration demonstrated commitment to the City and fit to the committee's mission.

Terms for committee positions are 4 years for Charter committees. Incumbents are not automatically reappointed. Terms of office begin February 1 and end January 31 of the respective year. Mayoral appointments to City committees must be confirmed by Council (City Charter, Art. 26).

Appointments for confirmation are as follows:

Charter committee

- Museum Board – Melvin Dubee; Amy Tomlinson; Shelton Virden

OPTIONS
N/A

FINANCIAL IMPACT:
There is no fiscal impact on appointments to Boards, Commission, and Committees.

GOAL ALIGNMENT: Not Applicable.

Attachments

Combined Redacted Applications and Resumes

CITY OF PACIFIC GROVE

www.cityofpacificgrove.org

Application for Appointment to a Public Board, Commission, or Committee

Persons interested in being appointed to serve on a board, commission, or committee of the City of Pacific Grove are invited to complete the following application.

Name:
Melvin Dubee

Street Address:
[redacted]

City:	State:	ZIP Code:
Pacific Grove	CA	93950

Residence Telephone Number:	Work Telephone Number:	E-Mail Address:
(Cell [redacted]		[redacted]

Name of Board, Commission, or Committee on which you would like to serve:
Museum Board

Brief Description of Background and Qualifications (Additional Information May Be Attached on Separate Sheets and Attachment of Resume is Desirable):

Extensive government experience. (see attached resume)

Served on boards of a variety of non-profit organizations:
- Velo Club Monterey, 2022-Present (Currently President)
- Big Sur Marathon Foundation Events Committee, 2022-Present
- Washington Bach Consort, 2011-2016
- Thomas Circle Singers (Treasurer) 2010-2012

I hereby certify that I am a registered voter of the City of Pacific Grove (not required for EDC appointees.

Signature [redacted] **Date:** 1/28/2025

FOR CITY [redacted]

Appointment: _____ **Expiration:** _____ **Date of**
Reappointment: _____ **End of Term:** _____ **Date of**
Certification of Appreciation Awarded: _____ **Date**

MELVIN DUBEE
[redacted]acific Grove, CA 93950
[redacted]

SUMMARY OF QUALIFICATIONS

- *Thorough understanding of all aspects of the legislative process—developing a proposal; drafting legislation; building support; and guiding a bill through committee markup, floor consideration, conference committee negotiations, and final enactment.*
- *Twenty years of experience analyzing all aspects of national security policy and related issues and advising Senators and a member of the President's cabinet on policy decisions.*
- *Demonstrated ability to present complex issues in a clear, concise, and understandable way in both oral and written presentations.*
- *Established relationships with national security reporters for most major news outlets.*
- *Significant management experience in both the legislative and executive branch.*

EXPERIENCE

Vice President, Government Affairs, Lockheed Martin, Arlington, VA (Feb. 2009 to Apr. 2016). Developed and implemented legislative strategies to:
- Secure support for all Lockheed Martin intelligence, and intelligence-related programs.
- Promote investment in relevant advanced research and development efforts.
- Further company and industry goals in cyber security policy.

Deputy Staff Director, Senate Select Committee on Intelligence, U.S. Senate, Washington, DC (Jan. 2000 to Jan. 2001, and Jan. 2003 to Feb. 2009). Primary responsibilities were to:
- Advise Chairman John D. Rockefeller IV, and previously Vice Chairman Richard Bryan, on all issues related to intelligence policy and oversight of the U.S. Intelligence Community.
- Assist the Staff Director in managing Committee staff to support the Committee's members and in coordinating with other Congressional committees and leadership staff.
- Manage relations with the press and act as spokesperson for the Committee.

Budget Director, Senate Select Committee on Intelligence, U.S. Senate, Washington, DC (Jul. 2001 to Jan. 2003). Directed the Committee's budget process by:
- Providing strategic guidance to Committee members on the allocation of the multi-billion dollar national intelligence budget.
- Managing the Committee budget staff and planning budget hearings.
- Reviewing the President's budget request for all U.S. intelligence agencies and preparing the budget recommendations and classified annex language for the annual authorization bill.
- Coordinating budget recommendations with the Armed Services and Appropriations committees.
- Negotiating with the House Intelligence Committee staff for final conference report budget recommendations and classified annex language.

Director of Legislative Affairs, Office of National Drug Control Policy, Executive Office of the President, Washington, DC (Dec. 1997 to Nov. 1998). As the agency's liaison to Congress:
- Advised Director Barry McCaffrey, a member of the President's Cabinet, on all aspects of the Agency's interaction with Congress.
- Developed and implemented legislative strategies to guide policy initiatives and appropriations requests through the Congress, including a six-year extension of the Office's statutory authorization and a five-year authorization for a $1 billion anti-drug media campaign.
- Received the Director's Award for Meritorious Service in recognition of "exemplary accomplishments, distinguished commitment and dedication to the missions and goals" of the Office.

Professional Staff, Senate Select Committee on Intelligence, U.S. Senate, Washington, DC (Jun. 1994 to Dec. 1997, and Jan. 2001 to Jul. 2001). Assisted Committee members in oversight of the Intelligence Community by:

- Assessing intelligence collection and analysis of counter-drug, counter-terrorism, international organized crime, and Latin American and Southeast Asian issues.
- Planning and organizing Committee hearings and briefings.
- Leading the Committee's investigation of, and drafting its report on, the April 2001 shoot-down of a U.S. missionary plane in Peru.
- Serving as Committee liaison and advisor to Senators John Kerry and John D. Rockefeller IV.

National Security Assistant to Senator Robert C. Byrd, U.S. Senate, Washington, DC (Nov. 1989 to Jun. 1994). Advised Senator Byrd, Chairman of the Appropriations Committee, on foreign policy and defense issues. Duties and accomplishments included:

- Drafting proposals and negotiating with relevant congressional staffs and executive branch offices to ensure final enactment of legislation.
- Writing speeches and articles, assessing legislation, and briefing the Senator on a broad range of national security topics.
- Serving as Senator Byrd's staff representative to the Senate Armed Services Committee and assisting him during hearings, legislative markup, floor action and conference committee negotiations.

Presidential Management Intern, Office of the Inspector General, Department of Defense, Arlington, VA (Sep. 1987 to Nov. 1989). Selected to this government-wide program through a national competition. Worked six to eight months each in the Inspector General's Audit, Investigations, and Inspections divisions and in the U.S. Senate. Assignments and accomplishments included:

- Participating in a review of the Foreign Military Sales program and recommending specific changes to streamline operations and significantly reduce costs.
- Assembling statistical data from Inspector General field offices and assisting in a management review, based on that data, to assess and refocus the use of resources.
- Congressional Fellowship in Senator Byrd's office with responsibilities listed above.

Financial Analyst, AVM Systems, Fort Worth, TX (May 1983 to Aug. 1985). Accountable for a variety of treasury functions for an international electronics company which included:

- Performing cash management operations and providing financial forecasts which proved consistently within targeted levels of variance.
- Preparing annual capital and personnel budgets, and aggregating departmental level budgets.
- Developing a computer model to estimate the profitability of individual projects, thus enabling senior management to incorporate more variables in strategic plans.

EDUCATION

M.A., International Affairs, School of Public and International Affairs, George Washington University, Washington, DC (1988)

B.B.A., Finance, University of Texas at Arlington, Arlington, TX (1983)

CITY OF PACIFIC GROVE

www.cityofpacificgrove.org

Application for Appointment to a Public Board, Commission, or Committee

Persons interested in being appointed to serve on a board, commission, or committee of the City of Pacific Grove are invited to complete the following application.

Name:
Amy Tomlinson

Street Address:
[redacted]

City:	**State:**	**ZIP Code:**
Pacific Grove	ca	93950

Residence Telephone Number:	**Work Telephone Number:**	**E-Mail Address:**
[redacted]		[redacted]

Name of Board, Commission, or Committee on which you would like to serve:
Museum Board

Brief Description of Background and Qualifications (Additional Information May Be Attached on Separate Sheets and Attachment of Resume is Desirable):

Resume attached

I hereby certify that I am a registered voter of the City of Pacific Grove (not required for EDC appointees.

Signature of Applicant [redacted]	**Date:** 29JAN25

FOR CITY USE ONLY Appointed to: _____ Date of

Appointment: _____ **Expiration:** _____ Date of

Reappointment: _____ **End of Term:** _____ Date

Certification of Appreciation Awarded: _____

Amy Redditt Tomlinson

Pacific Grove, CA | [redacted] LinkedIn

Summary

I've built and led high-performing teams from combat zones, to city councils, and corporate offices. Leveraging 20+ years of leadership experience, I seamlessly bridge the worlds of military, government, board rooms, and tech to drive sustainability and operational excellence. Known for translating complex concepts and real-world experiences into actionable strategies and results. As a seasoned keynote speaker and people leader, I thrive on energizing and inspiring cohesive teams toward a shared mission.

- Strategic planning
- Operations leadership
- Team building
- Public policy
- Public speaking
- Clean energy solutions
- Stakeholder engagement
- Change management
- Risk management
- Negotiation & conflict resolution

Experience

AMAZON WEB SERVICES (AWS), Pacific Grove, CA **May 2022 – Present**

Senior Manager, Employee Experience Business Partners, AWS Global Services **Apr 2023 – Present**

In April 2023, I played a pivotal role in the global centralization of employee experience (EX) strategies for a 25k global organization. This strategic move aligned with newly established and robust rhythm of business processes and procedures, ensuring streamlined operations and enhanced organizational effectiveness.

- Built and developed a new team of six EX business partners, outlining clear roles, responsibilities, and an effective operating model to support executives, people managers, and individual contributors.
- As the lead business partner for a 9k global business unit, I successfully navigated key employee challenges to achieve favorable sentiments in 15 of 16 satisfaction themes by December 2023. This included top scores in critical areas such as intent to stay with the company, manager effectiveness, and psychological safety.

Senior Manager, Employee Experience and Culture, AWS Support **May 2022 – Apr 2023**

Initially hired as a Principal Program Manager, within one month, I demonstrated leadership capabilities and was selected to build and lead the Employee Experience and Culture team.

- Orchestrated an opt-in hybrid work solution for 10k employees across 12 countries, achieving $32.2M in business savings over 9 months.
- Built and led a team of 3 program managers to create and implement programs for 15k tech employees, resulting in marked improvements in job satisfaction and retention.

CONCENTRIC POWER, San Jose and Salinas, CA **Jan 2020 – May 2022**

Director of Development

As employee number 16 at Concentric Power, a leader in sustainable energy technology, I swiftly advanced to a key role reporting to the CEO. Established the business development team, driving innovative go-to-market strategies and sales processes to elevate the company's position in the sustainable infrastructure industry.

- Achieved tenfold business growth and enhanced lead conversions by 90% through effective CRM software utilization, significantly expanding the sales pipeline.
- Developed and managed CapEx budgeting and proforma models, ensuring the viability and profitability of complex and large-scale microgrid projects, including a landmark $100M development.
- Successfully negotiated and secured three $25M Energy Service Agreements in under 6 months.

PROJECT MANAGEMENT DIRECTOR, Pacific Grove, CA **Apr 2014 – Jul 2015**

Construction Team Site Lead

Managed construction of a $3M, 3,000 square foot custom private residence. Developed all electrical, mechanical, plumbing engineering requirements to meet local and state building codes. Procured, hired, and managed 34 subcontractors. Completed the project in 10 months and saved $100k over the most competitive fixed price general contract bid. Residence is now worth 3X initial investment.

UNITED STATES NAVY **May 2000 – Oct 2021**
Commander, Retired
Combat veteran with 21-year career in the U.S. Navy active duty and reserves in positions with progressively more leadership scope ranging from Strike Fighter Naval Flight Officer, Flight Instructor, Intelligence Officer, Manager of the Secretary of the Navy Guest Lecture Series at the Naval Post Graduate School, to Director of Operations for the Commander of Third Fleet Maritime Air Operations. First woman aviator selected to the Blue Angels Flight Demonstration Squadron. Highlight achievements from my Naval Aviation career include:

- As Director of Current Operations in 2015, led Third Fleet's largest multi-national joint exercise. Managed reservist participation and training for 100+ annual military drills.
- As an F-14 Naval Flight Officer in Operation Iraqi Freedom, executed 46 combat sorties totaling 255+ hours. Received multiple commendations for exceptional performance, including two Strike Flight Air Medals and a Navy Commendation Medal with a combat device.
- As Events Coordinator for the Blue Angels, orchestrated logistics for 134 airshows across 68 sites, managing teams and equipment efficiently, saving the Navy over $320k during 2009 show season.
- High-visibility public representative of over 500k active-duty Sailors and Marines. Provided outreach to 30k+ people through media interviews and weekly recruiting events with community organizations.

Board and Elected Positions

ALL SAINTS DAY SCHOOL **Aug 2023 – Present**
Member, Board of Trustees
Develop long range vision through strategic direction, financial stewardship of $30M budget, and policy development that protects and enables the All Saints Day School mission.

PACIFIC GROVE CITY COUNCIL **Nov 2018 – Nov 2022**
Elected Official and Policy Board Director
Elected by City of Pacific Grove to serve four-year term on the City Council. During this time, I was appointed a two-year term as Policy Board Director to provide decision-making direction to Central Coast Community Energy board, a public agency who provide clean, renewable, and affordable electricity.

Keynote Speaking Engagements

- Dell Boomi, Annual Sales Leadership Conference (2021, Monterey, CA)
- Apple Inc., Women's Workshop on Overcoming Roadblocks in the Workplace (2020, Cupertino, CA)
- Cannery Roy and Monterey Peninsula Sunrise Rotary Club, (2019, 2020, Monterey, CA)
- Qualcomm, QVETS Networking Reception (2016, 2017, San Diego, CA)
- Alpha Delta Pi Sorority, District Leadership Conference (2015, Los Angeles, CA)
- Advancement Via Individual Determination (2014, San Diego, CA)
- University of Southern California, NROTC (2012, Los Angeles, CA)
- UC San Diego Neonatal ICU, 4th Annual Daisy Miracle Benefit Event (2011, San Diego, CA)
- Women in Aviation International, Striking a Balance & Flying in Combat (2009, San Diego, CA), (2008, Atlanta, GA)

Education and Continued Learning

SANTA CLARA UNIVERSITY, 2020
Leavy School of Business
Master of Business Administration

UNIVERSITY OF SOUTHERN CALIFORNIA, 2000
Bachelor of Arts, Public Relations/Journalism
Alpha Delta Pi Sorority
Naval Reserve Officer Training Corps (NROTC)

CERTIFICATIONS

- AWS Certified Cloud Practitioner, 2024 (In Progress)
- AWS Certified Solutions Architect – Associate (In Progress)

CITY OF PACIFIC GROVE

www.cityofpacificgrove.org

Application for Appointment to a Public Board, Commission, or Committee

Persons interested in being appointed to serve on a board, commission, or committee of the City of Pacific Grove are invited to complete the following application.

Name:
Shelton Virden

[redacted]

City:	**State:**	**ZIP Code:**
Pacific Grove	CA	93950

Residence Telephone Number:	**Work Telephone Number:**	**E-Mail Address:**
[redacted]		[redacted]

Name of Board, Commission, or Committee on which you would like to serve:
Museum Board

Brief Description of Background and Qualifications (Additional Information May Be Attached on Separate Sheets and Attachment of Resume is Desirable):

I moved to Pacific Grove from the Bay Area after a very successful career in the Valley.
My responsibilities included Strategic Plans, Annual Plans, forecasts, management of key projects, budgets and P&L responsibilities.
In many cases, I was a member of the Executive Staff.
My wife and I are members of the Museum and it is a favorite destination of our grandchildren.
When we suggest going to the Museum to friends and colleagues they always report back what a wonderful experience it was.
I regularly forward the newsletter to friends suggesting that they should sign-up to keep abrest of upcoming exhibits and programs.
The Museum is a PG gem (pun intended) and should be proudly managend and enhanced as such.

I hereby certify that I am a registered voter of the City of Pacific Grove (not required for EDC appointees.

Sign [redacted]	**Date:** 1-23-2025

FOR CITY USE ONLY Appointed to: _____ **Date of**

Appointment: _____ **Expiration:** _____ **Date of**

Reappointment: _____ **End of Term:** _____ **Date**

Certification of Appreciation Awarded: _____

SHELTON VIRDEN
[redacted]
Pacific Grove, CA 93950
[redacted]

SENIOR EXECUTIVE LEADER

Award-winning executive with continual global management successes. Expertise in closing and maintaining high level, long-term strategic agreements. Highly skilled at building strong trusted relationships with clients, partners, and strategic alliances. Successes defining and launching new corporate initiatives. Excellent leadership, analytic, problem-solving, and communications skills.

PROFESSIONAL EXPERIENCE

MODUSLINK GLOBAL SOLUTIONS INC., San Jose, California

Sr. Director, Global Account Management

2011 to 2021

Executive management of the company's largest global accounts reporting to the Chief Commercial Officer (CCO).

Responsibilities:

- Develop and maintain trusted relationships with the account's senior executives.
- Ensuring each account meets established revenue and profitability targets.
- Drive successful implementation of client corporate objectives such as global diversity, inclusion and labor relations.
- Operational performance against contractual KPI's and SLA's.
- Effective executive communications.

INTERNATIONAL MICROSYSTEMS, INC., Milpitas, California

Vice President, Worldwide Sales and Marketing

2008-2011

Led worldwide sales and marketing for the leading Flash memory test and duplication equipment manufacturer.

Accomplishments:

- Turned the company around during the most difficult economic climate generating significant profit after six successive quarterly losses.
- Closed strategic deals that made the company's products the standard in production environments with worldwide manufacturers.
- Overhaul of the company's brand, positioning and sales strategy.
- Closed the largest contract in the company's history.

SANDISK CORPORATION, Milpitas, California

Channel Operations Consultant

2006-2008

Prepared analysis and recommendations for COO including channel economics, cost-to-serve model and recommendation for revised distribution strategy and re-alignment.

Accomplishments:

- Created and delivered comprehensive cost-to-serve model for North American sales channels.
- Completed analysis by class-of-trade for all retail channel partners and distributors.
- Developed and led the implementation of the company's revised retail distribution strategy and channel investment model.

BRANDSOFT, INC., Los Gatos, California

Vice President, Sales & Business Development

2002 to 2004

Recruited to oversee all sales and business development activities for start-up, global enterprise web management company. Directed complete revenue process, from recruitment of partners and development of strategic alliances to leading sales and closing multi-year license agreements.

Accomplishments:

- Sold initial eight license agreements.
- Additionally closed five brand consulting agreements.
- Identified and signed high-profile alliances including IBM Global Services.
- Established thought leadership position with major accounts for next generation web technologies and application service provider business model.

COPYRIGHT CLEARANCE CENTER, Danvers, MA
Vice President, Sales & Marketing - RightsLink Division
2000 to 2002

Directed sales and marketing for $101 million web-based applications service provider (ASP). Created business plan and managed funding of new division that focused on facilitating on-line copyright reuse permissions. Identified prospects, negotiated contracts, and oversaw product positioning. Recruited initial partners and alliances.
Accomplishments:

- Produced $1.5 million in first-year sales, significantly exceeding initial revenue goals.
- Signed initial deals with 11 high-profile accounts from target account list.
- Served as market expert and industry spokesperson on areas of digital rights management, copyright law, and on-line publishing technologies.
- Launched revised corporate ID, rebranding and marketing communications plan in less than 90 days.

AVEO (Company sold to MyPoints), Santa Clara, California
Vice President, Worldwide Sales, Marketing & Business Development
1996 to 2000
Directed strategic planning, sales, business development, marketing communications, contract negotiations and business processes for technology firm focused on preemptive technical support and e-commerce. Played major role in creating new business plan and facilitating company's restructuring and new product focus as Aveo.
Accomplishments:

- Closed major deals for Cypress Research with clients such as Compaq, Apple, and IBM.
- Planned and led highly successful launch of Aveo at DEMO 98.
- Closed $6 million corporate investment from Dell, with an additional $2.5 million from MSD Capital.
- Negotiated over $15.5 million in initial client contracts.
- Led successful acquisition of company by AllAdvantage.com.

NOW SOFTWARE, Portland, Oregon
Vice President, Worldwide Sales, Support & Business Development
1993 to 1996
Led sales and business development for market leading million PIM software company. Hired and managed sales teams in US, Europe, Japan, and Australia. Created all channel sales programs including retail, enterprise, education, government, and OEM. Recruited distributors to localize and sell products in major markets worldwide. Managed customer service and technical support teams. Developed sales strategies and set pricing.
Accomplishments:

- Increased sales from $5 million to $14 million, in less than 3 years.
- Earned PC Data ranking as 29th Largest Software Company.
- Increased profitability by re-organizing service and support organizations.
- Successfully closed licensing deals with 11 Fortune 500 companies.
- Negotiated successful acquisition of company by Qualcomm.

APPLE COMPUTER, Cupertino, California
Director, US Sales Operations – Claris Corporation
Director, Corporate Accounts
1983 to 1993
10 exciting years at Apple. Held numerous positions with continually increasing responsibilities; from being a member of the Macintosh launch team, the rollout of desktop publishing, to industry leading channel development programs.
Accomplishments:

- Corporate accounts achieved revenue growth from $7 million to $625 million in less than 5 years.
- Earned Apple Odyssey Apple's highest sales award 5 consecutive years.
- 1989 Apple Corporate Accounts Sales Manager of Year.

EDUCATION
Colby College, Waterville, Maine
Bachelor of Administrative Science
Baker Scholar

PROFESSIONAL DEVELOPMENT
AMA's Operation Enterprise, Eckerd College, St. Petersburg, Florida
International Executive Management Program, INSEAD, Fontainebleau, France

CITY OF PACIFIC GROVE

300 Forest Avenue, Pacific Grove, California 93950

AGENDA REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Matthew Mogensen, City Manager

MEETING DATE: February 19, 2025

SUBJECT: Proposed Amended Schedule of City Council Meetings for 2025 and 2026

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

RECOMMENDATION

1. Motion to Adopt Proposed Amended Schedule of City Council Meetings for 2025 and 2026.
2. In the alternative, approve a different regular City Council meeting schedule.

DISCUSSION

On December 4, 2024, the City Council approved a Regular Meeting Schedule 2025 and 2026. (Attachment 1). This Schedule provides that there will be no scheduled City Council meetings on the first Wednesday in January and no City Council meetings in July.

City Charter Article 13 provides, in part, as follows:

> "There shall be two regular meetings of the Council in each month at a day and hour by ordinance determined, and any regular meeting may be adjourned to a date and hour certain and such adjourned meeting shall be a regular meeting for all purposes; provided however, the Council may cancel one of those meetings, as circumstances may require, by five (5) affirmative votes. The Council shall adopt rules for the conduct of its proceeding and shall provide by ordinance the manner in which its special meetings may be called."

Thus, there must be a least one regular City Council a month. The Schedule adopted on December 4, 2024 did not include any regular City Council meetings in July 2025 or July 2026.

The attached Proposed Amended Schedule of City Council Meetings for 2025 and 2026 (Attachment 2) provides for no regular City Council meeting to be held on: the first Wednesday in January, the second Wednesday in July, the first Wednesday in August and the second Wednesday in December. City Council meetings are not scheduled on these dates in order to allow for vacation opportunities.

OPTIONS

Provide alternate direction.

FINANCIAL IMPACT:

There is no fiscal impact related to enactment of this Ordinance.

FOCUSED PRIORITY AREA: Not Applicable.

Attachments

1 Adopted Schedule of CC Meetings for 2025 and 2026

2 Proposed Amended Schedule of CC Meetings for 2025 and 2026

CITY COUNCIL

ADOPTED 2025 REGULAR MEETING SCHEDULE,

1ST Wednesday	3rd Wednesday
*	January 15
February 5	February 19
March 5	March 19
April 2	April 16
May 7	May 21
June 4	June 18
**	**
August 6	August 20
September 3	September 17
October 1	October 15
November 5	November 19
December 3	December 17

***One meeting scheduled**.
****No meetings scheduled.**

CITY COUNCIL

ADOPTED 2026 REGULAR MEETING SCHEDULE

1ST Wednesday	3rd Wednesday
*	January 21
February 4	February 18
March 4	March 18
April 1	April 15
May 6	May 20
June 3	June 17
**	**
August 5	August 19
September 2	September 16
October 7	October 21
November 4	November 18
December 2	December 16

***One meeting scheduled**.
**** No meetings scheduled.**

*

CITY COUNCIL

AMENDED ADOPTED 2025 REGULAR MEETING

1ST Wednesday	3rd Wednesday
*	January 15
February 5	February 19
March 5	March 19
April 2	April 16
May 7	May 21
June 4	June 18
July 2	*
*	August 20
September 3	September 17
October 1	October 15
November 5	November 19
December 3	*

***One meeting scheduled**.

CITY COUNCIL

AMENDED ADOPTED 2026 REGULAR MEETING

1ST Wednesday	3rd Wednesday
*	January 21
February 4	February 18
March 4	March 18
April 1	April 15
May 6	May 20
June 3	June 17
July 1	*
*	August 19
September 2	September 16
October 7	October 21
November 4	November 18
December 2	*

***One meeting scheduled.**

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; Lori McDonnell, City Councilmember
MEETING DATE:	February 19, 2025
SUBJECT:	Pacific Grove Cares Projects ***Newly added item.***
CEQA:	Categorical Exemption, CEQA Guidelines Section 15304, Class 4, Minor Alterations to Land

RECOMMENDATION
Authorize Pacific Grove Cares to commence work on two landscape project sites, Caledonia Park by the Tommy Stillwell sign, and Chase Park West, and authorize staff to assist Pacific Grove Cares with the two projects.

DISCUSSION
The City of Pacific Grove has been approached by Pacific Grove Cares, regarding a potential plan to refresh portions of Caledonia and Chase Park. Pacific Grove Cares is a 501(c)(3) nonprofit volunteer organization dedicated to restoring, maintaining, and improving the town's planted public landscape. Pacific Grove Cares has two locations where they would like to perform demonstration projects to kick off their efforts, the west side of Chase Park, and Caledonia under the park sign.

Chase Park
Chase Park is divided into two parcels, one parcel is adjacent to the Sally Griffin Center and the Vista Point Apartments, and the other Parcel is at the intersection of 17th and Ocean View, on the east side above the main Lovers Point parking lot. The park serves as a connecting route from the Sally Griffin Center and the apartments to the recreation trail and Lovers Point.

The park on the east side of Ocean View is where the Praske's Family donated their time and efforts to restore the landscaping, and Pacific Grove Cares would like to complete Chase Park and restore the west side. The project will consist of the removal of weeds and the trimming or removal of the aged plants. Additional there is a large Elm Tree that has poor structure that will be requested for removal. The soil, where any replanting will occur, will have the soil amended and will be replanted with 1 and 5-gallon native plants, a planting plan is attached to this report. Irrigation and a weed fabric blocker will be placed on the ground with bark that will match the east side of Chase Park. After the installation of the bark, new memorial benches will be installed.

Caledonia Park
Pacific Grove Cares has also developed a plan to enhance the landscaping on the corner of Central Avenue and Caledonia Street, which is where the Caledonia Park, Tommy Stillwell Court sign is. Like

Chase Park West, Pacific Grove Cares plans to remove the weeds, prepare the soil for planting, install weed fabric, install irrigation, and then install decorative bark. This is a smaller, much simpler project than the one at Chase Park, that Pacific Grove Cares plans to embark upon, but equally important.

The work at both sites, is to be completed by a group of volunteers, that is being compiled by Pacific Grove Cares. Pacific Grove Cares intends to retain the services of a landscaping firm to assist. Pacific Grove Cares has committed to the long-term maintenance of these two locations.

If the Council approves the two projects, staff will follow all the procedures set forth in the City code to ensure that all aspects of the projects are properly permitted. This would include posting of the elm tree for removal and since both projects are within the coastal zone, staff will submit applications to our Community Development Department for Coastal Development Permit approvals.

The BNRC received this report and unanimously endorsed the project and Pacific Grove Cares at their January 21, 2025 meeting.

OPTIONS

1. Do not authorize the commencement of the two project sites

FINANCIAL IMPACT:

There is no fiscal impact associated with the project. All work will be funded through donations and volunteer efforts, with the exception of some assistance by City staff.

FOCUSED PRIORITY AREA: Not Applicable.

Attachments

Chase Park

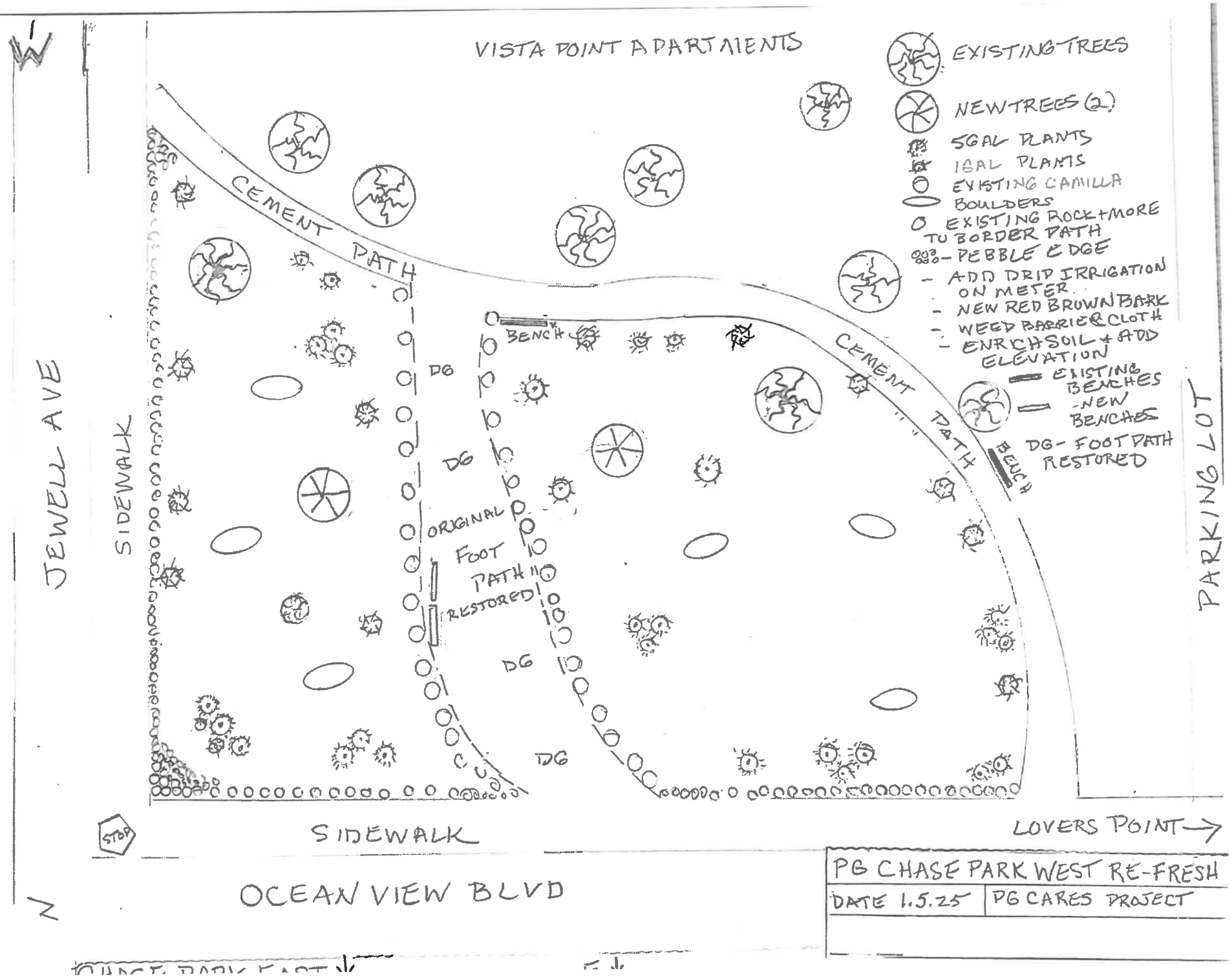
Caledonia Plan

Plant List

Legend/Notes for Chase Park West Refresh Renovation Landscape Plan – Project by Pacific Grove Cares Team

A. Trim and pull up the area from ground to first limbs of 2 large Existing Trees (one on each side of the edges of plan within the site plan).
B. Remove 1 damaged, advanced declining and diseased non-native tree keeping anything from thriving in area. (2 small new trees will be planted to match the other side on Chase Park East.)
C. Relocate honey bee hive if still present that is in dying tree.
D. Remove one dead very small tree and juniper that is way of restoring original foot path.
E. Grind out stump and remaining roots that was left at the site from a previous tree removal.
F. Trim existing Camilla – try to use it the refresh plan is possible
G. Remove juniper
H. Prepare ground addressing any gophers if present, removing old roots and weeds.
I. Drip irrigation added with meter to monitor & provide water on schedule to that corner ,connected to city water. City to help us connect to irrigation on other side of the cement path on apartment side by street on Jewell Ave. Add meter to set watering time and water just for the corner renovated area.
J. Enrich old soil and add new soil to provide elevation interest and add weed barrier – ask City if we can get weed barrier cloth from them. And if any soil in city exists that we might access. Supplement any additional with purchase.
K. Restore and expand for ease of travel original foot path with DG and outlined with Rocks – this path matches the DG path on the other side in Chase Park East.
L. Place 1 or 2 New Bench/es from city memorial benches inventory facing view of Ocean alongside of restored and enlarged DG foot path creating a place to reflect, relax, sit, and view the ocean
M. Use existing original rocks and add more new rocks and boulders to place around the landscaping
N. Trex edging barrier and pebble border to contain landscaping and match Chase Park East on
O. 2 New small trees to complement the 2 small trees that are located at Chase Park East. To replace the one advanced declining and damaged tree that is removed. As noted above.
P. New 5gal Plants (15-35) – ask to purchase under city discount and with our nonprofit status carefully curated and selected from approved native and pollinator plant list
Q. New 1gal Plants (12-25) – ask to purchase under city discount and with our nonprofit status carefully curated and selected from approved native and pollinator plant list.
R. New Bark – red brown bark or natural bark to help retain moisture between irrigation & rain and to match other side at Chase Park East – ask city of they have this we can use
S. Other:
    - Removal of one diseased nonnative tree, trimming of remaining existing 2 large trees to be done by PG PW city tree contract
    - All other work done by PG/MG/ PGCares Team, R. Pinheiro, J. Martin
    - Funding for Project by PGCares
    - Maintenance of site will be done by PGCares Team of volunteers on a regular scheduled basis
    - J.C. Macias landscape contractor through Dennis Praske connection and who did Chase Park East
    - Plant selection by Alan West Horticulturist and Landscaper

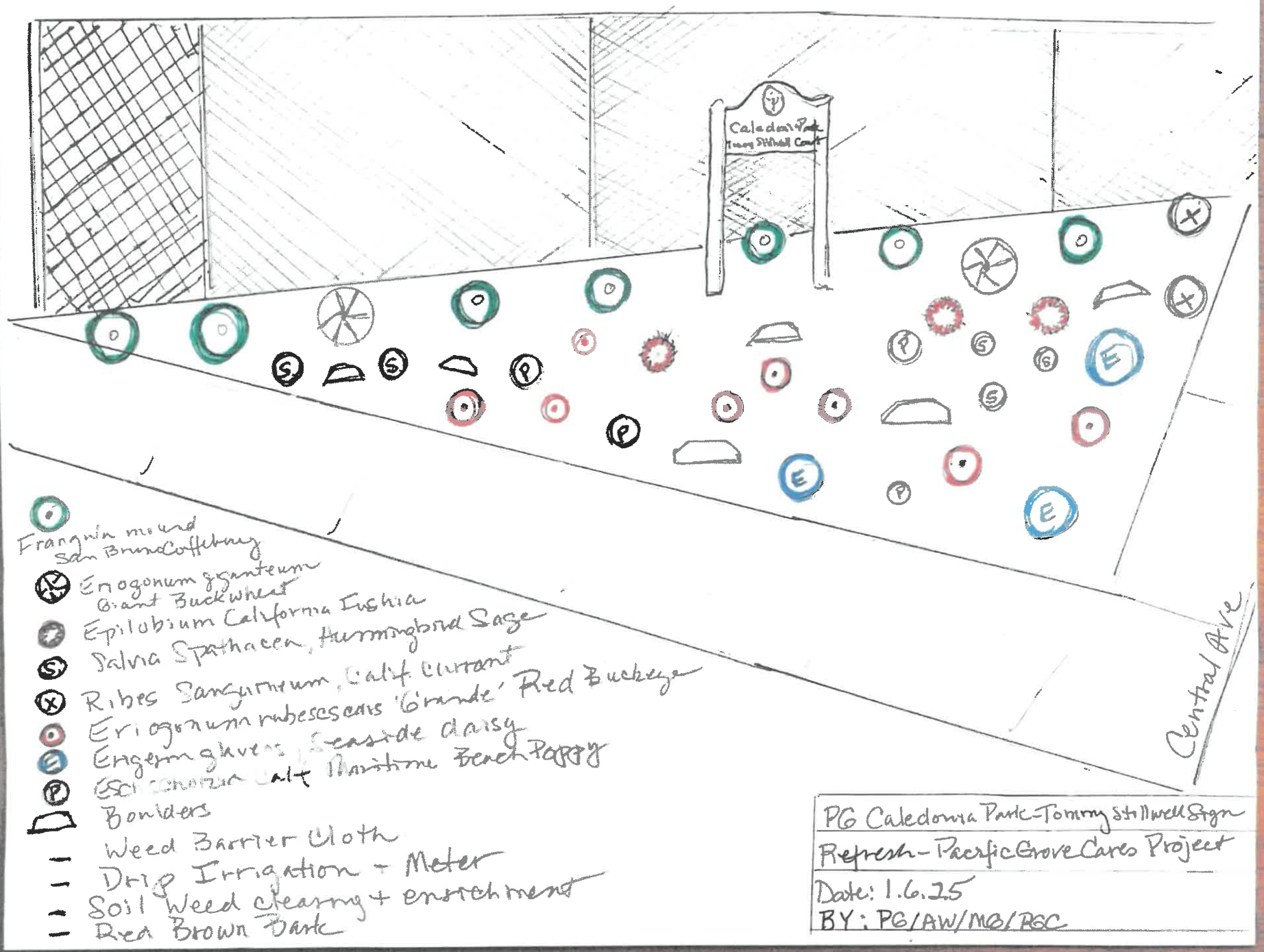
PG Chase Park West refresh and renovation
Date: 1.1.25 Landscape Plan by: AW/PG/MG/PGC
Project by Pacific Grove Cares Ref: PG/MG/PGC


VISTA POINT APARTMENTS
EXISTING TREES
NEW TREES (2)
5GAL PLANTS
1GAL PLANTS
EXISTING CAMILLA
BOULDERS
EXISTING ROCK + MORE TO BORDER PATH
PEBBLE EDGE
ADD DRIP IRRIGATION ON METER
NEW RED BROWN BARK
WEED BARRIER CLOTH
ENRICH SOIL + ADD ELEVATION
EXISTING BENCHES
NEW BENCHES
DG - FOOT PATH RESTORED
CEMENT PATH
BENCH
DG
ORIGINAL FOOT PATH RESTORED
JEWELL AVE
SIDEWALK
PARKING LOT
STOP
SIDEWALK
LOVERS POINT
OCEAN VIEW BLVD
W
N
PG CHASE PARK WEST RE-FRESH
DATE 1.5.25
PG CARES PROJECT

Legend/Notes for Caledonia Park – Tommy Stillwell Court Sign Landscape Renovation Plan – Project by Pacific Grove Cares Team

A. Prepare the soil do any mitigation of gophers, etc. remove weeds
B. Enrich and Supplement the soil to have some elevation on the site
C. Add drip irrigation and a meter – connecting to the water inside Caledonia Park with City of PG's help.
D. Add weed barrier cloth – ask the city of PG if they have any we can use
E. 5 gal plants - 11-14 – curated and selected from approved native and pollinator approved plant list
F. 1 gal plants – 22 -25 – curated and selected from approved native and pollinator plant list.
G. Add red – brown bark or natural bark after planting
H. Add boulders for interest
I. Add Trex bordering to contain plants and if needed add a pebble barrier to keep people from walking in.
J. Add a solar light to the sign so it will show at night
K. Landscape contractor J.C. Macias will do the preparation and original planting.
L. Pacific Grove Cares Volunteers will maintain the site on a schedule.

PG Caledonia Park landscape refresh and renovation
location: outside of fence by Caledonia Park, Tommy Stillwell Court Sign.
Landscape plants selected from approved list by Alan Wheat, Horticulturalist and Landscaper.
Date 1.1.25 – Landscape plan by AW/PG/MG, PGC team


Caledonia Park
Tommy Stillwell Court
Central Ave
Frangula mound
San Bruno Coffeeberry
Eriogonum giganteum
Giant Buckwheat
Epilobium California Fuchsia
Salvia Spathacea, Hummingbird Sage
Ribes Sanguineum, Calif Currant
Eriogonum rubescens 'Grande' Red Buckeye
Erigeron glaucus Seaside daisy
Eschscholzia Calif Maritime Beach Poppy
Boulders
Weed Barrier Cloth
Drip Irrigation + Meter
Soil Weed clearing + enrichment
Red Brown Bark
PG Caledonia Park-Tommy Stillwell Sign
Refresh-Pacific Grove Cares Project
Date: 1.6.25
BY: PG/AW/MB/PGC

Shrubs

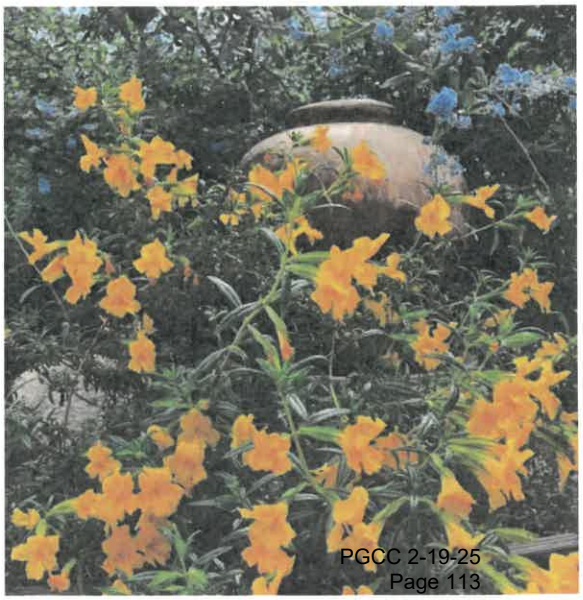


Luecadendrc
'Safari Sunset' to match Chase park east

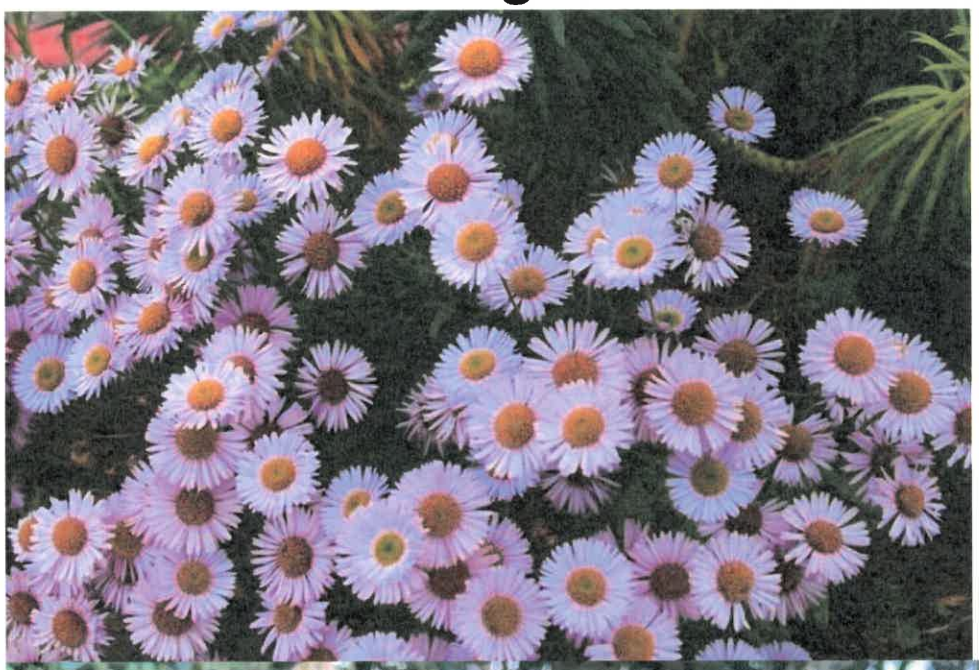


Mimulis, Sticky Monkey Flower

Great for hummingbirds and butterflies



Vegetative Plants



Aster chiloensis ' Purple Haze'



Eriogonum rubscens ' Grande' , Red Flowering Buckwheat



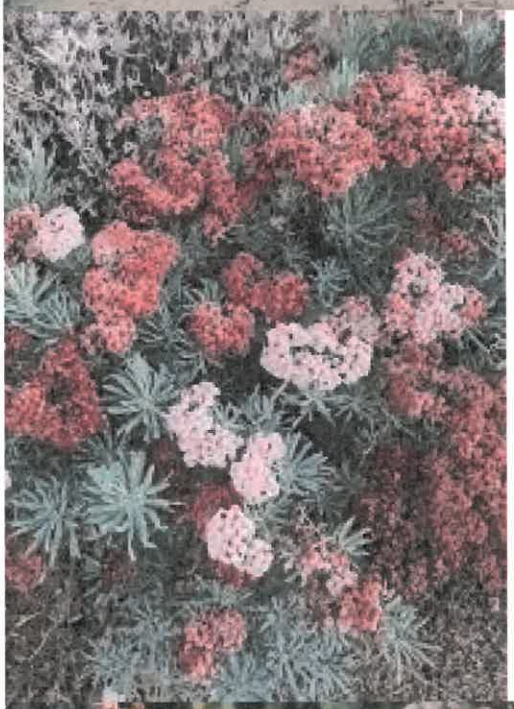
Eriogonum fasciculatum 'Warriner Lytle'



Erigeron glaucus



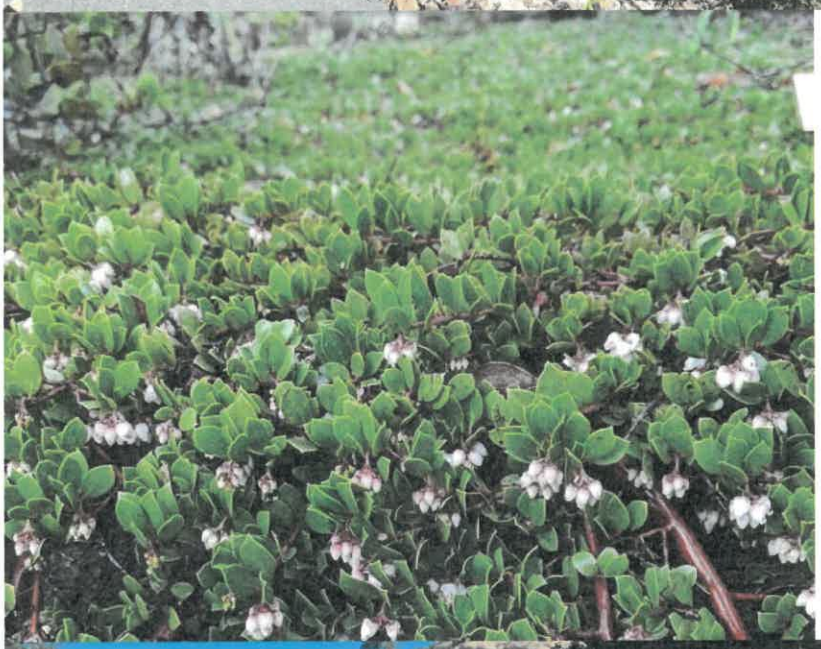
Artemisia pycnocephala, Coastal mugwort



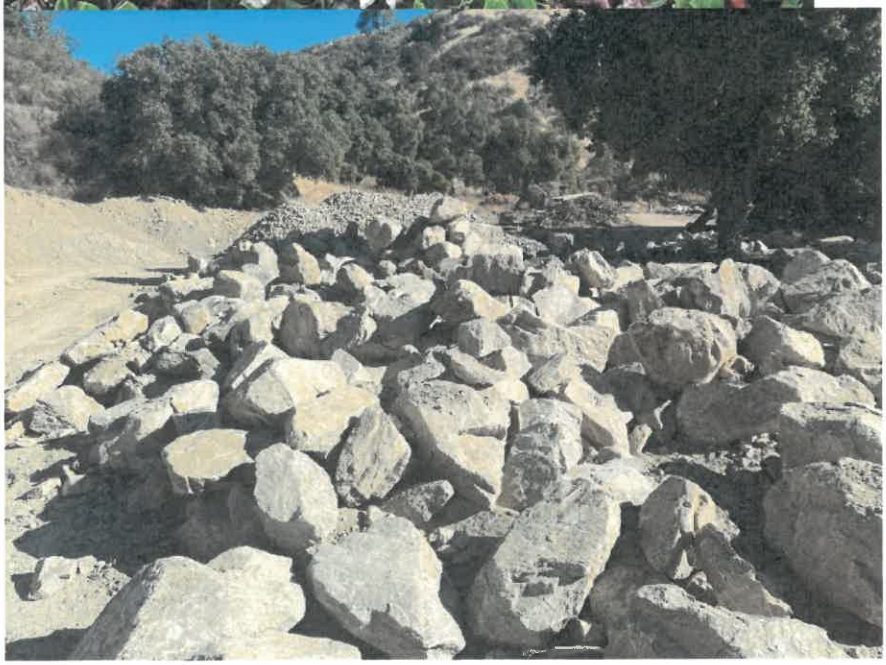
Eriogonum arborescens







Manzanita ‘Emerald Carpet’



Locally selected gold granite boulders

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 19, 2025

SUBJECT: Parking Permits for Volunteers for City Events ***Moved from regular agenda.***

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

RECOMMENDATION

1. Approve the recommendation from the Traffic Safety Commission to issue parking permits to volunteers for city events.
2. Direct the City Attorney to return to Council with an ordinance to add PG Municipal Code Section 16.40.605 Parking permits for volunteers on city business.
3. Alternatively, discuss and take other action related to this item.

DISCUSSION

Pacific Grove is host to a variety of special events such as traditional seasonal celebrations, community gatherings, annual runs/walks, car shows, and parades. These events have become a large part of the city's unique heritage and are loved by both Pacific Grove residents, volunteers, and visitors.

Pacific Grove Municipal Code 16.40.600 states:

> **16.40.600 Parking permits for private vehicles used on city business.**
> The city clerk shall issue a parking permit to any city employee or official required to use his or her private vehicle on city business. Such permit shall grant a private vehicle the status of a city vehicle with respect to parking regulations. The permit shall be subject to the following limitations:
> (a) Permit valid only when private vehicle used to conduct official business;
> (b) Permit to be clearly displayed as designated by the city clerk;
> (c) Permit valid only in city parking facilities and on streets;
> (d) Permit not valid where parking is prohibited (e.g., red zones, loading zones) or where parking is restricted to handicapped;
> (e) Permit shall be revoked for abuse. [Ord. 1729 N.S. § 1, 1990].

The addition of the below code would permit volunteers to park without time restrictions.

> **16.40.600.1 Parking permits for volunteers on city business.**
> City manager or designee shall issue parking permits for volunteers at city sponsored events i.e.,

4th of July celebration, PG Concours Rally, Butterfly Parade, Stillwell's Holiday in the Park, Good Old Days, Walk of Remembrance, and other events as approved by the city manager or designee. The permit shall be subject to the following limitations:
(a) Permit shall be clearly displayed;
(b) Permit is not valid where parking is prohibited (e.g., red zones, loading zones) or where parking is restricted to handicapped;
(c) Permit shall be revoked for abuse.

This is a recommendation received from the Traffic Safety Commission. As outlined in Chair Gunby's memo attached to this agenda report, this will allow volunteers to help out at city events without the concern of receiving parking tickets.

OPTIONS

Provide alternate direction.

FINANCIAL IMPACT:

There is no fiscal impact to discuss this agenda item.

GOAL ALIGNMENT: Not Applicable.

Attachments

TSC Chair Memo

November 26, 2024

To: Traffic Safety Commission

From Michael Gunby, Chairman

Proposal to Issue Free Parking Passes for Volunteers at City Events.

This proposal is to allow the City of Pacific Grove to issue passes for free parking in City lots and on City streets beyond the posted time limits for volunteers for set up, working and breakdown at City sponsored or permitted events i.e. Good Old Days, Butterfly Days, Little Car Show, etc. Such permits have been issued in the past. However, they no longer are now.

This will allow volunteers to help out at events and not have to move their cars during the event or have concern of receiving a parking ticket for parking too long. Often, volunteers have complained they receive a ticket even with a note on their dashboard explaining the situation.

The Police Department has indicated they are obligated to ticket vehicles that violate the parking time limit.

This proposal may require City Council to amend the Pacific Grove Municipal Code Chapter 16.40 to add this provision or to allow the City Manager or other designee discretion to issue such permits.

Thank you for your consideration.

CITY OF PACIFIC GROVE

300 Forest Avenue, Pacific Grove, California 93950

AGENDA REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Katie Clark, Recreation Program Manager

MEETING DATE: February 19, 2025

SUBJECT: Recreation Board Minutes: November 25, 2024

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

RECOMMENDATION

Receive minutes.

Attachments

Recreation Board Minutes November 25, 2024

1. **CALL TO ORDER**
   Recreation Board Chair, Colleen Goldsmith, called the meeting to order at 4:03 PM. Also present in the chamber were Board Member Ashley Gamble, Board Member Roger O'Sullivan, Public Works Director/Deputy City Manager Daniel Gho, and Recreation Program Manager Katie Clark. City Council Liaison Nick Smith, Board Member Darrell Smith, and Vice Chair Jay Tulley were not present.

2. **APPROVAL OF AGENDA**
   Upon motion by Board Member Gamble and seconded by Board Member O'Sullivan, the Recreation Board voted unanimously to approve the agenda.

3. **BOARD AND STAFF ANNOUNCEMENTS (City-Related Items Only)**
   Public Works Director/Deputy City Manager Gho announced:
   - A contract has been approved to work on the ADA pathway and ramps off of Sinex Ave to approve ADA accessibility at GW.
   - The soundproofing for the pickleball courts will be installed soon. The courts will be resurfaced in the spring.
   - The GW drainage project is complex, but in progress with engineers and contractors.
   - The garbage receptacles for Lovers Point Park have been ordered and will be installed when they arrive.
   - The coastal turnouts and the Rec Trail have received ongoing improvements.

   Recreation Program Manager Clark announced:
   - Youth Basketball League: Starts in January for ages 7-10 at PG High School Gym.
   - Adult Programming Survey: Open from Nov 22 to Dec 20.
   - Holiday Events:
   - City Tree Lighting: Dec 2 at Jewel Park.
   - Gingerbread Decorating Parties: Dec 7.
   - Holiday Cookie Decorating: Dec 12.
   - Winter Break Camp: During PGUSD break.
   - Parade of Lights: Dec 5.
   - Stillwell's Holiday in the Park: Dec 7.
   - Rudolph Run: Dec 14 at Lovers Point.

     Board member O'Sullivan asked for clarification about the areas under the City Jurisdiction.

   Recreation Board Chair, Colleen Goldsmith announced:
   - The Chinese Pavilion project and fundraiser have raised $150,000. There is still an opportunity for residents in Pacific Grove and elsewhere to donate to this project.
   - There is another fundraiser going on for Chautauqua Hall. They have raised around $160,000, but they are going to need a way lot more money than that.

4. **COUNCIL LIAISON ANNOUNCEMENTS**
   City Council Member Nick Smith sent an email to the Recreation Program Manager, Katie

Clark. The email wished everyone the best and said Happy Thanksgiving. Board Chair Colleen Goldsmith said congratulations to the new Mayor-Elect, Nick Smith, and that we look forward to working with him.

5. **GENERAL PUBLIC COMMENT**

Public Comments:
Don Mothershead made a public comment about drainage at Arnet Park, and he hopes people who are terming out on the Recreation Board will consider signing up for another term.

Recreation Board Chair, Colleen Goldsmith announced there will be openings on the board in 2025.

1 written public comment was received from Don Mothershead regarding Parks and Rec Day.

6. **APPROVAL OF THE MINUTES**

Upon motion by Board Member Gamble and seconded by Board Member O'Sullivan, the Recreation Board voted unanimously to approve the Meeting Minutes from October 24, 2024.

7. **REGULAR AGENDA**

A. 2024 Fall Soccer Report

Received report from Andy Lisping, Sports Coordinator.
The 2024 Fall Soccer program included

- Junior Soccer Program for ages 3-4 to familiarize kids with soccer, develop basic skills and have fun.
- Youth Soccer League for ages 5-12 had skill assessments, a league format, one practice a week and games on Saturdays. There were a few all girls and all boys teams for the older age ranges.
- Staff and volunteers helped to run the program by coaching, refereeing, maintaining the fields.
- The location this year was at Robert Down Elementary School Filed.
- 225 kids participated in the program, which was up from 2023.
- Moving forward some changes will be made to the program including adjusting age ranges to align with outside programs, working with Pacific Grove High School more, and additional staff training.
- Thanks to the City, PGUD, volunteers, staff and participants and their families.

Don Mothershead commented that it may be helpful to break up age ranges by grades and commended Andy for his hard work.

Board Member O’Sullivan asked if there were any other sports conflicts, Andy said yes, though that is true for any season.

and Goldsmith commended Andy for the great program.

B. City and PGUSD Joint Use Agreement

Received report from Colleen Goldsmith, Recreation Board Chair.

- The Joint Use Agreement was reviewed including discussion on facility usage, scheduling improvements, and addressing past miscommunications.
- The agreement allows mutual use of facilities with fee waivers.

Don Mothershead commented publicly that the City and PGUSD used to function with a "handshake agreement." It is nice to have an actual agreement and if possible it would be nice to have the document online.

Board Member Gamble and O'Sullivan, and Board Chair Goldsmith asked clarifying questions.

8. **NEXT MEETING**
   December's meeting has been canceled. The next meeting will be Thursday, January 23, 2025, at 4:00 PM at the Council Chamber, City Hall at 300 Forest Avenue, Pacific Grove, CA.

9. **ADJOURNMENT**
   Meeting adjourned at 5:06 PM

Minutes respectfully submitted by Board Member Gamble.

CITY OF PACIFIC GROVE

300 Forest Avenue, Pacific Grove, California 93950

AGENDA REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Leticia Livian, Human Resources Director

MEETING DATE: February 19, 2025

SUBJECT: First reading of an ordinance to amend the City Salary Classification Schedule

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

RECOMMENDATION

1. Request the City Attorney read the title of the ordinance.
2. Motion to waive further reading of the ordinance.
3. Introduce and hold first reading of an ordinance to amend the salary classification schedule to establish a salary range for new classifications of Urban Forester and Principal Civil Engineer, and approve the amendment.
4. Direct that publication of the ordinance will be satisfied by publication of a summary approved by the City Attorney.

DISCUSSION

The City's salary schedule identifies job classifications that have been approved by Council (e.g., Administrative Technician) and the hourly rates of pay for each classification at each step authorized by the Personnel Rules. Pursuant to Charter Article 25 and the Pacific Grove Municipal Code (PGMC) Section 4.20.280, approval and amendment to the salary schedule must be adopted by the Council.

City Council approved adding two new classifications at the FY 24/25 mid-year budget adjustment: urban forester and civil engineer.

There are several common experience levels of civil engineers. Staff is recommending the civil engineer be brought in as an experience level of Principal Civil Engineer. This level requires five years of civil engineering experience and allows for highly responsible assistance to the Public Works Director, as well as provides supervision of public works personnel.

The requested changes to the salary scheduled are for the addition of an Urban Forester and a Principal Civil Engineer classifications, all other classifications in the salary schedule remain the same. To view the entire salary schedule, please refer to the City's website, http://www.cityofpacificgrove.org/about-city/human-resources/salaries-benefits-and-mous.

The proposed salary ranges for both classifications is listed below.

Classification	Step	Step	Step	Step	Step	Step	Step
Urban Forester	1A	2B	3C	4D	5E	6F	7G
Hourly Rate	45.22	47.49	49.86	52.35	54.97	57.03	59.17

Classification	Step	Step	Step	Step	Step	Step	Step
Principal Civil Engineer	1A	2B	3C	4D	5E	6F	7G
Hourly Rate	55.79	58.58	61.50	64.58	67.81	71.20	74.76

The recommended salary ranges are based on market and internal analysis of compensation. Urban Forester is bench-marked with the City's current classification of Program Manager and the Principal Civil Engineer is bench-marked with the City's classification of Program Manager, Senior.

Both draft job descriptions can be found on the city's website, or by clicking here for Urban Forester and clicking here for Principal Civil Engineer.

OPTIONS

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

FINANCIAL IMPACT:

From the 9/18/2024 mid-year FY 24/25 budget amendment, estimated fiscal impacts and annual costs are listed below.

Proposed New Position	Est. Annual Cost	Est. Impact FY 24-25*
City Forester	$230,000	$38,000
City Engineer	$306,000	$51,000

* Estimates are based on the positions being filled by the end of April 2025.

FOCUSED PRIORITY AREA: Not Applicable.

Attachments

Ordinance

ORDINANCE NO. 25 -____

ORDINANCE OF THE CITY COUNCIL OF THE CITY OF PACIFIC GROVE AMENDING THE SALARY CLASSIFICATION SCHEDULE TO ADD URBAN FORESTER AND PRINCIPAL CIVIL ENGINEER CLASSIFICATIONS

Findings

1. City Council approved adding two new classifications to the FY 24/25 budget; and

2. The two new classifications are Urban Forester and Principal Civil Engineer; and

3. New classifications, Urban Forester and Principal Civil Engineer are being added to the salary schedule; and

4. Amendment to the salary schedule classification plan must be adopted by the City Council pursuant to Pacific Grove Municipal Code (PGMC) Section 4.20.280; and

5. In the enactment of this ordinance, the City followed the guidelines adopted by the State of California and published in the California Code of Regulations, Title 14, Section 15000, et seq. Enactment of this ordinance action does not constitute a "project" as defined by California Environmental Quality Act (CEQA) because it is an organizational or administrative activity that will not result in direct or indirect physical changes in the environment pursuant Section 15378.

Ordinance

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

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

SECTION 2. The position classification plan approved and adopted by the City Council pursuant to PGMC § 4.20.280 is amended to add Urban Forester and Principal Civil Engineer classifications with the following salary schedule:

Classification - Hourly Rates	**Step 1A**	**Step 2B**	**Step 3C**	**Step 4D**	**Step 5E**	**Step 6F**	**Step 7G**
Urban Forester	45.22	47.49	49.86	52.35	54.97	57.03	59.17
Principal Civil Engineer	55.79	58.58	61.50	64.58	67.81	71.20	74.76

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. Upon approval at second reading, this ordinance shall be given an effective date of 03/05/2025.

PASSED AND ADOPTED BY THE COUNCIL OF THE CITY OF PACIFIC GROVE this 5TH day of March, 2025, by the following vote:

AYES:

NOES:

ABSENT:

APPROVED:

_____
NICK SMITH, Mayor

ATTEST:

_____
SANDRA KANDELL, City Clerk

APPROVED AS TO FORM:

_____
BRIAN PIERIK, City Attorney

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

AGENDA REPORT

TO: Honorable Mayor and Members of the City Council

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

MEETING DATE: February 19, 2025

SUBJECT: George Washington Park (GWP) Biological Assessment, Direction to Proceed with Developing an Updated GWP Management Plan & Direction to proceed with short-term Maintenance Activities in GWP ***Moved ahead of Pine Avenue & Fountain agenda item.***

CEQA: Categorical Exemption, CEQA Guidelines Section 15304, Class 4, Minor Alterations to Land

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RECOMMENDATION

1. Receive the George Washington Park (GWP) Biological Resources Report
2. Direct staff to return with an updated long-term GWP Management Plan
3. Direct staff to proceed with short-term fuel reduction tasks in GWP in accordance with the 1999 GWP Master Plan and 2024 Community Wildfire Protection Plan
4. Alternatively, discuss and take other action

DISCUSSION

HISTORY

In 1925, the City of Pacific Grove purchased the pine forest land, now known as George Washington Park (GWP), from Del Monte Properties Company for $10. While there were no deed restrictions, the land was used as a park. In 1948, voters passed an ordinance officially designating the space for recreational use.

Today, GWP is a 20-acre urban forest, home to the largest contiguous Monterey pine forest in the City. Spanning six city blocks and surrounded by residential zones, the park provides habitat for diverse plant and animal species and offers both passive and active recreation opportunities.

In 1999, the City developed a George Washington Park Master Plan (1999 GWP Master Plan) to guide park management with goals to:

- Preserve and enhance the park's natural character
- Protect park resources
- Improve visual quality/ appearance, and
- Promote accessibility

Although the plan provides general guidance and goals, it lacks specific implementation tactics. As a

result, the Public Works Department, responsible for park maintenance, has historically worked with the Beautification and Natural Resources Commission (BNRC) and City Council to obtain formal direction on specific management actions.

The history provided below describes maintenance activities and discussions that have occurred over the past 8+ years.

MAINTENANCE ACTIVITIES: 2016 - TO DATE

Over the years, small-scale tree planting/watering and weeding projects in GWP have been spearheaded by the BNRC subcommittee and City volunteers. While these efforts have benefited the park's ecosystem and have been a source of community pride, they have not addressed the overall forest health and the ongoing need for maintenance and fuel load reduction.

Maintenance in the park has been minimal in recent years, since staff has not received authorization or direction from the BNRC and City Council. The park today, has an over abundance of fallen trees, dead brush, poison oak, and dry grasses.

• **Prior to 2014** – Formal documentation of park maintenance during this period is minimal. It is believed that most efforts were limited to annual perimeter mowing and routine safety upkeep.
• **2014** – The City secured a Cal Fire grant and enlisted Cal Fire Gabilan Camp crews from Soledad to remove dead and diseased trees and clean the fuel load on the forest floor.
• **2016** – The City again utilized Cal Fire Gabilan Camp crews for tree removal and forest floor/fuel load cleanup.
• **2017** – The City continued to utilized Cal Fire Gabilan Camp crews for tree removal and forest floor/fuel load cleanup.This was the last large-scale maintenance effort in GWP.
• **2018** – The park's interior remained in relatively clear due to the extensive work done in 2016 and 2017. Maintenance efforts were limited to perimeter mowing and minor upkeep in accordance with the 1999 GWP Master Plan.
• **2019–2023** – Maintenance was limited to perimeter mowing and the removal of hazard trees around the perimeter of the park.
• **2023** – On September 6, City staff received direction from City Council to address fire safety, hazard treesignificant concerns from members of the community regarding the maintenance work caused the work to be halted before much clean up was accomplished.
• **2023–Present** –Maintenance remains limited to perimeter mowing and hazard tree removal that have specific targets.

PROPOSED 2022 GWP FOREST MANAGEMENT PLAN

In 2019, staff sought formal direction on GWP maintenance. Staff presented various mechanical, manual, and biological strategies to improve safety and reduce fire risk, to the BNRC and City Council.

At their September 18, 2019 meeting, City Council directed staff to develop a new GWP management plan to build community consensus on short- and long-term forest maintenance strategies, with funding allocated for this effort via the FY21/22 Capital Improvement Plan.

While the plan was in progress, work in GWP was limited to:

· Volunteer-led pilot projects for tree planting, watering, and weeding in small demonstration sites, and
· Park perimeter mowing

The goal was for the newly develop plan to establish a clear management strategy and prevent further delays in addressing critical forest health and fuel load reduction activities, which had been stalled since 2018.

The draft 2022 GWP Forest Management Plan (FMP) was prepared by Dudek. This plan was brought to the BNRC and subsequently City Council for review in October 2022 and September 2023 respectively.

The draft plan provides a five-year strategy to reduce wildfire risks to homes around GWP and restore a healthy forest within the park. It focuses on three key objectives:

1. Wildfire Risk Reduction – Reduce flammable vegetation within 100 feet of homes.
2. Forest Health Improvement – Promote a diverse mix of tree ages and sizes by reducing competition and supporting regeneration.
3. Park Safety Enhancement – Remove hazardous trees that threaten park users and nearby properties.

The FMP also provides specific management activities, execution methods, and an implementation blueprint with the intention of fostering a healthier forest. It was to replace the 1999 GWP Master Plan and contained updated data, strategies, and solutions that reflect current conditions and challenges.

At their October 2022 meeting, the BNRC did not recommend FMP adoption or conducting maintenance activities due to CEQA concerns. Following the meeting, Dudek prepared, and the City Attorney's Office reviewed a Revised Plan Memo. The memo clarified that while the plan includes various management strategies, the priority is creating defensible space and reducing wildfire risk near homes along the park perimeter and confirms these maintenance activities met CEQA Categorically Exemptions (Class 4).

The FMP, Revised Plan Memo, and request to perform fuel load reduction tasks were brought forward for Council review on September 6, 2023. Ultimately, the FMP was not approved, and direction was provided to develop a multi-seasonal biological assessment for all zones of the park.

Although the FMP was not approved, and remains in draft form, Council direction was provided to perform fuel reduction/maintenance activities consistent with the 1999 GWP Master Plan. Those tasks centered around fire safety, hazard trees, and overall park and trail accessibility. Due to significant community opposition, these tasks were halted shortly after commencing, with only some work completed.

2024 Biological Resources Report

In accordance with the Council's direction and their approved 2023-2024 Goals & Work Plan, staff initiated a year-long biological assessment performed by Denise Duffy and Associates (DDA). The final Biological Resources Report (Attachment 1) summarizes the surveys, methods, findings, and impact assessment, along with avoidance and minimization measures to inform a future CEQA document for park forest management. A CEQA analysis will be conducted once a new management plan is developed.

The assessment revealed no major surprises. DDA did not identified any previously undocumented special-status species, except for the Western red bat (a California species of special concern, but not threatened or endangered). A portion of GWP is host to a federally listed plant species, the Yadon's Piperia. The entire park assessment did not show indications of any additional Yadon's Piperia, beyond

the previously documented occurrence.

The report also addresses impacts and mitigation measures related to nesting birds and raptors, bats and roosting habitats, overwintering monarch butterflies, Monterey pine, Yadon's Piperia, and the Monterey pine forest.

Ultimately, this report provides vital information that can help serve as the backbone for the development of an updated, comprehensive forest and park management plan.

STAFF RECOMMENDATION 1 - RECEIVE THE BIOLOGICAL RESOURCES REPORT.

The GWP Biological Resources Report meets the Council's direction and goals/work plan milestone addressing all zones of the park for a year-long period. Staff recommends the City Council formally receive the Biological Resources Report.

2024 Community Wildfire Protection Plan

This Community Wildfire Protection Plan (CWPP) has been developed by the Monterey Fire Department, in coordination with the Cities of Monterey, Carmel-by-the-Sea, and Pacific Grove, with input and direction from interested parties, agency representatives, and community members.

The CWPP serves as a fire protection planning document and outlines the community's physical characteristics, wildfire hazards, assets at risk, risk reduction strategies, vegetation management projects, and action plans to mitigate wildfire threats. The plan area covers the entire city, including GWP.

At the July 2024 City Council meeting CWPP was adopted unanimously for implementation in Pacific Grove.

The approved CWPP includes management tasks and priority vegetation management projects specific to GWP. The CWPP will be harnessed to conduct necessary vegetation and fire fuel management in the park until a new GWP plan is approved *(see "Maintenance Action Needed" section below).*

Although the CWPP provides specific fuel reduction, vegetation management, and defensible space recommendations for GWP, it is not a comprehensive plan to address forest health.

Consequently, the newly approved CWPP, along with the Biological Resources Report, 2022 FMP and 1999 GWP Master Plan, will inform and be vital inputs to a comprehensive management plan that balances ecosystem health and fuel reduction.

STAFF RECOMMENDATION 2 - Direct staff to return with an updated long-term GWP Management Plan

When the original Biological Resources Report agreement with DDA was awarded, City Staff outlined a plan to develop a new comprehensive GWP Plan building on the CWPP, 1999 GWP Master Plan, and 2022 FMP, with the Biological Resources Report as its foundation. With all necessary components now complete, Staff seeks formal authorization to proceed.

Next Steps: Once the City Forester is onboarded, they will oversee the development the new comprehensive plan.

Attachment 2 provides a chronological record of all items presented to BNRC and City Council from 2019 to the present. This report, the 15th on this topic in the past five years, reflects the shared commitment of the community and staff to caring for a valued public asset and the ongoing desire to address park safety and maintenance needs.

MAINTENANCE ACTION NEEDED

Since 2017, minimal cleanup has occurred in the park.. Today, GWP has an overabundance of fallen trees, dead brush, poison oak, and dry grasses. Concerns of wildfire risk have been growing for neighboring residents of the park and calls for staff to perform interior maintenance have grown.

Approved plans (CWPP and 1999 GWP Master Plan) and the draft 2022 FMP outline techniques for fuel reduction, all previously identified as appropriate. To address further fuel loads, staff is seeking direction from the City Council to develop short-term fuel load maintenance activities consisting of one or a combination of the methods described below.

1. **Grazing:** Livestock such as cattle, goats, or sheep can reduce fine fuel loads by grazing on grasses, shrubs, and young tree growth.
· A minimum of 5 acres is required for a handler to consider GWP a viable site.

2. **Hand Labor:** This method involves pruning, cutting, and removing vegetation using hand tools or handheld equipment. It includes dead wood removal, piling, and spreading mulch. This technique is best suited for small or hard-to-access areas. It allows for selective vegetation management and is best when combined with other techniques.
· This technique would be best executed by a contractor, as trained professionals can efficiently and safely remove brush.
· Alternatively, a Cal Fire grant could be obtained, but this is an unreliable and inconsistent source of labor.
· Volunteers have offered to drag brush and debris to the curb or assist with a small chipper. However, significant safety and liability concerns make this option infeasible. Poison oak contamination and the potential for injury while hauling heavy volumes of debris present safety and liability risks; these tasks should be executed by trained professionals. Additionally, the large volume of debris would require more labor than volunteer groups can realistically provide.

3. **Mechanical Techniques:** These methods use motorized heavy equipment to remove or alter vegetation by rearranging, compacting, or chipping material. Equipment includes masticators, tractors, and chippers.
· Mechanical techniques are the most viable and efficient option typically in dense debris areas. The park is 20 acres with large accumulations of debris. Moreover, there is dense poison oak in many areas, making mechanical options preferable to reduce risk of exposure for hand crews.
· Harnessing a masticator would be the most efficient way to reduce fuel load. Sensitive areas identified in the Biological Assessment would be fenced off and large areas, with heavy poison oak, could be efficiently addressed.
· Chippers with skid loaders or small excavators with grappling buckets, are also an option. This use of mechanical equipment would entail staging chippers on the trail and using loaders to remove and load debris into the chipper.

STAFF RECOMMENDATION #3 – DIRECT STAFF TO DEVELOP SHORT-TERM FUEL REDUCTION TASKS IN GWP IN ACCORDANCE WITH THE 1999 GWP MASTER PLAN AND 2024 CWPP.

Maintenance of GWP is urgently needed to reduce fuel load and improve forest health. The tactics outlined above align with the approved plans and address the priority areas listed in the CWPP. These maintenance activities are CEQA Categorically Exempt (Class 4).

Next Steps
If approved, Public Works Staff would:
· Develop a work plan with identified maintenance areas based upon the recommended tactics
· Host a public walkthrough to discuss the approved strategies and locations
· Implement maintenance strategies
o A bird survey would be conducted by a qualified biologist if work was scheduled to occur between February 1st and September 15th.

OPTIONS

1. Do not authorize staff to begin working on an updated, comprehensive management plan for GWP.
2. Do not authorize maintenance activities to occur in the park

FINANCIAL IMPACT:

In recent years, over $76,000 has been expended on consulting services to develop plans and reports to help provide guidance on appropriate park maintenance activities (see breakdown below). Since 2019, an average of only $5,060 per year ($30,358 in total) has been expended on GWP park maintenance, limited to perimeter mowing.

FOCUSED PRIORITY AREA: Environmental Stewardship

Attachments

Biological Assessment Report

Previous Agenda Reports

George Washington Park
Biological Resources Report



December 30, 2024

Prepared for
City of Pacific Grove
300 Forest Avenue
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1.0 INTRODUCTION

George Washington Park (GWP) is an approximately 20-acre forested urban park that contains the largest contiguous area of Monterey pine (*Pinus radiata*) forest within the City of Pacific Grove (City). The park is located in the western portion of the City and is surrounded by residential lots and streets (**Figure 1**). The park supports habitat for both common and rare flora and fauna and provides passive and active recreation opportunities for residents and visitors. The City proposes to update the existing Master Plan (City of Pacific Grove, 1999) for the park and to implement recommendations of the 2021 Forest Management Plan (FMP; Dudek, 2022) (the Project).

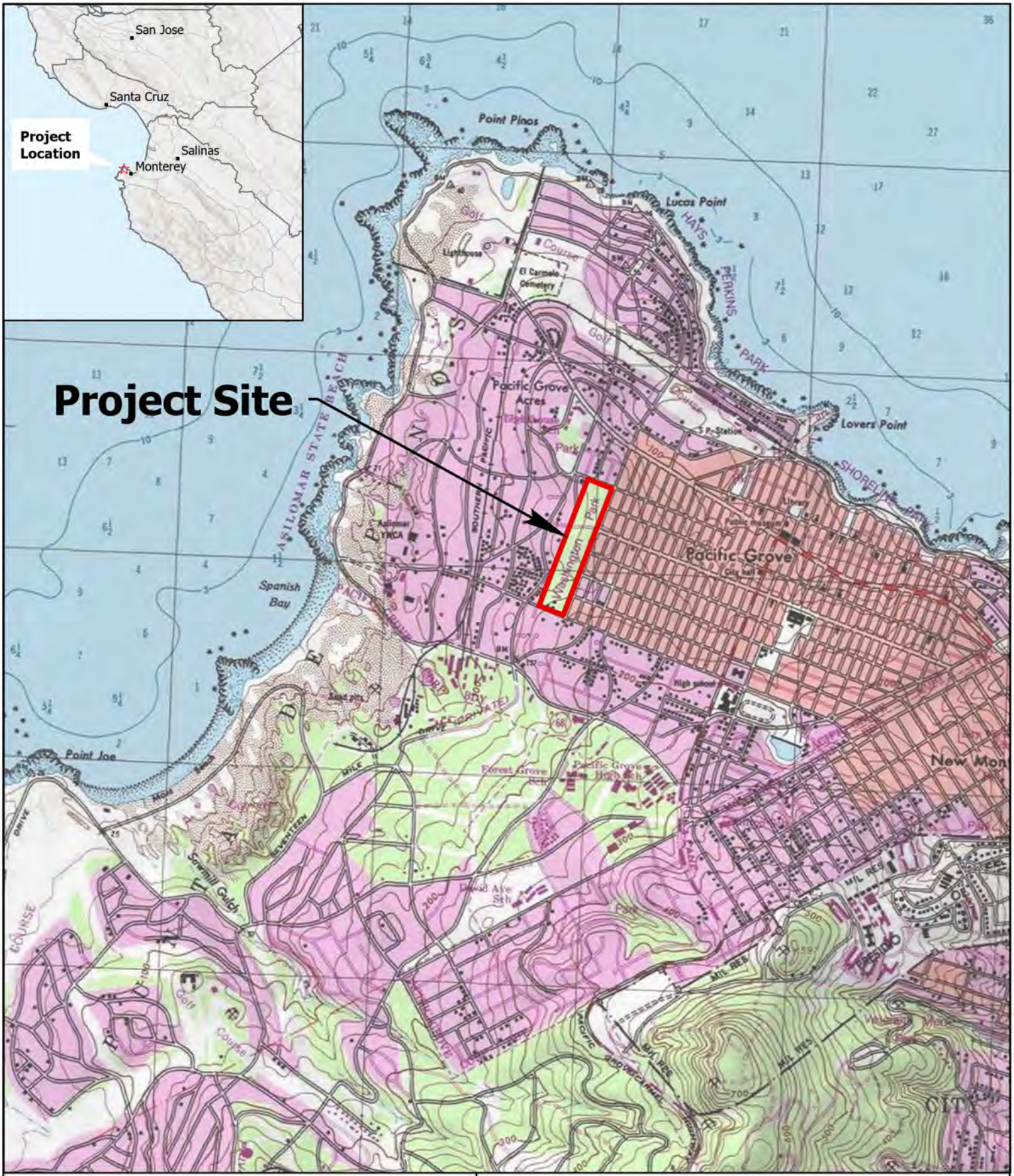
Denise Duffy & Associates, Inc. (DD&A) completed a biological assessment of the entire park to determine if sensitive biological resources are present or have the potential to occur within and in the vicinity of the site. The assessment was performed over the course of all four seasons during 2024. This report describes the existing biological resources within the project site, including any special-status species or sensitive habitats which occur or have the potential to occur in the area. This report assesses the potential impacts to biological resources that may result from implementation of the FMP, and recommends appropriate avoidance, minimization, and mitigation measures to reduce those impacts to a less than significant level in accordance with the California Environmental Quality Act (CEQA).

1.1 Background

The FMP was prepared to address necessary improvements to management of forest resources in the park, which include reduction of wildfire risk, restoration and enhancement of the Monterey pine forest ecosystem, and maintenance of the trail system for public use and safety. According to both the FMP and the existing Master Plan, the Monterey pine forest in the park has suffered impacts from historic overuse and soil compaction, drought, as well as pests and pathogens including pitch canker disease (*Fusarium circinatum*), dwarf mistletoe (*Arceuthobium* sp.), bark beetles, and invasion by non-native plant species. A combination of these factors as well as fire suppression, has led to a shift in the forest composition represented by a predominance of large old Monterey pine trees, a lack of sufficient new Monterey pine seedlings and saplings to regenerate and maintain healthy mid-canopy forest structure, and an increasing density of coast live oak (*Quercus agrifolia*). Additionally, the current condition of the forest in the park presents a relatively high fire risk due to an overaccumulation of flammable woody debris and dried thatch from a thick understory layer of non-native annual grasses. Habitat conditions for certain species, perhaps most notably overwintering Monarch butterflies (*Danaus plexippus*), are also in decline.

1.2 Project Location and Setting

GWP is located in a residential area within the City (**Figure 1**). The park is divided into four management zones (Zone 1 – 4) with Zone 1 generally consisting of an approximately three-acre recreational area in the southern section of the park that includes a baseball field, restrooms, playground, and picnic areas. Zones 2 – 4 consist of forested areas in a natural condition with a series of unimproved walking trails (**Figure 2**). GWP is bounded by Sinex Avenue towards the south, Short Street towards the north, Alder Street towards the east and Melrose Street towards the West. Pine Avenue crosses through the middle section of the park and forms the boundary between Zone 3 and 4. The Project site is located within Assessor's Parcel Numbers (APN) 006-561-001-000, 006-441-001-000, and 006-331-010-000 and the U.S. Geological Survey 7.5-minute Monterey quadrangle. The site is located outside of the Coastal Zone.



Project Location Map

George Washington Park Biological Resources Report

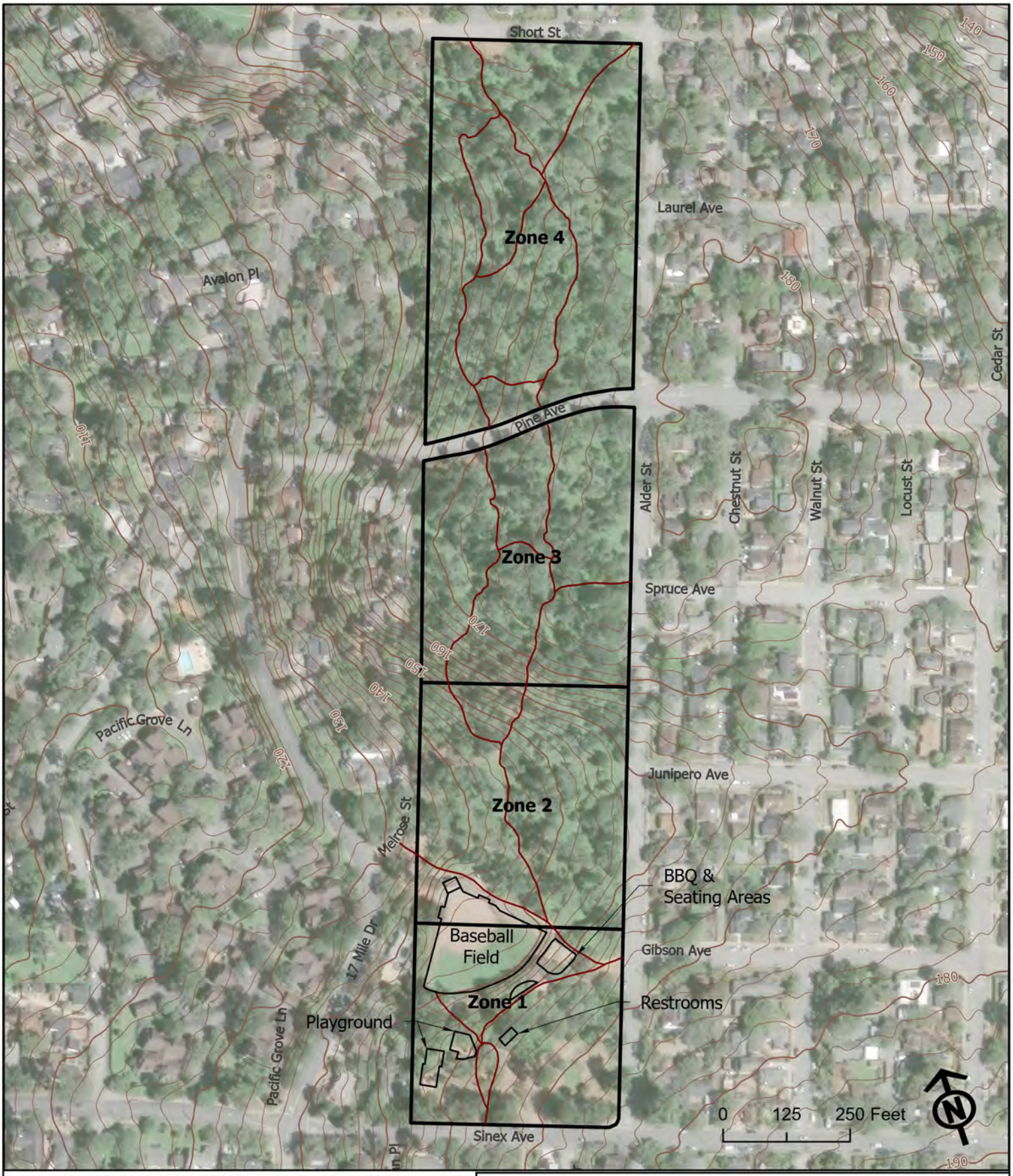
Denise Duffy and Associates, Inc.
Planning and Environmental Consulting

Date 12-2024

Figure 1

Scale 1:24,000

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Site Plan

George Washington Park Biological Resources Report

Denise Duffy and Associates, Inc.
Planning and Environmental Consulting

Date 12-2024

Figure 2

Scale 1in = 250 ft

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On average, topography slopes gently from east to west with elevations ranging from approximately 134 feet above mean sea level (amsl) in the western portion of Zone 2 up to approximately 176 feet amsl in the northeastern corner of Zone 4. Slope aspect ranges from northwest to southwest facing. The lowest elevation areas are found in Zone 2 where a broad and shallow dip in the topography occurs across Zones 1 and 2 in an approximately east-west orientation. The landscape in Zones 3 and 4 is more elevated due to its position along the western aspect of a broad, gently sloping hill.

1.3 Project Description

As outlined in the FMP, forest management within the park is expected to include three main actions: reduction of wildfire risk, restoration of forest health and structure, and management of trails and improvement of public safety. These activities will be performed throughout the park. However, Zones 2 - 4 are characterized by undeveloped Monterey pine forest and will likely be the focus of most management activities. Although Zone 1 is designated for more active recreational use, mature coast live oak, Monterey pine, and Monterey cypress (*Hesperocyparis macrocarpa*) trees are scattered throughout and therefore may still require some forest management actions.

Fire Hazard Reduction

Fire hazard reduction will involve periodic removal of flammable vegetation and/or debris within approximately 100 feet of residential structures. Because the park is surrounded by residential areas, these activities will occur within a buffer zone around the entire perimeter of the park but will not occur in the interior portions. According to the FMP, vegetation management activities will align with CAL FIRE defensible space requirements and will include:

- Cutting or mowing tall annual grasses and annual herbaceous vegetation to four inches in height or less;
- Removing dead trees and woody shrubs;
- Removing fallen dead trees and tree parts that are 6 inches in diameter or smaller;
- Bucking and scattering fallen dead trees or tree parts larger than 6 inches diameter;
- Trimming off lower branches on mature trees to create 10 feet of space between the ground and lower branches;
- Removing shrubs and thickets within the dripline of a mature tree; and
- Selective removal of small oaks to improve horizontal spacing.

Implementation methods will be selected by the City but both use of light mechanical equipment and hand crews is proposed by the FMP. Light mechanical equipment would include a skid steer loader to masticate woody understory vegetation, mow herbaceous vegetation, and/or transport larger logs with a grapple attachment. Hand crews would perform vegetation management using power equipment including chain saws, mowers, and weed whips as well as hand saws, pruners, and loppers. Removed material would likely be fed into a chipper parked on nearby residential streets and used on site as mulch. Management of understory vegetation may also be performed using goat grazing supervised by a herder.

Forest Restoration and Enhancement

Forest restoration and enhancement activities are proposed for the interior portion of the park in Zones 2 – 4. According to the FMP, management activities will focus on creating conditions that promote Monterey pine regeneration and will occur in up to 16, ¼-acre plots situated in areas with less than 50% canopy closure, predominantly annual herbaceous understory vegetation and nearby mature Monterey pine and coast live oak trees. Forest restoration and enhancement activities are expected to include:

- Selective felling of dead and dying overstory trees;
- Removing concentrations of dead and downed logs, or cutting and scattering on site;
- Mowing grass and herbaceous vegetation and removing understory woody surface vegetation;
- Raking and removing/reducing the pine needle and leaf litter layer to expose mineral soil to improve conditions for Monterey pine seedling recruitment; and
- Planting/caging/maintaining tree plantings of up to 50 trees per site.

Safety and Trail Maintenance

Occasional forest maintenance activities along trails within Zones 2 – 4 and throughout the active recreation areas of Zone 1 may be necessary to maintain safe conditions for the public. These activities may include:

- Trimming overhead broken tree branches with a potential for falling on trails;
- Removal of hazard trees in the vicinity of trails, park facilities, or along adjacent streets; and
- Removal of fallen limbs or tree trunks that block trails or impact park facilities.

2.0 METHODS

2.1 Personnel and Survey Methods

DD&A performed a series of field surveys over the course of 2024 in all four zones of GWP to thoroughly document natural resources throughout all four seasons. Multiple surveys were appropriately timed to accurately detect and identify plants during their peak bloom periods and to assess the potential presence of special status wildlife. Surveys included traversing the project site along a series of walking transects to identify general and sensitive habitat types, identifying all plant species to the intraspecific taxon necessary to eliminate them as being special-status species, and identifying potential habitat for special-status plant species. Concurrently, multiple reconnaissance-level wildlife habitat surveys were conducted to identify suitable habitat and observe any special-status wildlife species. Data collected during the surveys were used to assess the environmental conditions of the project site and its surroundings, evaluate environmental constraints at the site and within the local vicinity, and provide a basis for recommendations to minimize and avoid impacts.

The survey area was evaluated for botanical resources following the applicable guidelines outlined in *Guidelines for Conducting and Reporting Botanical Inventories for Federally listed, Proposed and Candidate Plants* (U.S. Fish and Wildlife Service [Service], 2000), *Protocols for Surveying and Evaluating Impacts to Special Status Native Plant Populations and Natural Communities* (California Department of Fish and Wildlife [CDFW], 2018), and California Native Plant Society (CNPS) *Botanical Survey Guidelines* (CNPS, 2001). Additional details on field surveys are provided below.

2.2 Data Sources

Prior to conducting field work, DD&A reviewed literature and data sources to determine the occurrence or potential for occurrence of special-status species within the survey area as follows:

- Current agency status information from the Service and CDFW for species listed, proposed for listing, or candidates for listing as threatened or endangered under the federal Endangered Species Act (ESA) or California Endangered Species Act (CESA), and those considered CDFW "species of special concern," including:
    - California Natural Diversity Database (CNDDB) occurrences reports from the Monterey 7.5-minute U.S. Geological Survey (USGS) quadrangle and the four surrounding quadrangles, including Marina, Seaside, Mt. Carmel, and Soberanes Point (CDFW, 2024b; **Appendix A**); and
    - Service IPaC Resource List (Service, 2024a; **Appendix B**).
- The CNPS *Inventory of Rare and Endangered Vascular Plants of California* (CNPS, 2024);
- The U.S. Department of Agriculture (USDA) Natural Resources Conservation Service (NRCS) Web Soil Survey (USDA-NRCS, 2024);
- The National Wetlands Inventory Wetlands Mapper (Service, 2024b); and
- The National Hydrographic Dataset (USGS, 2022).

From these resources, a list of special-status plant and wildlife species known or with the potential to occur within or adjacent to the project site was created (**Appendix C**). This list presents these species along with their legal status, habitat requirements, and a brief statement of the likelihood to occur. Other site-specific documents were reviewed including the 1999 Master Plan, the FMP, and technical reports relevant to monarch butterfly prepared by Creekside Science (2011, 2023).

2.2.1 Botany

Vegetation types identified in *A Manual of California Vegetation* (Sawyer et al., 2009) were utilized to determine if vegetation types identified as sensitive on CDFW's *California Natural Communities List* (CDFW, 2024a) are present within the project site. Information regarding the distribution and habitats of local and state vascular plants was also reviewed (Howitt and Howell, 1964 and 1973; Munz and Keck, 1973; Baldwin et al., 2012; Matthews and Mitchell, 2015; Jepson Flora Project, 2022). All plants observed within the project site during the evaluation were identified to species or intraspecific taxon necessary to eliminate them as being special-status species using keys and descriptions in *The Jepson Manual: Vascular Plants of California, Edition 2* (Baldwin et al., 2012) and *The Plants of Monterey County an Illustrated Field Key* (Matthews and Mitchell, 2015). Scientific nomenclature for plant species identified within this document follows Baldwin, et al., (2012); common names follow Matthews and Mitchell (2015). Dominant species within each habitat were noted. Dominant plant species are those which are more numerous than their competitors in an ecological community or make up more of the biomass; generally, the species that are most abundant. Most ecological communities are defined by their dominant species.

The California Invasive Plant Council (Cal-IPC) Inventory (Cal-IPC, 2024) was reviewed to determine if any plant species identified within the project site are listed as invasive by the Cal-IPC Inventory.

Occurrences of non-native invasive plant species were mapped using handheld GPS equipment. In addition, a list of plant species observed during botanical surveys was compiled (**Appendix D)**.

2.2.2 Wildlife

The following literature and data sources were reviewed: CDFW reports on special-status wildlife (Remsen, 1978; Williams, 1986; Jennings and Hayes, 1994; Thelander, 1994; Thomson et Al, 2016); California Wildlife Habitat Relationships Program species-habitat models (Zeiner et al., 1988 and 1990); and general wildlife references (Stebbins, 1972, 1985, and 2003).

2.3 Focused Field Surveys

Focused Botanical Surveys and Vegetation Mapping

Focused surveys for special-status plants were conducted on April 16 and July 10, 2024, to allow identification of potentially occurring spring blooming and summer blooming species with special attention given to the species with a moderate occurrence potential (**Appendix C**). The known occurrence of Yadon's piperia (*Piperia yadonii*) was also visited on January 18, 2024, to inventory the number of individuals with basal leaves and install protective cages on several individuals to prevent herbivory and allow complete identification during the summer bloom period. The location of the Yadon's piperia occurrence was also mapped using handheld GPS equipment with sub-meter accuracy. When possible, nearby known reference populations of special status plants were visited to confirm timing of the bloom period.

DD&A performed vegetation mapping throughout the park over a series of field visits on April 16, June 4, June 18, July 10, and August 23, 2024. Vegetation mapping consisted of a visual evaluation of 84 plots, each approximately 1,000 square feet (sf) in size, that were evenly divided throughout the park. At each plot aerial coverage of the upper canopy layer, the middle canopy layer, and the understory vegetation was estimated by cover class. Canopy closure was grouped into categories of sparse (10-25%), open (25-40%), moderate (40-60%), and dense (>60%). The most dominant tree species within the canopy were noted at each plot. Understory vegetation was grouped into cover classes of <1%, 1-5%, 5-15%, 15-25%, 25-50%, 50-75%, and >75% and dominant species were noted at each plot. This data was used to identify and map the dominant species within the upper canopy, middle canopy, and understory vegetation layers. In addition, occurrences of invasive non-native plant species were mapped using handheld GPS equipment with sub-meter accuracy.

Focused Wildlife Surveys

In addition to the reconnaissance-level wildlife and habitat surveys, several focused wildlife surveys were performed as part of this study. These included avian point count surveys, field surveys for candidate special status bumble bees, and a focused habitat assessment and series of seasonal surveys for bats.

Avian point count surveys were on conducted on June 19, July 10, and August 23, 2024, at 20 monitoring stations located along two north-south transects oriented along the long-axis of the park. Avian surveys were performed to provide additional baseline wildlife data and inform implementation of avoidance measures for nesting birds. Point-count survey methodology was adapted from Ralph et al., (1993, 1995) and consisted of counting all species of birds observed or heard during a period of five minutes per survey location within a 25-meter radius. A 25-meter radius was used instead of a 50-meter radius due to the forested condition of GWP, which limits the line-of-sight distance. Data from the avian point count surveys is summarized in **Appendix E**.

Field surveys for bumble bees were conducted concurrently with vegetation mapping activities on April 16, June 4, June 18, July 10, and August 23, 2024. Bumble bee surveys were photographic in nature and did not involve handling and animals. Survey and habitat assessment methodology is described in detail in **Appendix F**.

Given the potential for Project activities to affect potential bat roosting or maternity colony habitat, focused surveys for bats were performed by bat specialist Nick Fisher in all areas of GWP. Bat surveys consisted of a daytime habitat assessment, which identified potential bat roosting features and flyway areas, and a series of seasonal night emergence and foraging surveys using a passive acoustic detector (Wildlife Acoustics Song Meter Mino Bat unit) and a series of walking transects with a hand-held acoustic detector (Wildlife Acoustics Echometer 2 Pro and Batbox baton). The daytime habitat assessment was performed on June 6, 2024, and night surveys were conducted on June 6, July 27, October 10, and November 18, 2024. The survey timing targeted the breeding season (late March – September), the dispersal period of maternity colonies (September – October) and the post-dispersal period. A detailed description of methodology is provided in the Bat Survey Results Memo (**Appendix G**).

Wetlands

Although a formal wetland delineation was not performed, an assessment for the presence of potentially jurisdictional wetlands and waters within the survey area was performed on July 16, 2024 in accordance with the requirements set forth in *The Field Guide for Wetland Delineation: 1987 Corps of Engineers Manual* (1987 Manual; Wetland Training Institute, 1995) and the *Regional Supplement to the Corps of Engineers Wetland Delineation Manual: Arid West Region (Version 2.0)* (Supplement; ACOE, 2008). The assessment included collected of two paired samples located in a topographic low area along the boundary of Zone 1 and Zone 2 to determine if dominant wetland vegetation, wetland soils, or wetland hydrology is present (**Appendix H**). This area was selected for evaluation because it occupies the lowest landscape position in GWP and therefore has the highest likelihood for retention of water and formation of wetland conditions.

2.4 Definitions

2.5 Special-Status Species

Special-status species are those plants and animals that have been formally listed or proposed for listing as endangered or threatened or are candidates for such listing under the ESA or the CESA. Listed species are afforded legal protection under the ESA and CESA. Species that meet the definition of rare or endangered under the CEQA Section 15380 are also considered special-status species. Animals on the CDFW's list of "species of special concern" (most of which are species whose breeding populations in California may face extirpation if current population trends continue) meet this definition and are typically provided management consideration through the CEQA process, although they are not legally protected under the ESA or CESA. Additionally, the CDFW also includes some animal species that are not assigned any of the other status designations on their "Special Animals" list; however, these species have no legal or protection status.

Plants listed as rare under the California Native Plant Protection Act (CNPPA) or included in CNPS California Rare Plant Ranks (CRPR) 1A, 1B, 2A, and 2B are also treated as special-status species as they meet the definitions of Sections 2062 and 2067 of the CESA and in accordance with CEQA Guidelines Section 15380. In general, the CDFW requires that plant species on CRPR 1A (Plants presumed extirpated

in California and Either Rare or Extinct Elsewhere), CRPR 1B (Plants rare, threatened, or endangered in California and elsewhere), CRPR 2A (Plants presumed extirpated in California, but more common elsewhere); and CRPR 2B (Plants rare, threatened, or endangered in California, but more common elsewhere) of the CNPS *Inventory of Rare and Endangered Vascular Plants of California* (CNPS, 2024) be fully considered during the preparation of environmental documents relating to CEQA. CNPS CRPR 4 species (plants of limited distribution) may, but generally do not, meet the definitions of Sections 2062 and 2067 of the CESA, and are not typically considered in environmental documents relating to CEQA. While other species (i.e., CRPR 3 or 4 species) are sometimes found in database searches or within the literature, these were not included within the analysis as they did not meet the definitions of Section 2062 and 2067 of the CESA.

Raptors (e.g., eagles, hawks, and owls) and their nests are protected in California under Fish and Game Code Section 3503.5. Section 3503.5 states that it is "unlawful to take, possess, or destroy the nest or eggs of any such bird except otherwise provided by this code or any regulation adopted pursuant thereto." In addition, fully protected species under the Fish and Game Code Section 3511 (birds), Section 4700 (mammals), Section 5515 (fish), and Section 5050 (reptiles and amphibians) are also considered special-status animal species. Species with no formal special-status designation but thought by experts to be rare or in serious decline may also be considered special-status animal species in some cases, depending on project-specific analysis and relevant, localized conservation needs or precedence.

2.6 Sensitive Habitats

Sensitive habitats include riparian corridors, wetlands, habitats for legally protected species, areas of high biological diversity, areas supporting rare or special-status wildlife habitat, and unusual or regionally restricted vegetation types. Vegetation types considered sensitive include those listed on CDFW's *California Natural Communities List* (i.e., those habitats that are rare or endangered within the borders of California) (CDFW, 2024a), those that are occupied by species listed under the ESA or are critical habitat in accordance with the ESA, and those that are defined as Environmentally Sensitive Habitat Areas under the California Coastal Act. Specific habitats may also be identified as sensitive in city or county general plans or ordinances. Sensitive habitats are regulated under federal regulations (such as the Clean Water Act and Executive Order 11990 – Protection of Wetlands), state regulations (such as CEQA and the CDFW Streambed Alteration Program), or local ordinances or policies (such as city or county tree ordinances and general plan policies).

2.7 Regulatory Setting

The following regulatory discussion describes the laws and ordinances that may be applicable to the project.

2.7.1 Federal Regulations

Federal Endangered Species Act

Provisions of the ESA of 1973 (16 USC 1532 et seq., as amended) protect federally listed threatened or endangered species and their habitats from unlawful take. Listed species include those for which proposed and final rules have been published in the Federal Register. The ESA is administered by the Service or National Oceanic and Atmospheric Administration Marine Fisheries Service (NMFS). In general, the NMFS is responsible for the protection of ESA-listed marine species and anadromous fish, whereas other listed species are under Service jurisdiction.

Section 9 of ESA prohibits the take of any fish or wildlife species listed under ESA as endangered or threatened. Take, as defined by ESA, is "to harass, harm, pursue, hunt, shoot, wound, kill, trap, capture, or collect, or attempt to engage in any such conduct." Harm is defined as "any act that kills or injures the fish or wildlife…including significant habitat modification or degradation that significantly impairs essential behavioral patterns of fish or wildlife." In addition, Section 9 prohibits removing, digging up, and maliciously damaging or destroying federally listed plants on sites under federal jurisdiction. Section 9 does not prohibit take of federally listed plants on sites not under federal jurisdiction. If there is the potential for incidental take of a federally listed fish or wildlife species, take of listed species can be authorized through either the Section 7 consultation process for federal actions or a Section 10 incidental take permit process for non-federal actions. Federal agency actions include activities that are on federal land, conducted by a federal agency, funded by a federal agency, or authorized by a federal agency (including issuance of federal permits).

Clean Water Act

The U.S. Army Corps of Engineers (ACOE) and U.S. Environmental Protection Agency (EPA) regulate discharge of dredged and fill material into waters of the U.S. under Section 404 of the CWA. Waters of the U.S. are defined broadly as waters susceptible to use in commerce (including waters subject to tides, interstate waters, and interstate wetlands) and other waters (such as interstate lakes, rivers, streams, mudflats, sandflats, wetlands, sloughs, prairie potholes, wet meadows, playa lakes, or natural ponds) (33 CFR 328.3). Potential wetland areas are identified as "those areas that are inundated or saturated by surface or ground water at a frequency and duration sufficient to support, and that under normal circumstances do support, a prevalence of vegetation typically adapted for life in saturated soils conditions."

Under Section 401 of the CWA, any applicant receiving a Section 404 permit from the USACE must also obtain a Section 401 Water Quality Certification from the Regional Water Quality Control Board (RWQCB). A Section 401 Water Quality Certification is issued when a project is demonstrated to comply with state water quality standards and other aquatic resource protection requirements.

Migratory Bird Treaty Act

The Migratory Bird Treaty Act (MBTA) of 1918 prohibits killing, possessing, or trading migratory birds except in accordance with regulation prescribed by the Secretary of the Interior. Most actions that result in taking or in permanent or temporary possession of a protected species constitute violations of the MBTA. The USFWS is responsible for overseeing compliance with the MBTA.

2.7.2 State Regulations

California Endangered Species Act

The CESA was enacted in 1984. The California Code of Regulations (Title 14, §670.5) lists animal species considered endangered or threatened by the state. Section 2090 of CESA requires state agencies to comply with endangered species protection and recovery and to promote conservation of these species. Section 2080 of the Fish and Game Code prohibits "take" of any species that the commission determines to be an endangered species or a threatened species. "Take" is defined in Section 86 of the Fish and Game Code as "hunt, pursue, catch, capture, or kill, or attempt to hunt, pursue, catch, capture, or kill." A Section 2081 Incidental Take Permit from the CDFW may be obtained to authorize "take" of any state listed species.

California Native Plant Protection Act

The CNPPA of 1977 directed CDFW to carry out the legislature's intent to "preserve, protect and enhance rare and Endangered plants in the State." The CNPPA prohibits importing rare and Endangered plants into California, taking rare and Endangered plants, and selling rare and Endangered plants. The CESA and CNPPA authorized the Fish and Game Commission to designate endangered, threatened, and rare species and to regulate the taking of these species (§2050-2098, Fish and Game Code). Plants listed as rare under the CNPPA are not protected under CESA; however, these plants may not be taken or possessed at any time and no licenses or permits may be issued for their take except for collecting these species for necessary scientific research.

California Fish and Game Code

Birds. Section 3503 of the Fish and Game Code states that it is "unlawful to take, possess, or destroy the nest or eggs of any such bird except as otherwise provided by this code or any regulation adopted pursuant thereto." Section 3503.5 prohibits the killing, possession, or destruction of any birds in the orders Falconiformes or Strigiformes (birds-of-prey). Section 3511 prohibits take or possession of fully protected birds. Section 3513 prohibits the take or possession of any migratory nongame birds designated under the federal MBTA. Section 3800 prohibits take of nongame birds.

Fully Protected Species. The classification of fully protected was the state's initial effort in the 1960's to identify and provide additional protection to those animals that were rare or faced possible extinction. Lists were created for fish (§5515), mammals (§4700), amphibians and reptiles (§5050), and birds (§3511). Most fully protected species have also been listed as threatened or endangered species under the more recent endangered species laws and regulations. Fully protected species may not be taken or possessed at any time and no licenses or permits may be issued for their take except for collecting these species for necessary scientific research and relocation of the bird species for the protection of livestock.

Species of Special Concern. As noted above, the CDFW also maintains a list of wildlife "species of special concern." Although these species have no legal status, the CDFW recommends considering these species during analysis of project impacts to protect declining populations and avoid the need to list them as endangered in the future.

Lake or Streambed Alteration. Sections 1600-1607 of the Fish and Game Code require any agency that proposes a project that will substantially divert or obstruct the natural flow of or substantially change the bed or bank of a river, stream, or lake to notify CDFW before beginning construction. If CDFW determines that the project may substantially and adversely affect fish or wildlife resources, a Lake or Streambed Alteration Agreement will be required. CDFW's jurisdictional limits are usually defined by the tops of the stream or lake banks, or the outer edge of riparian vegetation, whichever is wider.

Porter-Cologne Water Quality Control Act

The Porter-Cologne Water Quality Control Act of 1969 (Porter-Cologne) is California's statutory authority for the protection of water quality and applies to surface waters, wetlands, and groundwater, and to both point and nonpoint sources. Under the Porter-Cologne, the State Water Resources Control Board (State Board) has the ultimate authority over State water rights and water quality policy. However, Porter-Cologne also establishes nine RWQCBs to oversee water quality on a day-to-day basis at the local/regional level. The project site is located within Region 3 – Central Coast RWQCB. Porter-Cologne incorporates many

provisions of the federal CWA, such as delegation to the State Board and RWQCBs of the National Pollutant Discharge Elimination System (NPDES) permitting program.

Under Porter-Cologne, the state must adopt water quality policies, plans, and objectives that protect the state's waters for the use and enjoyment of the people. Regional authority for planning, permitting, and enforcement is delegate to the nine RWQCBs. The regional boards are required to formulate and adopt water quality control plans for all areas in the region and establish water quality objectives in the plans. The Porter-Cologne sets forth the obligations of the State Board and RWQCBs to adopt and periodically update water quality control plans (basin plans). The act also requires waste dischargers to notify the RWQCBs of such activities through filing of Reports of Waste Discharge (RWD) and authorizes the State Board and RWQCBs to issue and enforce waste discharge requirements (WDRs), NPDES permits, Section 401 water quality certifications, or other approvals. The RWQCBs also have authority to issue waivers to RWD requirements and WDRs for broad categories of "low threat" discharge activities that have minimal potential for adverse water quality effects, when implemented according to prescribed terms and conditions.

The term "Waters of the State" is defined by Porter-Cologne as "any surface water or groundwater, including saline waters, within the boundaries of the state." The RWQCB protects all waters in its regulatory scope but has special responsibility for wetlands, riparian areas, and headwaters, including isolated wetlands, and waters that may not be regulated by the ACOE under Section 404 of the CWA. Waters of the State are regulated by the RWQCB under the State Water Quality Certification Program, which regulates discharges of fill and dredged material under Section 401 of the CWA and the Porter-Cologne.

California Essential Habitat Connectivity Project

In 2010, CDFW and the California Department of Transportation (Caltrans) commissioned a team of consultants to produce a statewide assessment of essential habitat connectivity using the best available science, data sets, spatial analyses and modeling techniques. The goal was to identify Essential Habitat Connectivity Area (EHCA), which are large remaining blocks of intact habitat or natural landscape and model linkages between them that need to be maintained, particularly as corridors for wildlife. Over sixty federal, state, local, tribal and non-governmental organizations collaborated in the creation of a statewide wildlife habitat connectivity map using a GIS-based modeling approach, an assessment of the biological value of identified connectivity areas, and a strategic plan that helps varied end users interpret and use the statewide map and outlines a methodology necessary for completing connectivity analyses at finer spatial scales.

2.7.3 Local Regulations

Definition of Protected Trees

The City municipal code chapter 12.20.020 provides definitions for five categories of protected trees that require a permit for removal. Three of these definitions are relevant to GWP and include, 1) native trees which include all Gowen cypress, regardless of size, and all coast live oak, Monterey pine, shore pine, Torrey pine, and Monterey cypress over six inches in trunk diameter, measured at 54 inches above grade; 2) monarch butterfly habitat trees, including all trees within 100 yards of Monarch butterfly sanctuaries, (including the documented historic clustering site at GWP); and 3) public trees, including all trees on public property six inches in trunk diameter, measured at 54 inches above grade.

Pruning and Removal of Protected Trees

Municipal code chapter 12.20.040(c) prohibits pruning or removal of protected trees in monarch butterfly habitat, except as "prescribed in the approved Monarch sanctuary habitat management plan or upon a finding by the city council that such is necessary for proper maintenance of the site or for public health, safety, or welfare". Therefore, the City does not need to issue itself a permit for removal of trees in GWP but shall adhere to the recommendations of the Monarch Sanctuary Habitat Management Plan, or other documentation approved by city council, such as the FMP. Chapter 12.20.040(d) specifies that pruning or removal of trees within 100 yards of a monarch sanctuary "shall be prohibited during the months of October through April unless deemed necessary by the city arborist and confirmed by the public works director for public health, safety, or welfare".

3.0 RESULTS

3.1 Vegetation Surveys

The field surveys and mapping determined that three vegetation types occur within GWP in addition to developed areas. Acreages are summarized in **Table 1,** and each is described in greater detail below. A complete list of plant species observed during the 2024 surveys is provided as **Appendix D**.

Table 1. Summary of Vegetation Types

Vegetation Type	Survey Area (Acres)
Monterey pine forest	15.52
Mixed woodland (managed)	2.77
Ruderal/Disturbed (managed)	0.59
Developed park facilities	0.93
Total	**19.81**

<u>Monterey Pine Forest</u>

- *A Manual of California Vegetation* classification(s): *Pinus radiata* Forest Alliance
- CDFW *California Natural Communities List*: Sensitive

The majority of GWP consists of Monterey pine forest, which is dominated by an upper canopy formed by mature Monterey pine (**Figure 3**). The density of the upper canopy is generally sparse, and in some areas, the upper canopy layer is absent. Along the southern boundary of the park in Zone 1 and in several other edge areas, Monterey cypress lines the park edge along streets. However, Monterey cypress does not occur within the interior areas of GWP, and the study area lies outside of the historic native range of the species, which indicates the cypress trees were originally planted. Coast live oak is very common in GWP and contributes to the mid-canopy along with some smaller Monterey pines. Coast live oak is the dominant mid-canopy species (i.e. > 50% relative canopy cover) in large portions of the park (**Figure 3**) and occurs beneath the upper canopy of Monterey pine. Although coast live oaks occur, the presence of Monterey pine at ≥30% canopy cover defines the community as Monterey pine forest (Sawyer et al., 2009). Woody shrubs including coffeeberry (*Frangula californica*), sticky monkey flower (*Diplacus aurantiacus*) and toyon (*Heteromeles arbutifolia*) are occasionally found throughout the park.

The understory layer is not particularly diverse and is dominated by a combination of native vines including poison oak (*Toxicodendron diversilobum*) and California blackberry (*Rubus ursinus*) or non-native grasses. Non-native annual grasses grow vigorously at this location and most commonly include rattlesnake grass (*Briza major*) and slender wild oat (*Avena barbata*). Ripgut brome (*Bromus diandrus*) and perennial

ryegrass (*Festuca perennis*) are also common throughout the understory. In and around Zone 1, the non-native perennial grass species kikuyu grass (*Pennisetum clandestinum*) and panic veldt grass (*Ehrharta erecta*) are common. In isolated areas, patches of native herbaceous species dominated by hedge nettle (*Stachys bullata*) occur. The distribution of dominant understory vegetation types is shown on **Figure 4**.

Monterey pine forest in GWP provides suitable habitat for a variety of wildlife including but not limited to black-tailed deer (*Odocoileus hemionus*), raccoon (*Procyon lotor*), striped skunk (*Mephitis mephitis*), western gray squirrel (*Sciurus griseus nigripes*), a variety of bat species, and numerous small mammal species. Focused bat surveys detected ten species of bats utilizing the Monterey pine forest in GWP. Mountain lion (*Puma concolor*) have been sighted in Pacific Grove and may occasionally travel through GWP. Many species of birds are known to utilize the Monterey pine forest. According to eBird data, some of the most common birds observed in GWP include but are not limited to scrub jay (*Aphelocoma californica*), chestnut-backed chickadee (*Poecile rufescens*), acorn woodpecker (*Melanerpes formicivorus*), American crow (*Corvus brachyrhynchos*), oak titmouse (*Baeolophus inornatus*), pygmy nuthatch (*Sitta pygmaea*), brown creeper (*Certhia americana*), house finch (*Haemorhous mexicanus*), song sparrow (*Melospiza melodia*), California towhee (*Melozone crissalis*), spotted towhee (*Pipilo maculatus*), and dark-eyed junco (*Junco hyemalis*).

Raptors commonly observed in GWP include red-tailed hawk (*Buteo jamaicensis*), red-shouldered hawk (*Buteo lineatus*), and turkey vulture (*Cathartes aura*). Raptors less commonly observed in GWP include cooper's hawk (*Accipiter cooperii*), peregrine falcon (*Falco peregrinus*), osprey (*Pandion haliaetus*), sharp shinned hawk (*Accipiter striatus*), great-horned owl (*Bubo virginianus*), and white-tailed kite (*Elanus leucurus*) (eBird, 2021). More information on avian and bat species from focused field surveys is provided in **Section 3.3**.

Mixed Woodland (managed)

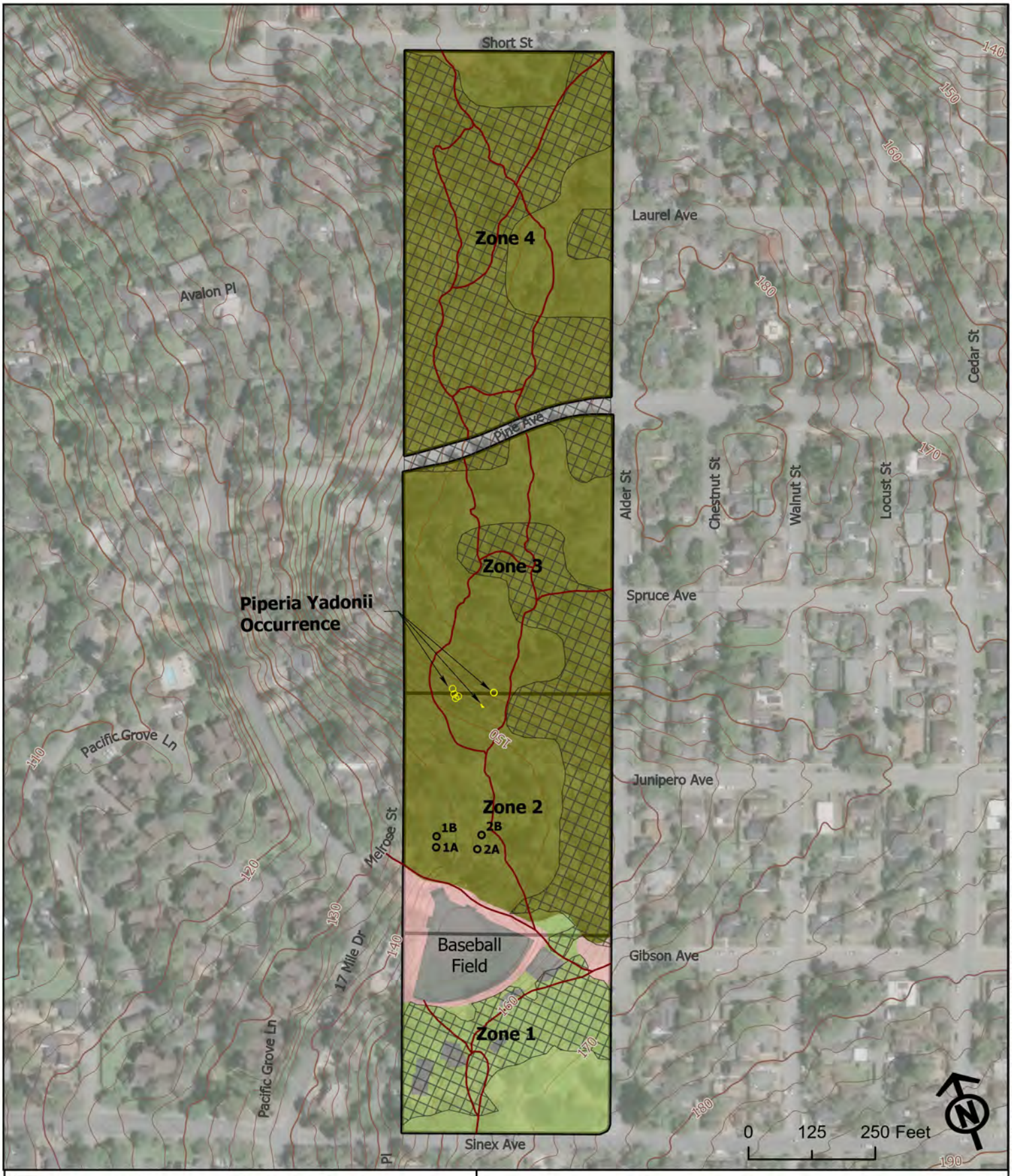
- *A Manual of California Vegetation* classification(s): None
- CDFW *California Natural Communities List*: Not Sensitive

Mixed woodland in GWP is concentrated in Zone 1 within and around areas that are managed for active recreation. The canopy is dominated by coast live oak, with occasional Monterey pines and Monterey cypress trees forming an upper canopy along the margins of Zone 1. The understory is managed by the City and kept mostly free of vegetation to allow access and permit recreational activities. Many areas are mulched with wood chips. Therefore, the herbaceous and woody understory vegetation that is present in other areas of GWP is lacking and only a sparse cover of non-native annual and perennial grasses occurs. However, this habitat is still regularly utilized by wildlife including a variety of birds that forage in the oak canopy; multiple species of bats including big brown bat (*Eptesicus fuscus*), silver-haired bat (*Lasionyteris noctavagans*), California myotis (*Myotis californicus*), and Mexican free-tailed bat (*Tadarida braziliensis*); and black-tailed deer.

Ruderal/Disturbed (managed)

- *A Manual of California Vegetation* classification(s): None
- CDFW *California Natural Communities List*: Not Sensitive

Ruderal areas are characterized by regular human disturbance and consist primarily of non-native plant species. Ruderal vegetation at GWP occurs along the margins of the baseball field and in several open areas within Zone 1. The oak and/or Monterey pine canopy is lacking, the understory vegetation is sparse, and



Management Zones
Trails
Wetland sample

Special Status Species
Piperia yadonii (1 plant)
Piperia yadonii (10 plants)

Vegetation Types
Monterey pine forest
Managed mixed woodland
Managed ruderal/disturbed
Developed
Oaks Dominant in Mid-Canopy

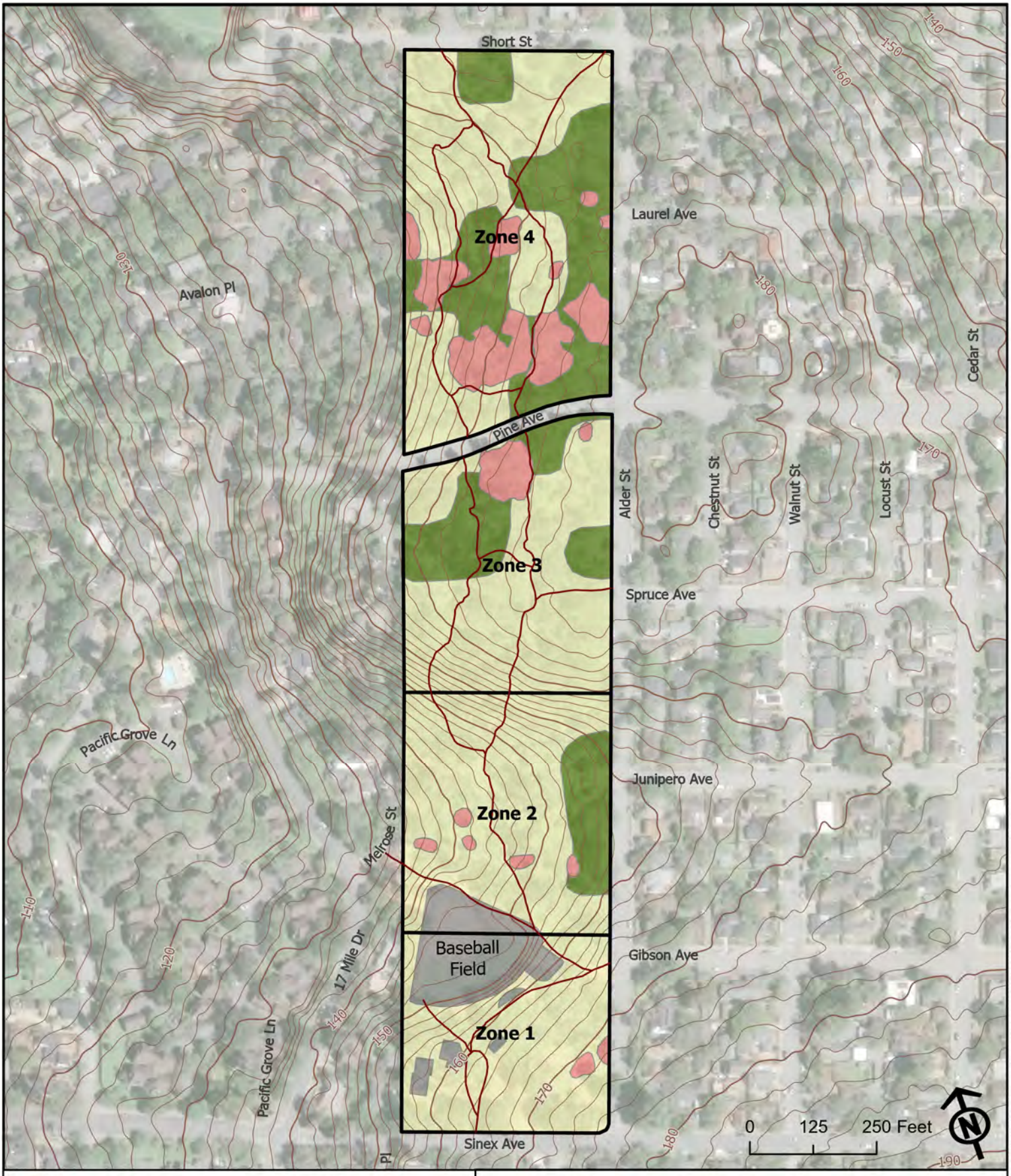
Vegetation Types & Special Status Plants

George Washington Park Biological Resources Report

Denise Duffy and Associates, Inc.
Planning and Environmental Consulting

Date 12-2024
Figure 3
Scale 1in = 250 ft

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Management Zones

Trails

Dominant Understory Vegetation

- Developed
- Native shrub/vine
- Non-native grass
- Non-native shrub/vine

Understory Vegetation Map

George Washington Park Biological Resources Report

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Date 12-2024

Figure 4

Scale 1in = 250ft

Path: C:\JWandkeGIS\GIS_Projects\2023-78 George Washington Park Bio\2023-78 George Washington Park Bio.aprx

the ground is often covered by woodchips. Ruderal areas are subject to regular maintenance, which keeps vegetation limited to herbaceous species that include non-native annual grasses, panic veldt grass, and kikuyu grass. Several Pride of Madeira (*Echium candicans*) shrubs and Monterey pine saplings occur in this area as well as several large Monterey cypress trees, which line the park edge.

Developed Park

- *A Manual of California Vegetation* classification(s): None
- CDFW *California Natural Communities List*: Not Sensitive

Portions of Zone 1 consist of a developed park landscape. These areas include the picnic and play area, BBQ equipment, restrooms, seating areas, the baseball field and associated structures, and adjacent unimproved pathways.

3.2 Invasive Non-Native Plants

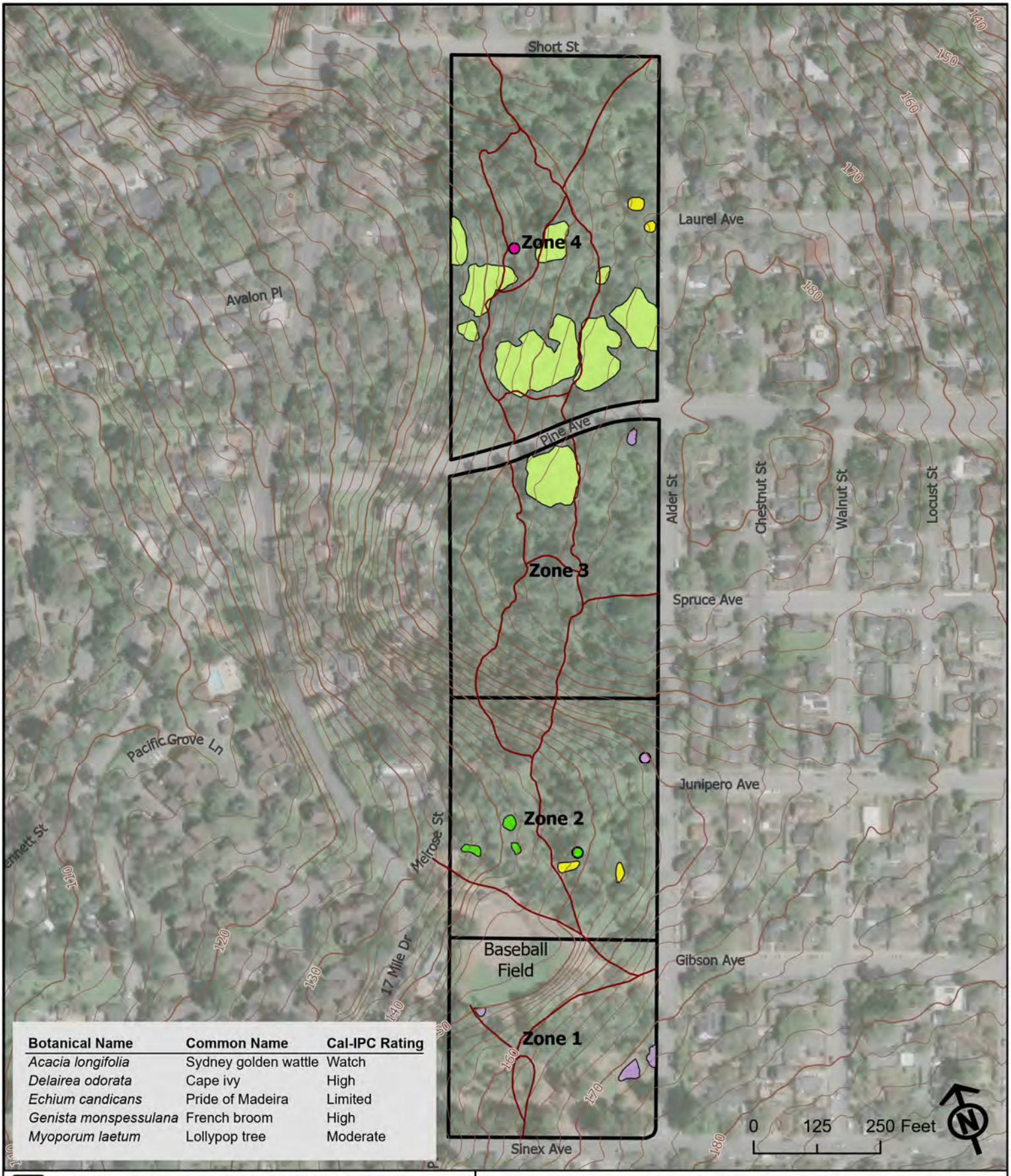
Invasive non-native plant species occur in some areas of GWP and include relatively extensive areas of Cape ivy (*Delairea odorata*) in Zones 3 and 4, Sydney golden wattle (*Acacia longifolia*) in Areas of Zone 2 north of the baseball field, French broom (*Genista monspessulana*) in Zone 2, scattered individuals of lollypop tree (*Myoporum laetum*), and patches of Pride of Madeira around the park edges (**Figure 5**). As noted above, non-native annual grasses dominate the understory vegetation in most areas of GWP (**Figure 4**), with the most common species being rattlesnake grass, slender wild oat, ripgut brome and perennial ryegrass. Non-native annual grasses grow vigorously where they occur at GWP and form a thick thatch layer that competes with native seedlings and creates a fire hazard. Some invasive non-native perennial grasses also occur and include panic veldt grass and kikuyu grass. These two species are concentrated in Zone 1 in the vicinity of the baseball field and in the managed ruderal understory areas of Zone 1.

3.3 Wildlife Surveys

Focused wildlife surveys performed by DD&A included avian point count surveys, surveys for bumble bees, and seasonal surveys for bats. GWP is a well-known birding location and avian surveys performed by DD&A confirmed that a variety of passerine species are common and abundant throughout most areas of the park. The most frequently sighted species included dark-eyed junco, spotted towhee, acorn woodpecker, song sparrow, and chestnut-backed chickadee. Acorn woodpeckers are a common sight in GWP as they use the abundant dead Monterey pine snags as granary trees. Songbirds are most often spotted foraging throughout the tree canopies, especially within coast live oak, and understory vegetation. Both ground-nesting and tree-nesting species occur in the park. Raptors, including red-shouldered hawk and red-tailed hawk, were observed perching on high Monterey pine limbs and soaring over the site, although no raptor nesting behavior or nest sites were observed. Data is summarized in **Appendix E**.

Surveys for bumble bees performed concurrently with vegetation mapping and special status plant surveys found areas of flowering plants within the Monterey pine forest understory that could be utilized by bumble bees. The most bumble bee activity was noted during July, when several dozen individuals were observed on a patch of flowering stinging phaecelia (*Phaecelia malvifolia*). Based on hair color marking patterns, these bumble bees were determined to not be the special status candidate species Crotch bumble bee (CBB; *Bombus crotchii*) or western bumble bee (WBB; *Bombus occidentalis*) and are most likely Vosnesensky bumble bee (*Bombus vosnesenskii*), a species commonly reported in the area. Additional discussion of WBB and CBB is provided in the Bumble Survey Results Memo (**Appendix F**).

Focused seasonal bat surveys discovered that numerous bat species utilize GWP. A total of 1,121 bat vocalizations were detected using acoustical equipment, with the most activity occurring during the June



Botanical Name	Common Name	Cal-IPC Rating
Acacia longifolia	Sydney golden wattle	Watch
Delairea odorata	Cape ivy	High
Echium candicans	Pride of Madeira	Limited
Genista monspessulana	French broom	High
Myoporum laetum	Lollypop tree	Moderate

Management Zones

Trails

Invasive Plant Species (<5 Individuals)

- Lollipop tree
- Pride of Madeira
- Sydney golden wattle

Invasive Plant Species (>5 Individuals)

- Cape ivy
- French broom
- Pride of Madeira
- Sydney golden wattle

Invasive Plant Species

George Washington Park Biological Resources Report

Denise Duffy and Associates, Inc.
Planning and Environmental Consulting

Date 12-2024

Figure 5

Scale 1 in = 250 ft

Path: C:\JWandkeGIS\GIS_Projects\2023-78 George Washington Park Bio\2023-78 George Washington Park Bio.aprx

and July surveys, with activity tapering off in October. No vocalizations were recorded in November. A total of ten bat species were identified, including one detection of western red bat (*Lasiurus blossevillii*), a California species of special concern. Some of the more common bat species detected include California myotis, big brown bat, and silver haired bat. Additional details are provided in the discussion of western red bat below and in the Bat Survey Results Memo (**Appendix G**).

A complete list of wildlife species observed during 2024 at GWP is provided as **Appendix D**.

3.4 Special-Status Species

Published occurrence data within the project area and surrounding USGS quadrangles were evaluated to compile a table of special-status species known to occur in the vicinity of the survey area (see "Methods"). Each of these species was evaluated for their likelihood to occur within and immediately adjacent to the survey area (**Appendix C**). Only the special-status species that are known to or have been determined to have a moderate or high potential to occur within or immediately adjacent to the survey area are discussed below. All other species evaluated are unlikely to occur or have a low potential to occur based on the species-specific reasons presented in **Appendix C**, are therefore unlikely to be impacted by the project, and are not discussed further.

3.4.1 Special Status Wildlife Species

Western Red Bat

The western red bat is a CDFW species of special concern. This species occurs in California, Arizona, and New Mexico, south to South America (Cryan, 2003). In California, western red bats occur from Shasta County to the Mexican border, west of the Sierra Nevada/Cascade crest and deserts. Although this species is migratory, western red bats are known to reside in California year-round and there is evidence that California populations do not migrate out of the state (Cryan, 2003). Western red bats are associated with forests and woodlands from sea level up through mixed conifer forests; however riparian areas appear to be favored, particularly willows, cottonwoods, and sycamores (Western Bat Working Group, 2005). Roost sites are often in edge habitat adjacent to streams, fields, or urban areas. Preferred sites are hidden from above, with few branches below, and have ground cover of low reflectivity. This nocturnal species emerges from roosting sites one to two hours after dark (AGFD, 2003) and feeds over a variety of habitats, including grasslands, shrublands, open woodlands, forests, and croplands. Moths, beetles, crickets, and cicadas are the typical prey species. Western red bats are typically a solitary species, but they often feed with other bat species, may migrate in groups (AGFD, 2003), and may form nursery colonies. Mating occurs in the fall and sperm is stored over winter. Fertilization occurs in the spring and gestation is 80 to 90 days. One to five young are born in mid-May to early July; however, most litters have two or three. During the rearing period, females may move the young between roost sites. Young are capable of sustained flight after approximately three to six weeks.

One Western red bat call was detected during the fall migration period on October 10, 2024, acoustical survey at GWP. Suitable foraging and roosting habitat for Western red bat occurs throughout GWP in Monterey pine forest, especially in Zones 2 – 4, where abundant trees and standing dead snags with roosting habitat occur. Roosting habitat features include exfoliating bark, woodpecker holes, crevices, and cavities (**Appendix G**). If present, project activities that involve removal of trees or standing dead snags could impact roosting or maternity colonies of western red bat.

Northern California Legless Lizard

The Northern California legless lizard (*Anniella pulchra*) is a CDFW species of special concern. This fossorial (burrowing) species typically inhabits sandy or loose (friable) soils. Habitats known to support Northern California legless lizard include, but are not limited to, coastal dunes, valley and foothill grasslands, chaparral, and coastal scrub at elevations from near sea level to approximately 1,800 meters (6,000 feet). The Northern California legless lizard forages on invertebrates beneath the leaf litter or duff layer at the base of bushes and trees or under wood, rocks, and slash in appropriate habitats. The diet of this species likely overlaps to some extent with that of juvenile alligator lizards and perhaps some other salamanders. This species may be preyed upon by alligator lizards, snakes, birds, and small mammals. Little is known about the specific habitat requirements for courtship and breeding; however, the mating season for this species is believed to begin late spring or early summer, with one to four live young born between September and November.

Northern California legless lizard is relatively common in the Asilomar dunes and Point Piños dunes and is documented by several CNDDB occurrences at those locations. One CNDDB record (Occurrence #375) for Northern California legless lizard exists in the southwestern corner of GWP (Zone 1), where one individual was found in sandy soil in 2017. DD&A did not observe any California legless lizards during the field surveys, but did not perform focused surveys for this species. Although the species has been documented in GWP, the habitat conditions are not the typical dune scrub or sandy riparian wash habitats commonly associated with this species. The proposed project activities do not involve soil disturbance and therefore would be unlikely to impact Northern California legless lizard.

Monarch butterfly

The monarch butterfly is proposed for listing under FESA and has special local and regional importance. They are the only known insect in the world that make an annual, back-and-forth, long-distance migration. Each fall monarch butterflies fly west and south to the same overwintering sites, and frequently to the same trees, in coastal California conifer and Eucalyptus groves and high-altitude Mexican conifer forests. In California, the butterflies cluster in these sites from approximately October to February. A dwindling number of groves along the California coast have the characteristics necessary to support overwintering monarch butterflies. Monarch butterflies generally overwinter in stands of eucalyptus or Monterey pine and selected groves are often in a canyon or drainage where butterflies have a source of water. Specific microclimate conditions within the groves are necessary for monarch butterfly use. Overwintering groves generally have more stable temperatures (i.e., less variation between day and night temperatures), less direct sunlight, less wind, and more moisture in the air than groves not used by monarch butterflies. In the spring monarch butterflies depart their wintering grounds, flying north and east throughout North America to search for milkweed plants (*Asclepias* sp.), on which the females lay their eggs. The migrating butterflies die soon after they lay eggs. Monarchs migrating towards overwintering habitat are reliant on “autumnal roosts” and “nectaring bivouacs.” Autumnal roosts generally host smaller populations in the fall and early winter and typically support one or more varieties of milkweed, the primary food source of monarch butterflies. These areas serve as important feeding habitats where monarchs replenish their fat reserves before winter sets in. Nectaring bivouacs are areas which may have a consistent flow of monarchs in and out of the site, as butterflies nectar and return to their clusters elsewhere. Monarch butterflies are threatened by conversion of grassland habitat to agriculture, exposure to insecticides, herbicide use, and loss/senescence of overwintering sites in California and Mexico (Service, 2023).

GWP is a known historic overwintering site for monarch butterfly and is monitored annually. GWP is also identified as designated monarch butterfly sanctuary in City municipal code chapter 12.20.020 and is defined as: "That portion of land bordered on the east and west by Alder Street and Melrose Avenue, respectively, on the north by Pine Avenue, and on the south by the imaginary extension of Junipero Avenue westerly from Alder to Melrose". The historic overwintering site lies in Zone 3, approximately between Pine and Spruce Avenue (CNDDB Occurrence #89, Xerces Society site #2934). Overwintering monarch butterflies were reported at this location as early as the 1960's and were reported to utilize both mature and smaller Monterey pines, some coast live oak as well as California lilac (*Ceanothus thyrsiflorus*). This site lies approximately 0.4 mile southeast of the well-known Monarch Grove Sanctuary, one of the top monarch butterfly overwintering sites along the central-California coast. During the 2020 monarch butterfly population crash, no monarch butterflies were observed at the Monarch Grove Sanctuary during the Thanksgiving count. The population has since rebounded with 6,608 overwintering monarchs counted at the Monarch grove sanctuary during the 2023 Thanksgiving count (Creekside Science 2024). No overwintering groupings of monarch butterflies have been observed at the GWP site since 2011 when 61 butterflies were counted. The last substantial count of overwintering monarch butterflies in GWP was recorded in 2006 with 11,795 butterflies recorded (Creekside Science, 2023). Count records in the CNDDB, which date back to the 1960's fluctuate between zero and thousands of overwintering butterflies counted. Overwintering butterflies at this location are reported to utilize primarily Monterey pine (CDFW, 2023b).

The historic overwintering site at GWP may no longer be as favorable for monarch clustering as it once was due to the loss of shelter from wind caused by mortality of Monterey pines. The coverage of overstory Monterey pine within the historic overwintering site and in areas towards the south and west have resulted in increased exposure during strong wind events. Regeneration of new trees that can potentially restore wind protection is occurring in some areas but needs to be bolstered by active management activities. The site could also benefit from improved winter sheltering in the mid-story canopy layer provided by additional young Monterey pines, coast live oak, California lilac and toyon (Creekside Science, 2023).

DD&A did not observe any clusters of overwintering monarch butterflies in GWP during surveys performed on January 9 and 18, 2024, when on the same dates, clustering monarch butterflies were observed in abundance at the Monarch Grove Sanctuary. Only two monarch butterflies were observed in flight in GWP on the January 18, 2024, site visit. However, due to the historic presence of overwintering monarch butterflies at the site and the habitat conditions, the site could potentially support overwintering monarch butterflies in the future and therefore this species has a high potential for occurrence. If present, forest management activities could potentially impact overwintering monarch butterflies.

Nesting Raptors and Other Protected Avian Species, including White tailed kite

Raptors, their nests, and other nesting birds are protected under California Fish and Game Code. While the life histories of these species vary, overlapping nesting (approximately February through August) and foraging similarities allow for their concurrent discussion. Most raptors are breeding residents throughout most of the wooded portions of the state. Stands of live oak, riparian deciduous, or other forest habitats, as well as open grasslands, are used most frequently for nesting. Breeding occurs February through August, with peak activity May through July. Prey for these species includes small birds, small mammals, and some reptiles and amphibians. Many raptor species hunt in open woodland and habitat edges.

Raptors and other nesting birds could potentially utilize a wide variety of locations to construct nests throughout GWP. Suitable nesting locations include tree canopies in both Monterey pines, coast live oaks

and other trees or large shrubs; standing dead Monterey pine snags; understory shrubs and thickets of California blackberry or poison oak; and in piles of woody debris or clumps of grass. Raptors would most likely utilize the taller Monterey pines or standing dead Monterey pine snags for nesting sites. White-tailed kite, which has been observed in GWP (Dudek, 2022; eBird, 2021), could potentially utilize tall Monterey pines as nesting sites. Avian surveys performed by DD&A found abundant songbird activity throughout all areas of GWP (see **Appendix E**), with some displays of nesting behavior and observations of juvenile birds. No nesting raptors were observed, although red shouldered hawk and red-tailed hawk were observed during avian surveys and a great horned owl was noted during night bat survey work. Project activities performed during the breeding and nesting seasons could impact raptors or other nesting birds through the nest abandonment or the incidental loss of fertile eggs or nestlings.

3.4.2 Special-Status Plant Species

Monterey Pine

Monterey pine is a CNPS CRPR 1B species. This evergreen tree occurs in closed-cone coniferous forests at elevations from 25-185 meters. Only four native stands of this species exist in the world. One stand is found on Guadalupe Island off Baja California. The other three stands are all within California at Año Nuevo, Cambria, and the Monterey Peninsula. Monterey pines are introduced in many areas, including in New Zealand where it is used as a plantation crop. Only one-half of the species' historical extent remains undeveloped on the Monterey Peninsula. Monterey pines are threatened by development, genetic contamination, pine pitch canker disease, and forest fragmentation, especially in the Del Monte Forest on the Monterey Peninsula.

As described above, Monterey pine forest characterizes GWP and this species is found throughout the park. According to data collected for the FMP, 32 percent of the trees within the forest in GWP consist of Monterey pine and are represented across all size classes measured between 3 inches to >32 inches diameter. The park also lies within the Monterey pine CNDDB Occurrence #4, which corresponds to the approximate native range of the species in the Monterey Peninsula area (CDFW 2024b). Forest management activities are designed to benefit Monterey pine and the project does not propose to remove healthy non-hazard Monterey pines nor substantially affect the critical root zone of individual trees. However, Monterey pines could potentially be impacted during forest management activities if individual Monterey pine seedlings, saplings, or mature trees are accidentally damaged or killed.

Yadon's Piperia

Yadon's piperia is a federally endangered, CNPS CRPR 1B species. This perennial herb in the Orchidaceae family blooms from May to August and is found in closed-cone coniferous forest, maritime chaparral on sandy soils, and coastal bluff scrub at elevations from 10-510 meters. Overall, this species favors a well-drained, sandy soil substrate with podzolic conditions, and areas that retain moisture during the rainy season but are not subject to inundation (V.Yadon in litt. 2002). As in some other plant taxa, individual orchids that flower in one year may not have the necessary energy reserves to flower in the following year. As a result, an unknown proportion of a population may be dormant in any given year, thus making it difficult to track population dynamics through monitoring of population size (Wells 1991, Rasmussen 1995, A. Graff in litt. 2002). However, it would be expected that some percentage of a resident population would flower in any given year. As a result, while it may be difficult to track population dynamics in any given year, determining presence or absence for a specific area is not.

Yadon's piperia is known from GWP and is included as a non-specific occurrence in the CNDDB (Occurrence #4), which includes the entire park and lacks any specific data (CDFW, 2024b). Following the wet winter of 2022/23, Yadon's piperia was observed in GWP near on a gentle, southwest-facing slope in the southern portion of Zone 3. These plants were flagged and protected with deer browse cages by a citizen. During 2024 botanical surveys, DD&A confirmed the location of the plants marked during 2023 but did not discover additional occurrences of Yadon's piperia. DD&A counted 16 Yadon's piperia based on the presence of basal leaves on February 29, 2024, and verified six blooming Yadon's piperia on July 10, 2024 (**Figure 3**). Project activities have the potential to impact Yadon's piperia by trampling, cutting, or removal of individual plants.

3.5 Sensitive Habitats

Monterey Pine Forest & Habitat for Special Status Species

Monterey pine forest is considered sensitive under CDFW's *California Natural Communities List* (CDFW, 2024c). It also supports potential overwintering habitat for Monarch butterfly, a population of Yadon's piperia, habitat for California legless lizard, and habitat for bats, including Western red bat, a California Species of Special Concern. Approximately 15.5 acres of Monterey pine forest is present within the survey area. One of the primary purposes of the project is to improve the Monterey pine forest habitat and the project does not propose removing any healthy non-hazard trees or substantially affecting the critical root zones of individual trees. However, Monterey pine forest could potentially be impacted if an accident during project activities were to result in the release of hazardous materials from equipment or result in the removal or death of Monterey pine seedlings, saplings, or larger trees.

Wetlands and Waters of the U.S.

No potentially jurisdictional waters of the U.S. or State were identified within the survey area and the two paired sample locations did not meet the wetland parameters as defined by the ACOE 1987 Manual or the Supplement. All three wetland parameters of vegetation, soil, and hydrology must be met for a resource to be potentially under the jurisdiction of ACOE. Although the topographic low area where the two paired samples were located may seasonally retain runoff and promote growth of some facultative wetland plant species, such as common velvet grass (*Holcus lanatus*), perennial ryegrass, field sedge (*Carex praegracilis*), and California blackberry, there is not sufficient hydrology present to support potentially jurisdictional wetlands or waters and none of the wetland indicators for vegetation, soils, or hydrology were met. This finding is also supported by the visual assessment of the site as well as data from the National Wetlands Inventory (USFWS, 2024b) and soil survey maps (USDA, 2024), which do not map wetlands or hydric soil units at the site. Therefore, the project does not have potential to impact wetlands or waters of the U.S. Wetland data sheets are provided as **Appendix H** and sample locations are shown on **Figure 3**.

3.6 Protected Trees

The City ordinances pertaining to protected trees at GWP are summarized in **Section 2.7.3**. The majority of trees in GWP occur inside of or within 100 yards of the designated monarch butterfly sanctuary and therefore are protected as monarch butterfly habitat trees. The remaining trees in GWP are protected because they are trees on public property. The City would not be required to issue itself a permit for removal of protected trees as part of an approved forest management plan, but would be required to adhere to the restrictions on removals of trees inside of and within 100 yards of a designated monarch butterfly sanctuary. This would limit tree removal to those recommended for removal by the Monarch Sanctuary Habitat

Management Plan (Creekside Science, 2011) or those approved by city council for proper maintenance of the site, or for public health, safety, or welfare.

3.7 Habitat Connectivity and Nursery Sites

The California Essential Habitat Connectivity Project (California Department of Transportation [Caltrans] and CDFW, 2020) identifies large remaining blocks of intact habitat or natural landscape and models linkages between them to provide a basis for management of these important areas, particularly as corridors for wildlife. The California Essential Habitat Connectivity Project does not identify the project site as containing a modeled essential connectivity area. GWP does contain potential nursery sites for nesting raptors and other avian species, multiple species of bats, and the historic Monarch butterfly overwintering site. The project has the potential to impact nursery sites for avian species, bats, and Monarch butterfly as described in the above sections.

4.0 IMPACT THRESHOLDS

The following section describes potential impacts to sensitive biological resources that may result from the project. In accordance with Appendix G of CEQA Guidelines, an impact is considered to be significant and require mitigation if it would result in any of the following:

a. Have a substantial adverse effect, either directly or through habitat modifications, on any species identified as a candidate, sensitive, or special-status species in local or regional plans, policies, or regulations, or by CDFW or the U.S. Fish & Wildlife Service (Service);

b. Have a substantial adverse effect on any riparian habitat or other sensitive natural community identified in local or regional plans, policies, or regulations, or by CDFW or the Service;

c. Have a substantial adverse effect on state or federally protected wetlands (including, but not limited to, marsh, vernal pool, coastal, etc.) through direct removal, filling hydrological interruption, or other means;

d. Interfere substantially with the movement of any native resident or migratory fish or wildlife species or with established native resident or migratory wildlife corridors, or impede the use of native nursery sites;

e. Conflict with any local policies or ordinances protecting biological resources, such as a tree preservation policy or ordinance; or

f. Conflict with the provisions of an adopted Habitat Conservation Plan, Natural Community Conservation Plan, or other approved local, regional, or state habitat conservation plan.

Recommendations are included in the next section to avoid or minimize impacts to sensitive biological resources.

5.0 IMPACTS AND MITIGATION

The Project has the potential to impact several special-status wildlife and plant species, sensitive Monterey pine forest habitat, as well as nesting raptors and other avian species. Mitigation measures that reduce these potential impacts to a less-than-significant level in accordance with CEQA are provided below.

Special Status Species

Potential Impact 1*:* The project site provides potential nesting habitat for raptors and birds listed by the MBTA and protected by CDFG Code. The project site contains suitable nesting habitat for both ground and tree-nesting species. Project activities during the breeding and nesting seasons could result in the incidental loss of fertile eggs or nestlings, or otherwise lead to nest abandonment within the survey area. Implementation of BIO-1 will reduce the potential for impacts to nesting raptors and other protected avian species.

> ***BIO 1:*** Project activities that may directly (e.g., vegetation removal and trimming, tree removal, removal of standing dead trees or snags) or indirectly affect (e.g., noise) nesting raptors and other protected avian species shall be timed to avoid the breeding and nesting seasons (February 1 through September 15).
>
> If project activities must occur during the breeding and nesting season (February 1 through September 15), a qualified biologist shall conduct pre-activity surveys for nesting raptors and other protected avian species within 300 feet of the proposed work area. Pre-activity surveys should be conducted no more than seven days prior to the start of work during the early part of the breeding season (February through April) and no more than 14 days prior to the initiation of these activities during the late part of the breeding season (May through August).
>
> If raptors or other protected avian nests are identified during the pre-activity surveys, the qualified biologist shall notify the project proponent and an appropriate no-disturbance buffer shall be imposed within which no project activities or disturbance would take place until the young of the year have fledged and are no longer reliant upon the nest or parental care for survival, as determined by a qualified biologist.
>
> When possible, leave snags in place and remove only the tops of dead trees to retain habitat for cavity nesting birds.

Potential Impact 2*:* The project site provides suitable habitat for special-status bat species. Suitable foraging and night roost habitat as well as day, colonial, or maternal roost habitat for these species is present within the project site. Project activities, including vegetation removal, tree removal or trimming, or removal of standing dead trees or snags, may result in direct and indirect impacts to these species if these species are using the site for day, night, or maternity roosts. Direct impacts include mortality of individuals or roost disturbance, while indirect impacts include loss of habitat. This is a potentially significant impact that can be reduced to a less than significant level with implementation of the mitigation measure recommended below.

> ***BIO 2:*** To the extent practical limbing/tree removal operations should occur between September 1 and November 1 to avoid bat maternity roosts and winter hibernacula. When possible, leave snags in place and remove only the tops of dead trees to retain habitat for bats. If tree limbing/tree removal operations must occur outside the period of September 1 through November 1, a survey for bats shall be conducted by a qualified biologist no more than 14 days prior to initiation of the work as follows:

i. The biologist shall determine if bats are utilizing the site for roosting. For any trees/snags/buildings that could provide roosting space for cavity or foliage-roosting bats, potential bat roost features shall be thoroughly evaluated to determine if bats are present. Visual inspection and/or acoustic surveys shall be utilized as initial techniques.

ii. If roosting bats are found, the biologist shall develop and implement passive exclusion methods. If feasible, exclusion shall take place during the appropriate windows (September 1 and November 1) to avoid harming bat maternity roosts and/or winter hibernacula.

iii. If established maternity colonies are found, the maternity colony shall not be disturbed and a buffer shall be established around the colony to protect pre-volant young from construction disturbances until the young can fly.

iv. If a tree is determined not to be an active roost site for roosting bats, it may be immediately limbed or removed as follows:

    a. If foliage roosting bats are determined to be present, limbs shall be lowered, inspected for bats by a bat biologist, and chipped immediately or moved to a dump site if necessary.

    b. Alternately, limbs may be lowered and left on the ground until the following day, when they can be chipped or moved to a dump site, if necessary. No logs or tree sections shall be dropped on downed limbs or limb piles that have not been in place since the previous day.

Potential Impact 3: GWP is a known historic overwintering site for monarch butterfly, a species of local and regional importance and a proposed species for listing under FESA. The proposed reforestation activities are designed to enhance the Monterey pine forest habitat and improve conditions within GWP for overwintering monarch butterflies and no removals of healthy trees, except for some limited thinning of coast live oak, is proposed. GWP is also a designated monarch butterfly sanctuary, is monitored annually by the City's monarch butterfly consultant, is protected by the City municipal tree ordinances that limits tree removal inside of and within 100 yards of designated monarch butterfly sanctuaries, and prohibits tree removal within designated monarch butterfly sanctuaries between the months of October through April unless deemed necessary by the city arborist and confirmed by the public works director for public health, safety, or welfare. However, project activities such as removal of woody understory vegetation for fire hazard reduction or tree removals deemed necessary by the City could impact overwintering monarch butterflies. If monarch butterfly is listed as threatened or endangered by the Service, impacts would constitute take of a species covered by FESA. This is a potentially significant impact that can be reduced to a less than significant level with implementation of the mitigation measure recommended below.

BIO 3a: Adhere to the municipal ordinances (chapter 12.20.040) that limit tree removal inside of and within 100 yards of designated monarch butterfly sanctuaries and prohibit tree removal in these same areas during the months of October through April.

BIO 3b: If tree removal or other vegetation management is deemed necessary by the City during the monarch butterfly overwintering season (October through April), pre-activity surveys shall be performed no more than seven days prior to initiation of work to confirm absence of clustering monarch

butterflies. Surveys shall be performed in the early morning when temperatures are below 55° F in calm conditions that are favorable to clustering of monarch butterflies. Surveys shall not be performed during periods of high winds and/or precipitation. If clustering Monarch butterflies are present, no forest management activities, with the exception of planting or maintenance of forest restoration plantings, shall be allowed to proceed within 100 yards of the clustering site and may only be performed in the period outside of the overwintering season (May 1 – September 30).

Potential Impact 4: Monterey pine a CNPS CRPR 1B species, naturally occurs throughout the project site and is within its native range. Although forest management activities are designed to benefit Monterey pine, healthy seedlings, saplings, or mature trees could potentially be impacted or killed by accidental trimming, trampling, or removal. This is a potentially significant impact that can be reduced to a less than significant level with implementation of the mitigation measure recommended below.

BIO 4a: Vegetation management activities shall avoid areas where Monterey pine seedlings are naturally regenerating, avoid reforestation plantings of Monterey pine and refrain from removing or damaging Monterey pines. Prior to initiating work, sensitive reforestation and/or areas of Monterey pine regeneration shall be marked for avoidance using colored flagging by a qualified biologist, forester, or arborist. Healthy Monterey pines shall not be removed, unless deemed necessary by the City for public safety or as specified by the FMP and/or Monarch sanctuary habitat management plan or other documents approved by city council. If Monterey pines are removed or killed as a result of project activities, they shall be replaced in appropriate areas of GWP at a minimum 1:1 ratio as part of the forest restoration component of the proposed project.

Potential Impact 5: Yadon's piperia, a federally endangered and CNPS CRPR 1B species, is known to occur within the project site. Project activities may result in impacts to individual plants as a result of trampling, cutting, or removal. This is a potentially significant impact that can be reduced to a less than significant level with implementation of the mitigation measure recommended below.

BIO-5a*:* Each year when forest management activities are planned within suitable habitat (Zones 2 – 4), the proposed work areas shall be surveyed for Yadon's piperia prior to initiation of the work. Surveys shall be performed during the appropriate time of year when Yadon's piperia can be detected.

BIO-5b*:* To avoid impacts to the known Yadon's piperia occurrence and any other occurrence detected during surveys specified by BIO-5a, no fire hazard reduction or forest restoration activities shall be performed within a 50-foot buffer any identified Yadon's piperia occurrences. A biological monitor will supervise the installation of protective fencing or flagging around a 50-foot buffer whenever project activities occur within 150 feet of the occurrence. If grazing animals are utilized for vegetation management, the biological monitor shall supervise installation of an electric or other exclusionary fence around a 50-foot buffer of the occurrence. The site will be monitored at least once per week until project activities within 150 feet of the occurrence are complete to ensure that the protective fencing remains intact. Protective fencing/flagging shall be removed after project activities are completed.

Sensitive Habitats

***Potential Impact 6*:** The Monterey pine forest vegetation alliance is identified as sensitive on CDFW's *California Natural Communities List* (CDFW, 2024a) and provides habitat for the special status species discussed above. Vegetation management and restoration activities will have a beneficial impact on this sensitive habitat. However, unauthorized impacts to Monterey pine forest could occur if an accident during project activities were to result in the release of hazardous materials from equipment or result in the removal or death of Monterey pine seedlings, saplings, or larger trees. This is a potentially significant impact that can be reduced to a less than significant level with implementation of BIO 4a and the mitigation measures recommended below.

BIO 6a: All refueling, maintenance, and staging of equipment and vehicles shall occur outside of the Monterey pine forest habitat and shall be properly contained.

BIO 6b: Only lightweight, limited access equipment shall be allowed within the Monterey pine forest habitat that overlaps with the 100-foot fuel reduction buffer zone along the perimeter of GWP and along the existing trail system. All other work within interior areas of the Monterey pine forest within Zones 2 – 4 shall be performed on foot using hand tools, including activities associated with managed grazing.

BIO 6c: Living native vegetation shall only be cut when absolutely necessary for fire hazard reduction and only as prescribed by the FMP and/or Monarch sanctuary habitat management plan or other documents approved by city council. Native vegetation that needs to be trimmed as part of fire hazard reduction shall be cut at ground level rather than removed by the roots.

BIO-6d: All invasive non-native plants that are removed during forest management and restoration work shall be bagged or otherwise contained and off hauled to the municipal landfill for proper disposal.

Wildlife Migratory Corridors and Nursery Sites

Potential Impact 7: Project activities will not impact wildlife migratory corridors linkages but fire hazard reduction and invasive plant species removal may temporarily impede the use of nursery sites by removing understory vegetation, woody debris, dead trees and/or snags that could be utilized by nesting avian species or bats. However, vegetation management and fire hazard reduction would be limited to the 100-foot buffer zone and invasive plant species removal would occur in only localized areas, leaving adjacent habitat intact. After fire hazard reduction and invasive plant removal activities, native vegetation will likely regrow. Potential impacts to avian and bat nursery sites will be avoided through implementation of BIO-1 and BIO-2. Forest restoration activities performed as part of the proposed project will improve conditions for overwintering Monarch butterflies and all of GWP, including the historic Monarch butterfly overwintering site, will be protected via the City's tree protection ordinance that applies to designated Monarch butterfly sanctuaries. Therefore, the mitigation outlined above reduces potential impacts to a less-than-significant level and no further mitigation is required.

Local Policies and Ordinances

The project does not conflict with any local policies and ordinances protecting biological resources. The project will adhere to the City of Pacific Grove municipal tree protection ordinances, which include protection of trees inside of and within 100 yards of designated monarch butterfly sanctuaries, including GWP. No further mitigation is required.

Conservation Plans

The project does not conflict with any provisions of an adopted Habitat Conservation Plan, Natural Community Conservation Plan, or other approved local, regional, or state habitat conservation plan.

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APPENDIX A

California Natural Diversity Database Report

Selected Elements by Scientific Name

California Department of Fish and Wildlife

California Natural Diversity Database

Query Criteria: Quad IS (Monterey (3612158) OR Marina (3612167) OR Seaside (3612157) OR Mt. Carmel (3612147) OR Soberanes Point (3612148))

Species	Element Code	Federal Status	State Status	Global Rank	State Rank	Rare Plant Rank/CDFW SSC or FP
Actinemys pallida southwestern pond turtle	ARAAD02032	Proposed Threatened	None	G2G3	SNR	SSC
Agelaius tricolor tricolored blackbird	ABPBXB0020	None	Threatened	G1G2	S2	SSC
Allium hickmanii Hickman's onion	PMLIL02140	None	None	G2	S2	1B.2
Ambystoma californiense pop. 1 California tiger salamander - central California DPS	AAAAA01181	Threatened	Threatened	G2G3T3	S3	WL
Anniella pulchra Northern California legless lizard	ARACC01020	None	None	G3	S2S3	SSC
Aphyllon robbinsii Robbins' broomrape	PDORO040Q0	None	None	G1	S1	1B.1
Arctostaphylos edmundsii Little Sur manzanita	PDERI04260	None	None	G2	S2	1B.2
Arctostaphylos hookeri ssp. hookeri Hooker's manzanita	PDERI040J1	None	None	G3T2	S2	1B.2
Arctostaphylos montereyensis Toro manzanita	PDERI040R0	None	None	G2?	S2?	1B.2
Arctostaphylos pajaroensis Pajaro manzanita	PDERI04100	None	None	G1	S1	1B.1
Arctostaphylos pumila sandmat manzanita	PDERI04180	None	None	G1	S1	1B.2
Astragalus tener var. titi coastal dunes milk-vetch	PDFAB0F8R2	Endangered	Endangered	G2T1	S1	1B.1
Athene cunicularia burrowing owl	ABNSB10010	None	Candidate Endangered	G4	S2	SSC
Bombus caliginosus obscure bumble bee	IIHYM24380	None	None	G2G3	S1S2	
Bombus occidentalis western bumble bee	IIHYM24252	None	Candidate Endangered	G3	S1	
Buteo regalis ferruginous hawk	ABNKC19120	None	None	G4	S3S4	WL
Castilleja ambigua var. insalutata pink Johnny-nip	PDSCR0D403	None	None	G5T2	S2	1B.1
Central Dune Scrub Central Dune Scrub	CTT21320CA	None	None	G2	S2.2	
Central Maritime Chaparral Central Maritime Chaparral	CTT37C20CA	None	None	G2	S2.2	

Species	Element Code	Federal Status	State Status	Global Rank	State Rank	Rare Plant Rank/CDFW SSC or FP
Centromadia parryi ssp. congdonii Congdon's tarplant	PDAST4R0P1	None	None	G3T2	S2	1B.1
Charadrius nivosus nivosus western snowy plover	ABNNB03031	Threatened	None	G3T3	S3	SSC
Chorizanthe minutiflora Fort Ord spineflower	PDPGN04100	None	None	G1	S1	1B.2
Chorizanthe pungens var. pungens Monterey spineflower	PDPGN040M2	Threatened	None	G2T2	S2	1B.2
Clarkia jolonensis Jolon clarkia	PDONA050L0	None	None	G2	S2	1B.2
Coelus globosus globose dune beetle	IICOL4A010	None	None	G1G2	S1S2	
Collinsia multicolor San Francisco collinsia	PDSCR0H0B0	None	None	G2	S2	1B.2
Cordylanthus rigidus ssp. littoralis seaside bird's-beak	PDSCR0J0P2	None	Endangered	G5T2	S2	1B.1
Corynorhinus townsendii Townsend's big-eared bat	AMACC08010	None	None	G4	S2	SSC
Coturnicops noveboracensis yellow rail	ABNME01010	None	None	G4	S2	SSC
Cypseloides niger black swift	ABNUA01010	None	None	G4	S3	SSC
Danaus plexippus plexippus pop. 1 monarch - California overwintering population	IILEPP2012	Candidate	None	G4T1T2Q	S2	
Delphinium californicum ssp. interius Hospital Canyon larkspur	PDRAN0B0A2	None	None	G3T3	S3	1B.2
Delphinium hutchinsoniae Hutchinson's larkspur	PDRAN0B0V0	None	None	G2	S2	1B.2
Eremophila alpestris actia California horned lark	ABPAT02011	None	None	G5T4Q	S4	WL
Ericameria fasciculata Eastwood's goldenbush	PDAST3L080	None	None	G2	S2	1B.1
Eriogonum nortonii Pinnacles buckwheat	PDPGN08470	None	None	G2	S2	1B.3
Eryngium montereyense Fort Ord button-celery	PDAPI0Z150	None	None	G1	S1	1B.1
Erysimum ammophilum sand-loving wallflower	PDBRA16010	None	None	G2	S2	1B.2
Erysimum menziesii Menzies' wallflower	PDBRA160R0	Endangered	Endangered	G1	S1	1B.1
Eucyclogobius newberryi tidewater goby	AFCQN04010	Endangered	None	G3	S3	SSC

Species	Element Code	Federal Status	State Status	Global Rank	State Rank	Rare Plant Rank/CDFW SSC or FP
Eumetopias jubatus Steller sea lion	AMAJC03010	Delisted	None	G3	S2	
Euphilotes enoptes smithi Smith's blue butterfly	IILEPG2026	Endangered	None	G5T2	S2	
Fritillaria liliacea fragrant fritillary	PMLIL0V0C0	None	None	G2	S2	1B.2
Gilia tenuiflora ssp. arenaria Monterey gilia	PDPLM041P2	Endangered	Threatened	G3G4T2	S2	1B.2
Hesperocyparis goveniana Gowen cypress	PGCUP04031	Threatened	None	G1	S1	1B.2
Hesperocyparis macrocarpa Monterey cypress	PGCUP04060	None	None	G1	S1	1B.2
Horkelia cuneata var. sericea Kellogg's horkelia	PDROS0W043	None	None	G4T1?	S1?	1B.1
Horkelia marinensis Point Reyes horkelia	PDROS0W0B0	None	None	G2	S2	1B.2
Hydrobates homochroa ashy storm-petrel	ABNDC04030	None	None	G2	S2	SSC
Lasiurus cinereus hoary bat	AMACC05032	None	None	G3G4	S4	
Lasthenia conjugens Contra Costa goldfields	PDAST5L040	Endangered	None	G1	S1	1B.1
Laterallus jamaicensis coturniculus California black rail	ABNME03041	None	Threatened	G3T1	S2	FP
Lavinia exilicauda harengus Monterey hitch	AFCJB19013	None	None	G4T3	S3	SSC
Layia carnosa beach layia	PDAST5N010	Threatened	Endangered	G2	S2	1B.1
Linderiella occidentalis California linderiella	ICBRA06010	None	None	G2G3	S2S3	
Lupinus tidestromii Tidestrom's lupine	PDFAB2B3Y0	Endangered	Endangered	G1	S1	1B.1
Malacothamnus involucratus Carmel Valley bushmallow	PDMAL0Q0B1	None	None	G3T2Q	S2	1B.2
Malacothrix saxatilis var. arachnoidea Carmel Valley malacothrix	PDAST660C2	None	None	G5T2	S2	1B.2
Microseris paludosa marsh microseris	PDAST6E0D0	None	None	G2	S2	1B.2
Microtus californicus halophilus Monterey vole	AMAFF11036	None	None	G5T1	S2	
Monardella sinuata ssp. nigrescens northern curly-leaved monardella	PDLAM18162	None	None	G3T2	S2	1B.2

Species	Element Code	Federal Status	State Status	Global Rank	State Rank	Rare Plant Rank/CDFW SSC or FP
Monolopia gracilens woodland woollythreads	PDAST6G010	None	None	G3	S3	1B.2
Monterey Cypress Forest Monterey Cypress Forest	CTT83150CA	None	None	G1	S1.2	
Monterey Pine Forest Monterey Pine Forest	CTT83130CA	None	None	G1	S1.1	
Monterey Pygmy Cypress Forest Monterey Pygmy Cypress Forest	CTT83162CA	None	None	G1	S1.1	
Northern Bishop Pine Forest Northern Bishop Pine Forest	CTT83121CA	None	None	G2	S2.2	
Northern Coastal Salt Marsh Northern Coastal Salt Marsh	CTT52110CA	None	None	G3	S3.2	
Oncorhynchus mykiss irideus pop. 9 steelhead - south-central California coast DPS	AFCHA0209H	Threatened	None	G5T2Q	S2	SSC
Pelecanus occidentalis californicus California brown pelican	ABNFC01021	Delisted	Delisted	G4T3T4	S3	
Phrynosoma blainvillii coast horned lizard	ARACF12100	None	None	G4	S4	SSC
Pinus radiata Monterey pine	PGPIN040V0	None	None	G1	S1	1B.1
Piperia yadonii Yadon's rein orchid	PMORC1X070	Endangered	None	G1	S1	1B.1
Plagiobothrys uncinatus hooked popcornflower	PDBOR0V170	None	None	G2	S2	1B.2
Potentilla hickmanii Hickman's cinquefoil	PDROS1B370	Endangered	Endangered	G1	S1	1B.1
Ramalina thrausta angel's hair lichen	NLLEC3S340	None	None	G5?	S2S3	2B.1
Rana boylii pop. 6 foothill yellow-legged frog - south coast DPS	AAABH01056	Endangered	Endangered	G3T1	S1	
Rana draytonii California red-legged frog	AAABH01022	Threatened	None	G2G3	S2S3	SSC
Reithrodontomys megalotis distichlis Salinas harvest mouse	AMAFF02032	None	None	G5T1	S2	
Riparia riparia bank swallow	ABPAU08010	None	Threatened	G5	S3	
Rosa pinetorum pine rose	PDROS1J0W0	None	None	G1Q	S1	1B.2
Sidalcea malachroides maple-leaved checkerbloom	PDMAL110E0	None	None	G3	S3	4.2
Sorex ornatus salarius Monterey shrew	AMABA01105	None	None	G5T1T2	S1S2	SSC

Species	Element Code	Federal Status	State Status	Global Rank	State Rank	Rare Plant Rank/CDFW SSC or FP
Stebbinsoseris decipiens Santa Cruz microseris	PDAST6E050	None	None	G2	S2	1B.2
Sulcaria spiralifera twisted horsehair lichen	NLT0042560	None	None	G3G4	S2	1B.2
Taricha torosa Coast Range newt	AAAAF02032	None	None	G4	S4	SSC
Taxidea taxus American badger	AMAJF04010	None	None	G5	S3	SSC
Tortula californica California screw moss	NBMUS7L090	None	None	G2G3	S2?	1B.2
Trifolium buckwestiorum Santa Cruz clover	PDFAB402W0	None	None	G2	S2	1B.1
Trifolium hydrophilum saline clover	PDFAB400R5	None	None	G2	S2	1B.2
Trifolium polyodon Pacific Grove clover	PDFAB402H0	None	Rare	G1	S1	1B.1
Trifolium trichocalyx Monterey clover	PDFAB402J0	Endangered	Endangered	G1	S1	1B.1
Valley Needlegrass Grassland Valley Needlegrass Grassland	CTT42110CA	None	None	G3	S3.1	

Record Count: 92

APPENDIX B

IPaC Resource List

IPaC **U.S. Fish & Wildlife Service**

IPaC resource list

This report is an automatically generated list of species and other resources such as critical habitat (collectively referred to as *trust resources*) under the U.S. Fish and Wildlife Service's (USFWS) jurisdiction that are known or expected to be on or near the project area referenced below. The list may also include trust resources that occur outside of the project area, but that could potentially be directly or indirectly affected by activities in the project area. However, determining the likelihood and extent of effects a project may have on trust resources typically requires gathering additional site-specific (e.g., vegetation/species surveys) and project-specific (e.g., magnitude and timing of proposed activities) information.

Below is a summary of the project information you provided and contact information for the USFWS office(s) with jurisdiction in the defined project area. Please read the introduction to each section that follows (Endangered Species, Migratory Birds, USFWS Facilities, and NWI Wetlands) for additional information applicable to the trust resources addressed in that section.

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Location

Monterey County, California



Local office

Ventura Fish And Wildlife Office

(805) 644-1766
(805) 644-3958

FW8VenturaSection7@FWS.Gov

2493 Portola Road, Suite B
Ventura, CA 93003-7726

https://www.fws.gov/Ventura

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Endangered species

This resource list is for informational purposes only and does not constitute an analysis of project level impacts.

The primary information used to generate this list is the known or expected range of each species. Additional areas of influence (AOI) for species are also considered. An AOI includes areas outside of the species range if the species could be indirectly affected by activities in that area (e.g., placing a dam upstream of a fish population even if that fish does not occur at the dam site, may indirectly impact the species by reducing or eliminating water flow downstream). Because species can move, and site conditions can change, the species on this list are not guaranteed to be found on or near the project area. To fully determine any potential effects to species, additional site-specific and project-specific information is often required.

Section 7 of the Endangered Species Act **requires** Federal agencies to "request of the Secretary information whether any species which is listed or proposed to be listed may be present in the area of such proposed action" for any project that is conducted, permitted, funded, or licensed by any Federal agency. A letter from the local office and a species list which fulfills this requirement can **only** be obtained by requesting an official species list from either the Regulatory Review section in IPaC (see directions below) or from the local field office directly.

For project evaluations that require USFWS concurrence/review, please return to the IPaC website and request an official species list by doing the following:

1. Draw the project location and click CONTINUE.
2. Click DEFINE PROJECT.
3. Log in (if directed to do so).
4. Provide a name and description for your project.
5. Click REQUEST SPECIES LIST.

Listed species[1] and their critical habitats are managed by the Ecological Services Program of the U.S. Fish and Wildlife Service (USFWS) and the fisheries division of the National Oceanic and Atmospheric Administration (NOAA Fisheries[2]).

Species and critical habitats under the sole responsibility of NOAA Fisheries are **not** shown on this list. Please contact NOAA Fisheries for species under their jurisdiction.

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1. Species listed under the Endangered Species Act are threatened or endangered; IPaC also shows species that are candidates, or proposed, for listing. See the listing status page for more information. IPaC only shows species that are regulated by USFWS (see FAQ).
2. NOAA Fisheries, also known as the National Marine Fisheries Service (NMFS), is an

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office of the National Oceanic and Atmospheric Administration within the Department of Commerce.

The following species are potentially affected by activities in this location:

Birds

NAME	STATUS
California Condor Gymnogyps californianus There is **final** critical habitat for this species. Your location does not overlap the critical habitat. https://ecos.fws.gov/ecp/species/8193	Endangered
California Least Tern Sterna antillarum browni Wherever found No critical habitat has been designated for this species. https://ecos.fws.gov/ecp/species/8104	Endangered
Least Bell's Vireo Vireo bellii pusillus Wherever found There is **final** critical habitat for this species. Your location does not overlap the critical habitat. https://ecos.fws.gov/ecp/species/5945	Endangered
Marbled Murrelet Brachyramphus marmoratus There is **final** critical habitat for this species. Your location does not overlap the critical habitat. https://ecos.fws.gov/ecp/species/4467	Threatened
Western Snowy Plover Charadrius nivosus nivosus There is **final** critical habitat for this species. Your location does not overlap the critical habitat. https://ecos.fws.gov/ecp/species/8035	Threatened
Yellow-billed Cuckoo Coccyzus americanus There is **final** critical habitat for this species. Your location does not overlap the critical habitat. https://ecos.fws.gov/ecp/species/3911	Threatened

Amphibians

NAME	STATUS

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California Red-legged Frog Rana draytonii — Threatened
Wherever found
There is **final** critical habitat for this species. Your location does not overlap the critical habitat.
https://ecos.fws.gov/ecp/species/2891

California Tiger Salamander Ambystoma californiense — Threatened
There is **final** critical habitat for this species. Your location does not overlap the critical habitat.
https://ecos.fws.gov/ecp/species/2076

Fishes

NAME	STATUS
Tidewater Goby Eucyclogobius newberryi Wherever found There is **final** critical habitat for this species. Your location does not overlap the critical habitat. https://ecos.fws.gov/ecp/species/57	Endangered

Insects

NAME	STATUS
Monarch Butterfly Danaus plexippus Wherever found No critical habitat has been designated for this species. https://ecos.fws.gov/ecp/species/9743	Candidate
Smith's Blue Butterfly Euphilotes enoptes smithi Wherever found There is **proposed** critical habitat for this species. https://ecos.fws.gov/ecp/species/4418	Endangered

Crustaceans

NAME	STATUS
Vernal Pool Fairy Shrimp Branchinecta lynchi Wherever found There is **final** critical habitat for this species. Your location does not overlap the critical habitat. https://ecos.fws.gov/ecp/species/498	Threatened

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Flowering Plants

NAME	STATUS
Clover (tidestrom''s) Lupine Lupinus tidestromii Wherever found No critical habitat has been designated for this species. https://ecos.fws.gov/ecp/species/4459	Endangered
Coastal Dunes Milk-vetch Astragalus tener var. titi Wherever found No critical habitat has been designated for this species. https://ecos.fws.gov/ecp/species/7675	Endangered
Hickman's Potentilla Potentilla hickmanii Wherever found No critical habitat has been designated for this species. https://ecos.fws.gov/ecp/species/6343	Endangered
Marsh Sandwort Arenaria paludicola Wherever found No critical habitat has been designated for this species. https://ecos.fws.gov/ecp/species/2229	Endangered
Monterey Clover Trifolium trichocalyx Wherever found No critical habitat has been designated for this species. https://ecos.fws.gov/ecp/species/4282	Endangered
Monterey Gilia Gilia tenuiflora ssp. arenaria Wherever found No critical habitat has been designated for this species. https://ecos.fws.gov/ecp/species/856	Endangered
Monterey Spineflower Chorizanthe pungens var. pungens Wherever found There is **final** critical habitat for this species. Your location does not overlap the critical habitat. https://ecos.fws.gov/ecp/species/396	Threatened

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Yadon's Piperia Piperia yadonii Wherever found There is **final** critical habitat for this species. Your location does not overlap the critical habitat. https://ecos.fws.gov/ecp/species/4205	Endangered

Conifers and Cycads

NAME	STATUS
Gowen Cypress Cupressus goveniana ssp. goveniana Wherever found No critical habitat has been designated for this species. https://ecos.fws.gov/ecp/species/8548	Threatened

Critical habitats

Potential effects to critical habitat(s) in this location must be analyzed along with the endangered species themselves.

There are no critical habitats at this location.

You are still required to determine if your project(s) may have effects on all above listed species.

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Bald & Golden Eagles

Bald and golden eagles are protected under the Bald and Golden Eagle Protection Act[1] and the Migratory Bird Treaty Act[2].

Any person or organization who plans or conducts activities that may result in impacts to bald or golden eagles, or their habitats[3], should follow appropriate regulations and consider implementing appropriate conservation measures, as described in the links below. Specifically, please review the "Supplemental Information on Migratory Birds and Eagles".

Additional information can be found using the following links:

- Eagle Management https://www.fws.gov/program/eagle-management

- Measures for avoiding and minimizing impacts to birds https://www.fws.gov/library/collections/avoiding-and-minimizing-incidental-take-migratory-birds
- Nationwide conservation measures for birds https://www.fws.gov/sites/default/files/documents/nationwide-standard-conservation-measures.pdf
- Supplemental Information for Migratory Birds and Eagles in IPaC https://www.fws.gov/media/supplemental-information-migratory-birds-and-bald-and-golden-eagles-may-occur-project-action

There are bald and/or golden eagles in your project area.

For guidance on when to schedule activities or implement avoidance and minimization measures to reduce impacts to migratory birds on your list, see the PROBABILITY OF PRESENCE SUMMARY below to see when these birds are most likely to be present and breeding in your project area.

NAME	BREEDING SEASON
Bald Eagle Haliaeetus leucocephalus This is not a Bird of Conservation Concern (BCC) in this area, but warrants attention because of the Eagle Act or for potential susceptibilities in offshore areas from certain types of development or activities.	Breeds Jan 1 to Aug 31
Golden Eagle Aquila chrysaetos This is not a Bird of Conservation Concern (BCC) in this area, but warrants attention because of the Eagle Act or for potential susceptibilities in offshore areas from certain types of development or activities. https://ecos.fws.gov/ecp/species/1680	Breeds Jan 1 to Aug 31

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Probability of Presence Summary

The graphs below provide our best understanding of when birds of concern are most likely to be present in your project area. This information can be used to tailor and schedule your project activities to avoid or minimize impacts to birds. Please make sure you read "Supplemental Information on Migratory Birds and Eagles", specifically the FAQ section titled "Proper Interpretation and Use of Your Migratory Bird Report" before using or attempting to interpret this report.

Probability of Presence (■)

Each green bar represents the bird's relative probability of presence in the 10km grid cell(s) your project overlaps during a particular week of the year. (A year is represented as 12 4-week months.) A taller bar indicates a higher probability of species presence. The survey effort (see below) can be used to establish a level of confidence in the presence

score. One can have higher confidence in the presence score if the corresponding survey effort is also high.

How is the probability of presence score calculated? The calculation is done in three steps:

1. The probability of presence for each week is calculated as the number of survey events in the week where the species was detected divided by the total number of survey events for that week. For example, if in week 12 there were 20 survey events and the Spotted Towhee was found in 5 of them, the probability of presence of the Spotted Towhee in week 12 is 0.25.
2. To properly present the pattern of presence across the year, the relative probability of presence is calculated. This is the probability of presence divided by the maximum probability of presence across all weeks. For example, imagine the probability of presence in week 20 for the Spotted Towhee is 0.05, and that the probability of presence at week 12 (0.25) is the maximum of any week of the year. The relative probability of presence on week 12 is 0.25/0.25 = 1; at week 20 it is 0.05/0.25 = 0.2.
3. The relative probability of presence calculated in the previous step undergoes a statistical conversion so that all possible values fall between 0 and 10, inclusive. This is the probability of presence score.

To see a bar's probability of presence score, simply hover your mouse cursor over the bar.

Breeding Season (▪)
Yellow bars denote a very liberal estimate of the time-frame inside which the bird breeds across its entire range. If there are no yellow bars shown for a bird, it does not breed in your project area.

Survey Effort (|)
Vertical black lines superimposed on probability of presence bars indicate the number of surveys performed for that species in the 10km grid cell(s) your project area overlaps. The number of surveys is expressed as a range, for example, 33 to 64 surveys.

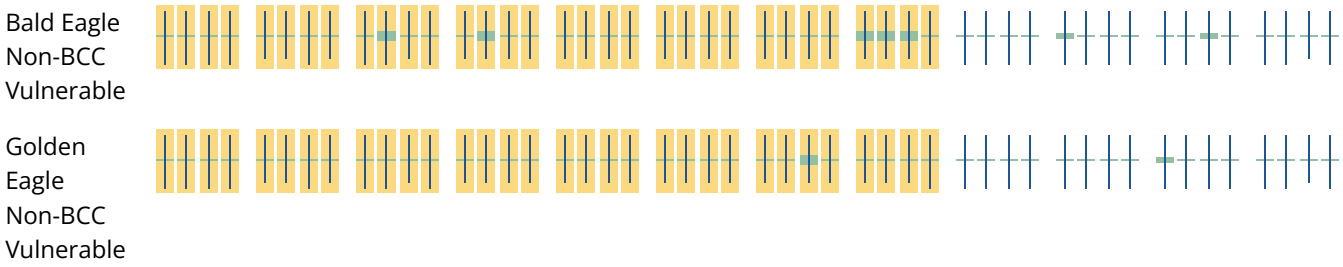
To see a bar's survey effort range, simply hover your mouse cursor over the bar.

No Data (–)
A week is marked as having no data if there were no survey events for that week.

Survey Timeframe
Surveys from only the last 10 years are used in order to ensure delivery of currently relevant information. The exception to this is areas off the Atlantic coast, where bird returns are based on all years of available data, since data in these areas is currently much more sparse.

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What does IPaC use to generate the potential presence of bald and golden eagles in my specified location?

The potential for eagle presence is derived from data provided by the Avian Knowledge Network (AKN). The AKN data is based on a growing collection of survey, banding, and citizen science datasets and is queried and filtered to return a list of those birds reported as occurring in the 10km grid cell(s) which your project intersects, and that have been identified as warranting special attention because they are a BCC species in that area, an eagle (Eagle Act requirements may apply). To see a list of all birds potentially present in your project area, please visit the Rapid Avian Information Locator (RAIL) Tool.

What does IPaC use to generate the probability of presence graphs of bald and golden eagles in my specified location?

The Migratory Bird Resource List is comprised of USFWS Birds of Conservation Concern (BCC) and other species that may warrant special attention in your project location.

The migratory bird list generated for your project is derived from data provided by the Avian Knowledge Network (AKN). The AKN data is based on a growing collection of survey, banding, and citizen science datasets and is queried and filtered to return a list of those birds reported as occurring in the 10km grid cell(s) which your project intersects, and that have been identified as warranting special attention because they are a BCC species in that area, an eagle (Eagle Act requirements may apply), or a species that has a particular vulnerability to offshore activities or development.

Again, the Migratory Bird Resource list includes only a subset of birds that may occur in your project area. It is not representative of all birds that may occur in your project area. To get a list of all birds potentially present in your project area, please visit the Rapid Avian Information Locator (RAIL) Tool.

What if I have eagles on my list?

If your project has the potential to disturb or kill eagles, you may need to obtain a permit to avoid violating the Eagle Act should such impacts occur. Please contact your local Fish and Wildlife Service Field Office if you have questions.

Migratory birds

Certain birds are protected under the Migratory Bird Treaty Act[1] and the Bald and Golden Eagle Protection Act[2].

Any person or organization who plans or conducts activities that may result in impacts to

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migratory birds, eagles, and their habitats[3] should follow appropriate regulations and consider implementing appropriate conservation measures, as described in the links below. Specifically, please review the "Supplemental Information on Migratory Birds and Eagles".

1. The Migratory Birds Treaty Act of 1918.
2. The Bald and Golden Eagle Protection Act of 1940.

Additional information can be found using the following links:

- Eagle Management https://www.fws.gov/program/eagle-management
- Measures for avoiding and minimizing impacts to birds https://www.fws.gov/library/collections/avoiding-and-minimizing-incidental-take-migratory-birds
- Nationwide conservation measures for birds https://www.fws.gov/sites/default/files/documents/nationwide-standard-conservation-measures.pdf
- Supplemental Information for Migratory Birds and Eagles in IPaC https://www.fws.gov/media/supplemental-information-migratory-birds-and-bald-and-golden-eagles-may-occur-project-action

The birds listed below are birds of particular concern either because they occur on the USFWS Birds of Conservation Concern (BCC) list or warrant special attention in your project location. To learn more about the levels of concern for birds on your list and how this list is generated, see the FAQ below. This is not a list of every bird you may find in this location, nor a guarantee that every bird on this list will be found in your project area. To see exact locations of where birders and the general public have sighted birds in and around your project area, visit the E-bird data mapping tool (Tip: enter your location, desired date range and a species on your list). For projects that occur off the Atlantic Coast, additional maps and models detailing the relative occurrence and abundance of bird species on your list are available. Links to additional information about Atlantic Coast birds, and other important information about your migratory bird list, including how to properly interpret and use your migratory bird report, can be found below.

For guidance on when to schedule activities or implement avoidance and minimization measures to reduce impacts to migratory birds on your list, see the PROBABILITY OF PRESENCE SUMMARY below to see when these birds are most likely to be present and breeding in your project area.

NAME	BREEDING SEASON
Allen's Hummingbird Selasphorus sasin This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska. https://ecos.fws.gov/ecp/species/9637	Breeds Feb 1 to Jul 15

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Bald Eagle Haliaeetus leucocephalus — Breeds Jan 1 to Aug 31
This is not a Bird of Conservation Concern (BCC) in this area, but warrants attention because of the Eagle Act or for potential susceptibilities in offshore areas from certain types of development or activities.

Belding's Savannah Sparrow Passerculus sandwichensis beldingi — Breeds Apr 1 to Aug 15
This is a Bird of Conservation Concern (BCC) only in particular Bird Conservation Regions (BCRs) in the continental USA
https://ecos.fws.gov/ecp/species/8

Black Oystercatcher Haematopus bachmani — Breeds Apr 15 to Oct 31
This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska.
https://ecos.fws.gov/ecp/species/9591

Black Skimmer Rynchops niger — Breeds May 20 to Sep 15
This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska.
https://ecos.fws.gov/ecp/species/5234

Black Swift Cypseloides niger — Breeds Jun 15 to Sep 10
This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska.
https://ecos.fws.gov/ecp/species/8878

Black Tern Chlidonias niger — Breeds May 15 to Aug 20
This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska.
https://ecos.fws.gov/ecp/species/3093

Black Turnstone Arenaria melanocephala — Breeds elsewhere
This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska.

Bullock's Oriole Icterus bullockii — Breeds Mar 21 to Jul 25
This is a Bird of Conservation Concern (BCC) only in particular Bird Conservation Regions (BCRs) in the continental USA

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California Gull Larus californicus — Breeds Mar 1 to Jul 31
This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska.

California Thrasher Toxostoma redivivum — Breeds Jan 1 to Jul 31
This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska.

Clark's Grebe Aechmophorus clarkii — Breeds Jun 1 to Aug 31
This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska.

Common Yellowthroat Geothlypis trichas sinuosa — Breeds May 20 to Jul 31
This is a Bird of Conservation Concern (BCC) only in particular Bird Conservation Regions (BCRs) in the continental USA
https://ecos.fws.gov/ecp/species/2084

Golden Eagle Aquila chrysaetos — Breeds Jan 1 to Aug 31
This is not a Bird of Conservation Concern (BCC) in this area, but warrants attention because of the Eagle Act or for potential susceptibilities in offshore areas from certain types of development or activities.
https://ecos.fws.gov/ecp/species/1680

Lawrence's Goldfinch Carduelis lawrencei — Breeds Mar 20 to Sep 20
This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska.
https://ecos.fws.gov/ecp/species/9464

Long-eared Owl asio otus — Breeds Mar 1 to Jul 15
This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska.
https://ecos.fws.gov/ecp/species/3631

Marbled Godwit Limosa fedoa — Breeds elsewhere
This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska.
https://ecos.fws.gov/ecp/species/9481

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Nuttall's Woodpecker Picoides nuttallii — Breeds Apr 1 to Jul 20
This is a Bird of Conservation Concern (BCC) only in particular Bird Conservation Regions (BCRs) in the continental USA
https://ecos.fws.gov/ecp/species/9410

Oak Titmouse Baeolophus inornatus — Breeds Mar 15 to Jul 15
This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska.
https://ecos.fws.gov/ecp/species/9656

Olive-sided Flycatcher Contopus cooperi — Breeds May 20 to Aug 31
This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska.
https://ecos.fws.gov/ecp/species/3914

Scripps's Murrelet Synthliboramphus scrippsi — Breeds Feb 20 to Jul 31
This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska.

Short-billed Dowitcher Limnodromus griseus — Breeds elsewhere
This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska.
https://ecos.fws.gov/ecp/species/9480

Tricolored Blackbird Agelaius tricolor — Breeds Mar 15 to Aug 10
This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska.
https://ecos.fws.gov/ecp/species/3910

Western Grebe aechmophorus occidentalis — Breeds Jun 1 to Aug 31
This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska.
https://ecos.fws.gov/ecp/species/6743

Willet Tringa semipalmata — Breeds elsewhere
This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska.

Wrentit Chamaea fasciata — Breeds Mar 15 to Aug 10
This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska.

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Yellow-billed Magpie Pica nuttalli — Breeds Apr 1 to Jul 31

This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska.
https://ecos.fws.gov/ecp/species/9726

Probability of Presence Summary

The graphs below provide our best understanding of when birds of concern are most likely to be present in your project area. This information can be used to tailor and schedule your project activities to avoid or minimize impacts to birds. Please make sure you read "Supplemental Information on Migratory Birds and Eagles", specifically the FAQ section titled "Proper Interpretation and Use of Your Migratory Bird Report" before using or attempting to interpret this report.

Probability of Presence (■)

Each green bar represents the bird's relative probability of presence in the 10km grid cell(s) your project overlaps during a particular week of the year. (A year is represented as 12 4-week months.) A taller bar indicates a higher probability of species presence. The survey effort (see below) can be used to establish a level of confidence in the presence score. One can have higher confidence in the presence score if the corresponding survey effort is also high.

How is the probability of presence score calculated? The calculation is done in three steps:

1. The probability of presence for each week is calculated as the number of survey events in the week where the species was detected divided by the total number of survey events for that week. For example, if in week 12 there were 20 survey events and the Spotted Towhee was found in 5 of them, the probability of presence of the Spotted Towhee in week 12 is 0.25.
2. To properly present the pattern of presence across the year, the relative probability of presence is calculated. This is the probability of presence divided by the maximum probability of presence across all weeks. For example, imagine the probability of presence in week 20 for the Spotted Towhee is 0.05, and that the probability of presence at week 12 (0.25) is the maximum of any week of the year. The relative probability of presence on week 12 is 0.25/0.25 = 1; at week 20 it is 0.05/0.25 = 0.2.
3. The relative probability of presence calculated in the previous step undergoes a statistical conversion so that all possible values fall between 0 and 10, inclusive. This is the probability of presence score.

To see a bar's probability of presence score, simply hover your mouse cursor over the bar.

Breeding Season (■)

Yellow bars denote a very liberal estimate of the time-frame inside which the bird breeds across its entire range. If there are no yellow bars shown for a bird, it does not breed in

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your project area.

Survey Effort (|)
Vertical black lines superimposed on probability of presence bars indicate the number of surveys performed for that species in the 10km grid cell(s) your project area overlaps. The number of surveys is expressed as a range, for example, 33 to 64 surveys.

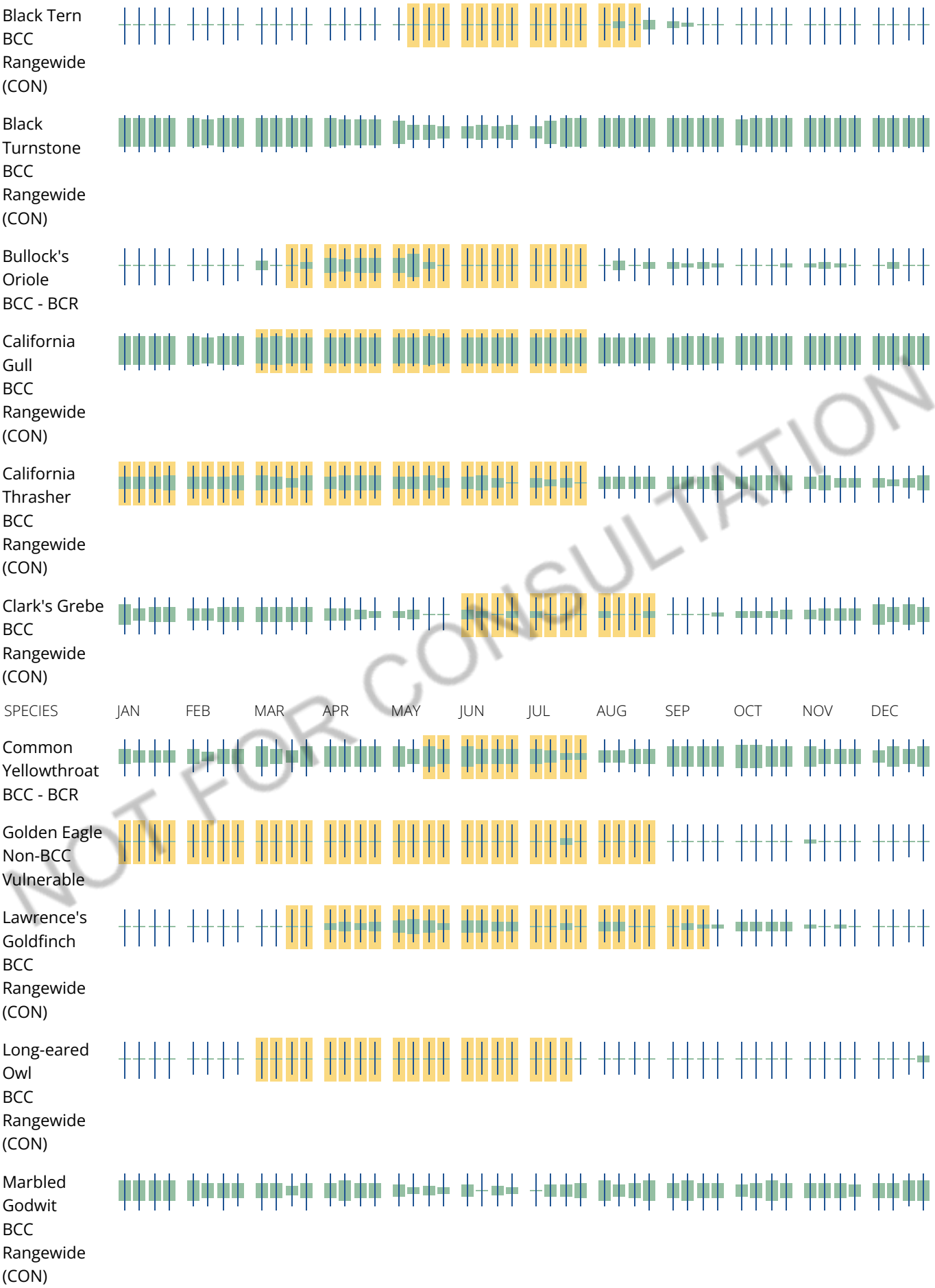
To see a bar's survey effort range, simply hover your mouse cursor over the bar.

No Data (–)
A week is marked as having no data if there were no survey events for that week.

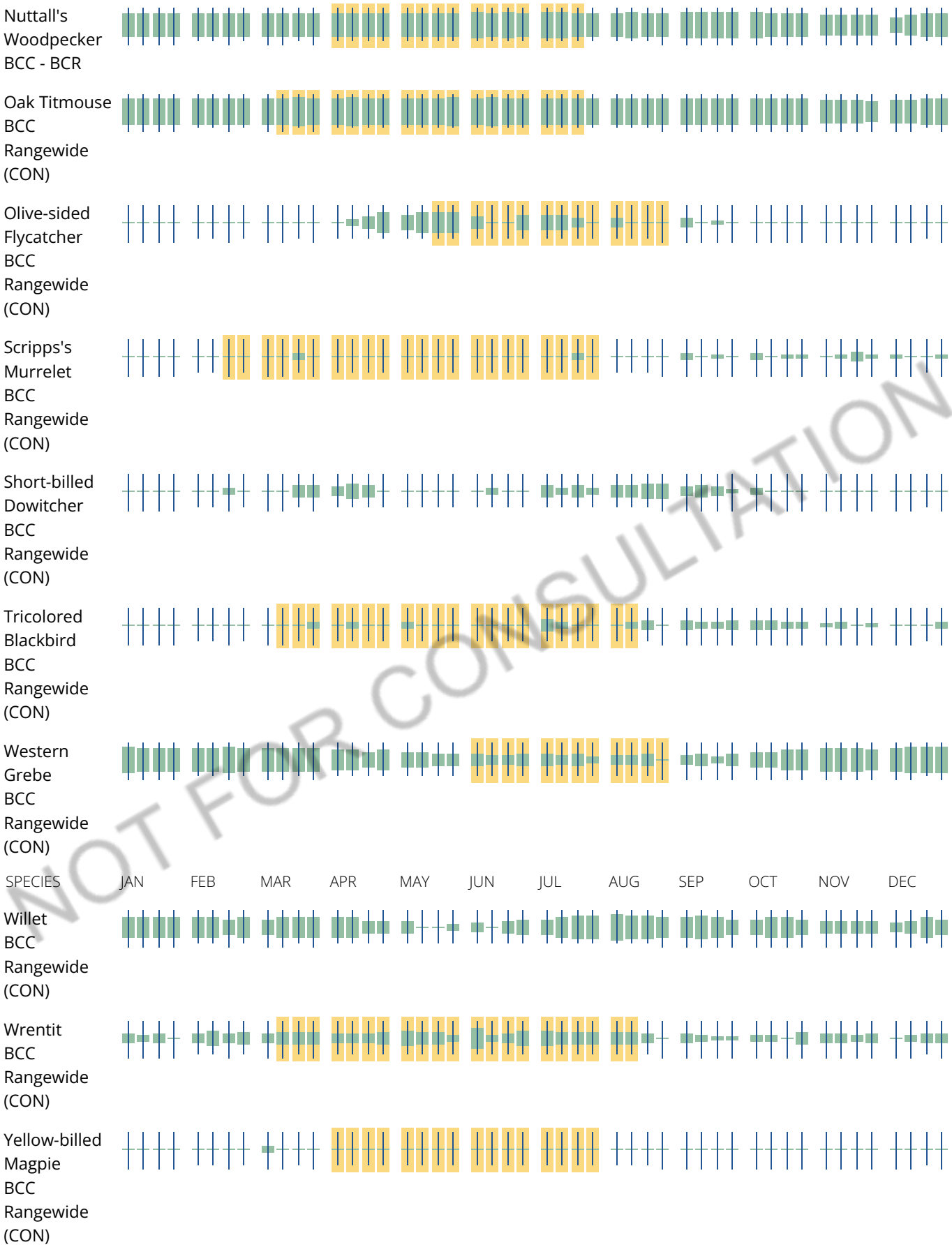
Survey Timeframe
Surveys from only the last 10 years are used in order to ensure delivery of currently relevant information. The exception to this is areas off the Atlantic coast, where bird returns are based on all years of available data, since data in these areas is currently much more sparse.



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Tell me more about conservation measures I can implement to avoid or minimize impacts to

migratory birds.

Nationwide Conservation Measures describes measures that can help avoid and minimize impacts to all birds at any location year round. Implementation of these measures is particularly important when birds are most likely to occur in the project area. When birds may be breeding in the area, identifying the locations of any active nests and avoiding their destruction is a very helpful impact minimization measure. To see when birds are most likely to occur and be breeding in your project area, view the Probability of Presence Summary. Additional measures or permits may be advisable depending on the type of activity you are conducting and the type of infrastructure or bird species present on your project site.

What does IPaC use to generate the list of migratory birds that potentially occur in my specified location?

The Migratory Bird Resource List is comprised of USFWS Birds of Conservation Concern (BCC) and other species that may warrant special attention in your project location.

The migratory bird list generated for your project is derived from data provided by the Avian Knowledge Network (AKN). The AKN data is based on a growing collection of survey, banding, and citizen science datasets and is queried and filtered to return a list of those birds reported as occurring in the 10km grid cell(s) which your project intersects, and that have been identified as warranting special attention because they are a BCC species in that area, an eagle (Eagle Act requirements may apply), or a species that has a particular vulnerability to offshore activities or development.

Again, the Migratory Bird Resource list includes only a subset of birds that may occur in your project area. It is not representative of all birds that may occur in your project area. To get a list of all birds potentially present in your project area, please visit the Rapid Avian Information Locator (RAIL) Tool.

What does IPaC use to generate the probability of presence graphs for the migratory birds potentially occurring in my specified location?

The probability of presence graphs associated with your migratory bird list are based on data provided by the Avian Knowledge Network (AKN). This data is derived from a growing collection of survey, banding, and citizen science datasets.

Probability of presence data is continuously being updated as new and better information becomes available. To learn more about how the probability of presence graphs are produced and how to interpret them, go the Probability of Presence Summary and then click on the "Tell me about these graphs" link.

How do I know if a bird is breeding, wintering or migrating in my area?

To see what part of a particular bird's range your project area falls within (i.e. breeding, wintering, migrating or year-round), you may query your location using the RAIL Tool and look at the range maps provided for birds in your area at the bottom of the profiles provided for each bird in your results. If a bird on your migratory bird species list has a breeding season associated with it, if that bird does occur in your project area, there may be nests present at some point within the timeframe specified. If "Breeds elsewhere" is indicated, then the bird likely does not breed in your project area.

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What are the levels of concern for migratory birds?

Migratory birds delivered through IPaC fall into the following distinct categories of concern:

1. "BCC Rangewide" birds are Birds of Conservation Concern (BCC) that are of concern throughout their range anywhere within the USA (including Hawaii, the Pacific Islands, Puerto Rico, and the Virgin Islands);
2. "BCC - BCR" birds are BCCs that are of concern only in particular Bird Conservation Regions (BCRs) in the continental USA; and
3. "Non-BCC - Vulnerable" birds are not BCC species in your project area, but appear on your list either because of the Eagle Act requirements (for eagles) or (for non-eagles) potential susceptibilities in offshore areas from certain types of development or activities (e.g. offshore energy development or longline fishing).

Although it is important to try to avoid and minimize impacts to all birds, efforts should be made, in particular, to avoid and minimize impacts to the birds on this list, especially eagles and BCC species of rangewide concern. For more information on conservation measures you can implement to help avoid and minimize migratory bird impacts and requirements for eagles, please see the FAQs for these topics.

Details about birds that are potentially affected by offshore projects

For additional details about the relative occurrence and abundance of both individual bird species and groups of bird species within your project area off the Atlantic Coast, please visit the Northeast Ocean Data Portal. The Portal also offers data and information about other taxa besides birds that may be helpful to you in your project review. Alternately, you may download the bird model results files underlying the portal maps through the NOAA NCCOS Integrative Statistical Modeling and Predictive Mapping of Marine Bird Distributions and Abundance on the Atlantic Outer Continental Shelf project webpage.

Bird tracking data can also provide additional details about occurrence and habitat use throughout the year, including migration. Models relying on survey data may not include this information. For additional information on marine bird tracking data, see the Diving Bird Study and the nanotag studies or contact Caleb Spiegel or Pam Loring.

What if I have eagles on my list?

If your project has the potential to disturb or kill eagles, you may need to obtain a permit to avoid violating the Eagle Act should such impacts occur.

Proper Interpretation and Use of Your Migratory Bird Report

The migratory bird list generated is not a list of all birds in your project area, only a subset of birds of priority concern. To learn more about how your list is generated, and see options for identifying what other birds may be in your project area, please see the FAQ "What does IPaC use to generate the migratory birds potentially occurring in my specified location". Please be aware this report provides the "probability of presence" of birds within the 10 km grid cell(s) that overlap your project; not your exact project footprint. On the graphs provided, please also look carefully at the survey effort (indicated by the black vertical bar) and for the existence of the "no data" indicator (a red horizontal bar). A high survey effort is the key component. If the survey effort is high, then the probability of presence score can be viewed as more dependable. In contrast, a low survey effort bar or no data bar means a lack of

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data and, therefore, a lack of certainty about presence of the species. This list is not perfect; it is simply a starting point for identifying what birds of concern have the potential to be in your project area, when they might be there, and if they might be breeding (which means nests might be present). The list helps you know what to look for to confirm presence, and helps guide you in knowing when to implement conservation measures to avoid or minimize potential impacts from your project activities, should presence be confirmed. To learn more about conservation measures, visit the FAQ "Tell me about conservation measures I can implement to avoid or minimize impacts to migratory birds" at the bottom of your migratory bird trust resources page.

Facilities

National Wildlife Refuge lands

Any activity proposed on lands managed by the National Wildlife Refuge system must undergo a 'Compatibility Determination' conducted by the Refuge. Please contact the individual Refuges to discuss any questions or concerns.

There are no refuge lands at this location.

Fish hatcheries

There are no fish hatcheries at this location.

Wetlands in the National Wetlands Inventory (NWI)

Impacts to NWI wetlands and other aquatic habitats may be subject to regulation under Section 404 of the Clean Water Act, or other State/Federal statutes.

For more information please contact the Regulatory Program of the local U.S. Army Corps of Engineers District.

This location did not intersect any wetlands mapped by NWI.

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NOTE: This initial screening does **not** replace an on-site delineation to determine whether wetlands occur. Additional information on the NWI data is provided below.

Data limitations

The Service's objective of mapping wetlands and deepwater habitats is to produce reconnaissance level information on the location, type and size of these resources. The maps are prepared from the analysis of high altitude imagery. Wetlands are identified based on vegetation, visible hydrology and geography. A margin of error is inherent in the use of imagery; thus, detailed on-the-ground inspection of any particular site may result in revision of the wetland boundaries or classification established through image analysis.

The accuracy of image interpretation depends on the quality of the imagery, the experience of the image analysts, the amount and quality of the collateral data and the amount of ground truth verification work conducted. Metadata should be consulted to determine the date of the source imagery used and any mapping problems.

Wetlands or other mapped features may have changed since the date of the imagery or field work. There may be occasional differences in polygon boundaries or classifications between the information depicted on the map and the actual conditions on site.

Data exclusions

Certain wetland habitats are excluded from the National mapping program because of the limitations of aerial imagery as the primary data source used to detect wetlands. These habitats include seagrasses or submerged aquatic vegetation that are found in the intertidal and subtidal zones of estuaries and nearshore coastal waters. Some deepwater reef communities (coral or tuberficid worm reefs) have also been excluded from the inventory. These habitats, because of their depth, go undetected by aerial imagery.

Data precautions

Federal, state, and local regulatory agencies with jurisdiction over wetlands may define and describe wetlands in a different manner than that used in this inventory. There is no attempt, in either the design or products of this inventory, to define the limits of proprietary jurisdiction of any Federal, state, or local government or to establish the geographical scope of the regulatory programs of government agencies. Persons intending to engage in activities involving modifications within or adjacent to wetland areas should seek the advice of appropriate Federal, state, or local agencies concerning specified agency regulatory programs and proprietary jurisdictions that may affect such activities.

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APPENDIX C

Special-Status Species Table

Special-Status Species Table

USGS quadrangles: Monterey, Marina, Seaside, Mt. Carmel, Soberanes Point.

Species	Status (USFWS/ CDFW/ CNPS)	General Habitat	Occurrence Potential within Survey Area
MAMMALS			
Corynorhinus townsendii Townsend's big-eared bat	-- / CSC / --	Found primarily in rural settings from inland deserts to coastal redwoods, oak woodland of the inner Coast Ranges and Sierra foothills, and low to mid-elevation mixed coniferous-deciduous forests. Typically roost during the day in limestone caves, lava tubes, and mines, but can roost in buildings that offer suitable conditions. Night roosts are in more open settings and include bridges, rock crevices, and trees.	**Low** Suitable foraging habitat is present in the project site. No day or maternity roosting habitat present within the project site. The CNDDB reports one occurrence of this species within the quadrangles reviewed, located approximately nine miles west of the project site. This species was not detected during 2024 acoustic bat surveys.
***Lasiurus blossevillii* Western red bat**	-- / CSC / --	Roosting habitat includes trees and sometimes shrubs in forests and woodlands from sea level up through mixed conifer forests. Roost sites are often in edge habitats adjacent to streams, fields, or urban areas. Feeds over a wide variety of habitats, including grasslands, shrublands, open woodlands and forests, and croplands.	**Present** Suitable foraging and roosting habitat is present throughout the project site, especially within Zones 2-4. This species was detected during 2024 acoustic bat surveys.
Sorex ornatus salarius Monterey shrew	-- / CSC / --	Mostly moist or riparian woodland habitats, and within chaparral, grassland, and emergent wetland habitats where there is a thick duff or downed logs.	**Unlikely** No suitable riparian woodland habitat is present within the survey area. CNDDB occurrences from the Monterey Peninsula are >80 years old.
Taxidea taxus American badger	-- / CSC / --	Dry, open grasslands, fields, pastures savannas, and mountain meadows near timberline are preferred. The principal requirements seem to be sufficient food, friable soils, and relatively open, uncultivated grounds.	**Unlikely** No suitable grassland habitat is present within the survey area.
BIRDS			
Agelaius tricolor Tricolored blackbird (nesting colony)	-- / ST / --	Nest in colonies in dense riparian vegetation, along rivers, lagoons, lakes, and ponds. Primarily found within willow riparian and emergent wetland habitats. Forages over grassland or aquatic habitats.	**Low** No suitable wetland, riparian, or grassland habitat is present within the survey area.

Species	Status (USFWS/ CDFW/ CNPS)	General Habitat	Occurrence Potential within Survey Area
Athene cunicularia Western burrowing owl	-- / SC / --	Year-round resident of open, dry grassland and desert habitats, and in grass, forb and open shrub stages of pinyon-juniper and ponderosa pine habitats. Frequents open grasslands and shrublands with perches and burrows. Use rodent burrows (often California ground squirrel) for roosting and nesting cover. Pipes, culverts, and nest boxes may be substituted for burrows in areas where burrows are not available.	**Low** The survey area lacks open habitat and small mammal burrows preferred by Western burrowing owl.
Brachyramphus marmoratus Marbled murrelet (nesting)	FT / SE / --	Occur year-round in marine subtidal and pelagic habitats from the Oregon border to Point Sal. Partial to coastlines with stands of mature redwood and Douglas-fir. Requires dense mature forests of redwood and/or Douglas-fir for breeding and nesting.	**Unlikely** No suitable redwood forest or Douglas fir habitat is present within the project site.
Charadrius alexandrinus nivosus Western snowy plover	FT / CSC / --	Sandy beaches on marine and estuarine shores, also salt pond levees and the shores of large alkali lakes. Requires sandy, gravelly or friable soil substrate for nesting.	**Unlikely** No suitable beach or shore habitat within the project site.
Coccyzus americanus occidentalis Western yellow-billed cuckoo	FT / SE / --	Inhabits extensive deciduous riparian thickets or forests with dense, low-level or understory foliage, slow-moving watercourses, backwaters, or seeps. Willow almost always a dominant component of the vegetation.	**Unlikely** No suitable riparian habitat within the project site.
Coturnicops noveboracensis Yellow rail	-- / CSC / --	Wet meadows and coastal tidal marshes. Occurs year round in California, but in two primary seasonal roles: as a very local breeder in the northeastern interior and as a winter visitor (early Oct to mid-Apr) on the coast and in the Suisun Marsh region	**Unlikely** No suitable marsh habitat within the project site.
Cypseloides niger Black swift	-- / CSC / --	Regularly nests in moist crevice or cave on sea cliffs above the surf, or on cliffs behind, or adjacent to, waterfalls in deep canyons. Forages widely over many habitats.	**Unlikely** No suitable cliff habitat within the project site.
Elanus leucurus **White-tailed kite (nesting)**	-- / CFP / --	Open groves, river valleys, marshes, and grasslands. Prefer such areas with low roosts (fences etc.). Nest in shrubs and trees adjacent to grasslands.	**Moderate** Moderate nesting potential for white-tailed kite is present in the project area within Monterey pine forest. This species has been observed in GWP in 2019 (Dudek, 2023).

Species	Status (USFWS/ CDFW/ CNPS)	General Habitat	Occurrence Potential within Survey Area
Gymnogyps californianus California condor	FE / SE / --	Roosting sites in isolated rocky cliffs, rugged chaparral, and pine covered mountains 2000-6000 feet above sea level. Foraging area removed from nesting/roosting site (includes rangeland and coastal area - up to 19-mile commute one way). Nest sites in cliffs, crevices, potholes.	**Unlikely** No suitable habitat within the project site.
Hydrobates homochroa Ashy storm-petrel	-- / CSC / --	Tied to land only to nest, otherwise remains over open sea. Nests in natural cavities, sea caves, or rock crevices on offshore islands and prominent peninsulas of the mainland.	**Unlikely** No suitable habitat within the project site.
Laterallus jamaicensis coturniculus California black rail	--/ ST&CFP/ -	Inhabits freshwater marshes, wet meadows & shallow margins of saltwater marshes bordering larger bays. Needs water depths of about 1 inch that does not fluctuate during the year & dense vegetation for nesting habitat.	**Unlikely** No suitable marsh habitat within the project site.
Riparia riparia Bank swallow (nesting)	-- / ST / --	Nests colonially in sand banks. Found near water; fields, marshes, streams, and lakes.	**Unlikely** No suitable bank and aquatic habitat within the project site.
Vireo bellii pusillus Least Bell's vireo (nesting)	FE / SE / --	Riparian areas and drainages. Breed in willow riparian forest supporting a dense, shrubby understory. Oak woodland with a willow riparian understory is also used in some areas, and individuals sometimes enter adjacent chaparral, coastal sage scrub, or desert scrub habitats to forage.	**Unlikely** No suitable riparian habitat within the project site. The nearest CNDDB occurrence is 21 miles away along Pajaro River.
Sternula antillarum browni California least tern	FE / SE / --	Prefers undisturbed nest sites on open, sandy/gravelly shores near shallow-water feeding areas in estuaries. Sea beaches, bays, large rivers, bars.	**Unlikely** No suitable habitat within the project site.
REPTILES AND AMPHIBIANS			
Ambystoma californiense California tiger salamander	FT / ST / --	Annual grassland and grassy understory of valley-foothill hardwood habitats in central and northern California. Need underground refuges and vernal pools or other seasonal water sources.	**Unlikely** No suitable grassland habitat or seasonal water sources are present within or adjacent to the survey area. The nearest CTS occurrence is 7 miles from the site. This distance exceeds the known movement capability of CTS (1.3 miles).

Species	Status (USFWS/ CDFW/ CNPS)	General Habitat	Occurrence Potential within Survey Area
Anniella pulchra **California legless lizard** (includes *A. p. nigra* and *A. p. pulchra* as recognized by the Department)	-- / CSC / --	Requires moist, warm habitats with loose soil for burrowing and prostrate plant cover. Often forages in leaf litter at plant bases. May be found on beaches, sandy washes, and in woodland, chaparral, and riparian areas.	**Present** Documented in the southwest corner of GWP by CNDDB Occurrence 375 where one individual was found in 2017 in an area of sandy soil. The project activities do not propose soil disturbance and therefore are unlikely to impact this species.
Emys marmorata western pond turtle	FC / CSC / --	Associated with permanent or nearly permanent water in a wide variety of habitats including streams, lakes, ponds, irrigation ditches, etc. Require basking sites such as partially submerged logs, rocks, mats of vegetation, or open banks.	**Unlikely** No suitable aquatic habitat is present within or adjacent to the survey area.
Phrynosoma blainvillii Coast horned lizard	-- / CSC / --	Associated with open patches of sandy soils in washes, chaparral, scrub, and grasslands.	**Low** No suitable chaparral, scrub, or grassland habitat is present within the survey area. Known from Former Fort Ord, approximately 7 miles from project site.
Rana boylii Foothill yellow-legged frog	FE / SE / --	Partly shaded, shallow streams and riffles with a rocky substrate in a variety of habitats, including hardwood, pine, and riparian forests, scrub, chaparral, and wet meadows. Rarely encountered far from permanent water.	**Unlikely** No suitable riverine habitat is present within the survey area.
Rana draytonii California red-legged frog	FT / CSC / --	Lowlands and foothills in or near permanent or late-season sources of deep water with dense, shrubby, or emergent riparian vegetation. During late summer or fall adults are known to utilize a variety of upland habitats with leaf litter or mammal burrows.	**Low** There are no known occurrences within 1.0 mile (1.6 km), the known dispersal distance of the species. The nearest CNDDB occurrence is 2.4 miles southwest of the survey area in Seal Rock Creek. No freshwater aquatic resources occur within 300 meters of the survey area.
Taricha torosa Coast Range newt	-- / CSC / --	Occur mainly in valley-foothill hardwood, valley-foothill hardwood-conifer, coastal scrub, and mixed chaparral, but is known to occur in grasslands and mixed conifer types. Seek cover under rocks and logs, in mammal burrows, rock fissures, or man-made structures such as wells. Breed in intermittent ponds, streams, lakes, and reservoirs.	**Unlikely** No suitable breeding habitat is present within or adjacent to the survey area to support this species. The nearest CNDDB occurrence is approximately 7.5 miles away in the Santa Lucia range.

Species	Status (USFWS/ CDFW/ CNPS)	General Habitat	Occurrence Potential within Survey Area
FISH			
Eucyclogobius newberryi Tidewater goby	FE / -- / --	Brackish water habitats, found in shallow lagoons and lower stream reaches. Tidewater gobies appear to be naturally absent (now and historically) from three large stretches of coastline where lagoons or estuaries are absent and steep topography or swift currents may prevent tidewater gobies from dispersing between adjacent localities. The southernmost large, natural gap occurs between the Salinas River in Monterey County and Arroyo del Oso in San Luis Obispo County.	**Not Present** No suitable habitat within the project site.
Lavinia exilicauda harengus Monterey hitch (Pajaro/Salinas hitch)	-- / CSC / --	Found only within the Pajaro and Salinas River systems. Can occupy a wide variety of habitats, however, they are most abundant in lowland areas with large pools or small reservoirs that mimic such conditions. May be found in brackish water conditions within the Salinas River lagoon during the early summer months when the sandbar forms at the mouth of the river.	**Not Present** No suitable habitat within the project site.
Oncorhynchus mykiss irideus Steelhead-central California coast.	FT / -- / --	Coastal perennial and near perennial streams, with suitable spawning and rearing habitat and no major barriers.	**Not Present** No suitable habitat within the project site.
INVERTEBRATES			
Bombus crotchii Crotch bumble bee	-- / SC / --	Occurs in open grassland and scrub at relatively warm and dry sites. Requires plants that bloom and provide adequate nectar and pollen throughout the colony's life cycle, which is from early February to late October. Generally nests underground, often in abandoned mammal burrows. Within California this species is known to occur in the Mediterranean, Pacific Coast, Western Desert, as well as Great Valley and adjacent foothill regions.	**Not Present** There are no CNDDB occurrences of this species within the quadrangles reviewed; however, this species has been observed in Carmel Valley in 2022, approximately 26 miles southeast of the project site. Project site is within the current range of this species but does not contain its preferred grassland or scrub habitat. This species was not observed during focused bumble bee surveys performed in 2024 (**Appendix F**).

Species	Status (USFWS/ CDFW/ CNPS)	General Habitat	Occurrence Potential within Survey Area
Bombus occidentalis Western bumble bee	-- / SC / --	Found in a range of habitats, including mixed woodlands, farmlands, urban parks and gardens, montane meadows, and prairie grasslands. Requires plants that bloom and provide adequate nectar and pollen throughout the colony's life cycle, which is from early February to late November. Generally nests underground, often in abandoned mammal burrows.	**Not Present** Project site supports suitable mixed woodland habitat with flowering plants but lies outside the current known range of this species. Three CNDDB records exist from the Monterey Peninsula, but all are more than 50 years old. This species was not observed during focused bumble bee surveys performed in 2024 (**Appendix F**).
Branchinecta lynchi Vernal pool fairy shrimp	FT / -- / --	Associated with vernal pool/grasslands from near Red Bluff (Shasta County), through the central valley, and into the South Coast Mountains Region. Require ephemeral pools with no flow.	**Unlikely** Vernal pools are absent from the project site.
Danaus plexippus **Monarch butterfly**	FC / -- / --	Overwinters in coastal California using colonial roosts generally found in eucalyptus, pine, and acacia trees. Overwintering habitat for this species within the Coastal Zone represents ESHA. Local ordinances often protect this species as well.	**Present** The survey area contains suitable overwintering sites for this species. A historic overwintering site is documented in Zone 3 of GWP as CNDDB Occurrence 89, Xerces Society Site #2934. Overwintering monarch butterflies have not been observed here since 2006.
Euphilotes enoptes smithi Smith's blue butterfly	FE / -- / --	Most commonly associated with coastal dunes and coastal sage scrub plant communities in Monterey and Santa Cruz Counties. Plant hosts are *Eriogonum latifolium* and *E. parvifolium*.	**Unlikely** No suitable habitat is present within the survey area. The plant host species were not identified during 2024 surveys.
PLANTS			
Allium hickmanii Hickman's onion	-- / -- / 1B	Closed-cone coniferous forests, maritime chaparral, coastal prairie, coastal scrub, and valley and foothill grasslands at elevations of 5-200 meters. Bulbiferous perennial herb in the Alliaceae family; blooms March-May.	**Not Present** Project site contains suitable closed-cone coniferous forest habitat. Numerous CNDDB occurrences within Monterey pine forest on the Monterey Peninsula, the nearest of which is approximately 1.4 miles to the southeast. Not observed within the project site during 2024 botanical surveys.

Species	Status (USFWS/ CDFW/ CNPS)	General Habitat	Occurrence Potential within Survey Area
Aphyllon robbinsii Robbins' broomrape	-- / -- / 1B	Coastal bluff scrub and coastal dunes in sandy or loose soils at elevations of 0 - 100 meters. Annual plant that is parasitic on *Eriophyllum staechadifolium*.	**Not Present** No suitable habitat within the survey area. Host plant species absent from survey area. Not observed within the project site during 2024 botanical surveys.
Arctostaphylos edmundsii Little Sur manzanita	-- / -- / 1B	Coastal bluff scrub and chaparral on sandy soils at elevations of 30-105 meters. Evergreen shrub in the Ericaceae family; blooms November-April.	**Not Present** No suitable habitat within the survey area. Not observed within the project site during 2024 botanical surveys.
Arctostaphylos hookeri ssp. *hookeri* Hooker's manzanita	-- / -- / 1B	Closed-cone coniferous forest, chaparral, cismontane woodland, and coastal scrub on sandy soils at elevations of 85-536 meters. Evergreen shrub in the Ericaceae family; blooms January-June.	**Not Present** Not observed within the project site during 2024 botanical surveys.
Arctostaphylos montereyensis Monterey manzanita	-- / -- / 1B	Maritime chaparral, cismontane woodland, and coastal scrub on sandy soils at elevations of 30-730 meters. Evergreen shrub in the Ericaceae family; blooms February-March.	**Not Present** No suitable habitat within the survey area. Not observed within the project site during 2024 botanical surveys.
Arctostaphylos pajaroensis Pajaro manzanita	-- / -- / 1B	Chaparral on sandy soils at elevations of 30-760 meters. Evergreen shrub in the Ericaceae family; blooms December-March.	**Not Present** No suitable habitat within the survey area. Not observed within the project site during 2024 botanical surveys.
Arctostaphylos pumila Sandmat manzanita	-- / -- / 1B	Openings of closed-cone coniferous forests, maritime chaparral, cismontane woodland, coastal dunes, and coastal scrub on sandy soils at elevations of 3-205 meters. Evergreen shrub in the Ericaceae family; blooms February-May.	**Not Present** Not observed within the project site during 2024 botanical surveys.
Arenaria paludicola Marsh sandwort	FE / SE / 1B	Known from only two natural occurrences in Black Lake Canyon and at Oso Flaco Lake. Sandy openings of freshwater of brackish marshes and swamps at elevations of 3-170 meters. Stoloniferous perennial herb in the Caryophyllaceae family; blooms May-August.	**Not Present** Project site is not near the two known occurrences. Not observed within the project site during 2024 botanical surveys.
Castilleja ambigua var. insalutata Pink johnny-nip	-- / -- / 1B	Coastal prairie and coastal scrub at elevations of 0-100 meters. Annual herb in the Orobanchaceae family; blooms May-August.	**Not Present** No suitable habitat within the survey area. Not observed within the project site during 2024 botanical surveys.

Species	Status (USFWS/ CDFW/ CNPS)	General Habitat	Occurrence Potential within Survey Area
Centromadia parryi ssp. *congdonii* Congdon' tarplant	-- / -- /1B	Valley and foothill grassland on alkaline soils at elevations of 0-230 meters. Annual herb in the Asteraceae family; blooms May-November.	**Not Present** No suitable habitat within the survey area. Not observed within the project site during 2024 botanical surveys.
Chorizanthe minutiflora Fort Ord spineflower	-- / -- / 1B	Sandy openings of maritime chaparral and coastal scrub at elevations of 55-150 meters. Only known occurrences on Fort Ord National Monument. Annual herb in the Polygonaceae family; blooms April-July.	**Not Present** No suitable habitat within the survey area. Not observed within the project site during 2024 botanical surveys.
Chorizanthe pungens var. *pungens* Monterey spineflower	FT / -- / 1B	Maritime chaparral, cismontane woodland, coastal dunes, coastal scrub, and valley and foothill grassland on sandy soils at elevations of 3-450 meters. Annual herb in the Polygonaceae family; blooms April-July.	**Not Present** Known from nearby dune and coastal bluff habitats at Asilomar Dunes and Point Pinos, but project site lacks open sandy areas preferred by this species. Not observed within the project site during 2024 botanical surveys.
Clarkia jolonensis Jolon clarkia	-- / -- / 1B	Cismontane woodland, chaparral, riparian woodland, and coastal scrub at elevations of 20-660 meters. Annual herb in the Onagraceae family; blooms April-June.	**Not Present** No suitable habitat within the survey area. Not observed within the project site during 2024 botanical surveys.
Collinsia multicolor San Francisco collinsia	-- / -- / 1B	Closed-cone coniferous forest and coastal scrub, sometimes on serpentinite soils, at elevations of 30-250 meters. Annual herb in the Plantaginaceae family; blooms March-May.	**Not Present** Suitable habitat in closed-cone coniferous forest within the survey area. Not observed within the project site during 2024 botanical surveys.
Cordylanthus rigidus ssp. *littoralis* Seaside bird's-beak	-- / SE / 1B	Closed-cone coniferous forests, maritime chaparral, cismontane woodlands, coastal dunes, and coastal scrub on sandy soils, often on disturbed sites, at elevations of 0-425 meters. Annual hemi-parasitic herb in the Orobanchaceae family; blooms April-October.	**Not Present** Suitable habitat in closed-cone coniferous forest within the survey area. Not observed within the project site during 2024 botanical surveys.
Delphinium californicum ssp. *interius* Hospital Canyon California larkspur	-- / -- / 1B	Openings in chaparral, coastal scrub, and mesic areas of cismontane woodland at elevations of 230-1095 meters. Perennial herb in the Ranunculaceae family; blooms April-June.	**Not Present** No suitable habitat within the survey area. Survey area outside of elevation range of species. Not observed within the project site during 2024 botanical surveys.

Species	Status (USFWS/ CDFW/ CNPS)	General Habitat	Occurrence Potential within Survey Area
Delphinium hutchinsoniae Hutchinsons' larkspur	-- / -- / 1B	Broadleaved upland forest, chaparral, coastal scrub, and coastal prairie at elevations of 0-427 meters. Perennial herb in the Ranunculaceae family; blooms March-June.	**Not Present** No suitable habitat within the survey area. Survey area outside of elevation range of species. Not observed within the project site during 2024 botanical surveys.
Ericameria fasciculata Eastwood's goldenbush	-- / -- / 1B	Openings in closed-cone coniferous forest, maritime chaparral, coastal dunes, and coastal scrub on sandy soils at elevations of 30-275 meters. Evergreen shrub in the Asteraceae family; blooms July-October.	**Not Present** Suitable habitat in closed-cone coniferous forest within the survey area. Not observed within the project site during 2024 botanical surveys.
Eriogonum nortonii Pinnacles buckwheat	-- / -- / 1B	Chaparral and valley and foothill grassland on sandy soils, and often on recent burns, at elevations of 300-975 meters. Annual herb in the Polygonaceae family; blooms May-September.	**Not Present** No suitable habitat within the survey area. Survey area outside of elevation range of species. Not observed within the project site during 2024 botanical surveys.
Eryngium montereyense Fort Ord button-celery	-- / -- / 1B	Vernally moist swales and vernal pools in valley and foothill grassland surrounded by maritime chaparral and coast live oak woodland on marine sedimentary substrate at elevations or 120-180 meters. Perennial herb in the Apiaceae family; blooms March-May.	**Not Present** No suitable habitat within the survey area. Not observed within the project site during 2024 botanical surveys.
Erysimum ammophilum Coast wallflower	-- / -- / 1B	Openings in maritime chaparral, coastal dunes, and coastal scrub on sandy soils at elevations of 0-60 meters. Perennial herb in the Brassicaceae family; blooms February-June.	**Not Present** No suitable habitat within the survey area. Not observed within the project site during 2024 botanical surveys.
Erysimum menziesii Menzies' wallflower	FE / SE / 1B	Coastal dunes at elevations of 0-35 meters. Perennial herb in the Brassicaceae family; blooms March-September.	**Not Present** No suitable habitat within the survey area. Known from nearby dune and coastal bluff habitats at Asilomar Dunes and Point Pinos, but project site lacks open sandy areas preferred by this species. Not observed within the project site during 2024 botanical surveys.
Fritillaria liliacea Fragrant fritillaria	-- / -- / 1B	Cismontane woodland, coastal prairie, coastal scrub, and valley and foothill grassland, often serpentinite, at elevations of 3-410 meters. Bulbiferous perennial herb in the Liliaceae family; blooms February-April.	**Not Present** Not observed within the project site during 2024 botanical surveys.

Species	Status (USFWS/ CDFW/ CNPS)	General Habitat	Occurrence Potential within Survey Area
Gilia tenuiflora ssp. arenaria Sand gilia	FE / ST / 1B	Openings in maritime chaparral, cismontane woodland, coastal dunes, and coastal scrub on sandy soils at elevations of 0-45 meters. Annual herb in the Polemoniaceae family; blooms April-June.	**Not Present** Known from nearby dune habitats at Asilomar Dunes, but project site lacks open sandy areas preferred by this species. Not observed within the project site during 2024 botanical surveys.
Hesperocyparis goveniana Gowen cypress	FT / -- / 1B	Closed-cone coniferous forest and maritime chaparral at elevations of 30-300 meters. Evergreen tree in the Cupressaceae family. Natively occurring only at Point Lobos near Gibson Creek and the Huckleberry Hill Nature Preserve near Highway 68.	**Not Present** Not observed within the project site during 2024 botanical surveys.
Hesperocyparis macrocarpa **Monterey cypress**	-- / -- / 1B	Closed-cone coniferous forest at elevations of 10-30 meters. Evergreen tree in the Cupressaceae family. Natively occurring only at Cypress Point in Pebble Beach and Point Lobos State Park; widely planted and naturalized elsewhere.	**Present** The survey area is outside of the historic native occurrences of Monterey cypress mapped by the CNDDB. Monterey cypress trees are found within GWP but are naturalized individuals and are not afforded the same management protections as Monterey cypress trees in native stands.
Horkelia cuneata ssp. sericea Kellogg's horkelia	-- / -- / 1B	Closed-cone coniferous forests, maritime chaparral, and openings in coastal scrub on sandy or gravelly soils at elevations of 10-200 meters. Perennial herb in the Rosaceae family; blooms April-September.	**Not Present** Suitable habitat in closed-cone coniferous forest within the survey area. Not observed within the project site during 2024 botanical surveys.
Horkelia marinensis Point Reyes horkelia	-- / -- / 1B	Coastal dunes, coastal prairie, and coastal scrub on sandy soils at elevations of 5-350 meters. Perennial herb in the Rosaceae family; blooms May-September.	**Not Present** No suitable habitat within the survey area. Not observed within the project site during 2024 botanical surveys.
Lasthenia conjugens Contra Costa goldfields	FE / -- / 1B	Mesic areas of valley and foothill grassland, alkaline playas, cismontane woodland, and vernal pools at elevations of 0-470 meters. Annual herb in the Asteraceae family; blooms March-June.	**Not Present** No suitable habitat within the survey area. Not observed within the project site during 2024 botanical surveys.
Layia carnosa Beach layia	FE / SE / 1B	Coastal dunes and coastal scrub on sandy soils at elevations of 0-60 meters. Annual herb in the Asteraceae family; blooms March-July.	**Not Present** No suitable habitat within the survey area. Not observed within the project site during 2024 botanical surveys.

Species	Status (USFWS/ CDFW/ CNPS)	General Habitat	Occurrence Potential within Survey Area
Lupinus tidestromii Tidestrom's lupine	FE / SE / 1B	Coastal dunes at elevations of 0-100 meters. Perennial rhizomatous herb in the Fabaceae family; blooms April-June.	**Not Present** No suitable habitat within the survey area. Known from nearby dune habitats at Asilomar Dunes, but project site lacks open sandy areas preferred by this species. Not observed within the project site during 2024 botanical surveys.
Malacothamnus palmeri var. *involucratus* Carmel Valley bush mallow	-- / -- / 1B	Chaparral, cismontane woodland, and coastal scrub at elevations of 30-1100 meters. Deciduous shrub in the Malvaceae family; blooms May-August.	**Not Present** No suitable habitat within the survey area. Not observed within the project site during 2024 botanical surveys.
Malacothrix saxatilis var. *arachnoidea* Carmel Valley malacothrix	-- / -- / 1B	Chaparral and coastal scrub on rocky soils at elevations of 25-1036 meters. Perennial rhizomatous herb in the Asteraceae family; blooms June-December.	**Not Present** No suitable habitat within the survey area. Not observed within the project site during 2024 botanical surveys.
Microseris paludosa Marsh microseris	-- / -- /1B	Mesic areas of closed-cone coniferous forest, cismontane woodland, coastal scrub, and valley and foothill grasslands at elevations of 3-300 meters. Perennial herb in the Asteraceae family; blooms April-June (July).	**Not Present** Marginal habitat in low-lying areas of closed-cone coniferous forest within the survey area. Not observed within the project site during 2024 botanical surveys.
Monardella sinuata ssp. *nigrescens* Northern curly-leaved monardella	-- / -- /1B	Chaparral, coastal dunes, coastal scrub, and lower montane coniferous forest (ponderosa pine sandhills) on sandy soils at elevations of 0-300 meters. Annual herb in the Lamiaceae family; blooms April-September.	**Not Present** No suitable habitat within the survey area. Not observed within the project site during 2024 botanical surveys.
Monolopia gracilens Woodland wollythreads	-- / -- / 1B	Chenopod scrub and valley and foothill grassland on sandy soils at elevations of 60-800 meters. Annual herb in the Asteraceae family; blooms: February-May.	**Not Present** No suitable habitat within the survey area. Not observed within the project site during 2024 botanical surveys.
Pinus radiata **Monterey pine**	-- / -- / 1B	Closed-cone coniferous forest at elevations of 25-185 meters. Evergreen tree in the Pinaceae family. Only three native stands in CA, at Ano Nuevo, Cambria, and the Monterey Peninsula; introduced in many areas.	**Present** Monterey pines within the survey area belong to CNDDB Occurrence 4, which identifies the native range of this species within the Monterey Peninsula and the surrounding area.

Species	Status (USFWS/ CDFW/ CNPS)	General Habitat	Occurrence Potential within Survey Area
Piperia yadonii **Yadon's rein orchid**	FE / -- / 1B	Sandy soils in coastal bluff scrub, closed-cone coniferous forest, and maritime chaparral at elevations of 10-510 meters. Annual herb in the Orchidaceae family; blooms May-August.	**Present** Non-specific CNDDB Occurrence 4 includes all of GWP. This species observed during 2023 and marked by City of Pacific Grove and confirmed by DD&A during 2024 botanical surveys.
Plagiobothrys uncinatus Hooked popcorn flower	-- / -- / 1B	Chaparral, cismontane woodlands, valley and foothill grasslands on sandy soils; elevation 300-760 meters. Annual herb in the Boraginaceae family, blooms April-May.	**Not Present** Survey area outside of elevation range of species. Not observed within the project site during 2024 botanical surveys.
Potentilla hickmanii Hickman's cinquefoil	FE / SE / 1B	Coastal bluff scrub, closed-cone coniferous forests, vernally mesic meadows, and freshwater marshes and swamps at elevations of 10-149 meters. Perennial herb in the Rosaceae family; blooms April-August.	**Not Present** Suitable habitat in closed-cone coniferous forest within the survey area. Not observed within the project site during 2024 botanical surveys.
Ramalina thrausta Angel's hair lichen	-- / -- / 2B	North coast coniferous forest on dead twigs and other lichens. Epiphytic fructose lichen in the Ramalinaceae family. In northern CA it is usually found on dead twigs, and has been found on *Alnus rubra*, *Calocedrus decurrens*, *Pseudotsuga menziesii*, *Quercus garryana*, and *Rubus spectabilis*. In Sonoma County it grows on and among dangling mats of *R. menziesii* and *Usnea* spp.	**Not Present** No suitable habitat is present within the project site. Not observed within the project site during the 2024 botanical surveys. None of the host species are present within the project site.
Rosa pinetorum Pine rose	-- / -- / 1B	Closed-cone coniferous forest at elevations of 2-300 meters. Shrub in the Rosaceae family; blooms May-July. Possible hybrid of *R. spithamea*, *R. gymnocarpa*, or others; further study needed.	**Not Present** Suitable habitat in closed-cone coniferous forest within the survey area. Not observed within the project site during 2024 botanical surveys.
Stebbinsoseris decipiens Santa Cruz microseris	-- / -- / 1B	Broadleaved upland forest, closed-cone coniferous forest, chaparral, coastal prairie, coastal scrub, and openings in valley and foothill grassland, sometimes on serpentinite, at elevations of 10-500 meters. Annual herb in the Asteraceae family; blooms April-May.	**Not Present** Suitable habitat in closed-cone coniferous forest within the survey area. Not observed within the project site during 2024 botanical surveys.

Species	Status (USFWS/ CDFW/ CNPS)	General Habitat	Occurrence Potential within Survey Area
Sulcaria spiralifera Twisted horsehair lichen	-- / -- / 1B	California North Coast coniferous forest at elevations of 0–30 meters. Often found on conifers, including *Picea sitchensis, Pinus contorta var. contorta, Pseudotsuga menziesii, Abies grandis*, and *Tsuga heterophylla*. Fruticose lichen in the Parmeliaceae family.	**Not Present** No suitable habitat is present within the project site. Not observed within the survey area during the 2024 botanical surveys. None of the host species are present within the project site.
Tortula californica California screw moss	-- / -- / 1B	Valley and foothill grassland and chenopod scrub on sandy soils at elevations of 10-1460. Moss in the Pottiaceae family.	**Not Present** No suitable habitat is present within the project site. Not observed within the survey area during the 2024 botanical surveys.
Trifolium buckwestiorum Santa Cruz clover	-- / -- / 1B	Broadleaved upland forest, cismontane woodland, and margins of coastal prairie on gravelly soils at elevations of 105-610 meters. Annual herb in the Fabaceae family; blooms April-October.	**Not Present** Survey area outside of elevation range of species. Not observed within the project site during 2024 botanical surveys.
Trifolium hydrophilum Saline clover	-- / -- / 1B	Marshes and swamps, valley and foothill grassland (mesic, alkaline), and vernal pools at elevations of 0-300 meters. Annual herb in the Fabaceae family; blooms April-June.	**Not Present** No suitable habitat within the survey area. Not observed within the project site during 2024 botanical surveys.
Trifolium polyodon Pacific Grove clover	-- / SR / 1B	Closed-cone coniferous forest, coastal prairie, meadows and seeps, and mesic areas in valley and foothill grassland at elevations of 5-120 meters. Annual herb in the Fabaceae family; blooms April-June.	**Not Present** Suitable habitat in closed-cone coniferous forest within the survey area. Not observed within the project site during 2024 botanical surveys.
Trifolium trichocalyx Monterey clover	FE / SE / 1B	Sandy openings and burned areas of closed-cone coniferous forest at elevations of 30-240 meters. Annual herb in the Fabaceae family; blooms April-June.	**Not Present** Suitable habitat in closed-cone coniferous forest within the survey area. Not observed within the project site during 2024 botanical surveys.

STATUS DEFINITIONS:

Federal

FC = federal candidate species for listing under ESA
FE = listed as Endangered under ESA
FT = listed as Threatened under ESA
-- = not listed

State

SC = state candidate species for listing under CESA
SE = listed as Endangered under CESA
ST = listed as Threatened under CESA
SR = listed as Rare under CESA
CSC = CDFW Species of Special Concern
CFP = California Fully Protected Species
-- = not listed

California Native Plant Society

1B = List 1B species; rare, threatened, or endangered in California
2B = List 2B species; rare, threatened, or endangered in California but more common elsewhere

POTENTIAL TO OCCUR

Present – known occurrence of species within the site; presence of suitable habitat conditions; or observed during field surveys
High – known occurrence of species in the vicinity from the CNDDB or other documentation; presence of suitable habitat conditions
Moderate – known occurrence of species in the vicinity from the CNDDB or other documentation; presence of marginal habitat conditions
Low – species known to occur in the vicinity from the CNDDB or other documentation; presence of low quality habitat conditions
Unlikely – species not known to occur in the vicinity from the CNDDB or other documentation; no suitable habitat is present
Not Present – species not observed during surveys

APPENDIX D

List of Flora and Fauna Observed

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Plant Species Observations - 2024

Common Name	Botanical Name	Status	Cal IPC	2024 DD&A	1999 Master Plan	2022 Forest Management Plan
Bailey acacia	*Acacia baileyana*				x	
Sydney golden wattle	*Acacia longifolia*		Watch list	x	x	
black acacia	*Acacia melanoxylon*		Limited			x
common yarrow	*Achillea millefolium*			x	x	
dandelion	*Agoseris aparagioides*			x	x	
bent grass	*Agrostis spp.*			x	x	
belladonna lily	*Amaryllis belladonna*			x		x
Norfolk Island pine	*Araucaria excelsa*				x	
western dwarf mistletoe	*Arceuthobium campylopodum*					x
shaggy bark manzanita	*Arctostaphylos tomentosa*				x	
sterile capeweed	*Arctotheca prostrata*					x
mugwort	*Artemisia douglasiana*					x
slender wild oat	*Avena barbata*		Moderate	x	x	x
wild oat	*Avena fatua*		Moderate			x
coyote brush	*Baccharis pilularis*				x	
common borage	*Borago officinalis*					x
field mustard	*Brassica rapa*		Limited			x
rattlesnake grass	*Briza maxima*		Limited	x	x	x
golden brodiaea	*Brodiaea lutea*				x	
California brome	*Bromus carinatus*			x	x	
rescue grass	*Bromus catharticus*			x		
ripgut brome	*Bromus diandrus*		Moderate	x		x
softchess	*Bromus hordeaceus*		Limited	x		x
foxtail chess	*Bromus madritensis*			x	x	
tufted pine grass	*Calamagrostis koelerioides*				x	
Pacific reed grass	*Calamagrostis nutkaensis*				x	
globe lily	*Calochortus albus*				x	
milk maids	*Cardamine californica*				x	
sand mat	*Cardionema ramosissimum*					x
Italian thistle	*Carduus pycnocephala*		Moderate	x		x
sand dune sedge	*Carex pansa*			x	x	
clustered field sedge	*Carex praegracilis*					x
Hottentot fig	*Carpobrotus edulis*		High	x	x	
California lilac	*Ceanothus thyrsiflorus*			x	x	x
wavyleaf soap plant	*Chlorogalum pomeridianum*			x		
rockrose	*Cistus sp.*				x	
miner's lettuce	*Claytonia perfoliata*			x	x	
yerba buena	*Clinopodium douglasii*			x	x	x
jubata grass	*Cortaderia jubata*		High		x	
montbretia	*Crocosmia crocosmiiflora*				x	
dogtail grass	*Cynosurus echinatus*		Moderate	x		
broom	*Cytisus scoparius*		High			x
Cape ivy	*Delairea odorata*		High	x		x
hair grass	*Deschampsia sp.*				x	
blue dicks	*Dichelostemma capitatum*				x	
sticky monkey flower	*Diplacus aurantiacus*			x	x	x
wood fern	*Dryopteris arguta*				x	
pride of Madeira	*Echium candicans*		Limited	x	x	x
panic veldtgrass	*Ehrharta erecta*		Moderate	x		x

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giant wild rye	*Elymus condensatus*			x	x	x
creeping ryegrass	*Elymus triticoides*					x
flax-leaved horseweed	*Erigeron bonariensis*			x		
Canadian horseweed	*Erigeron canadensis*			x		x
lizard tail	*Eriophyllum staechadifolium*				x	
red-stemmed filaree	*Erodium circutarium*				x	
rat-tail fescue	*Festuca myuros*		Moderate	x	x	
perennial ryegrass	*Festuca perennis*		Moderate	x		x
red fescue	*Festuca rubra*				x	
sweet fennel	*Foeniculum vulgare*		Moderate	x		
California coffeeberry	*Frangula californica*			x	x	x
goosegrass	*Galium aparine*			x		x
California bedstraw	*Galium californicum*			x		
French broom	*Genista monspessulana*		High	x	x	
dove's foot geranium	*Geranium molle*			x		
English ivy	*Hedera helix*		High	x		x
Monterey cypress	***Hesperocyparus macrocarpa***	**-/-/1B**		x	x	x
toyon	*Heteromeles arbutifolia*			x	x	
velvet grass	*Holcus lanatus*		Moderate	x		
meadow barley	*Hordeum brachyantherum*			x		
foxtail barley	*Hordeum muriun*			x		x
witch's teeth	*Hosackia gracilis*			x		
English holly	*Ilex aquifolium*		Limited	x	x	
Douglas iris	*Iris douglasiana*			x	x	
common bog rush	*Juncus hesperius*			x		
salt rush	*Juncus lescurii*					x
Mexican rush	*Juncus mexicanus*			x		
Pacific pea	*Lathyrus vestitus*			x	x	x
hairy honeysuckle	*Lonicera hispidula*			x	x	x
yellow bush lupine	*Lupinus arboreus*				x	
wild cucumber	*Marah fabacea*			x	x	x
bur clover	*Medicago polymorpha*		Limited		x	
lollypop tree	*Myoporum laetum*		Moderate	x		x
redwood sorrel	*Oxalis oregana*				x	
Bermuda buttercup	*Oxalis pes-caprae*		Moderate	x	x	
kikuyu grass	*Pennisetum clandestinum*		Limited	x	x	
stinging phacelia	*Phacelia malvifolia*			x		
branching phacelia	*Phacelia ramosissima*					x
Monterey pine	***Pinus radiata***	**-/-/1B**		x	x	x
Yadon's piperia	***Piperia yadonii***	**FE/-/1B**		x	x	
flowering plum	*Prunus sp.*			x	x	
cottonbatting plant	*Pseudognaphalium stramineum*					x
western brackenfern	*Pteridium aquilinium*			x	x	x
coast live oak	*Quercus agrifolia*			x	x	x
Califoria buttercup	*Ranunculus californicus*				x	
chaparral currant	*Ribes malvaceum*				x	x
pink flowering currant	*Ribes sanguineum glutinosum*				x	
California blackberry	*Rubus ursinus*			x	x	x
curly dock	*Rumex crispus*			x		
coast redwood	*Sequoia sempervirens*			x	x	x

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Common Name	Botanical Name	Status	Cal IPC	2024 DD&A	1999 Master Plan	2022 Forest Management Plan
blue-eyed grass	*Sisyrinchium bellum*				x	
Douglas' nightshade	*Solanum douglasii*			x		
hedge nettle	*Stachys bullata*			x	x	x
chickweed	*Stellaria media*			x		
creeping snowberry	*Symphoicarpos mollis*			x	x	
poison oak	*Toxicodendron diversilobum*			x	x	x
nasturtium	*Tropaeolum majus*				x	
evergreen huckleberry	*Vaccinium ovatum*				x	
vetch	*Vicia sp.*			x	x	
calla lily	*Zantedeschia aethiopica*			x	x	
Fremont's star lily	*Zigadenus fremontii*				x	

Notes:
FE - Federal endangered
1B = List 1B species; rare, threatened, or endangered in California

APPENDIX D
George Washington Park Biological Resources Report
Wildlife Species Observations - 2024

Common Name	Scientific Name	Status
	Birds	
Scrub jay	*Aphelocoma californica*	
Oak titmouse	*Baeolophus inornatus*	
Great horned owl	*Bubo virginianus*	
Red tailed hawk	*Buteo jamaicensis*	
Red shouldered hawk	*Buteo lineatus*	
Anna's hummingbird	*Calypte anna*	
American crow	*Corvus brachyrhynchos*	
Stellar jay	*Cyanocitta stelleri*	
Nuttall's woodpecker	*Dryobates nuttallii*	
Pacific slope flycatcher	*Empidonax difficilis*	
House finch	*Haemorhous mexicanus*	
Dark-eyed junco	*Junco hyemalis*	
Hairy woodpecker	*Leuconotopicus villosus*	
Acorn woodpecker	*Melanerpes formicivorus*	
Song sparrow	*Melospiza melodia*	
California towhee	*Melozone crissalis*	
Band tailed pigeon	*Patagioenas fasciata*	
Spotted towhee	*Pipilo maculatus*	
Chestnut-backed chickadee	*Poecile rufescens*	
Bushtit	*Psaltriparus minimus*	
Black phoebe	*Sayornis nigricans*	
Townsend's warbler	*Setophaga townsendi*	
Pygmy nuthatch	*Sitta pygmaea*	
Lesser goldfinch	*Spinus psaltria*	
Collared dove	*Streptopelia decaocto*	
European starling	*Sturnus vulgaris*	
Tree swallow	*Tachycineta bicolor*	
Bewick's wren	*Thryomanes bewickii*	
Hutton's vireo	*Vireo huttoni*	
Mourning dove	*Zenaida macroura*	
	Mammals	
Coyote	*Canis latrans*	
Big brown bat	*Eptesicus fuscus*	
Silver-haired bat	*Lasionyteris noctavagans*	
Hoary bat	*Lasiurus cinereus*	
Western red bat	***Lasiurus frantzii***	**CSC**
Western small-footed myotis	*Myotic ciliolabrum*	
California myotis	*Myotis californicus*	
Little brown bat	*Myotis lucifugus*	
Yuma myotis	*Myotis yumanensis*	
Black tailed deer	*Odocoileus hemionus*	
Western pipistrelle	*Parastrellus hesperus*	
Western gray squirrel	*Sciurus griseus*	
Mexican free-tailed bat	*Tadarida braziliensis*	
	Invertebrates	
Vosnesensky bumble bee	*Bombus vosnesenskii*	
Monarch butterfly	***Danaus plexippus***	**FC**

Notes:
CSC = CDFW Species of Special Concern
FC = federal candidate species for listing under ESA

APPENDIX E

Avian Survey Results

Appendix E
George Washington Park Biological Resources Report
Summary of Avian Point Count Data

Table 1. Summary of Total Avian Species Diversity

Zone	Shannon Diversity	Species Richness
Zone 1	2.35	14
Zone 2	2.42	16
Zone 3	2.35	16
Zone 4	2.53	16
All Zones Combined	2.65	26

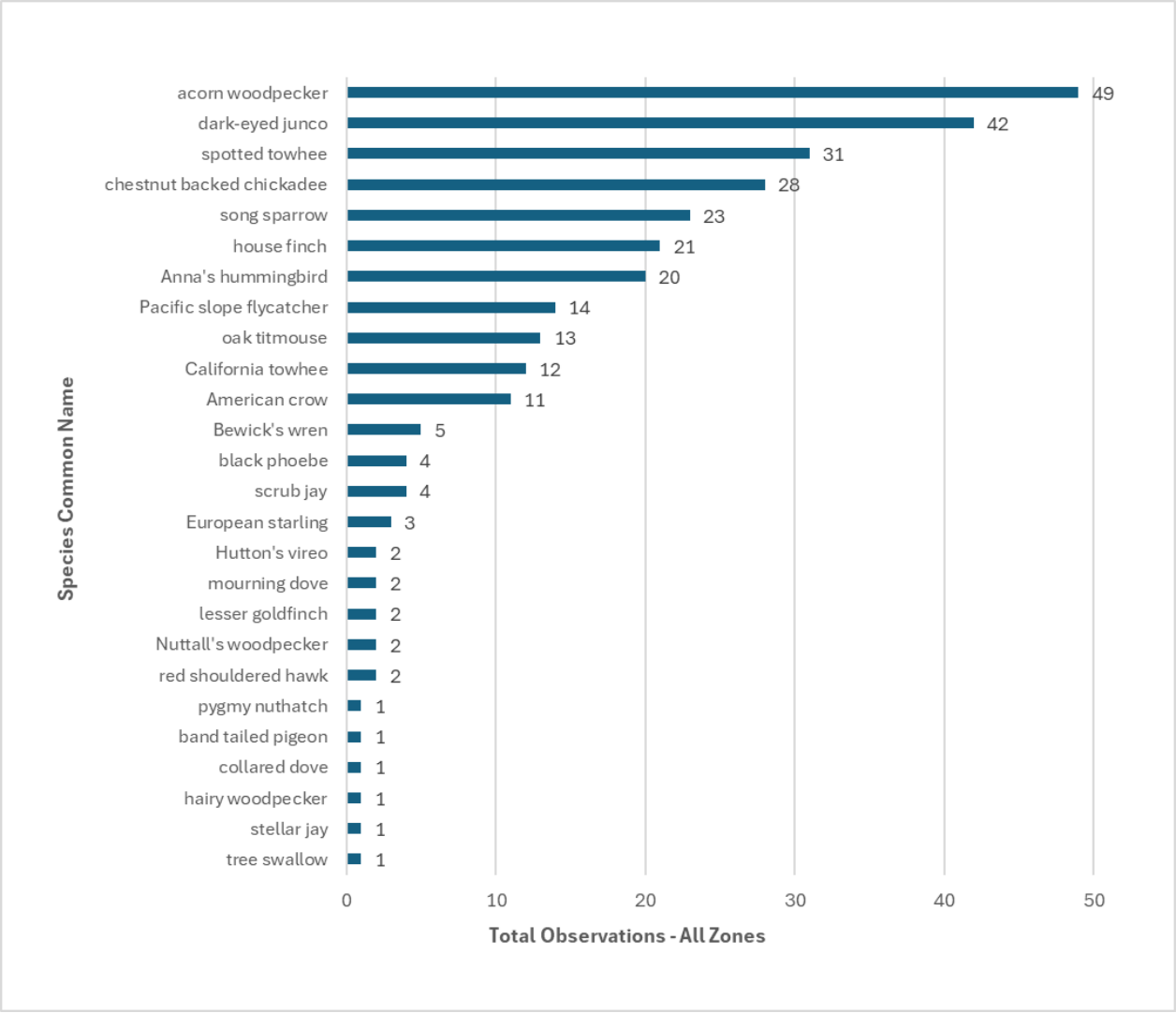


Figure 1. Summary of Total Point Count Observations

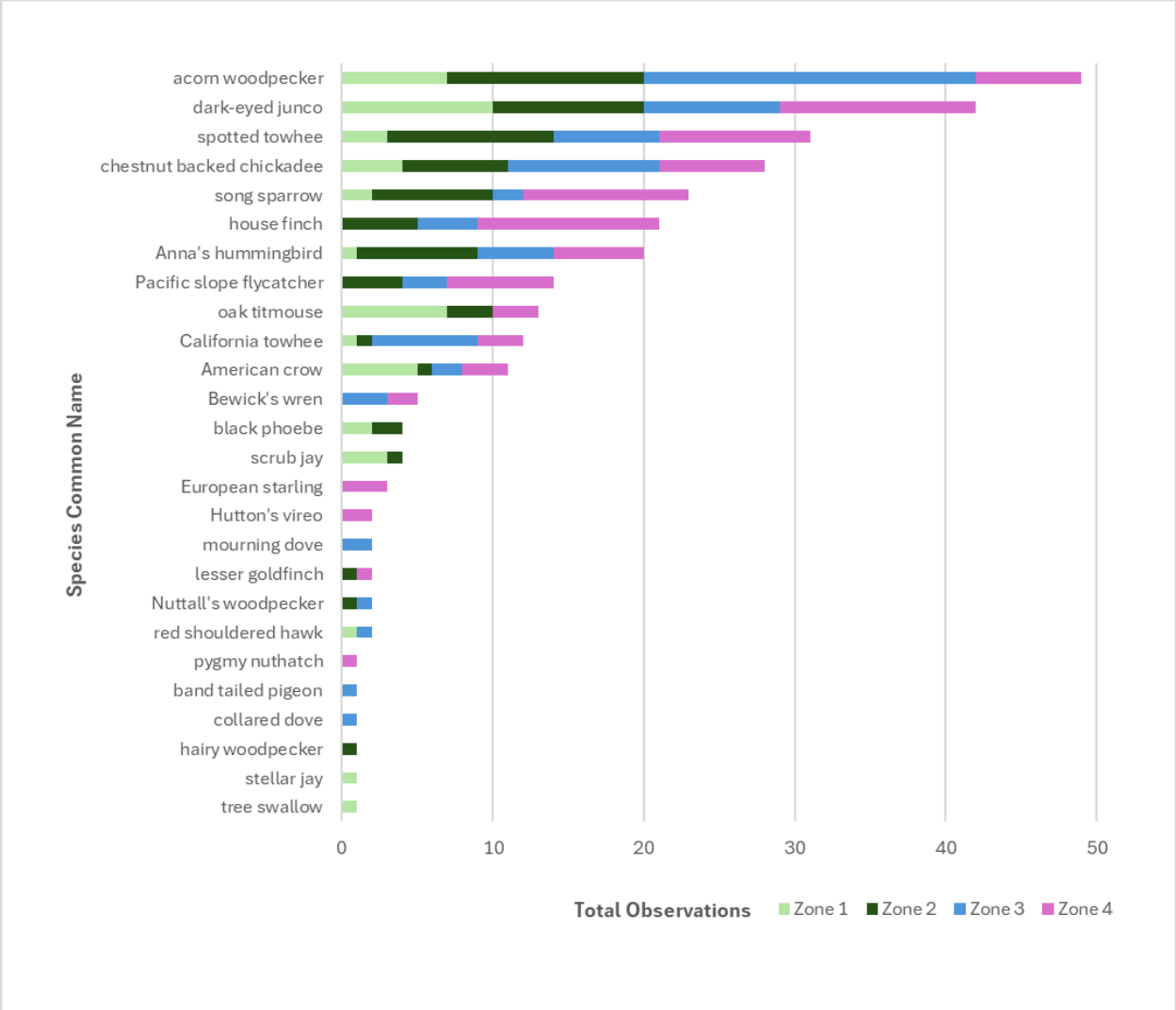


Figure 2. Summary of Total Point Count Observations by Zone

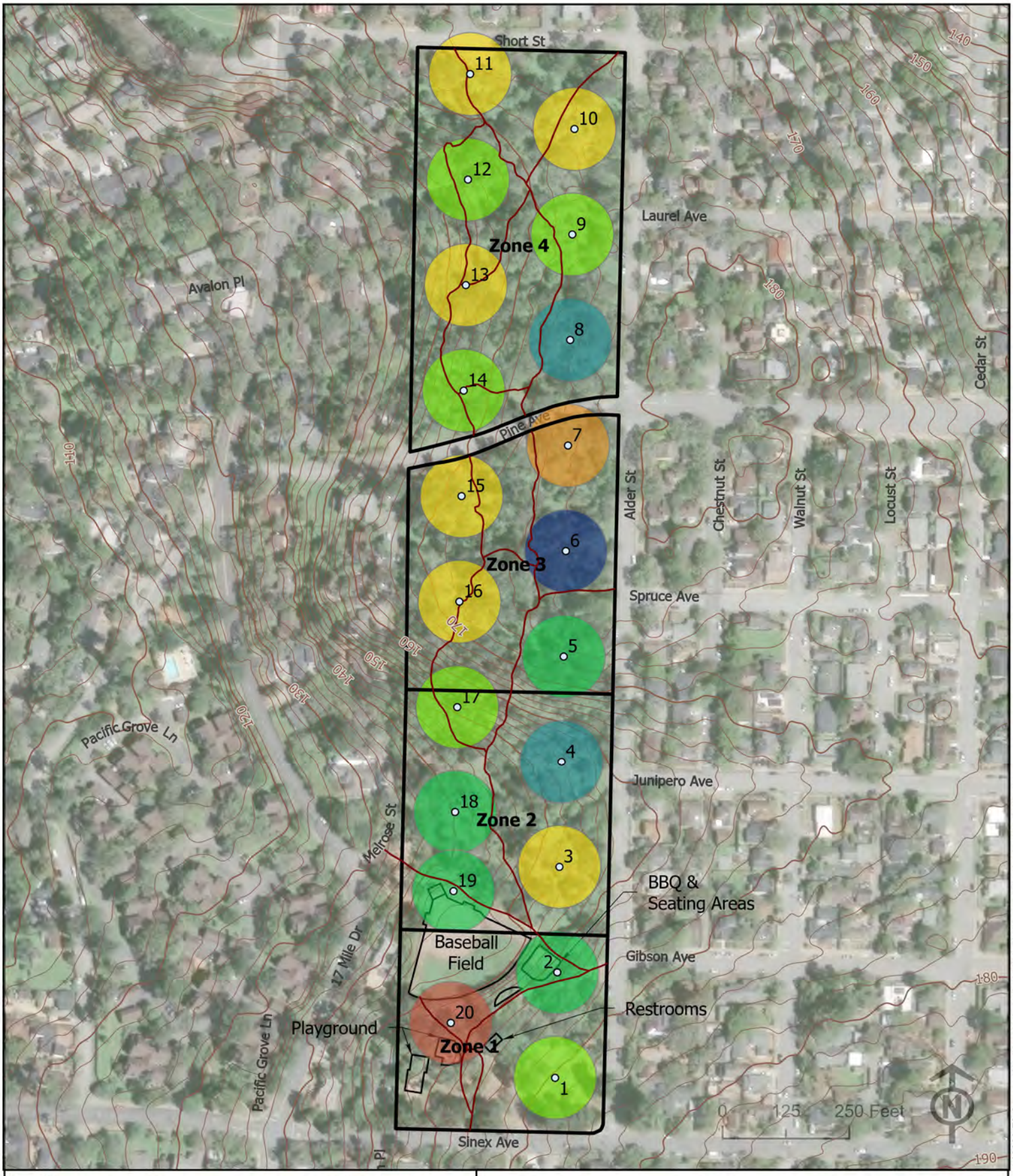
Table 2. Summary of Avian Point Count Data – Totals by Zone

Species Common Name	Zone 1	Zone 2	Zone 3	Zone 4	Sum
tree swallow	1	0	0	0	1
stellar jay	1	0	0	0	1
hairy woodpecker	0	1	0	0	1
collared dove	0	0	1	0	1
band tailed pigeon	0	0	1	0	1
pygmy nuthatch	0	0	0	1	1
red shouldered hawk	1	0	1	0	2
Nuttall's woodpecker	0	1	1	0	2
lesser goldfinch	0	1	0	1	2
mourning dove	0	0	2	0	2
Hutton's vireo	0	0	0	2	2
European starling	0	0	0	3	3
scrub jay	3	1	0	0	4
black phoebe	2	2	0	0	4
Bewick's wren	0	0	3	2	5
American crow	5	1	2	3	11
California towhee	1	1	7	3	12
oak titmouse	7	3	0	3	13
Pacific slope flycatcher	0	4	3	7	14
Anna's hummingbird	1	8	5	6	20
house finch	0	5	4	12	21
song sparrow	2	8	2	11	23
chestnut backed chickadee	4	7	10	7	28
spotted towhee	3	11	7	10	31
dark-eyed junco	10	10	9	13	42
acorn woodpecker	7	13	22	7	49
Total	**48**	**77**	**80**	**91**	**296**

Notes:

Point Count Station Area (hectares)	0.20
Number of Stations	20
Total Area (hectares)	4.00
Total Area (acres)	9.88

Stations 25m radius, 5-minute observation period
Survey Dates: 6-19-24, 7-10-24, 8-23-24
Excludes flyovers



Management Zones
Trails
Avian Point Count Station

Avian Station 25m Radius
Species Richness
5
6
7
8
10
11
12

Avian Point Count Locations

George Washington Park Biological Resources Report

Denise Duffy and Associates, Inc.
Planning and Environmental Consulting

Date 12-2024
Figure E
Scale 1in = 250 ft

Path: C:\JWandkeGIS\GIS_Projects\2023-78 George Washington Park Bio\2023-78 George Washington Park Bio.aprx

APPENDIX F

Bumble Bee Survey Results

Bumble Bee Survey Results
George Washington Park

December 2024

Background

Denise Duffy & Associates (DD&A) performed focused photographic surveys during 2024 for candidate special-status bumble bees at George Washington Park (GWP) in Pacific Grove, Monterey County, California. The purpose of the surveys was to assess habitat conditions for bumble bees and determine if western bumble bee (WBB; *Bombus occidentalis*) or Crotch's bumble bee (CBB; *Bombus crotchii*) is present. Both species are state candidate endangered. The project site lies within the historic range of WBB and the current range of CBB. The surveys were conducted as part of a biological resources study performed at GWP to support environmental analysis of proposed forest management activities within the park.

The proposed forest management activities within the approximately 20-acre forested park include fire hazard reduction within approximately 100 feet of residential structures, restoration of Monterey pine forest in select areas, and maintenance of the existing trail system. The park is divided into four management zones. Zone 1 consists of active recreational facilities that include a baseball field, picnic area, playground, restrooms and adjacent areas where understory vegetation is kept at a minimum. Zones 2 – 4 consist of areas of passive recreational use with unimproved footpaths that meander through the natural woodland habitat.

Records Review

The records search performed as part of the biological resources study utilized the California Natural Diversity Database (CNDDB), Bumblebeewatch.org, and the California Bumble Bee Atlas (CABBA) observations dataset. These resources did not identify any known recent occurrence of WBB or CBB in the vicinity of GWP. One 1937 observation of WBB is reported from the CNDDB from Point Piños, approximately 0.80-miles northwest of the project site. No CBB observations are present in the CNDDB within the quadrangles reviewed; however, CBB has been reported from Hastings Reservation approximately 26 miles southeast of the project site in 2022 (pers. comm. Leif Richardson of the Xerces Society for Invertebrate Conservation, 2023).

Survey Methods

No state approved protocol presence/absence survey methodology currently exists for these two species. However, CDFW recently released a Survey Consideration document (CDFW, 2023) which provides methods to consider during a presence/absence survey effort. Survey methods were derived from the CDFW Survey Consideration document and consisted of both a habitat assessment and field photographic surveys. However, no bumble bees were captured or handled, and the identification relies on photographs of bumblebees on vegetation. Surveys were conducted when bumble bees are likely to be active (The Xerces

Society, 2020; USFWS, 2019). As shown in Table 1 of the Survey Considerations publication, the highest detection windows for WBB and CBB are April-September and April-August, respectively.

Habitat Assessment

Habitat for bumble bees was assessed over the course of April through September 2024 at GWP concurrently with vegetation surveys using methods identified in Xerces Society (2020) and USFWS (2019). The entire park was traversed on a series of meandering transects oriented along the long axis of the park. The habitat assessment included identifying native and non-native flowering resources available and estimating percent cover; generally assessing plant species richness and diversity; and documenting presence of nesting resources available including small-mammal burrows, piles of woody debris, fallen logs, or rock piles. The assessment also included vegetation mapping and documentation of the various uses and management practices at the site.

Photographic Surveys

Surveys for bumble bees were performed between April and September of 2024, which includes the period when most plant species in GWP are in peak bloom. A total of five surveys were performed totaling 16.8 hours of surveyor effort. Surveys were performed during the morning to mid-day hours between approximately 9 am and 2 pm and followed similar meandering transects to those noted above of the habitat assessment. However, the surveys focused on areas of suitable habitat with flowering plants present in the Monterey pine forest understory; an area of approximately 5.6 acres. The survey area was searched visually for flowering plants and foraging bumble bees as well as potential nesting resources. When bumble bees were encountered, photographs were collected of individuals resting on or feeding on nectar from as many angles as possible to facilitate identification.

Photographs were reviewed in the office to the level necessary to either identify or exclude the individuals as being WBB or CBB. The following resources were utilized to identify bumble bees captured during the survey:

- Pocket Guide to Identifying the Western Bumble Bee (The Xerces Society, 2021),
- Guide to Bumble Bees of the Western United States (Koch et. al., 2012),
- Bumble Bees of North America, An Identification Guide (Williams et. al., 2014), and
- Bumblebeewatch.org.

Table 1 outlines the survey dates, areas, weather conditions, timing, and duration of each survey.

Table 1. Survey Information

Date	Site	Temp (°F)	Wind Speed (mph)	Cloud Cover	Start Time	End Time	Total Person Hours
4-16-24	George Washington Park	60	7	0%	9:15 am	1:15 pm	4.0
6-4-24	George Washington Park	65	3	0%	9:35 am	12:40 pm	3.1
6-18-24	George Washington Park	62	1	0%	9:40 am	12:30 pm	2.8
7-10-24	George Washington Park	60	calm	80%	9:20 am	11:50 am	2.5

Date	Site	Temp (°F)	Wind Speed (mph)	Cloud Cover	Start Time	End Time	Total Person Hours
8-23-24	George Washington Park	65	5	0%	8:35 am	1:00 pm	4.4
						Total	**16.8**

Results

Vegetation and Floral Resources

The area surveyed consists of an urban forested park dominated by Monterey pine forest. Mature Monterey pines (*Pinus radiata*) form an upper canopy layer with coast live oak (*Quercus agrifolia*) dominating much of the mid-canopy layer. Other vegetation types consist of oak woodland within the managed recreational zone of the park, as well as ruderal/disturbed areas and developed recreational features including a baseball field, picnic area, and playground (**Table 2**). Understory vegetation is a mosaic of non-native grasses, native and non-native herbs, and woody vines. Non-native grasses are primarily rattlesnake grass (*Briza major*), slender wild oat (*Avena barbata*), ripgut brome (*Bromus diandrus*), and perennial ryegrass (*Festuca perennis*). Patches of the non-native vine Cape ivy (*Delairea odorata*) also occur. Dominant native understory species include poison oak (*Toxicodendron diversilobum*), California blackberry (*Rubus ursinus*), and hedge nettle (*Stachys bullata*). Site usage is primarily passive recreational (walking along unimproved trails). Suitable habitat with flowering plants present in the Monterey pine forest understory occupies an area of approximately 5.6 acres, which is comprised of native flowering plants including California blackberry, hedge nettle, sticky monkey flower (*Diplacus aurantiacus*) and Pacific pea (*Lathyrus vestitus*) and non-native flowering plants consisting primarily of cape ivy and Pride of Madeira (*Echium candicans*).

Table 2. Summary of Vegetation Types

Vegetation Type	Survey Area (Acres)	Area with Suitable Floral Resources (Acres)
Monterey pine forest	15.52	5.6
Mixed woodland (managed)	2.77	0
Ruderal/Disturbed	0.59	0
Developed Park	0.93	0
Total	**19.81**	**5.6**

Table 3 lists the flowering plants observed during each survey event. Areas with flowering plants occur in isolated patches and are not widespread throughout the understory vegetation due to large areas that are dominated by thick growth of non-native annual grass. The most common flowering plants observed were California blackberry, Cape ivy, and hedge nettle.

Table 3. Floral Resources Identified During Surveys

Survey Date	Botanical Name	Common Name	Estimated Mean %Cover in Survey Area
4-16-24	*Carduus pycnocephala*	Italian thistle	1-5%
4-16-24	*Lathyrus vestitus*	Pacific pea	1-5%
4-16-24	*Rubus ursinus*	California blackberry	15-25%
4-16-24	*Stachys bullata*	Hedge nettle	5-15%
4-16-24	*Vicia* sp.	Vetch	1-5%
6-4-24	*Carduus pycnocephala*	Italian thistle	1-5%
6-4-24	*Delairea odorata*	Cape ivy	5-15%
6-4-24	*Rubus ursinus*	California blackberry	15-25%
6-4-24	*Echium candicans*	Pride of Madeira	1-5%
6-4-24	*Erodium circutarium*	red-stemmed filaree	1-5%
6-4-24	*Stachys bullata*	Hedge nettle	5-15%
6-18-24	*Delairea odorata*	Cape ivy	5-15%
6-18-24	*Echium candicans*	Pride of Madeira	1-5%
6-18-24	*Phacelia malvifolia*	Stinging phacelia	1-5%
6-18-24	*Rubus ursinus*	California blackberry	15-25%
6-18-24	*Stachys bullata*	Hedge nettle	5-15%
7-10-24	*Delairea odorata*	Cape ivy	5-15%
7-10-24	*Echium candicans*	Pride of Madeira	1-5%
7-10-24	*Phacelia malvifolia*	Stinging phacelia	1-5%
7-10-24	*Rubus ursinus*	California blackberry	15-25%
7-10-24	*Stachys bullata*	Hedge nettle	5-15%
8-23-24	*Delairea odorata*	Cape ivy	5-15%
8-23-24	*Diplacus aurantiacus*	Sticky monkey flower	1-5%
8-23-24	*Rubus ursinus*	California blackberry	15-25%
8-23-24	*Stachys bullata*	Hedge nettle	5-15%

Potential Nesting Locations

Potential nesting locations observed included small mammal burrows, which occur infrequently, piles of dead and downed wood of variable size, and pine needle and oak leaf duff. No bumble bees were observed entering or exiting small mammal burrows or piles of wood during the surveys.

Land Use/Management

Currently, vegetation is managed in Zone 1 to maintain a park-like setting with minimal understory vegetation. This management action includes application of wood chip mulch and cutting/removal of understory vegetation as well as removal of downed woody debris and trash removal. The tree canopy in this area is generally left unmaintained. Turf in the baseball field is irrigated and mowed. Zones 2 – 4 are not currently managed with the exception of trimming vegetation along walking trails, removing hazard limbs in the vicinity of walking trails, and periodic trash removal.

Bumble Bee Observations

As noted above, no bumble bees were captured during the surveys. Bumble bee capture requires a Memorandum of Understanding (MOU) with CDFW. Only photographic methods were utilized. In general, few bumble bees were observed during the surveys and in most cases only one individual was observed. The most activity was observed on the June 19 survey, when between 20 and 30 individuals were observed visiting a patch of stinging phaecelia (*Phacelia malvifolia*) in flower. Based on the characteristics of the bumble bees observed in the field (**Table 4**), and the identifying characteristics of WBB and CBB, none of the individuals observed were WBB or CBB, and they are likely Vosnesensky bumble bee (*Bombus vosnesenskii*). Photographs are provided as **Attachment A**. While the WBB and CBB have several color forms, the following general characteristics were evaluated:

WBB

- Hair of the face and top of head predominantly black, sometimes yellow intermixed,
- 3rd abdomen segment (T3) usually with at least a few scattered yellow hairs,
- If 2nd and 3rd abdomen segments (T2-3) entirely black, then 5th and 6th (T5-6) are extensively white or yellow-orange, and
- Hair on the upper side of the thorax between the wings with a black band or at least a large black central spot.

CBB

- Hair of the upper side of the head at the front black, but at the back yellow,
- 1st abdomen segment (T1) predominantly black, T2 broadly yellow often with black in the front-middle,
- 5th abdomen segment often red, but sometimes black.

Table 4. Summary of Bumble Bee Observations

Observation Information				Hair Color							
Photo #	**Date**	**Site**	**Host Plant**	**Face & Head**	**T1**	**T2**	**T3**	**T4**	**T5**	**T6**	**Thorax between wings**
1-3	6/19/24	GWP	Stinging phaecelia	Yellow	Black	Black	Black	Yellow	Black	Black	Black
4-5	7/10/24	GWP	Annual grass stem	Yellow	Black	Black	Black	Yellow	Black	Black	Black

Note: See Attachment A for photographs

Discussion/Conclusion

WBB and CBB require flowering plants that provide adequate nectar and pollen throughout the colony's life cycle, which is from early February to late November. Certain areas of the Monterey pine forest understory at GWP contain native and non-native flowering plants that could provide pollen and nectar during this time period. However, although WBB was formerly common from the Pacific coast to the Colorado Rocky Mountains; populations from central California to southern British Columbia, Canada and west of the Sierra-Cascade Ranges have declined sharply since the late 1990s (Koch et. al., 2012; Williams et. al., 2014). In California the species is largely restricted to high elevations sites in the Sierra Nevada. GWP is within the current range of CBB (CDFW, 2023). However, current literature on the species indicates that CBB is now primarily found in coastal southern California and a few areas around Sacramento (Hatfield and Jepson, 2021). Additionally, CBB typically occurs in grassland and scrub habitats (Williams et al., 2014) as opposed to the woodland habitat of GWP.

Bumble bees were observed at GWP during the peak flight season of the WBB and CBB; however, none of the individuals exhibited the color characteristics of the WBB or CBB and all individuals photographed were excluded as being WBB or CBB. Therefore, although the project site may provide marginal habitat for these species, the survey results and the currently restricted range for these species suggest that WBB and CBB are not present. As such, the project is unlikely to impact WBB or CBB and no further action is required.

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ATTACHMENT A

Bumble Bee Photographs



Photo 1. June 18, 2024. Bumble bee on stinging phaecelia



Photo 2. June 18, 2024. Bumble bee on stinging phaecelia



Photo 3. June 18, 2024. Bumble bee on stinging phaecelia



Photo 4. July 10, 2024. Bumble bee on grass stem



Photo 5. July 10, 2024. Bumble bee on grass stem (same individual as Photo 4)

APPENDIX G

Bat Survey Results Memo

November 26, 2024

Nick Fisher
104 Claremont Terrace
Santa Cruz, California 95060

George Washington Park Project
Bat Survey Results Memo

This bat survey and results memorandum summarizes the methods and results; and provides conclusions and recommendations for George Washington Park in the City of Pacific Grove, Monterey County, California.

In accordance with the foundational Master Plan and the Forest Management Plan (Dudek, 2012), qualified bat specialist (biologist) Nick Fisher conducted surveys at George Washington Park, in Pacific Grove to determine bat species present and provide appropriate avoidance/minimization measures to be implemented during the proposed forest management activities. All four distinct management zones were surveyed, including the trees adjacent to the trail system and within the fire hazard reduction zone.

The biologist was provided maps within the project documents, by John Wandke (Senior Scientist, Denise Duffy & Associates) illustrating management zones in Map 1 and fire hazard zone in Map 2.

Methods

The bat roost survey was conducted in two phases—a daytime habitat assessment and a nighttime emergence survey completed by the biologist. The first phase involved a daytime habitat assessment (daytime survey) of the entire park to identify general potential bat roosting features including any suitable trees, snags, and structures. The daytime survey also identified locations with specific flyways and areas of higher bat roost suitability in order to inform the nighttime acoustic detection surveys.

The second phase involved nighttime emergence/foraging surveys (nighttime survey) which were utilized to determine the species of bats present and relative level of bat activity in the vicinity. These nighttime surveys were conducted seasonally. The survey timing was conducted during the breeding season (late March through September), during dispersal of maternity colonies (September through October) and after dispersal.

Prior to survey execution, on January 18, 2024, Nick Fisher (biologist) had a field meeting with John Wandke (Senior Scientist, Denise Duffy & Associates) at George Washington Park for a general orientation of the survey area, to discuss survey goals, and to assist in developing a scope for the surveys.

Daytime Survey

On June 6, 2024, the biologist conducted a daytime survey to assess trees and structures for bat usage and suitability.

Binoculars were utilized to visually inspect the exterior of trees for occupying bats; and signs of roosts, which include, guano, insect parts, and dead bats. Trees were also examined for

furrowed bark, hollows, and appropriate foliage. Any suitable features identified during the daytime habitat assessment survey were noted for further investigation.

Nighttime Survey

Nighttime surveys to determine species identification, and activity level were conducted. For nighttime surveys both active and passive methods of acoustic detection were employed. In the active method, the biologist with a handheld detector transected through the survey location during the emergence of bats early in the evening. For the passive method, a detector was located at a fixed location for the duration of the night without the biologist present.

On each survey night, a passive acoustic detector was positioned within one of the four management zones as depicted in Map 1. Also, on each survey night the biologist conducted a meandering pedestrian acoustic transect within two management zones utilizing the existing trail system, the fire hazard reduction zone, and overland travel. Each survey night, the transects were conducted within the same management zone as the passive detector and within an additional adjacent management zone in the following schedule:

- June 6, 2024: passive detector management zone 3, active detector management zones 3 and 4
- July 27, 2024: passive detector management zone 2, active detector management zones 1 and 2
- October 10, 2024: passive detector management zone 4, active detector- management zones 3 and 4
- November 18, 2024: passive detector management zone 1, active detector management zones 1 and 2

The nighttime surveys started at least 30 minutes prior to sunset and extended to one hour following sunset. The biologist was positioned with a clear view of the sky to observe the movement of bats as best as possible. Auditory frequencies in kilohertz (kHz) collected by the acoustic detectors were utilized by the biologist to identify the species of bat (when possible), and to identify behaviors, such as foraging and social calls. Additionally, acoustic detectors document the level of bat activity for a specific survey night within the vicinity of a sampling site or transect. Acoustic detectors utilized included one Wildlife Acoustics Song Meter Mini Bat unit for passive detection; and a Wildlife Acoustics Echometer 2 Pro and a Batbox Baton that allows the listener to hear the ultrasound produced by echolocating bats aiding in active detection.

Bat Survey Results

Daytime Survey

During the daytime habitat assessment, zones 2, 3, and 4 were determined to have higher bat roosting suitability than zone 1 due to the higher density of trees/snags, height, size class, and species. Monterey pine (*Pinus radiata*) was more dominant in zones 2, 3, and 4 than in zone 1. In addition, Monterey pine rather than coast live oak (*Quercus agrifolia*) was observed to have more suitable roosting features such as furrowed bark, woodpecker holes, cavities, and especially exfoliating bark. Also, Monterey pine had more standing snags that were taller than in zones 2, 3, and 4. Roosting bats tend to prefer larger and taller trees compared to random trees (Fabianek, et al., 2015). In contrast, zone 1 was dominated by coast live oak.

For the two potential bat roosting structures, the restroom and the baseball concession building, there were no bats or bat signs such as guano and bug parts observed on the interior or exterior.

Nighttime Survey

Bats were visually observed and acoustically detected during the year in three nighttime visits for the spring, summer and fall conducted on June 6, July 27, and October 10, 2024. The fourth late fall visit yielded no visual sightings, and no calls detected.

The ten bat species detected during the surveys include:

Vespertilionidae (evening bats)

- big brown bat (*Eptesicus fuscus*)
- Western red bat (*Lasiurus frantzii*)
- silver-haired bat (*Lasionyteris noctavagans*)
- hoary bat (*Lasiurus cinereus*)
- California myotis (*Myotis californicus*)
- Western small-footed myotis (*Myotis ciliolabrum*)
- little brown bat (*Myotis lucifugus)*
- Yuma myotis (*Myotis yumanensis*)
- Western pipistrelle (*Parastrellus hesperus*)

Mollosidae (free-tailed bats)

- Mexican free-tailed bat (*Tadarida braziliensis*)

For acoustic monitoring as documented in Table 1, a total of 1,121 calls were recorded during the year, most of the calls were recorded in the spring (461 calls) and summer (469 calls). In contrast, for the fall fewer calls were recorded (191 calls) and late fall zero calls were recorded.

Visual observations indicate the majority of the bats were foraging and transiting around trees on the trail system especially away from the edge of the forest and streets.

Conclusions

Habitat

The habitat quality of George Washington Park is of medium quality, due to an abundance of trees and snags with suitable roost features such as exfoliating bark, woodpecker holes, crevices, and cavities. However, there was a lack of water features such as creeks and ponds within the park for bats to drink and the surrounding area is developed residential homes which lacks optimal connectivity to other forested areas. Due to an abundance of higher quality tree features, zones 2, 3, and 4 are more suitable for bats than zone 1. For the size of the forest stand within the park, there is an exceptional amount of bat activity.

The overall bat activity was fairly high in the spring and summer with the total number of calls during each of these two visits remarkably similar. Activity dropped off in the fall, due to the time of year when bat activity slows down at the tail end of the maternity and pup-rearing season.

In general, the trail system is a good flyway and forage location for bats, especially on the interior of the forest away from the edge and streets.

Special Status Species

No bats species in California are currently listed as federal or state threatened or endangered. Certain species of bats are listed as California Department of Fish and Wildlife (CDFW) species of special concern.

Another state protection is the California Fish and Game Code which states; FGC § 4012 (a) A mammal occurring naturally in California that is not a game mammal, fully protected mammal, or fur-bearing mammal is a nongame mammal. A nongame mammal may not be taken or possessed except as provided in this code or in accordance with regulations adopted by the commission.

Westen red bat was the only species of special concern that was detected during the survey. Only one call was recorded for this species in the fall detected during fall migration.

Pallid bats call in the range of 30 kHz and there were a few ambiguous calls documented that may represent this species, therefore making it possible that pallid bats utilize the park.

Townsend's big-eared bat is unlikely to roost within the park. Due to the lack of bats or bat signs observed on the interior or exterior such as guano and bug parts, structures including the restroom and baseball concessions building were deemed unsuitable for bats. The structures are ruled out for Townsends's big eared bat habitat, since these bats utilize buildings or large cave-like cavities. These types of cavities are lacking within the tree stands, however, not every tree was examined for hollows within the park.

Incidental species encountered include mule deer, coyote, great-horned owl, pygmy nuthatch, acorn woodpecker, dark-eyed junco, house finch, lesser goldfinch, American crow, spotted towhee, chestnut-backed chickadee, song sparrow, Nutall's woodpecker, downy woodpecker, California towhee, and Anna's hummingbird.

Two project area maps, photographs, and a table of bats detected during the survey effort follow the text below.

Recommendations

1. When possible, leave snags in place and remove only the tops of trees to provide habitat for bats.

2. Except in cases of emergencies, limit tree removal and trimming activities outside bat maternity season (April 15 through August 31) for special status species as designated by CDFW. When possible, tree removal and trimming should take place after the young are volant, between September 1 through November 1 and after hibernation, March 1 through April 15.

3. If tree removal/trimming cannot take place during dispersal, September 1 through November 1, a qualified biologist should investigate trees for signs of bats and/or roosting bats prior to tree removal/trimming activities. Methods employed by the biologist should be visual and include acoustic monitoring to determine species, number, and roost status.

a. If no bats are observed roosting within the trees slated for removal, no further recommendations are warranted.

b. If bats are present in a tree and it is found that an active maternity roost of a colonial roosting species is present, the roost shall not be disturbed during the maternity season (April 15 to August 31) or until the maternity roost has dispersed. A suitable buffer should be installed for avoidance.

    i. If the maternity roost tree must be removed within the maternity season the biologist will formulate a bat exclusion plan in conjunction with CDFW.

4. If trees removal/trimming must occur during hibernation, November 2 through February 28, a qualified biologist shall investigate trees for bat habitat prior to tree removal/trimming activities.

    a. If potential bat habitat is present, consult with CDFW.

Map 1.



SOURCE: Bing Maps 2021, Monterey County

DUDEK

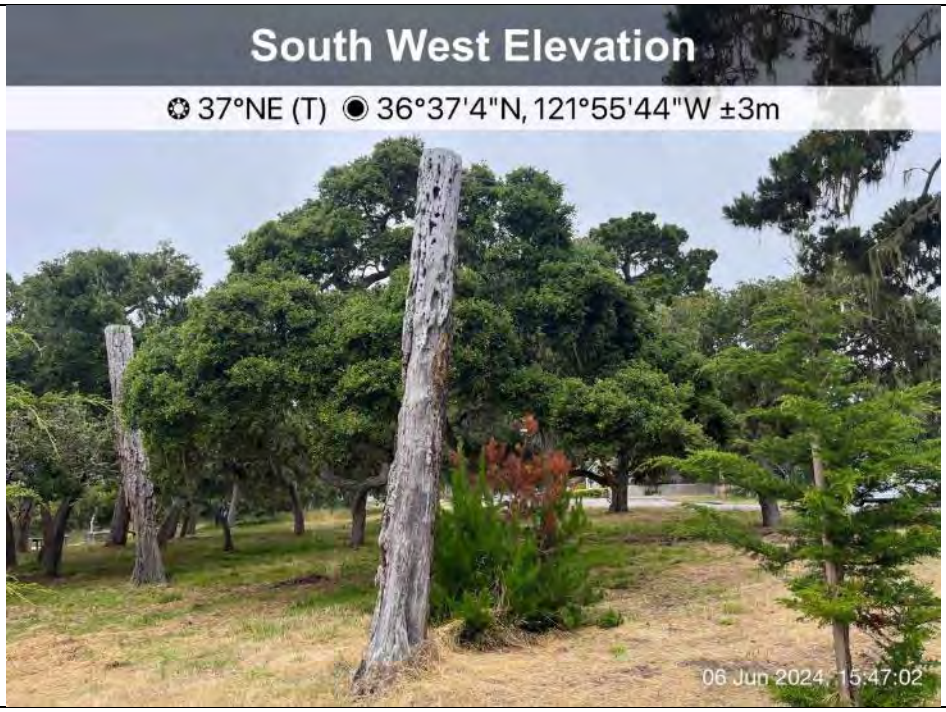
0

Map 2.

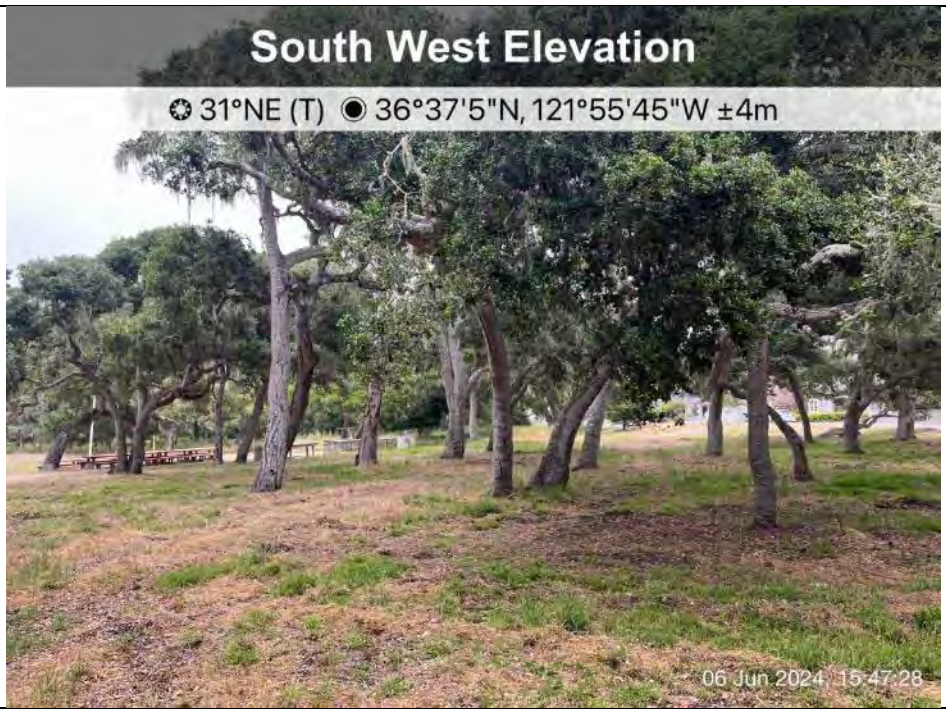

Heacock Ave
Pico Ave
Lighthouse Ave
Pacific Ave
Avalon Pl
Short St
Crocker Ave
Evergreen Rd
Laurel Ave
Dennett St
Pine Ave
Grove Acre Ave
Hillcrest Dr
Spruce Ave
Congress Ave
Junipero Ave
Sinex Ave
Gibson Ave
19th St
Project Boundary
George Washington Park
Adjacent Structure
Fire Hazard Reduction Zone



Photograph 1: A representative view facing west within zone 3 of George Washington Park during an initial orientation. Note the space around the trail which is conducive for a bat flyway.



Photograph 2: A northeast view bat suitable snags within zone 1 in George Washington Park which was dominated by Coast live oak (*Quercus agrifolia*) during the daytime survey.



Photograph 3: A northeast view of zone 1 which was dominated by Coast live oak (*Quercus agrifolia*). Note photograph taken during the daytime survey.



Photograph 4: A view of the baseball concession building in zone 2 that was determined to be unsuitable for bats.



Photograph 5: A representative view of zone 2 and placement of a passive acoustic bat detector during the nighttime survey. Note the bat detector in the top of the stump camouflaged in lichen.



Photograph 6: A representative view of zone 4 and placement of a passive acoustic bat detector during the nighttime survey. Note the bat detector in the fallen tree camouflaged in lichen and sticks.



Photograph 7: A representative view of zone 1 and placement of a passive acoustic bat detector during the nighttime survey. Note the bat detector on the top corner of the dugout roof.



Photograph 8: A representative view of the north end of zone 4 and the border of the fire hazard reduction zone.

Table 1

Acoustic Bat Detections within the Vicinity of Survey Sites for George Washington Park		
Date	**Number of Detections**	**Species or Acoustic Frequency[1]**
Management Zone 3, Passive (Song Meter Mini Bat Detector)		
June 6, 2024	50	Big brown bat (*Eptesicus fuscus*)
June 6, 2024	1	Silver-haired bat (*Lasionycteris noctivagans*)
June 6, 2024	1	Hoary bat (*Lasiurus cinereus*)
June 6, 2024	119	California myotis (*Myotis californicus*)
June 6, 2024	1	Small footed myotis (*Myotis ciliolabrum*)
June 6, 2024	2	Yuma myotis (*Myotis yumanensis*)
June 6, 2024	2	Western pipistrelle (*Parastrellus Hesperus*)
June 6, 2024	2	Unidentified calls in the 30 (kHz) frequency group
Management Zone 3 & 4, Active (Echo Meter 2 Pro Bat Detector)		
June 6, 2024	93	Big brown bat
June 6, 2024	17	Silver-haired bat
June 6, 2024	99	California myotis
June 6, 2024	2	Mexican free-tailed bat (*Tadarida braziliensis*)
June 6, 2024	1	Unidentified calls in the 20 (kHz) frequency group
June 6, 2024	71	Unidentified calls in the 30 (kHz) frequency group
June 6, 2024	**461**	**Total number of calls for both detectors during visit**
Management Zone 2, Passive (Song Meter Mini Bat Detector)		
July 27, 2024	91	Big brown bat

[1] Recorded echolocations that were not identified to species are reported as their frequency in kilohertz (kHz).

Acoustic Bat Detections within the Vicinity of Survey Sites for George Washington Park		
Date	**Number of Detections**	**Species or Acoustic Frequency[1]**
July 27, 2024	149	Silver-haired bat
July 27, 2024	1	Hoary bat
July 27, 2024	6	California myotis
July 27, 2024	20	Unidentified calls in the 30 (kHz) frequency group
July 27, 2024	2	Unidentified calls in the 40 (kHz) frequency group
Management Zone 1 & 2, Active (Echo Meter 2 Pro Bat Detector)		
July 27, 2024	51	Big brown bat
July 27, 2024	30	Silver-haired bat
July 27, 2024	16	California myotis
July 27, 2024	16	Mexican free-tailed bat
July 27, 2024	86	Unidentified calls in the 30 (kHz) frequency group
July 27, 2024	1	Unidentified calls in the 50 (kHz) frequency group
July 27, 2024	**469**	**Total number of calls for both detectors during visit**
Management Zone 4, Passive (Song Meter Mini Bat Detector)		
October 10, 2024	15	Hoary bat
October 10, 2024	21	Silver-haired bat
October 10, 2024	14	California myotis
October 10, 2024	9	Western pipistrelle
October 10, 2024	5	Mexican free-tailed bat
October 10, 2024	3	Unidentified calls in the 20 (kHz) frequency group
October 10, 2024	3	Unidentified calls in the 40 (kHz) frequency group
October 10, 2024	1	Unidentified calls in the 50 (kHz) frequency group
Management Zone 3 & 4, Active (Echo Meter 2 Pro Bat Detector)		

Acoustic Bat Detections within the Vicinity of Survey Sites for George Washington Park		
Date	**Number of Detections**	**Species or Acoustic Frequency[1]**
October 10, 2024	4	Big brown bat
October 10, 2024	1	Western red bat (*Lasiurus blossevillii*)
October 10, 2024	23	Hoary bat
October 10, 2024	15	Silver-haired bat
October 10, 2024	4	California myotis
October 10, 2024	27	Small footed myotis
October 10, 2024	2	Little brown bat (*Myotis lucifugus*)
October 10, 2024	8	Yuma myotis (*Myotis yumanensis*)
October 10, 2024	5	Western pipistrelle (*Parastrellus Hesperus*)
October 10, 2024	7	Mexican free-tailed bat
October 10, 2024	5	Unidentified calls in the 20 (kHz) frequency group
October 10, 2024	6	Unidentified calls in the 30 (kHz) frequency group
October 10, 2024	4	Unidentified calls in the 40 (kHz) frequency group
October 10, 2024	9	Unidentified calls in the 50 (kHz) frequency group
October 10, 2024	**191**	**Total number of calls for both detectors during visit**
Management Zone 1, Passive (Song Meter Mini Bat Detector)		
November 18, 2024	0	No calls were recorded
Management Zone 1 & 2, Active (Echo Meter 2 Pro Bat Detector)		
November 18, 2024	0	No calls were recorded
November 18, 2024	**0**	**Total number of calls for both detectors during visit**
	1121	**Total number of calls for all visits**

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APPENDIX H

Wetland Data Sheets

WETLAND DETERMINATION DATA FORM - Arid West Region

Project/Site: George Washington Park | City/County: Pacific Grove/Monterey County | Sampling Date: 07/16/2024
Applicant/Owner: City of Pacific Grove | State: CA | Sampling Point: 1A
Investigator(s): JW | Section, Township, Range: 00, T15S, R1W
Landform (hillslope, terrace, etc): hillslope | Local relief (concave, convex, none): concave | Slope (%): 2
Subregion (LRR): C | Lat: 36.61931 | Long: -121.929492 | Datum: NAD83
Soil Map Unit Name: Baywood Sand | NWI classification: None
Are climatic / hydrologic conditions on the site typical for this time of year? Yes X No ____ (If no, explain in Remarks.)
Are Vegetation ____, Soil ____, or Hydrology ____ significantly disturbed? Are "Normal Circumstances" present? Yes X No ____
Are Vegetation ____, Soil ____, or Hydrology ____ naturally problematic? (If needed, explain any answers in Remarks.)

SUMMARY OF FINDINGS - Attach site map showing sampling point locations, transects, important features, etc.

Hydrophytic Vegetation Present?	Yes	____	No	X	
Hydric Soil Present?	Yes	____	No	X	**Is the Sampled Area**
Wetland Hydrology Present?	Yes	____	No	X	**within a Wetland?** Yes ____ No X

Remarks:
Sample point located in a topographic low area, approximately 100 feet north of baseball field. Area collects more runoff than adjacent areas due to its landscape position, but lacks dominant wetland vegetation, hydric soils, and hydrology indicators.

VEGETATION - Use scientific names of plants.

Tree Stratum (Plot size: 30-ft)	Absolute % Cover	Dominant Species?	Indicator Status
1. *Pinus radiata* / Monterey pine	10	Yes	NI
2. *Quercus agrifolia* / Coast live oak, Coast live oak, Encina	5	Yes	NI
3. *Acacia longifolia* / Golden wattle, Sydney golden wattle	5	Yes	NI
4.			
	20	= Total Cover	

Sapling/Shrub Stratum (Plot size: 15-ft)			
1.			
2.			
3.			
4.			
5.			
	0	= Total Cover	

Herb Stratum (Plot size: 5-ft)			
1. *Holcus lanatus* / Common velvetgrass, Common velvet grass	30	Yes	FAC
2. *Lolium perenne* / Perennial rye grass	30	Yes	FAC
3. *Carex praegracilis* / Field sedge, Black creeper or freeway se	10	No	FACW
4. *Briza maxima* / Rattlesnake grass, Rattlesnake grass, Large	10	No	NI
5. *Ehrharta erecta* / Upright veldt grass, Panic veldt grass	5	No	NI
6.			
7.			
8.			
	85	= Total Cover	

Woody Vine Stratum (Plot size: 30-ft)			
1. *Rubus ursinus* / California blackberry	15	Yes	FAC
2.			
	15	= Total Cover	

% Bare Ground in Herb Stratum ____ % Cover of Biotic Crust ____

Dominance Test worksheet:
Number of Dominant Species That Are OBL, FACW, or FAC: 3 (A)
Total Number of Dominant Species Across All Strata: 6 (B)
Percent of Dominant Species That Are OBL, FACW, or FAC: 50.0 (A/B)

Prevalence Index worksheet:

Total % Cover of:		Multiply by:	
OBL species	0	x 1 =	0
FACW species	10	x 2 =	20
FAC species	75	x 3 =	225
FACU species	0	x 4 =	0
UPL species	35	x 5 =	175
Column Totals:	120 (A)		420 (B)

Prevalence Index = B/A = 3.5

Hydrophytic Vegetation Indicators:
___ Dominance Test is >50%
___ Prevalence Index ≤3.0[1]
___ Morphological Adaptations[1] (Provide supporting
___ Problematic Hydrophytic Vegetation[1] (Explain)

[1]Indicators of hydric soil and wetland hydrology must be present, unless disturbed or problematic.

Hydrophytic Vegetation Present? Yes ____ No X

Remarks:
Facultative plant species present, but the dominance test is not met.

SOIL

Sampling Point: 1A

Profile Description: (Describe to the depth needed to document the indicator or confirm the absence of indicators.)

Depth	Matrix		Redox Features					
(inches)	Color (moist)	%	Color (moist)	%	Type[1]	Loc[2]	Texture	Remarks
0-12	10YR 2/2	100					Sandy Loam	
12-18	10YR 5/3	98	5YR 4/6	2	C	M	Sandy Loam	

[1]Type: C=Concentration, D=Depletion, RM=Reduced Matrix, CS=Covered or Coated Sand Grains.

[2]Location: PL=Pore Lining, M=Matrix.

Hydric Soil Indicators: (Applicable to all LRRs, unless otherwise noted.)

- ___ Histosol (A1)
- ___ Histic Epipedon (A2)
- ___ Black Histic (A3)
- ___ Hydrogen Sulfide (A4)
- ___ Stratified Layers (A5) (**LRR C**)
- ___ 1 cm Muck (A9) (**LRR D**)
- ___ Depleted Below Dark Surface (A11)
- ___ Thick Dark Surface (A12)
- ___ Sandy Mucky Mineral (S1)
- ___ Sandy Gleyed Matrix (S4)
- ___ Sandy Redox (S5)
- ___ Stripped Matrix (S6)
- ___ Loamy Mucky Mineral (F1) (except MLRA 1)
- ___ Loamy Gleyed Matrix (F2)
- ___ Depleted Matrix (F3)
- ___ Redox Dark Surface (F6)
- ___ Depleted Dark Surface (F7)
- ___ Redox Depressions (F8)
- ___ Vernal Pools (F9)

Indicators for Problematic Hydric Soils[3]:

- ___ 1 cm Muck (A9) (**LRR C**)
- ___ 2 cm Muck (A10) (**LRR B**)
- ___ Reduced Vertic (F18)
- ___ Red Parent Material (TF2)
- ___ Other (Explain in Remarks)

[3]Indicators of hydrophytic vegetation and wetland hydrology must be present, unless disturbed or problematic.

Restrictive Layer (if present):

Type: _____

Depth (inches): _____

Hydric Soil Present? Yes _____ No X

Remarks:

Redox features present in soil sample, but soil profile does not meet depth requirements of any of the hydric soil indicators.

HYDROLOGY

Wetland Hydrology Indicators:

Primary Indicators (minimum of one required: check all that apply)

- ___ Surface Water (A1)
- ___ High Water Table (A2)
- ___ Saturation (A3)
- ___ Water Marks (B1) **(Nonriverine)**
- ___ Sediment Deposits (B2) **(Nonriverine)**
- ___ Drift Deposits (B3) **(Nonriverine)**
- ___ Surface Soil Cracks (B6)
- ___ Inundation Visible on Aerial Imagery (B7)
- ___ Water-Stained Leaves (B9)
- ___ Salt Crust (B11)
- ___ Biotic Crust (B12)
- ___ Aquatic Invertebrates (B13)
- ___ Hydrogen Sulfide Odor (C1)
- ___ Oxidized Rhizospheres along Living Roots (C3)
- ___ Presence of Reduced Iron (C4)
- ___ Recent Iron Reduction in Tilled Soils (C6)
- ___ Thin Muck Surface (C7)
- ___ Other (Explain in Remarks)

Secondary Indicators (2 or more required)

- ___ Water Marks (B1) **(Riverine)**
- ___ Sediment Deposits (B2) **(Riverine)**
- ___ Drift Deposits (B3) **(Riverine)**
- ___ Drainage Patterns (B10)
- ___ Dry-Season Water Table (C2)
- ___ Crayfish Burrows (C8)
- ___ Saturation Visible on Aerial Imagery (C9)
- ___ Shallow Aquitard (D3)
- ___ FAC-Neutral Test (D5)

Field Observations:

Surface Water Present? Yes _____ No X Depth (inches): _____

Water Table Present? Yes _____ No X Depth (inches): _____

Saturation Present? (includes capillary fringe) Yes _____ No X Depth (inches): _____

Wetland Hydrology Present? Yes _____ No X

Describe Recorded Data (stream gauge, monitoring well, aerial photos, previous inspections), if available:

Remarks:

Wetland hydrology indicators absent. Location may experience periods of saturation during wet winter periods, but not of sufficient duration for formation of hydrology indicators.

WETLAND DETERMINATION DATA FORM - Arid West Region

Project/Site: George Washington Park | City/County: Pacific Grove/Monterey County | Sampling Date: 07/16/2024
Applicant/Owner: City of Pacific Grove | State: CA | Sampling Point: 1B
Investigator(s): JW | Section, Township, Range: 00, T15S, R1W
Landform (hillslope, terrace, etc): hillslope | Local relief (concave, convex, none): concave | Slope (%): 2
Subregion (LRR): C | Lat: 36.619365 | Long: -121.929465 | Datum: NAD83
Soil Map Unit Name: Baywood Sand | NWI classification: None
Are climatic / hydrologic conditions on the site typical for this time of year? Yes X No ____ (If no, explain in Remarks.)
Are Vegetation ____, Soil ____, or Hydrology ____ significantly disturbed? Are "Normal Circumstances" present? Yes X No ____
Are Vegetation ____, Soil ____, or Hydrology ____ naturally problematic? (If needed, explain any answers in Remarks.)

SUMMARY OF FINDINGS - Attach site map showing sampling point locations, transects, important features, etc.

Hydrophytic Vegetation Present?	Yes	____	No	X	
Hydric Soil Present?	Yes	____	No	X	**Is the Sampled Area**
Wetland Hydrology Present?	Yes	____	No	X	**within a Wetland?** Yes ____ No X

Remarks:
Sample is located in a landscape position several feet higher than sample 1A.

VEGETATION - Use scientific names of plants.

Tree Stratum (Plot size: 30-ft)	Absolute % Cover	Dominant Species?	Indicator Status
1. *Pinus radiata* / Monterey pine	30	Yes	NI
2. *Quercus agrifolia* / Coast live oak, Coast live oak, Encina	20	Yes	NI
3.			
4.			
	50	= Total Cover	

Sapling/Shrub Stratum (Plot size: 15-ft)			
1.			
2.			
3.			
4.			
5.			
	0	= Total Cover	

Herb Stratum (Plot size: 5-ft)			
1. *Briza maxima* / Rattlesnake grass, Rattlesnake grass, Large	90	Yes	NI
2. *Holcus lanatus* / Common velvetgrass, Common velvet gras	2	No	FAC
3. *Lolium perenne* / Perennial rye grass	2	No	FAC
4.			
5.			
6.			
7.			
8.			
	94	= Total Cover	

Woody Vine Stratum (Plot size: 30-ft)			
1. *Toxicodendron diversilobum* / Poison oak, Western poison o	10	Yes	FACU
2. *Rubus ursinus* / California blackberry	5	Yes	FAC
	15	= Total Cover	

% Bare Ground in Herb Stratum ____ % Cover of Biotic Crust ____

Dominance Test worksheet:
Number of Dominant Species That Are OBL, FACW, or FAC: 1 (A)
Total Number of Dominant Species Across All Strata: 5 (B)
Percent of Dominant Species That Are OBL, FACW, or FAC: 20.0 (A/B)

Prevalence Index worksheet:

Total % Cover of:		Multiply by:	
OBL species	0	x 1 =	0
FACW species	0	x 2 =	0
FAC species	9	x 3 =	27
FACU species	10	x 4 =	40
UPL species	140	x 5 =	700
Column Totals:	159 (A)		767 (B)

Prevalence Index = B/A = 4.82

Hydrophytic Vegetation Indicators:
___ Dominance Test is >50%
___ Prevalence Index ≤3.0[1]
___ Morphological Adaptations[1] (Provide supporting
___ Problematic Hydrophytic Vegetation[1] (Explain)

[1]Indicators of hydric soil and wetland hydrology must be present, unless disturbed or problematic.

Hydrophytic Vegetation Present? Yes ____ No X

Remarks:
Vegetation is typical of Monterey pine forest

SOIL

Sampling Point: 1B

Profile Description: (Describe to the depth needed to document the indicator or confirm the absence of indicators.)

Depth	Matrix		Redox Features					
(inches)	Color (moist)	%	Color (moist)	%	Type[1]	Loc[2]	Texture	Remarks
0-6	7.5YR 3/1	100					Sandy Loam	
6-14	2.5Y 4/3	100					Sndy Clay Lm	
14-18	10YR 7/2	100					Sand	

[1]Type: C=Concentration, D=Depletion, RM=Reduced Matrix, CS=Covered or Coated Sand Grains.

[2]Location: PL=Pore Lining, M=Matrix.

Hydric Soil Indicators: (Applicable to all LRRs, unless otherwise noted.)

- ___ Histosol (A1)
- ___ Histic Epipedon (A2)
- ___ Black Histic (A3)
- ___ Hydrogen Sulfide (A4)
- ___ Stratified Layers (A5) (**LRR C**)
- ___ 1 cm Muck (A9) (**LRR D**)
- ___ Depleted Below Dark Surface (A11)
- ___ Thick Dark Surface (A12)
- ___ Sandy Mucky Mineral (S1)
- ___ Sandy Gleyed Matrix (S4)
- ___ Sandy Redox (S5)
- ___ Stripped Matrix (S6)
- ___ Loamy Mucky Mineral (F1) (except MLRA 1)
- ___ Loamy Gleyed Matrix (F2)
- ___ Depleted Matrix (F3)
- ___ Redox Dark Surface (F6)
- ___ Depleted Dark Surface (F7)
- ___ Redox Depressions (F8)
- ___ Vernal Pools (F9)

Indicators for Problematic Hydric Soils[3]:

- ___ 1 cm Muck (A9) (**LRR C**)
- ___ 2 cm Muck (A10) (**LRR B**)
- ___ Reduced Vertic (F18)
- ___ Red Parent Material (TF2)
- ___ Other (Explain in Remarks)

[3]Indicators of hydrophytic vegetation and wetland hydrology must be present, unless disturbed or problematic.

Restrictive Layer (if present):

Type: _____

Depth (inches): _____

Hydric Soil Present? Yes _____ No X

Remarks:

No hydric indicators or redox features present.

HYDROLOGY

Wetland Hydrology Indicators:

Primary Indicators (minimum of one required: check all that apply)

- ___ Surface Water (A1)
- ___ High Water Table (A2)
- ___ Saturation (A3)
- ___ Water Marks (B1) **(Nonriverine)**
- ___ Sediment Deposits (B2) **(Nonriverine)**
- ___ Drift Deposits (B3) **(Nonriverine)**
- ___ Surface Soil Cracks (B6)
- ___ Inundation Visible on Aerial Imagery (B7)
- ___ Water-Stained Leaves (B9)
- ___ Salt Crust (B11)
- ___ Biotic Crust (B12)
- ___ Aquatic Invertebrates (B13)
- ___ Hydrogen Sulfide Odor (C1)
- ___ Oxidized Rhizospheres along Living Roots (C3)
- ___ Presence of Reduced Iron (C4)
- ___ Recent Iron Reduction in Tilled Soils (C6)
- ___ Thin Muck Surface (C7)
- ___ Other (Explain in Remarks)

Secondary Indicators (2 or more required)

- ___ Water Marks (B1) **(Riverine)**
- ___ Sediment Deposits (B2) **(Riverine)**
- ___ Drift Deposits (B3) **(Riverine)**
- ___ Drainage Patterns (B10)
- ___ Dry-Season Water Table (C2)
- ___ Crayfish Burrows (C8)
- ___ Saturation Visible on Aerial Imagery (C9)
- ___ Shallow Aquitard (D3)
- ___ FAC-Neutral Test (D5)

Field Observations:

Surface Water Present? Yes _____ No X Depth (inches): _____

Water Table Present? Yes _____ No X Depth (inches): _____

Saturation Present? (includes capillary fringe) Yes _____ No X Depth (inches): _____

Wetland Hydrology Present? Yes _____ No X

Describe Recorded Data (stream gauge, monitoring well, aerial photos, previous inspections), if available:

Remarks:

Wetland hydrology is absent.

WETLAND DETERMINATION DATA FORM - Arid West Region

Project/Site: George Washington Park | City/County: Pacific Grove/Monterey County | Sampling Date: 07/16/2024
Applicant/Owner: City of Pacific Grove | State: CA | Sampling Point: 2A
Investigator(s): JW | Section, Township, Range: 00, T15S, R1W
Landform (hillslope, terrace, etc): hillslope | Local relief (concave, convex, none): concave | Slope (%): 2
Subregion (LRR): C | Lat: 36.61922708 | Long: -121.92923498 | Datum: NAD83
Soil Map Unit Name: Narlon loamy fine sand | NWI classification: None
Are climatic / hydrologic conditions on the site typical for this time of year? Yes X No ____ (If no, explain in Remarks.)
Are Vegetation ____, Soil ____, or Hydrology ____ significantly disturbed? Are "Normal Circumstances" present? Yes X No ____
Are Vegetation ____, Soil ____, or Hydrology ____ naturally problematic? (If needed, explain any answers in Remarks.)

SUMMARY OF FINDINGS - Attach site map showing sampling point locations, transects, important features, etc.

Hydrophytic Vegetation Present?	Yes	____	No	X	
Hydric Soil Present?	Yes	____	No	X	**Is the Sampled Area**
Wetland Hydrology Present?	Yes	____	No	X	**within a Wetland?** Yes ____ No X

Remarks:
Sample location in topographic low area. Area may experience seasonal periods of saturation, which promotes the presence of some facultative plant species, but is not sufficient to create wetland conditions.

VEGETATION - Use scientific names of plants.

Tree Stratum (Plot size: 30-ft)	Absolute % Cover	Dominant Species?	Indicator Status
1. *Acacia longifolia* / Golden wattle, Sydney golden wattle	20	Yes	NI
2. *Quercus agrifolia* / Coast live oak, Coast live oak, Encina	10	Yes	NI
3.			
4.			
	30	= Total Cover	
Sapling/Shrub Stratum (Plot size: 15-ft)			
1.			
2.			
3.			
4.			
5.			
	0	= Total Cover	
Herb Stratum (Plot size: 5-ft)			
1. *Holcus lanatus* / Common velvetgrass, Common velvet grass	30	Yes	FAC
2. *Lolium perenne* / Perennial rye grass	30	Yes	FAC
3. *Elymus glaucus* / Blue wildrye, Blue or western wild-rye	10	No	FACU
4.			
5.			
6.			
7.			
8.			
	70	= Total Cover	
Woody Vine Stratum (Plot size: 30-ft)			
1. *Rubus ursinus* / California blackberry	40	Yes	
2.			
	40	= Total Cover	

% Bare Ground in Herb Stratum ____ % Cover of Biotic Crust ____

Dominance Test worksheet:
Number of Dominant Species That Are OBL, FACW, or FAC: 2 (A)
Total Number of Dominant Species Across All Strata: 5 (B)
Percent of Dominant Species That Are OBL, FACW, or FAC: 40.0 (A/B)

Prevalence Index worksheet:

Total % Cover of:		Multiply by:	
OBL species	0	x 1 =	0
FACW species	0	x 2 =	0
FAC species	60	x 3 =	180
FACU species	10	x 4 =	40
UPL species	70	x 5 =	350
Column Totals:	140 (A)		570 (B)

Prevalence Index = B/A = 4.07

Hydrophytic Vegetation Indicators:
___ Dominance Test is >50%
___ Prevalence Index ≤3.0¹
___ Morphological Adaptations¹ (Provide supporting
___ Problematic Hydrophytic Vegetation¹ (Explain)

¹Indicators of hydric soil and wetland hydrology must be present, unless disturbed or problematic.

Hydrophytic Vegetation Present? Yes ____ No X

Remarks:
Hydrophytic vegetation is not dominant. Vegetation is typical of Monterey pine forest.

SOIL

Sampling Point: 2A

Profile Description: (Describe to the depth needed to document the indicator or confirm the absence of indicators.)

Depth	Matrix		Redox Features					
(inches)	Color (moist)	%	Color (moist)	%	Type[1]	Loc[2]	Texture	Remarks
0-10	10YR 2/2	100					Sandy Loam	
10-18	10YR 5/3	100					Sand	

[1]Type: C=Concentration, D=Depletion, RM=Reduced Matrix, CS=Covered or Coated Sand Grains.

[2]Location: PL=Pore Lining, M=Matrix.

Hydric Soil Indicators: (Applicable to all LRRs, unless otherwise noted.)

- ___ Histosol (A1)
- ___ Histic Epipedon (A2)
- ___ Black Histic (A3)
- ___ Hydrogen Sulfide (A4)
- ___ Stratified Layers (A5) (**LRR C**)
- ___ 1 cm Muck (A9) (**LRR D**)
- ___ Depleted Below Dark Surface (A11)
- ___ Thick Dark Surface (A12)
- ___ Sandy Mucky Mineral (S1)
- ___ Sandy Gleyed Matrix (S4)
- ___ Sandy Redox (S5)
- ___ Stripped Matrix (S6)
- ___ Loamy Mucky Mineral (F1) (except MLRA 1)
- ___ Loamy Gleyed Matrix (F2)
- ___ Depleted Matrix (F3)
- ___ Redox Dark Surface (F6)
- ___ Depleted Dark Surface (F7)
- ___ Redox Depressions (F8)
- ___ Vernal Pools (F9)

Indicators for Problematic Hydric Soils[3]:

- ___ 1 cm Muck (A9) (**LRR C**)
- ___ 2 cm Muck (A10) (**LRR B**)
- ___ Reduced Vertic (F18)
- ___ Red Parent Material (TF2)
- ___ Other (Explain in Remarks)

[3]Indicators of hydrophytic vegetation and wetland hydrology must be present, unless disturbed or problematic.

Restrictive Layer (if present):

Type: _____

Depth (inches): _____

Hydric Soil Present? Yes _____ No X

Remarks:

Soil lacks hydric indicators

HYDROLOGY

Wetland Hydrology Indicators:

Primary Indicators (minimum of one required: check all that apply)

- ___ Surface Water (A1)
- ___ High Water Table (A2)
- ___ Saturation (A3)
- ___ Water Marks (B1) **(Nonriverine)**
- ___ Sediment Deposits (B2) **(Nonriverine)**
- ___ Drift Deposits (B3) **(Nonriverine)**
- ___ Surface Soil Cracks (B6)
- ___ Inundation Visible on Aerial Imagery (B7)
- ___ Water-Stained Leaves (B9)
- ___ Salt Crust (B11)
- ___ Biotic Crust (B12)
- ___ Aquatic Invertebrates (B13)
- ___ Hydrogen Sulfide Odor (C1)
- ___ Oxidized Rhizospheres along Living Roots (C3)
- ___ Presence of Reduced Iron (C4)
- ___ Recent Iron Reduction in Tilled Soils (C6)
- ___ Thin Muck Surface (C7)
- ___ Other (Explain in Remarks)

Secondary Indicators (2 or more required)

- ___ Water Marks (B1) **(Riverine)**
- ___ Sediment Deposits (B2) **(Riverine)**
- ___ Drift Deposits (B3) **(Riverine)**
- ___ Drainage Patterns (B10)
- ___ Dry-Season Water Table (C2)
- ___ Crayfish Burrows (C8)
- ___ Saturation Visible on Aerial Imagery (C9)
- ___ Shallow Aquitard (D3)
- ___ FAC-Neutral Test (D5)

Field Observations:

Surface Water Present? Yes _____ No X Depth (inches): _____

Water Table Present? Yes _____ No X Depth (inches): _____

Saturation Present? (includes capillary fringe) Yes _____ No X Depth (inches): _____

Wetland Hydrology Present? Yes _____ No X

Describe Recorded Data (stream gauge, monitoring well, aerial photos, previous inspections), if available:

Remarks:

Hydrology indicators are absent

WETLAND DETERMINATION DATA FORM - Arid West Region

Project/Site: George Washington Park | City/County: Pacific Grove/Monterey County | Sampling Date: 07/16/2024
Applicant/Owner: City of Pacific Grove | State: CA | Sampling Point: 2B
Investigator(s): JW | Section, Township, Range: 00, T15S, R1W
Landform (hillslope, terrace, etc): hillslope | Local relief (concave, convex, none): convex | Slope (%): 2
Subregion (LRR): C | Lat: 36.61929191 | Long: -121.92917666 | Datum: NAD83
Soil Map Unit Name: Baywood Sand | NWI classification: None
Are climatic / hydrologic conditions on the site typical for this time of year? Yes X No ____ (If no, explain in Remarks.)
Are Vegetation ____, Soil ____, or Hydrology ____ significantly disturbed? Are "Normal Circumstances" present? Yes X No ____
Are Vegetation ____, Soil ____, or Hydrology ____ naturally problematic? (If needed, explain any answers in Remarks.)

SUMMARY OF FINDINGS - Attach site map showing sampling point locations, transects, important features, etc.

Hydrophytic Vegetation Present?	Yes	____	No	X	
Hydric Soil Present?	Yes	____	No	X	**Is the Sampled Area**
Wetland Hydrology Present?	Yes	____	No	X	**within a Wetland?** Yes ____ No X

Remarks:
Sample location in landscape position several feet higher than sample 2A.

VEGETATION - Use scientific names of plants.

Tree Stratum (Plot size: 30-ft)	Absolute % Cover	Dominant Species?	Indicator Status
1. *Pinus radiata* / Monterey pine	30	Yes	NI
2.			
3.			
4.			
	30	= Total Cover	
Sapling/Shrub Stratum (Plot size: 15-ft)			
1. *Toxicodendron diversilobum* / Poison oak, Western poison o	20	Yes	FACU
2.			
3.			
4.			
5.			
	20	= Total Cover	
Herb Stratum (Plot size: 5-ft)			
1. *Briza maxima* / Rattlesnake grass, Rattlesnake grass, Large	80	Yes	NI
2. *Lolium perenne* / Perennial rye grass	5	No	FAC
3. *Elymus glaucus* / Blue wildrye, Blue or western wild-rye	5	No	FACU
4.			
5.			
6.			
7.			
8.			
	90	= Total Cover	
Woody Vine Stratum (Plot size: 30-ft)			
1.			
2.			
	0	= Total Cover	

% Bare Ground in Herb Stratum ____ % Cover of Biotic Crust ____

Dominance Test worksheet:
Number of Dominant Species That Are OBL, FACW, or FAC: 0 (A)
Total Number of Dominant Species Across All Strata: 3 (B)
Percent of Dominant Species That Are OBL, FACW, or FAC: 0.0 (A/B)

Prevalence Index worksheet:

Total % Cover of:		Multiply by:	
OBL species	0	x 1 =	0
FACW species	0	x 2 =	0
FAC species	5	x 3 =	15
FACU species	25	x 4 =	100
UPL species	110	x 5 =	550
Column Totals:	140 (A)		665 (B)

Prevalence Index = B/A = 4.75

Hydrophytic Vegetation Indicators:
___ Dominance Test is >50%
___ Prevalence Index ≤3.0¹
___ Morphological Adaptations¹ (Provide supporting
___ Problematic Hydrophytic Vegetation¹ (Explain)

¹Indicators of hydric soil and wetland hydrology must be present, unless disturbed or problematic.

Hydrophytic Vegetation Present? Yes ____ No X

Remarks:
Vegetation is typical of Monterey pine forest.

SOIL

Sampling Point: 2B

Profile Description: (Describe to the depth needed to document the indicator or confirm the absence of indicators.)

Depth	Matrix		Redox Features					
(inches)	Color (moist)	%	Color (moist)	%	Type[1]	Loc[2]	Texture	Remarks
0-18	10YR 4/3	100					Sandy Loam	

[1]Type: C=Concentration, D=Depletion, RM=Reduced Matrix, CS=Covered or Coated Sand Grains. [2]Location: PL=Pore Lining, M=Matrix.

Hydric Soil Indicators: (Applicable to all LRRs, unless otherwise noted.)

- ___ Histosol (A1)
- ___ Histic Epipedon (A2)
- ___ Black Histic (A3)
- ___ Hydrogen Sulfide (A4)
- ___ Stratified Layers (A5) (**LRR C**)
- ___ 1 cm Muck (A9) (**LRR D**)
- ___ Depleted Below Dark Surface (A11)
- ___ Thick Dark Surface (A12)
- ___ Sandy Mucky Mineral (S1)
- ___ Sandy Gleyed Matrix (S4)
- ___ Sandy Redox (S5)
- ___ Stripped Matrix (S6)
- ___ Loamy Mucky Mineral (F1) (except MLRA 1)
- ___ Loamy Gleyed Matrix (F2)
- ___ Depleted Matrix (F3)
- ___ Redox Dark Surface (F6)
- ___ Depleted Dark Surface (F7)
- ___ Redox Depressions (F8)
- ___ Vernal Pools (F9)

Indicators for Problematic Hydric Soils[3]:

- ___ 1 cm Muck (A9) (**LRR C**)
- ___ 2 cm Muck (A10) (**LRR B**)
- ___ Reduced Vertic (F18)
- ___ Red Parent Material (TF2)
- ___ Other (Explain in Remarks)

[3]Indicators of hydrophytic vegetation and wetland hydrology must be present, unless disturbed or problematic.

Restrictive Layer (if present):

Type: _____

Depth (inches): _____

Hydric Soil Present? Yes _____ No X

Remarks:

Hydric soil indicators are absent.

HYDROLOGY

Wetland Hydrology Indicators:

Primary Indicators (minimum of one required: check all that apply)

- ___ Surface Water (A1)
- ___ High Water Table (A2)
- ___ Saturation (A3)
- ___ Water Marks (B1) **(Nonriverine)**
- ___ Sediment Deposits (B2) **(Nonriverine)**
- ___ Drift Deposits (B3) **(Nonriverine)**
- ___ Surface Soil Cracks (B6)
- ___ Inundation Visible on Aerial Imagery (B7)
- ___ Water-Stained Leaves (B9)
- ___ Salt Crust (B11)
- ___ Biotic Crust (B12)
- ___ Aquatic Invertebrates (B13)
- ___ Hydrogen Sulfide Odor (C1)
- ___ Oxidized Rhizospheres along Living Roots (C3)
- ___ Presence of Reduced Iron (C4)
- ___ Recent Iron Reduction in Tilled Soils (C6)
- ___ Thin Muck Surface (C7)
- ___ Other (Explain in Remarks)

Secondary Indicators (2 or more required)

- ___ Water Marks (B1) **(Riverine)**
- ___ Sediment Deposits (B2) **(Riverine)**
- ___ Drift Deposits (B3) **(Riverine)**
- ___ Drainage Patterns (B10)
- ___ Dry-Season Water Table (C2)
- ___ Crayfish Burrows (C8)
- ___ Saturation Visible on Aerial Imagery (C9)
- ___ Shallow Aquitard (D3)
- ___ FAC-Neutral Test (D5)

Field Observations:

Surface Water Present? Yes _____ No X Depth (inches): _____

Water Table Present? Yes _____ No X Depth (inches): _____

Saturation Present? (includes capillary fringe) Yes _____ No X Depth (inches): _____

Wetland Hydrology Present? Yes _____ No X

Describe Recorded Data (stream gauge, monitoring well, aerial photos, previous inspections), if available:

Remarks:

Hydrology indicators are absent.

Agenda Reports Related to George Washington Park 2019 to Date

Date	Hearing Body	RECOMMENDATION /REPORT LINK
May 1, 2019	BNRC	Receive the February 19, 2019, Draft George Washington Park Report of the Subcommittee of the BNRC and authorize staff to proceed with the recommended maintenance activities.
September 18, 2019	City Council	Provide direction for George Washington Park forest and fire management and authorize a qualified Forest Management Consultant to provide short and long term recommendations for park management.
July 1, 2020	City Council	Receive a report on George Washington Park wildfire risk and action plan.
July 21, 2020	BNRC	Continue with subcommittees' park oversight with regards to recommendations identified below.
March 16, 2021	BNRC	Receive March 2021 report of the George Washington Park Subcommittee.
August 4, 2021	City Council	Authorize an agreement with Dudek for Development of the George Washington Park Management Plan in an amount not to exceed $45,880.
October 19, 2021	BNRC	Approve and forward this report to the City Council as our annual update
December 21, 2021	BNRC	Receive report regarding volunteer efforts in GWP
January 18, 2022	BNRC	Discuss and accept report regarding volunteer efforts
October 12, 2022	BNRC	1. Receive Report and provide comments 2. Recommend the City Council Adopt the George Washington Park Forest Management Plan
September 6, 2023	City Council	1. Receive the 2022 George Washington Park Forest Management Plan (FMP) and provide direction. 2. Direct staff to proceed with developing a multi-seasonal biological assessment for all zones of the park (1-4) 3. Authorize maintenance activities consistent with the approved 1999 GWP Master Plan until a new plan is developed and approved.

		4. Alternatively, discuss and take other action related to this item.
September 19, 2023	BNRC	Send a Recommendation to Council to approve that the Tree and Landscape Subcommittee work with Public Works collaboratively on all future maintenance and enhancements in George Washington Park.
November 15, 2023	City Council	1. Authorize an agreement with Denise Duffy and Associates, Inc. for the George Washington Park Biotic Surveys and Biological Resources Report in an amount not to exceed $31,108 plus a 10% contingency. 2. Alternatively, discuss and take other action related to this item.
July 17, 2024	City Council	1. That the City Council pass a resolution adopting the Community Wildfire Protection Plan. **2.** Direct the City Manager to take alternative action related to this item.

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 19, 2025

SUBJECT: Pine Ave & Fountain Ave – Traffic Engineering Study & All-Way Stop at Fountain/Pine ***Moved behind George Washington Park agenda item.***

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

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RECOMMENDATION

1. Approve the engineered plans for installation of all-way stop control at Fountain and Pine
2. Receive the attached presentation prepared by Kimley Horn
3. Alternatively, discuss and take other action

DISCUSSION

BACKGROUND

The City Council allocated funds in the FY23/24 Capital Improvement Plan (CIP) for safety improvements near Robert Down Elementary School on Pine Avenue. After an evaluation by the Traffic Engineer, recommendations were presented and approved, including relocating a stop sign and adding signage and street markings as part of the 23/24 Crack and Slurry Seal Project. Improvements implemented in May 2024 include:

Pine & Fountain Intersection Changes:
· Relocate all-way stop control from Pine/Fountain to Pine/15th St
· Remove crosswalks across Pine at Fountain

Pine & 15th Street Intersection Changes:
· New fully controlled school crosswalk at Pine/15th St
· New red-flashing stop signs to increase visibility
· Reduction of unnecessary signs
· Adjusted lane widths to improve driver visibility

After receiving concerns about the stop sign relocation from the Robert Down school community and City Council discussions, further evaluations were conducted by the Traffic Engineer in August and September 2024. A presentation on the project's progress was given to the City Council on September 18, 2024, leading to a directive for staff to collaborate with the School District and Traffic Safety Commission for further feedback and future actions.

At the November 6, 2024, City Council meeting, staff returned with the Traffic Safety Commission and the PGUSD Joint Subcommittee's feedback. Ultimately, Council directed staff:

1. Install a four-way stop at Pine Ave & Fountain Ave
2. Work with PGUSD to add a crossing guard at Pine Ave and Fountain Ave
3. Initiate a traffic engineering assessment performed by Kimley-Horn
4. Review Complete Streets Plans for Pine Ave

This agenda report is intended to provide an update on the City Council's November 6, 2024, direction.

Plan Set for Installation of All-Way Stop
A plan for the implementation of the all-way stop at Pine Ave & Fountain Ave has been prepared by the City's Traffic Engineer (Attachment 1). Staff will implement the stop sign and cross walk installation following City Council approval of the engineered plan set.

Public Education
To ensure the public has adequate notice of the changes to the stop sign and crosswalk locations on Pine Ave, electronic signboards have been placed on Pine Ave to prompt drivers about upcoming changes. Information will also be disseminated via social media and the City Manager's Report following approval of this agenda item.

Kimley-Horn Traffic Engineering Assessment
A traffic assessment was performed by Kimley-Horn in December 2024. A presentation of the assessment is included as Attachment 2. The assessment includes observations and data, field visit notes, photos, and recommendations. This assessment will inform potential pilot projects and future Complete Street design improvements for Pine Ave in the vacinity of Robert Down Elementary School.

Below are the summaries of alternative recommendations that resulted from the Kimley-Horn engineering assessment. These alternatives will be discussed in great detail with the Traffic Safety Commission and the City Council should the Council approve a CIP project for Pine Ave improvements in the upcoming budget process.

· **2-LANE PREFERRED ALTERNATIVE RECOMMENDATIONS**
· Reduce one lane in each direction along Pine Ave and add complete streets elements (Bike lanes and pedestrian median refuge)
· Maintain side street stop control at Pine Ave & Fountain Ave
· 15th St – apply similar improvements as 13th St
· Remove east/west stop control
· Upgrade rectangular rapid-flashing beacons
· Add advanced yield triangles
· Add pedestrian crossing ahead signs and pavement markings
· Add no u-turn signs and construct raised median from Fountain Ave to 12th St.
· Add teacher/volunteer to manage student pickup/drop off
· Consider crossing guard for 13th St crossing
· Add permanent curb extensions on all corners from 12th St to Fountain Ave

· **4-LANE ALTERNATIVE RECOMMENDATIONS**
· Maintain side street stop control at Pine Ave & Fountain Ave
· Add no u-turn signs and construct raised median from Fountain Ave to 12th St.
· Add teacher/volunteer to manage student pickup/drop off
· Consider crossing guard for 13th St crossing

· Add permanent curb extensions on all corners from 12th St to Fountain Ave
· 15th St – apply similar improvements as 13th St
· Remove east/west stop control
· Add rectangular rapid-flashing beacons
· Add advanced yield triangles
· Add pedestrian crossing ahead signs and pavement markings

NEXT STEPS

Per council direction, in-house crews will implement the addition of an all-way stop and Pine and Fountain.

Staff will use the alternative recommendations from the Kimley-Horn engineering assessment to help shape a future CIP project and will continue to engage with TAMC on the potential for a pilot project at this location.

OPTIONS

1. Provide alternative direction

FINANCIAL IMPACT:

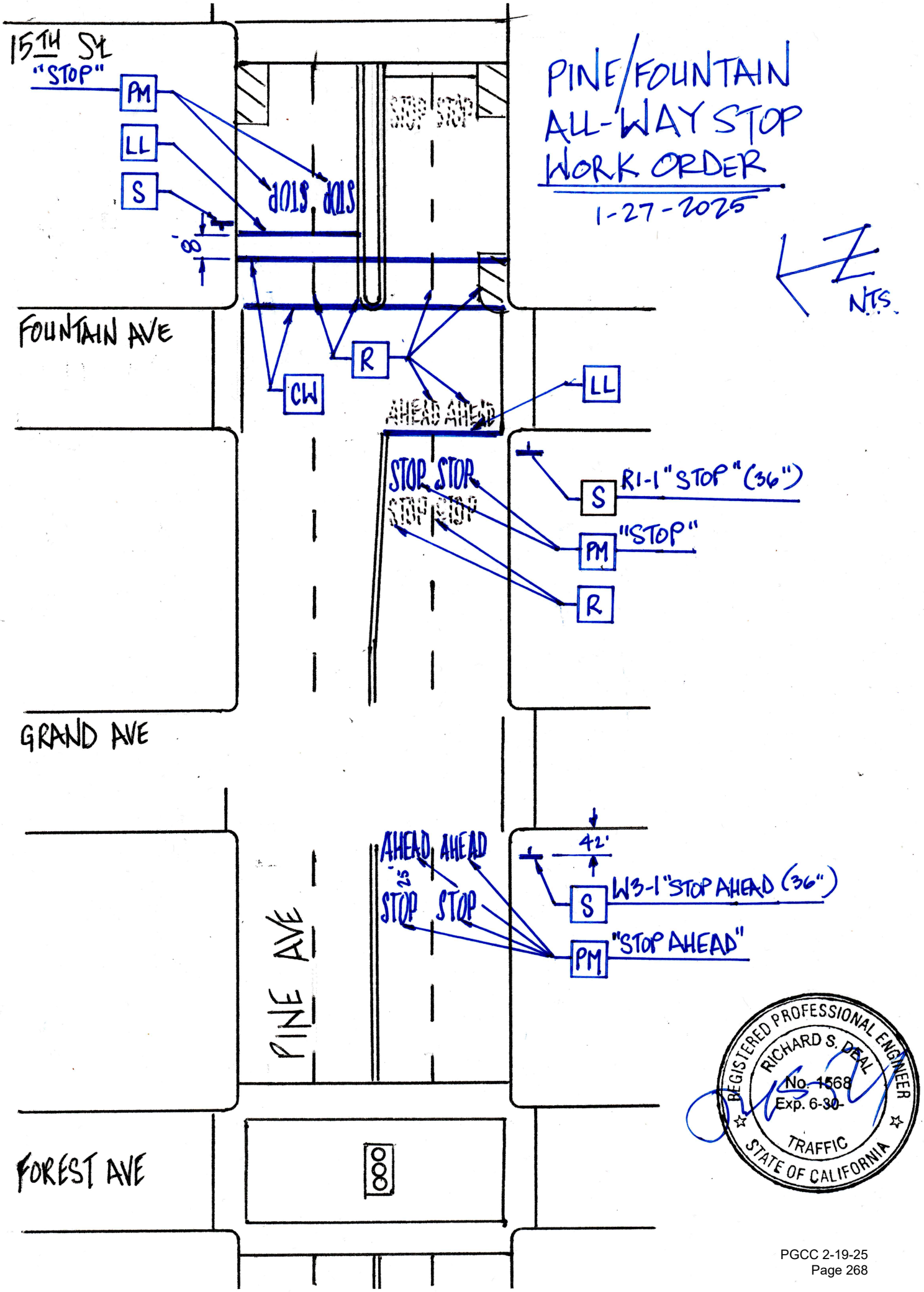
There is no fiscal impact associated with receiving this report. Installation of the stop sign at Pine Avenue and Fountain Avenue can be implemented through the Public Works operation budget.

FOCUSED PRIORITY AREA: Infrastructure

Attachments

Pine & Fountain Avenue Stop Sign Layout

Pine Avenue Crosswalk Study



PINE/FOUNTAIN ALL-WAY STOP WORK ORDER

1-27-2025

N.T.S.

REGISTERED PROFESSIONAL ENGINEER
RICHARD S. DEAL
No. 1568
Exp. 6-30-
TRAFFIC
STATE OF CALIFORNIA

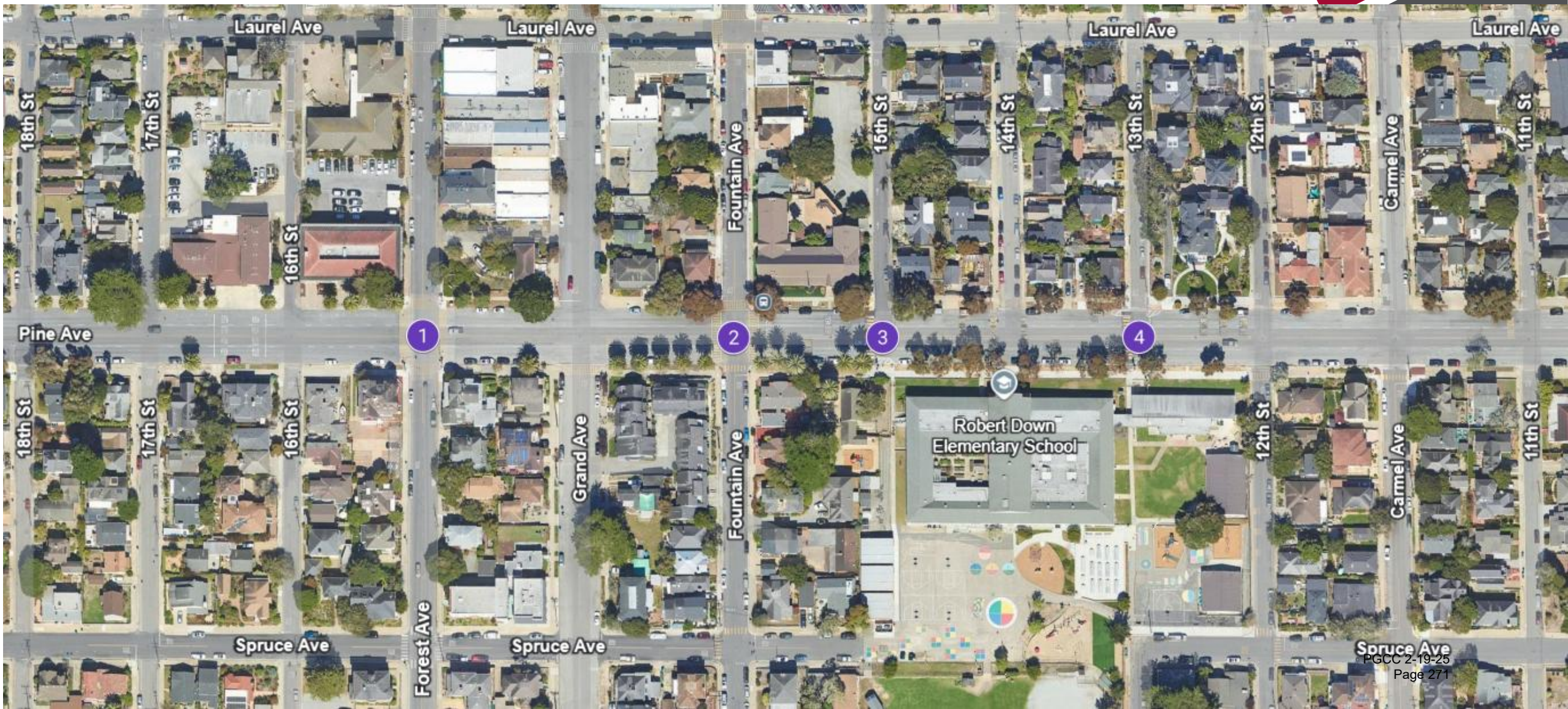
PINE / FOUNTAIN WORK ORDER NOTES

R	Remove and dispose pavement marking, traffic stripe, sign panel, or sign post as indicated.
CW	Install yellow thermoplastic high-visibility crosswalk
LL	Install 12" white thermoplastic limit line
PM	Install white thermoplastic pavement marking as indicated
S	Install sign and post as indicated

Pine Ave Crosswalk Study

City of Pacific Grove

Study Corridor



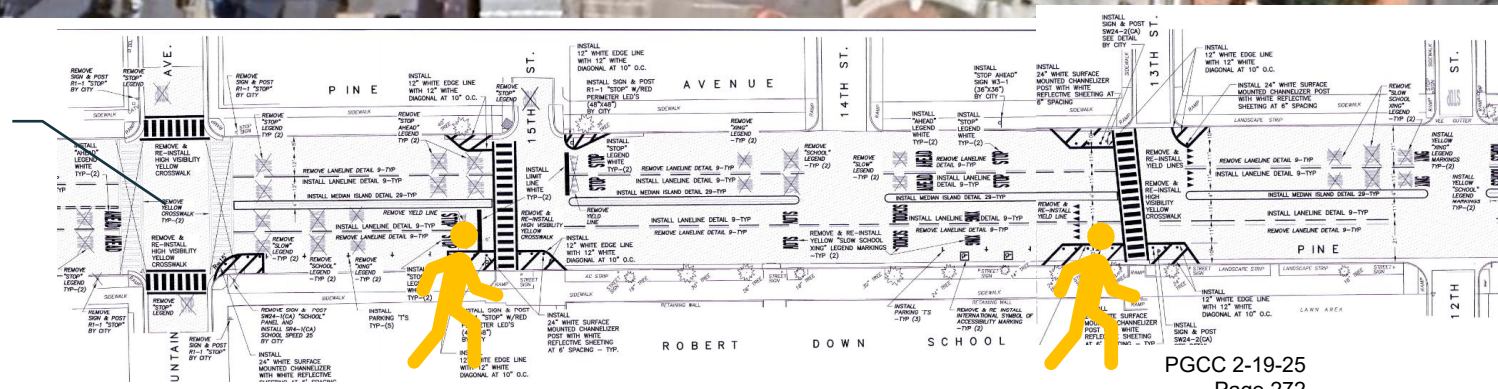
Recent Changes

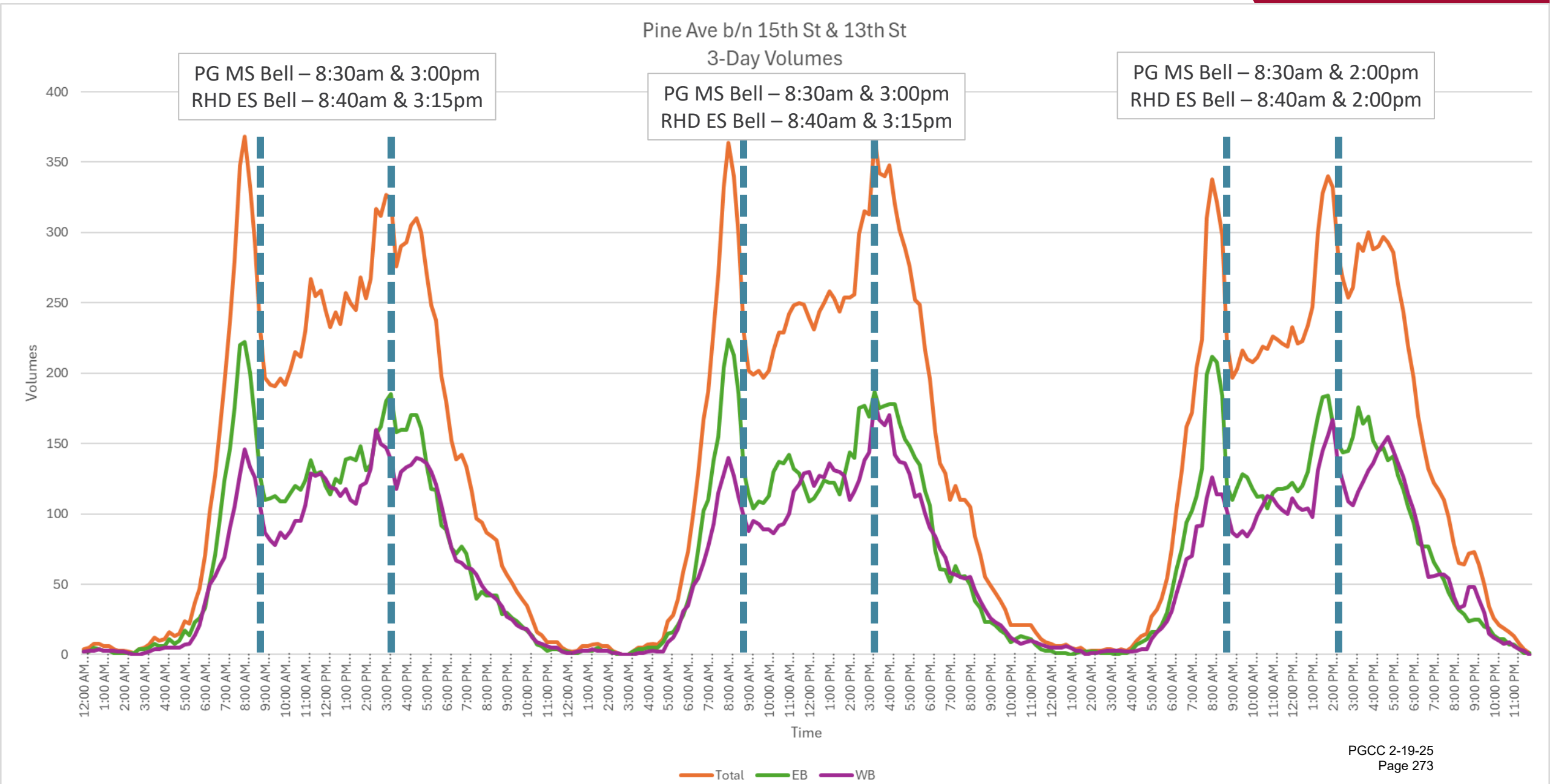
2023

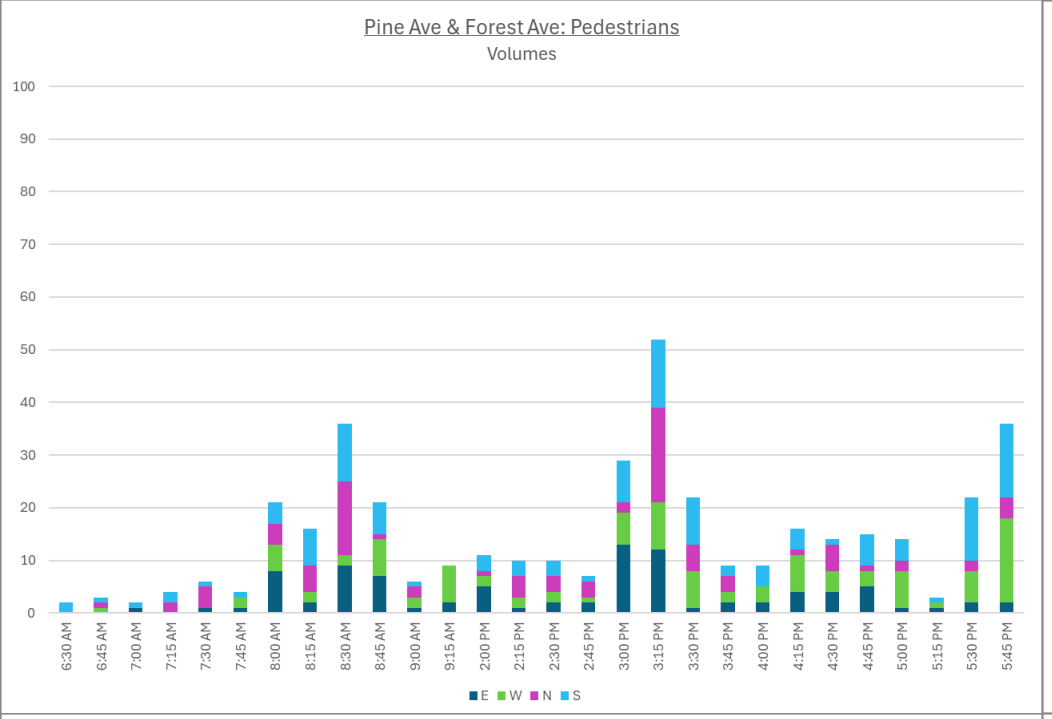


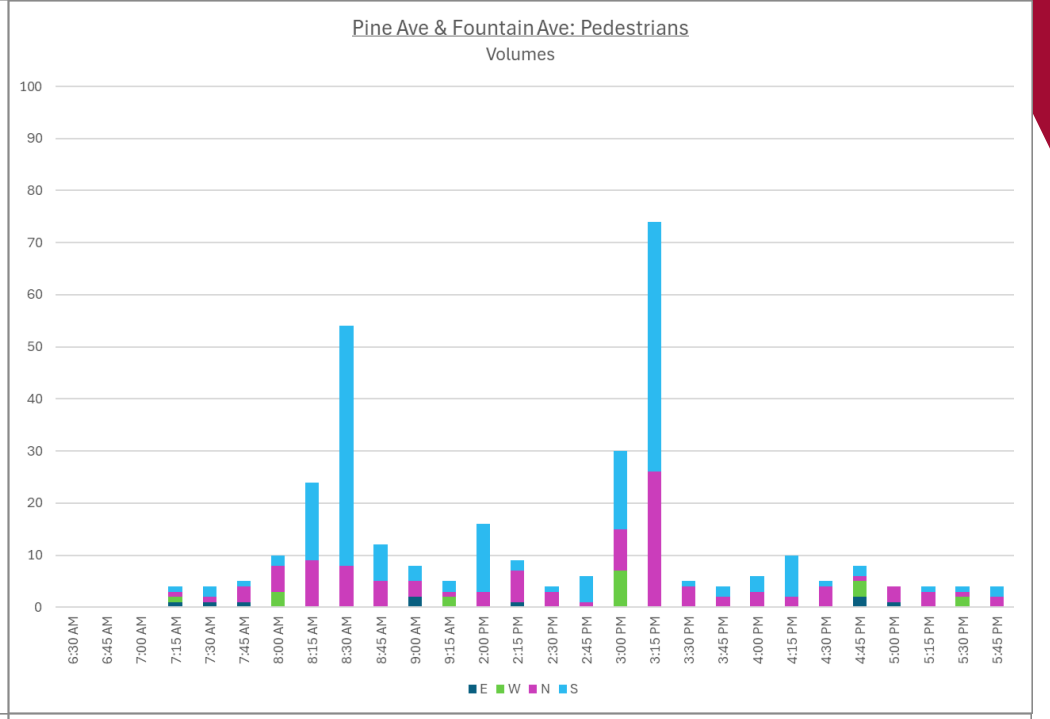
2024

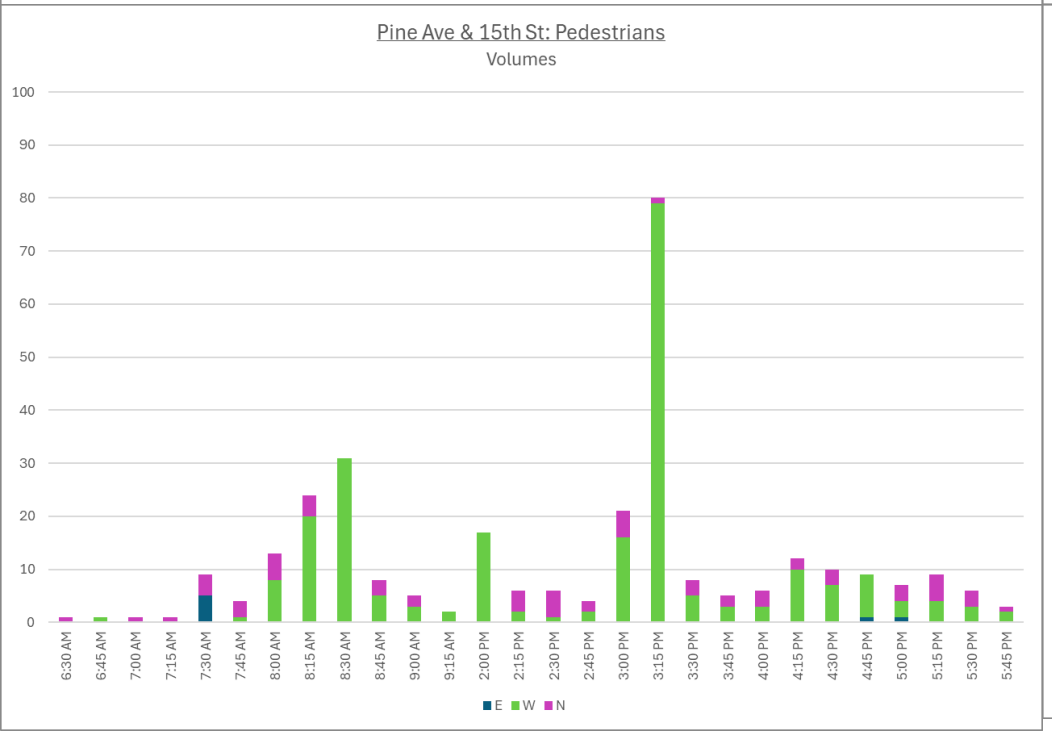
East & West
Stops Removed

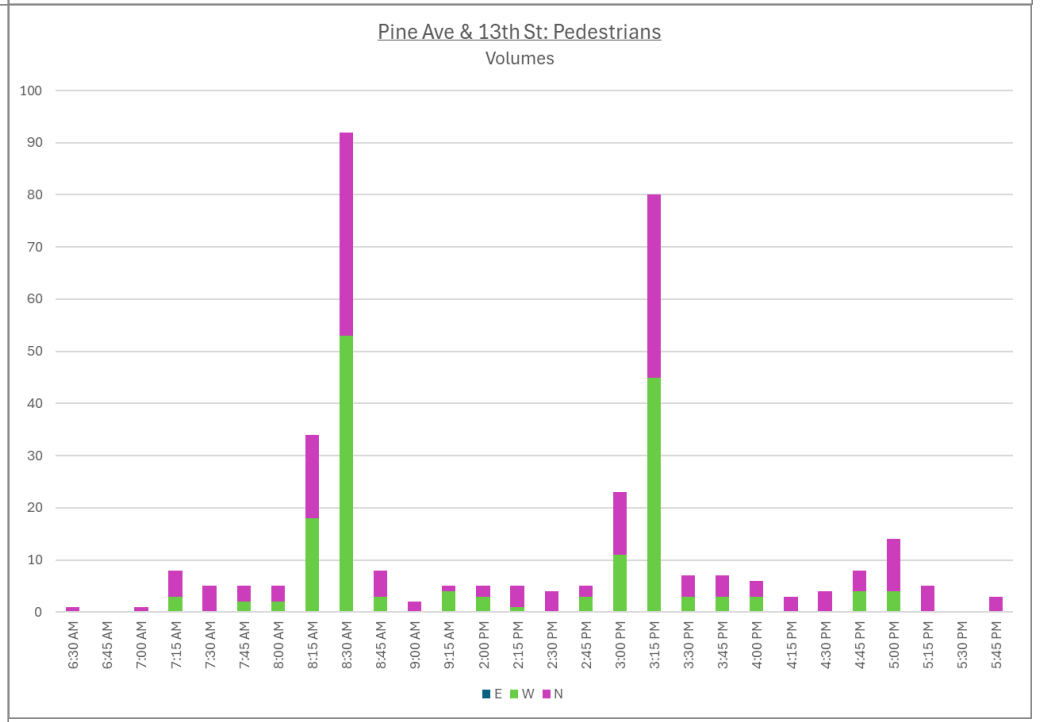



Pine Ave b/n 15th St & 13th St
3-Day Volumes
PG MS Bell – 8:30am & 3:00pm
RHD ES Bell – 8:40am & 3:15pm
PG MS Bell – 8:30am & 3:00pm
RHD ES Bell – 8:40am & 3:15pm
PG MS Bell – 8:30am & 2:00pm
RHD ES Bell – 8:40am & 2:00pm
Volumes
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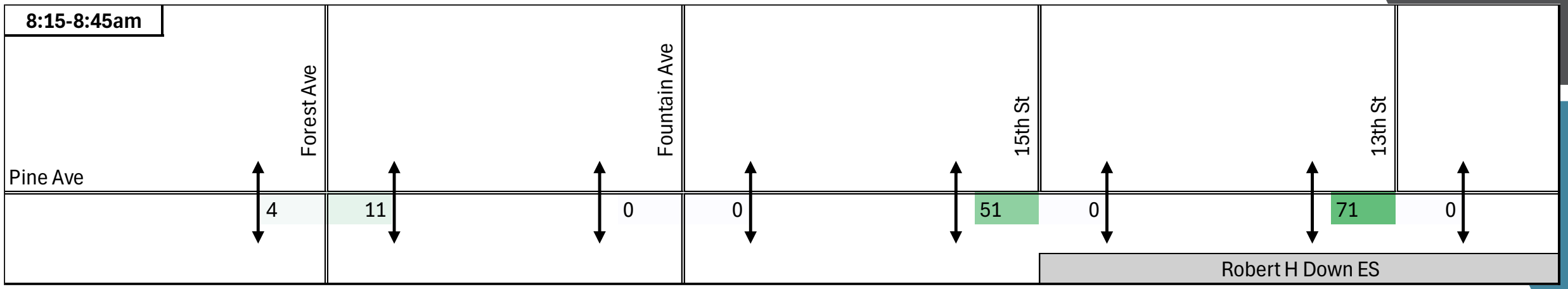

Pine Ave & Forest Ave: Pedestrians
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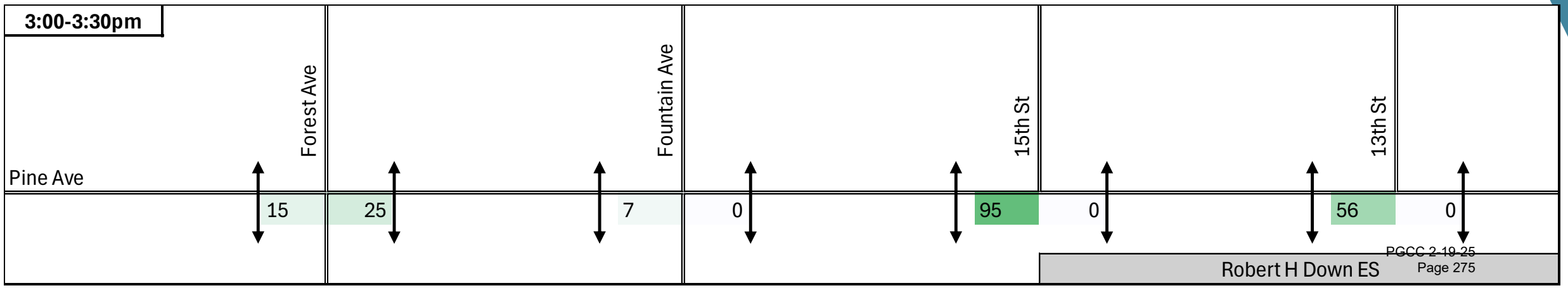

Pine Ave & Fountain Ave: Pedestrians
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Pine Ave & 15th St: Pedestrians
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Pine Ave & 13th St: Pedestrians
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Pine Ave Pedestrian Crossings





Multi-way Stop Warrant

Pine Ave & Fountain Ave Stop Warrant					
Time Period	Major Street (Pine)	Minor Street (Fountain)			
	Vehicles	Vehicles	Pedestrians	Bicyclists	Combined
7:45-8:45 AM	329	61	4	0	65
8:45-9:45 AM	213	26	4	0	30
11:15-12:15 PM	261	32	0	0	32
12:30-1:30 PM	231	37	0	0	37
1:30-2:30 PM	238	39	1	0	40
2:30-3:30 PM	321	44	7	4	55
3:45-4:45 PM	289	48	0	2	50
4:45-5:45 PM	285	44	8	3	55
Average	**271**	**41**	**3**	**1**	**46**
Required	**300**	-	-	-	**200**
Warrant Met?	**No**	-	-	-	**No**
	No				

Pine Ave & 15th St Stop Warrant					
Time Period	Major Street (Pine)	Minor Street (15th)			
	Vehicles	Vehicles*	Pedestrians	Bicyclists	Combined
7:45-8:45 AM	257	6	60	0	66
10:15-11:15 AM	205	0	0	0	12
11:15-12:15 PM	269	0	0	0	0
12:30-1:30 PM	248	0	0	0	0
1:30-2:30 PM	245	1	19	0	20
2:30-3:30 PM	326	5	98	0	103
3:45-4:45 PM	293	11	23	0	34
4:45-5:45 PM	294	7	20	0	27
Average	**267**	**4**	**28**	**0**	**33**
Required	**300**	-	-	-	**200**
Warrant Met?	**No**	-	-	-	**No**
	No				

*EBL volumes used since 15th St is one-way away from Pine Ave

Field Visit Notes - December 10, 2024

General Operations

1. Crossing guard present at 15th St stop/crosswalk only.
2. Dual lane crossing obstructed sight lines.
3. No other police/teacher/volunteers directing pick up/drop off.
4. Witnessed very few pedestrian crossings still being made at Fountain Ave.
5. Several rolling stops and/or going through stop at 15th St, especially outside of peak pedestrian crossing times.
6. Pickup and drop off experiences minimal congestion and does not block through traffic.
7. Police action was witnessed on several occasions for u-turns, rolling stops and double parking.

15th St Crossing Guard Operations

The combination of the crossing guard, RRFB and stop sign creates confusion with drivers and potentially pedestrians. Stop, yield and go messages are being portrayed to the traveling public which is a concern. The stop sign flashes consistently, while the pedestrian warning sign only flashes when push activated. When the crossing guard was present, they would push activate the pedestrian warning sign flashers and then walk out to the middle of the street with a stop sign paddle. Once they returned to the curb and the pedestrian warning sign flashers stopped, subsequent vehicles were witnessed rolling through the stop sign due to the confusion of signs and flashers.



Field Visit Notes - December 10, 2024

Infrastructure

15th St

1. Pedestrian warning sign with flashers still present with stop sign
2. Flashers within stop signs are not bright enough in sunlight
3. In-pavement flashers are depressed but operational

13th St

1. Pedestrian warning sign behind tree
2. Striped and delineated bulb outs adds to the visibility to pedestrians





Fountain Ave





15th St









13th St

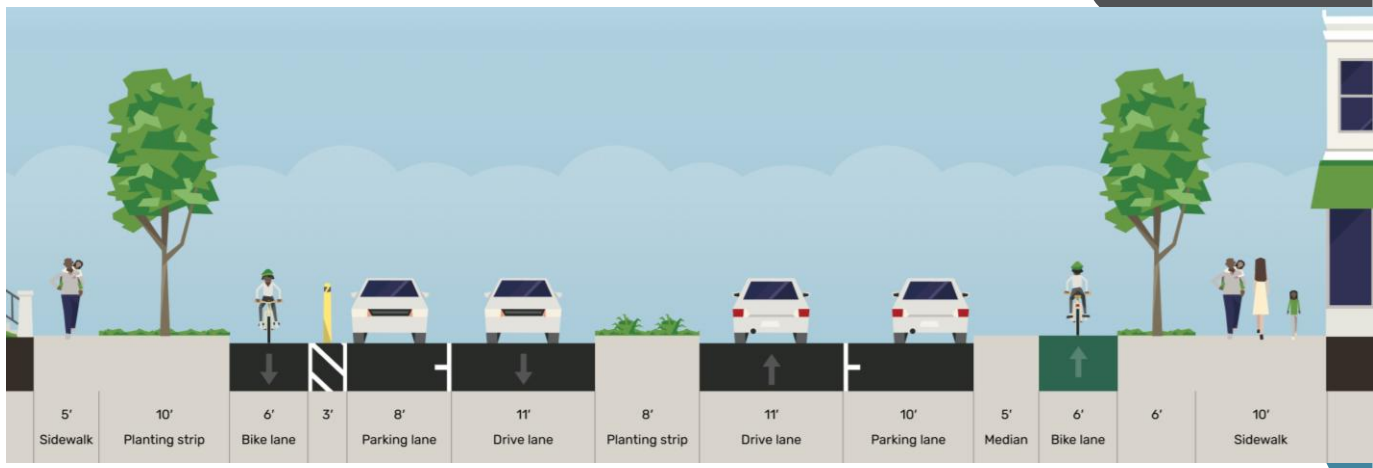






2-Lane Preferred Alternative Recommendations

1. Reduce one lane in each direction along Pine Ave and add complete streets elements.
    a) Bike lanes
    b) Pedestrian median refuge
2. Maintain side street stop control at Pine Ave & Fountain Ave
3. 15th St – apply similar improvements as 13th St
    a) Remove east/west stop control
    b) Upgrade rectangular rapid-flashing beacons
    c) Add advanced yield triangles
    d) Add pedestrian crossing ahead signs and pavement markings

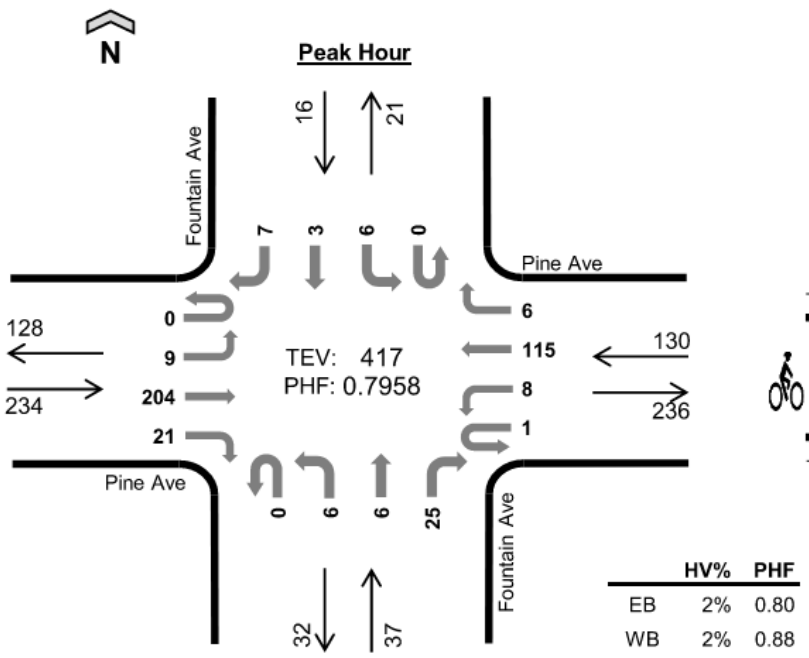


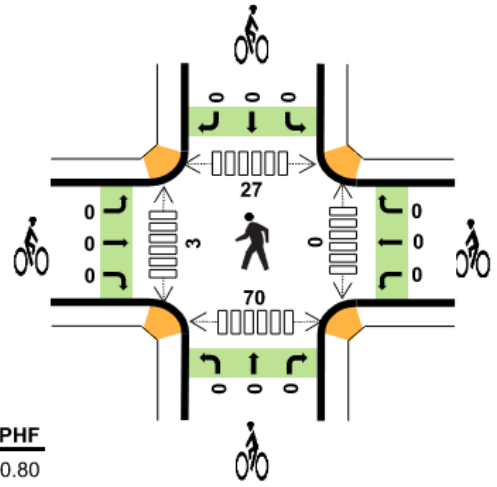
4. Add no u-turn signs and construct raised median from Fountain Ave to 12th St.
5. Add teacher/volunteer to manage student pickup/drop off.
6. Consider crossing guard for 13th St crossing.
7. Add permanent curb extensions on all corners from 12th St to Fountain Ave.

4-Lane Alternative Recommendations

1. Maintain side street stop control at Pine Ave & Fountain Ave
2. Add no u-turn signs and construct raised median from Fountain Ave to 12th St.
3. Add teacher/volunteer to manage student pickup/drop off.
4. Consider crossing guard for 13th St crossing.
5. Add permanent curb extensions on all corners from 12th St to Fountain Ave.
6. 15th St – apply similar improvements as 13th St
    a) Remove east/west stop control
    b) Add rectangular rapid-flashing beacons
    c) Add advanced yield triangles
    d) Add pedestrian crossing ahead signs and pavement markings

Fountain Ave
Pine Ave

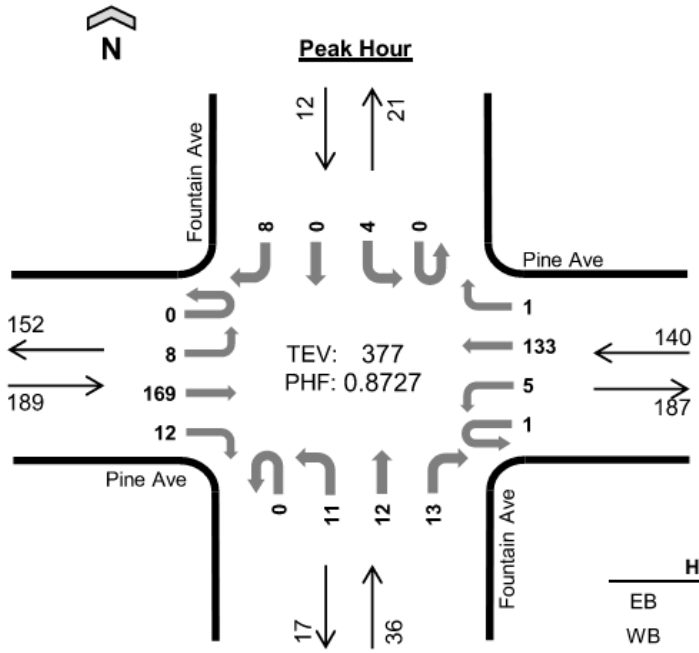


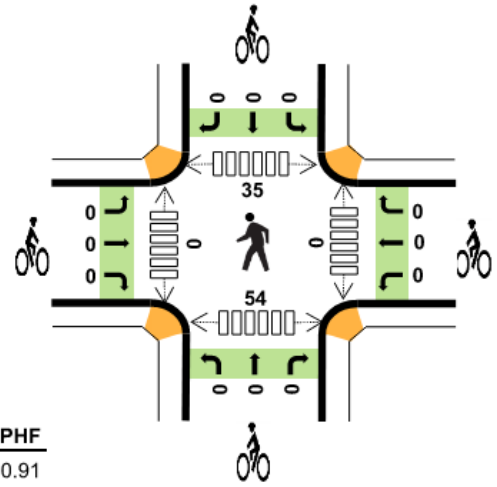


	HV%	PHF
EB	2%	0.80
WB	2%	0.88
NB	0%	0.58
SB	0%	0.57
TOTAL	2%	0.80

Date: 12/10/2024
Count Period: 6:30 AM to 9:30 AM
Peak Hour: 8:00 AM to 9:00 AM

Fountain Ave
Pine Ave

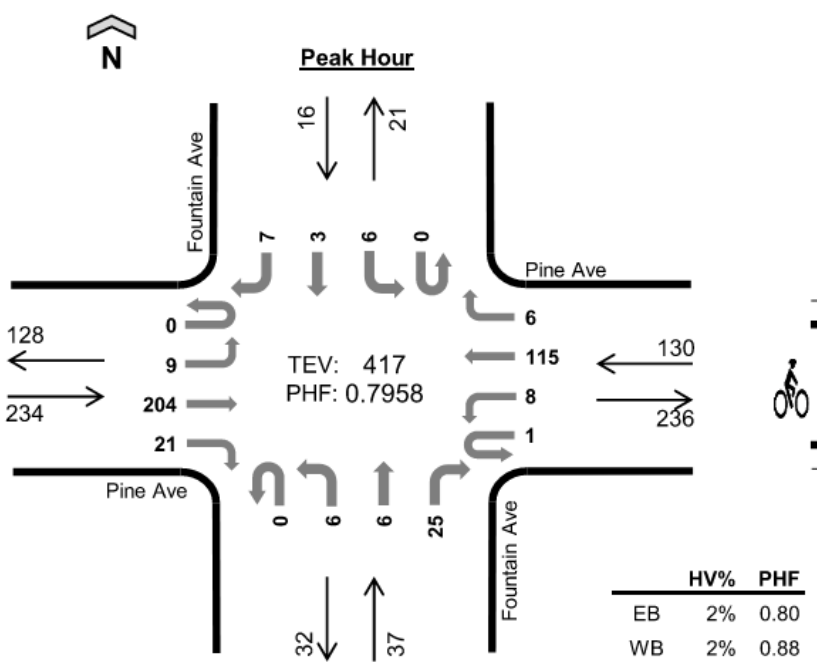




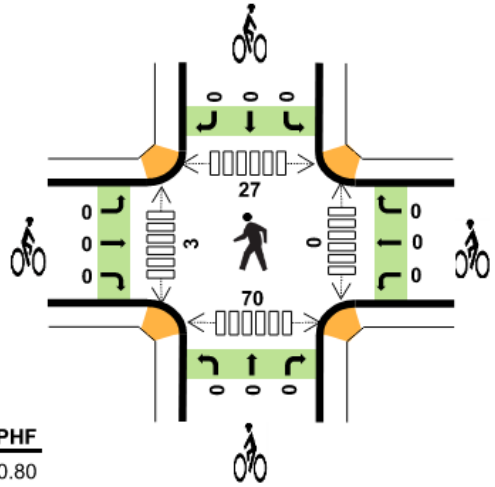
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EB	3%	0.91
WB	1%	0.73
NB	0%	0.82
SB	0%	0.50
TOTAL	2%	0.87

Date: 12/10/2024
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Peak Hour: 3:15 PM to 4:15 PM

Fountain Ave
Pine Ave

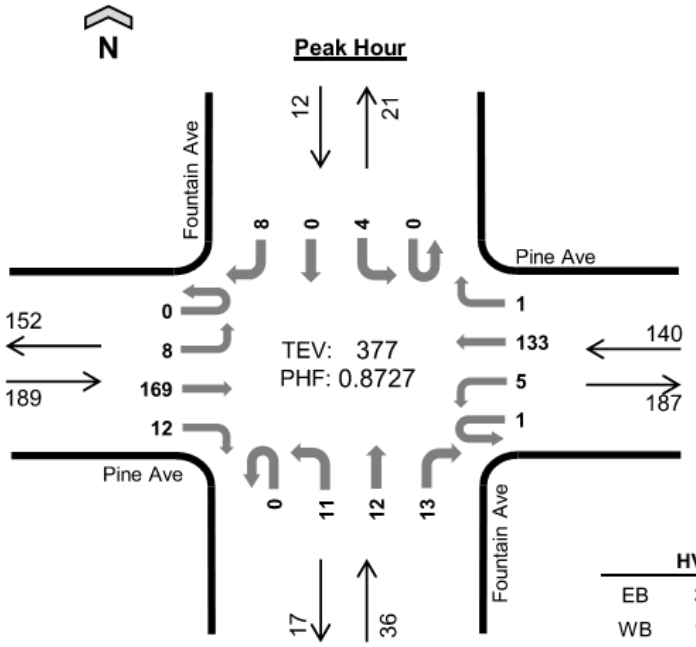


	HV%	PHF
EB	2%	0.80
WB	2%	0.88
NB	0%	0.58
SB	0%	0.57
TOTAL	2%	0.80

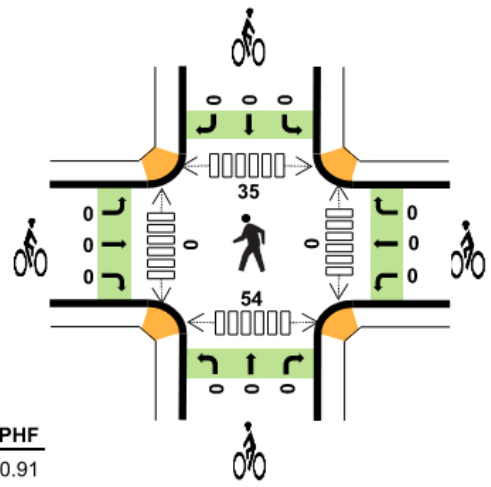


Date: 12/10/2024
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Peak Hour: 8:00 AM to 9:00 AM

Fountain Ave
Pine Ave

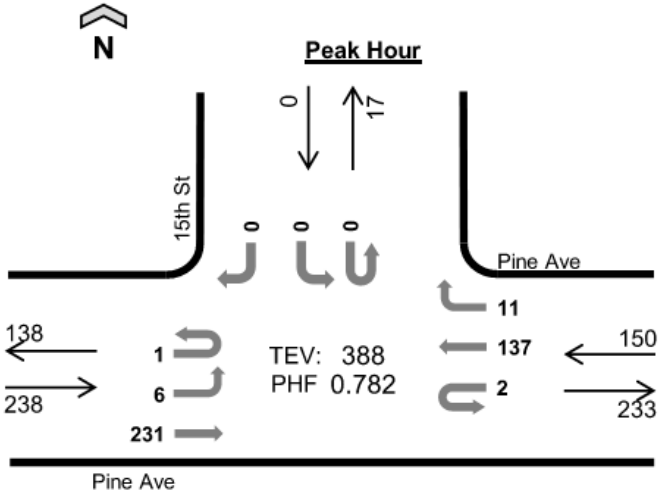


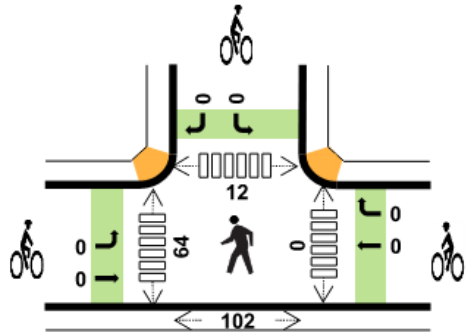
	HV%	PHF
EB	3%	0.91
WB	1%	0.73
NB	0%	0.82
SB	0%	0.50
TOTAL	2%	0.87



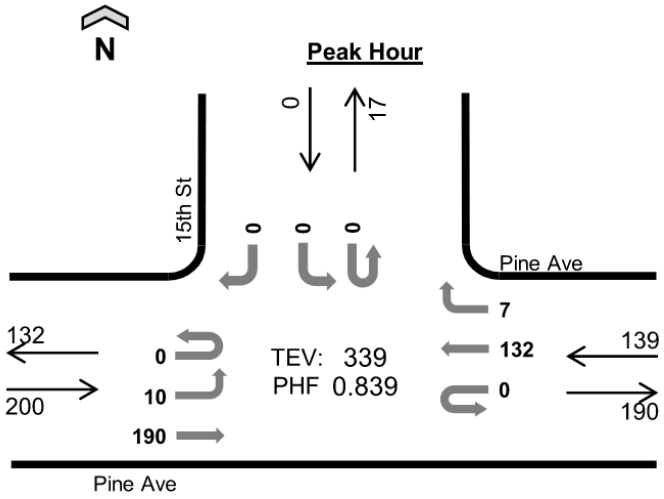
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Peak Hour: 3:15 PM to 4:15 PM

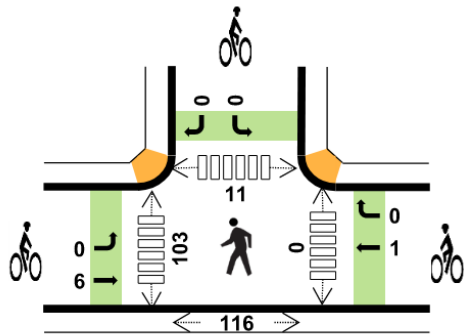
15th St
Pine Ave



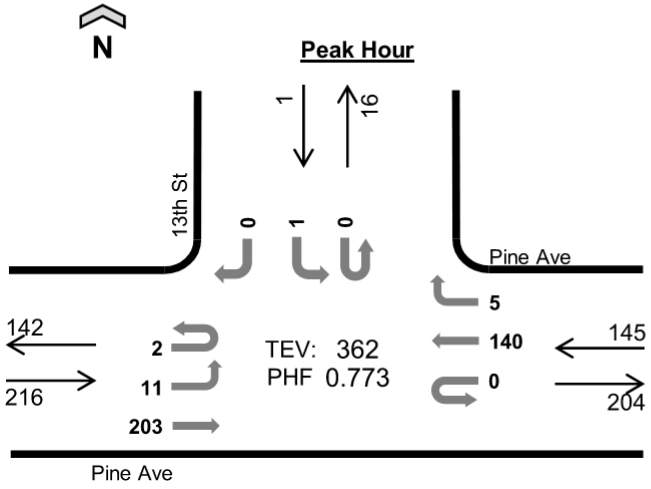


15th St
Pine Ave



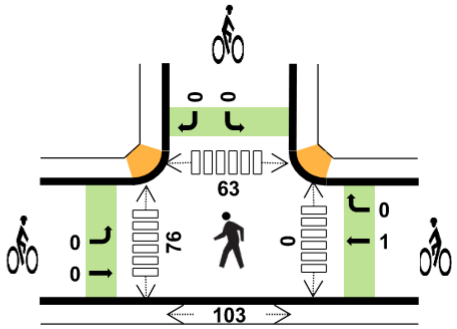


13th St
Pine Ave

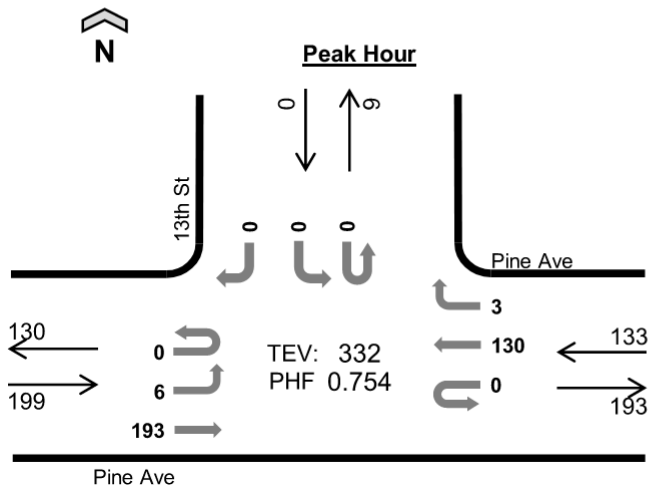


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Date: 12/10/2024
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Peak Hour: 8:00 AM to 9:00 AM

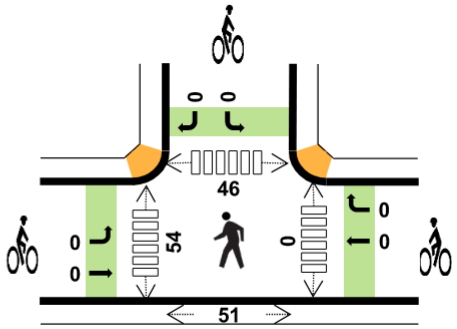


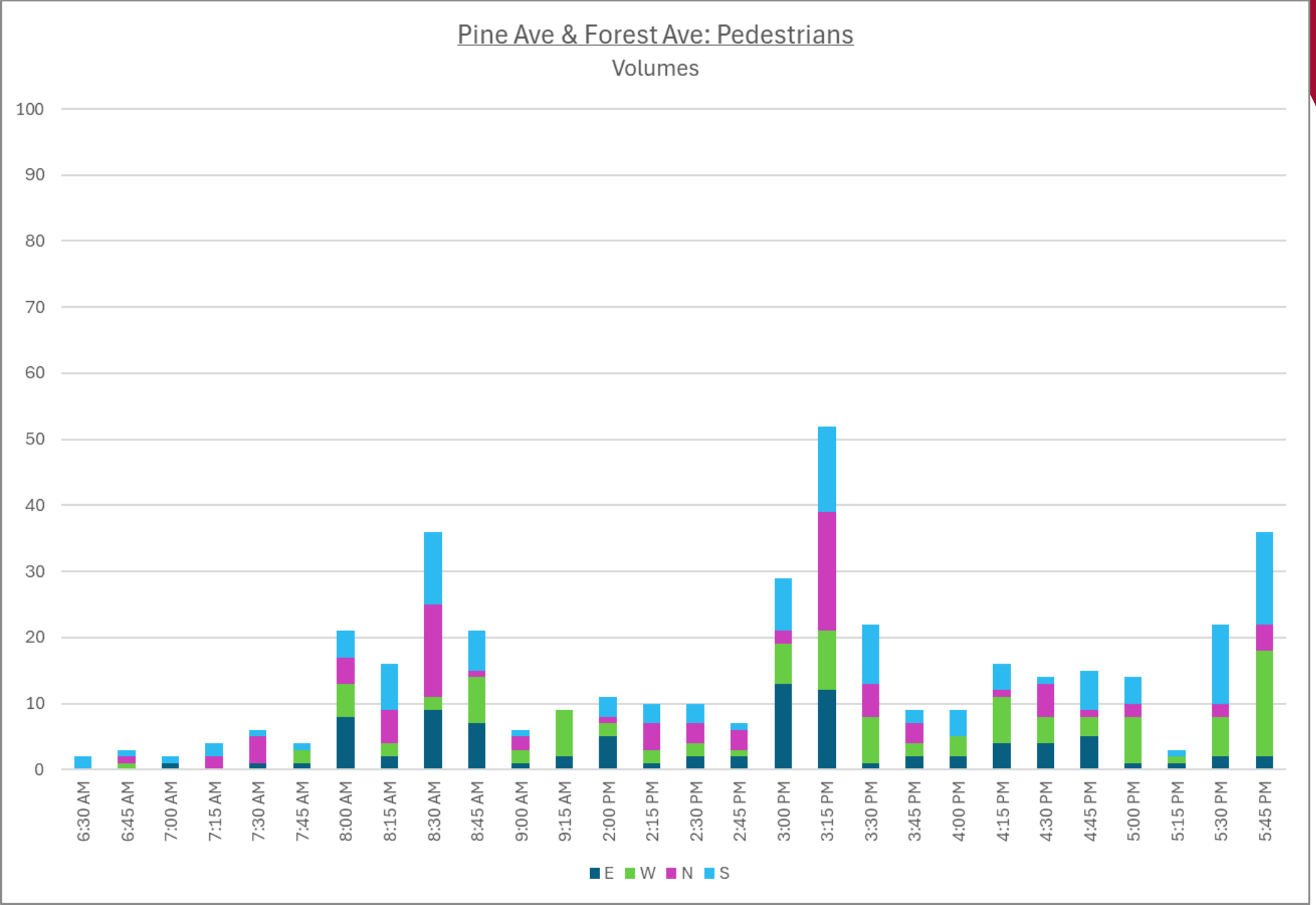
13th St
Pine Ave

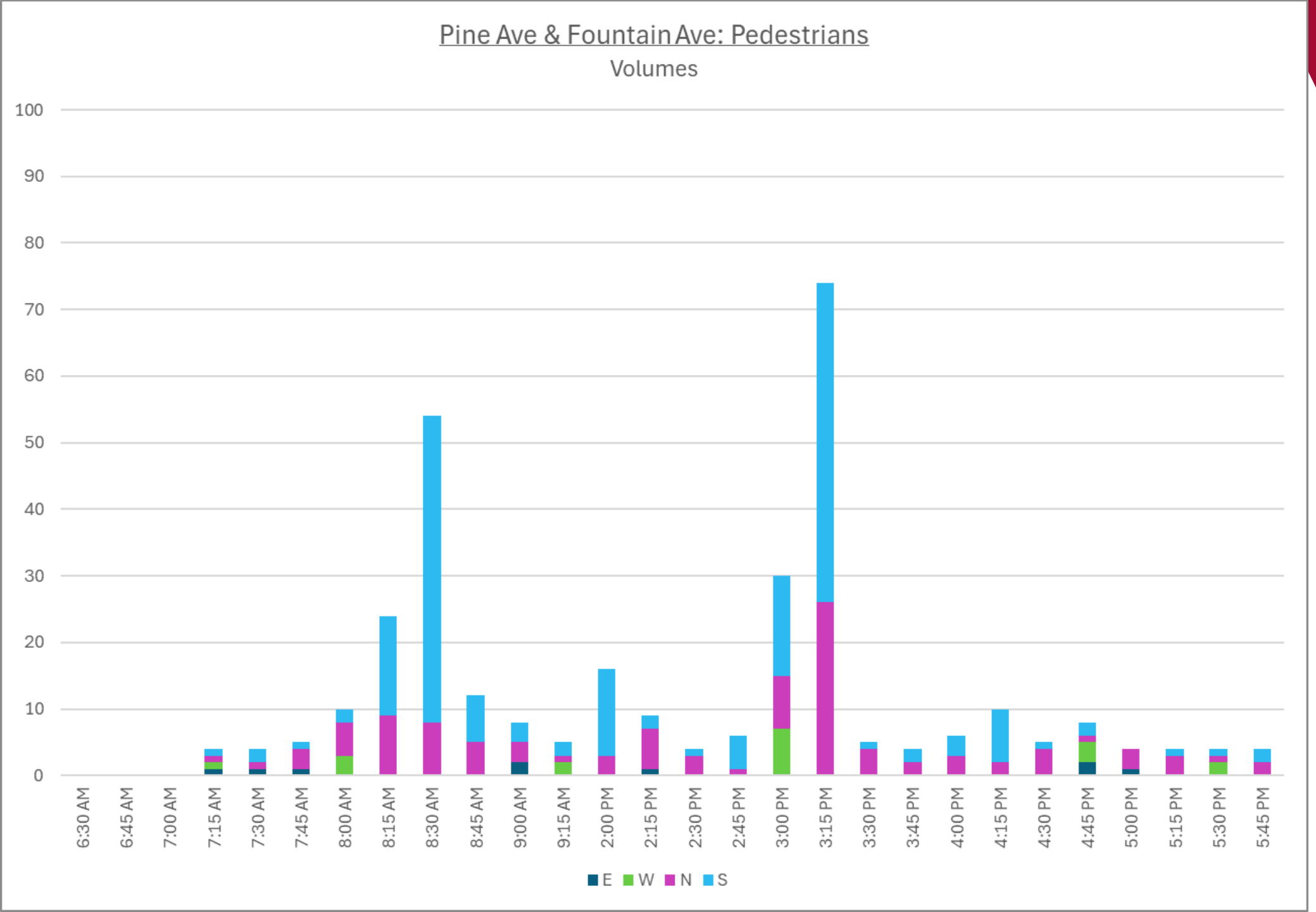


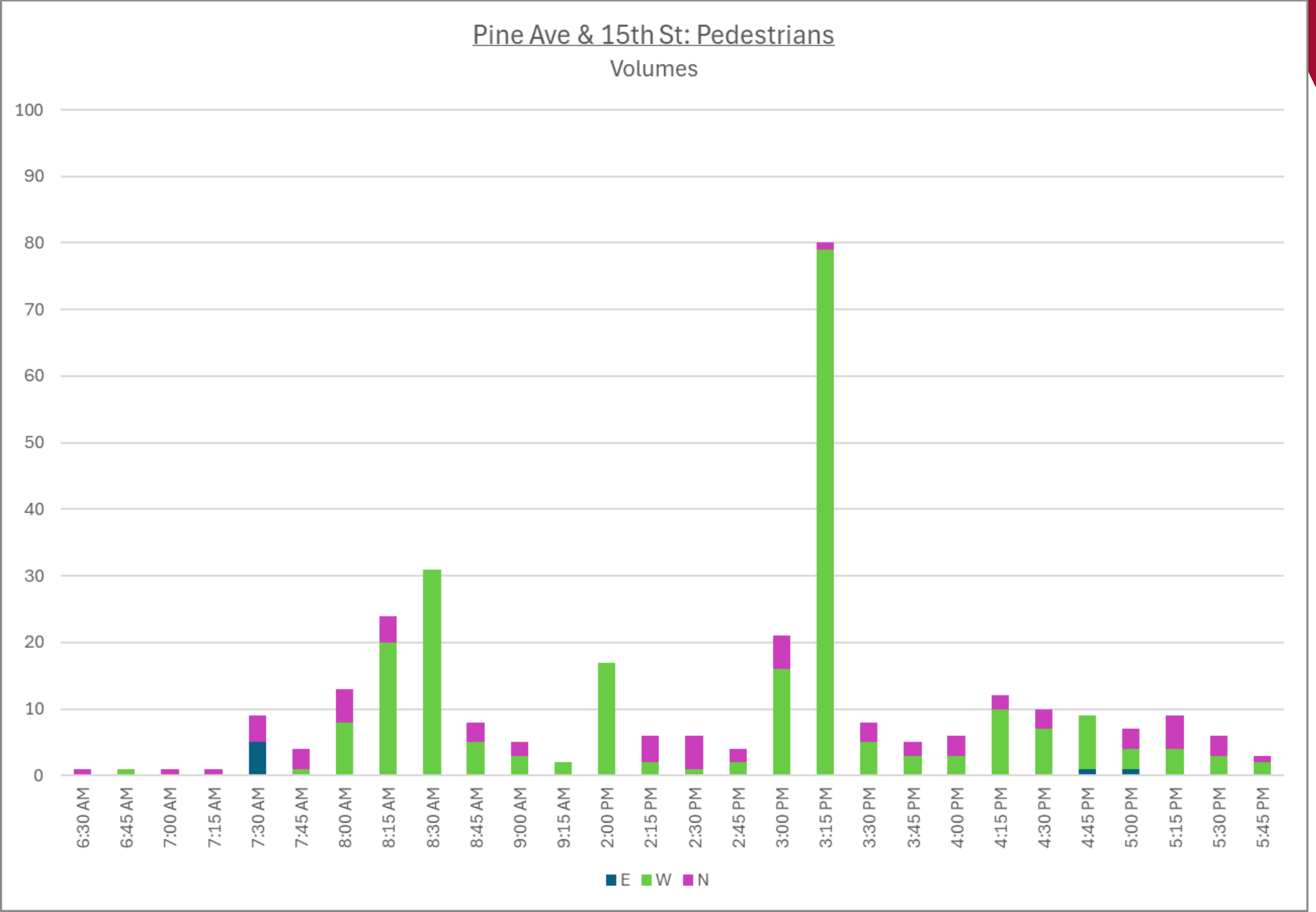
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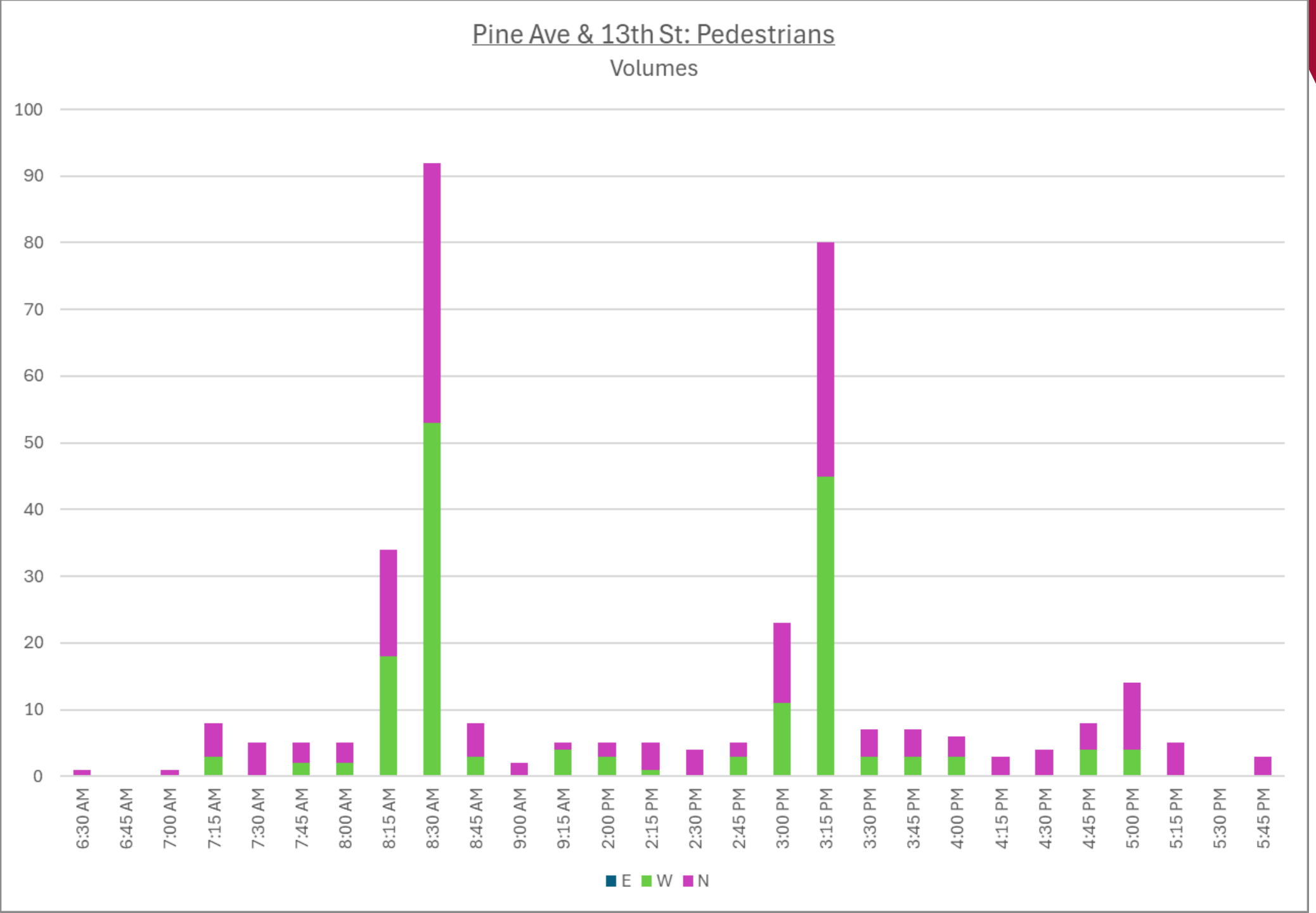
Date: 12/10/2024
Count Period: 2:00 PM to 6:00 PM
Peak Hour: 3:15 PM to 4:15 PM




Pine Ave & Forest Ave: Pedestrians
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Pine Ave & Fountain Ave: Pedestrians
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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, Consultant

MEETING DATE: February 19, 2025

SUBJECT: Goal Setting Process for the FY 25-26 and the FY 26-27 Budget Years

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

RECOMMENDATION

Review and Approve the Goal Setting Workplan Development Process as this report outlines.

DISCUSSION

Discussion and Background:

Periodic development of achievable and obtainable goals and their subsequent review is a significant activity for the Council to complete. A well-thought-out set of goals provides a framework for the direction and operation of the City. Goal setting and review are important activities to complete before the annual budget process. A proper set of goals will guide budget shaping and development. Once approved, the budget becomes the operational tool to ensure that City capacity is put in place to create the best opportunity for the City to complete its goals. City Manager Mogensen asked for my assistance in facilitating this year's process.

In the spring of 2022, the Council completed a goal-setting process for a two-year cycle. The goals were also reviewed at the midpoint in the cycle during the spring of 2024. The resulting Community Goals & Workplan 2023-25 is attached. As you will note this Workplan was based on four key core areas including:

1. Recreation Services
2. Infrastructure
3. Environmental Stewardship and
4. Housing.

The core areas contained 2-3 goals and then identified several milestones or implementing projects with identified completion dates. I think it is important to begin any new goal development process with a brief update and review of the existing Work Plan. This review will take place during the Council Workshop now scheduled for February 26th.

Drafting new Goals and a Work Plan:

It is recommended the Council use a building block approach to developing new Goal Statements and Workplan. The City already has adopted key Vision and Mission Statements:

Vision Statement: “Pacific Grove will thoughtfully grow as an inclusive seaside community that protects residential character, historic resources, promotes multi-beneficial development, and ensures respect for the environment”.

Mission Statement: “Deliver quality professional public services to all residents in the Pacific Grove Community and the region while ensuring high-value quality results.”

As noted the existing Workplan focused on 4 core areas. I would suggest the Council follow the approach of identifying 4 or 5 focus areas tied to the Vision and Mission statements. The focus areas could replicate the existing focus areas or identify new ones. Based on my discussions with individual staff and Council members I would offer the following for consideration:

Climate Action Plan
Economic Development
Complete Streets
Infrastructure and Asset (buildings) repair and enhancement
Financial Sustainability
Organization Capacity
Communication

As a part of the process, the Council will be asked to develop proposed goal statements for the core areas selected and a milestone project for goal Implementation. The development of goal statements should be specific doable and measurable. Some goal statements and milestone projects may take longer to complete and may require incremental progress over some time. The bottom line is the goal and any milestone projects should be achievable within a forseeable horizon. The number of goal statements and related milestone projects should be limited so as not to overtax the City’s capacity. There is always a danger of overpromising and then falling short in completion. Failure to achieve goals can be very frustrating for both the City team members and the general public. An example of a focus area goal state, and milestone project is noted below:

Example:
Core area: Economic Development

City Council Goal Statement:	**Milestone Project**	**Date**
Develop and implement strategies to encourage	Reduce time for permit	4th Q FY 25-26
Business retention and new business location	Review and Issuance	

Once the Workplan is adopted it will be important to review progress regularly. The review should be conducted along with periodic budget reviews by the Council since the Goal Workplan and budget are so closely related. This review will enable an evaluation of Goal progress and the possible need to modify the Plan as may be necessary to address the realities of implementation.

The Goal Statement Work plan and budget should be used as living documents and as such changes may become necessary. At the staff level, the Goals and Work plan should be constantly reviewed for any deviations. Deviations should be brought to the City Manager’s attention in a timely fashion and options for corrective action analyzed. Getting things done requires focus, being realistic, constant communication, and staying on track.

Cities are by their nature are dynamic and there is a vested interest in trying to solve problems proactively. Consequently, issues, problems and new ideals will come up and will need to be addressed. In some cases, the workplan/ budget will need to be modified and priorities shuffled to accommodate the emerging issue resolution. It is important always to keep in mind the capacity of the organization is

finite. Before undertaking a new task or initiative it is suggested the following criteria be kept in mind:

- Is the Initiative/ Idea in keeping with the City's Vision and Goal Statements?
- Is the initiative/idea related to the existing Goals and Workplan
- Is the idea or initiative related to an emergency?
- Is there outside funding that needs to be captured and the timing important?
- Is there a new multi-agency opportunity that is time-sensitive and critical to local government?

There is also a tendency for the government to maintain more than one "to-do list" that is often different or in addition to the City's adopted Goals Work plan and budget. At present the City maintains a Consolidated Workplan Priorities list (please see attachment b) and a Capital Project Listing (please see attachment c). Efforts should be made to ensure these documents are in conformance with and related to the existing approved Workplan and Budget.

Dates and Tasks for Completing Goals and Workplan:

The following is a listing and dates to be completed:

1. February 19- Council to Approve Process. Following the facilitator's presentation, the public comment Council approves the process with direction to move forward.

2. February 26- Council Workshop on Background Information. Council receives presentations from staff on the status of the existing Workplan and department-by-department updates including current challenges and opportunities.

3. March 5- Mid-year Report and Request to Council to Develop Draft Goal Statements for Inclusion in new Workplan. The City Manager and Finance Department staff will present a mid-year review and year-end projections for revenues and expenditures. The facilitator will provide the Council with an assignment to develop draft Goal Statements for further consideration.

4. March 12- Council members Draft Goal Statements Submitted to the City Manager. Council members' candidate goals are submitted to the City Manager/facilitator to review to avoid repetition and to ensure language consistency.

5. March 19- Council Reviews Draft Goal Statements. Following Public Comment Candidate Goal Statement are reviewed and finalized for further public review and discussion. A finalized list of Goal statements will be released for public review.

6. April 2- Prioritization of Goals and Finalization of Goals and Workplan – Following review of public comment the Council will be asked to (1) Prioritize and finalize Goals for inclusion in the FY 25-26, FY 26-27 Work Plan.

Public and Council Committee Involvement:

Public comment and involvement will be fostered as noted at various stages outlined in this report. Council Commissions and Committees have been asked to forward their top Goal recommendations to the Council for possible inclusion in the Work Plan.

OPTIONS

The Council could modify this process as presented and direct Staff and the facilitator to proceed accordingly.

FINANCIAL IMPACT:

There is no direct impact simply by completing this process. However, the completion of the process will guide the development of the Budget over the next two years.

FOCUSED PRIORITY AREA: Not Applicable.

Attachments

A. Current Work Plan

B. Workplan Priorities Listing

C. Capital Project Listing

Community Goals & Workplan 2023-25

PRIORITY AREA: Recreation Services

POLICY VALUE STATEMENT: Pacific Grove offers robust and accessible recreational and cultural activities for all ages.

New	Mandate	Goal	Milestone	Quarter of Completion	Lead Dept	Status	Percnt Complete	Additional Notes
YES	NO	Expand hours and services of the Youth Center	Submit comprehensive recreation plan to City Council for expanded services, activities and programs; receive Council input.(Plan components include: recruitment strategy, proposed budget including additional FT and Seasonal PT employee hours, expanded hours of operation for all recreational facilities including the Lighthouse.	Q4 FY22/23	Rec/PW /CMO /ASD	Complete	100%	Comprehensive plan presented to the Council in May 2023.
			Recruit and onboard additional Seasonal PTE (current and expanded summer 2023 programming).	Q4 FY22/23	Rec/PW/CMO	Complete	100%	Onboarded 53 summer staff members (2x the prior year)
			Recruit and onboard additional FTE.	Ql FY23/24	Rec/PW/CMO	Complete	100%	All FTE positions filled.
			Complete implementation of comprehensive recreation plan (that includes expanding hours, activities and services for the community).	Ql FY23/24	Rec/PW/CMO	Complete, Ongoing	100%	122% increase in swim registration, 27% increase in summer camp registration, new program offerings (sports & gold camp).
YES	NO	Expand or reinstate afterschool and recreational activities, including recreation and sports programs.	Same milestones as above.	Q4 FY22/23	Rec/PW/CMO	Complete	100%	Expanded beyond pre-pandemic opertations.
YES	NO	Evaluate fees for use/rental of City facllies (e.g. Chautauqua Hal, etc.) to incentlvlze more use by the community.	Assess facility rental fees and submit new proposed fee schedule to the City Council for consideration.	Ql FY24/25	ASD/Rec	Complete	100%	Updated User Fee Schedule adopted on September 4, 2024
			Implement new fee schedule.	Ql FY24/25	ASD/Rec	Complete	100%	Updated User Fee Schedule adopted on September 4, 2024 and implemented

PRIORITY AREA: Infrastructure

POLICY VALUE STATEMENT: Pacific Grove prioritizes capital needs and maintains community assets

New	Mandate	Goal	Milestone	Quarter of Completion	Lead Dept	Status	Percent Complete	Additional Notes
YES	NO	Enhance the process, prioritization, scheduling and completion of CIP projects.	Select consultant to recommend a new approach for Capital Improvement Program, including the development of asset management schedules, recommended funding and prioritization to address ongoing repair and replacement of City facilities, assets and infrastructure. Select a consultant to develop asset management schedules and recommended funding to address repair and replacement of City facilities, assets and infrastructure as part of defining a new approach to CIP process.	Q2 FY24/25	PW/ASD/CMO	Complete	100%	Facility Condition Assessments (FCA) completef for City Hall, Public Works, Youth Center, Fire and Police Stations. Additional assessments to be budgeted in future years.
			Implement recommendations for the development and adoption of a new Capital Improvement Plan. effective July 1, 2024, including a new asset management program	Q2 FY24/25	PW/ASD/CMO	Initiated	50%	FCAs will inform next years CIP. Working with ASD/CMO to revise the CIP process for FY25/26
YES	NO	Complete Streets Poley: adopt a plan to Implement the design of safe walking paths, sldewalks and bike lanes. Including slgnage.	Retain the services of a qualified firm to assess the City's multi-modal transportation network, including all associated transportation policies and the proposed general plan transportation element, and to draft a Complete Streets Policy and safe routes to school map - specific to the needs of the Pacific Grove community.	Q2 FY24/25	PW/COO	Initiated	50%	No proposals received to RFP released in May 2024. Alternatives being considered.
			Develop and adopt a draft policy and safe routes to school map; shepherd through the Traffic Safety Commission for feedback and public review.	Q2 FY24/25	PW/CDD	Initiated	25%	TAMC presented on the Safe Routes to School Concept to Traffic Safety Commission and City/PGUSD Joint Subcommittee.
			Incorporate policy elements for implementation as a part of subsequent CIP streets infrastructure improvements.	N/A	PW/CDD	Not yet initiated	0%	Though no policy has been developed, complete street concepts are considered during CIP project development.

PRIORITY AREA: Environmental Stewardship

POLICY VALUE STATEMENT: Pacific Grove Implements environmentally sustainable practices that protect wildlife and the coastal community.

New	Mandate	Goal	Milestone	Quarter of Completion	Lead Dept	Status	Percnt Complete	Additional Notes

YES	NO	Initiate and Complete a Climate Action and Adaptation Plan.	Receive recommendations from City Climate Action and Adaptation Plan Subcommittee to authorize funds for a consultant: present to BNRC and then City Council for review and additional input.	Q2 FY24/25	PW/CDD	In Progress	90%	Bid award schedueld for Q3 of FY24/25.
			Present proposed Climate Action and Adaptation Plan to BNRC and then City Council for review and adoption.	N/A	PW/CDD	Not yet initiated	0%	BNRC and Council will review when plan is developed.
YES	NO	Initiate and complete a Citywide Tree Improvement and Management Plan (e.g., planting In pubic areas,sustainable tree maintenance and removal strategies, review and replacement of non-native plants and species,etc.).	Complete comprehensive Title 12 revisions; revisions focus on replanting compliance and tree appeal process; to be reviewed by the BNRC.	Q2 FY24/25	PW	Complete	100%	Reviewed by BNRC in January, April and July of 2024.
			Complete comprehensive Title 12 revisions; revisions focus on replanting compliance and tree appeal process; to be reviewed City Council.	N/A	PW	Not yet initiated	0%	Planned for City Council review in Q3 of FY24/25.
			Plant and maintain (e.g., additional labor) 150 native trees on public property and public right-of-way.	Q4 FY23/24	PW	Completed	100%	150 trees planted at various locations, including 50+ trees in George Washington Park with community support.
NO	NO	Protect Wldllfe and Habitat.	Train CSOs in wildlife protection.	Q3 24/25	PD/CMO	Initiated	50%	Contract with Good City (consultant) for CSO training has expired. CSO's are collecting data on calls for service regarding wildlife and coastal contacts. This data is to be compiled at the end of 2024
			Draft and issue RFQ for Local Coastal Program (LCP) amendments.	Q4 FY22/23	CMO/CDD	Completed	100%	Proposal was too high, considering revisings to the RFP to lower costs
			Review and rank RFQ responses: make recommendation for City Council to award contract.	Q2 FY24/25	CDD/CMO	Initiated	50%	Pending new RFP above or Council appropriation of $300,000
			Release a public draft of LCP amendments for review and City Counciladoption; submit to California Coastal Commission for LCP Amendment.	N/A	CDD/CMO	Not yet initiated	0%	This action will not take place prior to the end of Q2 23/24
NO	NO	Review, update and implement George Washington Park Master Plan.	Hire a consultant to conduct biological assessment of GWP in order to update and recommend implementation measures of the GWP master plan.	Q4 FY22/23	PW	Initiated	95%	Study expected to be completed in Q3 of FY24/25
			Receive and review Monterey Fire Department's Community Wildfire Protection Plan for impact to GWP (harmonize and align).	Ql FY24/25	MFD/PW	Complete	100%	The final CWPP report is available online: https://haveyoursaymonterey.org/cwpp
			Implement Council adopted policies for GWP Master Plan in alignment with approved City Council direction.	N/A	PW/MFD	Initiated	10%	Improvements consistent with GWP master plan commenced in September 2024. Improvements were halted at request Council & BNRC; Only maintenance for safety will be executed until new plan is approved.
PRIORITY AREA: Affordable Housing								
POLICY VALUE STATEMENT: Pacific Grove supports a diversity of affordable housing opportunities.								
New	**Mandate**	**Goal**	**Milestone**	**Quarter of Completion**	**Lead Dept**	**Status**	**Percnt Complete**	**Additional Notes**
YES	NO	Explore and assess the grandfathering of existing non-conforming ADU's	Review, audit and conduct field visits for prior second unit report.	N/A	CDD	Ongoing	20%	Prior second unit report was unable to be located.
			Present findings and staff recommendations to City Council for direction.			Ongoing	N/A	Best addressed on a case-by-case basis as units are discovered and legalization sought.
NO	YES	Complete Housing Element Update (MANDATED}	Prepare and present draft 6th Cycle Housing Element to the Planning Commission, including DEIR (if necessary).	Q2 FY24/25	CDD	Complete, Ongoing	100%	The Planning Commission and City Council reviewed in late 2023. Draft EIR is underway.
			Submit draft 6th Cycle Housing Element to HCD for comments.	Q2 FY23/24	CDD	Complete	100%	Draft Housing Element was submitted to HCD on November 1, 2023. City received formal HCD comments on January 31, 2024. Staff will resubmit to HCD on December 20, 2024
			Integrate HCD revisions into the draft 6th Cycle Housing Element	Q2 FY24/25	CDD	Ongoing	100%	The revised Draft Housing Element containing responses to HCD comments will be submitted to
			Prepare and present draft 6th Cycle Housing Element to the City Council for final adoption and EIR certification (if necessary).	Q1 FY 25/26	CDD	Ongoing	60%	Likely summer 2025.

YES	YES	Initiate a feaslbllty and site selection process for the design and construction of an affordable housing project	Prepare 6th Cycle Housing Element draft with Rincon Consultants to deteremine an inventory of feasible development sites for affordable housing.	N/A	CDD	Ongoing	60%	To follow certified Housing Element
			Determine outside developers' interest in sites selected in Housing Element to develop affordable housing.	N/A	CDD	Ongoing	20%	To follow certified Housing Element
			City Council review and consideration of preferred site, including selection of preferred market and/or non-profit developer.	N/A	CDD	Ongoing	60%	To follow certified Housing Element

QUARTER	FIscalyear
Ql	July-Aug-Sept
Q2	Oct-Nov-Dec
Q3	Jan-Feb-March
Q4	April-May-June

CONSOLIDATED WORKPLAN PRIORITIES

(Not inclusive of all workplan items, CIP, maintenance, routine work priorities in the course of City services or businesses)

Work Priority	Description	Status	Included in 23/25 Goals & Workplan?	Funded?
Cannabis Permitting	Licensing procedure to implement ordinance	Hired HdL. Draft Rules being finalized and will be presented to Council in April	no	yes
Outside Dining	Create policy manual with standards	Policy Manual Adopted. Ordinance adopted by Council	no	yes
Parklet Encroachment permit Renewals for 25/26	Do we want to issue another year of encroachment permits in 6/25	Council direction is needed to decide if remaining parklets are to be re permitted for another year.	no	no
Wildlife Protection Plan	Incorporate Wildlife Protection Efforts in LCP and implement a program to police wildlife protection/education	LCP work will be held until other LCP updates needed next year or so. Draft Wildlife protection policy needs to be completed. Good City provided a proposal to complete the work for approx. $40k. Wildlife complaints and CSO responses to be compiled at year end and report issue on the one year experience. Good City was to complete this report. Needs further direction from Council.	yes	partial
Safe Routes to School	Develop a safe routes to school plan	TAMC presented on the topic to TSC and Joint subcommittee with PGUSD. PW and TAMC to have further discussions regarding a demonstration project on Pine Avenue.	no	no
Complete Streets	Develop a complete streets policy	No bids received to assist the City within budget. Staff still exploring other options with TAMC. PC recommended Council reissue the RFP, which was not acted on. Anticipating an updated Circulation Element with Complete Streets policies will be required in next 2-years. Bicycle master plan separate effort? Staff to look at a CIP project on Pine with Complete Streets design for 2025/26 CIP budget possible	yes	partial
Archeological Protocol	A one stop document that addresses public and private property projects	Revisions completed and getting one last staff review. Anticipating bringing to Council in April.	no	yes
HRI Deletions	Review and possible removal of HRI properties	Planning has been presenting 5-10 cased per month to the HRC. Efforts will slow for next couple of months until a new planner is hired.	no	n/a
DEI Study	Hire a consultant to review City employment and service practices from the lens of DEI	City Manager and DEI staff liaison to discuss a revised scope of work with chair and Council liaison	no	no

ATC	Release of Sloat Easement	Vacation and Agreement was approved. Will be opening escrow for payment and recording of transaction. Waiting on developer to submit plans.	no	n/a
Kimpton Hotel Water Allocation	Amendment to promissory note for water allocation to receive money sooner	Complete. Approx. $972k received for water allocation.	no	n/a
CAAP	Develop a Climate Action and Adaptation Plan	Consultant selected. Council approved contract	yes	no
Pickleball	Continue to revise actions to lessen Pickleball noise impacts	Council approved the budget to resurface courts and put up sound attenuation on fences. Fencing installed. Court resurfacing to occur when rainy session ends.	no	yes
Navy/NOAA Property	Chronicle Heritage is evaluating property for historical significance	CD Director provided comments to the consultant for corrections to the final report. Resubmittal not yet received.	no	yes
Housing Element/GP Amendments/Zoning Amendments/EIR	Adopt the 6th Cycle Housing Element	EIR kicked off. Revised Draft H.E. submitted to HCD.	yes	yes
CIP Project Efficiencies	Develop alternative ways to facilitate CIP projects to increase efficiency	Hiring a City Engineer and evaluating process improvement. New 5 year CIP schedule to be employed next year.	yes	yes
Facility Assessment	Consultant assessing maintenance needs and proposed schedule for City facilities	Complete and presented. Will be used for CIP in 25/26. More city facilities to be assessed in 25/26 pending budget approval.	yes	yes
George Washington Park Master Plan	Update Masterplan	Biological Study. Begin work again following Council Authorization.	yes	yes
Title 12 Update	Review and Update of City's Trees and the Urban Forest Ordinance	Ready to represent for consideration	yes	yes
Committee/Commission Review	Review roles, responsibilities of each board.	Reviewed EDC in December 2024.	no	no
DT Maintenance	Additional maintenance	1/2 time worker has made great progress. Ongoing. Assisted Chamber with lighting costs for holidays.	no	yes
Shuttle/Trolley Service	Extend Monterey Trolley to Lighthouse DT District or create local shuttle	ATC to provide a $50k contribution to purchase a shuttle/trolley	no	partial
ADU Grandfathering Program	Explore legalizing unpermitted ADUs for RHNA	Staff will develop a proposal for Council consideration following the onboarding of a new housing person and CD Director.	yes	no

Chautaugua Hall NHR	Complete and submit an application for the National Historic Registery	A proposal has been obtained from Page and Turnbull. Cost is approx. $20k. Need to get Council budget amendment approval to proceed.	no	no
Lighthouse Reservation NHR	Complete and submit an application for the National Historic Registery	Pending Council direction	no	no
AB1332 Pre-approved ADU Plans	Hire a designer/architect to develop ADU plans per AB1332	Needed to comply with State law. Included $30K in CDD 24/25 budget. Staff has a preliminary RFP drafted.	no	yes
Phase II Updates to the Remaining Elements of the General Plan	Update all remaining elements of the General Plan	Back-burnered as the Housing Element needed to move forward in an expedited fashion. Phase I consists of Housing Element, Land Use Element, Health & Safety Element (currently underway).	no	no
Laserfiche / Records Retention & Destruction	Complete past contracts, review implementation thereof, ongoing contracts; and next steps for city-wide implementation.	Ongoing	yes	no
Municipal Code	Clean up of code	Ongoing and at Council direction	no	no
Council Policies	Clean up of policy enactment dates and amendments	Ongoing	no	no
City Organizational Assessment	Review of City personnel composition	In progress for overall organization, with a deeper study with the PW department.	no	yes
Great Tide Pool Trail Repair	Repairs following storm damage	In progress, concept plans developed, CDP document prep in progress	no	no
Lovers Point Pier Repair	Repairs following storm damage	CDP application process underway with CCC	no	no
GWP Plan		Year long biological assessment complete	yes	no

Multi-Year Project Funding Summary

Represents Projects Included in the Fiscal Year 24/25 Adopted Budget [1]

Project Code	Project	Source	Est. FY 23/24 and Prior Years	Est. FY 24/25	Est. FY 25/26	Est. FY 26/27	Est. FY 27/28	Est. FY 28/29	Total
CIP25-03	Pedestrian Safety - Central Ave. & Foundation Ave.	General Fund	-	202,500	-	-	-	-	$ 270,000
		Capital Contribution	-	67,500	-	-	-	-	
CIP 23-06	Pump Station 15.5	Sewer Fund	110,000	250,000	-	-	-	-	360,000
CIP 25-04	Community Center Sewer Repairs	Sewer Fund	-	50,000	-	-	-	-	50,000
CIP25-05	PG Museum of National History Flooring Replacement	Museum Improvement Fund	-	35,000	-	-	-	-	35,000
CIP25-06	Museum Roof Repair (Storage Garage)	Museum Improvement Fund	-	17,000	-	-	-	-	17,000
CIP25-07	Point Pinos Lighthouse Electrical Panel	Lighthouse Fund	-	20,000	-	-	-	-	20,000
CIP25-08	Golf Course Water Heater	Golf Course Fund	-	20,000	-	-	-	-	20,000
CIP25-09	Library Door Repair	ARPA Fund	-	22,000	-	-	-	-	22,000
CIP25-10	Recreation Trail Improvements (Esplanade Park)	Strong Disbursement Fund	-	20,000	40,000	-	-	-	60,000
CIP25-11	Pico Ave. & Crocker Ave. Stormwater Improvements	Strong Disbursement Fund	-	45,000	-	-	-	-	45,000
CIP25-12	Tee Expansion & Renovation	Golf Course Fund	-	16,500	20,000	-	-	-	73,000
		CourseCo Contribution	-	16,500	20,000	-	-	-	
CIP25-13	Cart Path Improvements	Golf Course Fund	-	27,500	22,000	-	-	-	99,000
		CourseCo Contribution	-	27,500	22,000	-	-	-	
CIP25-01	FY 24/25 Street Rehabilitation Project	General Fund	-	300,000	-	-	-	-	300,000
		Measure X	-	730,000	-	-	-	-	730,000
		RMRA/SB1	-	386,065	-	-	-	-	386,065
		Sewer Fund	-	300,000	-	-	-	-	300,000
CIP25-02	FY 24/25 Crack and Slurry Seal	General Fund	-	200,000	-	-	-	-	200,000
		Measure X	-	200,000	-	-	-	-	200,000
		General Fund Total	**$ -**	$ 702,500	**$ -**	$ -	$ -	$ -	**$ 702,500**
		General Fund: Grants and Capital Contributions	**-**	**111,500**	**42,000**	**-**	**-**	**-**	**153,500**
		Pending	**-**	**-**	**-**	**-**	**-**		**-**
		Non-General Fund Total	110,000	2,139,065	82,000	**-**	**-**	**-**	**2,331,065**
		Capital Improvement Projects Total	**$ 110,000**	**$ 2,953,065**	**$ 124,000**	**$ -**	**$ -**	**$ -**	**$ 3,187,065**

(1) Multi-Year Projects represent only those projects funded in Fiscal Year 24/25. The list does not included projects that were completed in Fiscal Year 23/24 or projects that have yet to be appropriated in Fiscal Years 24/25.